

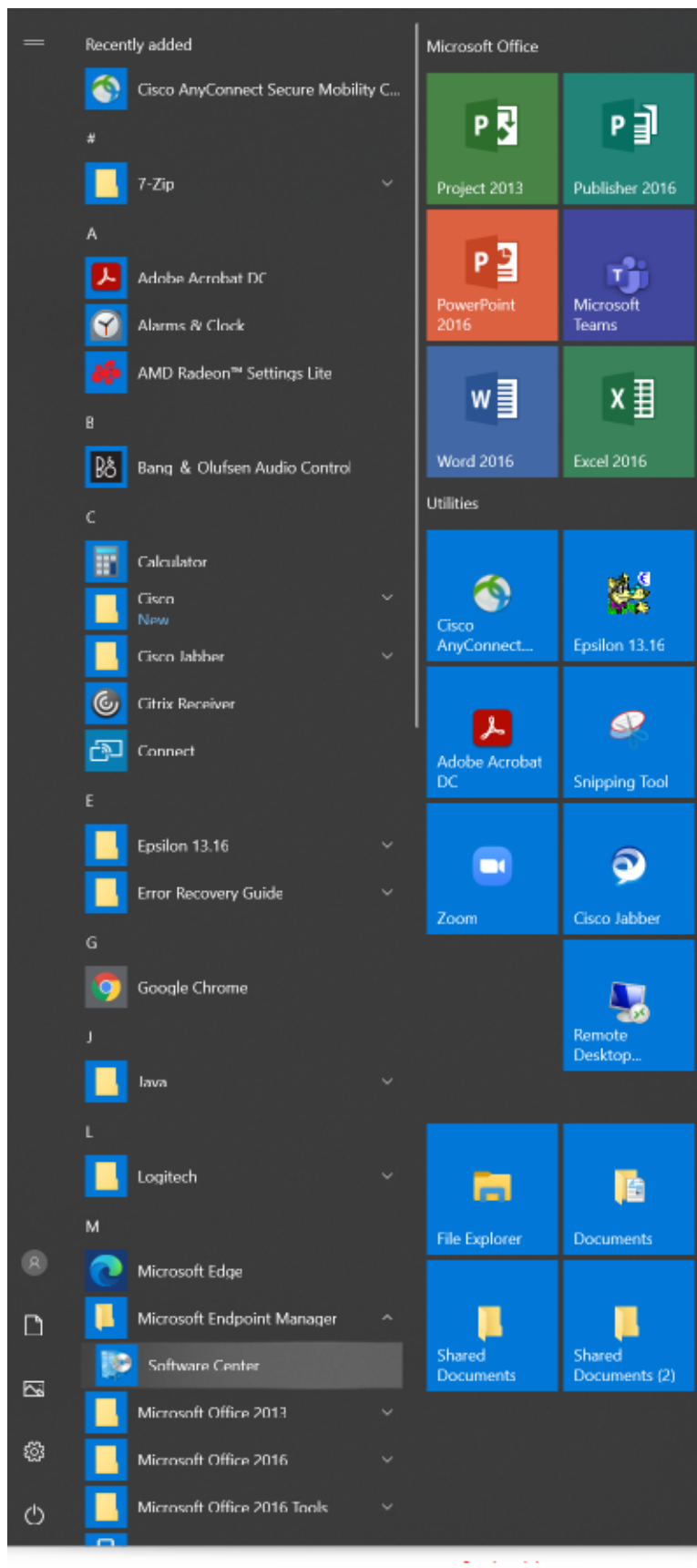
ADOBE ACROBAT - HOW TO ENCRYPT FILES

INSTALLING ACROBAT PRO DC

Full time employees (FTE) have access to Adobe Acrobat Pro DC in Software Center. If you don't have Acrobat Pro DC installed on a managed workstation, self-service installation is available in Software Center. To install Adobe Acrobat Pro DC:

