

## How to Download and Complete Fillable PDFs

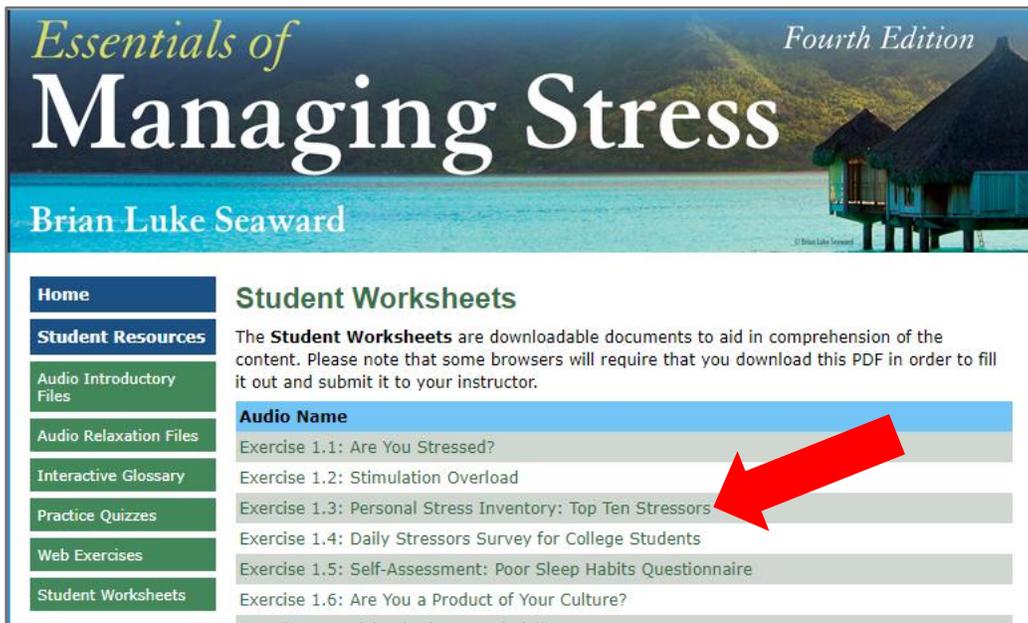
*This document provides directions on how to download, complete, and submit fillable PDFs from your Navigate course or Companion Website.*

1. Make sure your computer and browser are updated, per these directions:

<https://www.jblearning.com/TechSupport>

- a. Install **Adobe Acrobat Reader**
- b. Disable **Block cookies**

2. Log into Navigate or the companion website and open the desired PDF.



*Essentials of*  
**Managing Stress**  
Fourth Edition  
Brian Luke Seaward

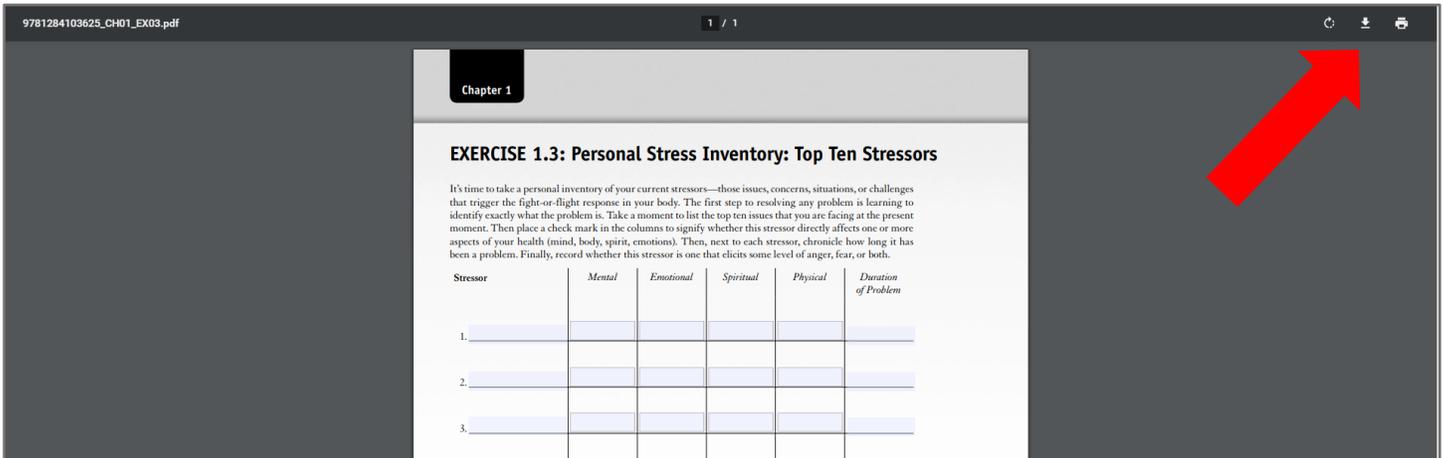
**Home**  
**Student Resources**  
Audio Introductory Files  
Audio Relaxation Files  
Interactive Glossary  
Practice Quizzes  
Web Exercises  
Student Worksheets

