

## Adobe Acrobat Pro X: Level 2

**Prerequisites:** Acrobat 10.0 Introduction

**Length:** 1 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 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.

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## 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 INERACTIVE 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