

GUIDE

# Transform static PDFs into intelligent document experiences with PDF Spaces.

Adobe Acrobat Studio



AI Assistant

Summarize this contract |



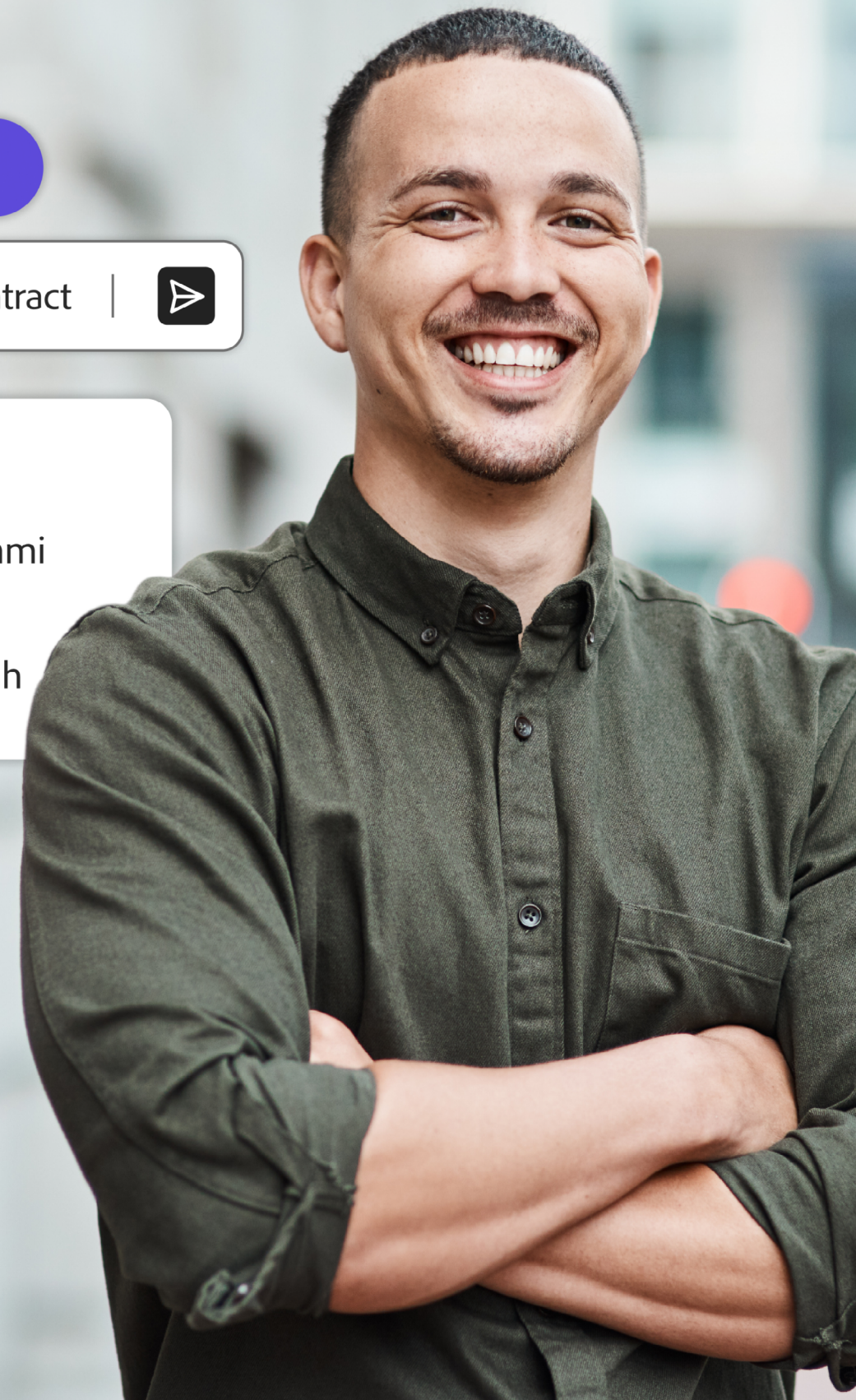
Invite People



Tammi



Noah



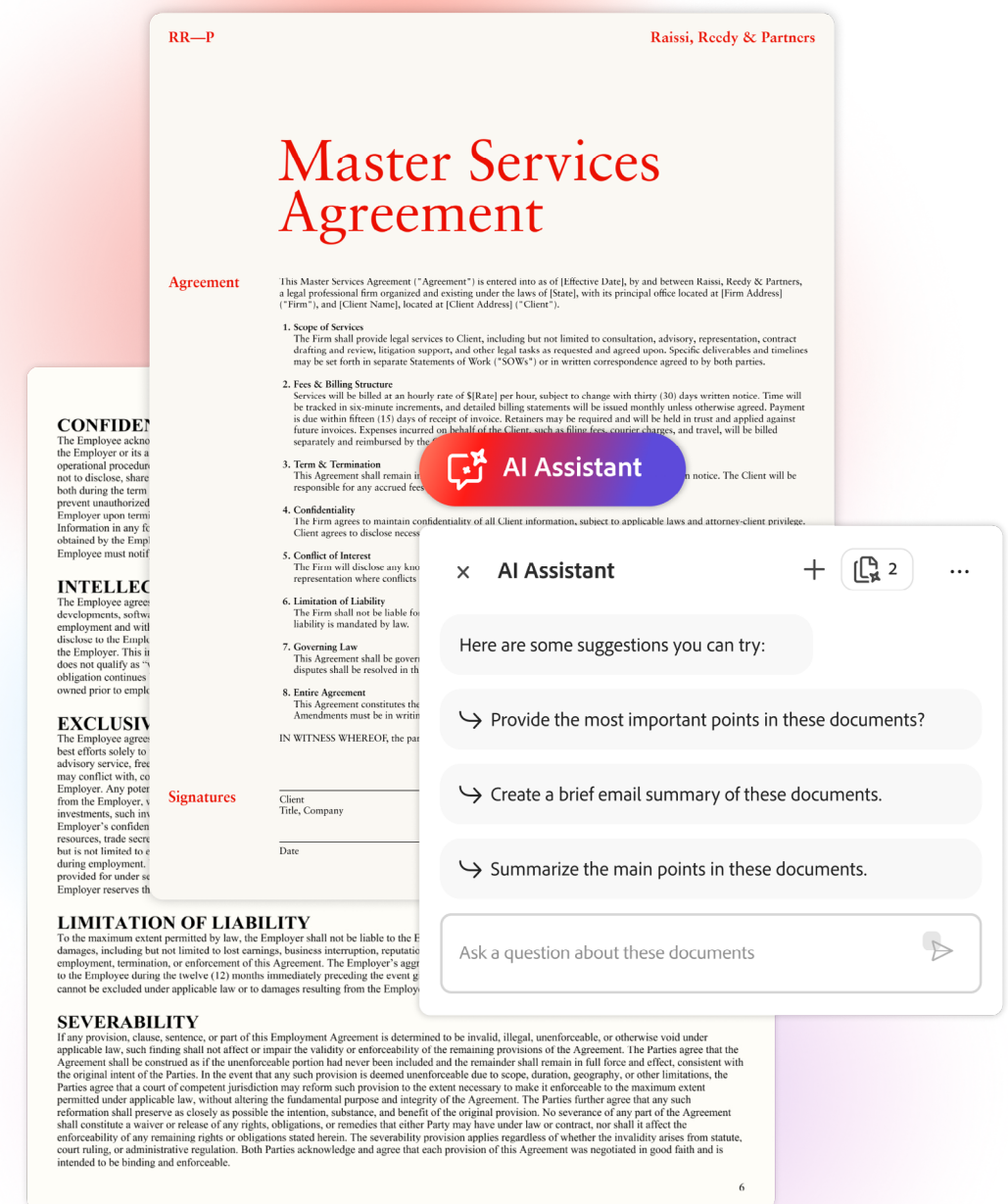
# Document-heavy workflows used to be hard.

No one, in any business, has ever looked forward to receiving a crush of lengthy documents that needed accurate analysis on a tight deadline. Poring over contracts, parsing financial data or complex proposals, and trying to draw connections between disparate documents generally meant long hours — and longer wait times before anyone could use the key takeaways that would inform logical next steps.

## Lighten your workload with PDF Spaces.

AI-powered Adobe Acrobat Studio sets a new standard by solving the problem of too many documents and too little time. PDF Spaces changes how you collaborate by bringing together various document types, context, and stakeholder feedback into one AI-powered workspace that lets you conversationally interact with your documents and provide secure, intelligent team-sharing capabilities.

