



# Expert PDF & Adobe® Acrobat® Training & Consulting

AGI provides training and consulting resources for organizations looking to work more efficiently through the use of PDF. Whether you are already deploying PDF as a standard or are looking to discover efficiencies and gains, AGI has the depth-of-knowledge and experience to help you better understand how the power of PDF can work for you. AGI also provides training resources to help move everyone in your organization forward when deploying PDF as a standard.

## Consulting

AGI's experienced staff can conduct a needs analysis to determine if and how PDF can be used to gain efficiencies. We examine options for replacing expensive paper-based forms, document distribution, document review and even archival processes. Our staff will also produce specific workflow and product recommendations regarding efficiencies to be gained. For more specific needs, our network of experienced PDF programmers can also be used to resolve more complex PDF programming issues.

## We Wrote the Book on Acrobat

Our PDF experience spans all industries and government sectors, including pharmaceutical, aerospace, manufacturing, financial services, accounting, insurance, publishing, and education. More than 10,000 copies of our staff's Sam's Teach Yourself Adobe Acrobat have been sold worldwide, and our work has been translated into multiple languages. Our staff have also authored Real World Adobe Acrobat along with the Adobe Acrobat Professional Classroom in a Book and the Adobe Creative Suite All-in-One Desk Reference For Dummies.

## Training

AGI Training can be customized to meet the specific needs and objectives of your organization. With nearly ten years of PDF training experience, AGI knows that your PDF training needs are as unique as your business. Because our training materials are developed internally by our staff of Adobe Certified Instructors, who are also published authors, we can tailor a training curriculum to meet your specific needs. And because we have delivered PDF training to thousands of individuals across hundreds of companies and governmental agencies, we can draw upon our vast resources of previous work. As the largest PDF and Adobe Acrobat training and consulting organization in North America, we are able to scale our services to meet your needs. If a rapid deployment is essential, our full-time instructors from around the country can be reallocated to meet your needs. Need concurrent training in New York, Chicago, London, and Hong Kong? AGI has the resources to make it happen with clarity and consistency. Custom training from AGI starts with assessment of your needs. We review your various departments and responsibilities and build a customized curriculum around your needs.

AGI can deliver custom training at your location or at any of our training centers. While our bases of operations are in North America, we deliver training around the world, and can meet your global training needs. If you have your own internal training resources, AGI can develop custom curriculum and can implement train-the-trainer programs.

For smaller groups, AGI offers open-enrollment classes on Adobe Acrobat, always working on the most current version of software. Any of our classes can also be brought on-site and customized. Our Acrobat Level I course is a perfect survey of all that is possible within Adobe Acrobat. Our Level II course provides more details on controlling the quality and size of PDF files, and building and submitting PDF forms.

