



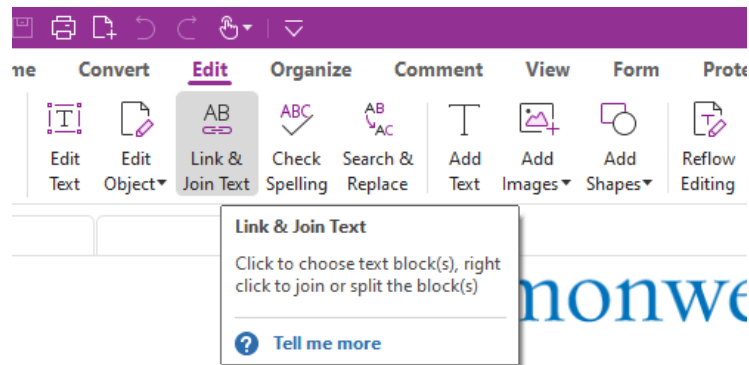
Title: How to Edit an Existing PDF File

Task:

By following these instructions, you'll be able to make changes to an existing PDF file. These steps illustrate how to add text and allow the rest of the text to re-flow automatically.

Instructions:

1. Open the PDF you wish to edit in Foxit PDF Editor.
2. Click The Edit tab
3. Click the Link and Join Text button.



4. Click on the paragraphs to be joined together.
5. Boxes will form around each paragraph.

Lorem Ipsum

"Neque porro quisquam est qui dolorem ipsum quia dolor sit amet, consectetur, adipisci velit..."
"There is no one who loves pain itself, who seeks after it and wants to have it, simply because it is pain..."

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Suspendisse posuere velit purus, vel vulputate metus vulputate non. Pellentesque euismod dapibus erat, sit amet placerat nibh semper a. Fusce in aliquam tellus. Morbi varius massa sit amet lectus egestas, ut dignissim erat ullamcorper. Suspendisse sed magna tortor. Nulla in magna sollicitudin, bibendum nunc euismod, porttitor risus. Vivamus rhoncus nulla quis purus placerat lacinia. Morbi faucibus vulputate odio, vitae venenatis elit laoreet ut. Aenean ultrices mauris sit amet felis venenatis ornare. Praesent est dui, placerat eget egestas eu, cursus et turpis. Nam congue velit libero, nec molestie tellus posuere quis. Vivamus turpis mauris, pellentesque imperdiet vulputate vel, vulputate et leo. Sed euismod fermentum est, id elementum nulla dignissim ac. Proin mi tellus, mattis vitae tristique ut, convallis non est.

Etiam mollis diam sed orci suscipit tristique. Aenean nisl ipsum, porta sit amet lacus a, condimentum facilisis dolor. Donec ornare pretium fringilla. Aliquam erat volutpat. Morbi sollicitudin eu nisl ut rhoncus. Donec nisi neque, fimbis sit amet justo id, aliquet malesuada massa. Etiam gravida elit non malesuada molestie. Phasellus dignissim dignissim tempus. Etiam nec odio ipsum. Vestibulum vel orci non quam ornare efficitur vel in lacus. Pellentesque rutrum lacus ac purus sagittis congue.

Quisque in semper ex, a pretium nisl. Donec consequat elementum augue a laoreet. Donec maximus sed augue at feugiat. Nulla ornare nisl turpis, sed vulputate nisi aliquet sed. Suspendisse at purus vitae turpis egestas cursus. Vestibulum dolor est, placerat sit amet justo ut, congue tempus tortor. Nullam suscipit quam leo, eu facilisis elit consequat et. Duis bibendum erat at volutpat sodales. Donec quam sem, bibendum ut orci varius, viverra pellentesque nibh. Integer tincidunt dolor vel venenatis mollis.

