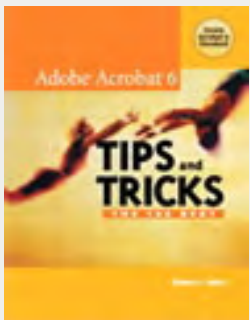


Baker Communications

Creator and purveyor of fine user information on graphic design and software:
books - technical publications - online articles - eBooks

Acrobat 6: The 100 Best Tips & Tricks



Adobe Acrobat is one of those programs that nearly everyone uses, but few people use to its full potential. Most of us know the basics of viewing PDF documents, and some of us might even take advantage of Acrobat's amazing commenting and editing features, but who has time to discover all the time-saving ins and outs of this great program? Donna L. Baker has explored Acrobat 6 Standard from one end to the other, and has come up with a collection of fantastic tips that most of us would never have discovered.

Once you discover the many features hidden in this seemingly mild-mannered program, you'll be a PDF powerhouse, ready to take on any Acrobat challenge life throws your way, whether you're an Acrobat whiz or just stepping up from Adobe Reader.

Visit the book's page at [Peachpit Publishing](#).

Adobe Acrobat 6 Tips & Tricks won a 2004 Award of Distinction from the West Tennessee chapter of the Society for Technical Communication. As a distinguished publication, the book was entered into international competition, winning a 2005

Award of Excellence at the International competition.

Highlights of the Book

Learn to use Acrobat's tools for document creation and modification. Learn to use the new Binder and the Snapshot tool to create documents faster and more consistently. The sample shows several pages and documents considered in the book in chapters covering these new and improved processes.



Acrobat 6's reviewing and commenting methods get the full treatment in this book.

See how to:

- initiate a review cycle
- distribute material
- work with comments
- manage reviews
- use comments reports
- export commented documents directly into Microsoft Word XP

DRAFT

The screenshot shows a PDF document titled "Web Accessibility Initiative (WAI) Summary of Guidelines". The document content includes the heading "Web Accessibility initiative", a quote from Tim Berners-Lee, the URL "http://www.w3.org/WAI/", and the text "WAI, in coordination with organizations around the world, technical research and development". Annotations include a yellow "Note" box with the text "modify color scheme for high contrast screen settings" and a blue "Inserted Text" box with the text "These areas are:". A "Comments" sidebar on the left lists the annotations. A "Review Tracker" window on the right shows a list of files including "Microsoft Word - Chapter 12 Print & workshop_notations.pdf", "STC1R.pdf", "discussionweek2.PDF", and "STC1.pdf".

Learn to create or use different types of media and multimedia in Acrobat, including:

- Flash
- Photo Album
- presentations
- eBooks



Table of Contents

Ch. 1 Getting Started

Ch. 2 Converting Source Documents

Ch. 3 Saving, Exporting and Printing

Ch. 4 Making Documents Accessible

Ch. 5 Touching Up a PDF Document

Ch. 6 Commenting and Storing Documents

Ch. 7 Navigating and Searching a Document

Ch. 8 Controlling Documents with Links

Ch. 9 Using Multimedia, eBooks, and Other Content

Ch. 10 Making Your Documents Secure

App. A Other Sources of Information

App. B System Requirements

App. C Shortcut Keys

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e-mail: db@donnabaker.ca