

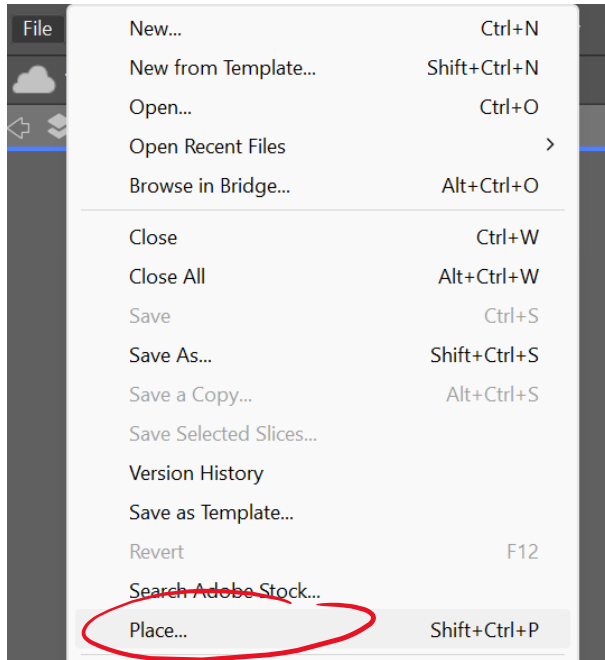
## Adobe Illustrator Tutorial: Importing and embedding files

### Background:

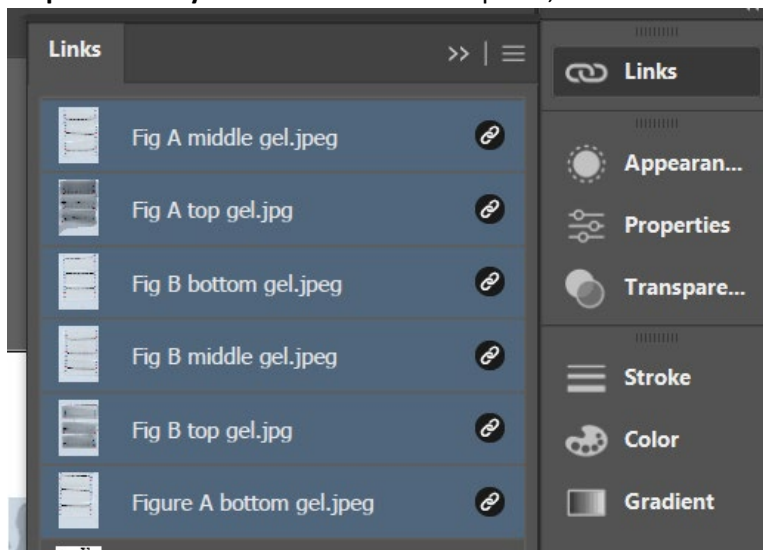
When you first import a file into Adobe Illustrator, the default is to create a “linked” file. When it does this, the program is essentially creating a citation that references an external file. The benefit of this is that the data load on the program is smaller. The downside is that if you send this Ai file to anyone else the image link will be broken – since the image itself is not embedded within the program. Follow the tutorial to learn how to embed your image.

### Step 1: Set-up your new document

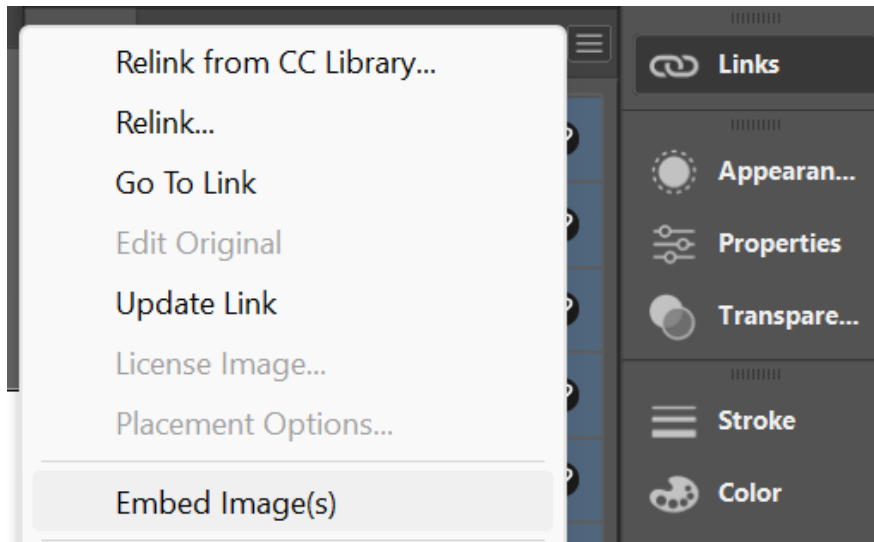
### Step 2: Place your file. File > Place > select your file(s)



### Step 3: Embed your files. In the “Links” panel, select all files that have a chain next to them.



**Step 4: Embed Images.** In the hamburger menu in the upper right corner of the links panel, select “embed images”



**Congratulations! You're images are now embedded in your file and can be shared with others!**