With all your documents available in one space, you and your collaborators can easily analyze, extract info, and leave feedback directly in your document set with full context and accuracy.

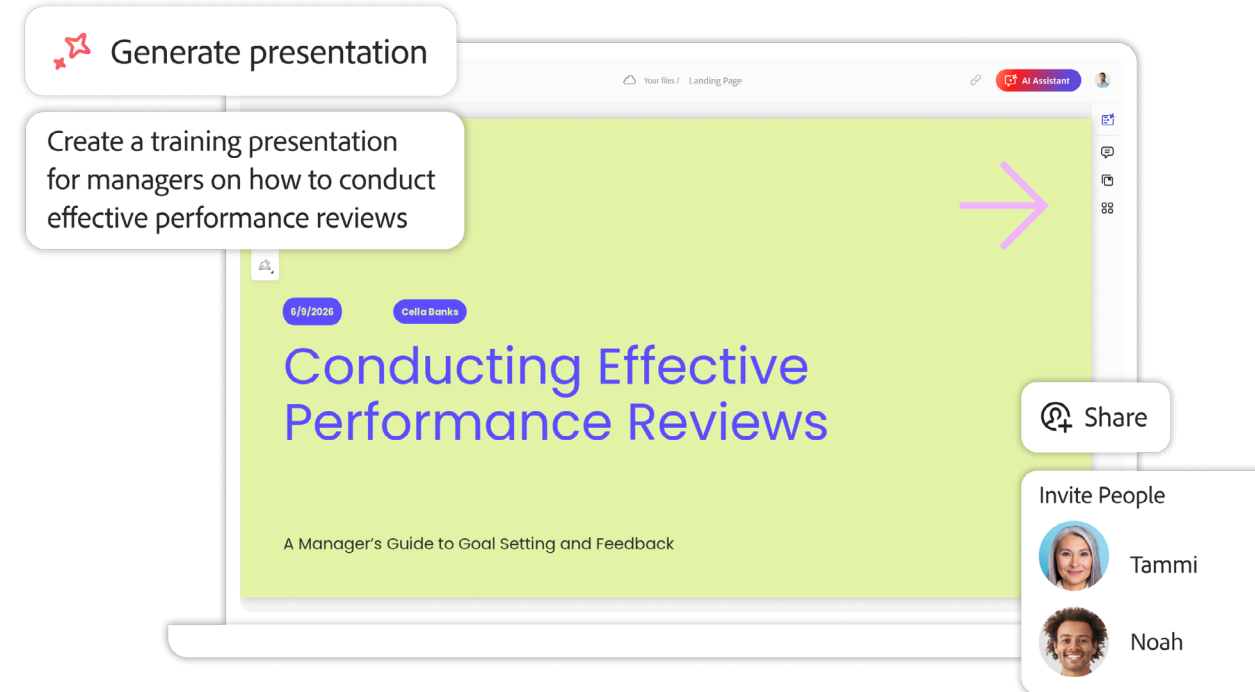


# A new kind of document workflow.

PDF Spaces helps you and your team align faster and reduce time-consuming manual work, so you can focus on actions. Share your PDF Spaces with colleagues for even greater efficiency and accuracy. Now, instead of having documents in folders or downloads and feedback in emails or chats, your files and feedback are all in a single, unified place, so your team stays (literally) on the same page.

PDF Spaces turns document workflows into a new kind of experience with features that include:

-  **Consolidated files:** Combine up to 100 files of various formats (PDF, DOCX, PPTX, XLSX, TXT, etc.) into one workspace.
-  **Specialized assistants:** Choose from prebuilt AI assistants tailored for critical thinking, learning support, or creative brainstorming — or create your own custom assistant.
-  **Interactive chat interface:** Extract instant insights, derive key information, summarize content, compare documents, or generate new content.



