

Viewing PDFs in Adobe Reader

Icon

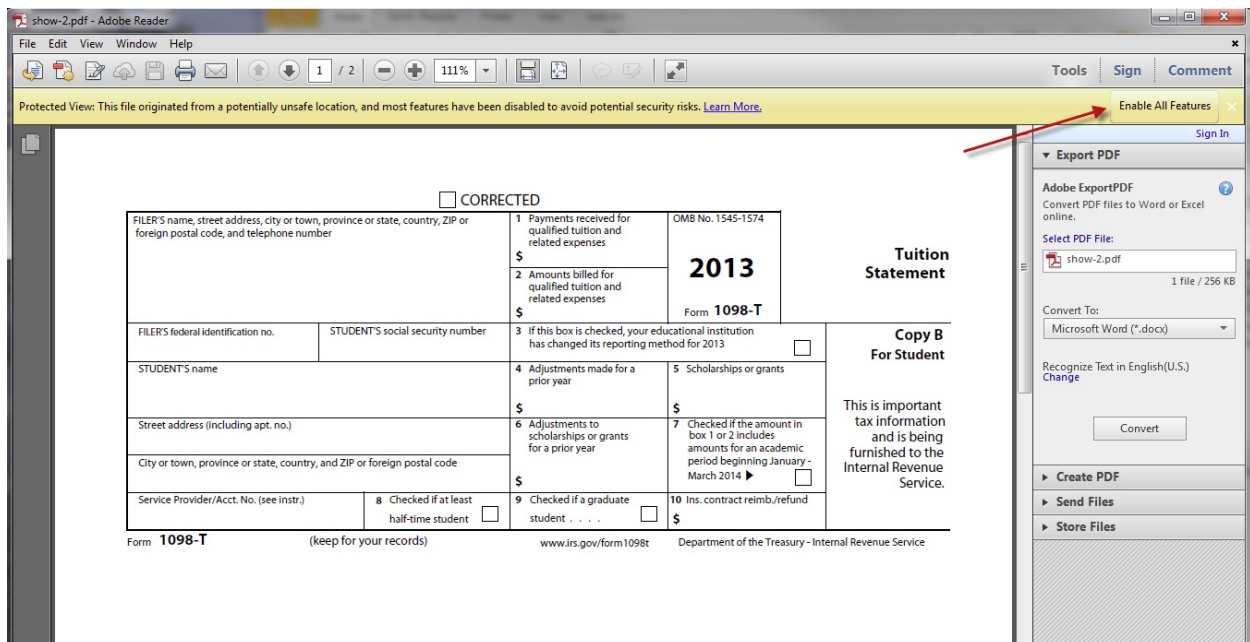
Please note that this information is subject to change without notice and does not imply a statement of support for any particular browser, reader, or version. Your browser's help or documentation may be more current, and will always supersede this information. As browsers frequently change, you may wish to test configuration options on the latest versions commonly used by your institution and students.

Version Requirement

Adobe Reader 8.0 or newer is required to view 1098-T tax statements.

Required Setting: Enable All Features

To view 1098-T statements In Adobe Acrobat Reader, a user must click **Enable All Features**.