1. Select the **Start Button**
2. **Microsoft Endpoint Manager**

3. Software Center



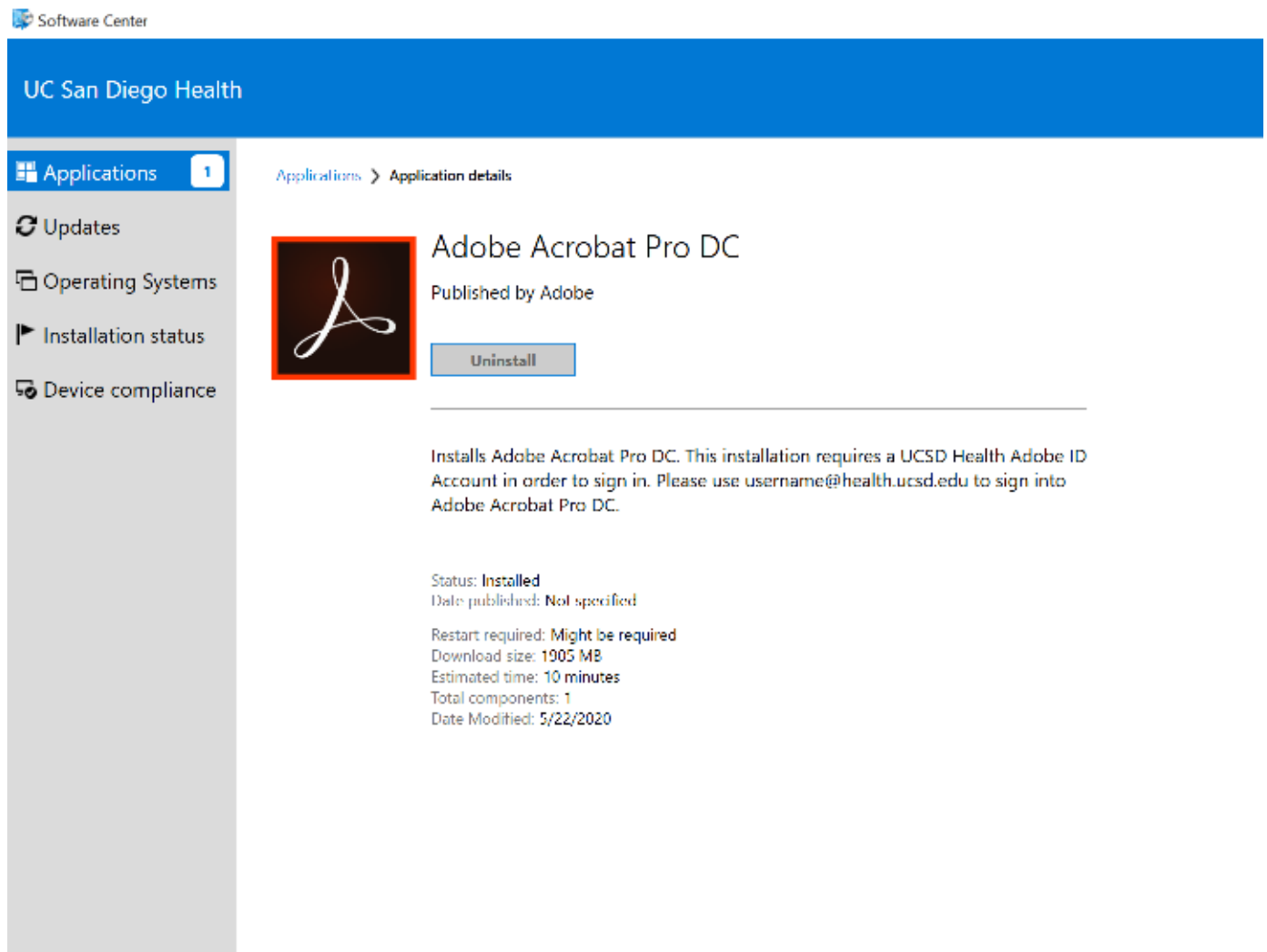
4. Or type **Soft** after selecting the Start Button and click on **Software Center**

