

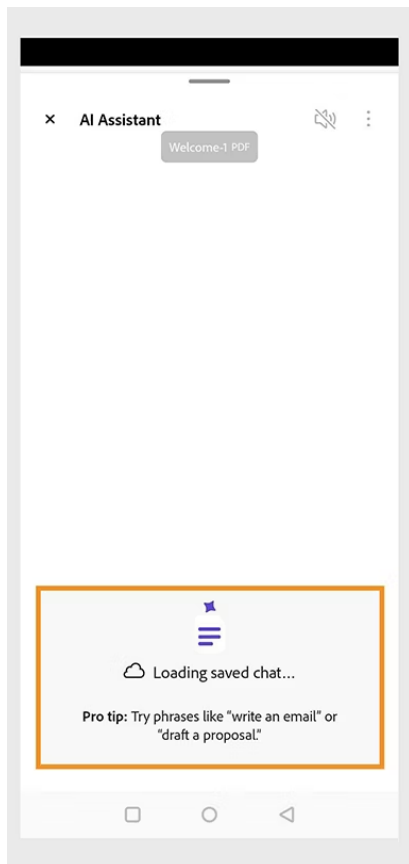
Note:

The option **Enable generative AI features in Acrobat** is displayed only if you previously opted in for the generative AI features.

Persistent chat history

You can access your conversation threads with Acrobat's AI Assistant across sessions. You can access the chat history whether your files are stored locally or in the cloud. The chat history includes a timeline to trace how your questions and answers evolved. You can also copy and save the entire chat history at a desired location. The copied chat history does not show the timeline of questions and generated answers.

Access a document where you previously used the AI Assistant to generate responses to your queries. The document opens as before, with the full chat history and any associated follow-up questions.




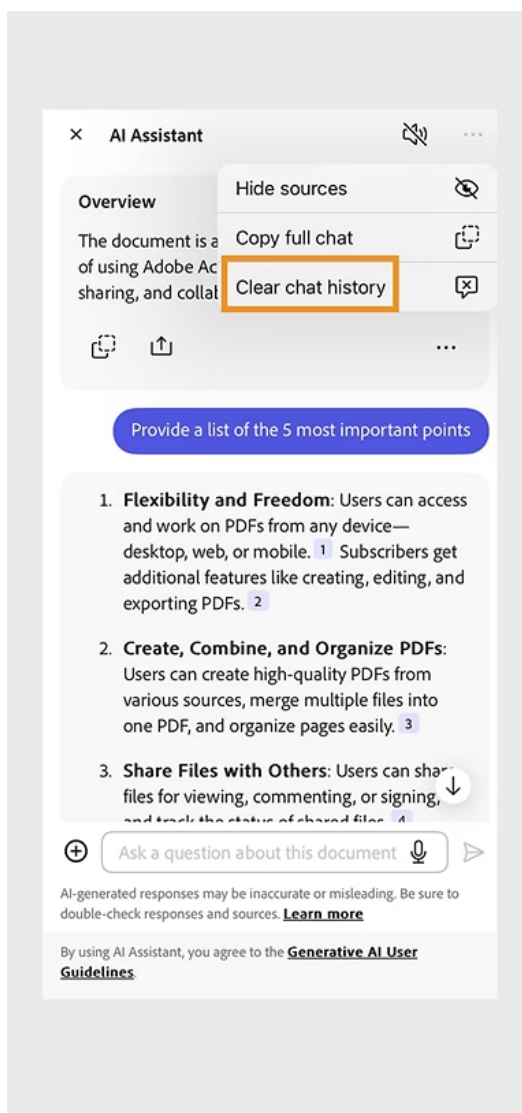
Chat history

Clear chat history

You can clear the chat history and ensure that the AI Assistant treats the document as new so you can ask fresh questions.

