

# **COURSE SPECIFICATIONS**

## Adobe Acrobat



### **DURATION**

1 day

### **PREREQUISITES**

Good Mac or PC skills

Working Knowledge of any Page Layout application

### **COURSE CONTENT**

About Adobe Acrobat  
Creating a PDF File

Bookmarks  
Annotation Tools  
Adding Movie files  
URL Links from images  
Auto Create Links command  
Creating forms

Articles  
Text editing  
Thumbnails  
The Find function  
Cropping the page  
Rotating the Page  
Adding pages  
Page Actions

Single/Continuous View  
Saving with Security