

Acrobat 7 Advanced

1 day course

Overview

As a workplace professional with some experience in using Adobe Acrobat, you are now ready to further develop your PDF documents. In this course, you will use Adobe Acrobat® 7.0 Professional 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 Objective

You will use Adobe Acrobat® 7.0 Professional 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.

Target Student

The audience may or may not be creative and/or print professionals.

Prerequisites

Acrobat 7.0 Level 1 (Standard/Professional)

Course Content:

Creating PDFs from Technical Documents

- Create PDF Documents from within Microsoft Visio
- Create PDF Documents from within Autodesk AutoCAD
- Measure Technical Drawing Content

Enhancing PDF Documents

- Embed Multimedia
- Create Actions
- Optimize PDF Files
- Batch Process PDF Documents
- Make a PDF Document More Accessible
- Repurpose a PDF Document for Other Displays

Creating Interactive PDF Forms in Adobe Designer

- Create a PDF Form
- Add Text Form Fields
- Create Calculations
- Create Fields with Predefined Responses
- Create Buttons
- Organize Collected Data in a Spreadsheet

Preparing PDF Files for Commercial Printing

- Examine the Commercial Printing Process
- Choose Appropriate Methods of Creating PDF Files for Prepress
- Apply Color Management Settings
- Create and Apply Appropriate Adobe PDF Settings for Prepress
- Preview Printed Effects on Screen

Finalizing PDF Files for Commercial Printing

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