Adjusting Acrobat Reader or Adobe Acrobat to Enable the User to Return to a Previously Completed Form

If you are experiencing problems returning from a continuation form back to the original form with the previously entered data still intact, please read the following instructions to adjust your Adobe Acrobat or Adobe Reader settings which will re-enable this feature.

Note: Following these steps will change the option in Acrobat Reader or Adobe Acrobat permanently. You will not be required to make these changes every time you open a new form.

1. Open Acrobat Reader or Adobe Acrobat.

2. Click the “Edit” dropdown menu and choose “Preferences.”
3. Within “Preferences” click on “Forms.”
4. Within “Forms,” check the third box under the “General” region that reads “Keep forms data temporarily available on disk.” When the security warning appears after you have checked this box, click “Yes” and “OK.” These changes will enable you to return to the previously completed form with the entered data intact.