Praise for *The Ultimate Guide to Adobe Acrobat DC*

"The *Ultimate Guide to Adobe Acrobat DC* is an essential technical instructional textbook that every law firm should own! Dan and Pam bring their real-life experience from the courtroom and daily practice of law into every page. Truly, every chapter and every lesson is relevant, practical and written in plain English. They clearly understand the challenges and needs of lawyers, paralegals, legal assistants and office administrators. I have been teaching Acrobat for Legal Professionals for over 15 years, and I never have found a good manual relevant and practical for the legal profession … until now! Kudos on a perfect guide."

> – **Paul Unger**, Founding Partner, Affinity Consulting, and
>   Frequent Lecturer on Adobe Acrobat

"Lawyers now all depend heavily on PDFs to do their jobs, especially those who have created paperless practices. Being adept at handling PDFs is crucial, which for most lawyers means learning how to get the most out of Adobe Acrobat. While learning to use Acrobat is crucial, it's not always easy. Fortunately, there's a wonderful guidebook written by a practicing attorney (Dan Siegel) and his paralegal (Pamela Myers). This is a book was written by folks who work in the trenches: Dan and Pamela teach only practical PDF skills. And they do it in a manner that's super easy to grasp—no matter what your comfort level with technology is. You won't find the usual boring explanations that are common in most technology guidebooks. This gem has fantastic visual screenshots so you can follow along easily, effortlessly. Every PDF-using attorney or paralegal will quickly learn the indispensable core skills. Trust me, this incredibly valuable book will make your life vastly easier, and help you to practice law more effectively and more confidently."

> – **Ernie Svenson**, Founder, LawFirmAutopilot.com, Speaker and Author,
>   PaperlessChase.com, and Author of *Adobe Acrobat in One Hour for Lawyers*

"The title says it all. This really is an ultimate guide to to Adobe Acrobat DC. Most people are not nearly as proficient with this software as they are with Word. In Acrobat, they stumble around and don't know how to use the software well. All you have to is walk down the Table of Contents to the functionality that you are trying to master. Reading the whole book is well worth your time, but the book is also a handy reference for finding a solution to an immediate problem. Especially useful are all the screenshots – with them to guide you, you can quickly comprehend how to accomplish anything the software can do. An excellent resource!"

> – **Sharon D. Nelson**, President, Sensei Enterprises, Inc., and
>   Frequent Lecturer and Author

"Extremely useful to unlock the power of Adobe Acrobat! Very well-organized and clear. Tells you exactly what Acrobat can do and exactly how to do it. Provides step-by-step instructions, using screenshots, to enable even a novice to use the software like a pro."

> – **Joseph Traub**, Practicing Attorney