



Adobe Creative Cloud for Enterprise The University of Texas at San Antonio End User Guide

The University of Texas at San Antonio is offering access to Adobe products via the Adobe Creative Cloud for Enterprise. This will require you to login with your organization credentials, including UTSA email address and passphrase, to access and download the Adobe applications. Key benefits of accessing Adobe products via the cloud include:

- **Latest and greatest-** Get the latest versions of Adobe's desktop apps — including Acrobat, Photoshop CC, Illustrator CC, InDesign CC, and all-new Experience Design CC (Beta).
- **Stay connected-** Adobe Sync automatically connects your desktop and mobile apps and cloud services, keeping all your assets up to date and at your fingertips so you can deliver faster.
- **Search efficiency-** Jump-start any creative project with access to millions of curated, royalty-free photos, graphics, templates, 3D assets, videos, and our Premium collection—right inside your Creative Cloud apps via Adobe Stock for enterprise. You'll get up to 10x efficiency gains, over working with common stock services.
- **Iterate faster-** Spend more time being creative and less time on mundane tasks thanks to productivity features across the entire Creative Cloud for enterprise platform.
- **Personalization for you-** View in-app learning content, which over time will provide personalized learning content based on how the application is used.
- **Smart PDFs-** Create smart PDFs that store all data of the original file.

Getting Started

Familiarize yourself with the Adobe Creative Cloud for Enterprise at the links below to get the most use out of your access.

- [Adobe Creative Learning Hub](#)- Access hand-picked how-to guides, insider tips, best practices, and more at the newly-launched Adobe Creative Learning Hub.
- [Adobe Document Cloud: Learn & Support](#)- Getting started guides and tutorials for Document Cloud users.
- [Migrating Assets](#)- Migrate content from your existing Adobe ID account to your Federated ID account with a few easy steps.

You can find step-by-step instructions on how to login with your UTSA credentials below.

[Login for new installations.](#)

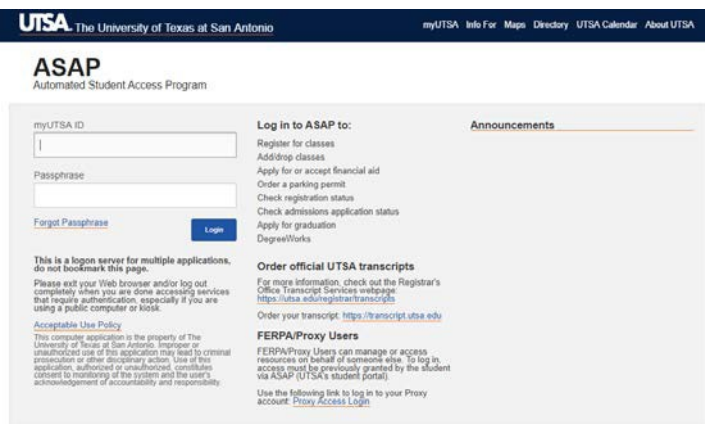
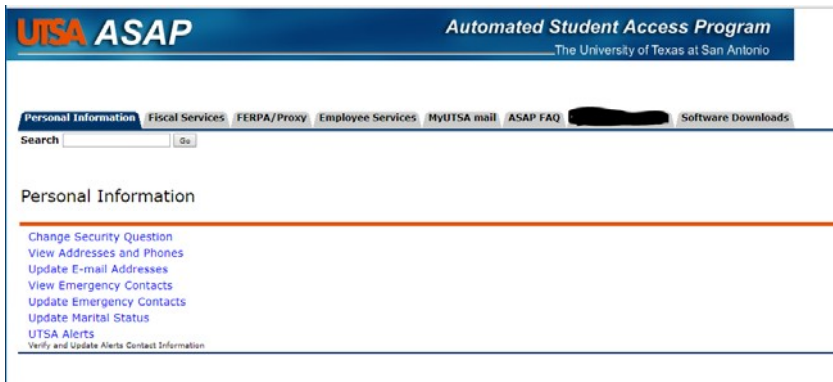
[Login for existing installations.](#)

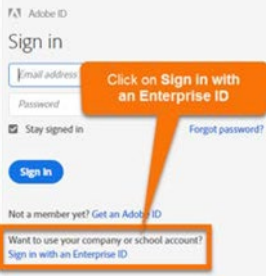
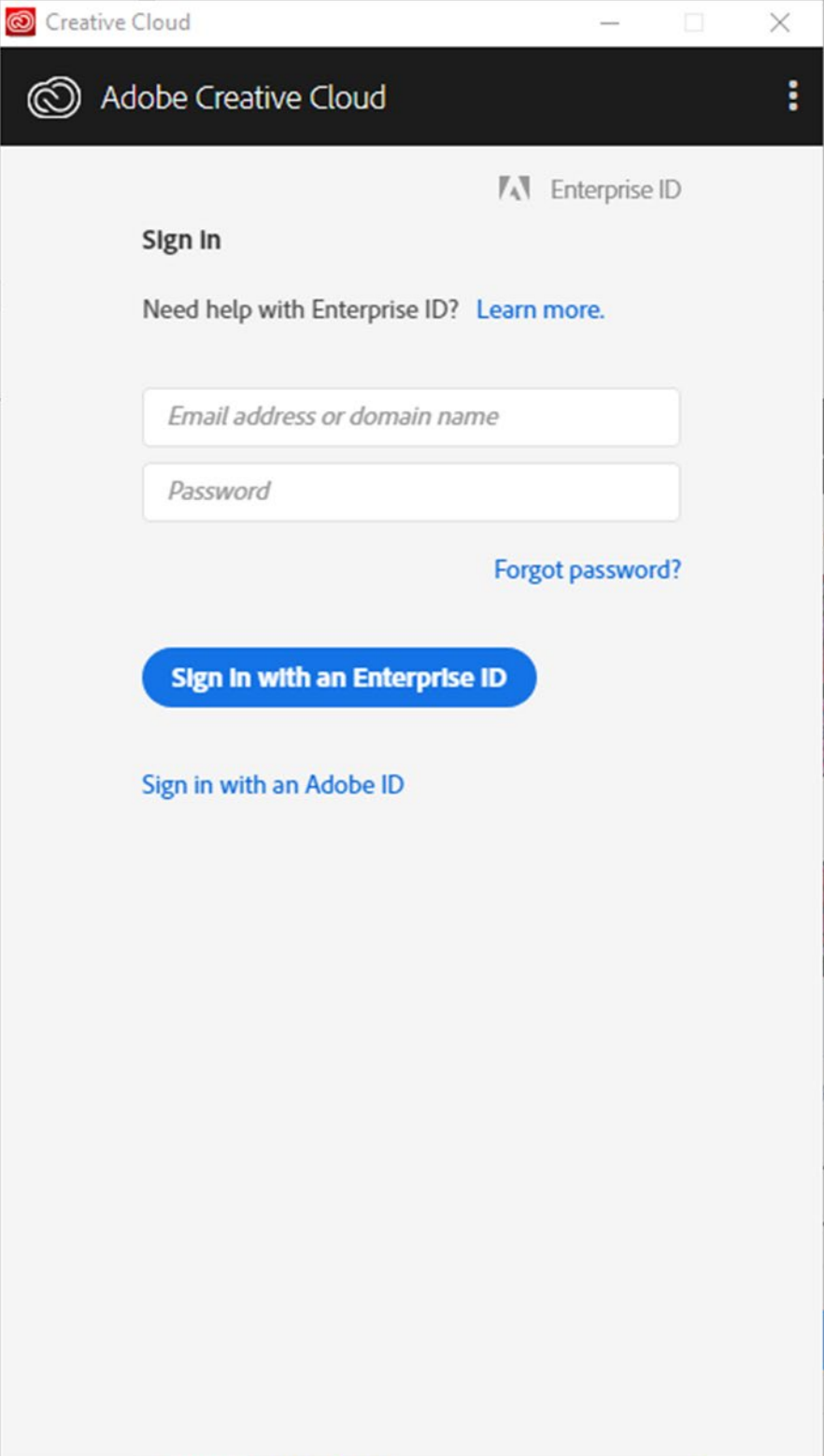
[To install an older version.](#)

