

Designing Forms with Adobe

Important Message from CHES as of August 18th, 2015!

“Adobe LiveCycle Designer-11-ES4 is now certified and available for download by Adobe Trusted Agents (TA). If you currently have LC Designer you may upgrade without contacting CHES -- see your TA. Pending CHES requests are also eligible for the new version. New Requests should still be submitted through the License Tracker.”

New Army enterprise licenses for Adobe LifeCycle Designer ES4 11.0 and Adobe LiveCycle Server/Reader Extension ES4 11.0 software, will provide Army wide designers a new integrated forms and digital signature solution in one software package, enabling them to open, fill-in form fields, sign digital signatures, attach documents, and save forms with the Adobe Acrobat Pro or using the free Adobe Acrobat Reader.

For more information, please contact the APD Forms Branch at:
usarmy.pentagon.hqda-apd.mbx.forms-management-branch@mail.mil.

To order:

The Adobe LiveCycle suite of software, and other specific Adobe products listed in the JELA contract under Primary Goods and Services, can be ordered through CHES.

- 1) Go here: <https://chess.army.mil/>, you must login with your CAC.
- 2) Click on the green tab that says, '**Software**', and then select '**Agreements**' under the drop down list.
- 3) Under '**Enterprise License Agreements (ELAs)**', click on the '**Adobe JELA**' link under '**Program Name**'. Here the Adobe Joint Enterprise License Agreement (JELA) explains the specifics of the contract, including, the '**Period of Performance**' and the '**Primary Goods and Services**'.

Ordering Open To: The BPA is open for ordering by the Army, Air Force and DISA, as defined in the Terms and Conditions of the contract. This BPA is also open to Army, Air Force and DISA contractors authorized to order in accordance with FAR Part 51.

- 4) **Ordering Instructions:** Before accessing the Adobe License Tracker below you will need to create to a user profile by registering via SharePoint. This '**SharePoint User Profile instructions**' link is directly above the '**Adobe License Tracker**'.
- 5) Once registered, you can now click on the '**Adobe License Tracker**' link back on the JELA Web page.
- 6) Login to the 'PEO Enterprise Information Systems Web site' via the '**Adobe License Tracker**' link that is listed on the Adobe JELA Web page, which is below the '**SharePoint User Profile Instructions**' link.

Any additional questions about the CHES Web site or more detailed questions about the software can be answered by CHES.

POCs:

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