

## Embedding PDF Files

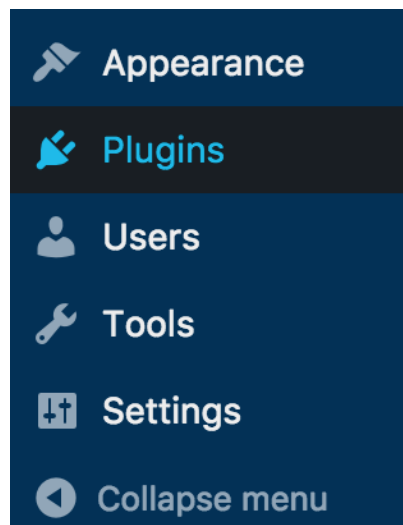
<https://youtu.be/qJ-TQYIAI6U> (PDF Embedder)

Easily embedding PDF files requires the activation of the [PDF Embedder](#) plugin or the [Embed Any Document](#) plugin. Once activated, this plugin allows for the embedding of PDF files when selected from the Media Library of a site.

*\*Note:* You should only have one of these plugins activated at any given time.

### Activating PDF Embedder

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From the Dashboard, go to Plugins. In the right-hand search box, type in “PDF Embedder.”

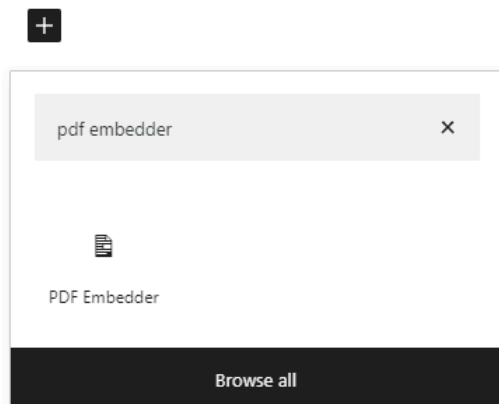
PDF Embedder  
[Settings](#) | [Mobile](#) | [Secure](#) | [Deactivate](#)

Embed PDFs straight into your posts and pages, with flexible width and height. No third-party services required.  
Compatible with Gutenberg Editor WordPress

Click on “Activate” under the plugin name to activate and enable the plugin on the site.

## Using PDF Embedder

Start writing or type / to choose a block



When editing a post or page, click on the plus sign button to “Add Block” button to search for and select “PDF Embedder”.

[Click here to Open Media Library to select PDF](#)

Click to open the Media Library, or upload the PDF file and then click the “Select” button in the lower, right-hand corner.



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[odu.edu/ails/eportfolio](http://odu.edu/ails/eportfolio)

Select or Upload Media

Upload files | Media Library

Filter media  
All dates

Showing 6 of 6 media items

ATTACHMENT DETAILS

ODU eP Competition-Flyer-2.pdf  
April 17, 2025  
53 KB  
[Delete permanently](#)

Title: ODU eP Competition Flyer

Caption:

Description:

File URL:   
[Copy URL to clipboard](#)

Required fields are marked \*

Downloads/Views  
[Track downloads and views with PDF Embedder Premium](#)

[select](#)

PDF: <http://sites.wp.odu.edu/okkkkk/wp-content/uploads/sites/14568/2019/05/ePortfolio-Assistant-Self-Assessment.pdf>

When inserted, WordPress will add the shortcode for embedding the PDF.

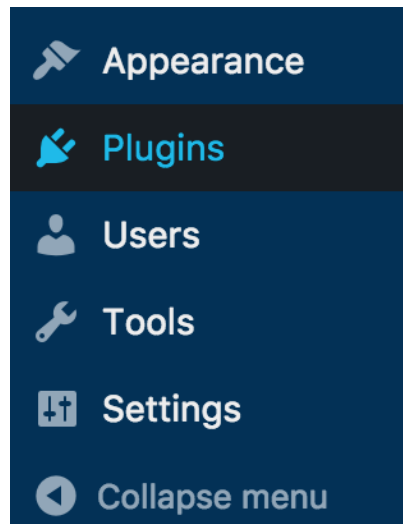
Clicking on the “Preview” (to see latest changes), “Publish” (if new post or page), or “Update” (if existing post or page) buttons will show the new, now embedded PDF file. At the bottom of the document, the menu will have two arrows where you can flip to the next document.

