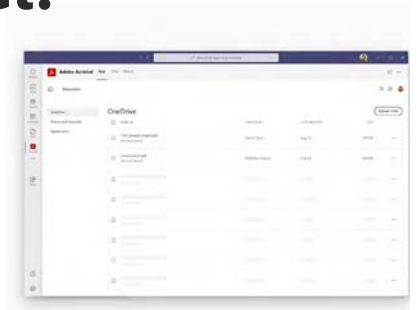Adobe ✕ Microsoft

FEATURE COMPARISON

Manage PDFs in Microsoft Teams with Adobe Acrobat.

Switching between apps slows you down. Stay in the flow with Adobe Acrobat for Microsoft Teams.

- **Share and review** PDFs in Teams directly
- **Collaborate** in real time by commenting and annotating in Teams
- **Get notification of comments** made to PDFs directly in Teams
- **Access PDFs** stored in Microsoft SharePoint and OneDrive in Teams

Adobe Acrobat for Teams can now be the way your organization reads and works with PDFs in Teams. Ask your Teams admin to enable Acrobat so you can access free features such as adding comments, including sticky notes, highlights, and drawings. Additionally, by signing in to your Acrobat Standard or Acrobat Pro account, you can now combine, protect, export, organize, and protect PDFs in Teams.

Acrobat features and availability in Teams

Features	Teams' built-in PDF reader	Acrobat for Teams		
		Free Acrobat, or no Acrobat account, without user sign-in	Free Acrobat with user sign-in	Acrobat Standard and Pro with user sign-in
Enable Acrobat as default PDF reader—Admin action required		✔	✔	✔
Sign in to Acrobat—Users must be signed in to access features			✔	✔
View PDFs—View PDFs directly in Microsoft Teams	✔	✔	✔	✔
Add comments—Include sticky notes, highlights, and drawings			✔	✔
Export PDFs—Convert PDFs into Word, Excel, PowerPoint, and RTF formats				✔
Organize PDFs—Insert, delete, extract, reposition, rotate, and replace pages in a PDF				✔
Compress PDFs—Reduce the size of PDFs for easy sharing				✔
Protect PDFs—Add a password to protect your PDF				✔

Learn how admins can enable Acrobat as the default PDF viewer in Microsoft Teams.

Learn more about upgrading to an Acrobat plan.