6. Select the paragraphs to be joined.

Lorem Ipsum

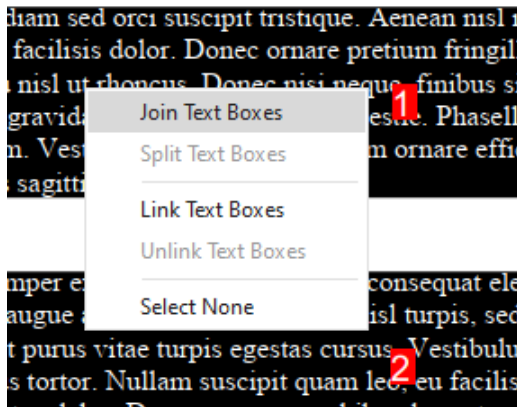
"Neque porro quisquam est qui dolorem ipsum quia dolor sit amet, consectetur, adipisci velit..."
"There is no one who loves pain itself, who seeks after it and wants to have it, simply because it is pain..."

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Suspendisse posuere velit purus, vel vulputate metus vulputate non. Pellentesque euismod dapibus erat, sit amet placerat nibh semper a. Fusce in aliquam tellus. Morbi varius massa sit amet lectus egestas, ut dignissim erat ullamcorper. Suspendisse sed magna tortor. Nulla in magna sollicitudin, bibendum nunc euismod, porttitor risus. Vivamus rhoncus nulla quis purus placerat lacinia. Morbi faucibus vulputate odio, vitae venenatis elit laoreet ut. Aenean ultrices mauris sit amet felis venenatis ornare. Praesent est dui, placerat eget egestas eu, cursus et turpis. Nam congue velit libero, nec molestie tellus posuere quis. Vivamus turpis mauris, pellentesque imperdiet vulputate vel, vulputate et leo. Sed euismod fermentum est, id elementum nulla dignissim ac. Proin mi tellus, mattis vitae tristique ut, convallis non est.

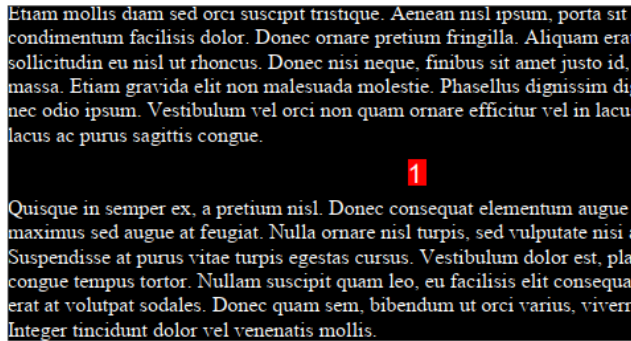
Etiam mollis diam sed orci suscipit tristique. Aenean nisl ipsum, porta sit amet lacus a, condimentum facilisis dolor. Donec ornare pretium fringilla. Aliquam erat volutpat. Morbi sollicitudin eu nisl ut rhoncus. Donec nisi neque, fimbis sit amet justo id, aliquet malesuada massa. Etiam gravida elit non malesuada molestie. Phasellus dignissim dignissim tempus. Etiam nec odio ipsum. Vestibulum vel orci non quam ornare efficitur vel in lacus. Pellentesque rutrum lacus ac purus sagittis congue.

Quisque in semper ex, a pretium nisl. Donec consequat elementum augue a laoreet. Donec maximus sed augue at feugiat. Nulla ornare nisl turpis, sed vulputate nisi aliquet sed. Suspendisse at purus vitae turpis egestas cursus. Vestibulum dolor est, placerat sit amet justo ut, congue tempus tortor. Nullam suscipit quam leo, eu facilisis elit consequat et. Duis bibendum erat at volutpat sodales. Donec quam sem, bibendum ut orci varius, viverra pellentesque nibh. Integer tincidunt dolor vel venenatis mollis.

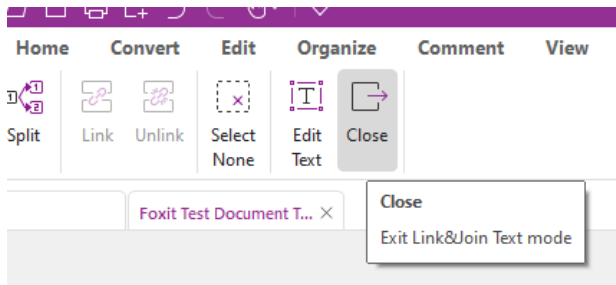
7. Right-click the selection and click Join Text Boxes.



