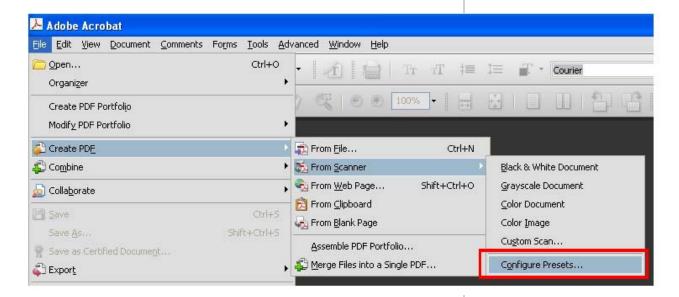# PDF/A in CM/ECF

Creating PDF/A from a scanned document

You may be able to use the scanner's software to create a PDF/A document directly -check the vendor's documentation. If not, use the method below.

If the scanner is connected directly to your computer

If you are using Adobe Acrobat, from the File menu select "Create PDF", "From Scanner", "Configure Presets":

Select the correct device, click the checkbox for "Make PDF/A compliant", and click OK: