



Safeguard documents at every touchpoint.

Fortify file protection, compliance and accessibility.



Table of contents

Crucial considerations for document security.....	3
Support document security across the organisation	4
Stay current on evolving standards and laws.....	5
Secure crucial documents with best-in-class solutions	8
Advance security, compliance and accessibility with automation ...	9
Enable enterprise-grade security and efficiency	10

Crucial considerations for document security.

In today's hybrid workplace, keeping digital documents secure is more important than ever. Adobe estimates there are currently over 3 trillion PDFs in the world, and the sheer amount of files – combined with disparate access methods across business and personal devices, networks, clouds, apps and services – makes safeguarding business-critical documents difficult. Managing multiple tools can also create an IT burden, costing your team both time and money.

Security threats range from accidental leaks and system vulnerabilities to intentional data breaches, hacks and phishing attacks. Unprotected PDFs increase the risk of stolen intellectual property, personally identifiable information and confidential data – leading to not only severe financial consequences but also reputational damage and impacted trust.

Another crucial component to consider is adherence to industry regulations, legal requirements, security frameworks and contractual terms. Documents that don't meet compliance standards create legal risks with potentially large penalties. Digital accessibility laws are also expanding worldwide, and failure to fulfil these requirements can result in expensive lawsuits and the exclusion of key employee and customer groups.

Though it's impossible to thwart every document security threat, the appropriate tools significantly decrease the likelihood of both unintentional and malicious breaches – minimising their potential impact. Moreover, digital solutions streamline compliance with external regulations and standards and support digital accessibility.

Adobe Document Cloud for enterprise – which includes Adobe Acrobat, Acrobat Sign and Acrobat Services – features a robust, multi-layered approach to document security designed to address unique challenges that large organisations face related to safeguarding valuable information and satisfying stringent, ever-evolving regulations. As a unified solution for creating, consuming, reviewing, approving and protecting files, Document Cloud for enterprise empowers teams to keep business moving efficiently and confidently.

This eBook will explore how organisations can use Document Cloud for enterprise to mitigate security risks across document lifecycles, meet compliance requirements and provide accessibility for all users.

Adobe estimates there are currently over

3 trillion PDFs

in the world.

Source: Abhigyan Modi, "Celebrating 30 Years of Digital Transformation with Adobe Acrobat", Adobe Blog, 15 June 2023.



Support document security across the organisation.

PDFs are central to business operations in the world of hybrid and remote work – in 2022, users opened over 400 billion PDFs and processed more than 8 billion electronic and digital signature transactions with Adobe solutions.

Streamlining these document-related processes is vital, especially as organisations expand and take on new clients. Guarding against increasing phishing attacks and verifying the integrity of PDFs and Microsoft 365 file attachments are paramount to protecting company data and avoiding risk.

As the leader in secure digital document collaboration for over 30 years, Adobe offers a comprehensive document protection approach to cover the wide range of security challenges that organisations face today. This multi-layer model includes the following:

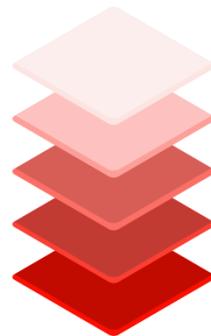
Adobe security

Solution-specific security features

Information protection

Access control

Secure link sharing and cloud storage



These security layers create a powerful approach that allows organisations to design the security strategy for their documents based on specific industry and compliance needs.

Adobe's document security solutions are globally recognised for industry-leading innovations and powerful integrations, with Microsoft naming Adobe as its 2023 Security Independent Software Vendor (ISV) of the Year.

