

Document Security Drives Efficient Online Business Processing

Adobe® Acrobat® security solutions safeguard mission-critical information

Expand Business Process Automation with Adobe Acrobat Security

Access control and document certification drive more reliable document exchange.

Every day, thousands of businesses and governments share information with customers, partners, suppliers, agencies, and citizens. Because they depend on rapid, easy information access, these organizations are bringing their documents and business processes online to improve efficiency, reduce costs, and serve consumers more effectively. But organizations must make sure that online business processes do not compromise the integrity and appropriate use of sensitive documents. Document privacy, security, and integrity are a priority as government regulations and consumers demand that information be safeguarded. Whether it's a financial statement, medical record, or license approval—access and use must be precisely controlled and monitored.

With Adobe Acrobat security solutions, organizations gain the advantages of online business processing while engaging in more secure, reliable electronic document exchange. Through relationships with leading security vendors, Adobe delivers a solution for achieving and maintaining document authenticity, integrity, and confidentiality. The result: Organizations have added assurances that documents are coming from the stated author, have not been altered without permission, and are seen only by the intended audience.

The High Cost of Unprotected Information

Without proper protection of electronically maintained information, organizations face serious risks to their financial performance, intellectual property, customer privacy, and more.

Because paper-based processes continue to bog down operations, organizations look to online solutions to boost productivity and consumer satisfaction. However, their efforts to move business processes online are hampered by the struggle to maintain the security of electronic documents because:

- Sophisticated hackers, easily stolen laptops, and instant dissemination via e-mail and the Web can so easily put information into the wrong hands.
- Electronic document access and use are not effectively controlled, resulting in documents that are inappropriately—even maliciously—modified.
- Incompatible security technologies and desktops make sharing documents online cumbersome and inconsistent. As a result, measures to protect documents are often limited to internal communications, and documents sent outside the organization are left unprotected.



Security for the Efficient Organization

With Adobe Acrobat, organizations improve efficiency by easily exchanging more secure and reliable electronic documents and forms, from loan applications, reimbursement claims, and human resources (HR) forms to online billing, compliance reports, and press releases.

Adobe Acrobat security solution highlights

As organizations transfer paper-based processes online to improve productivity and customer satisfaction, Adobe delivers the document control and digital signature services that help maintain the security of electronic information.

Using the globally accepted Adobe Portable Document Format (PDF), organizations can more safely share electronic documents internally and externally. The simple, convenient document control and digital signature interfaces in Adobe Acrobat encourage users to keep information private and secure.

Unlike most electronic document formats, security assigned to an Adobe PDF document is persistent to the file itself. Access control and user permissions travel with the document, helping to prevent unauthorized users from viewing or forwarding confidential information. Digital signatures are also embedded within an Adobe PDF file to provide ongoing assurance of authenticity and integrity.

Adobe Acrobat can help organizations meet strict government, business, and consumer requirements for sharing information electronically. Organizations worldwide use Adobe security solutions to:

- Add security to electronic workflows that boost employee productivity and reduce operating costs
- Increase communications with individuals outside the organization to expand market reach and enhance the quality of service
- Exchange documents and forms electronically to help reduce operational costs by reducing the printing, storage, and distribution of paper

Adobe Delivers a Security Solution

- Electronic document control
- Digital signatures
- Persistent document security
- Easy-to-use interfaces

Increase confidentiality with strict document control

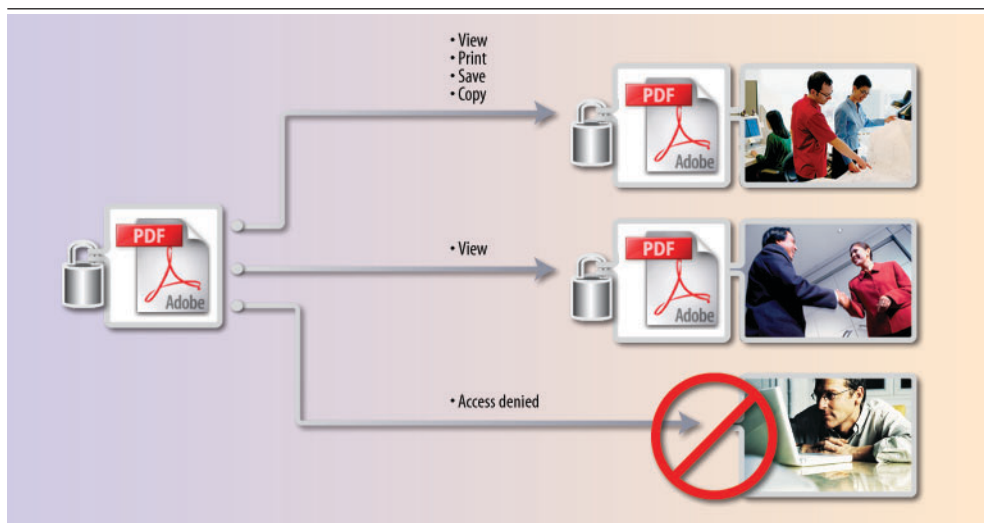
Electronic document exchange and online communication channels such as e-mail and the Web make distributing information to many people and organizations easy and fast. However, when information is sensitive or confidential—such as intellectual property or a patient’s medical test results—organizations must lock down access to electronically delivered information so that privacy and security are not compromised.

