

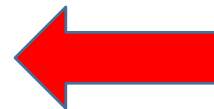
E-Calamity Day Instructions

(Google Chrome)

Before you start to work on your E-calamity day lesson, check to see if the lesson is a fillable form. If it is, you will need to download the file first and save it as a PDF. If it is NOT a fillable form, then you will not need to download it.

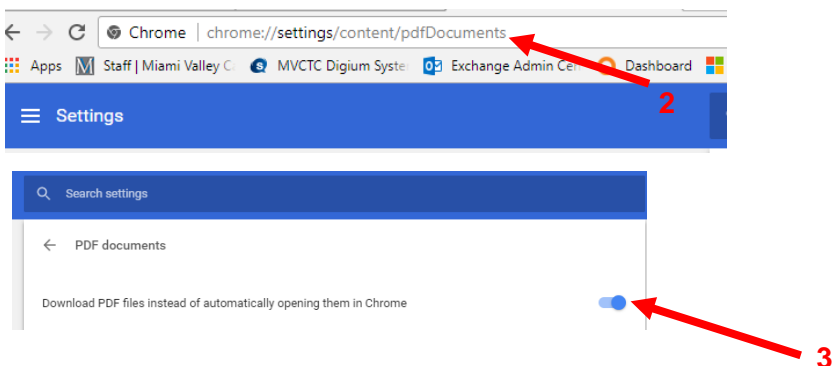


IMPORTANT - DO NOT WORK IN THE LESSON WITHIN CTC TUBE!!



1. There are some changes that may need to be made to Google Chrome before you will be able to work on your lessons. Please follow the instructions below to make the changes in Chrome.
2. With Chrome open, in the URL box copy and paste or type the following into the box:
3. Turn on Download PDF files instead of automatically opening them in Chrome.

chrome://settings/content/pdfDocuments

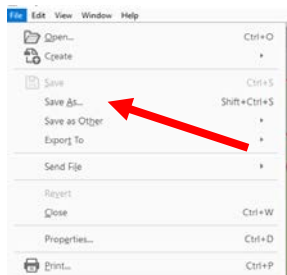


After you do this you will need to close Chrome and reopen it.

4. Click on Download PDF



5. When the next window opens you will need to save this to the Documents folder or Desktop by clicking on the Save As button.



6. Save the file to your Documents Folder or the desktop. Be sure to name the file, i.e. (English – Lesson 1), etc. Remember to also include your name.
7. After the file is saved, browse to your Documents folder or desktop and double-click the file to open it in Adobe PDF format.
8. You should be able to complete the lesson by clicking in the blue-shaded boxes.
9. After you have completed the lesson, save it again. At this point you should also print out a copy.