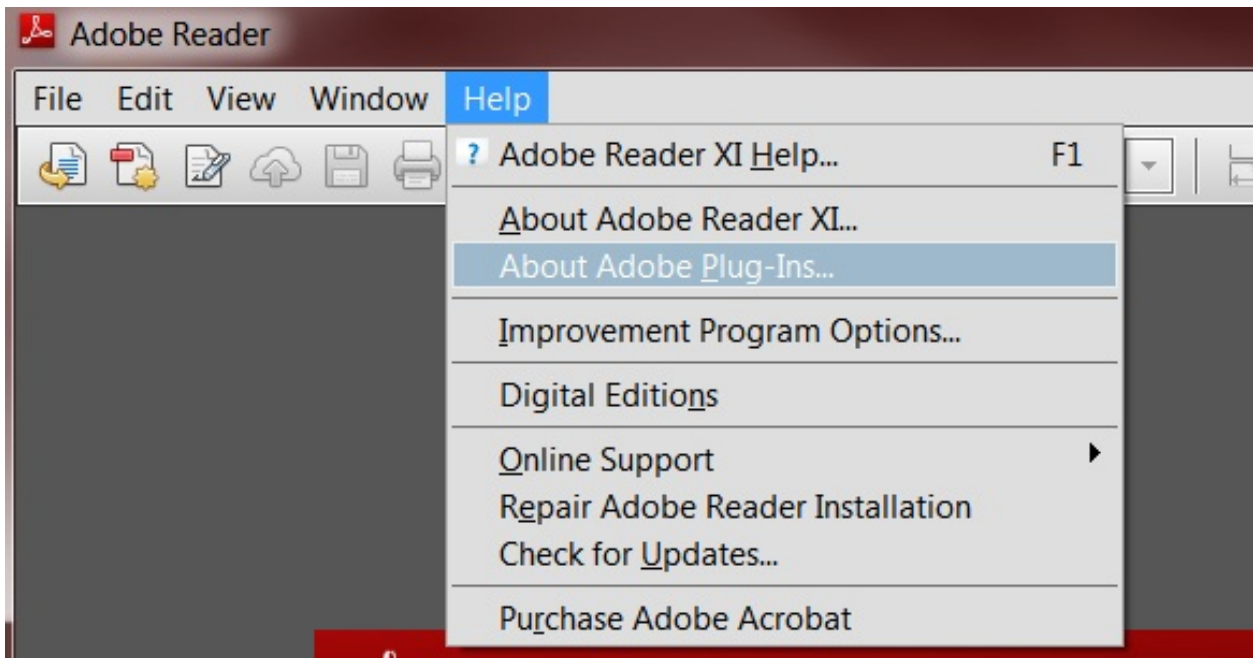


Plug-In Installation

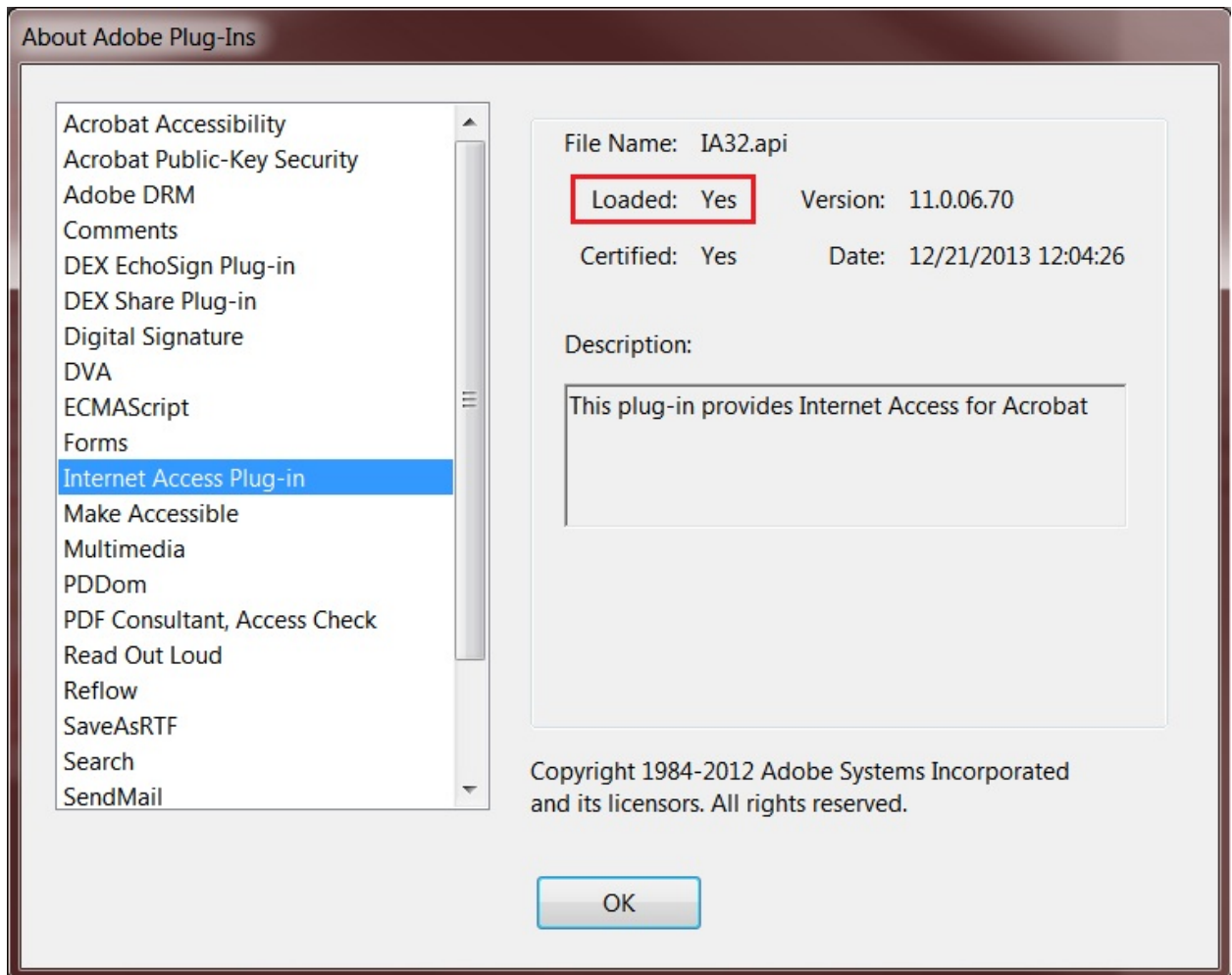
Users who have difficulty viewing PDFs in a browser should verify that the Adobe Plug-in has been installed successfully and enabled.

