and Adobe Document Cloud services. anywhere with Adobe Acrobat, Adobe Sign, Here are rour tips to get work done from

03 Share files with others O2 Prepare polished PDFs O1 Work where you want

94obA morì qləd təD 40

### Flexibility and freedom

Desktop, web, or mobile—it's up to you. Signed-in users can access files from any

### Work on your desktop.

View, comment on, fill, sign, and send PDFs in free Acrobat Reader. Acrobat Pro and Acrobat Standard subscribers can also use premium tools to create, edit, export, and organize PDFs.

Use any browser. Access commonly used PDF and signing

device.

### O2 Prepare polished PDFs

### Create, combine, and organize



It's easy to create a PDF with the exact content you want.

Make trusted PDFs. Acrobat lets you turn practically anything into a high-quality PDF that looks great on any screen. Create a PDF from Microsoft Office files, a web page, scanned documents, and more.

Merge multiple files into one PDF. Combine different file types—spreadsheets, images, presentations, and web pages—into a single PDF file that's easy to share or archive.

**Organize pages.** Drag and drop to reorder pages. You can also insert, delete, or rotate pages on your desktop, tablet, or mobile device.

# 03 Share files with others

### Send, track, and manage

Now you can share files for viewing, commenting, or signature—and track status every step of the way.

**Share files fast.** Click, add, and send. It's that easy. And recipients can view on any device with no software required.



signing or for review to collect group feedback in a single shared PDF file Collaborate better. Subscribers can also send files for

someone interacts with files you've shared Get notifications. Sign in, and we'll let you know each time

it to others, or stop sharing at any time Manage your files. You're in control. Track your file, forward

## 04 Get help from Adobe

### We've got your back

Take advantage of tutorials and forums—and share your feedback with the Document Cloud team.

**Get tutorials.** Become an expert with <u>short videos and online</u> instruction.



Visit Adobe Forums. Ask questions and find answers in Document Cloud forums. Share your feedback. We need your help to continue to make Document Cloud the best solution available. Please share your thoughts