



pdfDocs

Audience

For individuals who need to use pdfdocs to create, mark-up and edit pdf documents.

Outcomes

To be able to use all the relevant features of pdfdocs with confidence and ease.

Course Content

When would you use Pdfdocs
Save and Share documents as pdfs
Annotating a pdf
Editing pages
Applying watermarks, headers & footers
Using OCR & Redaction
Add bookmarks & links
Creating Organiser Projects
Creating Binder Projects Adding
Security

Duration

1.5 hours with lots of hands-on practical exercises

Price

£210

Extra Consideration

If you would like us to incorporate specific documents into the lesson, please send them through in advance.