



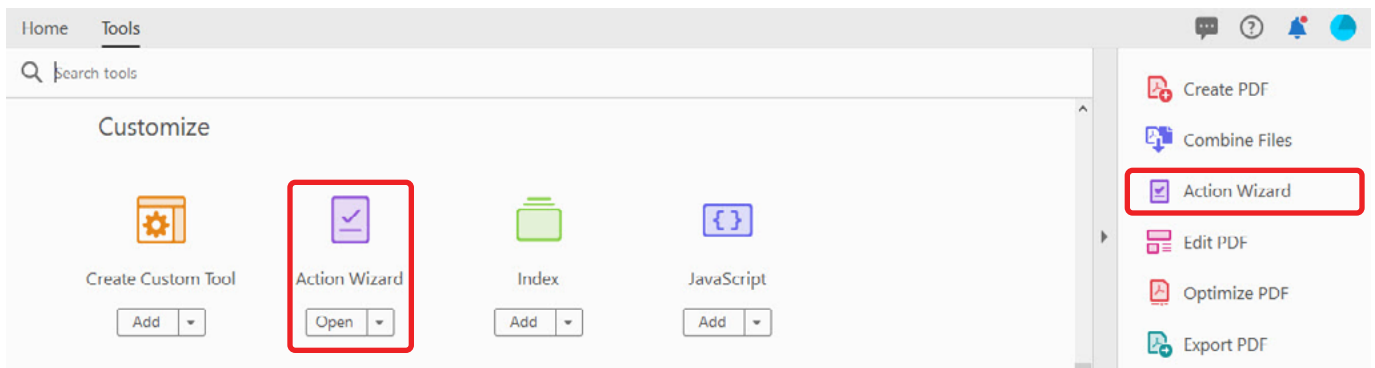
Adobe Acrobat DC

Action Wizard

Available in Acrobat Pro DC only

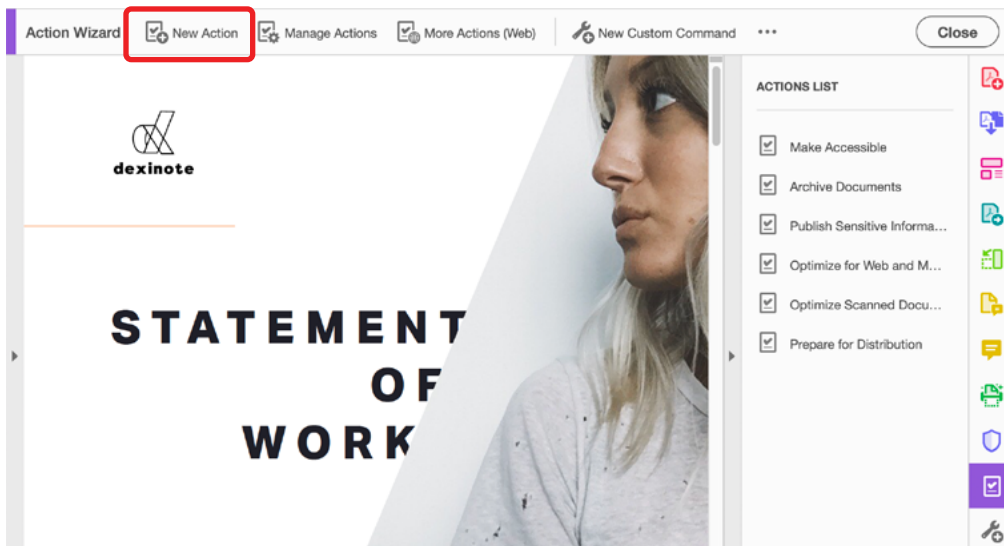
Create an action to automatically apply a set of commands to one or more PDF files.

1. Select **Action Wizard** from the Tools center or right-hand pane.



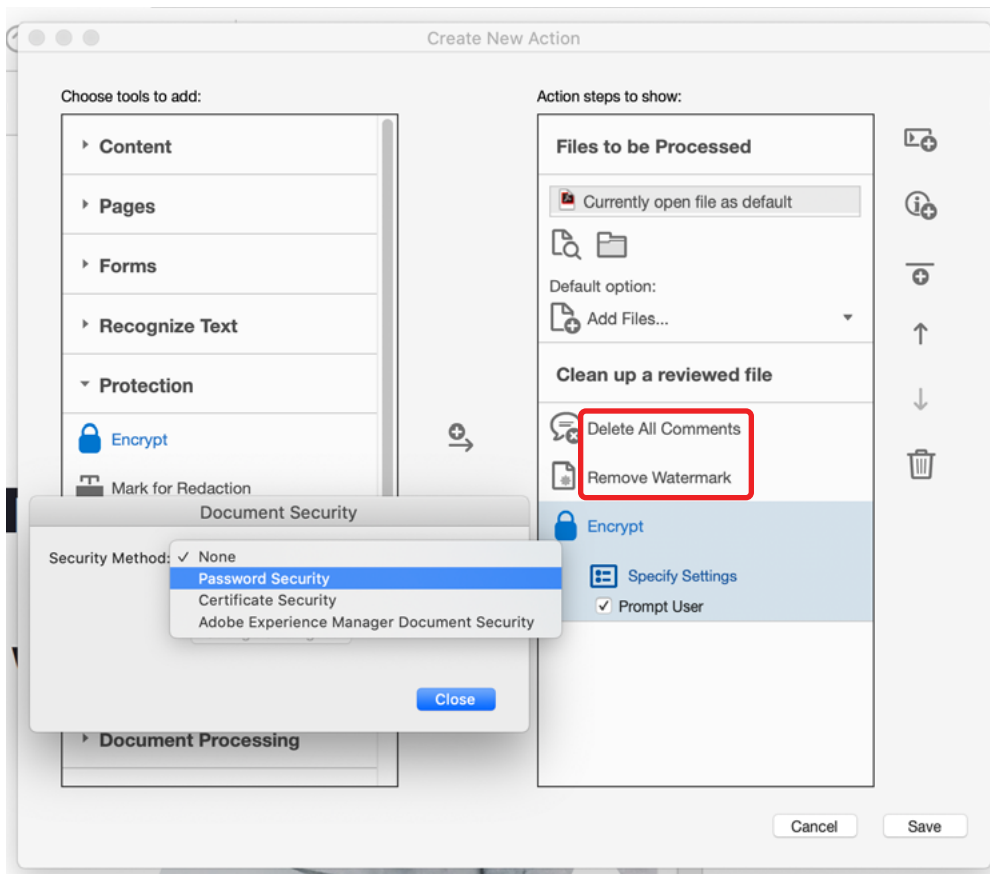
Predefined actions appear in the **Actions List**.

2. Select **New Action** in the top menu to create a custom action.



3. Select a task from the list on the left, then select the center arrow to add it to the right column in the **Create New Action** dialog box.

Settings for each task are pre-determined in this dialog box, or you can prompt the user to make any necessary decisions as the action runs.



4. Select **Save** and name your action so it appears on the **Actions List**.

Now you can run the custom action any time you need to perform those specific series of steps on one or more PDF files.

Learn More

[Using the Action Wizard](#)