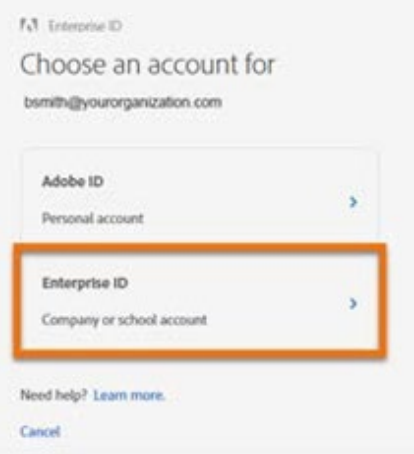
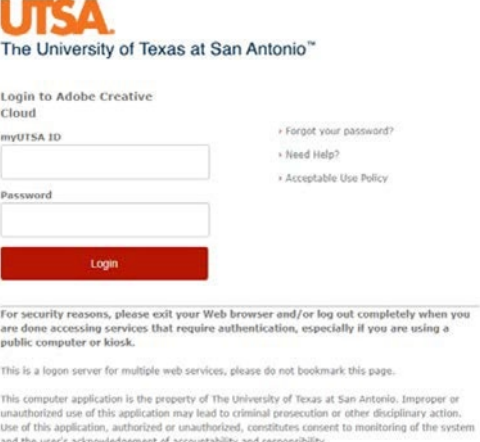


If you need assistance, please contact OITConnect at (210)458-5555, email OITConnect@utsa.edu, or visit the self-service portal, OITConnect.utsa.edu. We appreciate your involvement in moving UTSA to the Adobe Creative Cloud

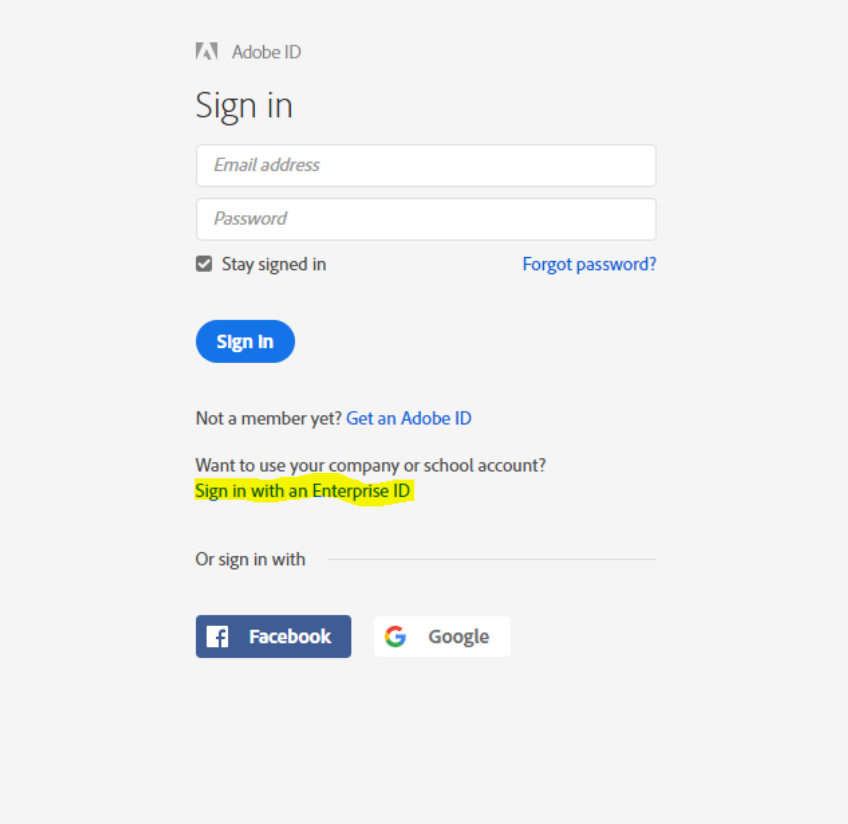
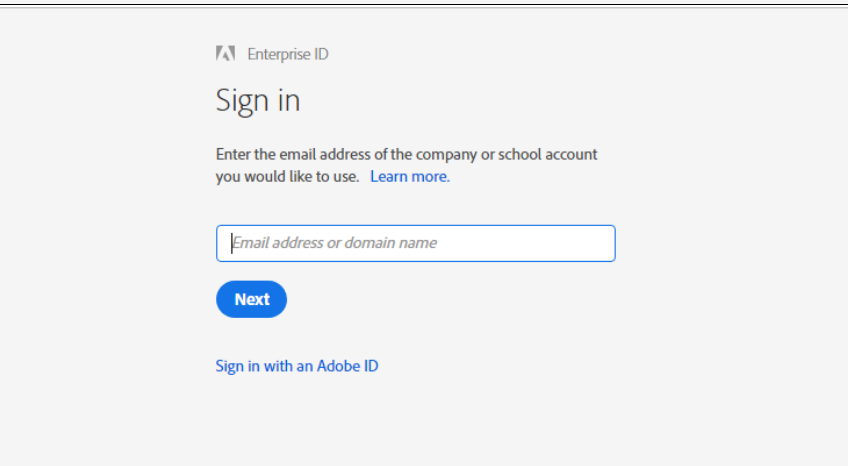
Adobe Creative Cloud for Enterprise: Desktop Installation Guide

