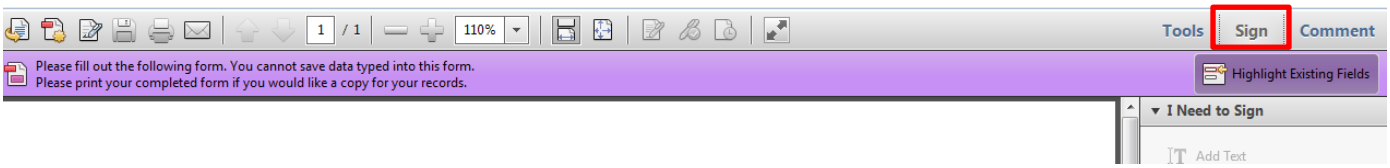
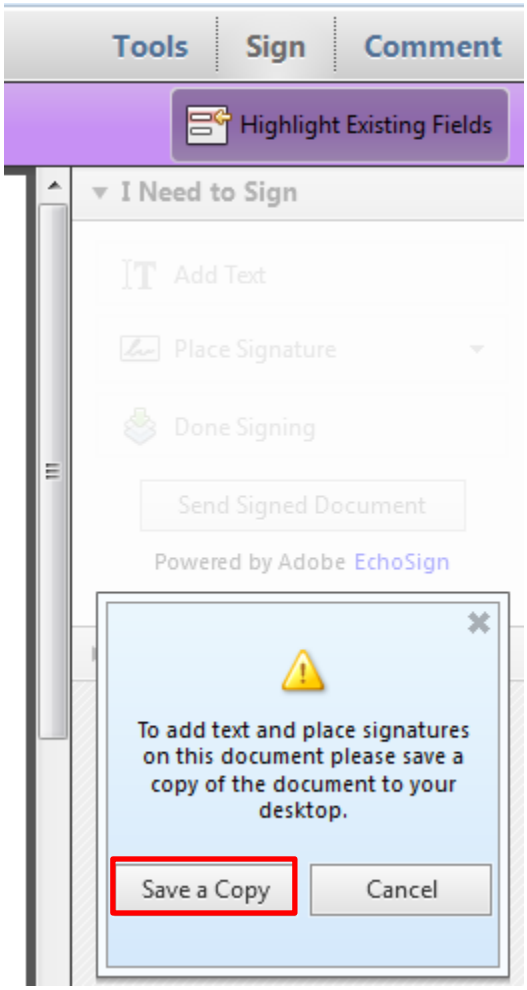
Instructions for answering the PDF exercises:

1. Click on the PDF exercise link on the web page.
2. Save a copy to the local desktop:

    a. Click Sign in the upper right corner

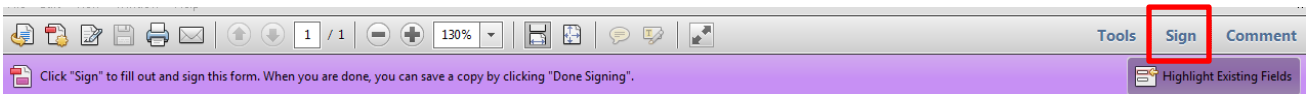


    b. Click Save a copy:

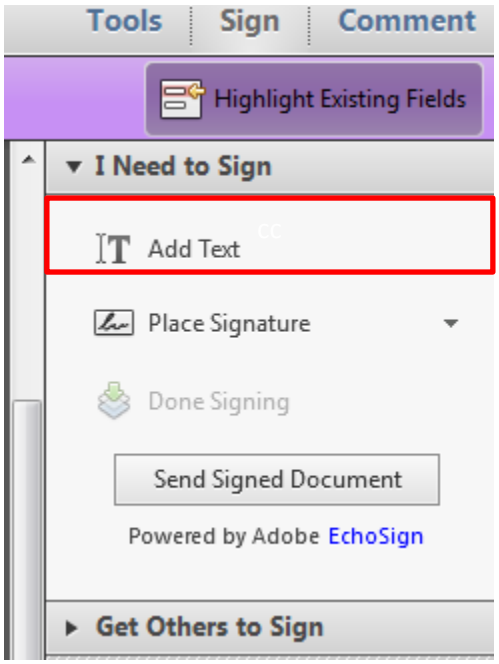


    c. Select a local location to save the PDF and name it appropriately.

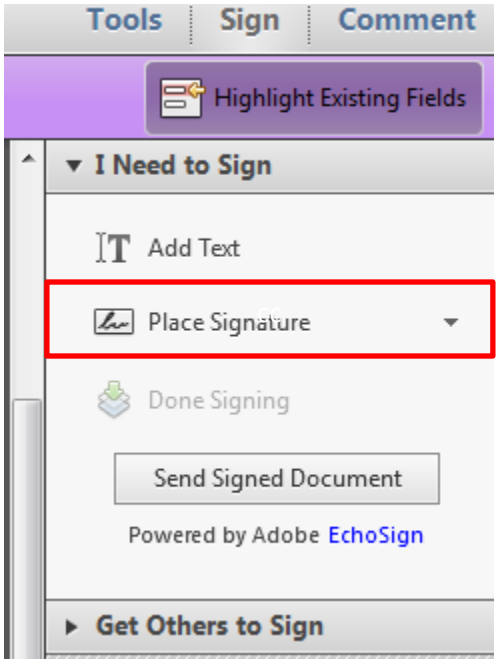
3. Find the document on the local machine and open it. Click Sign in the upper right corner:



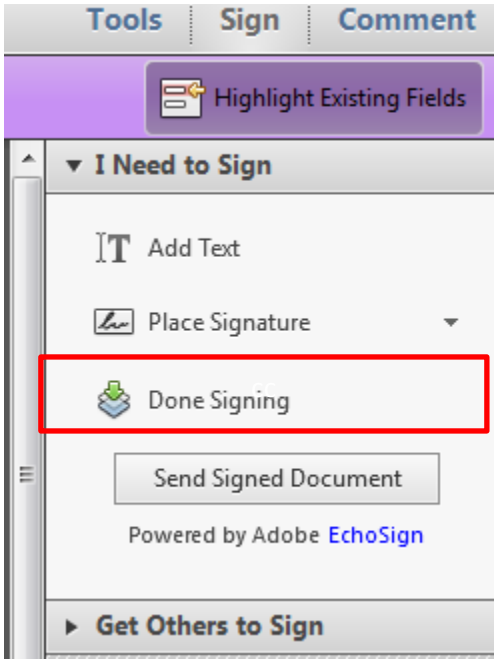
a. Click ***Add Text*** and type your answers in the appropriate fields:



b. Click ***Place Signature*** and click in document where you want the signature to appear:



c. Click ***Done Signing***:



d. Click ***Not Now*** when prompted to send the document.

4. Email the completed document to Instructor.