



# Adobe® Acrobat® X

Connect, interact, and engage with next-generation Acrobat Dynamic PDF



Feature	Adobe Reader X	Acrobat X Standard	Acrobat X Pro	Acrobat X Suite
Read, print, and share PDF files				
View and print PDF files	•	•	•	•
Optimize your PDF viewing experience with Reading Mode	•	•	•	•
Store and share documents and forms using services at Acrobat.com	•	•	•	•
Convert to PDF				
Create PDF files from any application that prints		•	•	•
Convert Microsoft Word, Excel, PowerPoint, Publisher, and Access files to PDF with one-button ease <sup>1</sup>		•	•	•
Scan paper documents into PDF and automatically recognize text with improved optical character recognition (OCR)		•	•	•
Capture web pages as interactive PDF files for review and archiving from Microsoft Internet Explorer and Firefox with one-button ease <sup>1</sup>		•	•	•
Archive emails or email folders from Microsoft Outlook or IBM® Lotus Notes with one-button ease <sup>1</sup>		•	•	•
Create PDF files from the clipboard, including text and images copied from external applications		•	•	•
Convert Autodesk® AutoCAD®, Microsoft Visio, and Microsoft Project files to PDF with one-button ease <sup>1</sup>			•	•
Export and edit PDF files				
Save PDF files as Microsoft Word documents and Excel spreadsheets, retaining the layout, fonts, formatting, and tables		•	•	•
Quickly and easily edit PDF files by making simple changes to text		•	•	•
Insert, extract, replace, delete, rotate, or reorder pages in a PDF file		•	•	•
Split large PDF files into multiple files based on maximum file size, maximum pages per file, or bookmarks		•	•	•
Add rich media to PDF files				
Insert audio, Adobe Flash® Player compatible video, and interactive media for direct playback in Acrobat and Adobe Reader <sup>2</sup>			•	•
Convert a wide variety of video formats for seamless playback in PDF with Adobe Media Encoder				•
Edit and enhance photos to add to your PDF communications with Adobe Photoshop® CS5, the industry standard for image editing				•
Quickly transform static PowerPoint slides into compelling, interactive PDF presentations with Adobe Presenter				•
Rapidly combine audio, video, screen recordings, slides, and more into a rich media experience with Adobe Captivate®				•

Feature	Adobe Reader X	Acrobat X Standard	Acrobat X Pro	Acrobat X Suite
Combine files from multiple applications				
Merge files from multiple applications into a single PDF document		•	•	•
Reduce PDF file size by optimizing compression and resolution with a single click		•	•	•
Attach native files to PDF documents		•	•	•
Add and precisely place backgrounds or watermarks, headers, and footers in PDF files		•	•	•
Save backgrounds, watermarks, headers, and footers for easy reuse in the future		•	•	•
Shrink page content so headers and footers do not run into document content		•	•	•
Easily apply Bates numbering to a set of documents			•	•
Assemble PDF Portfolios				
Easily assemble a wide range of content types into a polished, organized PDF Portfolio			•	•
Easily customize PDF Portfolios with included layouts, visual themes, and color palettes			•	•
Personalize PDF Portfolios by adding information and branding			•	•
Import custom PDF Portfolio layouts developed by third-party developers and designers			•	•
Increase productivity and process consistency				
Easily access the tools you use most with the customizable Quick Tools area	•	•	•	•
Integrate with Microsoft SharePoint to open, edit and save PDF files <sup>1</sup>		•	•	•
Automate multistep tasks and share with others using the new Action Wizard			•	•
Compare and highlight the differences between two versions of a PDF document			•	•
Streamline document reviews				
Comment on PDF files with highlighter and sticky note tools	•	•	•	•
Sort and filter comments by author, date, page, or type and quickly identify unread comments	•	•	•	•
Use the comment list summary to easily reconcile comments	•	•	•	•
Review documents with a complete set of commenting tools using a simple, unified tool pane	◦	•	•	•
Comment on video using commenting and markup tools to add feedback to a specific frame	◦	•	•	•
Enable real-time collaboration with synchronized document views and chat		•	•	•
Manage shared document reviews that allow review participants to see one another's comments <sup>2</sup>		•	•	•
Use the Tracker to view a list of reviewers and their status, send emails and email reminders, or invite additional reviewers		•	•	•
Add and change deadlines, end reviews, delete reviews, and start a new review with the same reviewers		•	•	•
Create a summary PDF file of document comments		•	•	•
Export comments into Microsoft Word as markups that can be accepted or rejected with the Track Changes tool <sup>1</sup>		•	•	•
Export comments to AutoCAD files <sup>1</sup>			•	•

