

Internet browser settings:

First make sure the default app for opening PDF files is Acrobat Reader.

- 1) Type default app in your windows search on the task bar.
- 2) Click Default apps (system settings).
- 3) Choose Default apps by file type.
- 4) Scroll down to .pdf (file type) set this to Adobe Acrobat Reader.

MICROSOFT EDGE:

- 1) Open Microsoft edge.
- 2) ... Click on the 3 dots in the top right corner of the browser.
- 3) Then settings.
- 4) Then Cookies and site permissions.
- 5) Then PDF documents
- 6) Turn ON (Always download PDF Files).
- 7) Turn OFF (PDF View settings).

Google Chrome:

- 1) Open Google Chrome.
- 2) : Click on the 3 dots in the top right corner of the browser.
- 3) Then settings.
- 4) Then Privacy and Security.
- 5) Then Site Settings.
- 6) Then Additional content settings.
- 7) Then PDF documents.
- 8) Turn ON (Download PDF's).