**13. Using the form on an Apple Mac (OS10.7 or above)**

**Despite having installed Adobe Reader on your Apple Mac, the operating system may continue to try and use the default software** called Preview, which will not view the dynamic pdf form correctly. The following steps will assist you to open the pdf document using Adobe Reader:

**From an email**

1. Open the email. Select the attachment and drag it onto the desktop

2. ‘Right click’ or ‘ctrl click’ on the document and select the ‘open with’ option

3. Select the option for Adobe Reader

4. Save your version of the document somewhere safe

**Downloading the form from a website**

1. Download the document into a folder on your hard drive

2. ‘Right click’ or ‘ctrl click’ on the document and select the ‘open with’ option

3. Select the option for Adobe Reader

4. Save your version of the document somewhere safe

**Changing the default settings**

This behaviour can be changed to allow Adobe Reader to become your default software when opening pdf files. See the steps below:

 Select the file in the ‘Finder’ by clicking it once

 From the ‘File’ menu, select ‘Get Info’

 In the Info window, click the triangle next to ‘Open with’ to expand that section of the window

 From the pull-down menu that appears, select the application you wish to use to open the file (in this case, Adobe Reader)

To change the application to open all similar file types, click ‘Change All’. You will see a confirmation dialog box asking if this is really what you want to do. Click ‘Continue’.