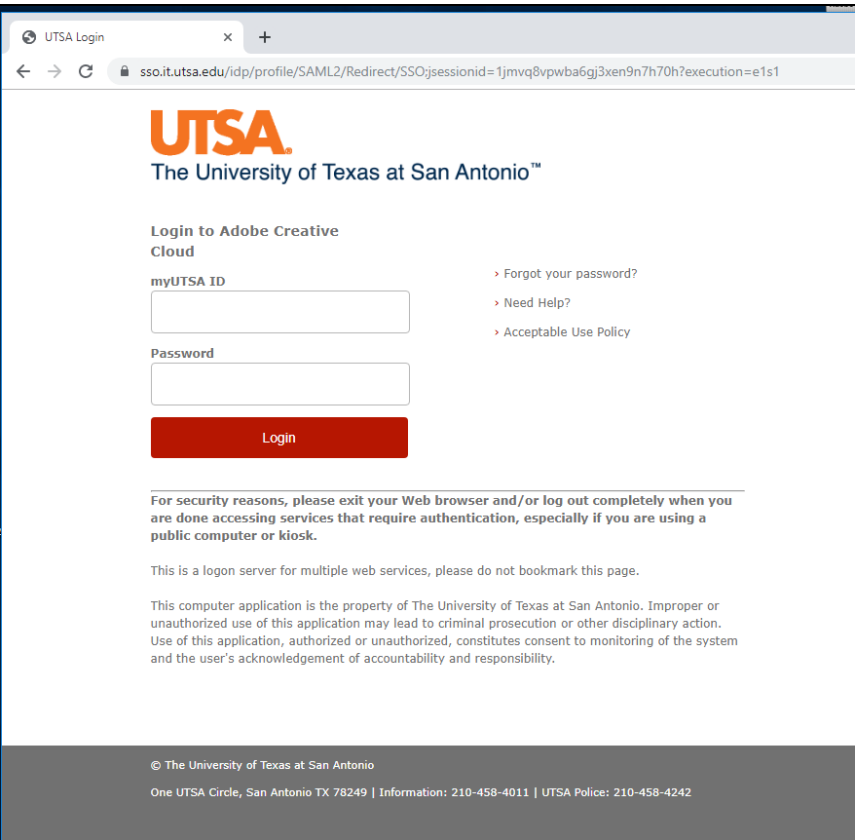
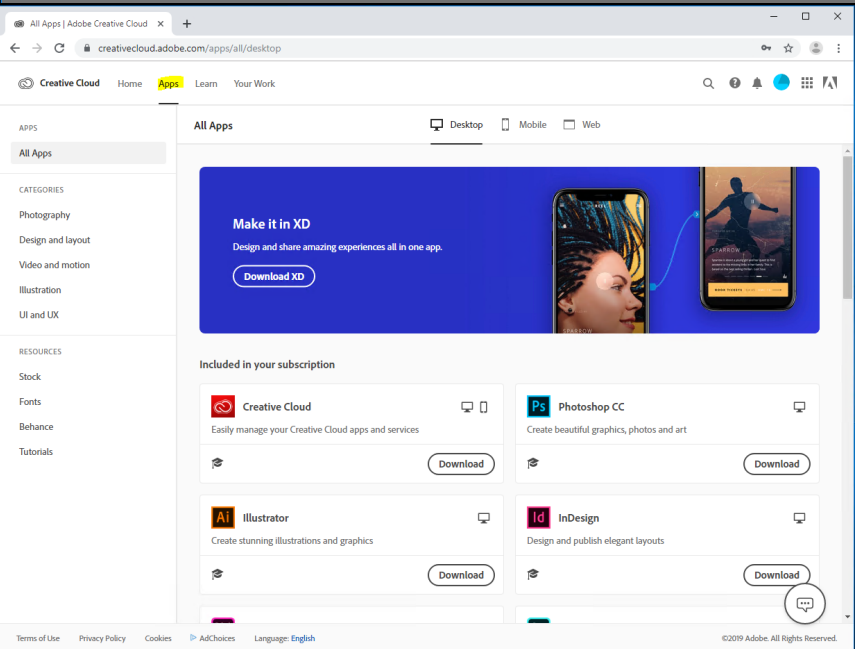
Instructions for new installations

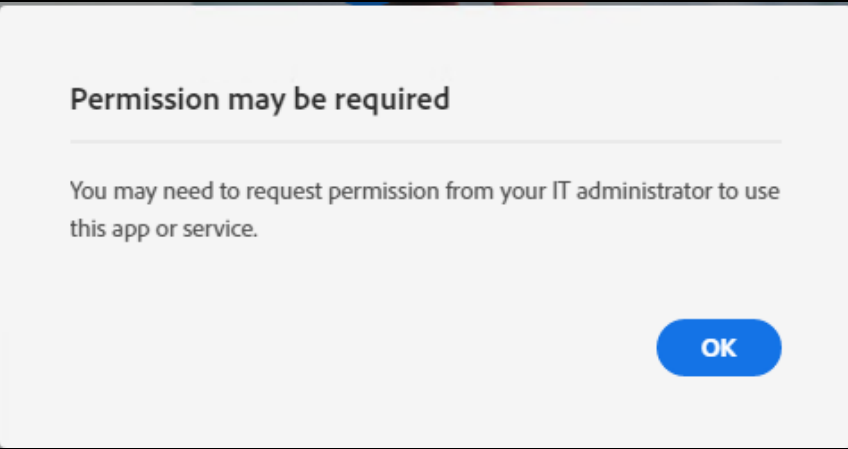
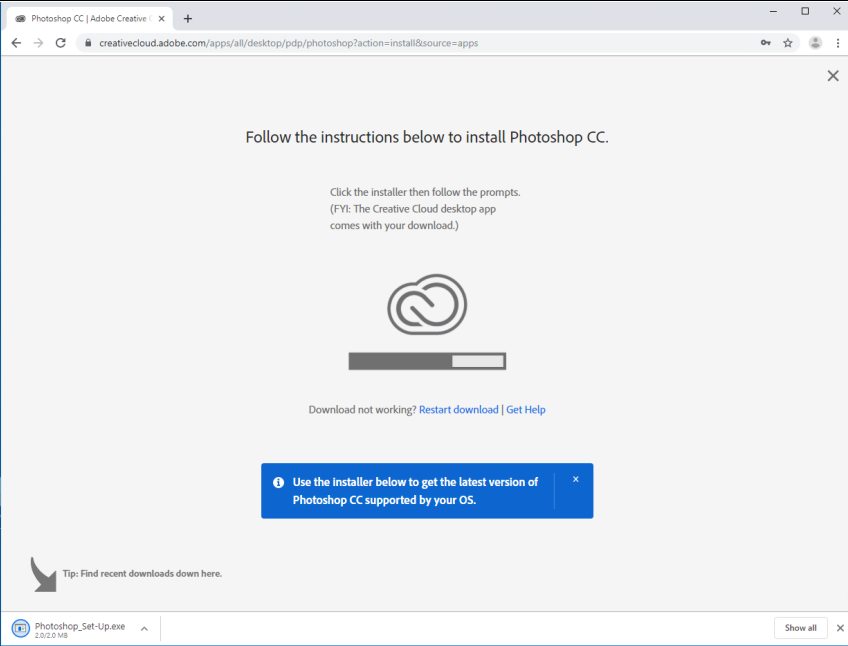
1	If you don't already have the Adobe Creative Cloud for Desktop application already installed, follow these steps.	
	Option 1	
2	Log into ASAP, asap.utsa.edu	
3	Click on Software Downloads	
4	Select the appropriate software link. If you are on a UTSA-owned asset and are located on campus, click on Adobe for on campus UTSA assets. If you are at home or on a personal device, click on Adobe for off campus UTSA assets and home (or personal) use computer.	
5	Save the file to your desktop.	
6	Right click on the downloaded file and extract All.	
7	Double click on the extracted folder.	
8	Double click on the Build folder.	
9	Right click on the setup.exe	
10	Select Run as administrator.	
11	When installation is complete, the Creative Cloud desktop app should open automatically. If it does not, manually open the Creative Cloud desktop app from your desktop.	

