ALL SAINTS' C OF E PRIMARY SCHOOL

How To Guide – Make PDF files open in Google Chrome

1. Firstly locate a PDF file. Then right click on the file and go to 'Open with'. In the drop down that appears, click on the bottom option of 'Choose another app'
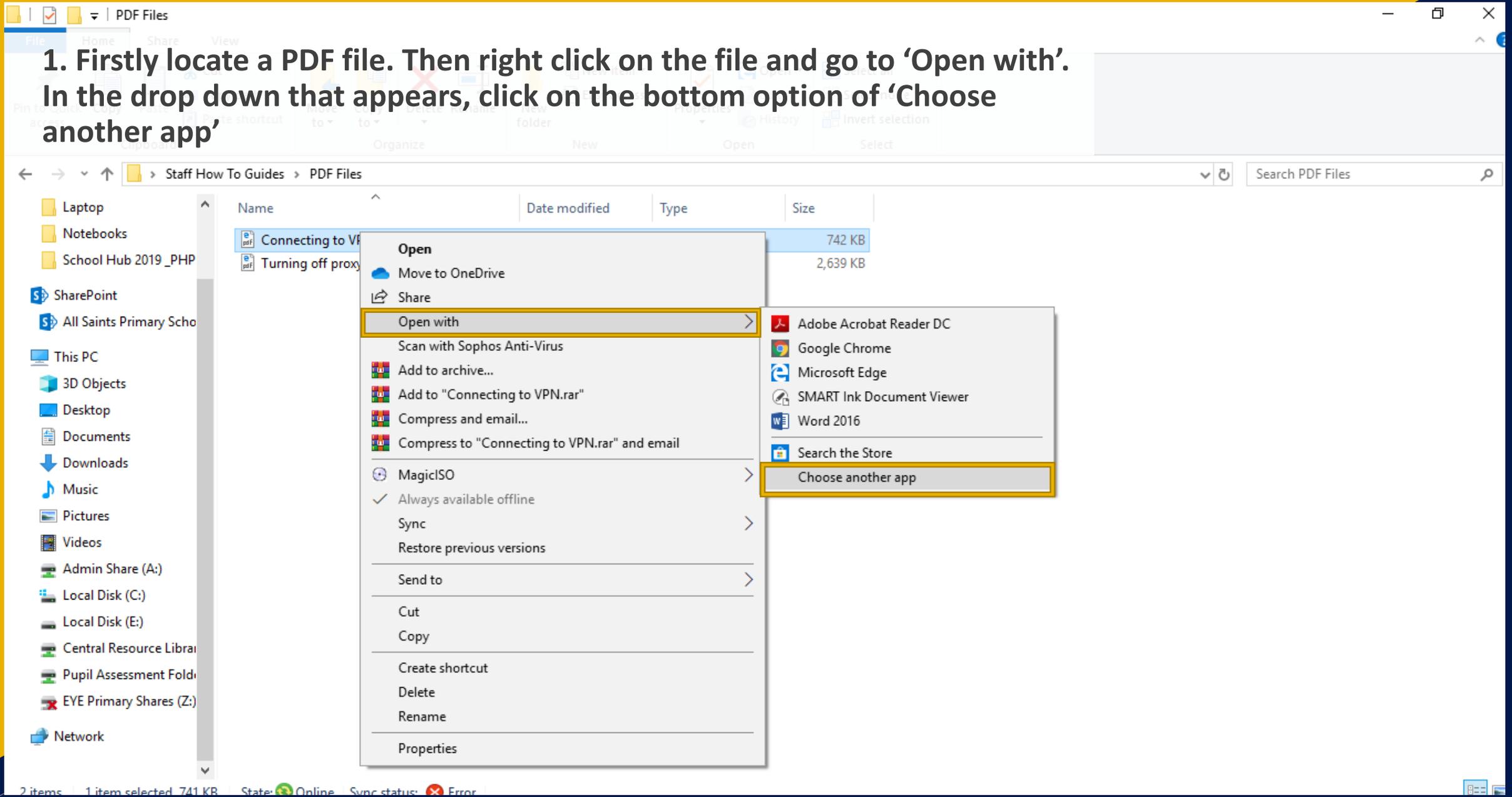
2. In the new popup that has opened, click on 'Google Chrome' and then ensure that the tick box at the bottom (Always use this app to open .pdf files) its checked. Once this is done click 'Ok'.
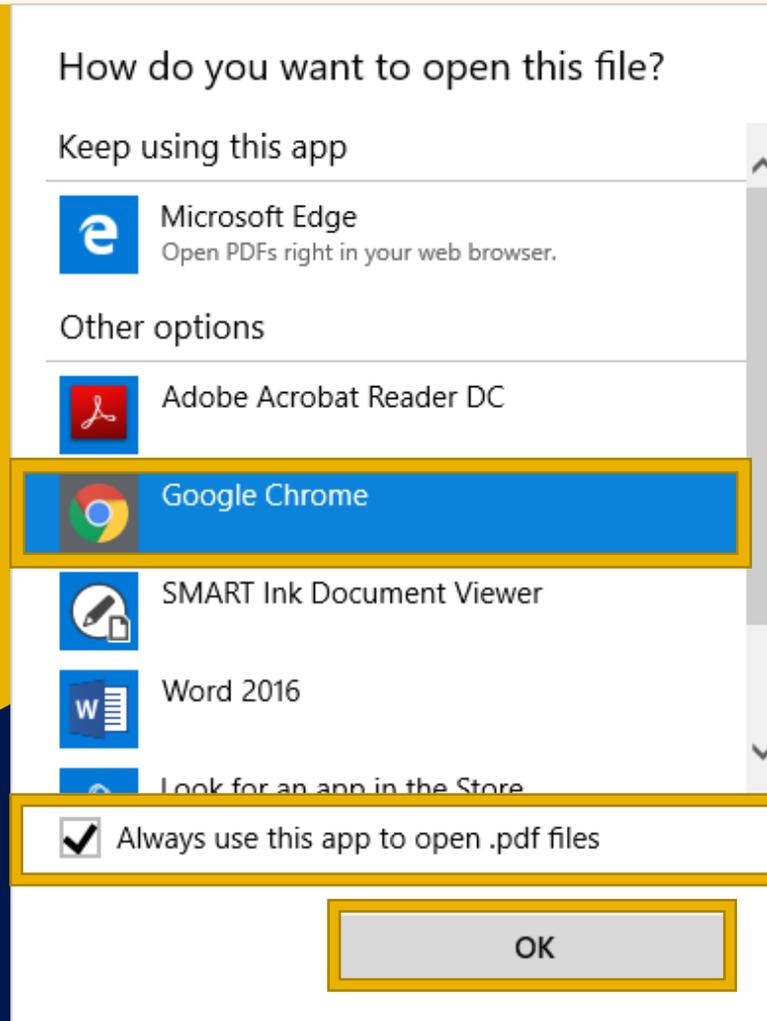
3. You will then see that the file types have now changed from the 'Edge PDF' icon to the 'Google Chrome' logo. This will then be the default program to open up PDF documents.

