

# Adobe Document Cloud and SharePoint

## Now there's a better way to securely share documents and automate approvals.



Managing documents effectively is crucial for any successful organization. In today's digital world, that means connecting documents across workflows to ensure the right people have the right information at the right time. To operate at peak efficiency, employees need instant access to information. And they need to be able to integrate that information seamlessly into existing processes and access digital workflows that make sharing, collaborating, and signing simple.

With Adobe Document Cloud and Microsoft SharePoint, you can simplify content management and automate document approvals across your existing business processes. Document Cloud—which includes Adobe Acrobat DC and Adobe Sign—integrates with SharePoint to make it easy to store all your PDFs in one accessible place, collaborate on them with team members, and connect them to native SharePoint workflows that use built-in logic to accelerate e-signatures inside and outside your organization.

### Make sharing simple

Information is the backbone of your organization. And every department is creating and updating important documents every day. But making the latest versions of those documents available to the employees who need them is no easy task. SharePoint is a secure content management repository that lets you store, organize, share, and access documents in one convenient place. By converting documents to PDF and storing them in SharePoint, you can easily manage, track, and distribute all your content while ensuring everyone in your organization has access to the most up-to-date version.

Acrobat DC desktop software and SharePoint work together to enhance your PDF workflow and simplifying sharing. Convert any document to PDF—even paper—and save it to SharePoint, directly from Acrobat DC. Open and edit any PDF stored in SharePoint right in Acrobat DC, and easily save it back to SharePoint with your edits and comments intact. And even check in and out PDF files from SharePoint to manage versions. SharePoint also supports authentication through single sign-on, so you can control access to sensitive information and ensure you are sharing only with the people you choose.

### Collaboration has never been easier

It's one thing to share documents. It's another to collaborate. These days, team members often work in different locations or on the go, which makes coordinating on projects, sharing feedback, and iterating on ideas much more challenging.

With Document Cloud and SharePoint, not only can you give everyone on your team access to the documents they need in one convenient place, but you can also enable everyone to work together more effectively. Acrobat DC lets you set up shared reviews that are hosted on SharePoint. These collaborative reviews enable everyone you invite to provide feedback and see each other's comments in real time. You can host a single document or merge information from multiple sources on SharePoint into a single PDF. And shared reviews work for both Windows and Mac OS users, so your whole team can participate.

## Automate e-signatures with smart SharePoint workflows

While SharePoint is a great way to manage content across your organization, it also offers powerful preprogrammed workflow capabilities that streamline common tasks. When you [integrate Adobe Sign with SharePoint](#), you can store all your documents, agreements, and forms in one central repository and route any document for e-signature using smart SharePoint workflows. For example, if you create a lot of purchase orders, you can use Adobe Sign and SharePoint to automatically send them to customized lists of approvers based on the amount of the PO. Built-in logic within the SharePoint workflow can determine how to route any document based on its value, type, region, and more. (See the sample workflow diagram below.)

Once you've sent a document for signature, you can track its progress right in your SharePoint folder or list. Or you can set up a page to monitor all your outstanding agreements in one place. Recipients can sign from any device in just a few clicks. Approved agreements can be saved back to the same SharePoint folder or list they were sent from or anywhere else you choose. And you can cancel any agreement that is out for signature at any time.

## Security you can rely on

Businesses around the world trust their critical data to Adobe Document Cloud and Microsoft SharePoint. SharePoint offers best-in-class security with more than a decade of experience building enterprise software and online services.

[Acrobat DC](#) has been engineered from the ground up with privacy and security in mind, providing enterprise-class application sandboxing, system-level mitigations, JavaScript whitelisting and blacklisting, cross-domain access control, and predictable quarterly updates.

Adobe Sign employs industry-standard security practices—for identity management, data confidentiality, and document integrity—to help protect your documents, data, and personal information. All Adobe Sign data and documents are encrypted both in motion and at rest. And [Adobe e-signatures](#) are legally valid and enforceable in nearly every industrialized country around the world.

### Sample approval workflow using SharePoint and Adobe Sign

