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Acrobat Insider for Manufacturing Professionals
Tips and Tricks for Adobe Acrobat 3D
Brought to you by cadalyst

Combine, control and collaborate on 3D designs with Acrobat 3D.

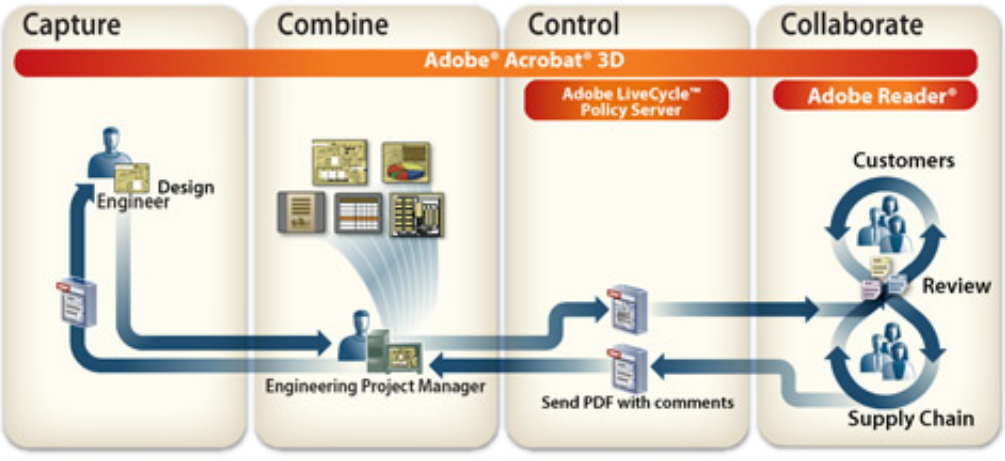
The 4Cs of Document Workflow

Optimize each step in your design collaboration process with Adobe Acrobat 3D

by Don LaCourse

Welcome to the April issue of *Acrobat Insider for Manufacturing!* In March I discussed how you can import 3D CAD models into Adobe® Acrobat® PDF documents by either capturing or converting them. That was the first of what Adobe refers to as the "4Cs" of document-based design collaboration — **Capture, Combine, Control,** and **Collaborate**.

In this issue I give an overview of the remaining three Cs, along with tips and tricks for each. In the next few issues we'll take a look at these in more detail.



The 4Cs for accelerating document-based design collaboration. With Acrobat 3D, you can publish, share, review, and mark up 3D designs using Intelligent Documents. With Adobe LiveCycle™ products, you can better protect intellectual property and more effectively automate document-based design workflow processes, such as work-in-progress design reviews.

COMBINE 3D Files with Other Types of Documents

With Acrobat Professional, you've long been able to convert virtually any type of document into an Adobe PDF file, including e-mail messages, spreadsheets, and Microsoft Visio diagrams. Now, Acrobat 3D allows you to insert your 3D CAD designs into a Microsoft Office document with a single click — simply by using the

April 2006

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IN THIS ISSUE

The 4Cs of document-based design collaboration.

This month's tip:
It's easy to export reviewer comments into AutoCAD® drawings.

Subscribe here to receive subsequent issues of *Acrobat Insider for Manufacturing Professionals*, a monthly guide to Adobe Acrobat 3D.

NEXT MONTH

Save time and increase your productivity by combining different kinds of files into a single Adobe PDF document.