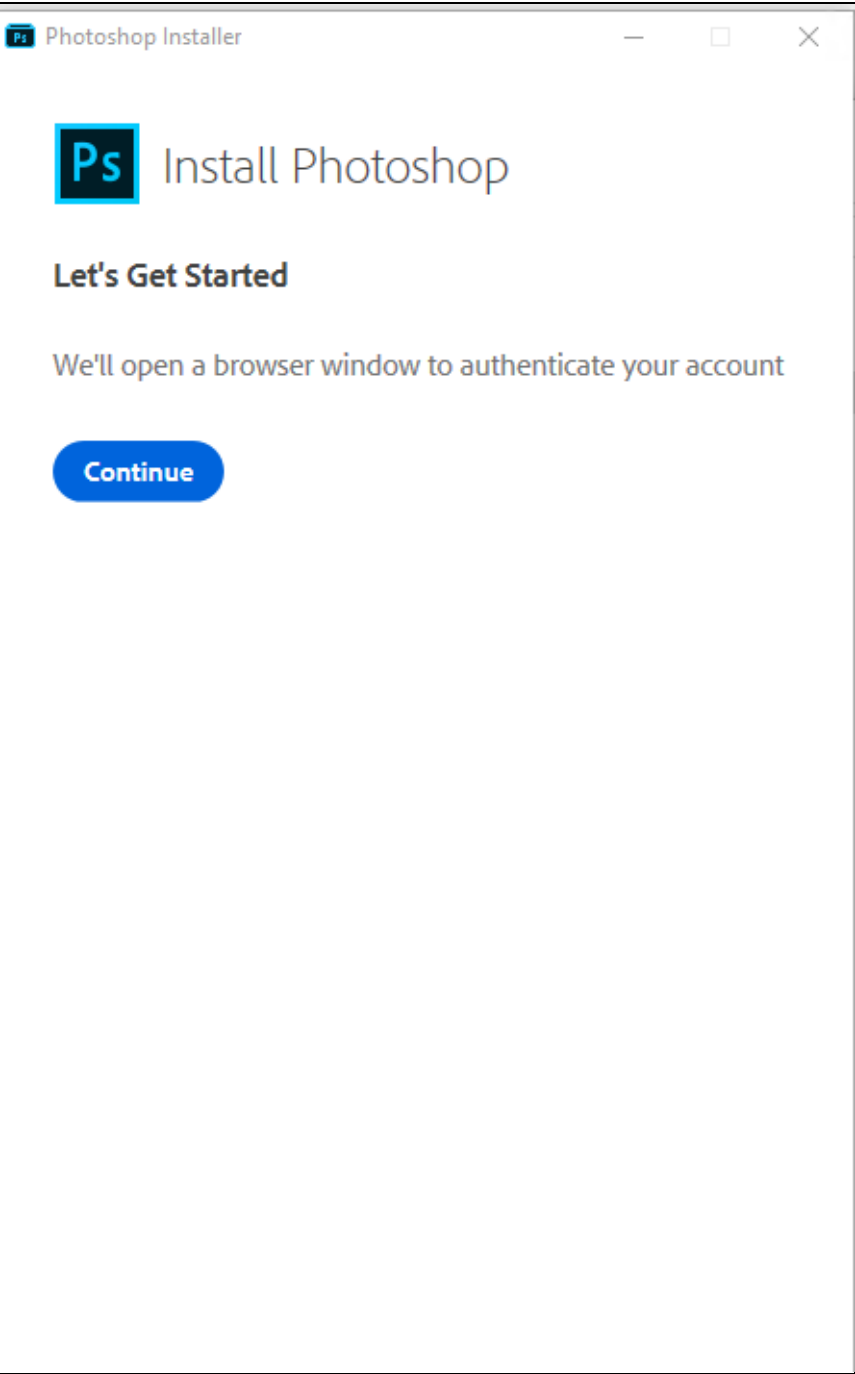
12	On the Adobe ID Sign In Window, click on Sign in with an Enterprise ID		
13	Type in @utsa.edu (if faculty/staff) OR @my.utsa.edu (if student). Click on Sign In with an Enterprise ID.		