Feature	Adobe Reader X	Acrobat X Standard	Acrobat X Pro	Acrobat X Suite
Collect data with fillable PDF forms				
Fill in and save PDF forms	◦	●	●	●
Easily create fillable PDF forms from paper or existing files using the Form Wizard		●	●	●
Add, delete, or edit form fields in Form Edit Mode		●	●	●
Enable Adobe Reader users to fill in and save PDF forms		●	●	●
Distribute PDF forms to collect information and track their status		●	●	●
Use the Tracker to invite more participants, view status on replies, email recipients who haven't responded, or end data collection		●	●	●
Compile returned forms into a single document or view for easy filtering and analysis		●	●	●
Export form data to a spreadsheet for reporting and analysis		●	●	●
Enable Adobe Reader users to digitally sign forms			●	●
Create professional forms from templates or design them from scratch with included Adobe LiveCycle® Designer ES2 <sup>1</sup>			●	●
Import a PDF file to use as a background for new forms created using included LiveCycle Designer ES2 <sup>1</sup>			●	●
Create dynamic XML forms that adjust automatically to the content and volume of data received using included LiveCycle Designer ES2 <sup>1</sup>			●	●
Collect data using QuickBooks templates, and export information back to QuickBooks <sup>1,4</sup>			●	●
Protect PDF files and content				
Digitally sign PDF documents or add document timestamps	◦	●	●	●
Protect PDF documents with 256-bit encryption		●	●	●
Create better passwords with the password strength meter		●	●	●
Apply restrictions on printing, copying, and altering PDF documents		●	●	●
Remove hidden information with one click, including metadata, annotations, attachments, form fields, layers, and bookmarks		●	●	●
Add security policies to help protect sensitive information outside your firewall through integration with Adobe LiveCycle Rights Management ES		●	●	●
Add certified digital signatures to attest to the validity of PDF documents		●	●	●
Permanently delete sensitive information, including specific text or illustrations, with redaction tools			●	●
Enable Adobe Reader users to digitally sign PDF documents and forms			●	●
Comply with PDF and accessibility standards				
Customize accessibility preferences with an easy-to-use wizard	●	●	●	●
Set high-contrast colors for better visibility	●	●	●	●
Enable large-type display by setting text to reflow through pages	●	●	●	●

Feature	Adobe Reader X	Acrobat X Standard	Acrobat X Pro	Acrobat X Suite
Create and validate documents for conformance to ISO standards, including PDF/A for archiving, PDF/E for engineering, and PDF/X for print production		•	•	•
Comply with PDF digital signature standards, including ETSI PAdES Parts 2, 3, and 4	◦	•	•	•
Make PDF documents more accessible by adding tags to control reading order, and improve navigation		•	•	•
Validate accessible PDF documents and check for possible accessibility problems			•	•
Provide a reading order for pages or columns of text			•	•
<b>Prepare files for high-quality printing</b>				
Easily and reliably preview the interaction between overlapping elements in a PDF file using automatic, intelligent Overprint Preview	•	•	•	•
Easily make small edits and adjustments in PDF files—add or replace text and make changes to color, word spacing, character spacing, and text size		•	•	•
Preview, preflight, correct, and prepare PDF files for high-end print production and digital publishing			•	•
Get full information about any selected object in a PDF file using the Object Inspector			•	•
Easily and reliably convert colors applied to any object type with enhanced color conversion—including converting RGB and rich blacks to solid black			•	•
Convert RGB or CMYK colors to spot colors or map one Pantone spot color to another with built-in Pantone color libraries			•	•
Create and validate PDF files for conformance with ISO and industry standards, including PDF/X-1a, PDF/X-3, PDF/X-4, PDF/X-5, PDF/A, PDF/E, JDF, XMP metadata, and XML			•	•
Control and automate end-to-end PDF workflows using JDF			•	•
<b>Search PDF files</b>				
Search text for a word within an open PDF file or a folder of PDF files	•	•	•	•
Search PDF files or non-PDF files within a PDF Portfolio	•	•	•	•
Export and save search results to a PDF file or a spreadsheet for analysis		•	•	•
Embed indexes within a PDF file		•	•	•
Catalog and build indexes of documents for searching across documents or collections of documents			•	•

◦ When enabled by Acrobat X

<sup>1</sup> Microsoft® Windows® only

<sup>2</sup> Requires Adobe Reader 9 or later

<sup>3</sup> For ad hoc form distribution and data collection for up to 500 people

<sup>4</sup> QuickBooks templates available only in the North America English version of Acrobat

**For more information**  
[www.adobe.com/acrobat/](http://www.adobe.com/acrobat/)



**Adobe Systems Incorporated**  
 345 Park Avenue  
 San Jose, CA 95110-2704  
 USA  
[www.adobe.com](http://www.adobe.com)

Adobe, the Adobe logo, Acrobat, Captivate, Flash, LiveCycle, Photoshop, and Reader are either registered trademarks or trademarks of Adobe Systems Incorporated in the United States and/or other countries. Autodesk and AutoCAD are either registered trademarks or trademarks of Autodesk, Inc., in the USA and/or other countries. IBM is a trademark of International Business Machines Corporation in the United States, other countries, or both. Microsoft and Windows are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries. All other trademarks are the property of their respective owners.

© 2010 Adobe Systems Incorporated. All rights reserved. Printed in the USA.

91027957 8/10