Opening PDF files with Windows 10 and current Edge or Chrome Browser

Windows 10 and current browsers automatically open PDF files in the browser. There is no need to download and install Adobe Reader. If you prefer to use Reader, Reader is free and can be downloaded from <https://get.adobe.com/reader/>.

To save a completed fillable form that has automatically opened in the browser (Chrome or Edge), requires several steps. Briefly, once the form has been completed, left click on the hamburger menu or, select Print, change the Destination to Save as PDF or Save as Microsoft PDF. The completed form is now saved.

## Google Chrome, saving a completed fillable form

How to Save a Fillable PDF on Google Chrome, <https://www.wikihow.com/Save-a-Fillable-PDF-on-Google-Chrome>, great step-by-step instructions, do not need Reader or the add-in.

## Microsoft Edge, saving a completed fillable form

1. Click the More  button in the top right corner and select **Print**.
2. Select Microsoft **Print** to **PDF** as your printer and click **Print** button.
3. Choose a save location for your PDF file.

## To open PDF files in Adobe Reader

If you would rather open a PDF in Adobe Reader, you may follow these steps.

1. Ensure that Adobe Reader is installed on the computer, <https://get.adobe.com/reader/>
2. In Chrome, go to the “Menu”  icon, then choose “Settings”.
3. Scroll to the bottom and select “Advanced”.
4. In the “Privacy and Security” section, select “Content settings”.
5. Scroll down and select “PDF documents”, then switch it to “On”.

PDF files will download in Chrome just like any other file type. You can select the downloaded file at the bottom of the window, then choose “Open”, the file will open in a separate Reader widow. Select the “Always open files of this type” option. Chrome is NOT capable of saving completed forms by clicking save, follow the steps above in “Google Chrome, saving a completed fillable form” section.

Adapted from Google Chrome: Open PDF in Adobe Reader, <https://www.technipages.com/google-chrome-open-pdf-in-adobe-reader>, downloaded 6/18/19.

If you want to disable Chrome’s built-in PDF viewer, read “How to disable Chrome’s built-in PDF viewer”, <https://www.thewindowsclub.com/disable-chrome-pdf-viewer>.