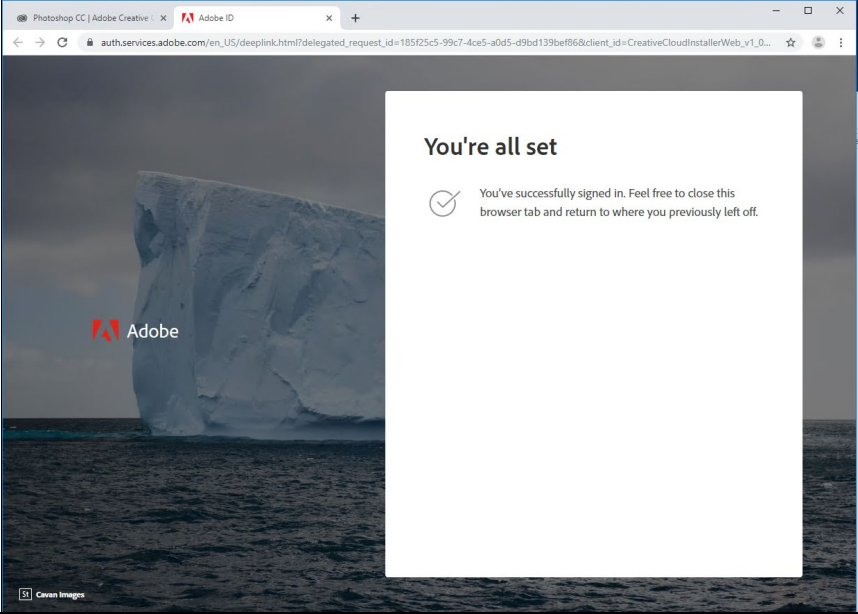
14	<p>If you have a personal Adobe ID associated with your UTSA email address, you will be prompted to choose between Adobe ID or Enterprise ID.</p>	
15	<p>Login with your myUTSAID (abc123) and passphrase, then press LOG IN.</p>	
16	<p>Click on the Apps tab to preview the list of products available to you. Choose which products you would like to install, and click on Install for each. If you choose more than one, the apps will install in the order that you selected them.</p> <p>Note that you should wait for the apps to install completely. If you are prompted to update your apps, select Yes to ensure you have the latest version of the product license.</p>	
17	<p>Once complete, each installed app will provide an Open button; click on the Open button to launch the apps from the Creative Cloud desktop app OR from the Start menu on the application folder.</p>	

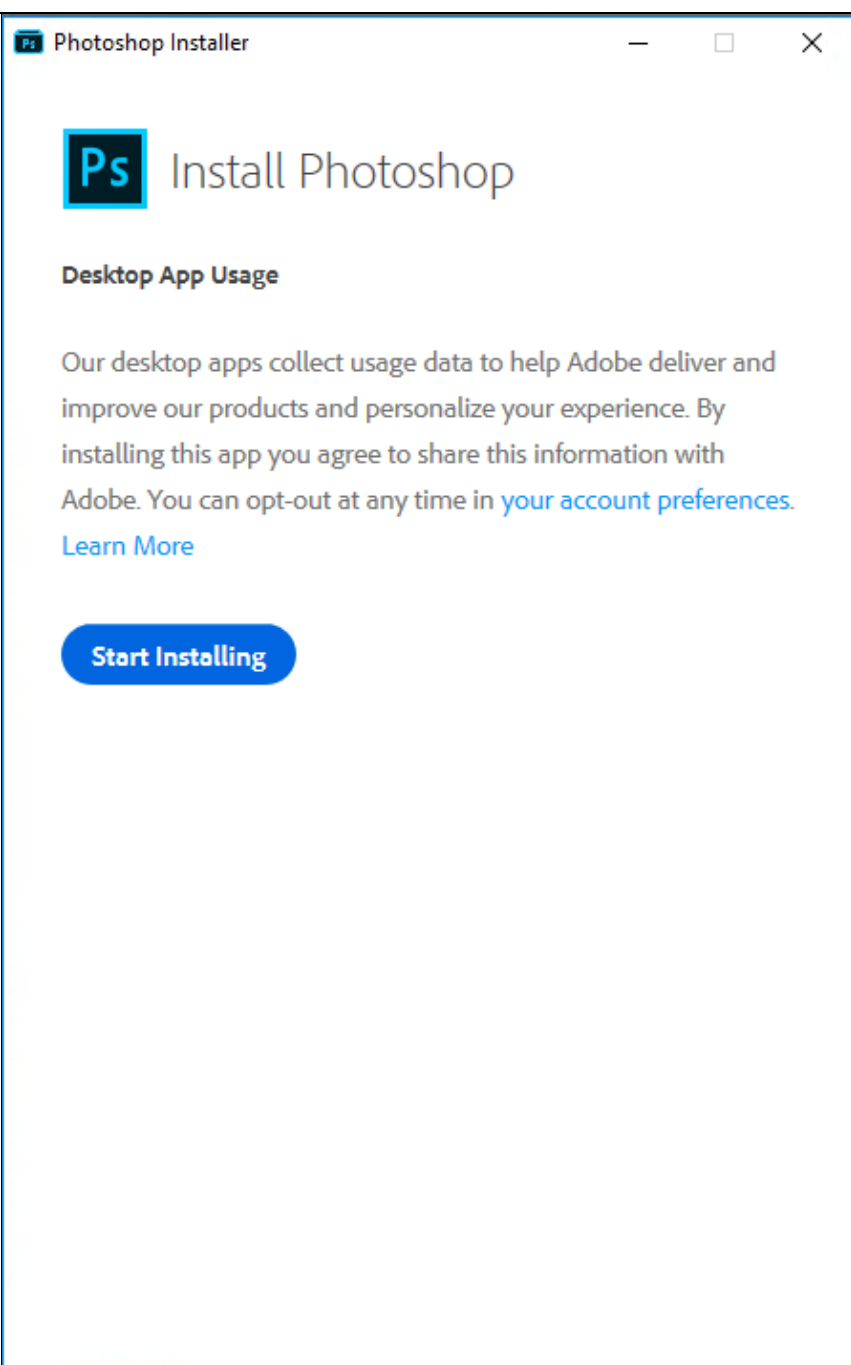
	Option 2	
1	Visit Adobe.com	https://creativecloud.adobe.com/
2	Click Sign In with Enterprise ID	
3	Type in @utsa.edu (if faculty/staff) OR @my.utsa.edu (if student)	
4	Click Next.	

