Adobe® Acrobat ® : Professional for Creative and Print Professionals

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Course Duration: 1.0 day

Course Overview:
You will efficiently create, enhance, and access graphically rich and multimedia information within PDF documents for both interactive online use and commercial printing.

Prerequisites:
Before taking this course, you should complete the following courses, or have equivalent knowledge: Windows XP: Introduction.

Additional information:
Course content can be tailored to client's specific needs.

Course Content

Accessing Information in PDF Documents
Browse Through a PDF Document
Navigate to Specific Content Within a PDF Document
Find and Edit Text
Export Content from a PDF Document

Creating PDF Documents for Electronic Use
Create PDF Files from Within Applications
Add Bookmarks
Add Links
Add Articles
Create a PDF File from HTML Documents
Embed Multimedia
Create Actions
Optimize PDF Files
Batch Process PDF Documents

Creating Interactive PDF Forms
Create Text Form Fields
Create Fields with Predefined Options
Create Buttons
Create Tables and Calculations

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Adobe® Acrobat ® : Professional for Creative and Print Professionals

Preparing PDF Files for Commercial Printing
Choose Appropriate Methods of Creating PDF Files for Prepress
Display Colour Accurately
Select Appropriate Adobe PDF Settings for Prepress
Preview Printed Effects on Screen
Preflight Documents
Create PDF/X Compliant Files

Printing
Print a Composite
Create Colour Separations