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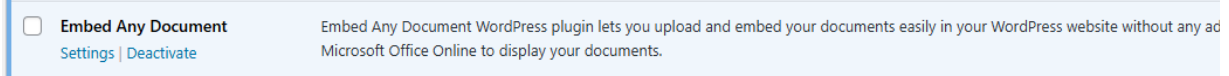
## Activating Embed Any Document

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From the Dashboard, go to Plugins. In the right-hand search box, type in “Embed Any Document”



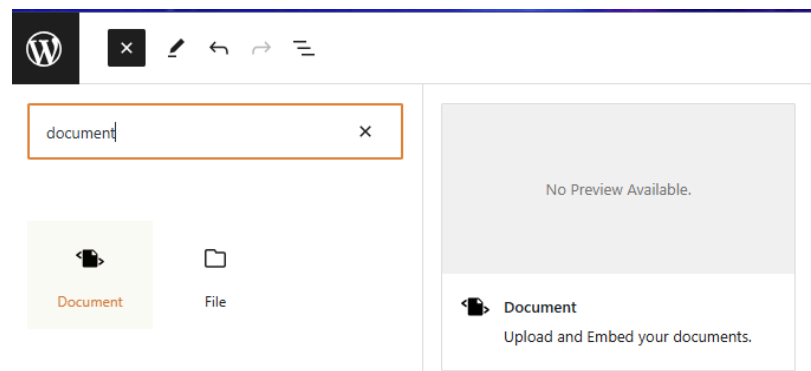
Click on “Activate” under the plugin name to activate and enable the plugin on the site.



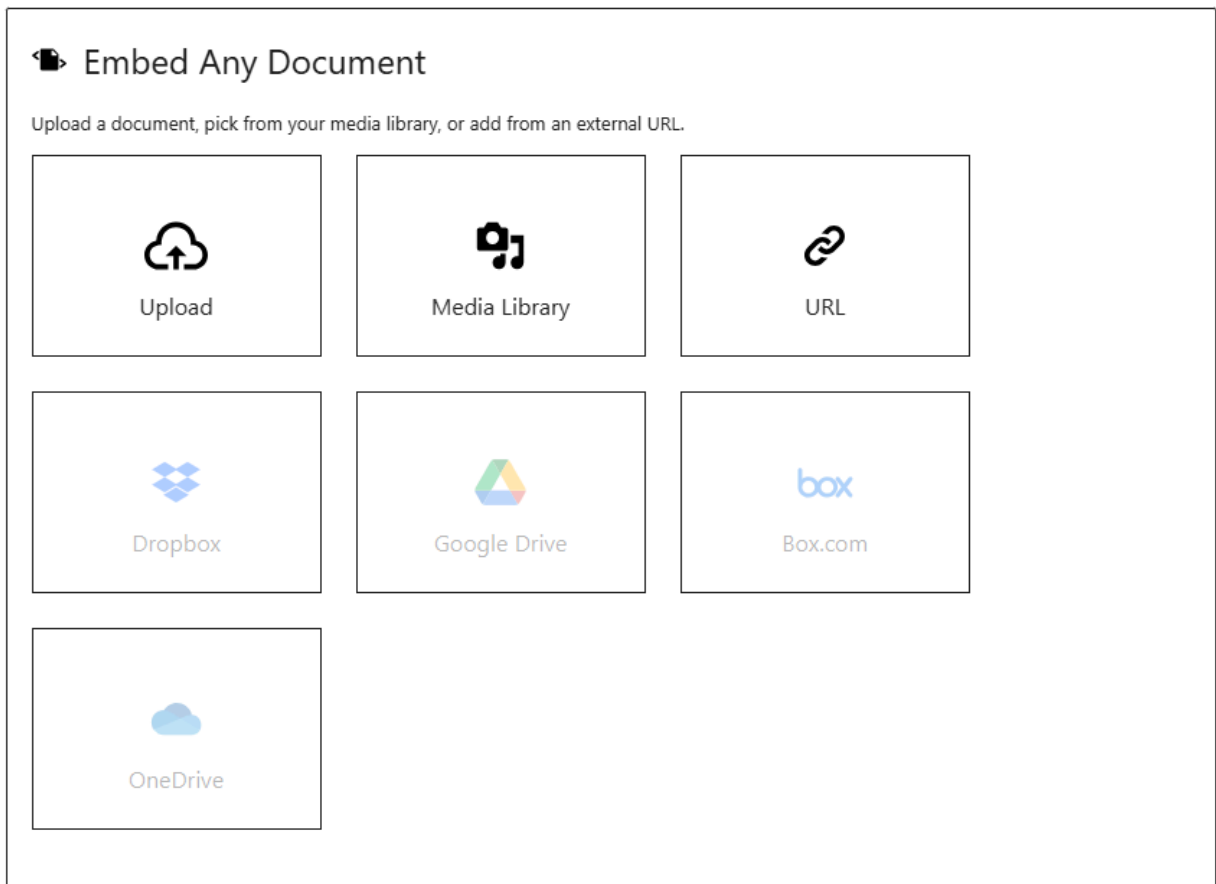
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## Using Embed Any Document

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When editing a post or page, click on the plus sign button to “Add Block” then search for and select “Document”.  
Choose Upload or Media Library to add the document.



Within the Media Library, choose the PDF file and then click the “Select” button in the lower, right-hand corner.



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Select or Upload Media x

Upload files | Media Library

Filter media  
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[Copy URL to clipboard](#)

Required fields are marked \*

Downloads/Views  
Track downloads and views with [PDF Embedder Premium](#)

[Select](#)

The file will show up in the editing space. Users will be able to scroll through the embedded file.