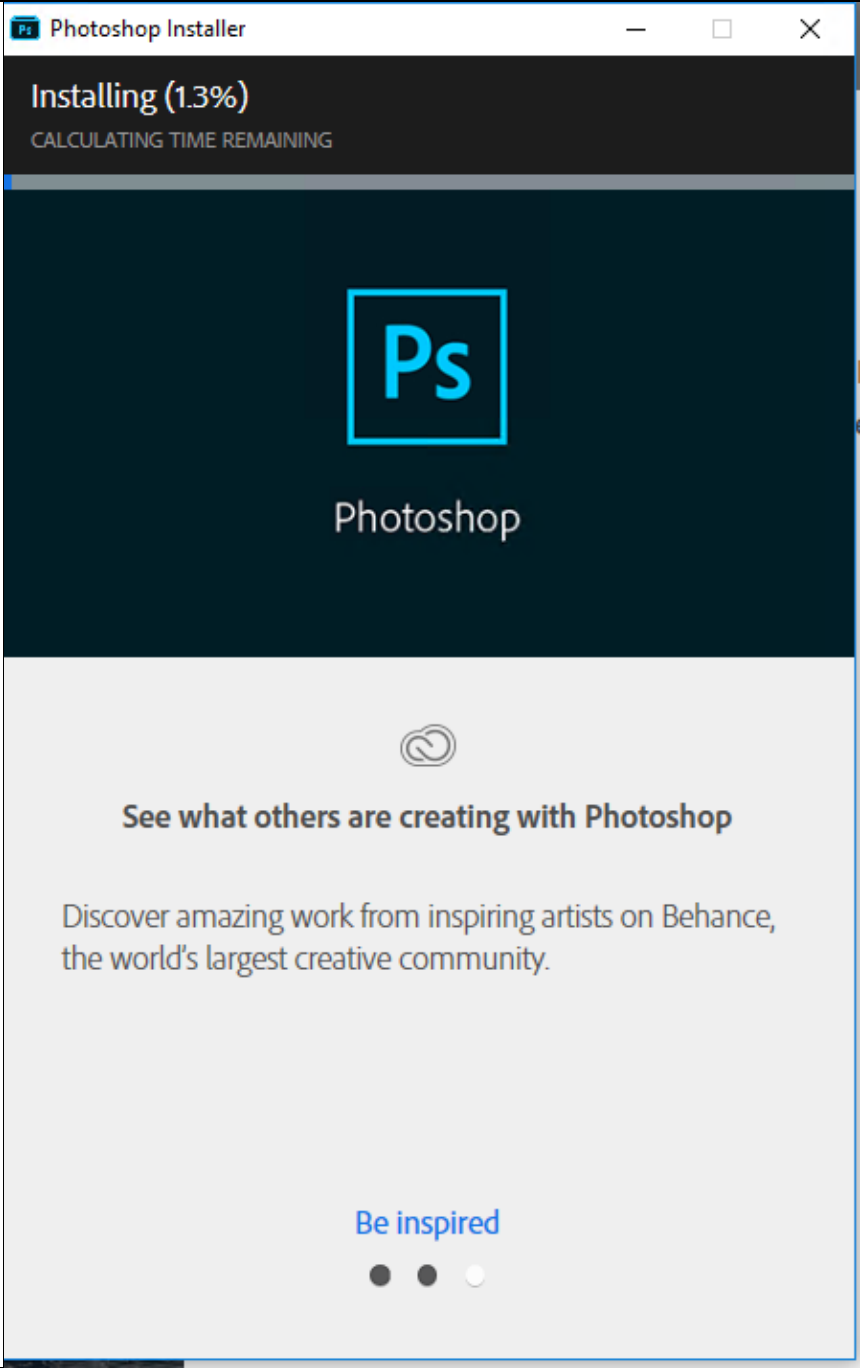
5	Login using your myUTSA ID and password (passphrase).	
6	Click on the Apps tab if not already on that page.	
7	Select application to download.	

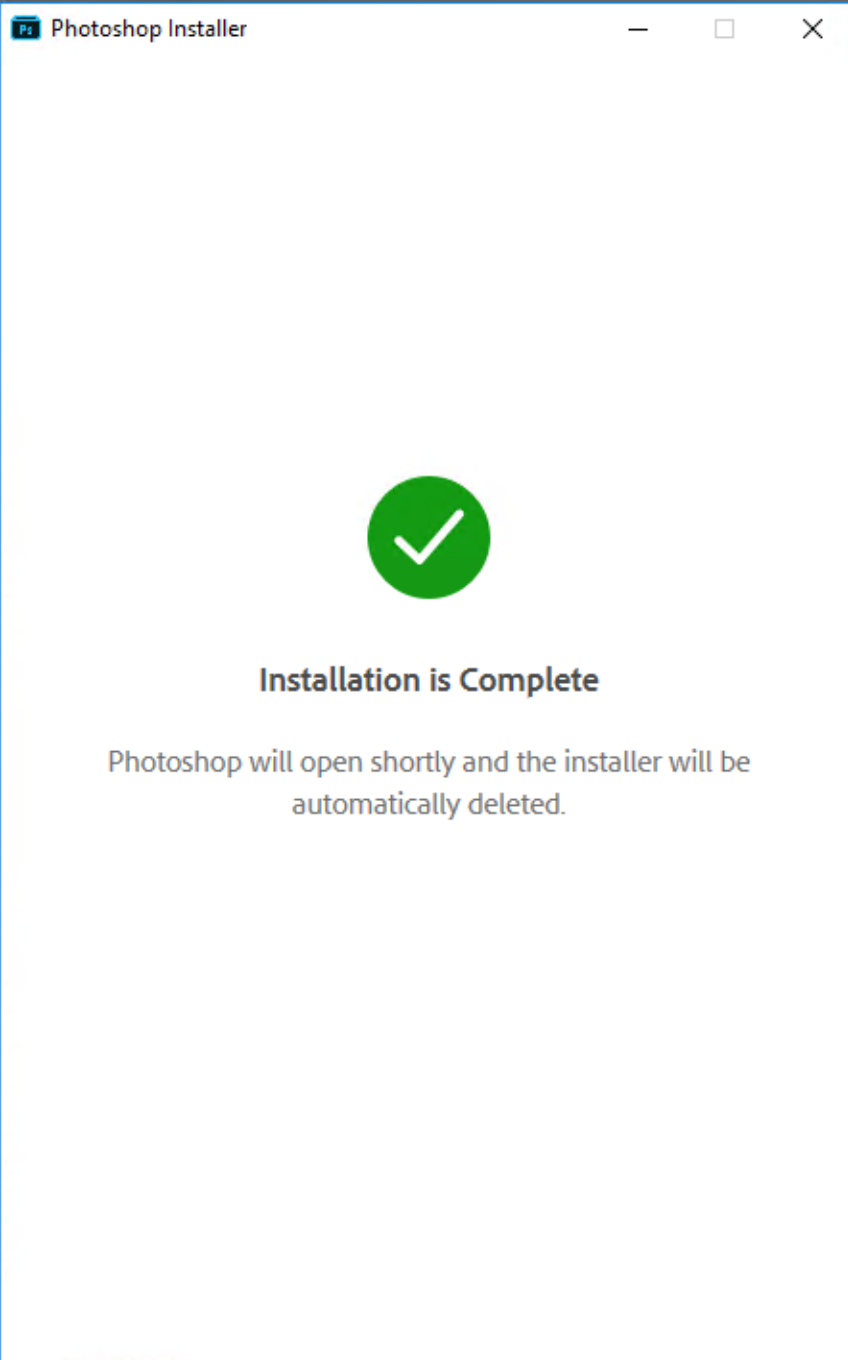

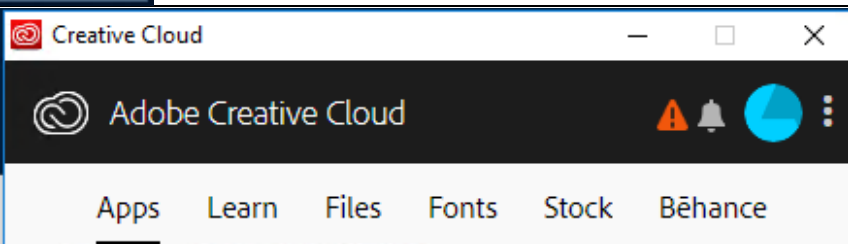
8	Click OK.	
9	Installer will download.	
10	Find downloaded installer. Double click to start installation.	