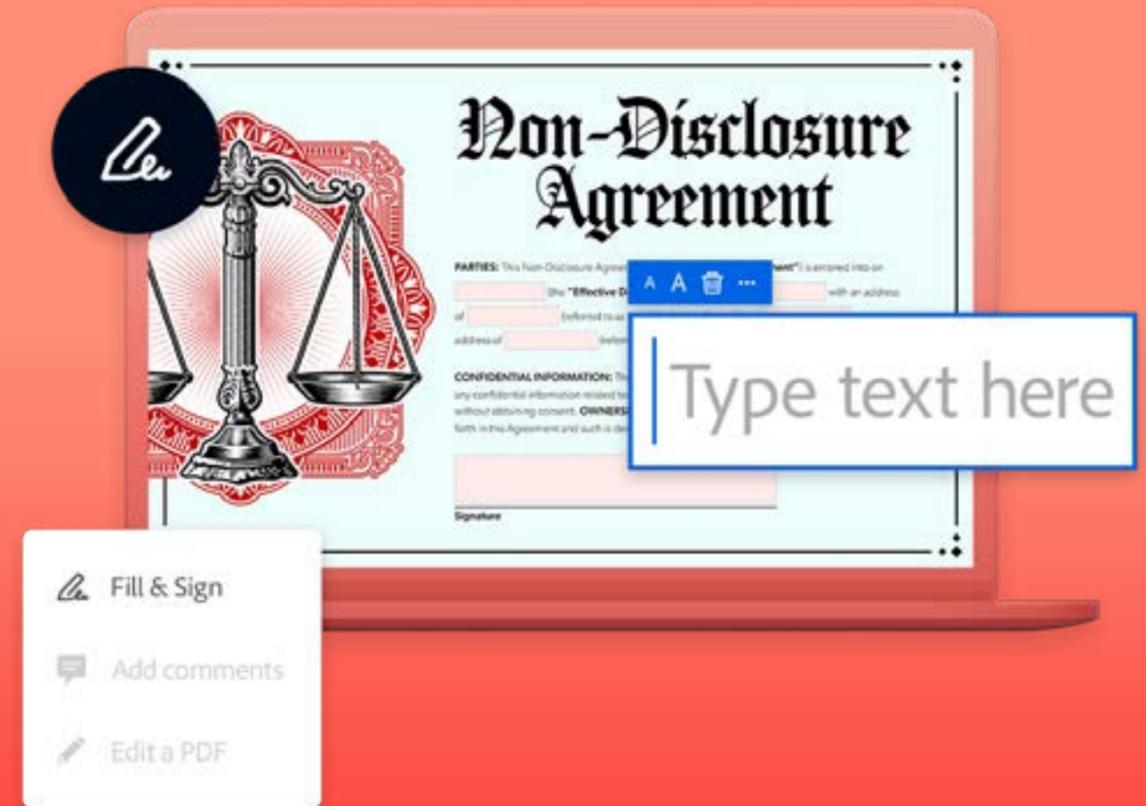
- **Adobe security.** Adobe security is committed to creating and updating products to be resilient against ever-changing cyberthreats. Document Cloud for enterprise solutions undergo rigorous testing throughout the Adobe Secure Product Lifecycle, from design and development to quality assurance and deployment. Adobe commits to ongoing threat intelligence and monitoring, vulnerability scanning, prompt incident response with 24x7 threat responders, reliable updates and transparent communication. Organisations can trust that Adobe strives to do its part to protect sensitive information and reduce risk.
- **Solution-specific security features.** Adobe Acrobat includes advanced protection features such as Protected Mode and Protected View to help ensure PDF privacy within a restricted environment called a sandbox. It also provides enhanced security controls like JavaScript permissions and options to allow or block links and attachments.
- **Information protection.** To support the safety of business data, Document Cloud for enterprise solutions feature encryption and password-protection capabilities so that only the intended recipients can read certain content. Teams can secure documents with certificates and redact sensitive information and metadata as needed. Integrations with Microsoft Purview Information Protection (MPIP) and automations like the Adobe PDF Electronic Seal API offer another level of security to verify document integrity and help accelerate the process.
- **Access control.** Organisations can direct their documents to the right people thanks to permission specifications within Adobe solutions. Teams can oversee user identities and authentication with enterprise mobility management, single sign-on options and the ability to specify trusted content and locations.
- **Secure link sharing and cloud storage.** Accessing, sharing, reviewing and storing files is simple with cloud storage, enabling users to work with cloud links rather than attachments. Adobe cloud storage offers regional data centres in North America, Europe and Japan with data residency, security and regulatory compliance. Integrations with credible storage solutions like Microsoft SharePoint and OneDrive, Google Drive and Box allow organisations to take advantage of existing technology investments and speed up document management with familiar software.

Stay current on evolving standards and laws.

Adobe Acrobat and Acrobat Sign provide compliance checks that give business leaders more peace of mind about keeping their documents in line with laws and industry requirements. As the world's leading PDF and e-signature tools, these solutions are designed to be flexible and adaptable to expanding regulations – wherever you do business.

Since e-signature laws vary by country and industry standards continually change, Acrobat and Acrobat Sign allow you to standardise and customise controls so you can spend less time worrying about compliance and more time focusing on high-value business tasks. The solutions meet International Organisation for Standardisation (ISO) 32000 standards for electronic document exchange, as well as specific regulations like General Data Protection Regulation (GDPR), Health Insurance Portability and Accountability Act (HIPAA), Family Educational Rights and Privacy Act (FERPA) and Gramm-Leach-Bliley Act (GLBA). Acrobat also supports National Institute of Standards and Technology (NIST) requirements for data protection with encryption via the Federal Information Processing Standard (FIPS) 140-2 mode.

Acrobat Services also helps organisations provide inclusive, user-friendly document experiences with automation. These tools streamline the document remediation process and help keep files compliant with accessibility laws. As organisations update documents to make them easier for anyone to read, they can use the Adobe PDF Accessibility Auto-Tag API to apply content tags for assistive technologies like screen readers – accurately and at scale.