Submit a Tip

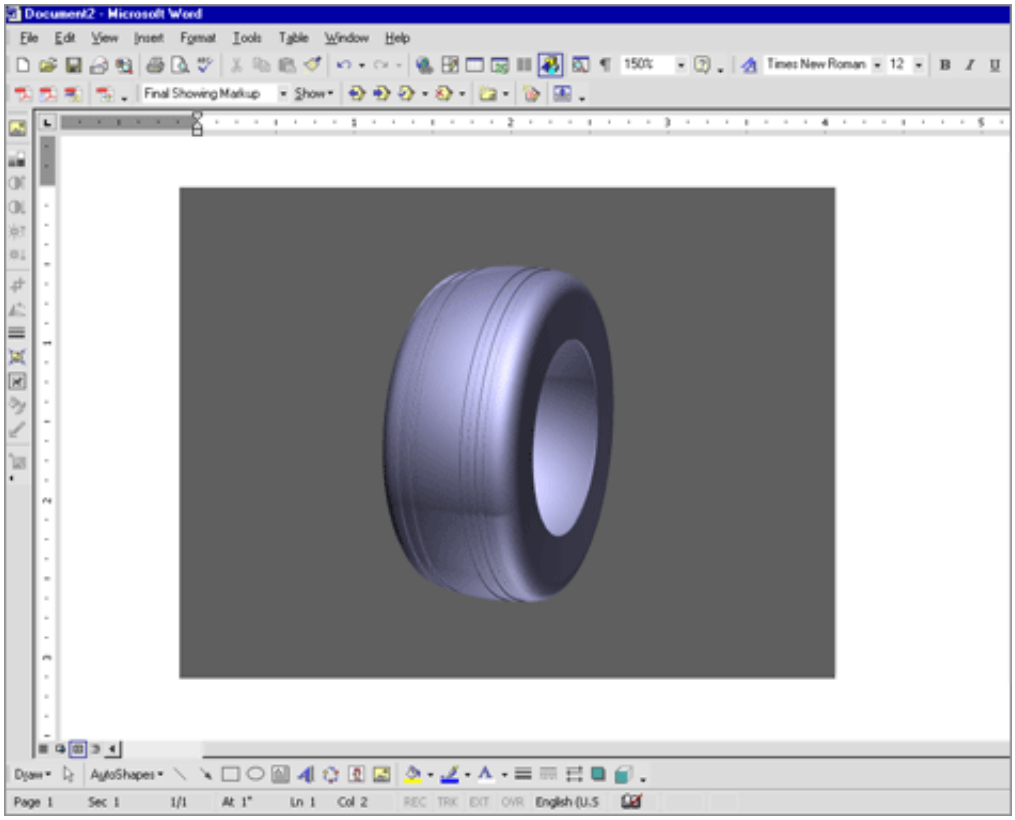
Submit a manufacturing-specific trick or a tip for using Adobe Acrobat 3D to our editor. If we publish it, you'll win a free *Cadalyst* t-shirt.*

Request a Tip

Have a question about Adobe Acrobat 3D? Send it to *Acrobat Insider*; we'll try to address it in an

new commands on the Insert menu in each Microsoft Office application or the new Insert 3D Model button on the PDFMaker toolbar. Professionals can insert 3D CAD designs into Microsoft Word, Microsoft Excel, and Microsoft PowerPoint files and then, using Acrobat 3D, convert them into Adobe PDF documents.

The real power comes with the ability to combine all these different types of files into a single Adobe PDF document. For example, suppose you want to create a comprehensive project document to share with all your team members. It might include specs in a Microsoft Word document, estimates in a Microsoft Excel worksheet, and several 3D CAD models. After converting these into Adobe PDF format, you can combine them into a single Adobe PDF document. With this compound Adobe PDF document, team members can quickly and easily communicate the contextual details and scope of a complex project to anyone with the free Adobe Reader® — which can help save time and improve accuracy.



Acrobat 3D makes it easy to insert 3D CAD designs into different types of documents. Here, a 3D model has been inserted into a Word document.

Tips for Combining Files

- After converting them to Adobe PDF format, you can combine two or more documents using the Insert Pages command in Acrobat 3D. Just open the main Adobe PDF document and choose Insert Pages from the Document menu. Then select which file you want to insert and specify where in the current document it should be located. You can select more than one file by holding down the <Ctrl> key as you click the file names.
- You can replace, delete, and extract individual pages from a multiple-page Adobe PDF document using the ...Pages commands on the Document menu.

upcoming issue.

