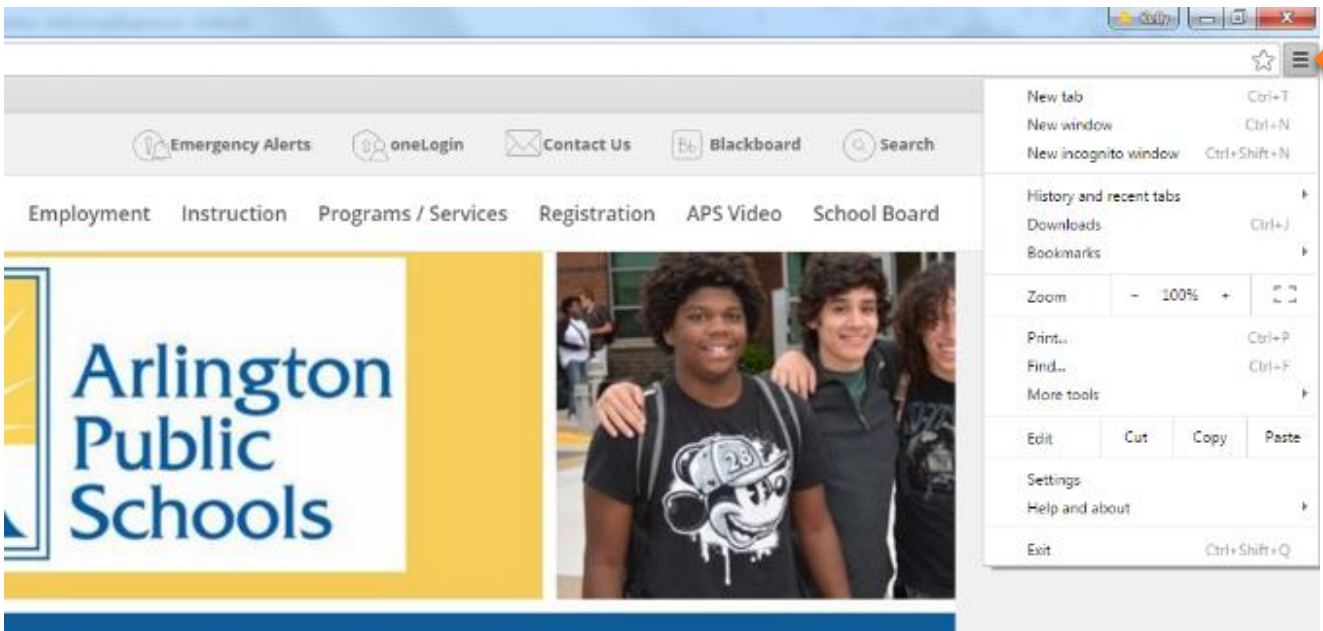


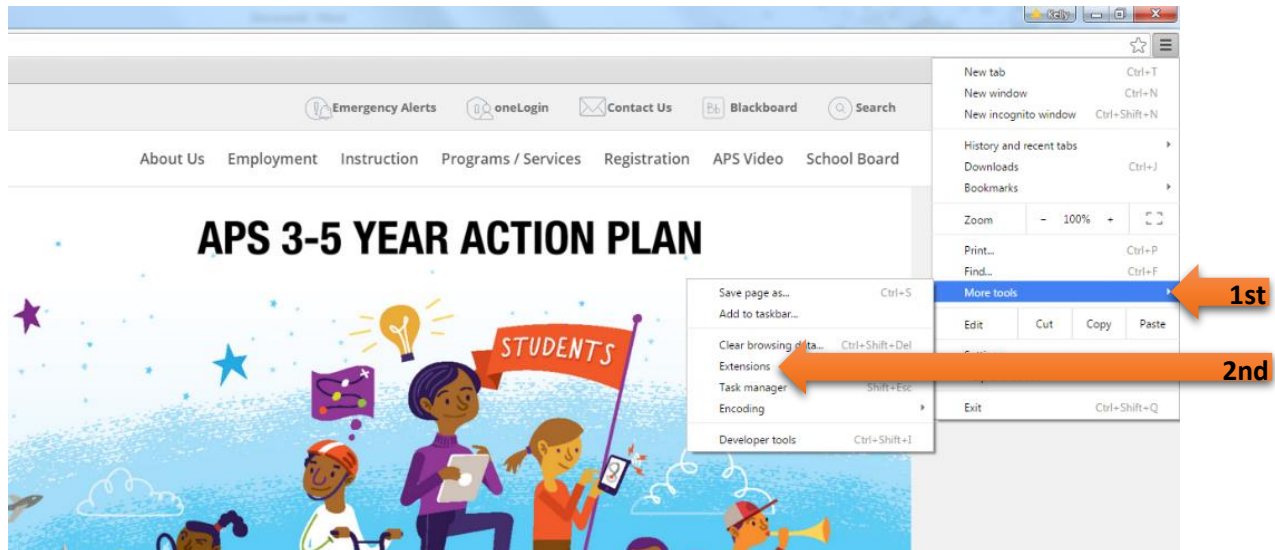
How to Install the Read and Write Extension in Google Chrome in 7 Steps