To clear chat history:

1. Open the document for which you wish to clear the chat history. Select  in the upper right.
2. Select **Clear chat history**. A confirmation dialog box will appear, asking you to confirm your selection. Select **Clear history**. If you don't want to clear your chat history, select **Cancel**.



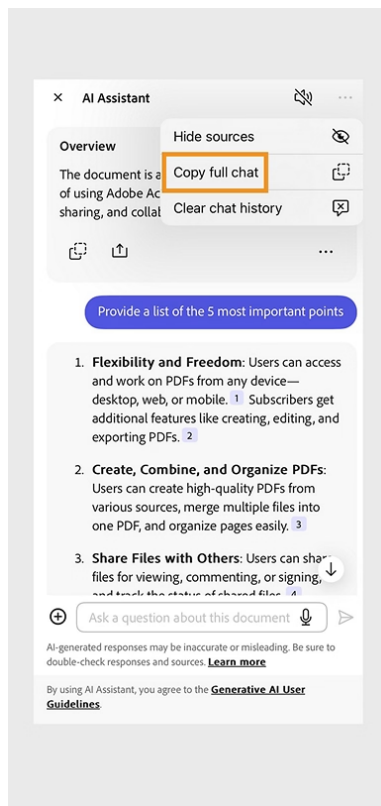
Clear chat history from the AI assistant

Your chat history is cleared. You see a message saying - **Your chat history was cleared. To continue asking questions, start a new chat.** You can select **Start new chat** in the lower right to ask questions. The message displays in the AI Assistant as long as the document remains open without reprocessing. Close and reopen the document to reset the Assistant and remove the message.

Copy chat history

You can copy all chat history and save it to your desired location. The copied chat history will not include the date separator.

1. Open the document from which you wish to copy the chat history. Select in the upper right.
2. Select **Copy full chat**. The chat gets copied, and you can paste it at your desired location.

