

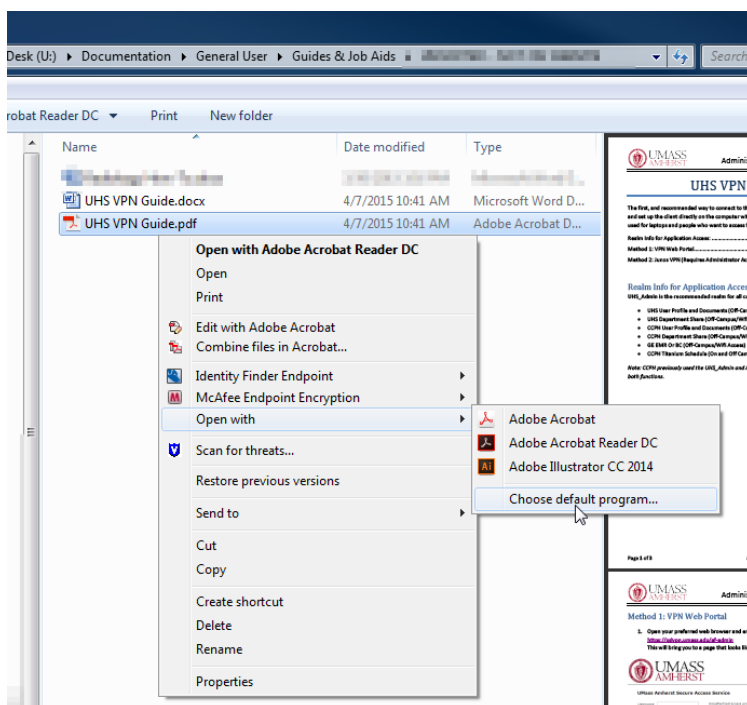
Adjusting Default PDF Program

This guide is developed to educate how to switch between Acrobat and Reader as your default program to open PDF file types. This does not cover the default viewer for internet explorer. If you are having problems with “Enhanced Protection Mode,” please contact the helpdesk to resolve the issue.

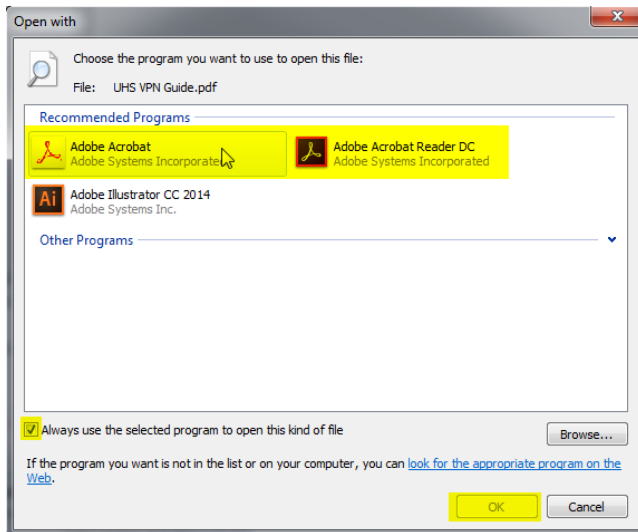
Windows 7

Step 1: Find a PDF file on your computer or net share.

Step 2: Right-Click the PDF file and select “Open With” > “Choose



Step 3: Ensure the “Always use the selected program to open this kind of file” is selected, and then above select the program you want for your PDF (Reader or Acrobat).

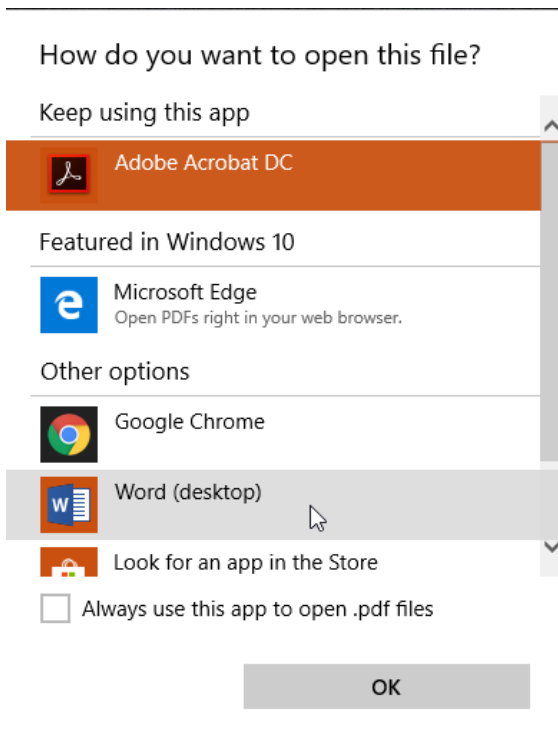


Step 4: Press “OK” to finalize the settings. You can now close the PDF file you want.

Windows 10

Step 1: Find a PDF file on your computer or net share.

Step 2: Right-Click the PDF file and select “Open With” > “Choose another app”.



Step 3: Select the default application you’d like to use, and check off ‘Always use this app to open .pdf files’.