

# Thankyou for the purchase!

I really appreciate every bit of support on my store! I hope the planner you have purchased helps in one way or another!

This document contains information about how to save and download your files from Etsy, as well as some FAQ's! Please read through this document if (including the FAQ's) if you are having any troubles with your files!

YouTube is my favorite place to troubleshoot problems and learn the in's and out's of each individual PDF annotation app.

If you are still having trouble with any of the files, please do not hesitate to contact me and I will help however I can :) I am in Australia so do not panic if I do not reply straight away - (It probably means that I am asleep)!

Thanks again for your support!

Isla

Planprintland

## 1 DOWNLOADING YOUR FILES

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- 1.2 Downloading (PDF)
- 1.3 Downloading (Zipped Files)

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## 3 FAQ's

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- Which app to use
- How to use hyperlinks
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- Adding pages
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1.1

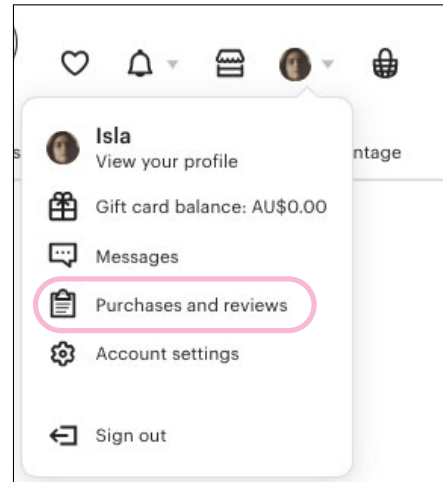
DOWNLOADING YOUR FILES

Once your payment has been cleared, your files will be available to download. Files should be automatically available on the checkout screen, and can be downloaded by clicking on the name of the files. You will also receive a link to your files via email automatically once payment is complete.

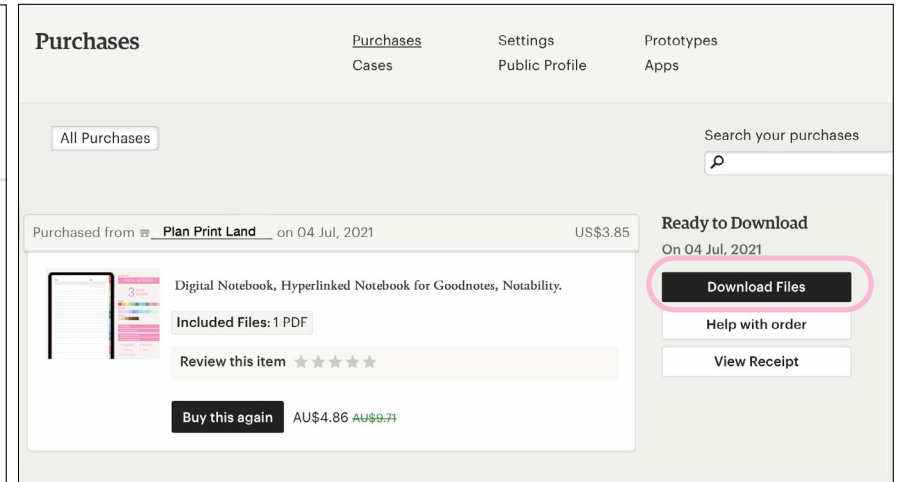
You can download your files at any time by going to the 'purchases and reviews' tab at any point.

Please note: You must use a browser (Safari, Google Chrome, Firefox etc) to download digital files from Etsy. Using the Etsy mobile app will not allow you to download the files.

Click Purchases and Reviews in the top right hand corner



Navigate to the file and select download files.