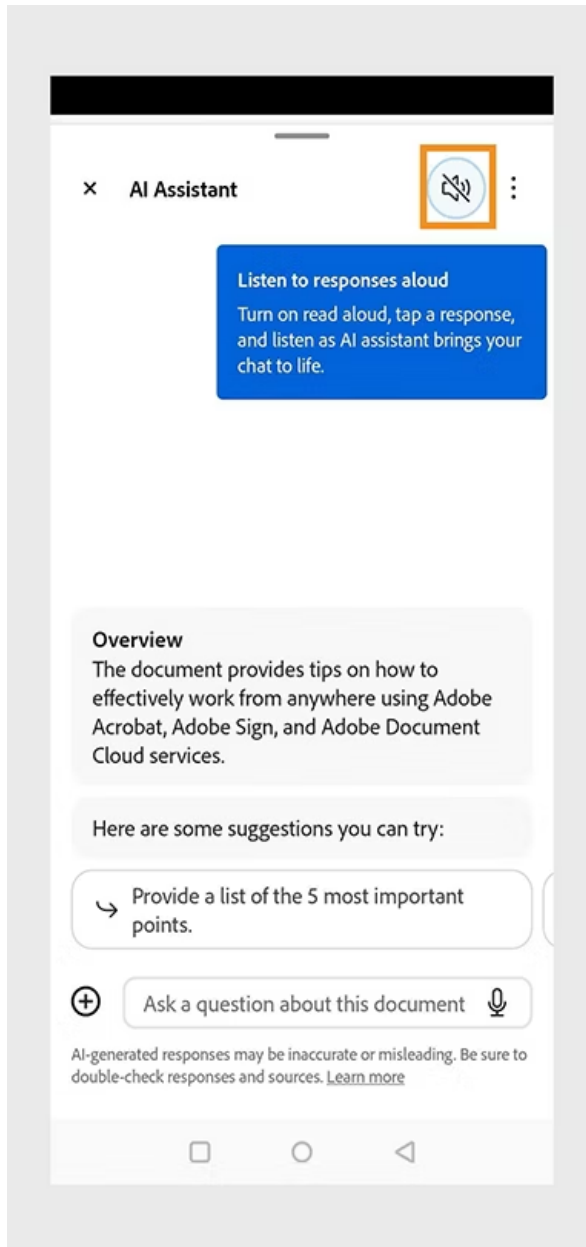


Copy chat history from the AI assistant

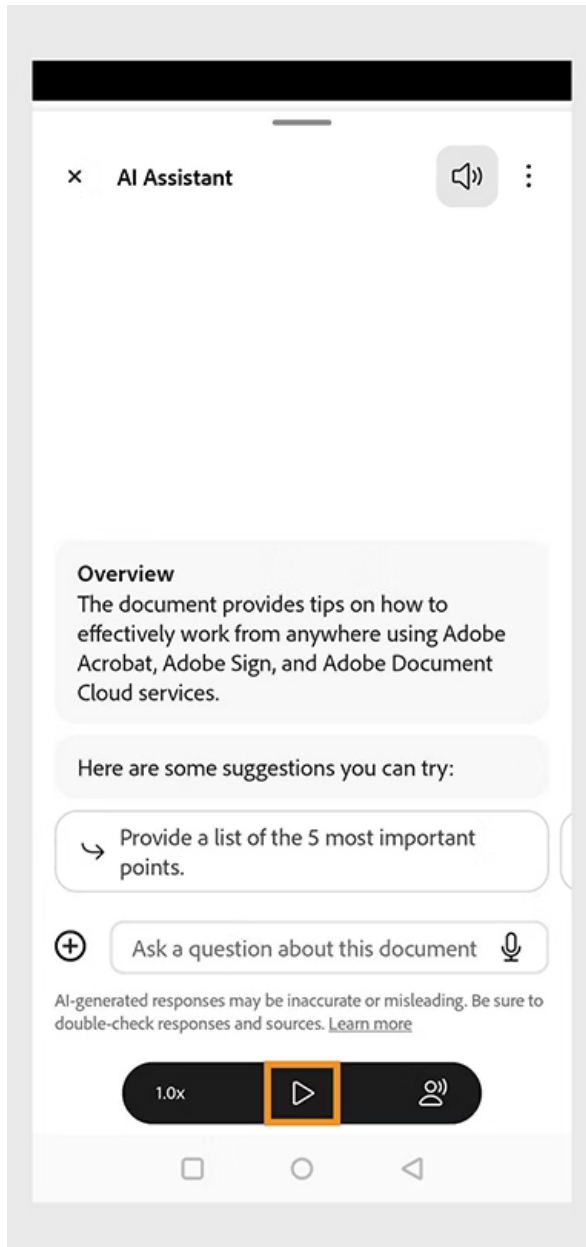
Read-aloud generated responses

Quickly review the generated responses using the read-aloud feature in Acrobat AI Assistant. The read-aloud feature helps you play the AI Assistant generated response or a part of it in your chat. You can select any sentence and play it. You can also choose to change the voice of the feature. To access the read-aloud feature:

1. Open the document you want to review. Select **AI Assistant** from the lower right and enter your query. A response is generated.
2. Select the speaker icon in the upper right to turn on the read-aloud feature.



3. Select the play button at the bottom of your screen. It starts to read aloud the last response visible on the screen. You can pause or resume the read-aloud feature using the same button.



