

- 1.) Export as interactive PDF from Word, PowerPoint, Excel, or InDesign CC
- 2.) Finish in Adobe Acrobat Pro DC:

The screenshot shows the Adobe Acrobat Pro DC interface with the Accessibility Report panel open on the left and the Touch Up Reading Order dialog box open in the center. The report shows a summary of accessibility issues, and the dialog box allows for selecting content types and adjusting reading order options.

Check for Alternative text (Yellow box) points to the Accessibility Report panel.

Learn More (Purple box) points to the Accessibility Report panel.

Check Tags (Red box) points to the Touch Up Reading Order dialog box.

Run Accessibility Checker (Blue box) points to the Accessibility Report panel.

Check Reading Order (Green box) points to the Touch Up Reading Order dialog box.

Accessibility Report Summary:

- Needs manual check: 3
- Passed manually: 0
- Failed manually: 0
- Skipped: 1
- Passed: 28
- Failed: 0

Detailed Report Table:

Rule Name	Status	Description
Accessibility permission flag	Passed	Accessibility permission flag must be set
Image-only PDF	Passed	Document is not image-only PDF
Tagged PDF	Passed	Document is tagged PDF
Logical Reading Order	Needs manual check	Document structure provides a logical reading