1.2

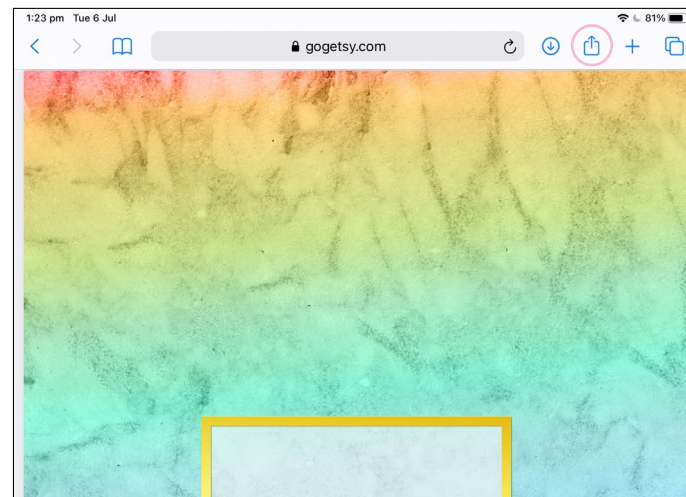
DOWNLOADING YOUR FILES (PDF)

Where possible, I will always give straight PDF documents. However, in some cases (due to file size limits and amounts) documents will be provided in a zipped folder. You can read instructions on how to open a zipped folder on the next page.

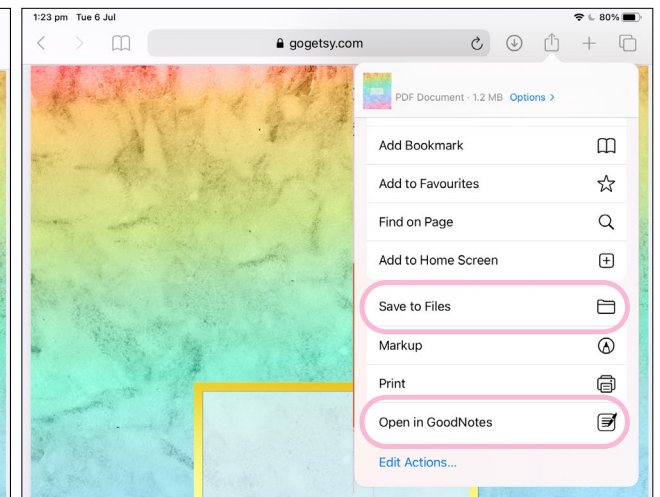
If you are downloading a PDF: Click the share button in the top right hand corner of the screen (Note, it may appear differently depending on which browser you are using).

From there, you can save the file to your files OR open it directly in Goodnotes (or other PDF annotation apps).

Click the share button on the opened .PDF



Save to files or Open in Goodnotes (or other PDF annotation apps)



1.3

EXTRACTING ZIPPED FILES:

If file sizes exceed allowed file size, you may receive your files in a zipped folder. Opening a zipped folder will differ slightly depending on the device you are using. Generally, opening a zipped folder will be easier on a computer, mac, or newer iPads.

**On a Computer:** Right click and click 'extract all'

**On a Mac:** Double click the zipped folder. It should automatically extract.

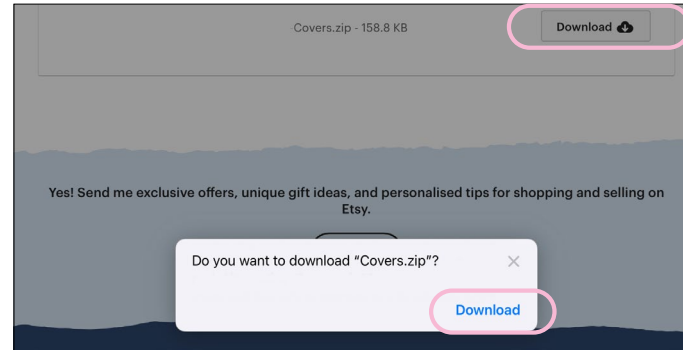
**On an iPad:** Save the Zipped folder to your files. Clicking on the zipped folder should automatically unzip the files.

**On an Android:** Navigate to the file on 'files by google, and tap the 'Extract' option when it appears as a popup.

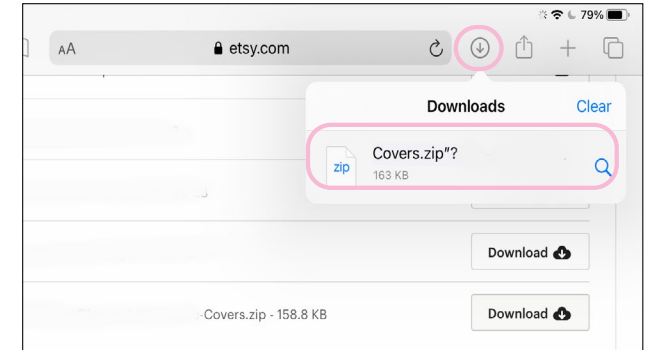
Note: Older Androids and iPads may not have built in app extraction features. If this is the case, you can download a free application (Zip Viewer for ios/iPad or ZArchiver for android).