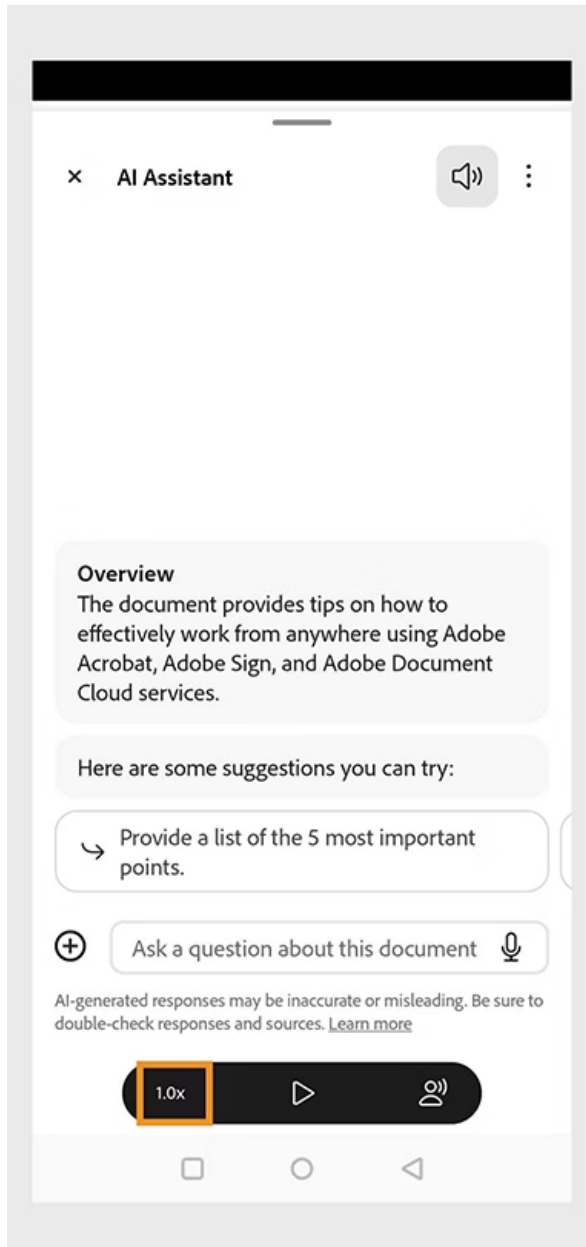
The words spoken get highlighted simultaneously to ensure you always have the context and no confusion.

You can also select any sentence, and the read-aloud feature will play from the selected sentence.

Change the playback speed

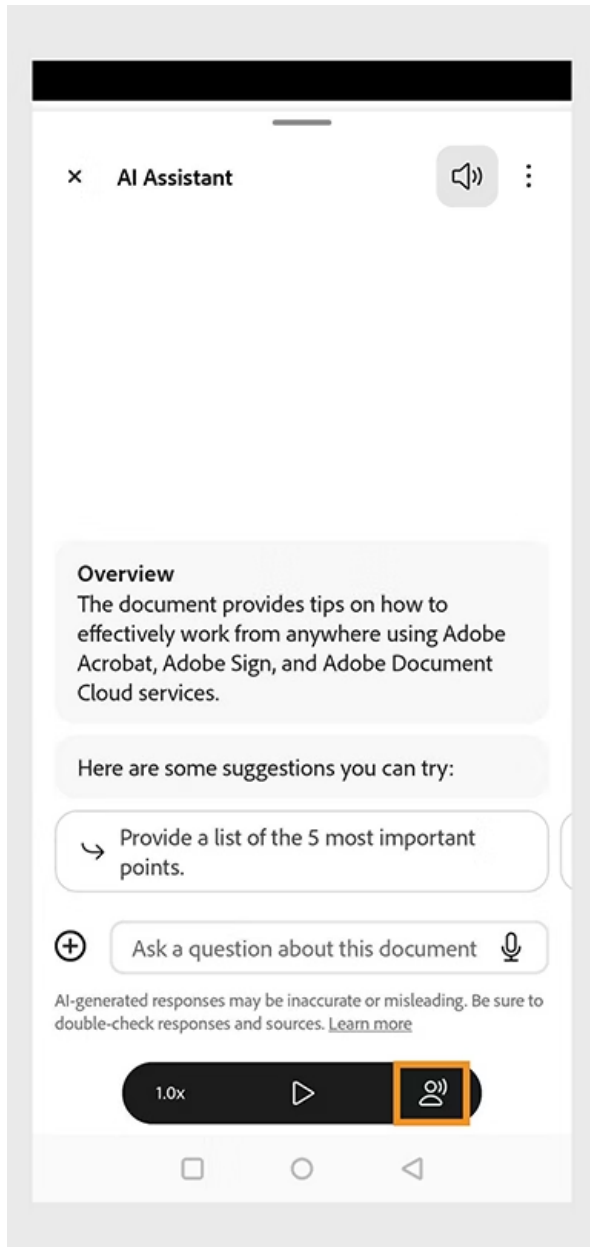
You can change the speed at which the feature reads the text.