**Student Worksheets**  
The **Student Worksheets** are downloadable documents to aid in comprehension of the content. Please note that some browsers will require that you download this PDF in order to fill it out and submit it to your instructor.

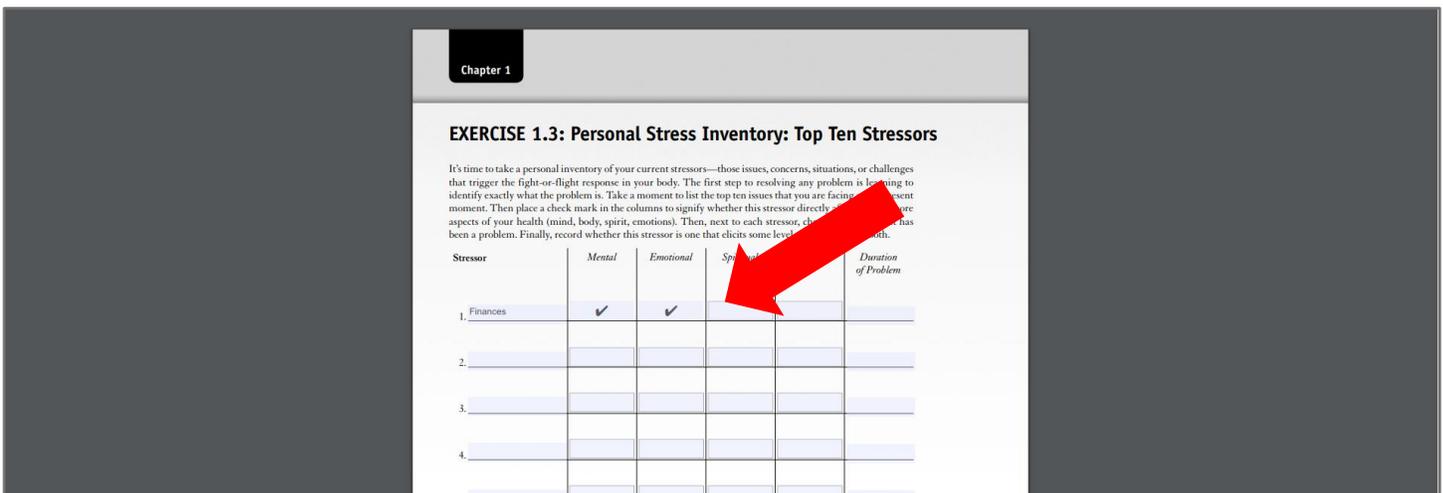
Audio Name
Exercise 1.1: Are You Stressed?
Exercise 1.2: Stimulation Overload
Exercise 1.3: Personal Stress Inventory: Top Ten Stressors
Exercise 1.4: Daily Stressors Survey for College Students
Exercise 1.5: Self-Assessment: Poor Sleep Habits Questionnaire
Exercise 1.6: Are You a Product of Your Culture?

Technical Support: [www.jblearning.com/techsupport](http://www.jblearning.com/techsupport) | [support@jblearning.com](mailto:support@jblearning.com) | 1-978-443-5000 | M-F 8:30am – 8:00pm

- Click to download PDF to local computer. Save to your Download folder (or other identified location) on your computer.



- Open the saved PDF from your local hard drive in the **Adobe Acrobat** application. Complete the PDF by entering data in fields/checkboxes.



- Save the file with your changes, then share or submit your file via email, assignment submission, Dropbox, etc. as required.