If you are still having trouble extracting the files, please reach out to me and I can manually email you the unzipped files :)

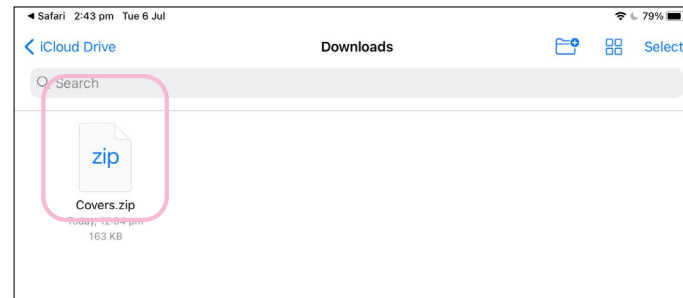
Download through Etsy and click download again to the popup that appears.



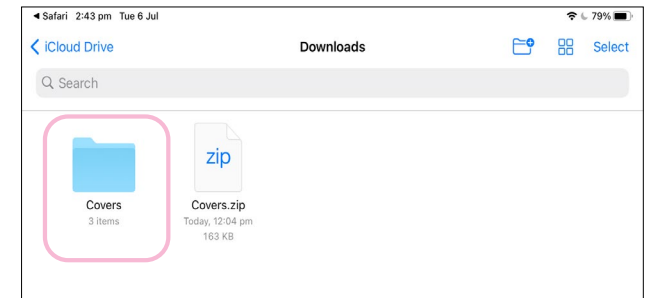
Click the downloads button then click on the new zipped folder.



Your zipped folder should be in your downloads (or chosen location). Tap on it to extract your files, which can then be opened in Goodnotes or another PDF annotation app.



Your extracted files will appear with your PDF documents inside.



## 2.1

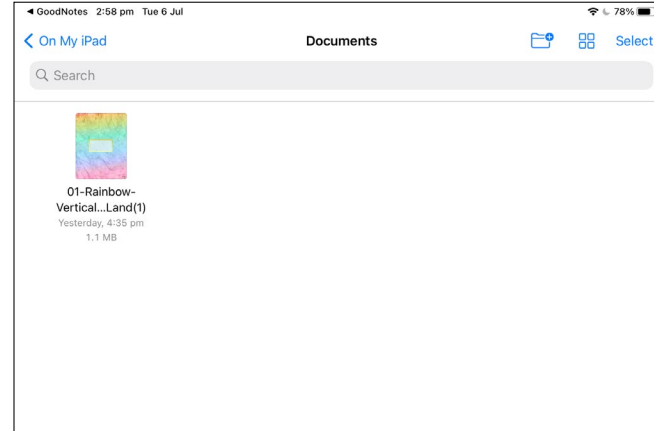
### OPENING FROM FILES

Once your PDF files are saved either onto your device, or in your cloud storage (iCloud, Google Drive, Dropbox), you can then open them in your chosen PDF annotation application.

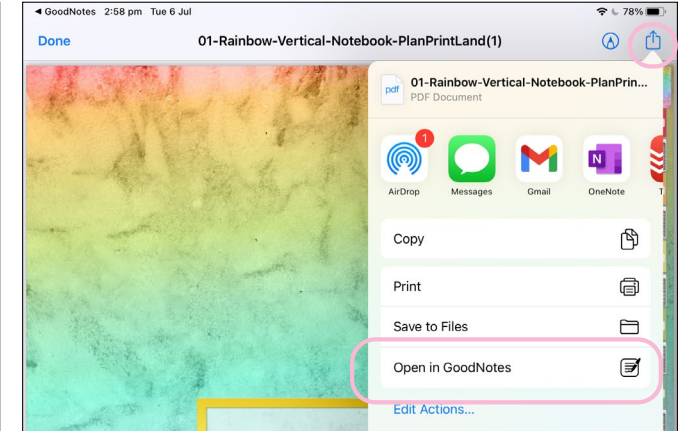
Option 1: Navigate to your files, find your PDF document and open it in your desired application. NOTE: Not all PDF annotation apps will allow you to open the file this way.