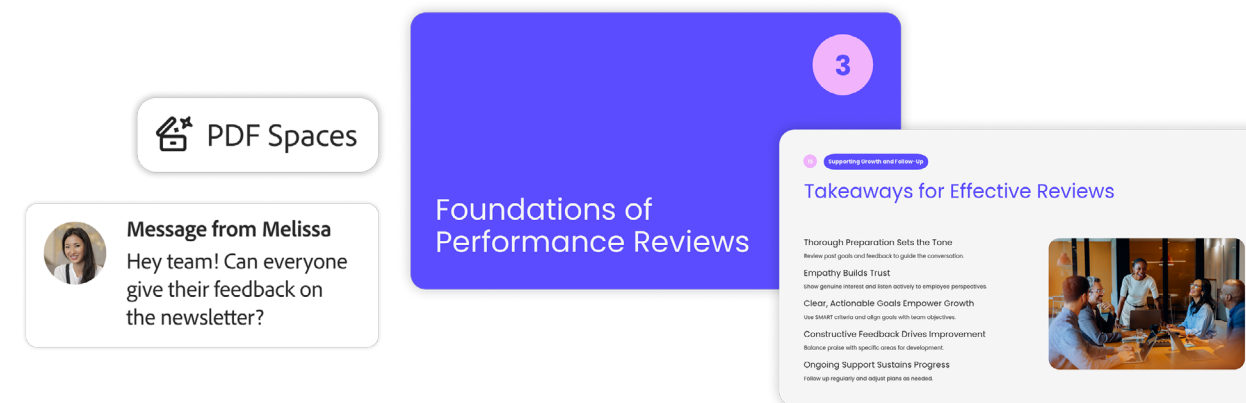
-  **Clickable citations:** Easily confirm that your AI insights are accurate, with citations that highlight the specific sentence in the source document.
-  **Collaboration:** Share your PDF Space for review and feedback with others, including your notes and AI assistants, to ensure everyone is aligned from start to finish.

# A secure space for all your documents and collaborators.

PDF Spaces contains secure, interactive workspaces wherein teams can curate documents, preserve context, and manage how they share, review, and move work across their organization without switching tools. Built for smoother collaboration and clearer communication, teams can gather feedback, add insights, and refine ideas in one place to stay aligned and make better decisions.

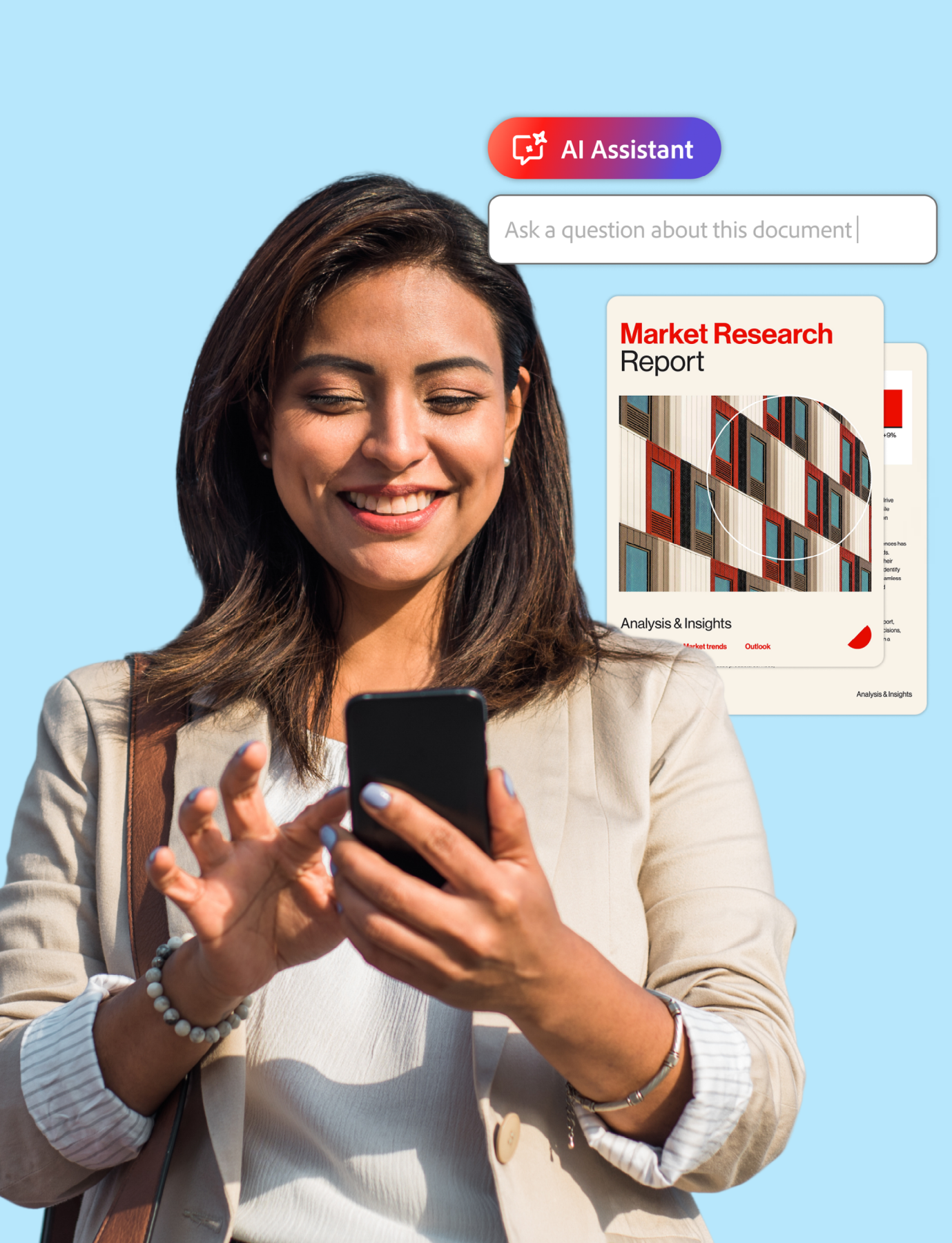
Once you've created a PDF Space with a project's files, notes, and links as a single source of truth, you can apply different permission levels to easily control how team members, contributors, or stakeholders engage:

-  **Private PDF Space:** Invite specific people via email, ideal for confidential or early-stage work.
-  **Sharing for view:** Viewers can chat with AI assistants to summarize, ask questions, or extract insights, and view files and notes.



-  **Sharing for review:** Reviewers can chat with AI assistants, add comments, or add files to the space.
-  **Contributors:** Ideal for teammates actively shaping the project, contributors can add, update, or delete project content, including files added by owners and the notes they create.
-  **Public PDF Space:** When you need to share learning resources or public-facing material, set the PDF Space to public so it's available to anyone with the link.

Owners of PDF Spaces control access and participation and can unshare a space to revoke access instantly or delete it entirely when the project is complete. Owners can also see who currently has access, easily adjust permissions, and monitor recipient views to see who has viewed the space.



# Customizable and interactive experiences with AI assistants.

Working with documents was once a static experience. AI assistants in PDF Spaces now turn document workflows into live, AI-powered conversations that are customizable according to tasks, desired outcomes, or audiences.

Choose from three AI assistants according to tasks such as Analyst, Instructor, or Entertainer, or create a custom assistant with instructions tailored for specific workflows, such as contract reviews or HR policies, to help shape your responses. You can also have AI Assistant prepare summaries designed for executives or key stakeholders who want a more focused view.

For deeper insight, add Knowledge Base collections to your PDF Space. This brings your organization's broader document knowledge into the conversation.

# Streamline sales workflows.

The power of PDF Spaces benefits every team by letting AI take on a variety of time- and labor-intensive tasks, like:

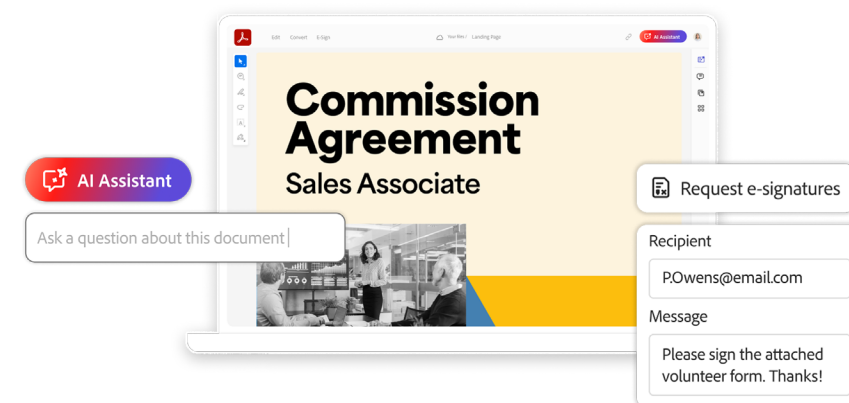
- Summarizing, comparing, and extracting key details from documents
- Uncovering trends, analyzing data, and simplifying complex content
- Turning insights into polished, on-brand presentations, videos, social assets, and more
- Eliminating the need to switch between multiple files and tabs by keeping files, notes, and insights in one place that's accessible from anywhere