Step 1: Open the Google Chrome web browser & login with your APS Google Account.

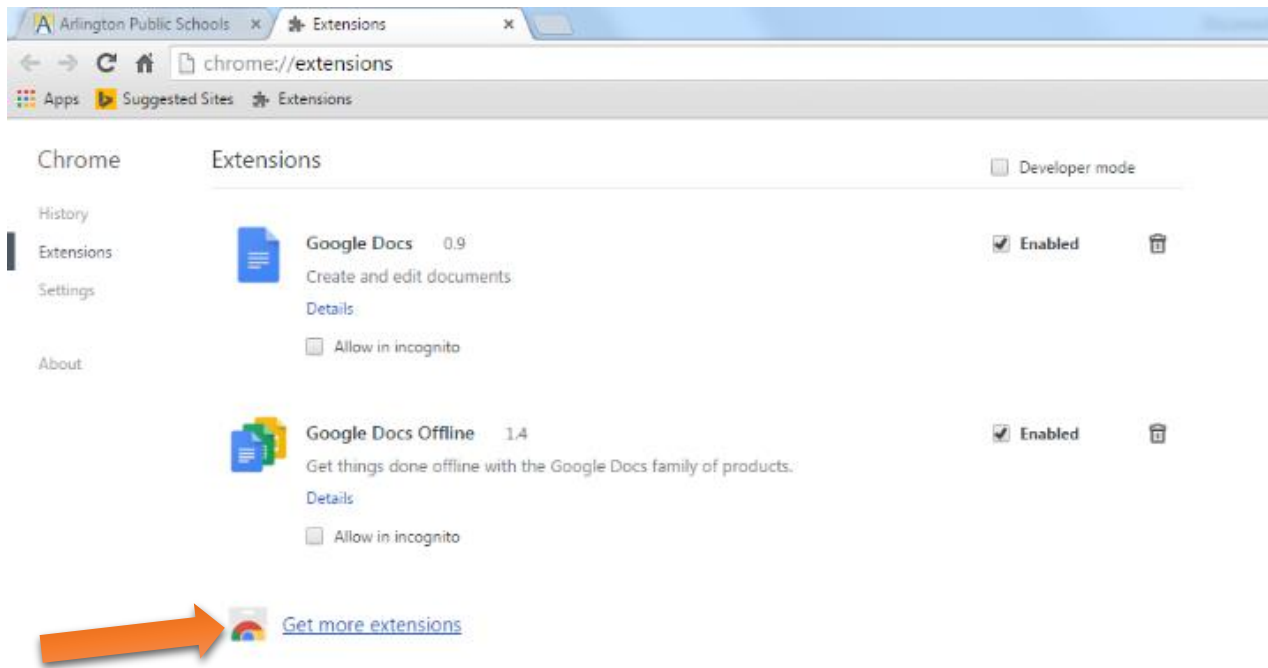
Step 2: Click on the button with 3 horizontal lines in the top right hand corner. On a MAC it will be three dots.



