Tips for Reading Electronic Applications

This year the review process for the Native American Library Services Enhancement Grant program includes electronic versions of all applications instead of paper copies. The enclosed CD contains a PDF file of each application assigned to you, with the name of the applicant and the IMLS log number.

Here are some suggestions for viewing the applications on your computer:

- The applications are best viewed through the most recent version of Adobe Acrobat. You do not need the full version of the software, but Adobe Acrobat Professional may make viewing the applications easier on your system. You may download a free copy of Adobe Reader or update your existing version at http://www.adobe.com/products/acrobat/readstep2.html.

- In Adobe Acrobat, there are two useful icons on the left column of the screen. You may click on the Page icon to locate specific pages within the document, or click on the Bookmark icon to find specific sections of the document.

- If you work better with a paper copy, we suggest you initially print the **Narrative Section,** which is eight pages or less. This may be useful as you take notes and answer the questions in the online review system.

- If you are unable to view the documents on your CD or there is some other problem, please contact Alison Freese at 202-653-4665 or afreese@imls.gov.

1800 M Street NW •• 9th Floor •• Washington, DC 20036-5802 •• 202-653-IMLS (4657) •• Fax 202-653-4625 •• www.imls.gov

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