

Bluebeam Revu – Importing Seal

Importing your seal into Bluebeam Revu can easily be set up by following the below instructions.

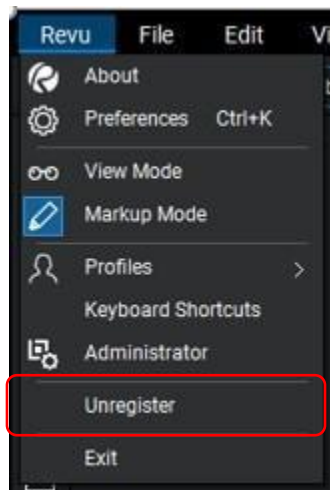
- Open Bluebeam Revu by clicking the icon on your desktop



- If this is the first time you have opened the program then you will need to do the following.
 - Leave the setting on Office
 - Click next
 - Click Skip on the studio setup window
 - You should now be at the welcome page
- If you've opened the program prior, you will be at a blank shell – this is fine.
- You will need to ensure that your product is registered – to do this you will need to do the following.
- In the upper left corner click Revu

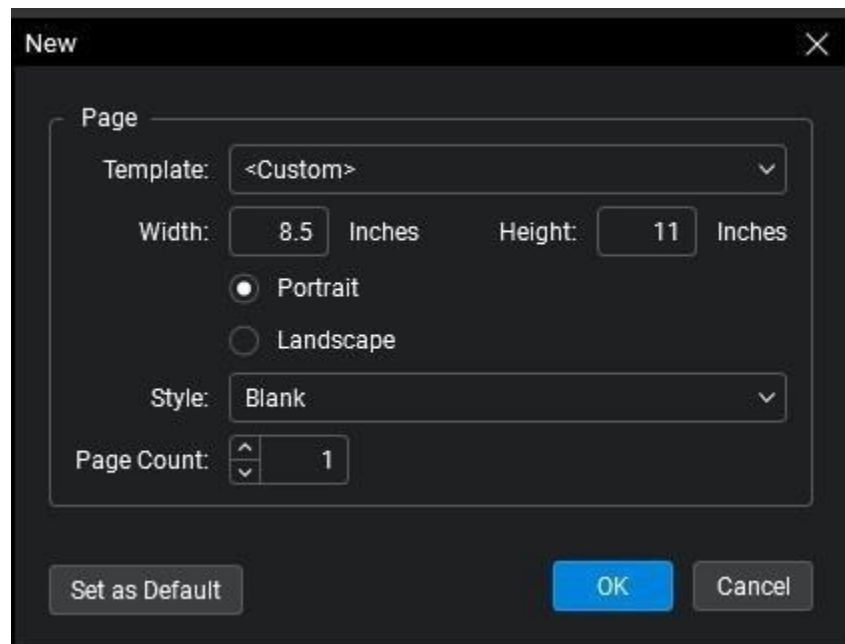


- You will see a menu that has either register or unregister



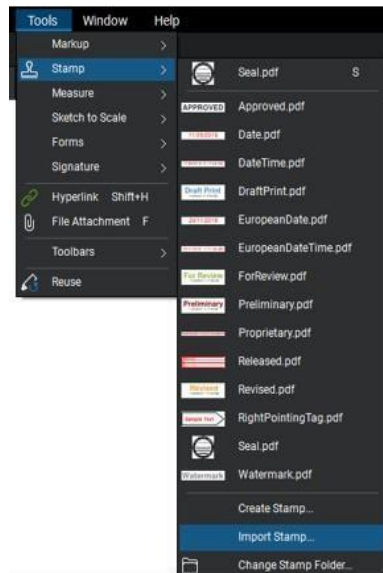
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- If it says register then click on it
- If it says Unregister then create a blank document.
- To create a blank document you will need to do the following.
 - Go to File
 - Click New
 - Choose the default 8.5” x 11” setting
 - Click OK



- The next step is to import your stamp; to do this you will need to do the following
 - Click Tools
 - Stamp
 - Import Stamp

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- You will need to navigate to where the PDF of your stamp is located.
 - (My Documents\PE Cert is the recommended path)
 - Select your stamp
 - Click Open
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- To finish the setup you will need to do the following
 - Go back to the Stamp drop down
 - Your stamp should now be in the list – Select your stamp
 - Place it in the blank file by single clicking anywhere
 - **Important** – Only single click here