How to update PDF on pages like ACB

This applies to the following pages and others that contain PDF (like news articles):

- <u>https://mapleleaffunds.ca/flow-through-performance/</u>
- https://mapleleaffunds.ca/flow-through-101/adjusted-cost-base/
- <u>https://mapleleaffunds.ca/flow-through-101/issue-cost-deductions/</u>
- 1. Login to https://mapleleaffunds.ca/wp-login.php
- 2. On a separate tab/window, go to the page you want to update like <u>https://mapleleaffunds.ca/flow-through-101/adjusted-cost-base/</u> and click "Edit with Elementor"

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5. Then a window will appear that says "Insert Media". Click on "Upload Files"



6. Select or Drag and Drop the new file, then click the "Select" button

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7. The PDF file on display should now be updated to the new file selected. To save the changes and reflect on the public website, click the "Publish" button on the upper right.

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