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“ Acrobat Sign was a perfect match for our business requirements for security and ease of use. It was easy to create an interface with our [electronic document management] system and thus provide an optimum employee experience.

François Houdeau, IT Delivery Manager, BMW Group France

Manage compliance controls to reduce risk and drive results.

With around 1,000 employees across four units, BMW Group France needed a digital document and e-signature solution that it could roll out internationally and use to support data security and compliance with GDPR and the electronic identification, authentication and trust services (eIDAS) regulation. It turned to Acrobat Sign, partnering with Adobe to modernise its workflows and bolster document security.

“Acrobat Sign was a perfect match for our business requirements for security and ease of use,” says François Houdeau, IT delivery manager of BMW Group France. “It was easy to create an interface with our [electronic document management] system and thus provide an optimum employee experience.”

By adopting Adobe’s enterprise e-signature solution, BMW Group France reduced signing time from a month to one or two days and streamlined the contract management process. It also cut compliance risks by assigning controls in Acrobat Sign, using the solution to seal documents with greater confidence.

“This is crucial from a legal point of view, as we can be confident that all the pages have been initialled and that no schedules are missing. We know who has signed and when,” says Carole Payan-Kokkinos, senior legal counsel of BMW Finance Group at BMW Group France.

These security measures have enhanced the organisation’s reputation, increased productivity throughout document lifecycles and instilled trust in new stakeholders. “Implementing e-signature with Acrobat Sign was essential in respect [to] our competitors,” says Marie Chauland, broker sales manager of the Alphabet division of BMW Group France. “It enables us to respond to our business finders very quickly and demonstrates the group’s confidence in this fast-growing sector.”

BMW Group France plans to expand the e-signature solution at a European level, aligning processes with strategic goals and strengthening user authentication.

Safeguard sensitive information.

Adobe Acrobat is uniquely equipped to drive the secure exchange of confidential information through digital documents. Many industries, like the financial services sector, demand daily transactions that meet strict regulations and guard against the unauthorised exposure of personal data.

Sturbridge Capital, a private equity firm that manages over £328 million in assets, adopted Adobe Acrobat as a solution to simplify PDF protection and integrate with Microsoft Purview Information Protection. The firm already used Microsoft apps to generate sensitive documents, but it needed to streamline the process of sharing and collaboration via PDFs. External stakeholders couldn't access protected files without installing plugins, and getting everyone on the same page was difficult due to limited time and training resources.

By folding Acrobat into its workflows, Sturbridge Capital consolidated information protection into three clicks – making it easier for employees and partners alike to secure and access documents. The integrated solution also supported safe exchanges of data across the different factors of a hybrid work environment.

“With Microsoft and Adobe, our document protection has gone from low to almost infinity. Life is simple and easy for everyone, and it just works,” says David Poirier, vice president of operations and IT at the firm. “It is easy and convenient for our users while providing the stringent protections demanded by customers and financial industry regulations.”

Poirier says the intuitive framework and storage controls within the Information Protection system allow users to work with documents easily – without worrying about complexity on the backend. “[We] were able to adopt it at our scale, affordably deploying and configuring the solution and quickly exceeding adoption goals. That speaks to just how well it is done.”



Secure crucial documents with best-in-class solutions.

Document Cloud for enterprise offers holistic security and compliance features intended to get to the root cause of issues rather than only managing the symptoms. These powerful tools help ensure sufficient coverage and configurations across document workflows, establishing an effective and secure-by-default foundation from which organisations can grow and deal with potential threats.

Here's a closer look at a few of the most important features that fortify your digital document processes:

- **Secure, modern PDF features.** The dynamic infrastructure in Acrobat allows users to share files, collect comments from multiple people, manage passwords and permissions, unlock files and compare versions. Teams can edit, convert, share and sign PDFs on the go with mobile capabilities and streamline workflows with templates and branded experiences.
- **Integrations across everyday apps.** Collaborating on files is a smooth, connected experience with prebuilt integrations between Acrobat, Acrobat Sign, Acrobat Services and software like Microsoft 365, Salesforce, Workday and Google. Jumping between apps is unnecessary in this ecosystem, saving organisations valuable time and simplifying processes from start to finish.

Teams can create and share PDFs within tools like Microsoft Word, PowerPoint, Excel and Teams. Users can also apply Microsoft Purview Information Protection sensitivity labels to help safeguard confidential data and connect the PDF Services API in Acrobat Services with Microsoft Power Automate to create workflows to their liking with little code.
- **Advanced PDF protection.** With Protected Mode in Acrobat, users can process all images and PDFs and execute JavaScript using sandboxing application processes to limit vulnerabilities and keep workflows within a trusted environment. Protected View offers similar restrictions, enabling only basic navigation within a sandbox.