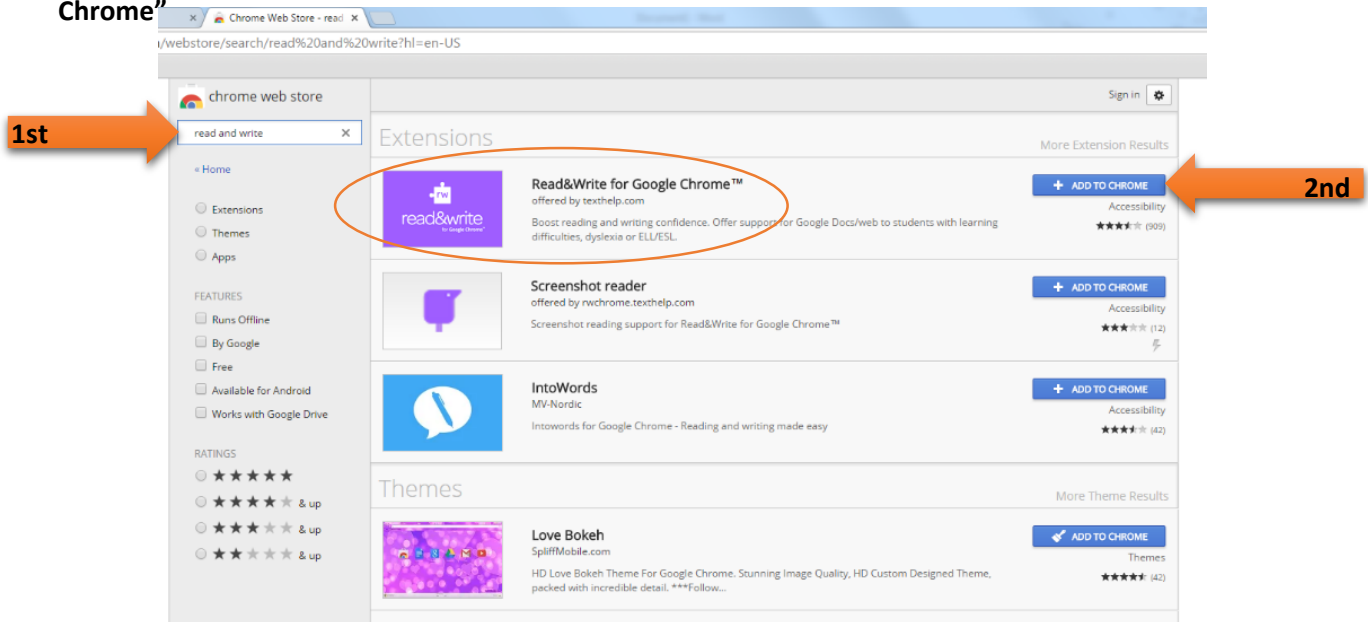
Step 3: Click "More tools" and then "Extensions".



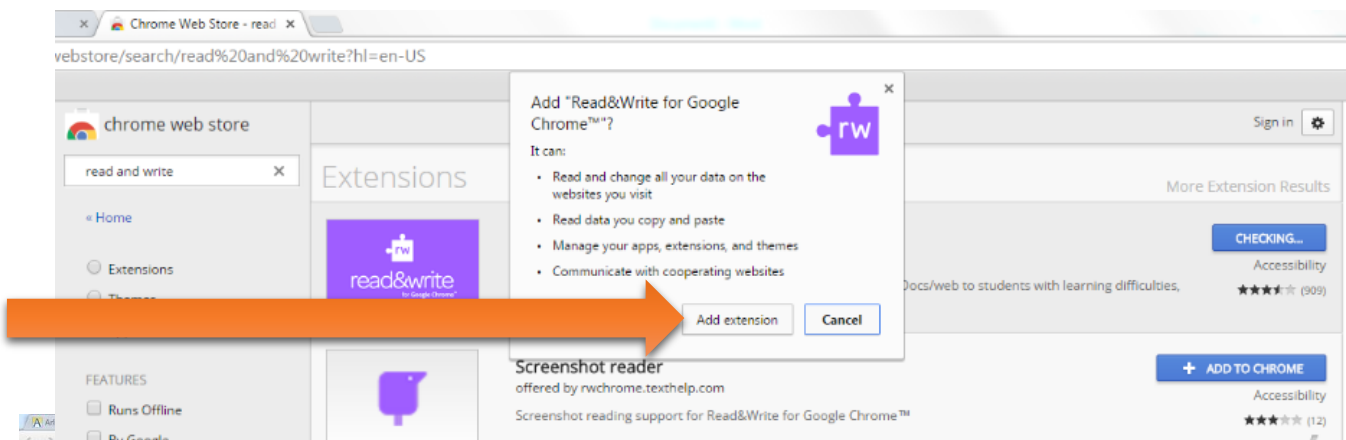
Step 4: Scroll to the bottom of the page and click on "Get more extensions".