## Empower teams with PDF Spaces.

Sales teams have a workflow that relies on gathering information and insights from a variety of documents, such as reports, contracts, industry analyses, webpages, and so much more. They not only need to synthesize all that information — they also need to turn it into tailored, compelling content for pitches, presentations, and product releases.

PDF Spaces can help sales teams by:

- Creating messaging, pitch decks, competitive positioning, and leadership overviews for sales kickoffs and enablement releases
- Creating curated pre-reads combining account insights, risk analyses, expansion plans, and financial summaries for driving internal decisions on account-strategy packages
- Delivering polished, branded proposals combining pricing, security documentation, and executive summaries for prospects or existing customers



# Make marketing more impactful.

From launch strategies to consistent messaging and maintaining brand integrity at scale, marketers rely on accurate insights and streamlined workflows. Let PDF Spaces accelerate and enable marketing teams for success.

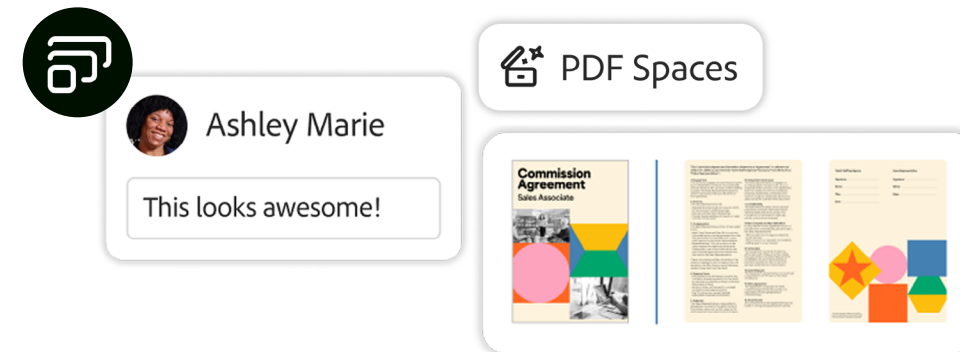
**Campaigns and content distribution.** Instead of sending multiple PDFs, bundle everything into a single space to control the narrative — what people see first, how they progress, and the context they get along the way.

Built-in notes, such as Start Here and Key Takeaway, help frame each asset, while the AI assistant can answer questions or highlight key points, making it easier for prospects to engage without needing a live walkthrough.

**Product launches.** PDF Spaces can act like a lightweight content hub. Package launch decks, data sheets, messaging frameworks, and FAQs. The AI assistant can help explain new features or answer common questions, reducing friction for both customers and internal teams.

**Partner and enablement materials.** When teams work with partners or colleagues, content needs to be distributed quickly. A PDF Space keeps everything centralized and consistent, so everyone is aligned on messaging and materials. Notes can clarify how to use each asset, while the AI Assistant helps reinforce key points.

**Executive and stakeholder communications.** For high-stakes audiences — such as executives, investors, and board members — presentation matters. A well-structured PDF Space feels more curated and polished than a batch of attachments, and it ensures messaging lands clearly.



# Power strategic communications effectively.

Leadership across business strategy and finance needs communications that are accurate and easy to consume.

PDF Spaces empowers teams by:

- Compiling accurate pre-reads focusing on strategy and financials tailored to executive boards to accelerate alignment
- Securely sharing information around strategies, targets, investment priorities, and functional plans with leadership teams
- Delivering quarterly results and supporting materials as guided experiences for greater clarity to investors or analysts

## Discover the difference with PDF Spaces.

PDF Spaces brings files, context, AI-powered insights, and feedback into a single shared workspace, so teams can collaborate with clarity and stay aligned.



With PDF Spaces, static documents become intelligent experiences that both creators and audiences can interact with. Discover how PDF Spaces takes your business document workflow from comprehension to creation.

[Learn more](#)



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