



How do I Print PDF Files Using Adobe Acrobat DC?

The Computer Center upgraded its desktop PCs to **Windows 10 OS** during the Summer of 2016 and by default, Windows 10 opens PDF files with **Microsoft Edge**. Unfortunately, Edge ***does not work well*** with the Computer Center network printers and the recommended solution is to open PDFs with a different browser (Chrome or Firefox) or to download the PDF locally then printing it through **Adobe Acrobat DC**.

Step	Procedure
1	By default when you open a PDF file in Windows 10 it opens with MS Edge. Once the file is open, right click on your mouse and click on "Save as."

The screenshot displays a PDF document with the following content:

BerkeleyHaas
Haas School of Business
University of California Berkeley

TECHNOLOGYSOLUTIONS

How do I Add Haas Student Printers on my Mac?

This document was created on Yosemite, 10.10.2, but the instructions should be the same or similar for earlier Mac OSs.

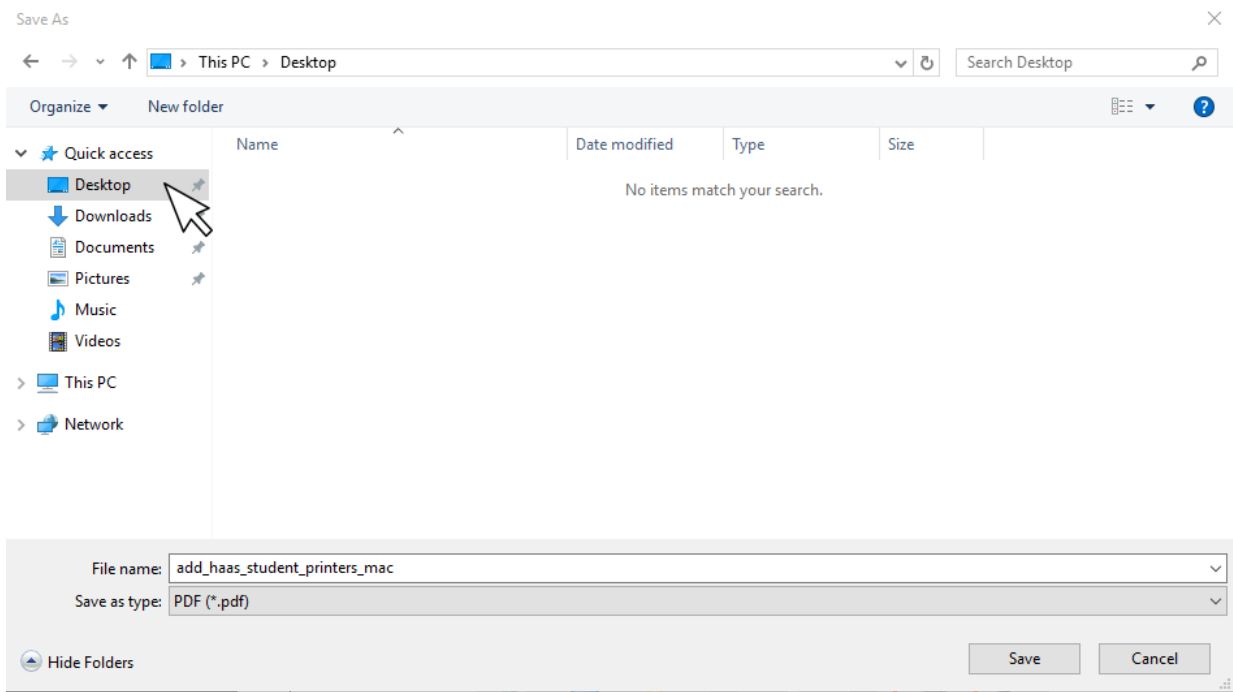
Step	Procedure
1	Go to System Preferences/Print & Scan

The screenshot shows a 'System Preferences' window with the 'Print & Scan' icon highlighted in red. A mouse cursor is pointing at a 'Save as' button.

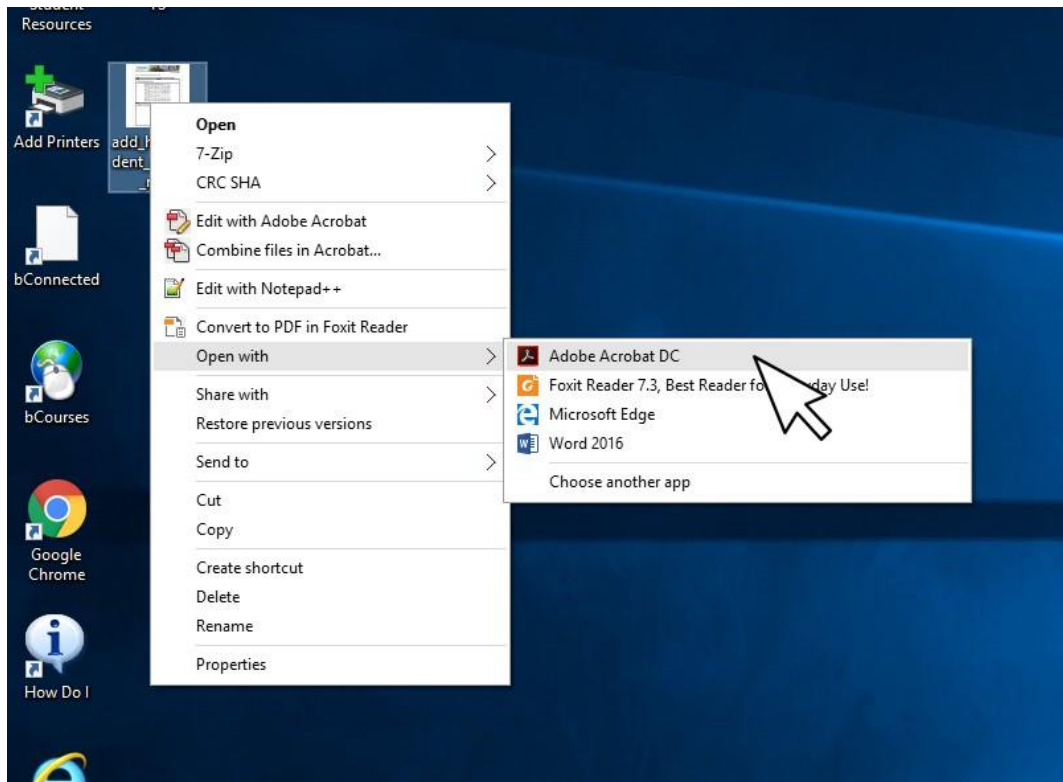
Step	Procedure
2	Click on the "+" Sign as shown below