5. Click on > Adobe Acrobat Pro DC

The screenshot shows the Windows Software Center interface for UC San Diego Health. The left sidebar contains navigation options: Applications (1), Updates, Operating Systems, Installation status, and Device compliance. The main area displays a grid of application tiles, each with an icon, name, and version number. The tiles are organized into rows. The 'Adobe Acrobat Pro DC' application is highlighted in the bottom row. Other visible applications include AGFA Impar, CyberArk Endpoint Privilege Management, Cisco AnyConnect Secure Mobility, Zoom Client for Meetings, Agfa OrthoTools, Outlook Modern Auth Fix, Plantronics Firmware Update, Microsoft Teams Fix | User Profile, Microsoft Teams Machine Wide In..., Set Default Browser, Microsoft Edge, FireEye Endpoint Agent, Plantronics Hub, Qualys Cloud Agent, Snagit 2021, EndNote 20, Google Chrome, ScanSnap, Cisco Jabber, Oracle Smart View Plugin, Quest19 Migration Manager for PSTs, VMware Horizon Client, Printer Installer Client, Notepad++, Logitech Options, Minitab 19, Microsoft Support and Recovery Assistant, Fiddler, Amazon WorkSpaces, Shortcut - COVID-19 Info, Hillcrest Command Center Printer, Thornton Command Center, Topaz - Com Port 9 Project, Topaz - Sigplus OCK COM9, Passcode for Sharp Healthcare, SnapComms, TCIPA 4.3.5, Shortcut - StatRep, Outlook | Disable Team Calendars, PatientSafe Web Shortcuts, Quest Q265 Profile Repair Tool, UPLAN Microsoft Office Project Pli..., UCSD Health DHCP Tag, PuTTY release 0.70 (64-bit), 7 Zip 18.06, Citrix Receiver 4.9.3 LTSR - Admin..., Microsoft Office 2016 (32-Bit) Inst..., Nurse Call Hillcrest, Microsoft SharePoint Design..., and Duo for Epic.

Application Name	Version
AGFA Impar	6.7.0.6011
CyberArk Endpoint Privilege Manage...	11.5.2.292
Cisco AnyConnect Secure Mobility...	4.10.01015
Zoom Client for Meetings Stand...	3.7.512
Agfa OrthoTools	6.0 medicAD 6.0129
Outlook Modern Auth Fix	
Plantronics Firmware Update...	
Microsoft Teams Fix User Profile	
Microsoft Teams Machine Wide In...	Microsoft 1.42.1167
Set Default Browser	
Microsoft Edge	Microsoft 88.0.705.51
FireEye Endpoint Agent	v32.30.13 FX 32.30.13
Plantronics Hub	v3.21 Plantronics 3.21.51116.77704
Qualys Cloud Agent - v4.2.0.8	Qualys 4.2.0.8
Snagit 2021	ledsmith 21.2.0.7927
EndNote 20	Clarivate 20.0.0.11672
Google Chrome	88.0.4324.104 Google 88.0.4324.104
ScanSnap	
Cisco Jabber v12.9.3	Cisco 12.9.3
Oracle Smart View Plugin	Oracle 20.100
Quest19 Migration Manager for PSTs	
VMware Horizon Client - 8.0.0	VMware 8.0.0
Printer Installer Client - Saas - 25...	Printer Logic 25.0.0.417
Notepad++	7.8.3
Logitech Options	Logitech 8.20.529
Minitab 19	Minitab 19.1
Microsoft Support and Recovery Ass...	Microsoft 17.0.6178.2
Fiddler	V61.5.0
Amazon WorkSpaces	Amazon 2.5.11
Shortcut - COVID-19 Info	
Hillcrest Command Center Printer	
Thornton Command Cente...	
Topaz - Com Port 9 Project	
Topaz - Sigplus OCK COM9	
Passcode for Sharp Healthcare	19.10.1
SnapComms 19.10.2131.0 Install	SnapComms 19.10.2131.0
TCIPA 4.3.5	Third eComm 4.3.5
Shortcut - StatRep	
Outlook Disable Team Calendars	Microsoft
PatientSafe Web Shortcuts	
Adobe Acrobat Pro DC	Adobe
Quest Q265 Profile Repair Tool	
UPLAN Microsoft Office Project Pli...	UPLAN
UCSD Health DHCP Tag	
PuTTY release 0.70 (64-bit)	0.70
7 Zip 18.06	High compression ratio
Citrix Receiver 4.9.3 LTSR - Admi...	Citrix 4.9.3 LTSR
Microsoft Office 2016 (32-Bit) Inst...	Microsoft 2016
Nurse Call Hillcrest	
Microsoft SharePoint Desig...	Microsoft 2019
Duo for Epic	Duo for Epic