Acrobat puts PDF protection in your teams' hands, providing customisable trust preferences around enabling or disabling JavaScript, preventing attachments from opening other files and launching applications, and setting warnings around accessing file types that are blacklisted.

- **Identity verification.** Through the Digital Identity Gateway in Acrobat Sign, organisations can select an identity authentication method from a wide variety of pre-configured third-party digital identity providers. Email authentication and two-factor authentication options also help ensure signature integrity. Organisations can choose methods that require government-issued IDs, such as a driving licence or passport, for an additional layer of vigilance.

Organisations can also apply the secure digital equivalent of a rubber stamp on paper using the Adobe PDF Electronic Seal API. The e-seal is backed by a digital certificate and hosted by a Cloud Signature Consortium (CSC) compliant trust service provider (TSP), ensuring the organisation's identity in digital documents.
- **Asset reclamation.** When users leave the organisation, the Adobe Admin Console makes it easy to oversee licences and reclaim assets. No need to worry about inactive accounts or unauthorised access – it's quick and simple to remove users and transfer assets.

Advance security, compliance and accessibility with automation.

Automation allows organisations to accelerate everyday tasks across the document lifecycle at scale with greater assurance that their data is secure and aligned with industry regulations. For example, generating common invoices or employee letters – like performance reviews and compensation updates – can become a heavy lift when creating documents manually for each employee. These documents also include sensitive financial information that should not be edited or accessed by everyone. With the Adobe Document Generation API and Adobe PDF Services API in Acrobat Services, organisations can use standard templates to automatically input data stored in HR systems and prevent changes and unauthorised access with password protection.

With the PDF Electronic Seal API, organisations can automatically apply “e-seals” to secure documents even further. These seals use digital certificates, like images or text blocks, to help ensure document authenticity and detect any tampering – helping teams to authoritatively authenticate identities and scale e-signing securely.

Another urgent priority related to document security and compliance is digital accessibility. Today, around 16% of the total population experience significant disability. Organisations need to approach PDF processes with accessibility in mind – not only to support inclusivity but also to adhere to growing legal requirements.

Adobe supports universal PDF accessibility through automated tagging and enhanced file reading and signing experiences. See the sidebar to discover more about three specific accessibility features within Document Cloud for enterprise.

Supporting PDF accessibility for all.



ADOBE PDF ACCESSIBILITY AUTO-TAG API.

Scale PDF accessibility more accurately powered by automation. This tool automatically detects content types, labels them to support assistive technology like screen readers and helps teams check compliance quickly. It identifies document structure tags to indicate the reading order and accelerates the tagging process with assigned document workflows and tagging options.



ADOBE LIQUID MODE.

This feature optimises PDFs for smaller screens, creating a more readable format. Thanks to responsive content pages in Liquid Mode, users can zoom in on files to make the text appear larger on a smartphone or tablet and meet their needs.



ADOBE ACROBAT ACCESSIBILITY SETUP ASSISTANT.

Assigning accessibility preferences is a simple process with the Acrobat Accessibility Setup Assistant. The tool provides onscreen instructions and dialogue boxes for configuring settings for assistive software and devices.

Acrobat also features an Accessibility Check tool that allows organisations to verify compliance with accessibility standards and review the reading order and text-to-speech conversion accuracy.

Enable enterprise-grade security and efficiency.

As organisations expand and navigate the hybrid work environment, leaders must strengthen digital document security to protect valuable data, reduce legal risk and help ensure compliance and accessibility. Digital document workflows are indispensable to information exchanges today, and adopting solutions that are connected and capable of scaling is key to success.

Adobe Document Cloud for enterprise is ideal for tackling today's security challenges. With a full suite of document protection and compliance features, organisations can reinforce document safety and verify that the correct people, processes and technology are in place. Leaders can trust that their files meet the highest security standards – and get business done more productively.

Adobe Acrobat, Acrobat Sign and Acrobat Services empower organisations to scale processes at every touchpoint while reducing risk and saving resources. With the solutions' multifaceted approach and integrative capabilities, teams can maximise their return on investment while minimising administrative and management burdens.

Dial up your document security to deliver reliable results for your organisation.



Adobe can help.

As the inventor of the PDF and a trusted global leader since 1982, Adobe equips organisations with powerful, modern solutions for complete document management. Adobe's PDF and e-signature tools simplify processes at scale – without sacrificing security.

Adobe Document Cloud for enterprise helps teams maximise their technology investment and drive revenue by enabling secure and compliant processes, efficient workflows and enhanced collaboration across teams, locations and devices. With Adobe Acrobat, Acrobat Sign and Acrobat Sign Services, organisations can unify their document processes and software – integrating with tools they already use, such as Microsoft apps, Google and Dropbox.

[Learn more](#) about how Document Cloud for enterprise can help your organisation drive security, compliance and accessibility.

[Contact us](#)

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