Option 2: Open your desired PDF annotation program and open your file from there as a new document.

Find your PDF document in your files (the location in which you saved it)



Click the share button and click open in GoodNotes



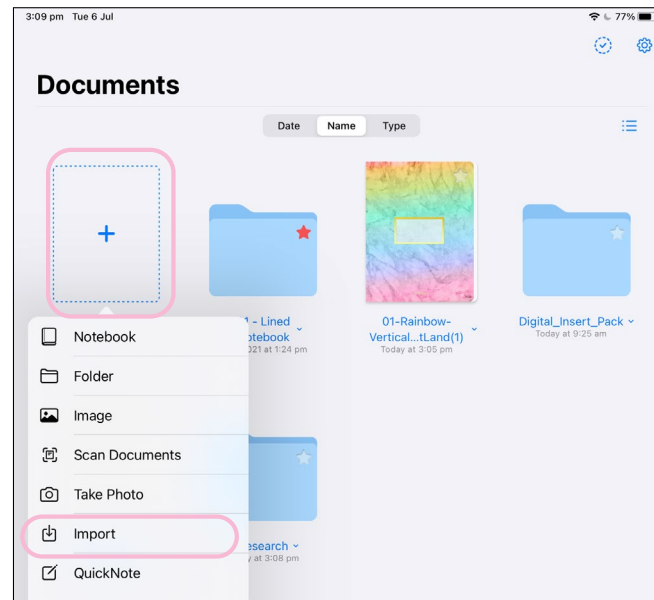
## 2.2

### OPENING IN GOODNOTES

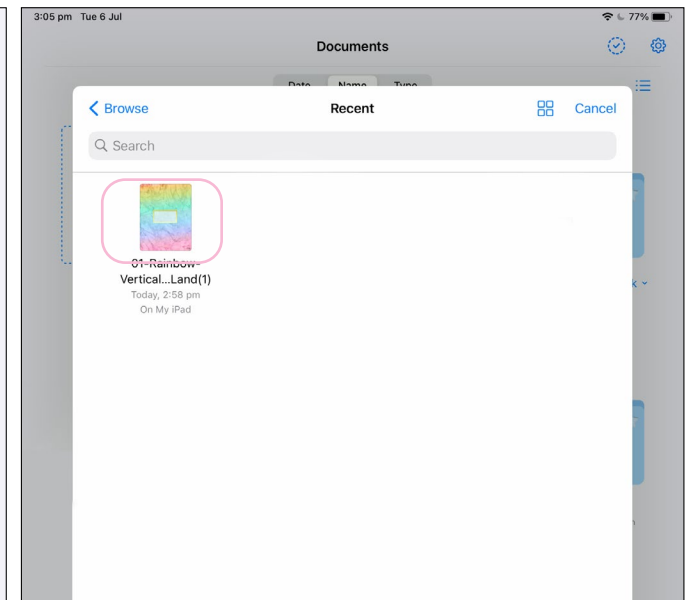
Click the 'new' button on your document home screen, and select import.

Navigate to where you saved your file and select it from the menu. It will open as a new document.

Click new, then click import.



Navigate to where you saved your document and select it.

