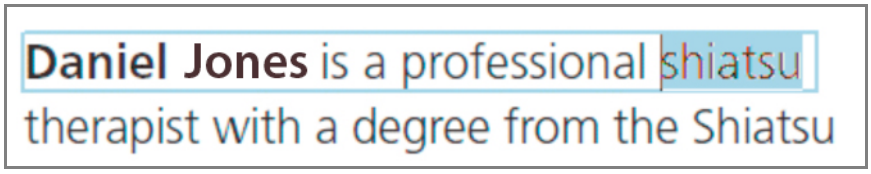
Touching up content in a PDF file

Need to tweak the text or reposition an image in a PDF file? You can probably make the change in Adobe® Acrobat® without having to return to the authoring document.

1. Make minor text edits.

To edit text in a PDF file, choose Tools > Content > Edit Document Text. Select the text you want to change, and type the new text to replace it.



Use the Edit Document Text tool to make small text changes.

Generally, the Edit Document Text tool works best if you're changing just a few letters or words. You may also see a warning if Acrobat doesn't have the font information it needs to create a perfect match; check the results to ensure the appearance meets your needs.

2. Move an object on the page.

To move a placed image, text box, or embedded object, first choose Tools > Content > Edit Object. Use the Edit Object tool to select the object and drag it to a new position on the page.

Use the Edit Object tool to move an object to a new position.

3. Resize an image.

To resize an image, choose Tools > Content > Edit Object Tool. Then, click the image, and drag a handle on the image border to change its size. To retain its original proportions, press the Shift key as you drag.

4. Rotate an image.

You can rotate an image by 90 degrees. Choose Tools > Content > Edit Object Tool. Then, right-click (Windows) or Ctrl-click (Mac OS) the image, and choose Rotate Clockwise or Rotate Counterclockwise. You can also choose to flip the image horizontally or vertically.

You can rotate or flip an object.

5. Edit an image in another application.

If you need to make significant changes to an image, choose Tools > Content > Edit Object Tool. Then, right-click (Windows) or Ctrl-click (Mac OS) the image, and choose Edit Image or Edit Object.

Acrobat opens Adobe Photoshop®, if it's installed, or another image-editing application. Save the image after you edit it. The image is automatically updated and displayed in the PDF file when you make Acrobat the active application.

Tip: To select a different application for editing images, change the preferences. Choose Edit > Preferences (Windows) or Acrobat > Preferences (Mac OS). Then, select TouchUp from the list on the left, and click Image Editor (for bitmap images) or Page/Object Editor (for vector images), and select an application you have installed.

Next Steps:

- Distribute the document for review.
- Share the document through email.

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