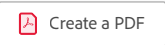**Adobe Acrobat**

Quick tips

Welcome to Acrobat. Use these tips to help you create, edit, fill and sign, and share your PDFs from any device.
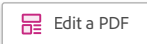
Create PDFs

Turn almost any file into a PDF that looks perfect across your devices.

1. Open Acrobat and click [Create a PDF]

2. Select the files you would like to convert to a PDF—or start from scratch with a blank PDF—and click **Create**.

3. Click **Save** to store your new PDF in **Adobe cloud storage**. Now you can quickly access it from the Acrobat web, desktop, or mobile apps.

Edit PDFs

Update or add text and images without leaving your PDF.

1. Open your PDF in Acrobat and click [Edit a PDF]

2. Select the text or image you want to edit.

3. Edit text by typing in the selected box or using tools in the **Format Text** section.

4. Add an image by clicking [Image] Then replace, crop, rotate, or move the image with options in the **Adjust Objects** section.

Fill & Sign

Fill out forms, sign documents yourself, or request e-signatures.

1. Open your PDF in Acrobat and click [Fill & Sign]

2. Click **Add signatures** or **Add initials** to e-sign the document.

3. Fill in fields using tools in the **Fill and Sign Yourself** section.

4. Send the form to others by clicking [@+] on the top right—or click **Request E-signatures** on the top left to invite others to sign.

Share PDFs

Share your PDF with others to view or give feedback.

1. Open your PDF in Acrobat and click [@+] on the top right.

2. Add recipients and click **Invite** to send over your file.

3. Or click [🔗] to create a shareable PDF link so you can collaborate in real time.

4. Now your recipients can view, comment, and mark up your PDF—even if they don't have Acrobat.

Get the Acrobat Reader mobile app.

1. Scan the QR code to download the mobile app.

2. Work from anywhere. Edit, sign, and share PDFs right from your phone.

Get step-by-step instructions for all your Acrobat tools in our User Guide.