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Amazing Adobe Acrobat 6.0

Somewhere in the mid-'90s, I heard the term "paperless office."

Is this a myth? To date, it has been. Even with the increased usage of electronic mail (vs. paper), we actually use more paper now as we print our emails and the pages that hit our fax lines every day.

But there is a light at the end of the computer-world tunnel and it has Acrobat written all over it.

Okay, so maybe that's a lot of pressure on one software program, but the new Acrobat 6.0 from Adobe sets us in the right direction for an office that's lumber-byproduct free.

Using the PDF format as its base, Adobe's new Acrobat 6.0 comprises an entire line of programs for generating, editing, collaborating on, and protecting these files.

Now most people will say they already have Acrobat on their computer and may even have the latest version 6.0 on their desktop—through a free download.

So why purchase Acrobat 6.0?

What you and about 60 million other computer users have is Acrobat Reader. This program only allows you to view the PDF file and print it.

The latest version of 6.0 software helps you create PDFs far more simply than in previous versions. PDF is now an option on the Print menu of any application installed on your system. To make your life easier while working in MS Word, Excel, and PowerPoint, Acrobat now places an icon on

your toolbar, for one-step PDF creation.

How easy is Acrobat to use? If you can print a document in a Windows or Mac environment, you already know how to use Acrobat; it's that simple. Acrobat becomes one of the printer drivers available to you in Windows and Mac.

Two flavours are available: Standard and Professional. For those about to embark on e-filing for the BC Land Title system, Standard will do you just fine.

Professional adds the ability to create your own forms. You can take any form you currently use in your office, from a file or a scanned-in form, and have it create a fillable PDF form that you can use on your Website or send to clients.

The main beauty of Acrobat is *what you won't have to deal with*—incompatibility with various offices and different computers. Acrobat sets out to standardize the fonts and page layouts so your document looks the same to everyone who views it.

For example, if you were to convert a Transfer Form A into PDF format and email it to another practitioner, he or she would be able to open the file, view it, and print it in the exact same format and font in which you had created it.

Many Notaries and lawyers with whom I have spoken say they are already

taking advantage of Acrobat's advanced format retention feature by emailing documents to other offices. They say it saves time and money over couriering documents and is many times better than faxing them. Have to love those fax headers!

With version 6.0, the use of 128-bit encryption and digital signatures has now finally hit its stride. E-filing of land title documents depends on these two features. Once a Notary or lawyer applies his/her digital signature to the document, it is "locked" and "frozen in time." If the document is ever altered, Acrobat will clearly show you what and where changes were made after you had locked the document. This excellent security feature offers peace of mind for those who will eventually rely on the paperless world. ▲

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