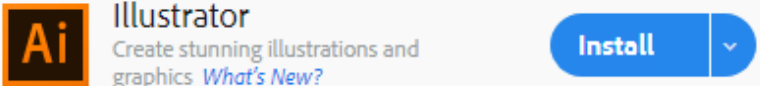
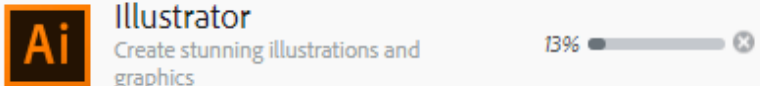
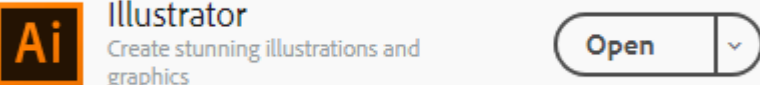
11	Click Continue.	
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12	Browser window opens to verify account.	 <p>The screenshot shows a web browser window with two tabs: 'Photoshop CC Adobe Creative Cloud' and 'Adobe ID'. The active tab displays the Adobe ID verification page. The background is a dark, moody image of an iceberg floating in the ocean. The Adobe logo is visible in the center-left. On the right side, a white rectangular overlay box contains the text 'You're all set' followed by a checkmark icon and the message: 'You've successfully signed in. Feel free to close this browser tab and return to where you previously left off.'</p>
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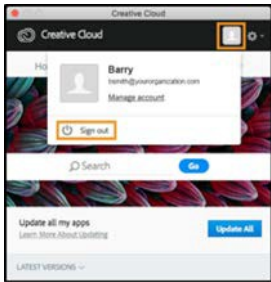
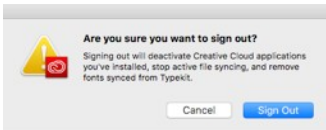


13	Click Start Installing.	
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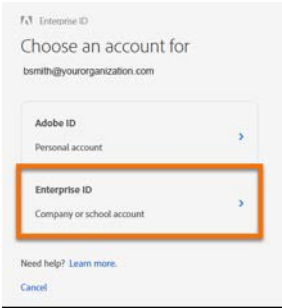
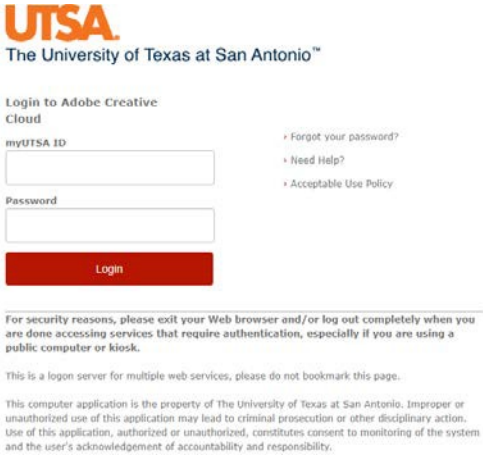
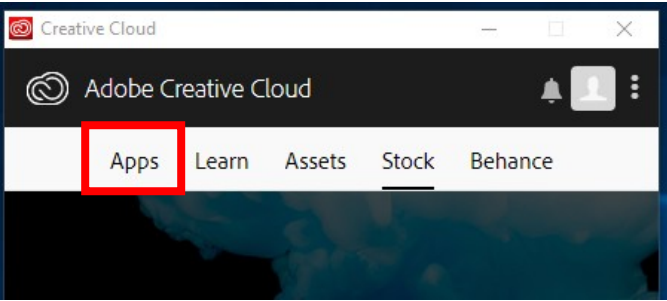
14	Installation progress window opens.	 <p>The screenshot shows the Photoshop Installer window. The title bar reads "Photoshop Installer". The main content area has a dark blue background with the Adobe Photoshop logo (a blue square with "Ps" in white) and the word "Photoshop" below it. Above the logo, it says "Installing (1.3%)" and "CALCULATING TIME REMAINING". Below the logo, there is a section with a circular icon containing a stylized "P" and the text "See what others are creating with Photoshop". Below this, it says "Discover amazing work from inspiring artists on Behance, the world's largest creative community." At the bottom, there is a link "Be inspired" in blue text and three small circles (two dark, one light).</p>
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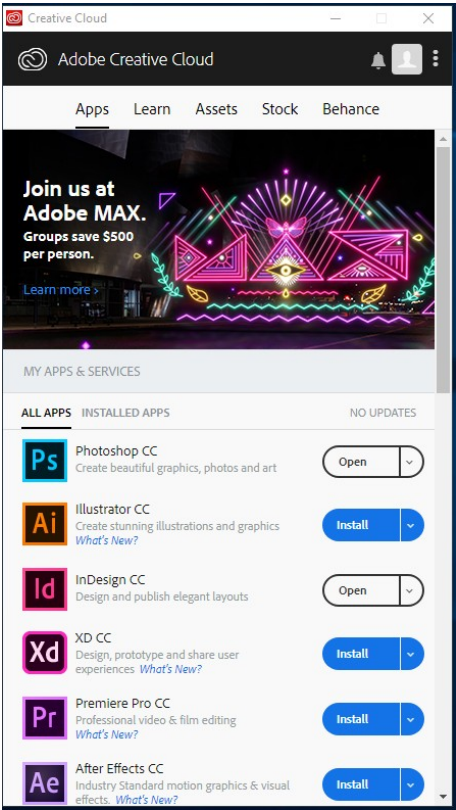
15	Installation is complete.	
16	To install other applications, click on the Creative Cloud icon on the desktop.	
17	Click on Apps if not already selected.	
18	Select application.	

19	Click on Install.	 <p>The screenshot shows the Adobe Illustrator app card in the Microsoft Store. It features the Adobe 'Ai' logo, the title 'Illustrator', and the description 'Create stunning illustrations and graphics'. A blue 'Install' button is visible on the right, along with a small downward arrow icon.</p>
20	Install will start.	 <p>The screenshot shows the Adobe Illustrator app card during installation. The 'Install' button has been replaced by a progress bar indicating 13% completion. The text '13%' is shown next to the progress bar, which is followed by a small 'x' icon.</p>
21	Once installation is finished, you can open the application.	 <p>The screenshot shows the Adobe Illustrator app card after installation is complete. The button is now labeled 'Open' and is styled with a grey border and rounded corners. A small downward arrow icon is still present next to the button.</p>
22	Install the applications as you wish.	



