## W-2's in Alio Employee Portal

If you are having troubles getting your W-2 to display correctly in the Alio Employee Portal, it may be due to your Acrobat plug in. Here are some steps you can take:

## **Firefox**

In Tools-Options, select Applications. Make sure the following are set:

- Adobe Acrobat Forms Document (application/vnd.adobe.xfdf) set to Use Adobe Acrobat (in Firefox)
- Adobe Acrobat Forms Document (application/vnd.adobe.fdf) set to Use Adobe Acrobat (in Firefox)
- Adobe Acrobat XML Data Package File set to Use Adobe Acrobat (in Firefox)
- Portable Document Format (PDF) set to Use Adobe Acrobat (in Firefox)

## <u>Chrome</u>

In the Menu, Settings, Show Advanced settings....under Privacy select Content Settings....then under Plug-ins, Disable Plug-Ins

• Make sure Adobe Reader is Enabled

# <u>IE</u>

Go to Manage Add-ons.

- IE10 Manage Add-ons is found on the Sprocket icon
- IE9 Manage Add-ons is under the Tools menu
- Make sure Adobe PDF enabled

#### <u>Safari</u>

You must download Adobe Acrobat Reader for Mac, open the application and accept the End user agreement. Safari must be closed during this process. You'll also have to go into Finder, find Safari, right click, Get Info and make sure Open in 32-bit mode is checked.