

Summary of changes from Acrobat 7

Top Features for Legal Professionals

Feature Area	Acrobat 8 New Features	Acrobat 9 New Features
User Interface	<ul style="list-style-type: none">• Complete work faster with a new, intuitive interface	<ul style="list-style-type: none">• Easier to use Wizards for Forms Creation and Document Comparison
Combine PDFs	<ul style="list-style-type: none">• Combine multiple files and file formats into a single Adobe PDF package.• Maintain security settings and digital signatures of the original files• Search PDF files in the Package	<ul style="list-style-type: none">• Combine files into a PDF Portfolio using professionally designed Portfolio layouts for closing binders• Add a Welcome page for clients• Organize files in folders• Preview of Word, Excel, PowerPoint, TIFF, JPEG and other file types¹• Search non-PDF documents in a Portfolio¹• Sort by date, number or text• Direct editing of fields including file name
Forms	<ul style="list-style-type: none">• Automatically recognize existing form fields in static Adobe PDF forms and convert them to interactive, fillable fields.• Compile forms emailed back to you into a PDF Package• Collect form data via email	<ul style="list-style-type: none">• Acrobat 9 Standard can now create and Reader-enable forms• More accurate form recognition.• Automatically find form fields on scanned documents• Easier form authoring which allows you to "Stamp" form fields on documents• Collect form data on Acrobat.com, SharePoint or a network folder, or via email• Form Tracker lets you know who has completed and returned forms, and who hasn't
Comment and Review	<ul style="list-style-type: none">• Manage shared reviews allowing multiple people to add comments to the same document at the same time using a network folder• Enable Adobe Reader 7.0 or 8 users to save, fill out, and digitally sign Adobe PDF forms (Pro Only)	<ul style="list-style-type: none">• Use Acrobat.com, SharePoint or a Network folder to host Shared Reviews• Set Review deadlines• Document Co-navigation allows you to turn pages and set views in PDFs live for recipients of your PDF• Enhanced Typewriter tool allows you to set font, size, color and style
Bates Numbering	<ul style="list-style-type: none">• Apply Bates Numbers to PDF documents• Shrink documents which have inadequate margin	<ul style="list-style-type: none">• Select folders to Bates stamp• Stamp and copy to new destination• Rename files using prefix or suffix• Rename files to Bates Range (e.g. 000100-000112)• Convert Word, Excel files, etc. inside a PDF Portfolio to PDF and Bates stamp
Document Splitting	<ul style="list-style-type: none">• Not applicable	<ul style="list-style-type: none">• Split documents by file size, number of pages or top-level bookmarks• Set prefix or suffix for split documents

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Metadata Removal	<ul style="list-style-type: none"> Find and remove hidden information, including metadata, annotations, attachments, form fields, layers, and bookmarks, and permanently delete the information 	<ul style="list-style-type: none"> Use Batch Processing (Pro only) to remove metadata from multiple documents Analyze metadata in a granular fashion using the Examine Document panel
Document Comparison	<ul style="list-style-type: none"> Unchanged from Acrobat 7 	<ul style="list-style-type: none"> Completely rewritten comparison engine Document Comparison panel allows you to easily set highlight colors, and focus in on what want to compare/ignore including images, headers and footers, etc. Compare all changes in documents including text, images, moved pages, etc. Summarize changes as annotations to documents Find differences in pictures
Redaction	<ul style="list-style-type: none"> Permanently delete sensitive information, including specific text or illustrations, with redaction tools Search for text to redact Review Redactions using the Comments panel 	<ul style="list-style-type: none"> Redact using a word list Find and redact Social Security numbers, email addresses, etc., using pattern-based redaction Redact entire pages or page ranges Batch Apply redactions Automatically rename redacted documents (e.g. document_redacted.pdf) Word List Redaction available in Batch
Email Archiving	<ul style="list-style-type: none"> Automatically archive e-mail from Microsoft Outlook or convert e-mail in Lotus Notes to Adobe PDF (Windows only) into a PDF Package Search PDFs within the email archive 	<ul style="list-style-type: none"> Archive to a PDF Portfolio Search both PDF and non-PDF content¹ Filter results to narrow searches Retain additional metadata from email Bates number across an email archive
Export to Word	<ul style="list-style-type: none"> Save Adobe PDF files to Microsoft Word while retaining layout 	<ul style="list-style-type: none"> Save Adobe PDF files to Microsoft Word while retaining flowing text for easier editing, and tables, fonts, styling Export many PDFs to Word using Export Multiple files option
PDF Creation and Conversion of Office Formats	<ul style="list-style-type: none"> Faster PDF Creation from Word, Excel, PowerPoint. Create PDF/A compliant documents Word: Convert Bookmarks to PDF Bookmarks Word: Retain paragraph numbering in PDF Bookmarks Excel: Convert Entire Workbook option PowerPoint: Convert speaker notes to PDF Notes 	<ul style="list-style-type: none"> Excel: Fit entire Worksheet to single page option Word, Excel and PowerPoint: Embed video and convert to Flash video in the PDF (Pro Extended only) PowerPoint: Use the Adobe Presenter plug-in to convert slide decks to PDF complete with animation, narration and quizzes
Web Capture	<ul style="list-style-type: none"> Unchanged from Acrobat 7 	<ul style="list-style-type: none"> New web capture engine more accurately converts web sites to PDF Select and convert portions of web pages in Internet Explorer
Headers, Footers and Watermarks	<ul style="list-style-type: none"> Save backgrounds, watermarks, headers, and footers for easy reuse in the future 	<ul style="list-style-type: none"> Apply backgrounds, watermarks, headers and footers to multiple files using Apply Multiple

Feature Area	Acrobat 8 New Features	Acrobat 9 New Features
OCR, Scanning and Search	<ul style="list-style-type: none"> Faster and more accurate OCR compared to previous version. 32 OCR languages available. Embed full-text index in a single PDF or PDF Package Control scanner natively 	<ul style="list-style-type: none"> ClearScan OCR option offers better looking output that prints faster More accurate OCR 42 languages supported Search non-PDF documents in a PDF Portfolio Scanning presets for B&W, Grayscale and Color Scan to a PDF Portfolio Scan to multiple PDF documents in batch
Security	<ul style="list-style-type: none"> Use Security Policies to apply password or certificate security consistently 	<ul style="list-style-type: none"> 256-bit encryption of documents Import and export security settings
Multimedia	<ul style="list-style-type: none"> Embed movies and sounds in documents and play using operating system player defaults 	<ul style="list-style-type: none"> Play Flash content natively with no external player needed Embed Flash content using PDF Makers for Word, Excel and PowerPoint Convert a variety of video file types to Flash and embed in a PDF (Pro Extended)

1. Dependent on having either Microsoft Office 2007 or Windows Vista OS.