For Windows:

1. Select *Help > About Adobe Plug-Ins...*



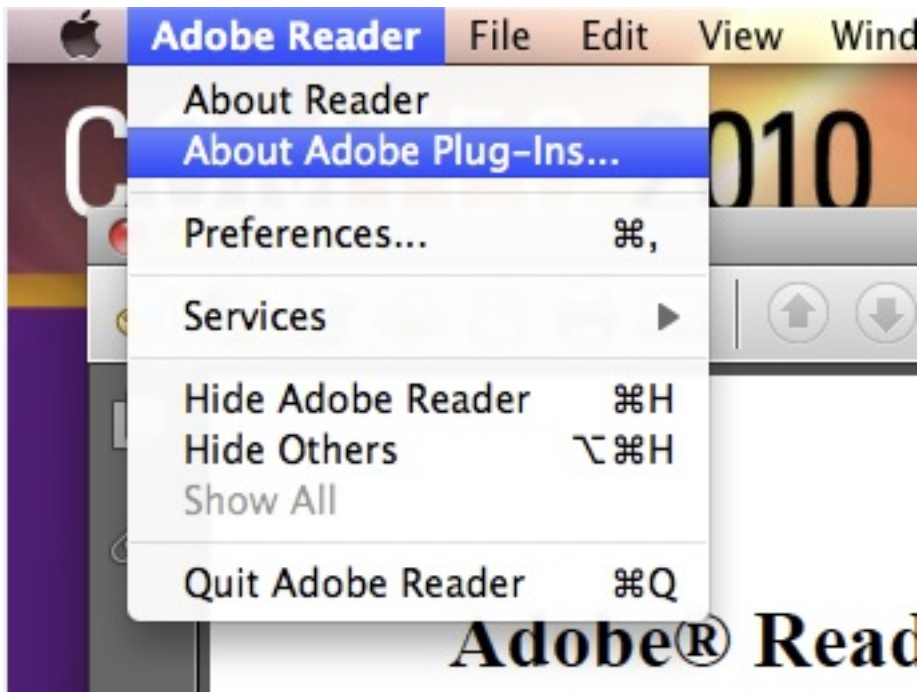
2. Select the **Internet Access Plug-in** option. Ensure that the API Loaded status is **Yes**.



