

## MACINTOSH INSTRUCTIONS

### **Method 1: Use Adobe Acrobat Reader**

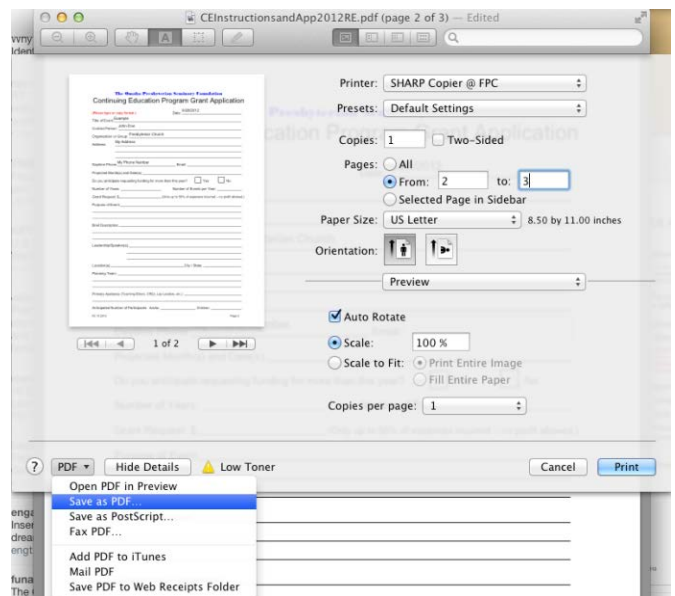
If you have a newer version of the Macintosh OS, you may download Adobe Acrobat Reader at ...  
<http://www.adobe.com/support/downloads/detail.jsp?ftpID=5443>

If you have an older version of the Macintosh OS, you may download Adobe Acrobat Reader at ...  
[http://www.adobe.com/cfusion/search/index.cfm?term=adobe+reader+for+macintosh&loc=en\\_us&siteSection=products%3Areader.html](http://www.adobe.com/cfusion/search/index.cfm?term=adobe+reader+for+macintosh&loc=en_us&siteSection=products%3Areader.html)

- A) To complete the form electronically, save the blank form with a different name: YourName.pdf
- B) Close or minimize the OPSF website-generated form.
- C) Open your blank form within Adobe Acrobat Reader and complete the form.
- D) Save the form.

### **Method 2: If your Macintosh computer has a newer version of Preview, these instructions may work ...**

- A) To complete the form electronically,
- B) save the blank form with a different name:  
YourName.pdf
- C) Close or minimize the OPSF website-generated form.
- D) Open your blank form within Preview and complete the form.
- D) Save the form following these steps.
  - a. Select "Print"
  - b. Click on the "PDF" button on the lower left of the Print window.
  - c. Select "Save as PDF" from the pull down menu



### **Method 3: Print and Send**

Some versions of Macintosh Preview do not support saving PDF forms to a computer after they have been edited, so there is a possibility you may not be able to save your completed form. If that is the case, please fill out the form on your computer, print it and send to:

Omaha Presbyterian Seminary Foundation  
7101 Mercy Road, Suite 216  
Omaha, NE 68106-2616

### **Method 4: Print, Scan and Attach**

Scan the printed copy (from **Method 3**) and attach it to an email.