Name	Date modified	Type	Size
Connecting to VPN	04/11/2019 11:24	PDF File	742 KB
Turning off proxy at home	04/11/2019 11:02	PDF File	2,639 KB

Name	Date modified	Type	Size
Connecting to VPN	04/11/2019 11:24	Chrome HTML Do...	742 KB
Turning off proxy at home	04/11/2019 11:02	Chrome HTML Do...	2,639 KB

Please Note:

When printing PDF documents please **do not** print them from Microsoft Edge as this will cause the large photocopiers to jam. Once the photocopiers are jammed we will then need to be reset and the job list reset meaning that any logged print jobs being lost.
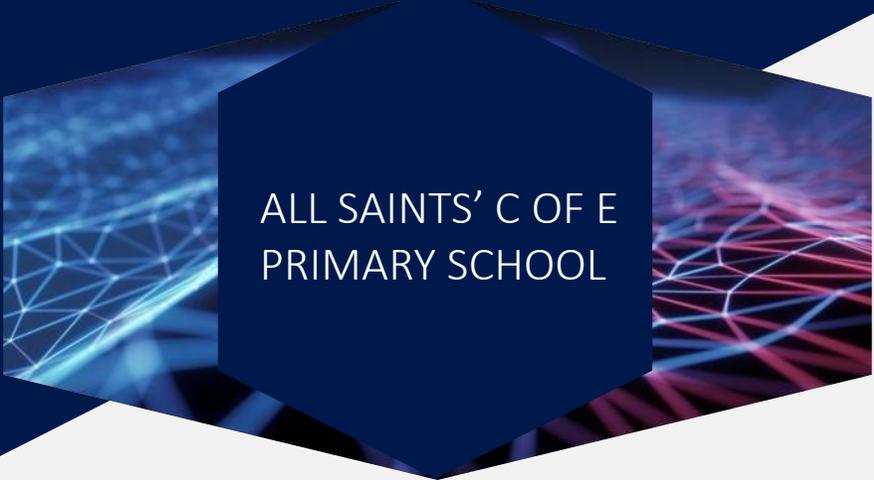
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Thank You.

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