The screenshot shows a 'Printers' window with a '+' sign at the bottom, indicating where to click to add a new printer.

Step	Procedure
2	Choose to save the file locally, like on your Desktop or any folder

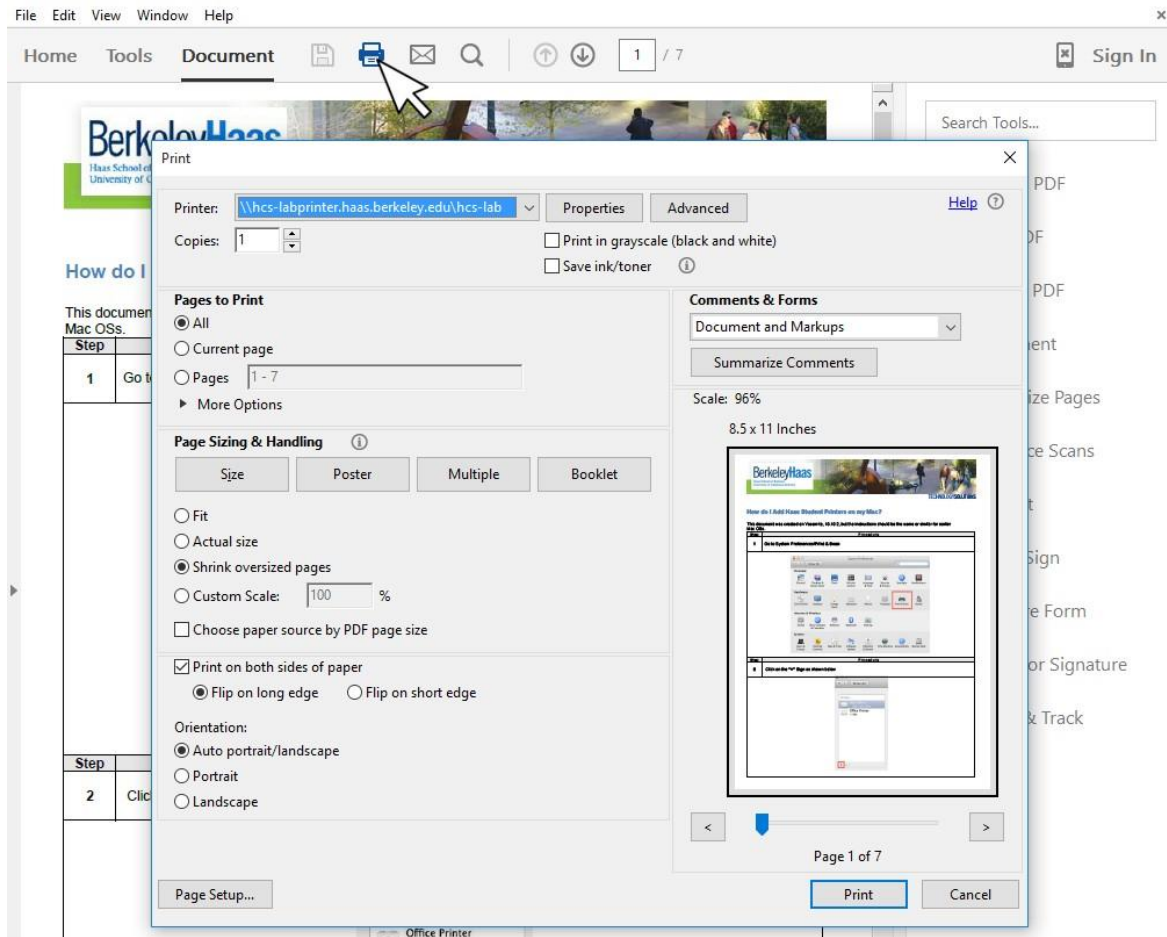


Step	Procedure
3	Once saved locally, right click on the file and choose OPEN WITH > ADOBE ACROBAT DC



Step	Procedure
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4	You should now be able to send your PDF file properly to the Computer Center network printers
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Step	Procedure
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5	OPTIONAL: When prompted, you can choose to make Adobe Acrobat your default PDF application
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