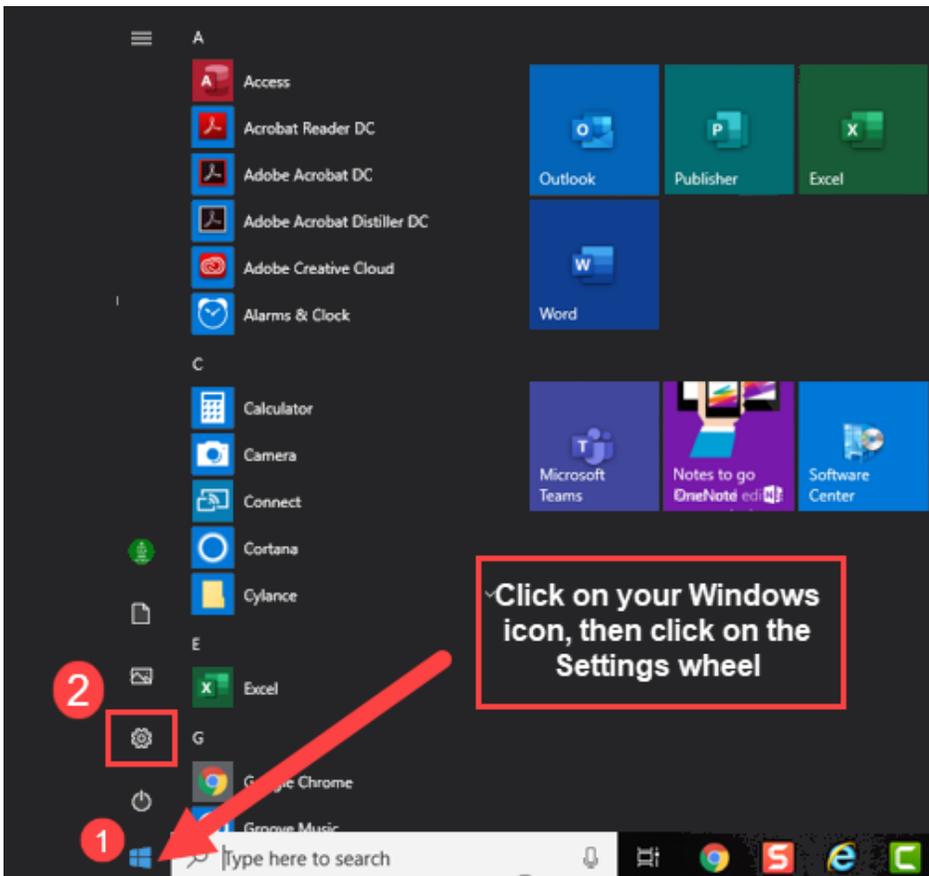


## Setting Adobe Acrobat (Pro) as your default program for .pdf files



### Windows Settings

Find a setting

 **System**  
Display, sound, notifications,  
power

 **Devices**  
Bluetooth, printers, mouse

 **Phone**  
Link your Android, iPhone

 **Apps**  
Uninstall, defaults, optional  
features

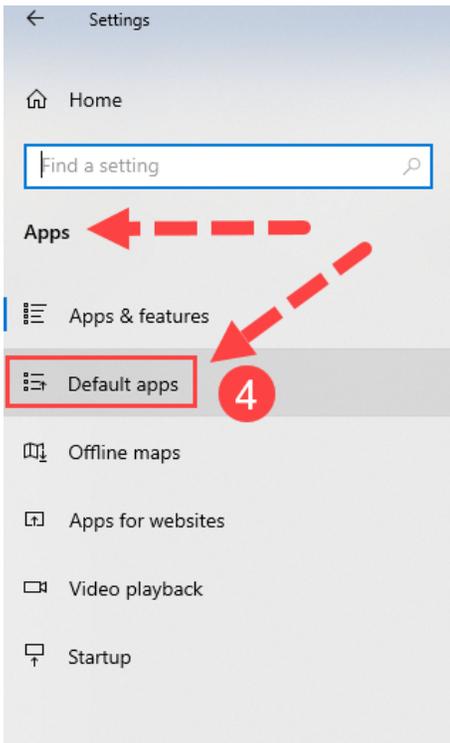
 **Accounts**  
Your accounts, email, sync,  
work, other people

 **Time & Language**  
Speech, region, date

 **Cortana**  
Cortana language, permissions,  
notifications

 **Privacy**  
Location, camera

 **Update & Security**  
Windows Update, recovery,  
backup



## Apps & features

### Installing apps

Choose where you can get apps from. Installing only apps from the Store helps protect your PC and keep it running smoothly.

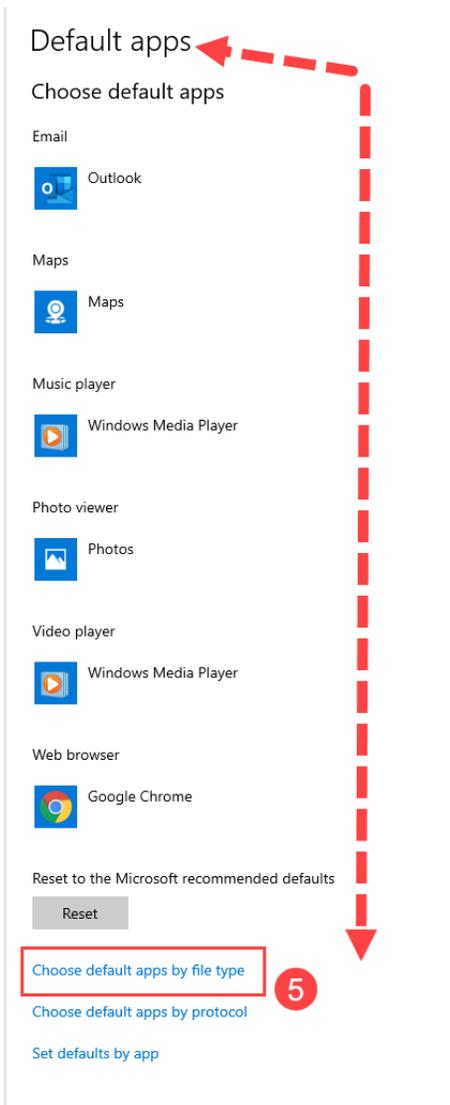
### Apps & features

[Manage optional features](#)

