INFORMATION & TIPS REGARDING THE E~SYLLABUS

The e~syllabus format allows you to:
- Download and save the PDF to your preferred media format (USB flash drive, CD, laptop, desktop, IPad, etc. See pg. 2 for additional IPad tips.)
- Print and bring copies of those presentations you want to reference during the meeting. See below for instructions regarding how to print.

If you choose to bring your laptop to the conference, please note:
- Conference meeting rooms have limited power receptacle availability.
- Internet access is not guaranteed in the meeting room(s).

Adobe reader is required to view a PDF. If you do not have Adobe reader, click one of the following to access a free download:
- Mac Users
- Windows Users
- Get.Adobe.com (takes you to the "latest" version)

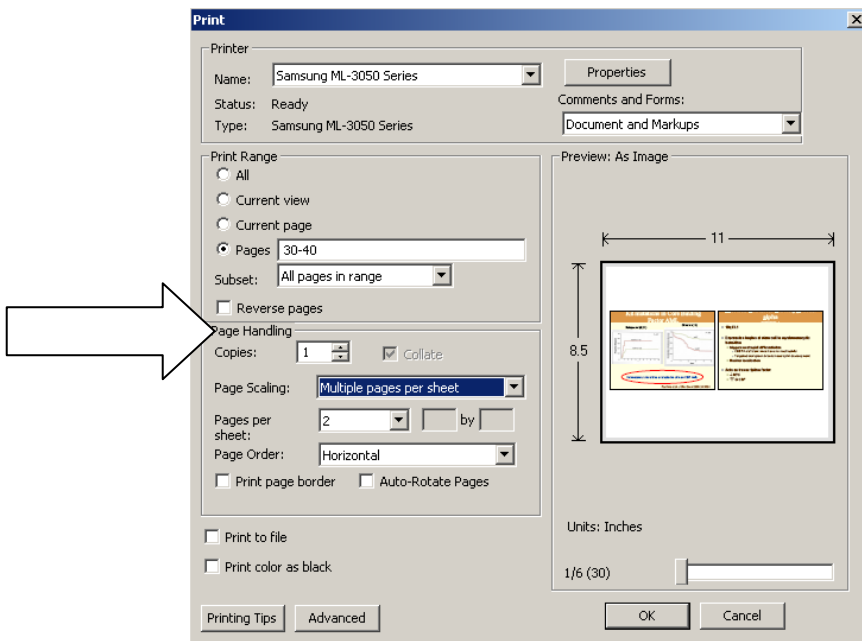   Adobe Reader's support site for more information:
- Adobe Reader Support

Mac Users: Password protected PDFs cannot be opened in "preview" mode. If the default on your Apple computer is set to open PDF files in "preview", you will need to instruct it to open the file with Adobe Reader:
- Control Click on the PDF
- On the pop~up menu, choose "Open with"
- On the fly~out, choose "Adobe Reader"

Apple Service and Support: 1~800~275~2273

Printing Instructions:
- File, Print
- In the Page Handling section, under Page Scaling, select "Multiple pages per sheet". This will create a field below to select 2, 4, 6, 9, 16, custom, etc.
- Identify the page order, select from: horizontal, horizontal reversed, vertical, vertical reversed, etc.
- You might also try the Auto-Rotate Pages which rotates the slides 90 degrees.

See next page for iPad tips

iPAD

Downloading CME Activity Syllabus to an iPad

Required:
- Internet access
- either iBooks, Adobe Reader, or a similar PDF reader application

Do not try and open the syllabus directly from the CME Activity website. Download and save to your iPad, so it may be viewed without internet access.

Utilizing iBooks or Adobe Reader will only allow you to <u>view</u> the syllabus. Special applications are required for making "comments or notes".

Comments/Notes
In order to comment or take notes, you will need to open the syllabus in an editing app. Apps like iAnnotate ($9.99) or other similar commenting/note taking apps (fees may apply) are available in the Apple App Store.

New to downloading a document to an iPad?

Use link provided to reach the CME activity website:
- Press and hold (don't tap) "Course Syllabus" document
- When prompted tap "Open in New Tab"
- Click on new Tab in upper right side with name of syllabus
- Quickly pick the app you would like to open the syllabus in (iBooks, Adobe Reader, etc.)
- Enter password

Once saved to your iPad you will now be able to open the syllabus by the app you selected.