1. Select the speed button on the lower left, then select the speed at which you want to play the generated response.



Custom voice for read-aloud feature

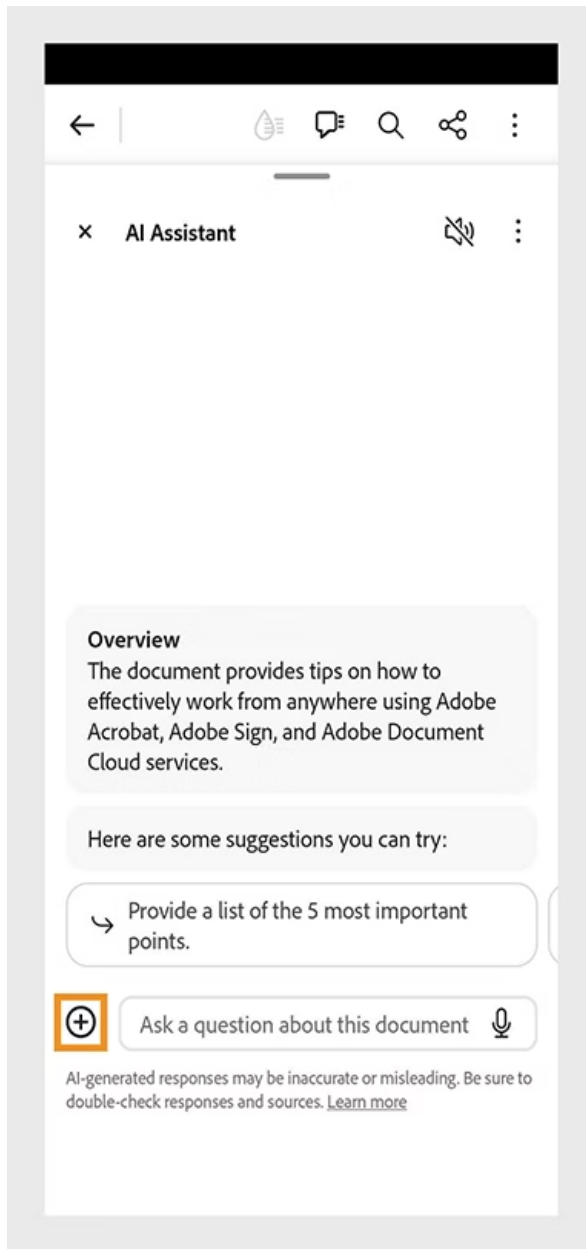
You can select a custom voice to read the text. Select the custom voice icon in the lower right and the voice you want for the read-aloud feature.



Multiple document support in AI Assistant

GenAI Assistant allows users to process up to 10 documents simultaneously, including non-PDF formats (.doc, .docx, .rtf, .txt, .ppt, .pptx), each up to 600 pages and 100MB. Users can switch between documents, with responses consolidated from various sources and proper attributions. Persistent history support is also included to provide continuous access to previous interactions.

1. Open Acrobat and then open a document. Select AI Assistant. Select the add button from the lower left. It opens the Select files to use with AI Assistant. Select the files you want to add and select Next from the upper right.



