# **Beyond Interactive Resources Guide**

#### Hello to all our users!

In response to the challenges presented by the ongoing Coronavirus situation, the Beyond team have made it their top priority to ensure that you and your children are catered to for your homebased educational needs. As such, we have decided to introduce **Interactive Resources** that can be completed using free-to-download PDF reading software, on a home PC/Laptop or Android/IOS smart device, sparing you the need to print where possible. By following the guidance below, we hope to offer you a smooth, stress-free means of continuing your children's education from the comfort of your home.

# Step 1: Download <u>Adobe Acrobat Reader DC</u> for PC/Mac (or search 'Adobe Acrobat Reader' on Google Play or the App Store).

Follow the link above to open the download page for the PC/Mac version of Adobe Acrobat Reader. Click 'Download Acrobat Reader' at the bottom of the middle column - this will take you to a download page where your download will begin. Open the downloaded file and Acrobat Reader will install automatically (check the 'Launch Adobe Acrobat Reader DC' checkbox before clicking 'Finish' if you would like to open the program straight away).

### Step 2: Download one of our interactive resources, and open using Adobe Acrobat Reader DC.

If you are a PC/Mac user and your downloaded PDF resource does not open using Acrobat Reader by default, simply right-click your PDF file, go to 'Open with' and select Adobe Acrobat Reader DC from the drop-down list.

For smart device users, open the Adobe Acrobat Reader app, press 'Files' at the bottom of the homescreen, then press 'On this device' and select the PDF you wish to open.

#### Step 3: Complete the resource!

For PC/Mac users: To fill in the resource, click the text fields and type your answers as needed. Check boxes and radio buttons can simply be clicked on to make the selection of your choice. When you are finished with the resource, go to File > Save As... and save your file where you like (we recommend you do not save over the original PDF, as you may wish to use it again without first having to remove all the answers!)

For smart device users: To fill in the resource, press the text fields and type your answers as needed. Check boxes and radio buttons can simply be clicked on to make the selection of your choice. When you are finished, simply press the back button in the top left of the appscreen and your PDF will save automatically (this will overwrite the original file, so you may wish to create a copy if you would like to use the resource again in future without first having to remove all the answers!)

#### Step 4: Rinse and repeat!

We hope you have found this information useful. If you experience any problems in getting the above method to work, please do contact the Beyond team at **<u>beyond@twinkl.co.uk</u>** and we will endeavour to do what we can to assist you.

