

Accessing Fillable PDF's on MyCentury.ca & MyBria.ca

- **RIGHT CLICK** once on the document in the Jostle Library to bring up the menu
- Click on **"DOWNLOAD"**. Do not select **"View"**. (See *Figure 1 below*)

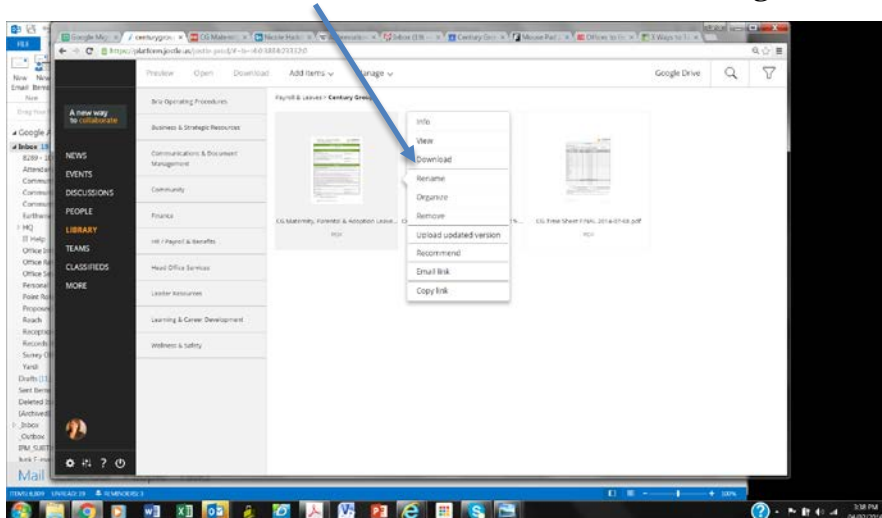


Figure 1

- A small icon for the downloaded document will appear in the bottom left hand corner of the Jostle viewing window (See *Figure 2 below*)
- Click once on the **"DOWN ARROW"** located on the right hand edge of the document icon
- From the menu that appears, select **"Always Open with System Viewer"** & the document will open in Adobe; all future downloaded documents will then automatically open in Adobe

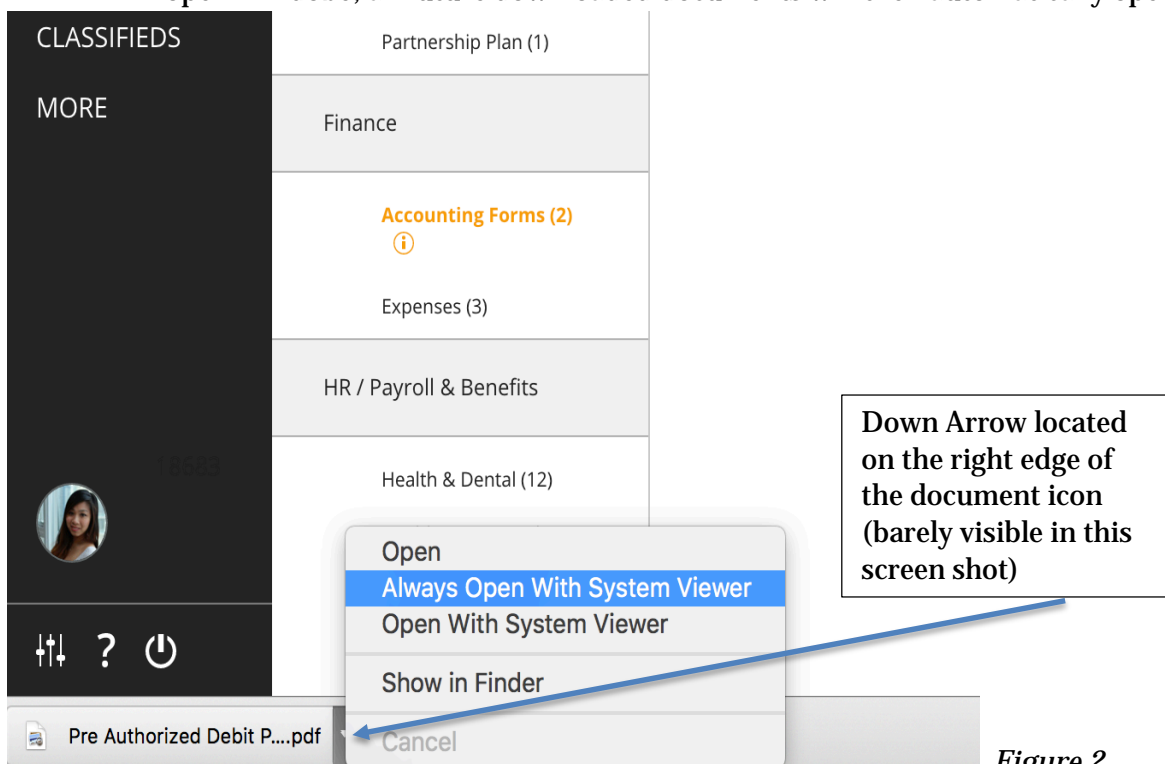


Figure 2