



Acrobat Pro DC Training | Protection, Signature, Navigation

Introduction to Acrobat Pro DC Training

PDF/A backup

- Conformity levels and versions
 - PDF/A-1
 - PDF/A-2-a-b-u
 - PDF/A-3
 - PDF/A-personalized
- How to create a PDF/A standard file
- Validation

Content modification:

- Edit text and images;
- Manipulate graphic elements;
- Touch-ups on text and objects;
- Reuse PDF content – extract images and text.

Page management:

- Crop a page;
- Rotate a page;
- Insert a document;
- Move or copy pages;
- Extract pages;
- Replace pages;
- Delete pages;
- Renumber pages, headers and footers;
- Management of headers and footers;
- Insertion of a watermark;
- Managing a background;

Protection

- Redactions and properties;
- Use security devices to protect PDF files;
- 3 types of password protection;

OCR

- Optical recognition of characters and properties
- Types of text search and retrieval

Various features

- Customization and retrieval of notes and annotations, setting up of articles
- Creation of links to a file, to a page, to email and to URL
- Creation of buttons: navigation buttons, command buttons, custom buttons by clipart
- Add navigation structures – articles, bookmarks, links
- Prepare PDFs for presentations

Nous contacter:
Doussou Formation
Email: info@doussou-formation.com
<http://doussou-formation.com>