8. The individual selections will be joined.

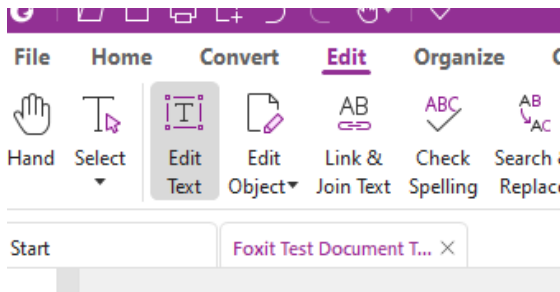


9. Click Close in the menu bar.



10. Return to the Edit tab.

11. Click the Edit Text button.



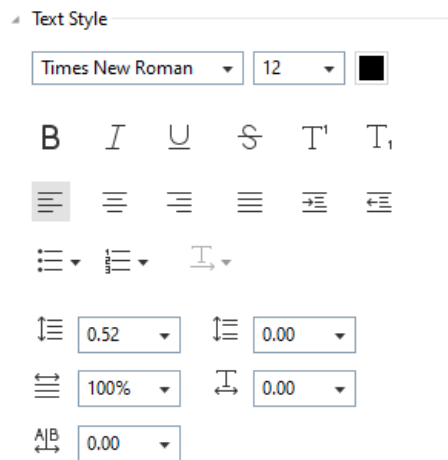
12. Position the mouse cursor where you want to insert the new text and insert it.

Etiam mollis diam sed orci suscipit tristique. Aenean nisl ipsum, porta sit amet lacus a, condimentum facilisis dolor. Donec ornare pretium fringilla. Aliquam erat volutpat. Morbi sollicitudin eu nisl ut rhoncus. Donec nisi neque, finibus sit amet justo id, aliquet malesuada massa. Etiam gravida elit non malesuada molestie. Phasellus dignissim dignissim tempus. Etiam nec odio ipsum. Vestibulum vel orci non quam ornare efficitur vel in lacus. Pellentesque rutrum lacus ac purus sagittis congue.

This is the new sentence that was inserted. The existing text re-flowed around it while keeping the original spacing.

Quisque in semper ex, a pretium nisl. Donec consequat elementum augue a laoreet. Donec maximus sed augue at feugiat. Nulla ornare nisl turpis, sed vulputate nisi aliquet sed. Suspendisse at purus vitae turpis egetas cursus. Vestibulum dolor est, placerat sit amet iusto ut.

13.A sidebar provides formatting options.



14.Such as changing font and font size; text effects; and alignment.

Etiam mollis diam sed orci suscipit tristique. Aenean nisl ipsum, porta sit amet lacus a, condimentum facilisis dolor. Donec ornare pretium fringilla. Aliquam erat volutpat. Morbi sollicitudin eu nisl ut rhoncus. Donec nisi neque, finibus sit amet justo id, aliquet malesuada massa. Etiam gravida elit non malesuada molestie. Phasellus dignissim dignissim tempus. Etiam nec odio ipsum. Vestibulum vel orci non quam ornare efficitur vel in lacus. Pellentesque rutrum lacus ac purus sagittis congue.

This is the new sentence that was inserted. The existing text re-flowed around it while keeping the original spacing.

Quisque in semper ex, a pretium nisl. Donec consequat elementum augue a laoreet. Donec maximus sed augue at feugiat. Nulla ornare nisl turpis, sed vulputate nisi aliquet sed.

Suspendisse at purus vitae turpis egetas cursus.

15.Be sure to save any changes you make.

Video Link:

[How to edit PDF files | Free PDF Editor | Online | Foxit](#)

[PDF Advanced editing | PDF Editor | Advanced editing on PDF documents
| Foxit](#)

Outcome:

Hopefully this information has been useful. If not, or you still have questions, please don't hesitate to contact CWLaw Client Experience.