Licence Documentation Guidance – Accessing Attachments embedded in PDFs

Some documentation on the EPA's Licensing Webpage Documents may have attachments embedded within a PDF file. These attachments can be opened via either Internet Explorer, Microsoft Edge or Google Chrome Browsers.

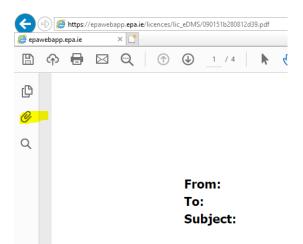
The following steps can be followed to access these attachments:

Internet Explorer

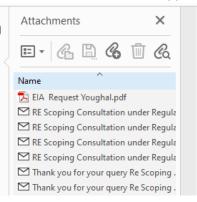
1. Where a PDF document is opened via Internet Explorer, navigate to the bottom of the browser window – a toolbar will appear. Select the 'Adobe' icon:



2. A toolbar will appear on left hand side of window. Select the 'attachment' icon:



3. All linked attachments will appear which can be clicked and download to you a PC.





Microsoft Edge

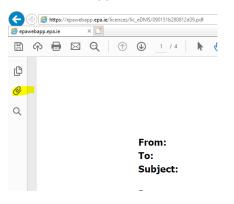
1. Where a PDF document is opened via Microsoft Edge, navigate to the settings icon '...' and select 'reload in Internet Explorer Mode' in the dropdown list.

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i 💼		New tab		Ctrl+T	fa
	٥	New window		Ctrl+N	:
	C&	New InPrivate window	Ctrl+Shift+N		
		Zoom	— 100%	+	2
	£≡	Favorites	Ctrl+5	shift+0	
	œ	Collections	Ctrl+	Shift+Y	- 1
	5	History		Ctrl+H	
	0	Shopping			- 1
	$\overline{\uparrow}$	Downloads		Ctrl+J	- 1
	B	Apps			>
	£₽	Games			- 1
	3	Extensions			- 1
	8	Microsoft Rewards			
	÷	Performance			
	0	Print		Ctrl+P	- 1
	ø	Web capture	Ctrl+	Shift+S	- 1
	C	Web select	Ctrl+	Shift+X	- 1
	e	Share			
	බ	Find on page		Ctrl+F	- 1
	A»	Read aloud	Ctrl+S	Shift+U	
	æ	Reload in Internet Explorer r	node		
		More tools			>

2. The Document will reload. Navigate to the bottom of the browser window – a toolbar will appear. Select the 'Adobe' icon:

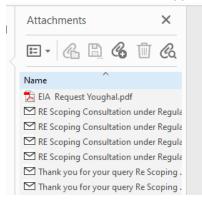


3. A toolbar will appear on left hand side of window. Select the 'attachment' icon:



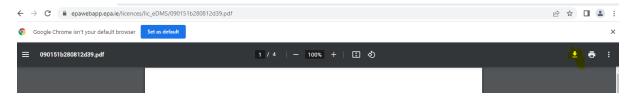
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4. All linked attachments will appear which can be clicked and download to you a PC.

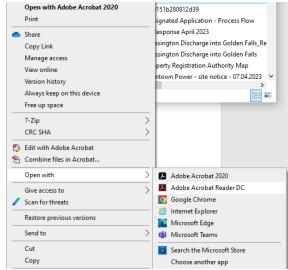


Google Chrome

1. Where a PDF document is opened via Google Chrome, navigate to the 'download' icon on the toolbar within the chrome window. You will be prompted to save the file to your PC

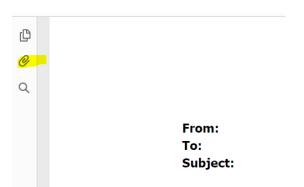


2. Once saved, navigate to the file location. Right click the document and select 'Open With'. From the dropdown list, select 'Open with Adobe Reader'



4. Document will open via Adobe Reader. A toolbar will appear on left hand side of window. Select the 'attachment' icon:

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5. All linked attachments will appear which can be clicked and download to you a PC.

