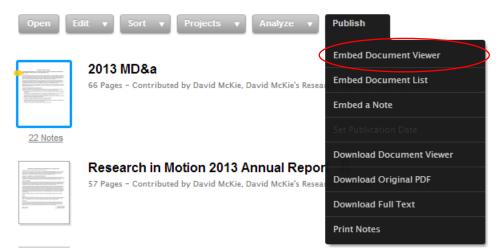
Instructions for embedding your financial statement

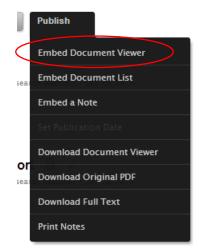
1) Select the document you want to upload.



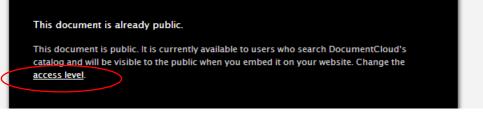
2) Select the "Publish" tab at the top right.



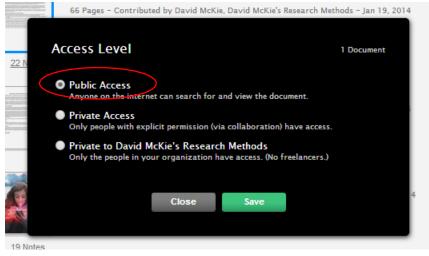
3) Select the "Embed Document Viewer" option.



4) In order to see the document, you must ensure that it is "public". To do so, select the "access level" option.

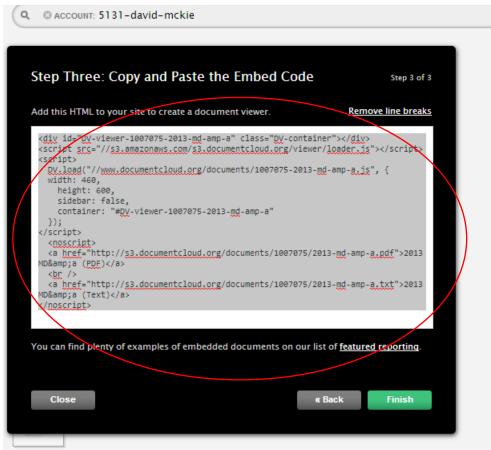


5) Make it public and save.



- 6) Selecting the "Save" tab, will return you to DocumentCloud's main menu, obliging you to select the "Publish" tab once more, and then the "Embed Document Viewer" option.
- 7) Select the "Next" tab to "Step Two: Configure the Document Viewer"
- 8) In Step two, you'll have to configure the document. Make sure that the **"Document viewer size"** is a **"Fixed Size".** You can make the width 460 px, the height 600. Uncheck the box to the left of the "Show the sidebar" option. Leave the check marks in the boxes next to the remaining two options, and select the "Next" tab if they aren't already there. Select the "Next" tab, taking you to step three.

9) Highlight and copy the embed code.



10) Go to the WordPress dashboard, select the "Text view", and paste the code in the spot where you want the document to appear on the page. Make sure you select business assignment

category. DocumentCloud test for BlackBerry annual repo Permalink: http://www.davidmckie.com/documentcloud-...-annual-report/ Edit View Post Get Shortlink Add Media Visual Text b *i* <u>link</u> b-quote del ins img ul ol li code more close tags fullscreen The following is BlackBerry's annual report that I have annotated. To make it easier to read, you can go from one annotation to the next by selecting the "Notes" tab at the top. <div id="DV-viewer-1007075-2013-md-amp-a" class="DV-container"> </div> <script src="//s3.amazonaws.com/s3.documentcloud.org/viewer/loader.js"> </script> <script> DV.load("//www.documentcloud.org/documents/1007075-2013-md-ampa.js", { width: 460, height: 600, sidebar: false, container: "#DV-viewer-1007075-2013-md-amp-a" }); </script> <noscript> 2013 MD&a (PDF)
 <a href="http://s3.documentcloud.org/documents/1007075/2013-md-</pre> amp-a.txt">2013 MD&a (Text) </noscript>

11) Select the "Update" tab to the right. NOTE: You won't see the document in the WordPress "Visual" display. To see the

result, you'll have to "preview" the page.

