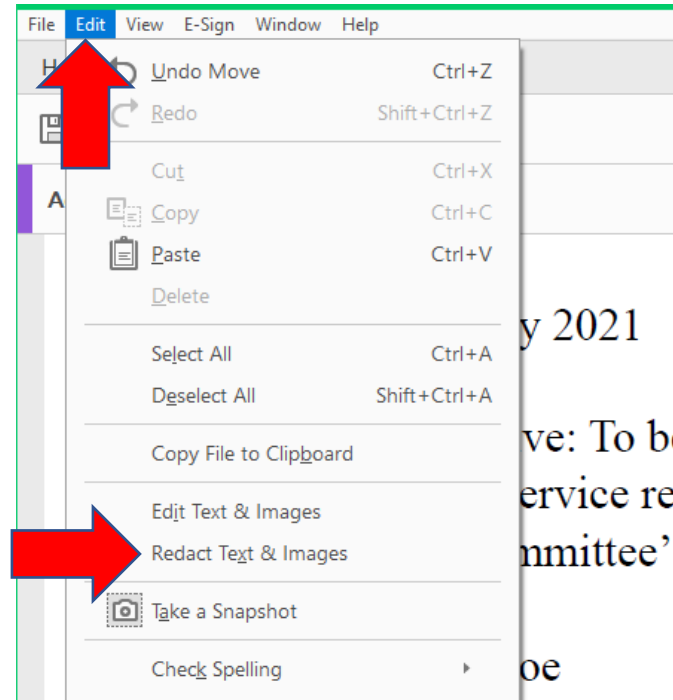
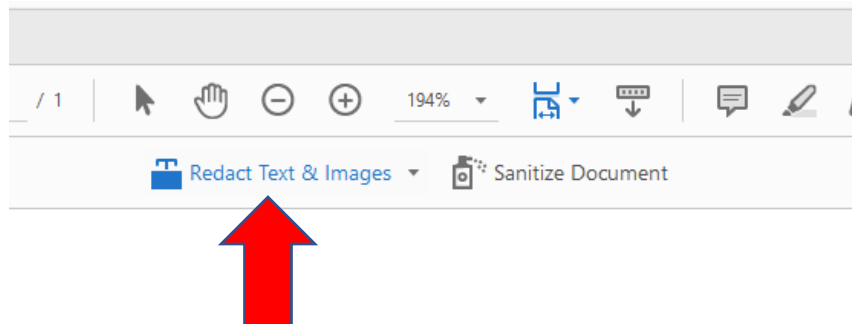


Redacting sensitive information

1. Select Edit tab at the top left of the screen and select the “redact text and images” option.



2. Select the “redact text and images” option from the middle of the screen so that it highlights blue.



to the Nevada State EMS Advisory Co
so as to use my vast experience in the

3. Use cursor to drag and select all the text you need to redact.

John Doe

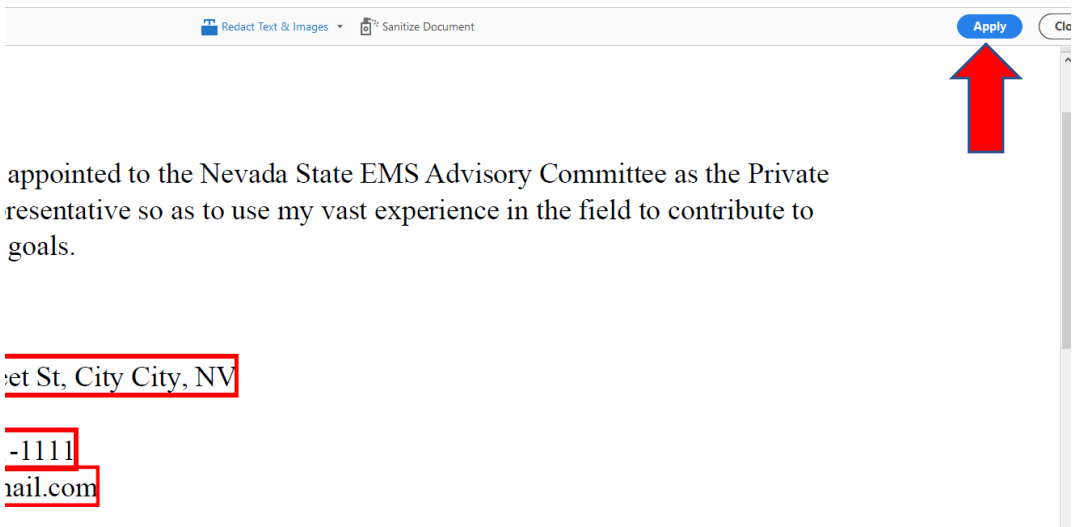
Address: 111 Street St, City City, NV

Zip: 11111

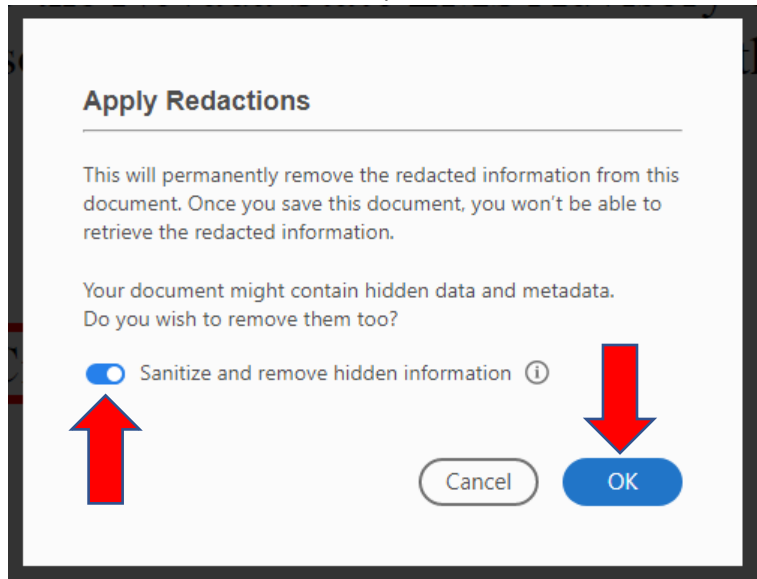
Phone: (111) 111-1111

Email: 1234@email.com

4. Once all redacted text is highlighted select the “Apply” option on the top right corner of the screen.



5. Make sure the "Sanitize and remove hidden information" option is checked and select "OK".



6. Note that the redacted information can not be retrieved once this has been saved so best practice is to save the document as a different name than the original so that you can keep both versions for reference if needed.

