



Help Desk Tutorial

Using Interactive PDFs

This Tutorial Covers:

(Click a topic to jump to that page)

How to save an interactive PDF.

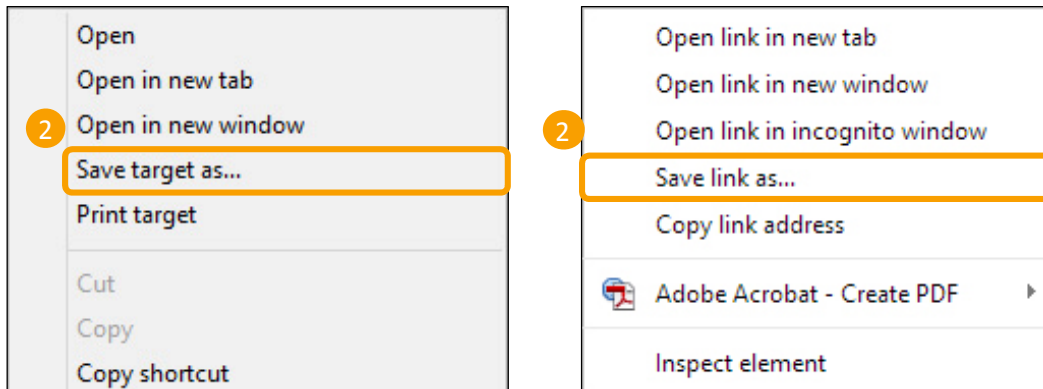
How to edit and save an interactive PDF.

Saving a PDF to your computer.

Before you can type and edit a PDF you need to save the PDF to your computer or print it out. Any changes you make to the PDF while it is open in your browser will not be saved.

Method 1

1. Right-click an activity button to bring up your browser's drop down menu.
2. Then click on either **Save Link As...** or **Save Target As...** depending on which browser you use.



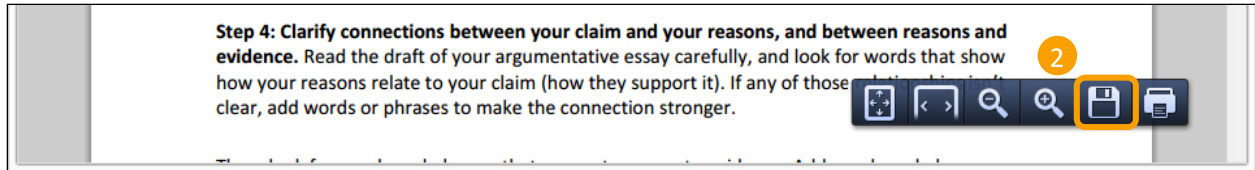
3. Decide where you would like to save the PDF and click **Save**.

Saving a PDF to your computer.

Method 2

1. Left-click an activity button to open the PDF in your browser.
2. Then click on one of the save icons below. The style and location will vary depending on which browser you are using.

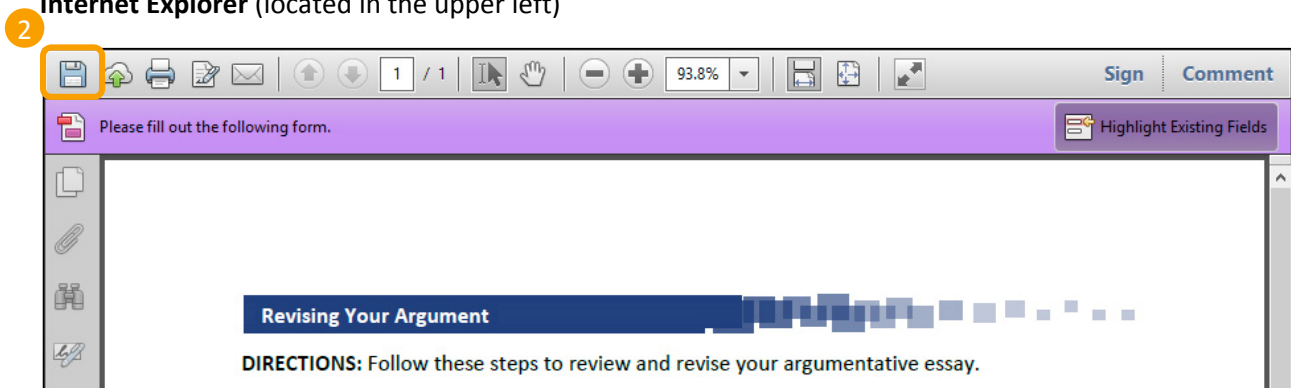
Google Chrome (located in the lower right)



Firefox (located in the upper right)



Internet Explorer (located in the upper left)



3. Decide where you would like to save the PDF and click **Save**.

Editing and Saving a PDF.

1. Make sure that you have the interactive PDF open in Adobe Reader or Adobe Acrobat. If you have the interactive PDF open in a browser your work will not be saved.
2. You can type your work in any spaces that have a **blue box** or that contain “**Enter Text Here**”.

Step 2: Make sure your claim is a point on which reasonable people would disagree.
Copy and paste your claim in the space below. Then, in the column on the right, identify a different or opposite perspective that many readers might hold, related to your essay's topic.

Your Claim	Another Perspective
The best solution for	Enter Text Here

3. In order to save your work you will repeat the steps in method 2 of **Saving a PDF to your computer**.