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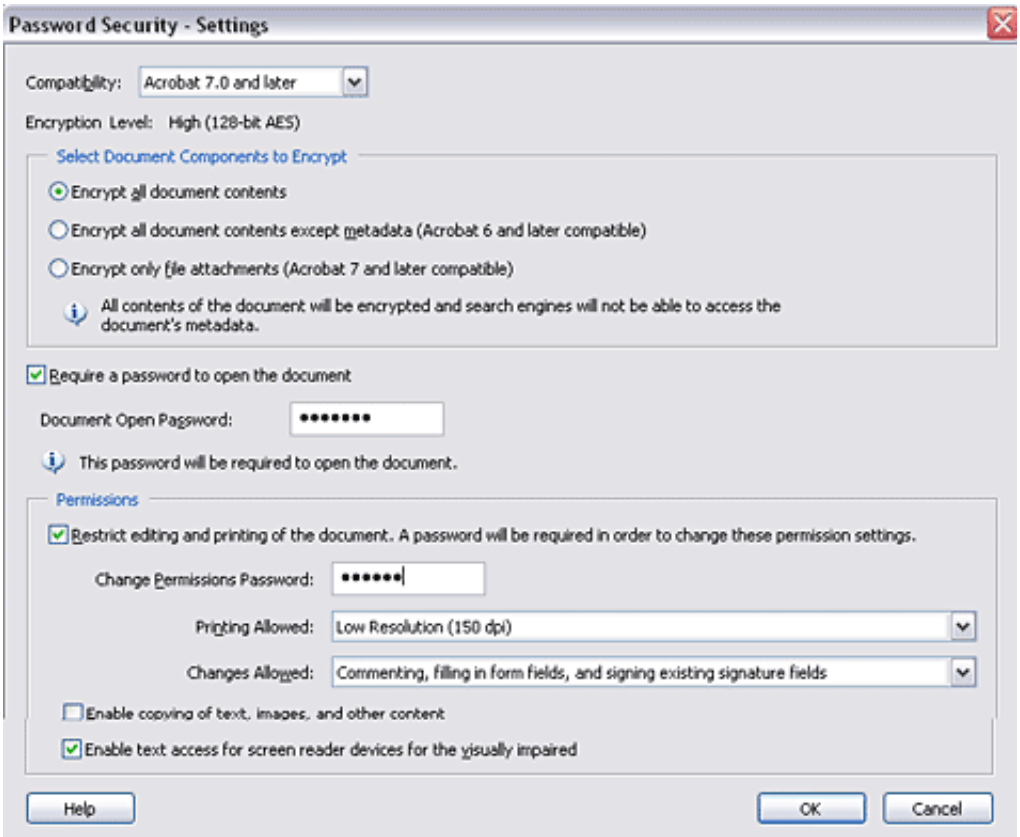
- When you replace a page, only the text, images, and comments on that page are replaced. Any interactive elements associated with the original page, such as links and bookmarks, are not affected.

CONTROL Confidential Information

Acrobat 3D provides advanced rights management capabilities by providing persistent protection and dynamic control of sensitive Adobe PDF documents beyond your firewall. Thanks to these capabilities, you can share your work with partners and suppliers and help protect your intellectual property at the same time. You can also control what people can do with your documents. For example, you can restrict access, printing, editing, and other actions. You can create policy settings and apply them to designated users or user groups.

Digital signatures help ensure the authenticity of your information. When you use them along with Adobe LiveCycle Policy Server, you can create a server-managed security policy and apply it in one step to your Adobe PDF documents. For instance, you can give one reviewer read-only access to a document for five days but allow a different reviewer to read and print the same document for 10 days, after which access to the document expires. Using Adobe LiveCycle Policy Server, you can also revise or revoke access and usage rights to documents — even after they've been distributed — at any time.



Acrobat 3D security settings allow you to tailor access rights to your Adobe PDF documents, with separate controls for usage rights such as access, printing, and editing.

