

# Summary of changes from Acrobat 7

## Top Features for Legal Professionals

Feature Area	Acrobat 8 New Features	Acrobat 9 New Features
<b>User Interface</b>	<ul style="list-style-type: none"><li>• Complete work faster with a new, intuitive interface</li></ul>	<ul style="list-style-type: none"><li>• Easier to use Wizards for Forms Creation and Document Comparison</li></ul>
<b>Combine PDFs</b>	<ul style="list-style-type: none"><li>• Combine multiple files and file formats into a single Adobe PDF package.</li><li>• Maintain security settings and digital signatures of the original files</li><li>• Search PDF files in the Package</li></ul>	<ul style="list-style-type: none"><li>• Combine files into a PDF Portfolio using professionally designed Portfolio layouts for closing binders</li><li>• Add a Welcome page for clients</li><li>• Organize files in folders</li><li>• Preview of Word, Excel, PowerPoint, TIFF, JPEG and other file types<sup>1</sup></li><li>• Search non-PDF documents in a Portfolio<sup>1</sup></li><li>• Sort by date, number or text</li><li>• Direct editing of fields including file name</li></ul>
<b>Forms</b>	<ul style="list-style-type: none"><li>• Automatically recognize existing form fields in static Adobe PDF forms and convert them to interactive, fillable fields.</li><li>• Compile forms emailed back to you into a PDF Package</li><li>• Collect form data via email</li></ul>	<ul style="list-style-type: none"><li>• Acrobat 9 Standard can now create and Reader-enable forms</li><li>• More accurate form recognition.</li><li>• Automatically find form fields on scanned documents</li><li>• Easier form authoring which allows you to "Stamp" form fields on documents</li><li>• Collect form data on Acrobat.com, SharePoint or a network folder, or via email</li><li>• Form Tracker lets you know who has completed and returned forms, and who hasn't</li></ul>
<b>Comment and Review</b>	<ul style="list-style-type: none"><li>• Manage shared reviews allowing multiple people to add comments to the same document at the same time using a network folder</li><li>• Enable Adobe Reader 7.0 or 8 users to save, fill out, and digitally sign Adobe PDF forms (Pro Only)</li></ul>	<ul style="list-style-type: none"><li>• Use Acrobat.com, SharePoint or a Network folder to host Shared Reviews</li><li>• Set Review deadlines</li><li>• Document Co-navigation allows you to turn pages and set views in PDFs live for recipients of your PDF</li><li>• Enhanced Typewriter tool allows you to set font, size, color and style</li></ul>
<b>Bates Numbering</b>	<ul style="list-style-type: none"><li>• Apply Bates Numbers to PDF documents</li><li>• Shrink documents which have inadequate margin</li></ul>	<ul style="list-style-type: none"><li>• Select folders to Bates stamp</li><li>• Stamp and copy to new destination</li><li>• Rename files using prefix or suffix</li><li>• Rename files to Bates Range (e.g. 000100-000112)</li><li>• Convert Word, Excel files, etc. inside a PDF Portfolio to PDF and Bates stamp</li></ul>
<b>Document Splitting</b>	<ul style="list-style-type: none"><li>• Not applicable</li></ul>	<ul style="list-style-type: none"><li>• Split documents by file size, number of pages or top-level bookmarks</li><li>• Set prefix or suffix for split documents</li></ul>

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<b>Metadata Removal</b>	<ul style="list-style-type: none"> <li>Find and remove hidden information, including metadata, annotations, attachments, form fields, layers, and bookmarks, and permanently delete the information</li> </ul>	<ul style="list-style-type: none"> <li>Use Batch Processing (Pro only) to remove metadata from multiple documents</li> <li>Analyze metadata in a granular fashion using the Examine Document panel</li> </ul>
<b>Document Comparison</b>	<ul style="list-style-type: none"> <li>Unchanged from Acrobat 7</li> </ul>	<ul style="list-style-type: none"> <li>Completely rewritten comparison engine</li> <li>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.</li> <li>Compare all changes in documents including text, images, moved pages, etc.</li> <li>Summarize changes as annotations to documents</li> <li>Find differences in pictures</li> </ul>
<b>Redaction</b>	<ul style="list-style-type: none"> <li>Permanently delete sensitive information, including specific text or illustrations, with redaction tools</li> <li>Search for text to redact</li> <li>Review Redactions using the Comments panel</li> </ul>	<ul style="list-style-type: none"> <li>Redact using a word list</li> <li>Find and redact Social Security numbers, email addresses, etc., using pattern-based redaction</li> <li>Redact entire pages or page ranges</li> <li>Batch Apply redactions</li> <li>Automatically rename redacted documents (e.g. document_redacted.pdf)</li> <li>Word List Redaction available in Batch</li> </ul>
<b>Email Archiving</b>	<ul style="list-style-type: none"> <li>Automatically archive e-mail from Microsoft Outlook or convert e-mail in Lotus Notes to Adobe PDF (Windows only) into a PDF Package</li> <li>Search PDFs within the email archive</li> </ul>	<ul style="list-style-type: none"> <li>Archive to a PDF Portfolio</li> <li>Search both PDF and non-PDF content<sup>1</sup></li> <li>Filter results to narrow searches</li> <li>Retain additional metadata from email</li> <li>Bates number across an email archive</li> </ul>
<b>Export to Word</b>	<ul style="list-style-type: none"> <li>Save Adobe PDF files to Microsoft Word while retaining layout</li> </ul>	<ul style="list-style-type: none"> <li>Save Adobe PDF files to Microsoft Word while retaining flowing text for easier editing, and tables, fonts, styling</li> <li>Export many PDFs to Word using Export Multiple files option</li> </ul>
<b>PDF Creation and Conversion of Office Formats</b>	<ul style="list-style-type: none"> <li>Faster PDF Creation from Word, Excel, PowerPoint.</li> <li>Create PDF/A compliant documents</li> <li>Word: Convert Bookmarks to PDF Bookmarks</li> <li>Word: Retain paragraph numbering in PDF Bookmarks</li> <li>Excel: Convert Entire Workbook option</li> <li>PowerPoint: Convert speaker notes to PDF Notes</li> </ul>	<ul style="list-style-type: none"> <li>Excel: Fit entire Worksheet to single page option</li> <li>Word, Excel and PowerPoint: Embed video and convert to Flash video in the PDF (Pro Extended only)</li> <li>PowerPoint: Use the Adobe Presenter plug-in to convert slide decks to PDF complete with animation, narration and quizzes</li> </ul>
<b>Web Capture</b>	<ul style="list-style-type: none"> <li>Unchanged from Acrobat 7</li> </ul>	<ul style="list-style-type: none"> <li>New web capture engine more accurately converts web sites to PDF</li> <li>Select and convert portions of web pages in Internet Explorer</li> </ul>
<b>Headers, Footers and Watermarks</b>	<ul style="list-style-type: none"> <li>Save backgrounds, watermarks, headers, and footers for easy reuse in the future</li> </ul>	<ul style="list-style-type: none"> <li>Apply backgrounds, watermarks, headers and footers to multiple files using Apply Multiple</li> </ul>

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

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