

## Acrobat 9 Professional : Level 2, ACE Edition + CertBlaster

ISBN-10: 1-4260-0495-8

Duration: One day

### Description:

This ILT Series course builds on the fundamentals taught in Acrobat 9 Professional: Level 1, ACE Edition. This course is also designed to help students prepare for the Acrobat 9 ACE exam. For complete certification training, students should complete this course and Acrobat 9 Professional: Level 1, ACE Edition.

Students will learn how to produce high-quality PDF documents for press. They will learn how to discover geospatial data in a PDF map. They will learn prepress techniques including color management, proofing and converting colors, color separations, managing inks, trapping, and transparency flattening. Students will use the Preflight feature to test and convert a document to comply with print provider requirements or ISO 9000 standards such as PDF/X, PDF/A, or PDF/E. Students will learn to create interactive forms using both the Form Editor as well as LiveCycle Designer ES. They will learn to distribute PDF documents and forms, and to compile form data returned from users

**Prerequisites:** Acrobat 9 Professional: Level 1 c, ACE Edition or equivalent experience

### Topic-Level Outline

#### Unit 1 : High-quality PDFs

Topic A: \* PDF generation methods

- A-1: Discussing prepress issues
- A-2: Discussing prepress methods

Topic B: \* PDF file attributes

- B-1: Selecting an appropriate default setting

Topic C: \* PDF settings

- C-1: Setting general options
- C-2: Setting image options
- C-3: Setting font embedding options
- C-4: Saving new settings as a custom settings file

Topic D: \* Geospatial data

- D-1: Locating geospatial data

#### Unit 2 : Color management

Topic A: \* Color management basics

- A-1: Discussing color management
- A-2: Setting color preferences for untagged images

Topic B: \* Color management workflow

- B-1: Choosing a color management workflow
- B-2: Applying color settings for PDF conversion

Topic C: \* Soft-proofing colors

- C-1: Simulating printer output on-screen

Topic D: \* Converting colors

- D-1: Converting to CMYK

#### Unit 3 : Color separations

Topic A: \* Color separation setup

- A-1: Discussing color separations
- A-2: Adjusting box sizes and adding printer's marks
- A-3: Fixing hairlines

Topic B: \* Separations preview

- B-1: Previewing separations
- B-2: Displaying color warnings

Topic C: \* Ink Manager

- C-1: Managing inks

Topic D: \* Trapping

- D-1: Discussing trapping
- D-2: Applying a trap preset

Topic E: \* Transparency flattening

- E-1: Comparing distilled and exported PDF transparency
- E-2: Previewing flattening

Topic F: \* Printing color separations

- F-1: Printing process color and spot color separations

#### Unit 4 : Preflight and validation

Topic A: \* Print problems

- A-1: Discussing potential print problems
- A-2: Discussing industry standards

Topic B: \* Preflight profiles

- B-1: Preflighting with a predefined profile
- B-2: Creating a custom preflight profile

Topic C: \* Preflight reports

- C-1: Managing preflight results

Topic D: \* Preflight droplets

- D-1: Creating a preflight droplet

Topic E: \* Validation and conversion

- E-1: Ensuring PDF/X compliance

#### Unit 5 : Interactive PDF forms

Topic A: \* Forms and LiveCycle Designer ES

- A-1: Discussing PDF forms
- A-2: Customizing LiveCycle Designer ES

Topic B: \* Creating a form

- B-1: Using Form Editing mode
- B-2: Creating a form
- B-3: Inserting an image
- B-4: Adding a text object
- B-5: Adding guidelines

Topic C: \* Working with form fields

- C-1: Adding a custom object
- C-2: Modifying a custom object
- C-3: Inserting a text field
- C-4: Inserting radio buttons
- C-5: Inserting check boxes
- C-6: Inserting a drop-down list
- C-7: Inserting a button

Topic D: \* Modifying a form

- D-1: Aligning objects
- D-2: Sizing fields to match
- D-3: Changing form object properties

Topic E: \* Testing a form

- E-1: Previewing a form
- E-2: Filling out a form

#### Unit 6 : PDF distribution and management

Topic A: \* PDF distribution

- A-1: Protecting sensitive information
- A-2: Processing a PDF document
- A-3: Exporting a PDF document
- A-4: Enabling usage rights

Topic B: \* Form management