Alternatively, you can also use AI Assistant for multiple docs in the following ways:

- Open Acrobat, and then select multiple files from the home view. Select the ellipsis from the top right and then select **Ask AI Assistant**.
- Select multiple files from third-party applications, and select **Share > Adobe Acrobat > Ask AI Assistant**.

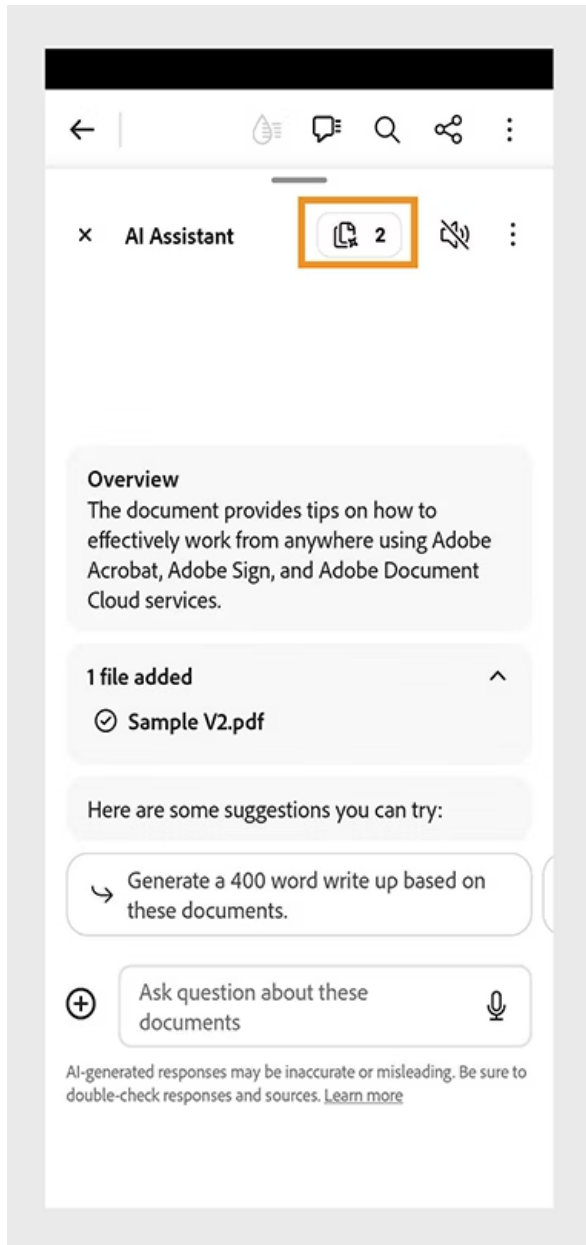
- Open Acrobat, then select **Try it now** from the **Try AI Assistant** onboarding card in the home view. Then select the files you want to add and select Next from the upper right.
- 2. When the file is added, chat displays the number of files added.
- 3. You can enter your question or choose from suggested questions. You get generated responses. If you want to view the references of the generated responses, select the reference numbers next to the responses. AI Assistant opens the source file first and then shows you the references.
- 4. When you use the assistant with multiple files, a collection of those files is created and shown in the **Recents** tab. You can resume the assistant chat with those files. You can rename the collection of those files from the contextual bar (select the ellipsis next to the file name to open the context bar) in the home view.

Note:

- When you open the collection from the **Recents** tab, the chat resumes from where you left off.
- When you open any file that was part of any collection and launch AI Assistant, the AI Assistant allows you to resume the previous chat that involved the document.