6. Then select **Install**.



Software Center

UC San Diego Health

Applications **1**


Updates

Operating Systems

Installation status

Device compliance

Applications > Application details

 Adobe Acrobat Pro DC

Published by Adobe

[Uninstall](#)

Installs Adobe Acrobat Pro DC. This installation requires a UCSD Health Adobe ID Account in order to sign in. Please use `username@health.ucsd.edu` to sign into Adobe Acrobat Pro DC.

Status: **Installed**
Date published: **Not specified**

Restart required: **Might be required**
Download size: **1905 MB**
Estimated time: **10 minutes**
Total components: **1**
Date Modified: **5/22/2020**

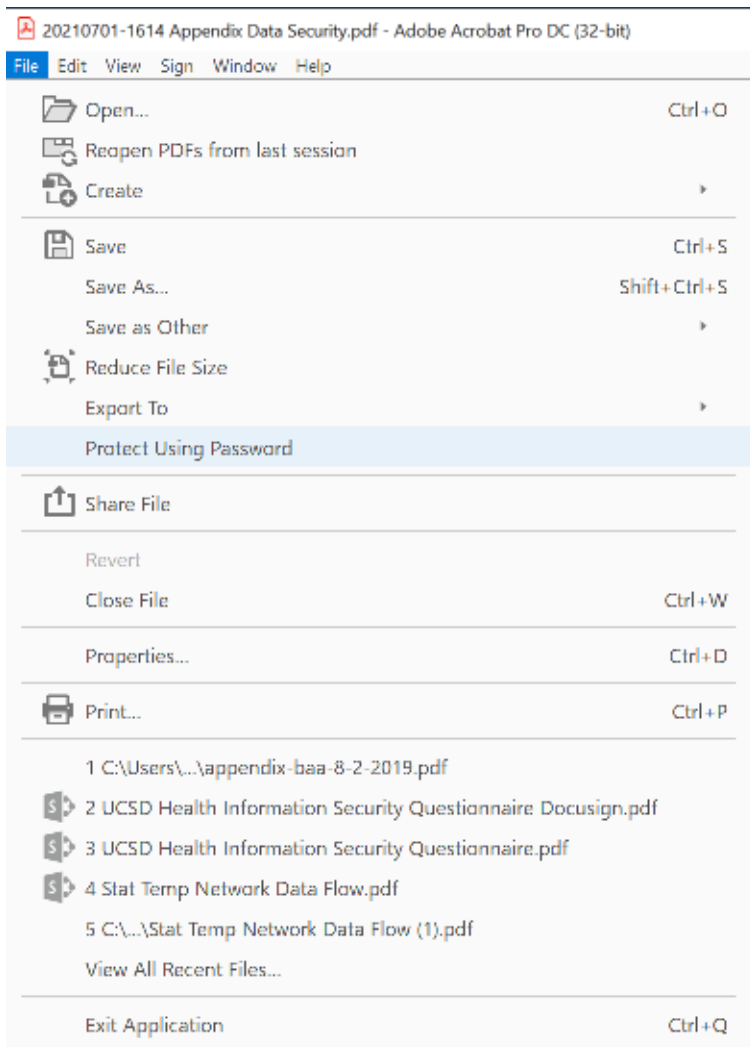
Affiliates and temporary staff who may need access should speak to their manager for approval to purchase software licensing.

ENCRYPTING FILES IN ADOBE ACROBAT PRO DC

Once you have a .pdf open in Acrobat Pro DC, you can encrypt the file with password. Select:

1. **File**

2. Protect Using Password



3. In the dialogue box that opens,

1. Click **Viewing**
2. Pull down **Advanced Options**
3. **Confirm Encrypt With Password, which should be the default, is highlighted.**
4. **Enter a password and click Apply.**

