

## Resource

## **Changing Default Programs**

Windows gives the ability to control what program will open a particular file type, if you have multiple programs that could open it. To change the program that opens a file, perform the following. We will use a PDF document as our example, and these settings are from Windows 8, so your machine may look different, but the steps will be very similar.

1. From your Start screen, search for "file type." You will need to sort by "Settings" (1). Click on the option "Make a file type always open in a specific program" (2).

Settings Results for "file type"	Search	
	Settings	
Turn share history on or off  Make a file type always open in a specific	file type	× 🔎
Change the file type associated with a file extension	Paps	0
Show or hide file extensions	Settings	
Set your default programs	Files	29

2. In the list that appears, locate ".pdf" and select it. Press the "Change Program" button on the right side of the screen.

		Set Associations			×
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in the first	1.10				(
Associate a file type	or protocol with a specific program				
Click on an extension to v	iew the program that currently opens it by default. To chang	e the default program, click Change program.			
Adobe Reader					
Adobe Systems In	corporated			Change program	m
Name	Description	Current Default			^
.partitions	Analysis Services Partitions	Unknown application			
🔮 .pbk	Dial-Up Phonebook	Remote Access Phonebook			
.pcb	PCB File	Unknown application			
pch	PCH File	Unknown application			
dbq. 🚰	Palm Database File	Install Tool Application			
pdf	Adobe Acrobat Document	Adobe Reader			
2.pdfxml	Adobe Acrobat PDFXML Document	Adobe Reader			
.pds	PDS File	Unknown application			
= .pdx	Acrobat Catalog Index	Adobe Reader			10
.pef	PEF File	Photos			
.perfmoncfg	Performance Monitor Configuration	Resource and Performance Monitor			
e ofm	Type 1 Font file	Windows Font Viewer			



3. In the list that appears, select the program you wish to be the new default. You may need to use the drop-down to view more options.



If you have any questions or require assistance, submit a ticket with SmartPath via client portal, email, or calling 270-205-4709.

