

# Adobe® Acrobat® 8 Professional

## At A Glance

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### Communicate and collaborate with the complete Adobe PDF solution

New features and functionality in Adobe® Acrobat® 8 Professional software make it easier than ever for workgroups and individuals in enterprises and industries such as Architecture, Engineering and Construction (AEC) and legal to reliably and more securely collaborate and share data using Adobe Portable Document Format (PDF), a de facto industry standard for document exchange. With high-value Adobe PDF document workflows enabled by the comprehensive set of tools in Acrobat 8 Professional, enterprises can help improve productivity, lower costs, and help speed development of products and services. Acrobat 8 Professional also provides access to real-time collaboration capabilities. By simply clicking on the 'Start Meeting' button, users can collaborate in real-time over the Web with Adobe Acrobat Connect software.

### Create and Share Content-Rich Documents

**Create Adobe PDF files with ease**—Acrobat 8 Professional users can convert any printable document into an Adobe PDF file—based on the new PDF 1.7 specification—for efficient, more secure sharing and archiving. Quickly and reliably convert files created in Microsoft Word, Microsoft Excel, and Microsoft PowerPoint. Users of Microsoft® Windows® operating system can also create Adobe PDF documents with one touch from Microsoft Project, Microsoft Access, Microsoft Publisher, and Microsoft Internet Explorer. Scan paper documents and apply optical character recognition (OCR) technology to create compact, searchable Adobe PDF documents. Create interactive Adobe PDF files with embedded Flash® software animations for easy sharing and archiving.

**Automatically create Adobe PDF files from e-mail**—Acrobat 8 Professional now supports one-button Adobe PDF creation from Microsoft Outlook as well as from IBM® Lotus Notes. Each e-mail in Outlook or Lotus Notes can be converted into a single Adobe PDF file contained within an Adobe PDF package, making it easier to sort and search e-mails converted into Adobe PDF. Users can now automatically archive Outlook e-mail by converting messages into Adobe PDF according to the schedule and frequency they specify, instead of doing so manually.

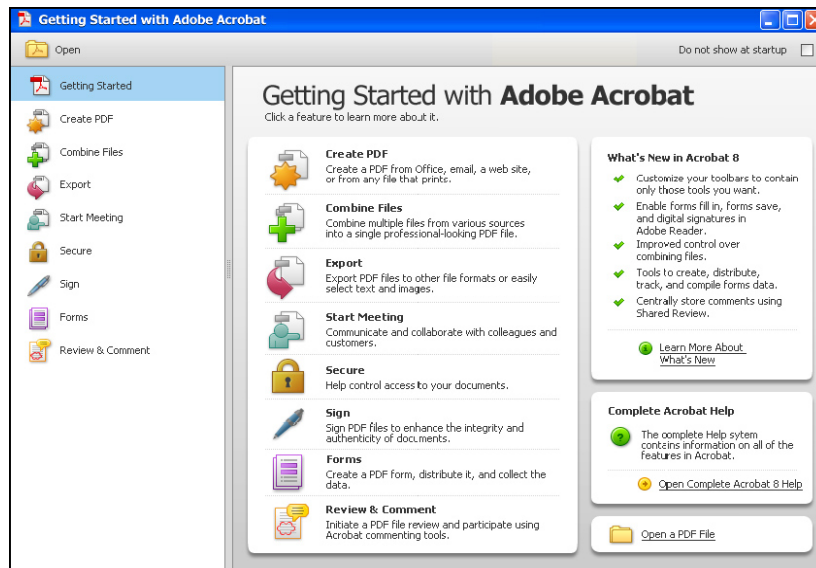
**Create and validate PDF/A and PDF/X files**—Create documents in PDF/A, the ISO standard for long-term archiving of electronic documents, or PDF/X, the ISO standard for high-quality, professional printing.

**Quickly convert complex documents into Adobe PDF**—Converting complex, large-format documents, such as those authored in Autodesk® AutoCAD® software, into Adobe PDF is significantly faster, and the resulting Adobe PDF files are considerably smaller. AutoCAD files and Microsoft Visio documents retain their layers during Adobe PDF conversion. Acrobat 8 Professional also allows users to create a single Adobe PDF from multiple AutoCAD layouts, and custom properties in Visio files are preserved. Acrobat 8 Professional now allows users to convert AutoCAD files to Adobe PDF regardless of whether they have access to the native software application.

**Export Adobe PDF files back to Word**—Files created in Microsoft Word and exported to Adobe PDF can be converted back to Word files with enhanced preservation of the original document's layout and formatting.

#### Top New & Enhanced Features

- Enhanced usability & performance
- Group individual files into a single Adobe PDF package
- Automatically convert Microsoft Outlook e-mail folders into an Adobe PDF package
- Convert Lotus Notes e-mail into Adobe PDF
- Easily optimize a combined Adobe PDF document for its intended output
- Collaborate more efficiently with new shared reviews and enable users of Adobe Reader 8 software to participate
- Enhanced document review tracking
- Create, distribute, track and compile multiple forms into a single Adobe PDF package
- Enable anyone using Adobe Reader 8 to fill out, digitally sign, and locally save forms
- Permanently remove sensitive information from Adobe PDF files



Among the new interface enhancements in Acrobat 8 Professional is 'Getting Started with Adobe Acrobat.' The screen, which automatically launches at start-up, is the gateway to Acrobat workflows and provides an at-a-glance overview of core functionality. Clicking a link in the Getting Started screen immediately launches a desired task or help section.

