

Adobe Acrobat Pro X: Level 2

Prerequisites: Acrobat 10.0 Introduction

Length: One Day

Summary: As a business professional, you have some experience in using Acrobat. Now, you are ready to further develop your PDF documents. In this course, you will use Acrobat .0 Pro to convert technical documents to PDF files, enhance and control PDF content accessibility, customize PDF documents for interactive use online, and prepare PDFs for commercial printing.

Course Content

CREATING PDF'S FROM TECHNICAL DOCUMENTS

- Create PDF Documents Using Autodesk AutoCAD
- Measure Technical Drawing Content

ENHANCING PDF DOCUMENTS

- Embed Multimedia
- Optimize PDF Files
- Index Documents
- Enhance PDF Document Accessibility

CREATING INTERACTIVE PDF FORMS IN ADOBE LIVECYCLE DESIGNER

- Create a PDF Form
- Add Form Fields
- Create Calculations
- Create Buttons
- Track Forms
- Compile Returned Forms
- Organize Collected Data

PREPARING PDF FILES FOR COMMERCIAL PRINTING

- Examine the Commercial Printing Process
- Create PDF Files for Prepress
- Apply Color Management Settings
- Modify Adobe PDF Settings for Prepress
- Preview Printed Effects

FINALIZING PDF FILES FOR COMMERCIAL PRINTING

- Preflight Documents
 - Create PDF/X and PDF/A Compliant Files
 - Create a Composite
 - Create Color Separations
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