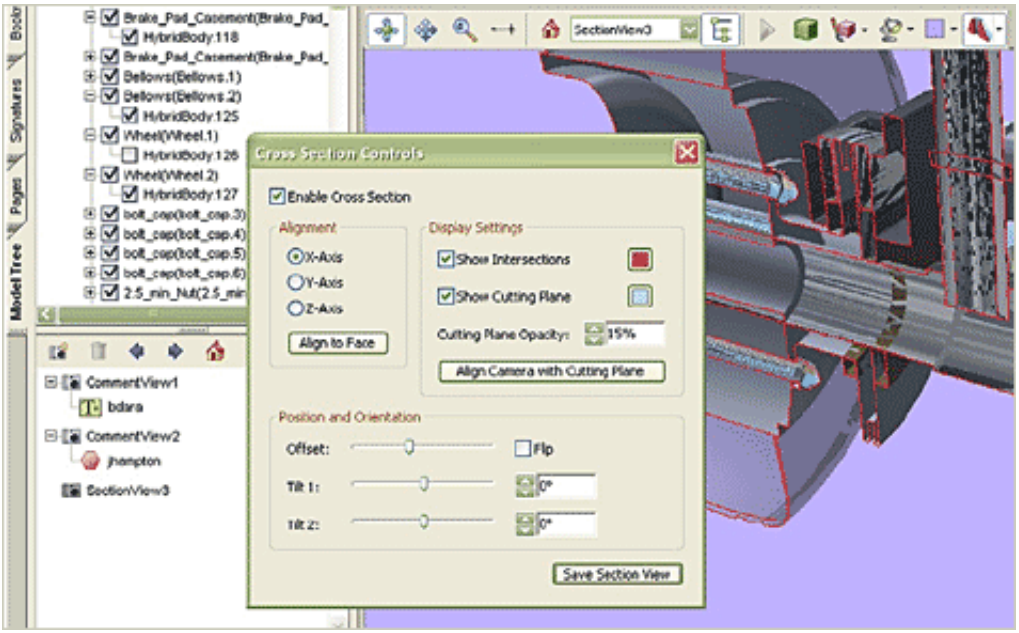
Tips for Digital IDs

- **Create a strong password** by following these rules: use eight or more characters; mix upper- and lower-case letters with numbers and special characters (such as $, %, &, ^, *, :, ?, >, <, ", }, {, |, +, _, and ;) and don't use a correctly spelled word in **any** language, as these are subject to "dictionary attacks" that can crack such passwords in minutes. For example, K3r5+UY2 $ is a strong password, and bill123 is a weak password.
- **If you store private keys** on tokens, smart cards, and other hardware devices that are password- or PIN-protected, be sure to use a strong password or PIN for these keys as well.
- **Never divulge your password to others.** You should not write your password down, but if you must, store it in a secure location.
- **If your digital ID is lost or stolen**, immediately notify the certificate authority and request that your digital ID be revoked. Ask for a new digital ID.

COLLABORATE by Gathering and Tracking Feedback Easily

Acrobat 3D lets you manage comments from multiple reviewers easily and efficiently instead of having to manually reconcile confusing, conflicting rewrites. You simply send out a document for review using email, and Acrobat automatically combines comments from multiple reviewers together in one Adobe PDF file for easy viewing.

With Acrobat 3D, you can now enable reviewers using Adobe Reader to add comments and use standard Acrobat markup tools directly on 3D objects within Adobe PDF files. Extended team members can define multiple cross-sections of a 3D object to view internal structures and assembly relationships, as well as measure dimensions in a 3D design to provide more accurate comments.



You can create detailed cross-section views in Acrobat 3D to interrogate 3D models as deeply and in as much detail as you need, complete with fine controls for the cutting plane, alignment, and orientation. Save as many section views as you choose using the handy Save Section View button. All cross-sections will be available to your reviewers.

For more tips on using Acrobat with 2D CAD and other general engineering or AEC documents, see *Acrobat Insider for AEC Professionals*.

Tips and Tricks

Exporting Comments into AutoCAD Drawings

If you work with Adobe PDF documents created from Autodesk AutoCAD drawings in Windows® XP® and 2000, you can save time by exporting comments from Acrobat 3D directly into the AutoCAD drawings. This way, if you want to make changes based on the comments, you don't have to switch back and forth between AutoCAD and Acrobat.

You can export comments **only** from Adobe PDF files created using the Acrobat PDFMaker button or command in AutoCAD.

Before you export comments from an Adobe PDF document to an AutoCAD drawing:

- **Make a backup copy** of the AutoCAD file into which you want to import comments.
- **Save the Adobe PDF document** that contains comments. This ensures that even recently added comments are exported.

To export comments, select Export from the Comments menu in Acrobat 3D, and then select To AutoCAD. You can export all the comments in the file or just a subset (such as comments by one particular reviewer).

About the Author

Don LaCourse is the editor of 3DCADTips.com, which offers more than 18,000 CAD and graphics resources including 8,000 tips and 5,000 tutorials. He is also a Cadalyst *contributing editor and has spent the last 29 years working with and writing about CAD/CAM operations. He lives and works in Cookeville, Tennessee. Contact him at don.lacourse@cadalyst.com.*

Details and Availability

For a full list of features and system requirements, visit Adobe's Web site. Microsoft® Windows 2000 with Service Pack 2, Windows XP Professional or Home Edition, or Windows XP Tablet PC Edition is required for use with Acrobat 3D. Acrobat 3D for Windows, available on CD-ROM or by download, is $995.**

*Supplies are limited. Offer subject to change without notice.

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