

## Emergency Planning Exercises Download Instructions

### Adobe PDF download instructions

1. Click the file link to open, view and save the file.
2. Print the second file, “Facilitators Notes” to use while conducting the exercise.
3. Click on the icons to play audio and video files in the tabletop. Firewalls may initially block the audio and video files from playing. If you experience this problem, click “trust the multimedia content” or “play content” when prompted and the audio and video files will play.
4. When the videos play, you can **Right click** on the video, and select “zoom”, “full screen” to view the videos full screen.

### PowerPoint PPT download instructions

**Please follow these instructions as closely as possible**, though your operating system may require slight variation from these steps:

1. **Click on the file link** to download a .zip file containing the PowerPoint presentation file and three video files
2. **SAVE the .zip file** to your PC desktop or a folder. (**Do not open yet, first save it to your computer**)
3. Right click on zip folder and **“Extract All” the .zip file to Extract (uncompress) the files** into a new folder on your PC
4. **Find the PowerPoint .ppt file** in the folder and open it
5. If prompted, click “enable macros” to display content in the PowerPoint.
6. **Play the Slide Show** or edit the slides to your needs