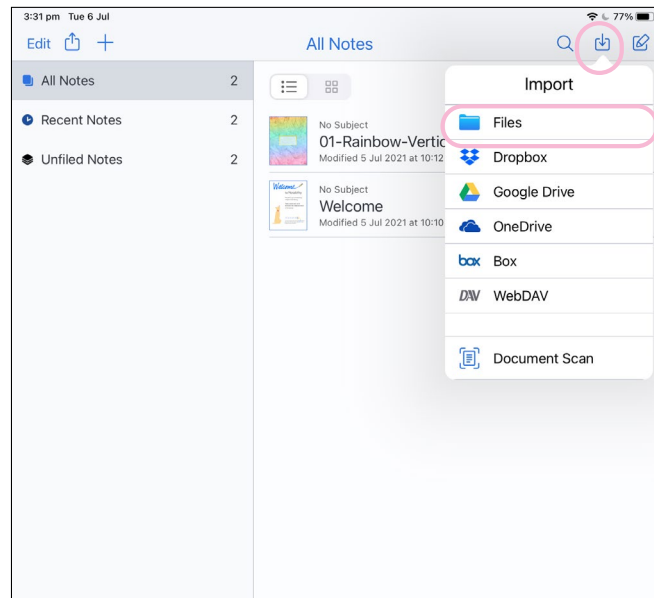


## 2.3

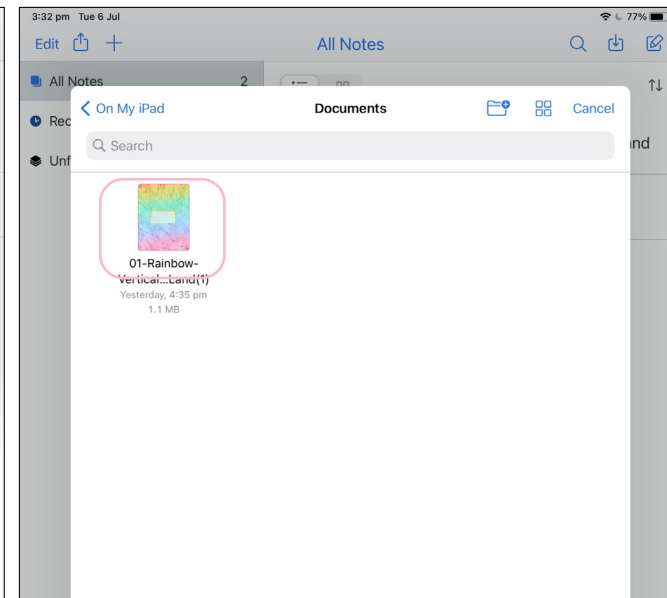
### OPENING IN NOTABILITY

Use the import button in the top right hand corner and navigate to the file. Selecting it will add it as a new document.

Use the import button in the top right hand corner and navigate to the file.



Navigate to where you saved your document and select it.

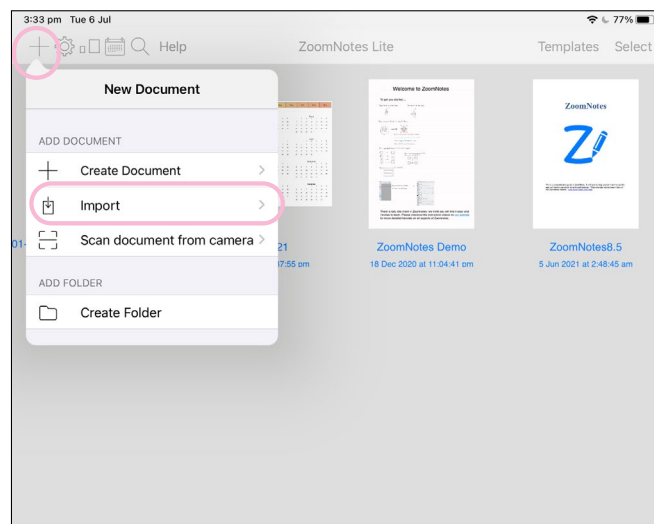


## 2.4

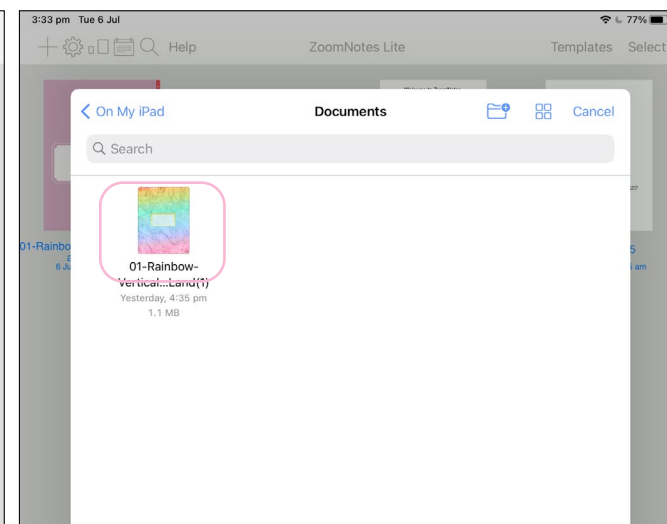
### OPENING IN ZOOMNOTES

Use the plus button in the top left hand corner and navigate to the file in which you saved the PDF document. Selecting it will add it as a new document.