Step 5: Type "Read and Write" in the search bar and enter. Once Read and Write appears in list, click "Add to Chrome"



Step 6: When message pops up, click "Add Extension".

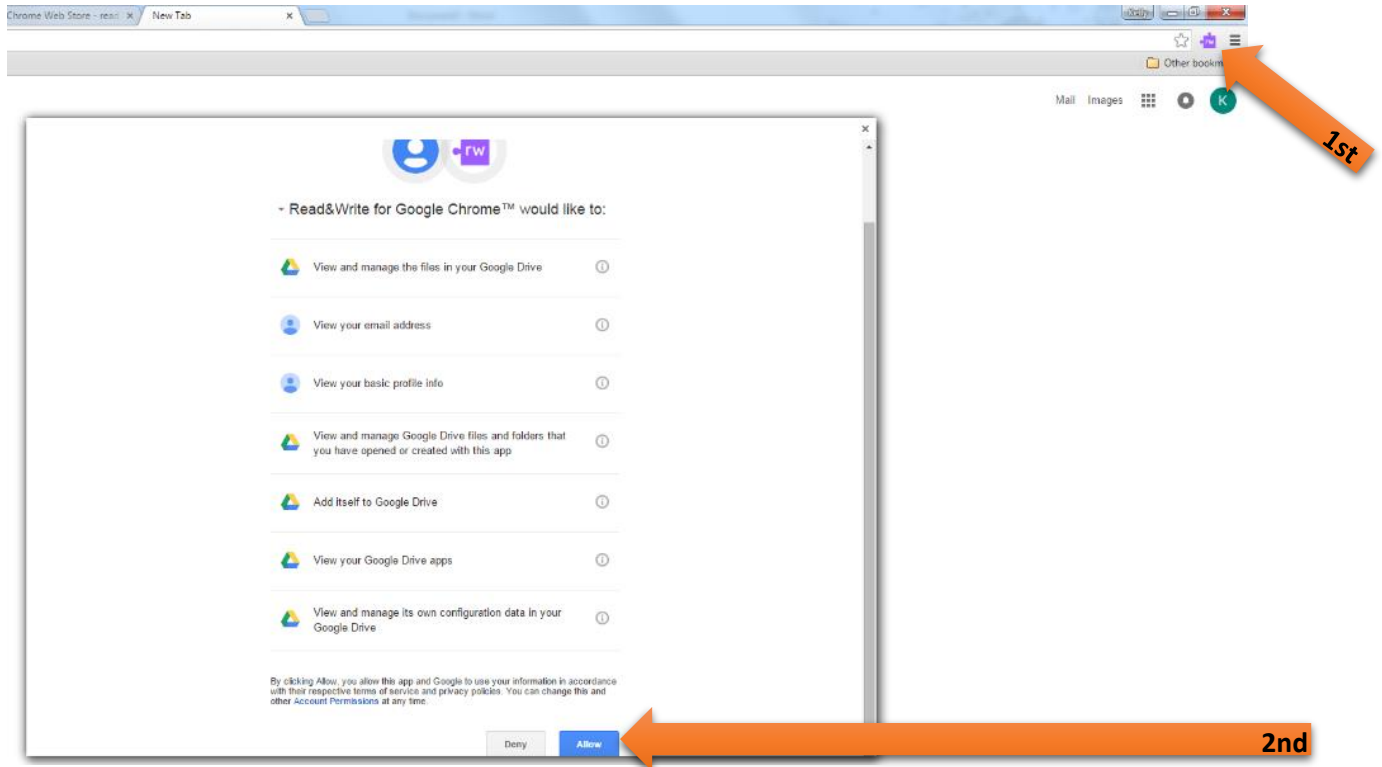


Step 7: The Read and Write purple puzzle piece will now show up in the extensions bar (top right corner).

Click on the puzzle piece.

(You may be asked to sign in a few more times. This only happens on the initial install; not each time you use it.)

When asked to give Read and Write permissions, click "Allow".



Step 8: You're all set! To access the Read and Write tool bar and begin using it, click on the purple puzzle piece.

