Adobe Acrobat DC Level 2

Course ACB-02 1 Day Instructor-led, Hands on

Introduction

As a business professional, you have some experience using Adobe® Acrobat®. Now you're ready to take further advantage of all the features of Acrobat Pro DC to bring your documents to the next level. Whether you are creating PDFs for commercial printing or for viewing digital versions on a range of platforms, Adobe Acrobat Pro DC enables you to output your content so your audience will be able to access and view the document just the way you intended.

In this course, you will use Adobe Acrobat Pro DC to convert technical documents to PDF files, enhance PDF documents, create interactive PDF forms, and prepare PDF files for commercial printing.

At Course Completion

Upon successful completion of this course, students will be able to:

- Customize the Acrobat Pro DC workspace.
- Enhance PDF documents.
- Create interactive PDF forms.

Prerequisites

- Students should attend Adobe Acrobat DC Level 1 or have equivalent experience.

Course Outline

Module 1: Customizing the Acrobat Pro DC Workspace

- Customize the Toolbars
- Create Custom Tool Sets

Module 2: Enhancing PDF Documents

- Embed Multimedia
- Enhance PDF Document Accessibility
- Use Actions
- Manage the Security of PDF Documents

Module 3: Creating Interactive PDF Forms

- Create a PDF Form

Contact ISInc for more information at 916.920.1700 or by visiting our website at http://www.isinc.com

- Compile and Manage PDF Form Data

Module 4: Finalizing PDF Files for Commercial Printing

- Apply Color Management Settings
- Preview Printed Effects
- Perform Preflight on a PDF Document
- Create PDF/X, PDF/A, and PDF/E Compliant Files
- Create a Composite and Color Separations
- Export a PDF Document to Other Formats