Remove files from a collection

1. Select Files in the collection icon in the upper right.



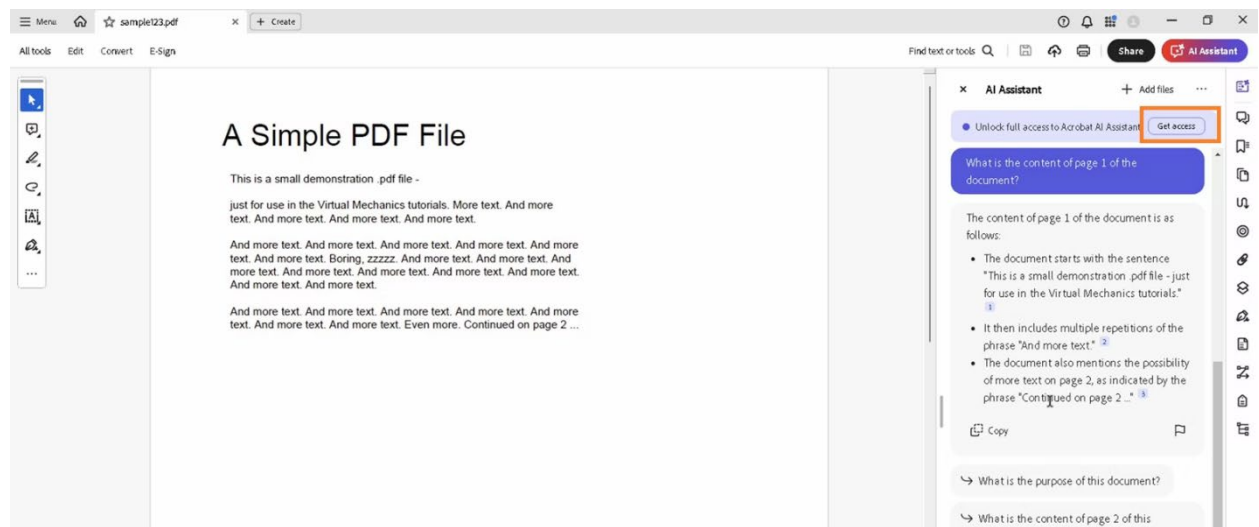
2. Select the remove icon next to the file name. In the dialog box that appears, confirm the removal of the selected file. The file is removed from the collection.

As a Teams user, learn how to request access to AI Assistant for Acrobat from within the app.

Request access in Acrobat

If you're a Teams user, your administrator can turn on the option to request access to the AI Assistant for Acrobat in the app. After you submit the access request, you must wait for further review and approval by your admin before you're granted access. You can request access to the AI Assistant for Acrobat from the Acrobat desktop app, Acrobat on the web, Acrobat browser extension, and Acrobat for Microsoft Teams.

1. Launch Acrobat, and select **Get access** from the AI Assistant for Acrobat.



Select *Get access*

2. In the **Request access** dialog, specify a business reason for requesting access to the AI Assistant for Acrobat.
3. Select **Send request**. Your access request is submitted to the admin for review and approval. After the admin approves your request, you'll receive an email confirming that the AI Assistant for Acrobat is available.

Note: To check the status of your request, select **Refresh** on the AI Assistant.

For more information on requesting access to Adobe products and services, see [Request access to an Adobe product](#) and [Manage product requests](#).

Request access from the Admin Console (Teams hybrid admins)

If you're an admin, you can purchase an AI Assistant for Acrobat add-on subscription through the Admin Console if your team members have consumed the free requests or require more licenses.

1. Launch Acrobat and sign in as an administrator.
2. From the AI Assistant for Acrobat, select **Subscribe now**.
3. In the dialog that appears, select **Continue**. If you have already purchased the AI Assistant for Acrobat add-on subscription, select the **Assign a license** link to assign licenses to users from the Admin Console.
4. You're redirected to the **Add license** page to purchase an AI Assistant for Acrobat add-on subscription. Specify your payment details, and then select **Place secure order**.

Add licenses

Start chat

Review your order

Signed in as tvip_direct_admin_prod@yopmail.com

Business name Adobe Systems

Your payment details

View your entire plan and billing details from Admin Console account page.

