HOW TO SET ACROBAT READER DC OR ACROBAT DC AS THE DEFAULT PDF PROGRAM

Your system may not be set up to automatically open PDFs from the desktop with Acrobat Reader DC or Acrobat DC. Here's how to set it up: (Instructions from <u>Adobe.com</u>)

WINDOWS USERS

1. Right-click the PDF, choose **Open With > Choose default program** or **another app** in.



- 2. Choose Adobe Acrobat Reader DC or Adobe Acrobat DC in the list of programs, and then do one of the following:
- (Windows 10) Select Always use this app to open .pdf files.
- (Windows 7 and earlier) Select Always use the selected program to open this kind of file.
- (Windows 8) Select Use this app for all .pdf files.



Note:

If you have both Adobe Acrobat DC and Adobe Acrobat Reader DC installed on your computer, choose Adobe Acrobat DC.

3. Click OK.

MAC OS USERS

1. Click the PDF file's icon in the Finder to select it.

2. Choose File > Get Info.

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3. Click the triangle next to **Open With**, and choose **Adobe Acrobat Reader** or **Adobe Acrobat** from the pop-up list (if your preference is not on the list, choose **Other** to select it).

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4. Click Change All.