


How to insert Nutrition Program images into Word

This Task sheet shows how to insert parts of the Nutrition Program into Word to use in coursework. You can use the same process to insert into other presentation programs.

1. Open up the recipe/diet/meal that you want to use.
2. Click the part of the program that you want to download.
3. In the example, I am using the Star Profile from a tasting of Spaghetti Bolognaise.

**The Nutrition Program**
by Jenny Ridgwell

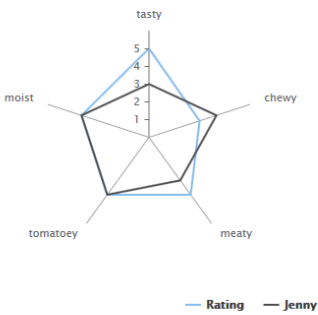

Star profile details

Name: Spaghetti bolognaise

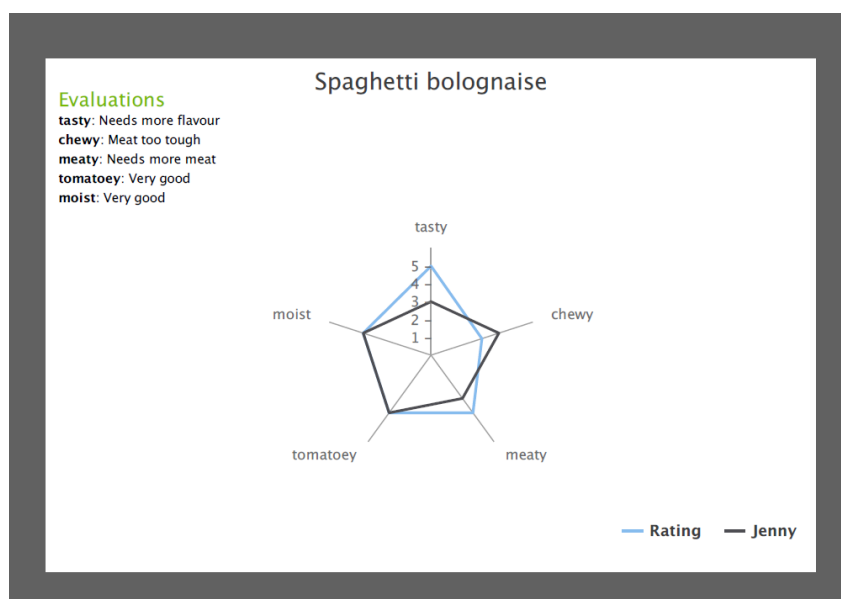
Descriptor	Rating	Jenny	Evaluation
tasty	5	3	Needs more flavour
chewy	3	4	Meat too tough
meaty	4	3	Needs more meat
tomatoey	4	4	Very good
moist	4	4	Very good

[+ Add Descriptor](#) [+ Add Taster](#)

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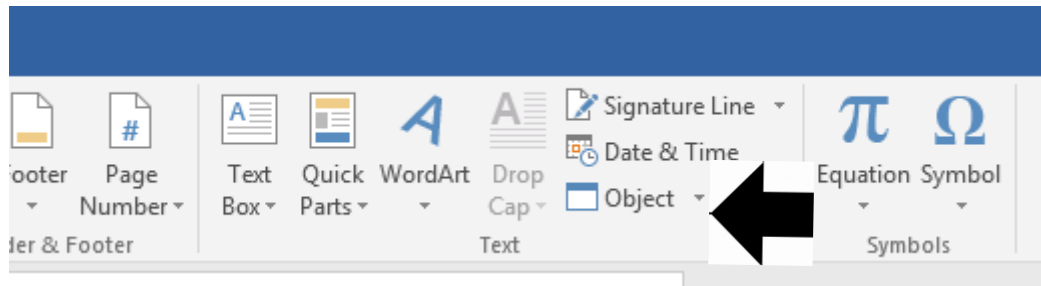
4. Click the Download as a PDF button. The screen appears.
5. The image is in the Download section of your computer. Open this up.



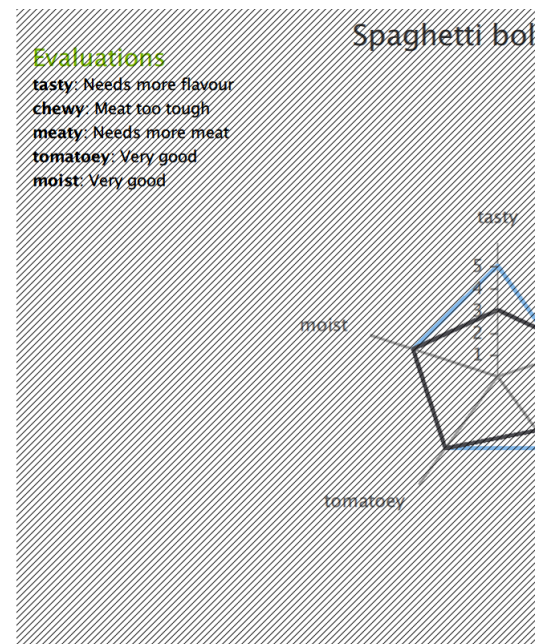
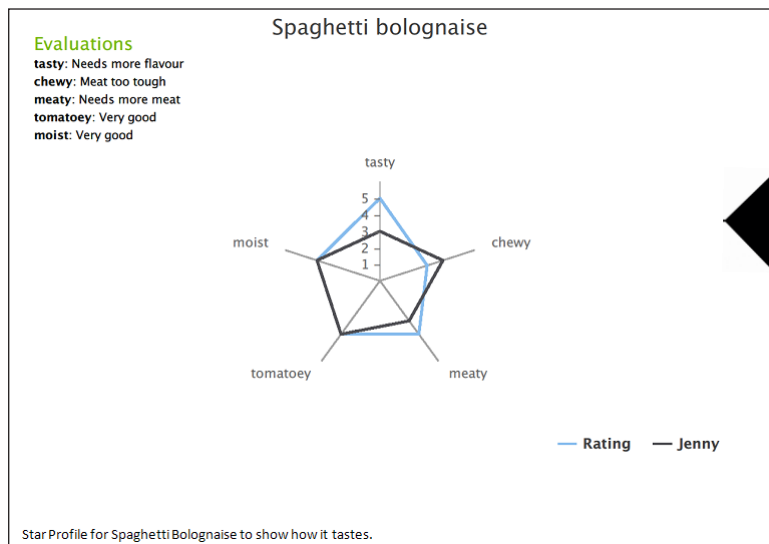
6. Save the file so you know where it will be.
7. Open up Word and save the file ready to insert the PDF.

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8. In Word click Insert, Object and choose the PDF – mine is in Adobe Acrobat Document.



9. You may need to resize the image to fit the page, then your Word page is ready to use.



10. You can include call outs to explain more about the Star Profile.

11. Save your files!

