



# Adobe Acrobat DC

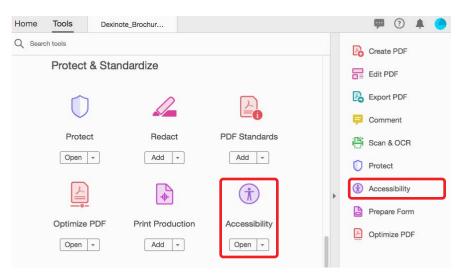
## Preparing accessible PDF files

Available in Adobe Acrobat Pro DC only

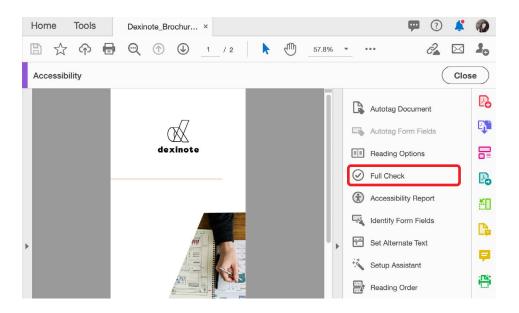
Adobe Acrobat Pro DC includes many tools to help you create universally accessible PDF files.

## Using the Acrobat Pro DC Accessibility Check (Full Check)

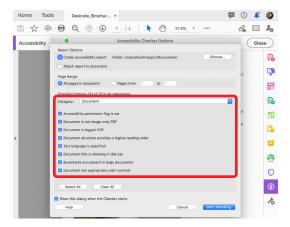
1. In Acrobat Pro DC, select **Accessibility** from the Tools center or pane.



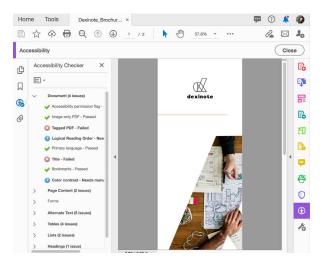
2. In the right-hand pane, select Full Check.



3. In the dialog box, select a category from the dropdown, and items from the checklist. Leave every box checked for a complete report. Click **Start Checking** to begin the report.



4. The left navigation pane will open to show the report results. Expand a section to see the details.



You can also use the Make Accessible action in the <u>Action Wizard tool</u>, which walks through a basic set of steps to create an accessible PDF.

### Fix accessibility issues

In the accessibility report window, right-click on an item to bring up the context menu. The context menu for any item that failed the accessibility check gives you the option to fix the issue.

Please note: some issues cannot be fixed automatically and will need your manual intervention to correct the problem. In those cases, Acrobat present a dialog box telling you what to correct.

Learn more about how to fix accessibility issues **here**.

#### **Learn More**

Accessibility overview and features in Acrobat DC

About accessible PDFs

Accessibility user guides