## Combine Multiple Files into a Single, Optimized Adobe PDF

**Create sophisticated Adobe PDF files from multiple documents**—Combine a variety of document types and media—including e-mail, spreadsheets, presentations, Web pages, 3D objects, Computer-Aided Design (CAD) diagrams, and Flash animations—into a single, polished, content-rich Adobe PDF document. Easily select portions of files to be included in a combined Adobe PDF document. Arrange source files in any order, regardless of type, dimensions, or orientation. Quickly combine entire folders containing various types of documents into one Adobe PDF file. Select from multiple file-size and quality settings to optimize an Adobe PDF file for its intended output.

**Create an Adobe PDF package**—Acrobat 8 Professional now lets users group related documents together as individual files in a single Adobe PDF package. Keeping documents separate makes it easier to add, extract, search and browse files as needed. At the same time, grouping multiple files into a single Adobe PDF package makes it easy to share the documents and archive them by subject matter. Legal and regulatory requirements may necessitate keeping documents separate as well. For example, documents containing digital signatures should not be combined into a single Adobe PDF document to preserve the integrity of each document's signatures. An Adobe PDF package can include Adobe PDF files as well as native application files, such as Excel spreadsheets.

**Unify with headers, footers, and watermarks**—Automatically remove headers and footers from source files and add unifying headers, footers, or watermarks to combined Adobe PDF documents. Save header, footer, and watermark settings for easy reuse. Real-time previews make it easy to add headers, footers, and watermarks.

## Enhance and Extend Document Collaboration

**Conduct shared reviews**—Comments added to an Adobe PDF document in a shared review are automatically stored on a file server, Web server, network directory, Microsoft SharePoint workspace or WebDAV server that an organization has already deployed. Because the comments are stored on a shared server, reviewers can view and respond to each others' comments as soon as the comments are available, which helps reduce redundancies and speed the entire review process. Users can also initiate a review by distributing a document by e-mail.

**Add comments virtually anytime, anywhere**—Participants in a shared review can add comments while offline. The comments will be automatically available to the team as soon as the reviewer is back online. Send comments to the server simply by clicking the new 'Publish Comments' button. Reply directly to comments from other reviewers and attach files as comments. To facilitate more efficient collaboration, several Acrobat commenting tools, such as Cloud, Callout, and Stamp, are even easier to use.

## System Requirements

### Windows®

- Intel® Pentium® III or equivalent processor
- Microsoft® Windows 2000 with Service Pack 4; Windows XP® Professional, Home, or Tablet PC Edition with Service Pack 2
- 256 MB of RAM (512 MB recommended)
- 860 MB of available hard-disk space; optional installation files cache (recommended) requires an additional 460 MB of available hard-disk space
- Microsoft Internet Explorer 6.0
- 1024 x 768 screen resolution
- CD-ROM drive
- Internet connection or phone call required for product activation

### Mac OS

- PowerPC® G3, G4, or G5 processor or Intel Core processor
- Mac OS X v.10.4.3-10.4.x
- 256 MB of RAM (512 MB recommended)
- 1060 MB of available hard-disk space
- 1024 x 768 screen resolution
- DVD-ROM drive

**Easily track reviewer comments**—Track with ease which reviewers have contributed feedback. Compile all comments into one document with a single click and sort by author, date, or page. For easy reconciliation, comments added to Adobe PDF files can be imported back into the original Word and AutoCAD files from which the Adobe PDF documents were created.

**Enable commenting with more flexibility**—Include any Adobe Reader® 8 user—such as external clients, partners and extended team members—in an e-mail or shared review. Users of the free client software then have access to all the familiar Acrobat review and commenting tools to provide feedback. When initiating a review, users can set a deadline for comments; Acrobat 8 Professional automatically alerts reviewers when the deadline approaches.

## Streamline Data Collection with Adobe PDF Forms

**Easily build new forms**—Automatically add interactive form fields to static Adobe PDF and Microsoft Office files. Easy-to-use templates and a new wizard let users quickly build forms that contain customized content, such as a corporate logo. Newly streamlined access to Adobe® LiveCycle™ Designer tools lets users customize forms more easily.

**Extend more advanced form functionality to users**—Adobe Reader 8 users can now electronically fill out, digitally sign, and locally save an electronic form and its data when those capabilities are enabled in Acrobat 8 Professional.

**Efficiently track and export data**—The new track forms feature lets users efficiently track the collection of data, helping to minimize errors and oversights. Aggregate forms automatically into an Adobe PDF package and export the data to a spreadsheet.

## Apply Advanced Document Control and Security Features

**Permanently remove sensitive information**—Acrobat 8 Professional includes new redaction tools to permanently remove sensitive text, images, metadata and other information in an Adobe PDF document. Search for and redact all instances of a word or phrase in one step. Easily remove hidden information in an Adobe PDF document, such as comments and bookmarks.

**Enable Adobe Reader users to add digital signatures**—Users of free Adobe Reader 8 software can now add digital signatures to Adobe PDF documents (the capability must be enabled by the author of an Adobe PDF file using Acrobat 8 Professional). Digital signatures help authenticate the user and help ensure the Adobe PDF document or form hasn't been changed since it was signed.

**Apply passwords and assign permissions**—Help restrict access to Adobe PDF documents using 128-bit encryption. Set document permissions to help restrict who can print, save, copy, or modify a document.

**Dynamically change access and security settings**—When integrated with Adobe LiveCycle Policy Server, Acrobat 8 Professional allows users to change permissions, access, and security settings of Adobe PDF documents—even after those documents have been distributed. Adobe LiveCycle Policy Server works with Acrobat 8 Professional to allow enterprises to create server-managed document security policies that can be easily applied to Adobe PDF documents.