How do I import a PDF?

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You may have PDFs containing documentation that you want to import into your knowledge base.

You can tackle this in a few different ways using the **+ Add > Import** option on **Pages**:

From uploading the file and linking to it, to scraping the content from the PDF document into an article, we should have an import process that fits what you need.

Select your desired scenario from the following list for detailed instructions:

1. **Embed with previes:** Use this option if you want to keep the content in the PDF, upload the PDF document to your **Files** storage, and create an article that displays a preview of the PDF with a link to download it. Follow the instructions in Embed a single PDF document in an article with a preview.

2. **Convert to an article page:** Use this option if you have a PDF document you want to copy the contents of and create an article in KnowledgeOwl with. Follow the instructions in Convert a PDF document to an article page.

3. **Create a shareable link:** Use this option if you want to keep the content in the PDF, upload the PDF document to your **Files** storage, and create an article that, when opened, immediately opens or downloads the PDF document. Follow the instructions in Create a PDF document shareable link article.

4. **Add to file library:** Use this option if you just want to upload a PDF document to your **Files** storage without creating any articles. Follow the instructions in Add a PDF document to your file library.

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