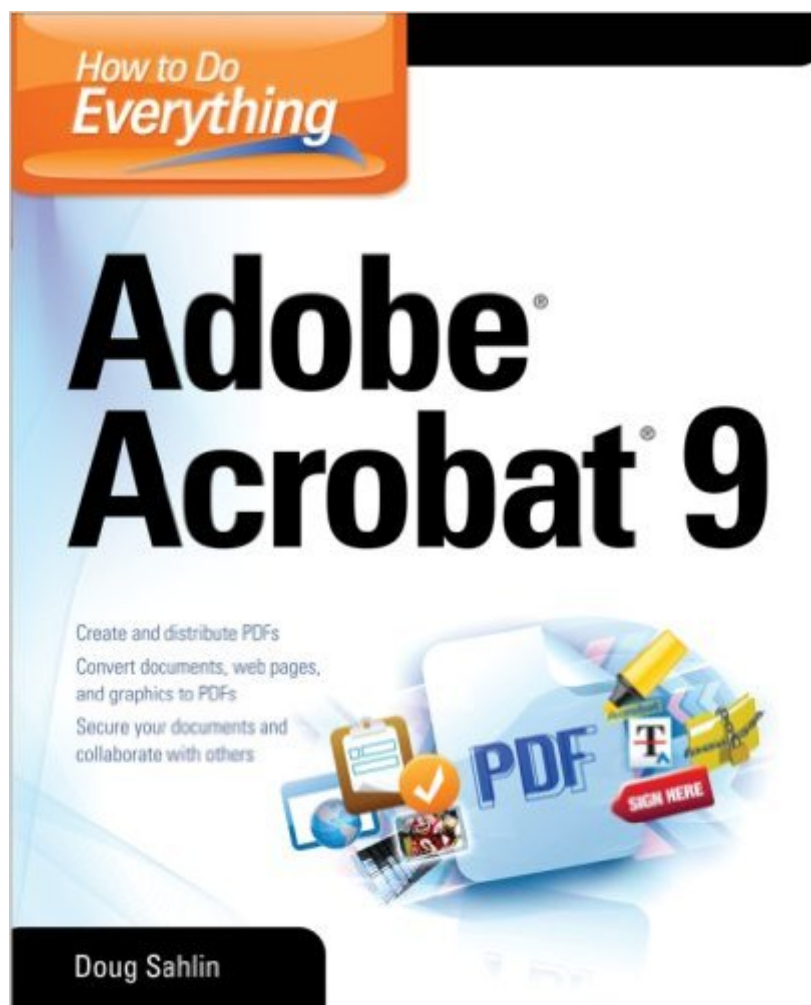


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# How To Do Everything: Adobe Acrobat 9



## Synopsis

Your one-stop guide to Adobe Acrobat 9>Create and publish feature-rich electronic documents that retain the look and feel of the originals. How to Do Everything: Adobe Acrobat 9 explains how to edit PDFs, collaborate with other users, and optimize PDFs for print or the web. You'll also learn how to secure your PDFs and maintain document integrity. With coverage of the Adobe Acrobat Standard, Pro, and Pro Extended editions, this book helps you maximize all the new and improved features of this versatile program right away.

Open, view, and search PDFs  
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Optimize documents for print, CD/DVD applications, the web, and other uses  
Add multimedia elements  
Create a searchable index  
Create forms with Adobe LiveCycle Designer  
Batch process PDF documents

## Book Information

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Average Customer Review: 4.4 out of 5 stars [See all reviews](#) (14 customer reviews)

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## Customer Reviews

Overall, this is a good reference text for Acrobat. It tries to cover everything, which is admirable, but given the complexity of some Acrobat features, it covers some topics rather superficially. A prime example is forms. Form development, fielding, data collection, etc. is a highly complex topic, and can't be covered in a few dozen pages. So, despite the title, you won't learn how to do "everything" but rather, will learn how to do most things, and become at least familiar with the rest. I also didn't think it was worth the amount of time spent on very basic concepts, such as the differences

between the various versions of Acrobat, and how to create simple PDFs from various applications. I would imagine that someone who buys this book already has a good grounding in the basics, and wants to bring their abilities to the next level. I would have preferred more detail on some of the more complex issues such as editing, graphics formats, combining different file formats, and so on instead of basic material. Bottom line -- this is still well worth getting if you want a single volume that covers a wide range of topics. I found it far better than the materials/books Adobe puts out, and cost a whole lot less as well. It's clearly written and well-organized. But, if you want to go deep inside the nuances of issues such as form design, you'll need to purchase an additional book that specializes in just that topic.

This book has helped me a great deal. I needed to be able to use Adobe Writer at work and the software was loaded but no instructions were given. This book has been a lifesaver.

A good guide for relatively new users of Acrobat. More advanced users might not find a lot of new things in the book but it's still a great resource to have lying around when you need help as Adobe's standard help and documentation are pretty bad.

This book is very easy to follow and has so many shortcuts and helpful information. Anyone using the Adobe Acrobat 9 should keep one handy.

If you have to know how Adobe Acrobat 9 Functions. This detailed How to Do Everything Adobe Acrobat 9 is the way to go. Price new and like new as low as 15.00 dollars on .

It's like any other Adobe book - a ton of info - touching on a lot of different topics - but not quite what I needed. But like my title line says it's better than nothing.

I only need a few of the tools in Acrobat. This book gave what I needed. It is well organized and tells you what to do.

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