🕒 Share / Save 🖪 🈏 🖻

The following is BlackBerry's annual report that I have annotated. To make it easier to read, you can go from one annotation to the next by selecting the "Notes" tab at the top.

| DOCUMENT | PAGES | NOTES | Zoom 🖓 , , , , | |
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| | | RESEARCH IN | N MOTION LIMITED | |
| MANAGEMENT | S DISCUSSION AN | | NANCIAL CONDITION AND RESULTS OF OPERATIONS | |
| | | ISCAL YEAR ENDE | | |
| March 28, 2013 | | | | |
| The following Man | agement's Discussion | n and Analysis of Finar | acial Condition and Results of Operations ("MD&A") should be read | |
| Research In Motion presented in U.S. d | Limited (the "Comp ollars and have been | any") for the fiscal yea prepared in accordance | the accompanying notes (the "Consolidated Financial Statements") of r ended March 2, 2013. The Consolidated Financial Statements are with United States generally accepted accounting principles ("U.S. | |
| | | - | in U.S. dollars, unless otherwise indicated. | |
| Canadian Securities prepare this MD&/ | s Administrators. Und in accordance with | fer the U.S./Canada Mu the disclosure requirem | mal Instrument 51-102 "Continuous Disclosure Obligations" of the lifujurisdictional Disclosure System, the Company is permitted to ents of Canada, which are different from those of the United States. ref. 2, 2013 and up to and including March 28, 2013. | |
| Additional informa | tion about the Compa Form 40-F, can be for | my, including the Com | pany's Annual Information Form, which is included in the Company's .sedar.com and on the U.S. Securities and Exchange Commission's | |
| Cautionary Note I | Regarding Forward- | Looking Statements | | |
| | | | eaning of certain securities laws, including under the U.S. Private | |
| | | | ian securities laws, including statements relating to: ives and timing, including the BlackBerry 10 platform and BlackBerry | |
| the Company 10 smartphon | | ing new product initiat | ives and timing, including the BlackBerry 10 platform and BlackBerry | |
| the Company' | 's plans and expectati | ons regarding new serv | ice offerings, and assumptions regarding its service revenue model; | |
| | | | ticipated opportunities and challenges in fiscal 2014; | |
| | | mpany's plans and exp ckBerry PlayBook tabl | ectations relating to, programs to drive sell-through of the Company's ets; | |
| | the Company's expectations regarding financial results for the first quarter of fiscal 2014; | | | |
| 1 1 | the Company's expectations with respect to the sufficiency of its financial resources; the Company's ongoing efforts to streamline its operations and its expectations relating to the benefits of its Cost Optimization | | | |
| | |) program and similar s | | |
| the Company' | 's plans and expectati | ons regarding marketin | g and promotional programs; | |
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12) For your perusal, I have uploaded this test document to the business assignment page. Note how the "Notes" tab allows readers to scroll through the annotations, allowing them to read your value-added analysis. These annotations ARE A

REQUIREMENT TO FOR THE ASSIGNMENT, because I'll be reading them to determine your understanding of the material you've chosen to highlight.

- 13) Once you've embedded the document, you can keep going with the rest of the story.
- 14) In the next tutorial, I'll quickly show you how to create a graph in Excel, which can be converted to a jpg and also uploaded to the website. You may choose to use another option for displaying graphs such as <u>Infogr.am</u>, which is easy to figure out. It took me a few minutes. I was able to upload the company's net income figures by copying the embed code. For those who need it, I will also put together a quick infogr.am tutorial. But for now, just focus on DocumentCloud.
- 15) Please make sure you test out tutorial to ensure that you don't have any last-minute, technical problems.