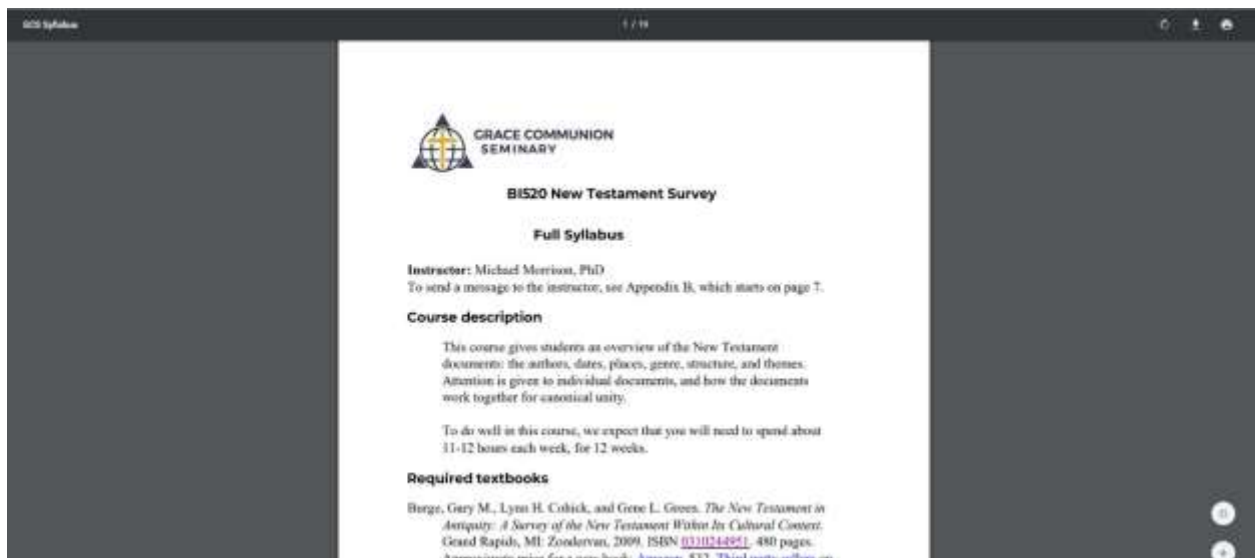


PDF documents: viewing, saving, printing, enlarging

Most of our lectures are posted as PDF documents. If you click on the name of the document, you should be taken to a new page. Sometimes it takes the browser a few seconds to start up the PDF display mechanism.

Below we show a PDF document – in this case it is the syllabus for BI520. Different browsers will display PDF files a little differently. Note especially the icons in the upper right – *which you may not see unless you move your mouse over that part of the screen*. For our illustration, we have used Chrome; other browsers put the icons in other places.



- The top icon at lower right will shrink the document so an entire page is displayed.
- The second icon will enlarge the document; the bottom one shrinks it.
- On the upper right is a down arrow – this is how you save the document to your own computer. You can then open the document in a PDF reader for more options.
- The last icon on the top strip depicts a printer – this is one way to print the document. (Keyboard shortcut: press Ctrl and p at the same time.)
- To go back to the course home page, click the “back” arrow on your browser (upper left), or press Alt and left arrow at the same time.