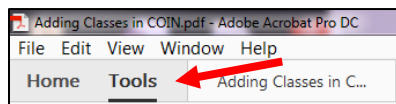


Enhancing PDFs

When instructors scan documents or pages from a book to create PDF's, the text in that file is not always readable by assistive technology. This can leave students without access to important content. However, Adobe Acrobat can fix that!

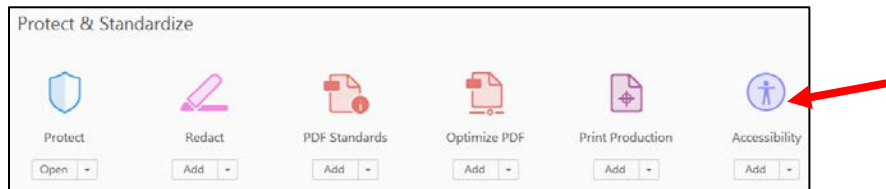
Step 1:

Open your PDF file in Adobe Acrobat and click the "Tools" tab in the upper left corner.



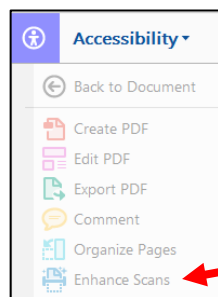
Step 2:

Click Accessibility in the Protect & Standardize section of the Tools page.



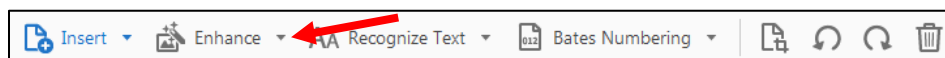
Step 3:

From the Accessibility dropdown menu, choose Enhance Scans.



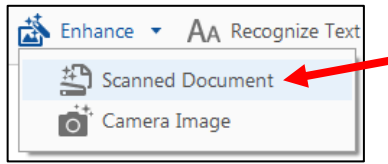
Step 4:

Click the Enhance button on the Enhance Scans ribbon that appears.



Step 5:

Choose Scanned Document from the Enhance dropdown menu.



Step 6:

Click Enhance. The document will begin “optimizing.” This process includes rotating any images or blocks of text, that may not appear visually straight to the average reader as well as enabling blocks of text for highlighting. When text is highlight able in Adobe, a screen reader can read it. Be sure to save your file after enhancing it.