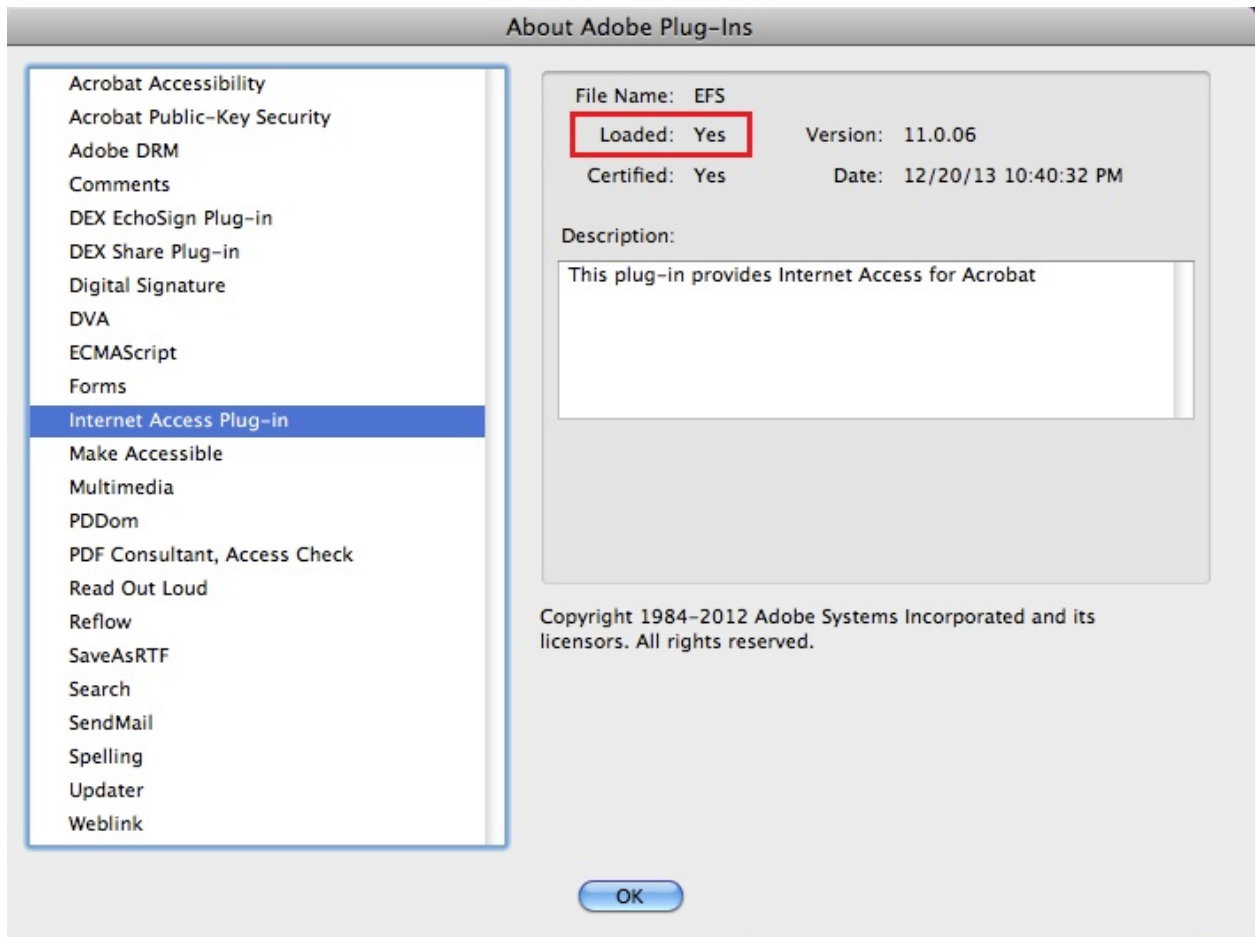
For Mac:

1098-T statements cannot be viewed using the Apple Preview PDF Viewer. Users must download Adobe Acrobat Reader and set it as the default PDF viewer.

1. Open Adobe Reader and select *Adobe Reader > About Adobe Plug-ins...*



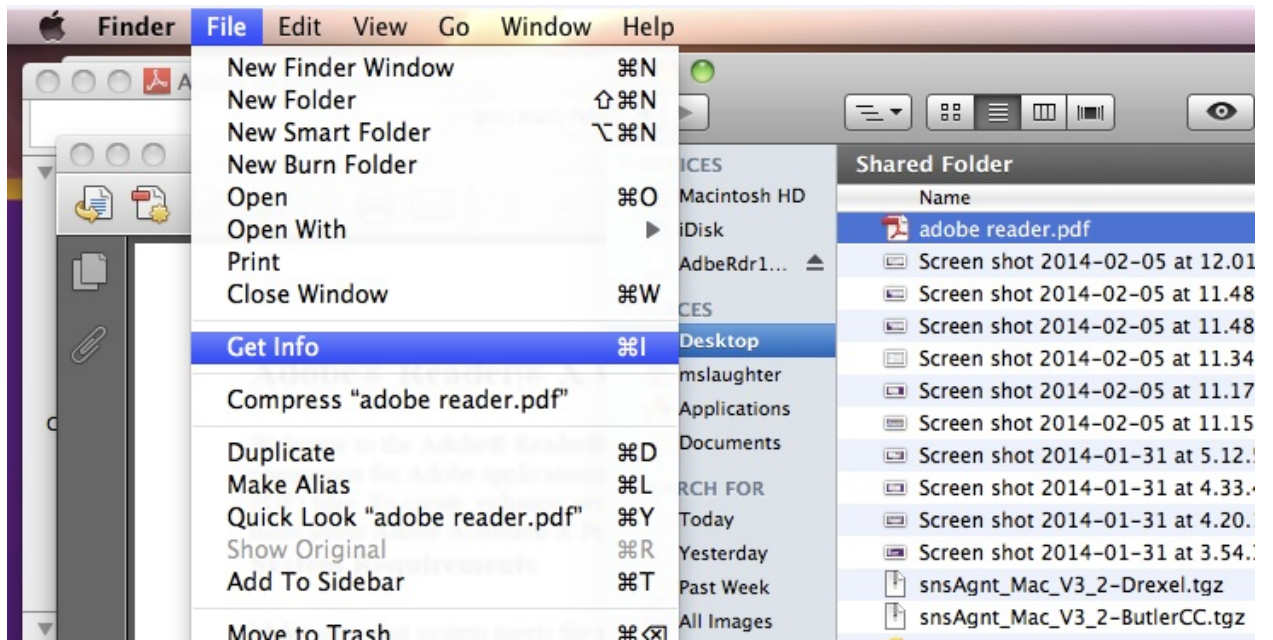
2. Select the **Internet Access Plug-in** option. Ensure that the API Loaded status is **Yes**.