Adobe document control helps ensure that only authorized individuals can view and modify documents delivered in the globally accepted Adobe PDF. Both Adobe Acrobat and Adobe Reader® provide rights management capabilities that control access to a protected Adobe PDF document. The permissions assigned remain attached to the document at all times, no matter who has access or what modifications are allowed. With Adobe document control, organizations can:

- Assign a shared password with embedded permissions that define exactly what the selected recipients can do with a document, such as enter data, revise, print, copy, or make no changes at all.
- Leverage current investments in PKI to assign unique access rights to each recipient based on the recipient’s security certificate information. Organizations can efficiently protect and distribute information because a single Adobe PDF document can have multiple per person permissions assigned to it.
- Simplify rights assignment by using LDAP directories. Adobe Acrobat integrates LDAP directories into its encryption process so that public keys do not have to be stored locally. The author simply points to the Certificate Authority’s LDAP server and enters the recipient’s name or e-mail address to define access parameters. Adobe Acrobat automatically secures the required certificate keys and recipient information.
- Meet specialized document exchange requirements and quickly customize Adobe PDF document security with the open and extensible API in Adobe Acrobat.

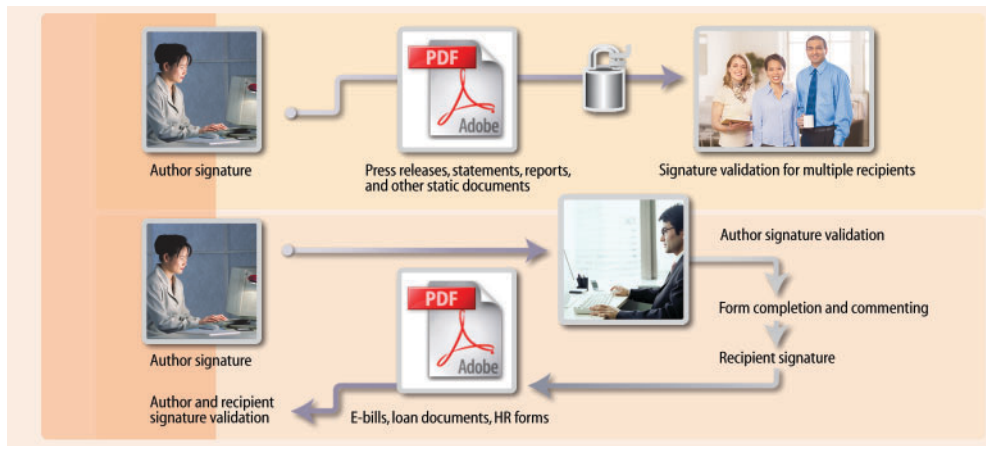
Keep Vital Electronic Documents Private and More Secure

- Multiple access control methods
- Fine-grained permissions management
- Integration with PKI encryption and LDAP directory technologies
- Open API for security customization



Document Control Specifies User Access Rights

Access can be controlled at the individual level so that a single document can be restricted in different ways for each user.



Digital Signatures Bring Simple and Complex Business Processes Online

Digital signatures provide multiple recipients with increased assurance of a document's authenticity and integrity.

When processes require multiple signatures, Adobe verifies the digital signature history for added assurance that sensitive documents have not been inappropriately altered since the first signature.

Digital Signatures Supply Document Integrity and Authenticity

- Author and recipient digital signatures
- Seamless integration with leading digital signature vendors
- Automatic notification if document is modified after signature
- Digital signatures available with Adobe Acrobat
- Microsoft CryptoAPI support for Certificate Authority and hardware token integration

Move mission-critical business processes online with digitally signed documents

Digital signatures are an important tool to maintain the authenticity, integrity, and non-repudiation of electronically delivered documents. The digital signature is used to authenticate the identity of the author or sender and provides additional assurance that no unauthorized users have tampered with a document after it was signed.

Organizations can extend the security benefits of digital signatures by digitally signing Adobe PDF documents. Adobe PDF documents can contain digital signatures generated via an in-house PKI implementation or an outsourced digital identity service. When a digital signature is attached to an Adobe PDF document, recipients are notified of the signature's authenticity as well as any illicit attempts to alter the document. As a result, organizations can accelerate the use of online document exchange with the security advantages available through the use of digital signatures. The digital signature capability in Adobe Acrobat:

- Supports signature certification from leading vendors, including Entrust and Verisign
- Enables important documents and information, such as earnings reports, benefits statements, and press releases, to be delivered inside and outside the organization with added assurances that the information arrives exactly as released
- Monitors the integrity of a document throughout a complex online business process that requires multiple participants and digital signatures, such as e-bills, loan rate setting, HR processes, prospectus preparation, and claims approvals
- Enables document recipients to view and digitally sign Adobe PDF documents using Adobe Acrobat. Using Adobe Document Server for Reader Extensions, organizations can also enable recipients to add comments and digitally sign Adobe PDF documents with Adobe Reader.

For more information on Adobe's security solutions, please visit www.adobe.com/security.

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