Due now ⓘ

₹797.68

Today is Jun 12, 2024

Next billing date

₹4,627.96

Starting Jul 11, 2024

Your payment method: [Manage](#)

Mastercard ending in 8308

Expires 10/28 | Ravinder Gour

You're adding

AI Assistant for Acrobat

Licenses

2 ▾ ₹398.84/mo per license
incl. GST

Subtotal ₹676.00/mo

GST 18% ₹121.68/mo

DUE NOW ⓘ

₹797.68 incl. GST
prorated for 30 days

Close

All licenses are subject to the [subscription and cancellation terms](#) and the [terms of use](#)

Place secure order

Purchase licenses

5. Once your purchase is complete, you can assign licenses to users from the **Add users to this product** page.
Your team members receive an email notification when the product is provisioned to their account. They can select the link to launch Acrobat to access AI Assistant for Acrobat.

Note:

To check your subscription is activated, select **Refresh** on the AI Assistant.

Review the status of your request

When you submit a request, it can be approved or denied, or the review can be pending.

- **Approved requests:** If your request is automatically or manually approved, the product license is provisioned to your Adobe account. You'll receive an email notifying you when the license is available.
- **Denied requests:** If you submit your request for review and an administrator denies your request, you'll receive an email notifying you why the request was denied. Once denied, you can re-request the identical product from your organization using a more descriptive business reason.
- **Pending requests:** After you submit a request for administrator review, it's awaiting approval and can remain in that state for up to 60 days. You receive an email notification at 30 days that the request is pending for review and again at 60 days when the request has expired. You cannot re-request a pending product.

Common questions

I have multiple profiles associated with my Adobe account. How do I select which profile to send a request from?

If you have multiple profiles associated with your organization-provided Adobe account, you must first choose which profile to sign in with. Then, request a product from that profile. The request will be routed to the organization and administrators associated with that profile.

What if I can't find the option to request access to AI Assistant for Acrobat?

If you can't find the option to request access to a product, your administrator may not have enabled the option for your organization. [Contact your administrator](#) to learn more.

What notifications do I receive if a request is approved, declined, or pending?

You receive email notifications when an administrator responds to your request, when the request has been pending for 30 days, or when it expires after 60 days. Learn more about the [statuses and notifications](#).

What happens if my request is declined?

If your request is denied, you'll receive an email explaining why. Once declined, you can re-request AI Assistant for Acrobat from your organization.

Administer AI Assistant for enterprises

Adobe's AI Assistant for enterprises extends generative AI features to Acrobat on the web, mobile, and desktop platforms. It provides centralized license management and enterprise-level technical support for adequate user support at scale.

Prerequisites

Before deploying, ensure the following requirements are met:

- **Update Acrobat.** Ensure Acrobat is up-to-date by following instructions in the [Release Notes for Acrobat](#). Also, refer to the [basic configuration settings](#).
- **Enable new Acrobat.**
 - **Administrators:** To turn on the new Acrobat for users, use the registry key mentioned in the Acrobat Enterprise Toolkit (ETK).
 - **Users:** Choose the hamburger menu (Windows) or View (macOS), then select **Enable new Acrobat**. For details, see [how to enable the new experience](#).
- **PDF services for user profiles.**
 - **Acrobat desktop and mobile:** To use AI Assistant for Acrobat, you need not turn on PDF services in the Admin Console.
 - **Acrobat online:** Turn on PDF services for the product profile assigned to users. See how to [turn on or turn off PDF services](#).

Note:

Acrobat Classic does not support AI Assistant.

License deployment

You can manage the deployment of Acrobat AI Assistant through the Adobe Admin Console. As an admin, you must add users to the Admin Console using one of the methods described in [Adobe Admin Console users](#). You can choose to either select the users to assign or create product profiles and assign users to the profiles. For more information, see [Packaging apps via the Admin Console](#). Once you assign AI Assistant for Acrobat, the users must restart Acrobat to see AI Assistant.