Use the import button in the top right hand corner and navigate to the file.



Navigate to where you saved your document and select it.



## FAQ's

## Which PDF annotation application should I use?

My digital planners can be used in most PDF annotation applications. I have personally tested all my digital planners in: Goodnotes, Notability, Noteshelf, Zoomnotes and Xodo.

Personally, I recommend Goodnotes or Notability. They are the most widely used applications in the digital planning community and are the easiest to find troubleshooting advice online. They also perform slightly more (in terms of speed) than the other applications.

## Can I delete pages?

It is ALWAYS a good idea to create a duplicate before deleting pages. Pages can generally be deleted as long as they are not the main pages (Contents, Divider sections, hyperlinked calendars, alphabetised pages.). If you are wondering whether a page can be deleted with consequence, please make a duplicate prior to deletion. You may also reach out to me and I can determine whether it will cause problems or not :)

## Can I add pages?

Yes! You can add pages from outside sources, as well as duplicate any of the pages you need. You can do this by clicking duplicate, or copying and pasting the page into the desired location.

The process for duplicating a page will vary from app to app. Again YouTube is a great place to search for tutorials in digital planning.

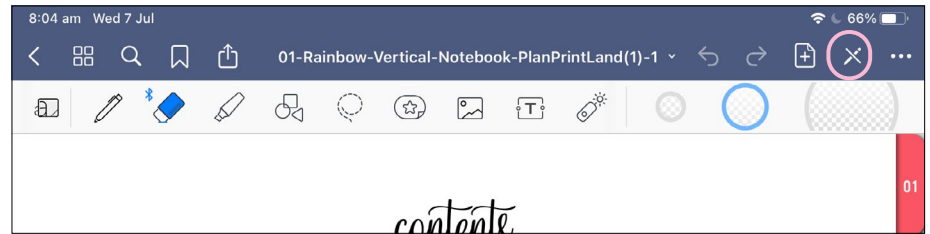
## What can I do if my Tabs aren't correctly linked after editing pages?

Unfortunately there is not much that can be done once links have been interrupted. That is why I recommend not deleting or rearranging pages without making a duplicate first.

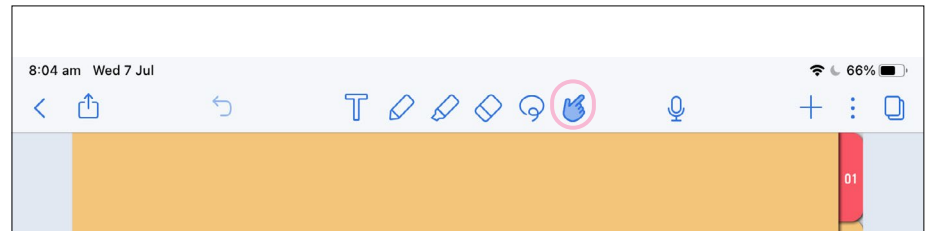
## How do I use the Hyperlinks?

You must be in read only mode on your note taking app to use hyperlinks. It will vary from app to app. YouTube is your best friend when learning how to navigate any of these applications! Generally, it involves using the toolbar to show all pages in icon format, and then selecting duplicate or copy!

Read only mode in GoodNotes



Read only mode in Notability



## Reviews

If you get the chance, a review is always greatly appreciated! Reviews help me to grow as a store, and allow me to continue my love for creating new planners and printables.

You can leave a review on Etsy by going to 'purchases and reviews' in the top right hand corner of your profile, or by clicking the button below!

Again, if you have any troubles - please do not hesitate to reach out on Etsy! I am more than willing to help however I can :)

You can also reach me at [hello@planprintland.com](mailto:hello@planprintland.com)

[CLICK TO LEAVE A REVIEW](#)