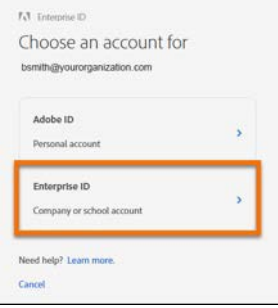
Instructions for existing installations.


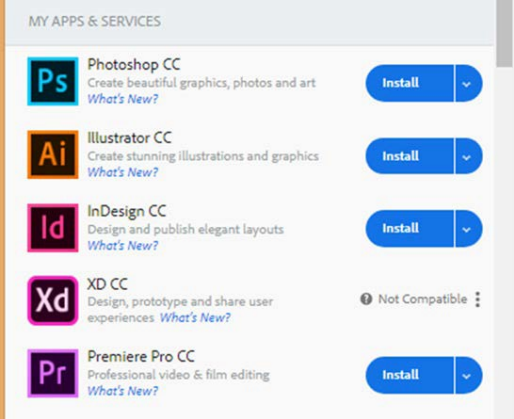
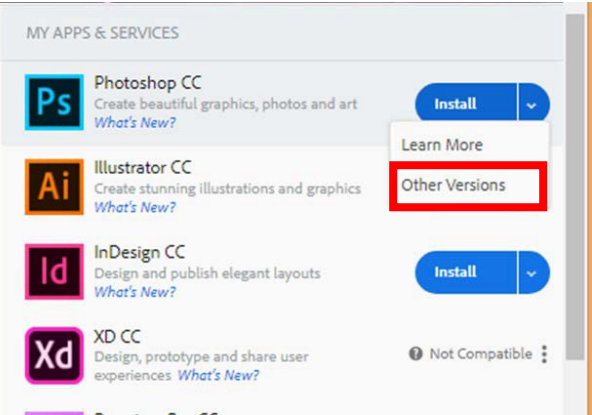
Step	Directions	Screenshot Example
1	If you have Adobe Creative Cloud desktop app installed on your computer today, open the application.	
2	In the Adobe Creative Cloud desktop application, go to the Profile menu by clicking on the person icon (or your personal image), and choose Sign Out .	
	Alert asking if you are sure you want to sign out will appear; choose Sign Out .	
3	On the Adobe ID Sign In window, click Sign In with an Enterprise ID	
4	Type in @utsa.edu if you are a faculty/staff member or @my.utsa.edu if you are a student and press the tab or enter key.	


5	<p>You will be prompted to choose between Adobe ID and Enterprise ID If you have a personal Adobe ID account associated with your UTSA email account. Choose to sign in with your Enterprise ID.</p>	 <p>The screenshot shows a 'Choose an account for' dialog box with the email 'bsmith@yourorganization.com'. It offers two options: 'Adobe ID' (Personal account) and 'Enterprise ID' (Company or school account). The 'Enterprise ID' option is highlighted with an orange rectangular box.</p>
6	<p>Login with your myUTSAID (abc123) and passphrase, then press LOG IN.</p>	 <p>The screenshot shows the UTSA logo and the text 'The University of Texas at San Antonio™'. Below it, the login form for Adobe Creative Cloud is displayed, including fields for 'myUTSA ID' and 'Password', and a red 'Login' button. There are also links for 'Forgot your password?', 'Need Help?', and 'Acceptable Use Policy'.</p>
7	<p>Click on Apps in the ribbon.</p>	 <p>The screenshot shows the Adobe Creative Cloud web interface. The 'Apps' tab in the ribbon is highlighted with a red rectangular box. Other tabs visible include 'Learn', 'Assets', 'Stock', and 'Behance'.</p>

8	List of applications either installed or ready for installation will appear. Click to open application or to install application.	 The screenshot shows the Adobe Creative Cloud web interface. At the top, there's a navigation bar with 'Apps', 'Learn', 'Assets', 'Stock', and 'Behance'. Below this is a promotional banner for 'Join us at Adobe MAX.' with a 'Learn more' link. The main section is titled 'MY APPS & SERVICES' and has tabs for 'ALL APPS' and 'INSTALLED APPS'. Under 'INSTALLED APPS', there's a list of applications: Photoshop CC (with an 'Open' button), Illustrator CC (with an 'Install' button), InDesign CC (with an 'Open' button), XD CC (with an 'Install' button), Premiere Pro CC (with an 'Install' button), and After Effects CC (with an 'Install' button). Each application entry includes its icon, name, a brief description, and a link to 'What's New?'. The status 'NO UPDATES' is shown at the top right of the app list.
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To install a different version.

1	If you are not already signed into Adobe Creative Cloud desktop application, please sign in. On the Adobe ID Sign In window, click Sign In with an Enterprise ID	
2	Type in @utsa.edu if you are a faculty/staff member or @my.utsa.edu if you are a student and press the tab or enter key.	
3	You will be prompted to choose between Adobe ID and Enterprise ID If you have an Adobe ID account associated with your UTSA email account. Choose to sign in with your Enterprise ID .	

4	Login with your myUTSAID (abc123) and passphrase, then press LOG IN .	
5	Click on the drop down arrow beside the install button.	
6	Select other versions.	

7	Click install for which version you would like to install.	 <p>The screenshot shows the Adobe Photoshop 'OTHER VERSIONS' page. At the top is the Photoshop logo and the text 'Photoshop OTHER VERSIONS'. Below this is a table with three columns: the version name, the version number, and an 'Install' link.</p> <table><tr><td>CC</td><td>19.0</td><td>Install</td></tr><tr><td>CC (2017)</td><td>18.1.5</td><td>Install</td></tr><tr><td>CC (2015.5)</td><td>17.0.2</td><td>Install</td></tr><tr><td>CC (2015)</td><td>16.0</td><td>Install</td></tr><tr><td>CC (2014)</td><td>15.0</td><td>Install</td></tr><tr><td>CC</td><td>14.0</td><td>Install</td></tr><tr><td>CS6</td><td>13.0</td><td>Install</td></tr></table>	CC	19.0	Install	CC (2017)	18.1.5	Install	CC (2015.5)	17.0.2	Install	CC (2015)	16.0	Install	CC (2014)	15.0	Install	CC	14.0	Install	CS6	13.0	Install
CC	19.0	Install																					
CC (2017)	18.1.5	Install																					
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CC	14.0	Install																					
CS6	13.0	Install																					