Set Adobe Reader as the default PDF reader

1. Open the Finder and select a PDF file.

2. Select the PDF file and select *File > Get Info*.



3. Click the arrow to the left of Open With to expose the application list.

4. Choose either Adobe Acrobat or Adobe Reader from the application list.

adobe reader.pdf Info

Created: Today 3:52 PM
Modified: Today 3:52 PM
Label:

Stationery pad
 Locked

▼ More Info:


Title: Untitled
Authors:
Version: 1.3
Pages: 1
Dimensions: 612 x 792
Security: None
Content Creator: Installer
Encoding software: Mac OS X 10.6.8
Quartz PDFContext
Last opened: Today 3:52 PM

▼ Name & Extension:

adobe reader.pdf

Hide extension

▼ Open with:

 Adobe Reader

Use this application to open all documents like this one.

▼ Preview:

Adobe® Reader® X software

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System Requirements

For more information, visit www.adobe.com/reader.

- Operating System: Windows® XP, Vista, or Windows 7
- Processor: 1 GHz or faster
- RAM: 1 GB or more
- Hard Disk Space: 100 MB or more free space
- Network: Internet connection required for some features
- Other: A valid Adobe ID is required for some features

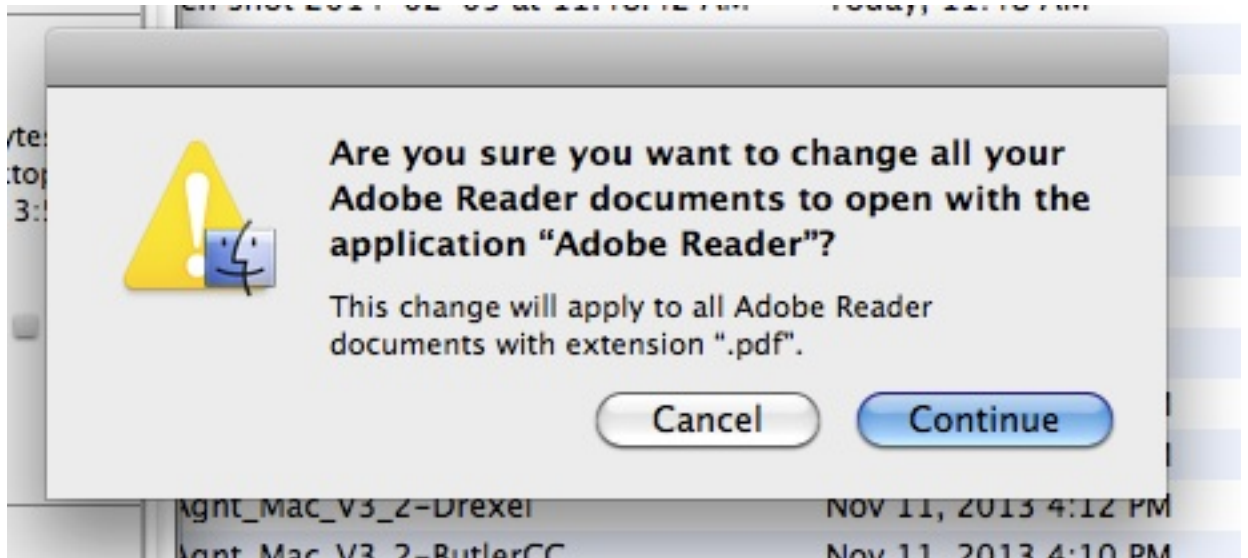
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You can read and write

5. Click the Change all button to save the changes.
6. When asked if you want to change all similar documents, click Continue



Additional helpful links from Adobe:

[Acrobat Help : Can't View PDF on the web](#)

[Acrobat Help : Troubleshoot Safari plug-in | Acrobat X, Reader X](#)

[Acrobat Help : Display PDF in browser | Acrobat, Reader XI](#)