GRANTS.GOV℠

FIND. APPLY. SUCCEED.℠

Using Acrobat Professional with Grants.gov

Grants.gov Compatible Software

January 8, 2009

Grants.gov Compatible Software

Grants.gov requires applicants to use the compatible version of Adobe Reader or Adobe Acrobat Professional software to complete Grants.gov application packages. There is never any obligation to purchase anything to use Grants.gov services; Adobe Reader software is free and available for download from the "Download Software" page of the website. If you prefer you may use the Adobe Acrobat Professional software you have purchased to complete an application package.

For tips and information regarding Adobe Acrobat Professional, please review the FAQs below.

Adobe Reader Software Versioning Information

Acrobat Professional Versions	Adobe Reader Version	Compatible	Broken Pipe Resolved	Vista Compatible	Mac Compatible
8.0*	8.1.1	Yes	No	Yes	Yes
	8.1.2	Yes	No	Yes	Yes
	8.1.3	Yes	Yes	Yes	Yes
9.0	9.0	Yes	No	Yes	Yes

*Adobe Acrobat Professional versions comparable to the Grants.gov compatible Adobe Reader versions are compatible for use with Grants.gov. System Requirements information

Adobe Acrobat Professional FAQs

Can I use Adobe Acrobat Standard or Professional to complete and submit an Adobe-Reader application package with Grants.gov?

If you have already installed the latest version of Adobe Acrobat Professional software you have installed on your computer you can open, complete and submit an Adobe-Reader application package to Grants.gov.

Adobe Acrobat software allows you to perform all tasks performed by the corresponding version of Adobe Reader software. The version number of Adobe

Acrobat (Standard or Professional) software and Adobe Reader software that perform the same tasks have matching version numbers (i.e. Adobe Reader 8.1.1/8.1.2/8.1.3/9.0, parallels Acrobat Standard or Professional 8.1.1/8.1.2/8.1.3/9.0, viewing function). To complete a Grants.gov application package you must either install the Grants.gov compatible version of Adobe Reader for free or have an equivalent version of Acrobat Standard or Professional software already installed on your computer.

To check which version of Acrobat you are using go to the Help menu in Acrobat then select About Acrobat (version #), a text box will appear containing an Adobe logo with a number, under that information you will see another number, this is the version number of your software (i.e. 8.1.2).

Or click here to verify your Adobe Reader or Acrobat Standard or Professional Software version is compatible with Grants.gov.

If you have an earlier version of Acrobat or you are unsure which Acrobat or Adobe Reader software version you are using, you may download the Grants.gov compatible version of Adobe Reader for free and use it instead of Acrobat to complete your Grants.gov application package. Click here for instructions on using Adobe Reader instead of Acrobat without changing your computer settings.

Why did I receive an error when I opened the application package I downloaded OR received from another user, telling me I have an incompatible version of Adobe Acrobat or Adobe Reader?

You received the error page because your application package was opened with software that is not compatible with Grants.gov. The compatible version of Adobe Reader is required for viewing, editing and submitting a complete grant application package to Grants.gov. Any and all edits made to the Adobe Reader application package must be made with the compatible version of Adobe Reader. Grants.gov

does not guarantee to support versions of Adobe Reader that are not compatible with Grants.gov.

*Please note: Adobe Acrobat is compatible if it is comparable to the compatible version of Adobe Reader, <u>click here</u> to verify your Adobe Reader or Acrobat Standard or Professional software version is compatible with Grants.gov. For more information on Adobe Acrobat and Grants.gov compatibility, see FAQ below: <u>Can I use Adobe Acrobat Standard or Professional to complete and submit an Adobe Reader application package with Grants.gov?</u>
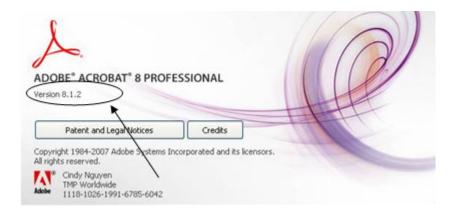
The <u>compatible version of Adobe Reader</u> is available to download for free on the Grants.gov website.

I already have an earlier version of Adobe Acrobat Professional software on my computer and I am unable to update my Acrobat Professional Software at this time, what can I do?

If you are using an earlier version of Adobe Acrobat (Standard or Professional) (i.e Acrobat 8) but you are unable to update your software to the latest version; download the <u>compatible version of Adobe Reader</u> software from the Grants.gov website for free. The two programs may be downloaded and used separately, by following the steps below:

How to do this will vary with each user's installation of the Operating System.

Step 1: To check that you are using the compatible version of Adobe Reader, go to the Help menu in Acrobat then select About Acrobat (version #), a text box will appear containing an Adobe logo with a number, under that information you will see another number, this is the version number of your software (i.e. 8.1.2).

Step 2:

If using Windows:

1. Verify the correct version of <u>Adobe Reader</u> is installed on your computer
2. Close any web browsers, PDF documents or files that were opened using Acrobat
3. Wait approximately 30 seconds
4. Right click the Windows Start button
5. Select Explore
6. From the Windows Explore menu, click Tools, Folder Options
7. Click on the tab "File Types"
8. Locate application package (PDF) in the "Registered file types" and highlight it
9. Click Change
10. Choose "Select the Program from a List"
11. Select Adobe Reader (<u>Grants.gov compatible version</u>) from the list
    Note: This list displays only as Adobe Reader version number "x", be sure you have verified version in Step 1 above
12. Check "Always use the selected program to open this kind of file"
13. Click Ok

If using Vista:

1. Verify the correct version of <u>Adobe Reader</u> is installed on your computer
2. Close any web browsers, PDF documents or files that were opened using Acrobat
3. Wait approximately 30 seconds
4. Click the Start button
5. Select Control Panel
6. Select Programs
7. Under Default Programs, select "Make a file type always open in a specific program"
8. Locate PDF in the "Set Associations" window, and select it
9. Click Change Program button
10. Choose "Select the Program from a List"
11. Select Adobe Reader (<u>Grants.gov compatible version</u>) from the list
    Note: This list displays only as Adobe Reader version number "x", be sure you have verified version in Step 1 above
12. Check "Always use the selected program to open this kind of file"
13. Click Ok

If using MAC:

1. Verify the correct version of [Adobe Reader](#) is installed on your computer
2. Close any web browsers, PDF documents or files that were opened using Acrobat
3. Wait approximately 30 seconds
4. Click the Finder button
5. Select and click on a PDF file
6. Select "Get Info" under the File Menu
7. Use "Open With:" to change the default application
8. Locate Adobe in the programs list and select it
9. Click on Change All button