[Manage app execution aliases](#)

Search, sort, and filter by drive. If you would like to uninstall or move an app, select it from the list.

Sort by: **Name** Filter by: **All drives**



## 🏠 Choose default apps by file type

### Associate file types with specific apps

Name	Default app
.386 Virtual device driver	+ Choose a default
.3g2 3GPP2 Audio/Video	+ Choose a default
.3gp 3GPP Audio/Video	Windows Media Player
.3gp2 3GPP2 Audio/Video	Windows Media Player
.3gpp 3GPP Audio/Video	Windows Media Player
.3mf 3D Object	Print 3D
.a A File	+ Choose a default
.aac ADTS Audio	Windows Media Player
.aui Acrobat User Interface	Adobe Acrobat DC
.ac3 AC3 File	Windows Media Player
.acda Microsoft Access Add-in	+ Choose a default

**Scroll through the list until you see .pdf**

**Keep scrolling**

## 🏠 Choose default apps by file type

.pcb PCB File	+ Choose a default
.pch PCH File	+ Choose a default
.pdb PDB File	+ Choose a default
<b>.pdf Adobe Acrobat Document</b>	<b>Adobe Acrobat DC</b>
.pdfxml Adobe Acrobat Document	Adobe Acrobat DC
.pds PDS File	+ Choose a default

**If Adobe Acrobat is not listed as the default program for .pdf files, then click on the icon shown and choose Adobe Acrobat**

**6**

- For assistance with this process, contact Kelly Case, Business Process Trainer, [klcase@washoeschools.net](mailto:klcase@washoeschools.net)

# Adjusting Google Chrome to open .pdf files in Adobe



By default, Google Chrome opens a [PDF](#) file in the browser window instead of opening it with Adobe. To change how Google Chrome treats PDF files in the browser, follow the steps below.

1. Open the [Google Chrome](#) browser.

2. Click the  icon in the top-right corner of the browser window.

3. Select **Settings** from the [drop-down menu](#) that appears.

4. On the Settings window, under *Privacy and security*, click the **Site Settings** option.

5. Scroll down the *Site Settings* screen to find and click the **PDF documents** option.

6. Next to **Download PDF files instead of automatically opening them in Chrome**, click the toggle switch to the **On**  or **Off**  position. Chrome opens a PDF in Adobe when the toggle switch is set to **On** and displays a PDF in the browser when set to **Off**.

- You may have to expand **Additional Content Settings** to see the prompt for **PDF documents**

- For assistance with this process, contact Kelly Case, Business Process Trainer, [klcase@washoeschools.net](mailto:klcase@washoeschools.net)



## Adjusting Edge to open .pdf files in Adobe

Change the settings in Microsoft Edge.

Step 1. click on the three dots ... in the top right corner of the browser

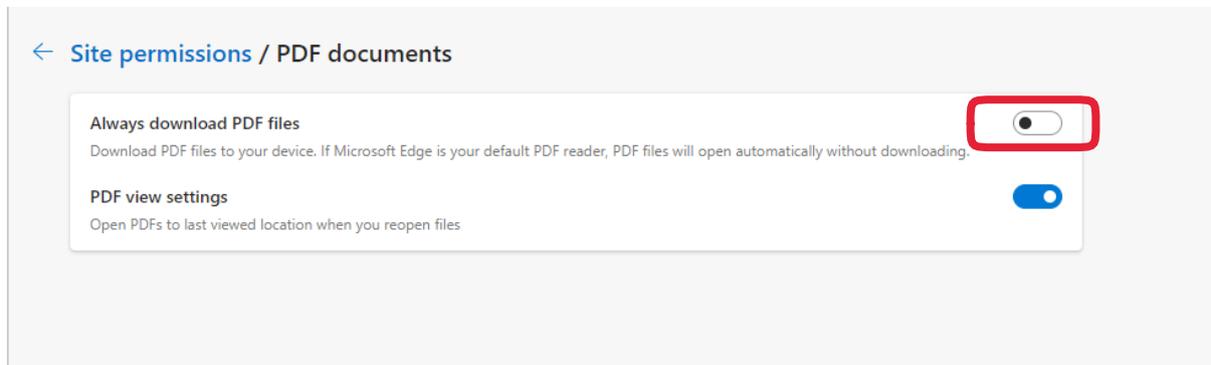
Step 2. select "Settings" from the pull-down menu.

Step 3. type PDF into the "search" box and scroll the right-hand window until you see the option "PDF Documents".

Step 4. click on the "PDF Documents" to open the options:

Step 5. click on the slider on the far-right to enable "Always download PDF files".

This changes the default option so that when you click on a PDF file, it now downloads it from the web and gives you the option to open with Adobe Reader (or Adobe Pro) first.



- For assistance with this process, contact Kelly Case, Business Process Trainer, [klcase@washoeschools.net](mailto:klcase@washoeschools.net)