Adobe Acrobat/Reader
Default PDF Solutions

Control Panel-Windows 11

From the Search Menu on the bottom left side, type in Settings.
From the **Settings** menu, on the left side type in **Default Programs**, on the left tap on Adobe Acrobat, scroll down to the **PDF,** and make sure you select **Adobe Acrobat.**

Windows 10 and 11
Opening a file from network/SharePoint site to Adobe Reader/Adobe Acrobat

1. Select and right-click from your mouse, on any**. PDF file**, from any location, until the **menu** appears with **properties**.
2. If **Edge** displays as a default app, tap until you get **Adobe Reader** or **Adobe Acrobat** set in the window as **set default**, then **tap** on the **apply button**, and then on the **O.K. button**.
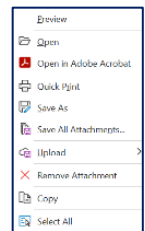
Adobe Acrobat setup PDF Windows 11

1. From your search menu, type **Control panel and open the app,** from the **right side**, under the **category** tap on the **drop-down** menu to **small icons**.
2. Tap on **default apps**, and then scroll to **Adobe Reader or Adobe Acrobat**, and then tap on .pdf **Adobe Acrobat** and tap on the right, another menu appears select a **default app**, tap on **Adobe Acrobat**, and then tap on the **Default app** button and all set.

Windows 10 V

1. Open your **Control panel** from the right side, under **category** tap on the **drop-down** menu to **small icons**.
2. Tap on **default apps**, each section has a **category** to select for **PDF**, and then make sure the **Adobe Reader** or **Adobe Acrobat** is showing under the **PDF section.**

Outlook 365 version 2404 (Older v) Windows 10-11

1. Check which version of Outlook the client is using; the older version is best for keeping the. **PDF** default for the **Adobe Acrobat application**.
2. If the problem persists, open the older version of Outlook (New feature not showing on the application) and go to File.
3. Tap on options, and next tap on the Trust Center link.
4. From the Trust **Center menu**, tap on the **Attachment settings.**

Outlook 365 Version Older version

Upon opening the new email.
Tap on the e-mail until you get to the tick in the right corner and tap on **Open in Adobe Acrobat**.

Outlook 365 version 2404

1. From the **Control panel** tap on **Category**, in the upper right corner menu, click on the tick to **uninstall a program**.
2. Right-click on Microsoft 365 Apps for **Enterprise** v 16.01, and **tap on** the **change** and **repair option**, which should take about **15-20 minutes**.

New Outlook 24 application
Another Option for PDF Files

1. From your e-mail, save your PDF file, to your One drive or Share Point location.
2. Right-click the right side of the mouse on any ¨**saved PDF document**¨ on your computer, to get another menu to **open** the application, and **tap on Adobe Acrobat/Reader**.