



Acrobat Pro Training : Form and Digital Signature

Introduction to [Acrobat Pro Training](#)

Digital signatures:

- Select a signature manager;
- Change password options;
- Add an image as a signature;

OCR

- Optical Character Recognition
- Types of text search and retrieval

The forms:

- Identify the particularities of an online form;
- Add and format "Text" fields;
- Validate a field; • Use grid;
- Add "Checkboxes";
- Add "Drop-down lists";
- Add "Radio buttons";
- Add calculated fields;
- Add a reset button; email and print
- Acrobat Reader settings for form,
- Compile form responses

Advanced Forms

- Determine the tab order.
- Overview of advanced functions in Java and script insertion;

Comments:

- Use of comment tools
- Use of drawing comment tools
- Use of comments
- Send document for review
- Activation of usage rights in Adobe Reader
- Export and import comments

Annex:

- Specify document opening preferences.

Mobile version:

- Edit text

- Organize pages
- Highlight text

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