

Welcome to “ITS Technology Tips,” where we bring you some useful information about the technology here at Loyola and effective ways to use the technology. Remember to visit the weekly [Tech Tips Blog](#) for the latest tips and the [Technology Tips Archive](#), to find all Tech Tips in PDF format, categorized for easy access.

Manage PDFs in Firefox

Whether or not you are already using [Mozilla Firefox](#) for Web browsing, it’s helpful to know how you can customize Firefox to more precisely meet your needs. [Firefox Add-ons](#), such as themes and extensions, are small pieces of software that add functionality to Firefox. The [PDF Download](#) extension is an incredibly useful tool that allows you to choose if you want to open a PDF inside or outside of Firefox, download to your hard drive, or view as html. This extension is very helpful for handling PDF documents within Blackboard and other PDF rich websites.

Getting Started

In order to take advantage of Firefox add-ons, you’ll need to install [Mozilla Firefox](#); if you already have Firefox, we recommend that you upgrade to the latest version, [Firefox 2](#). Click [here](#) to access the PDF Download extension. After you install the extension, you will need to restart Firefox. You can access your Add-ons within Firefox by clicking on the **Tools** menu and selecting **Add-ons**. Then just click on the extension or theme that you would like to manage.

Once you install Firefox, you can visit the [Firefox Add-ons](#) page to browse and start installing add-ons. There are a variety of useful Add-ons including themes and extensions that enable you to customize Firefox’s interface, manage bookmarks on-line, display weather forecasts in your toolbar, and much more.

Resources:

Firefox Add-ons:

<https://addons.mozilla.org/en-US/firefox/>

That’s our technology tip for this week. If you have found the information helpful, please drop us a line at Training@luc.edu . If you’d like to go back to our archive of technology tips, please visit us on the Web at <http://www.luc.edu/its/techtips.shtml>.