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

The Univeristy 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.
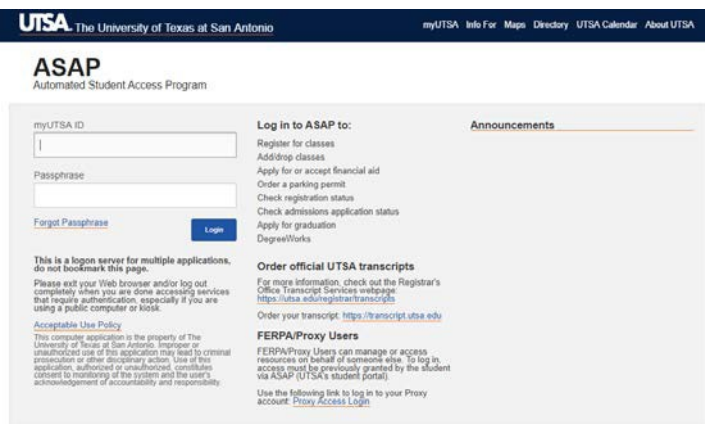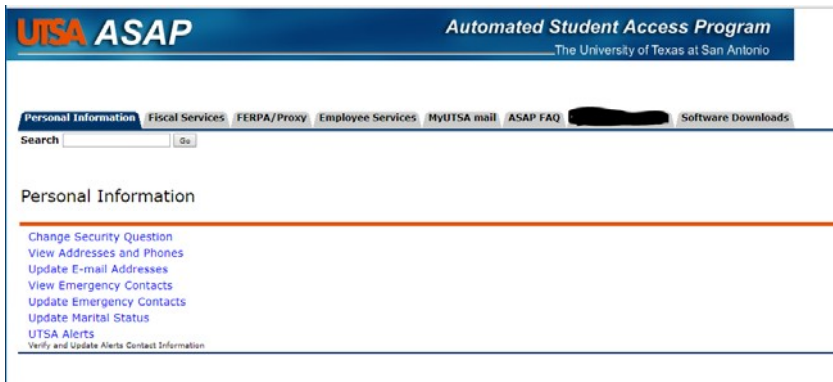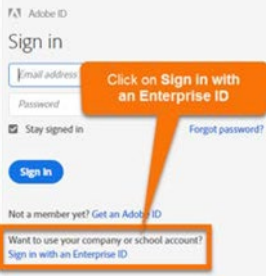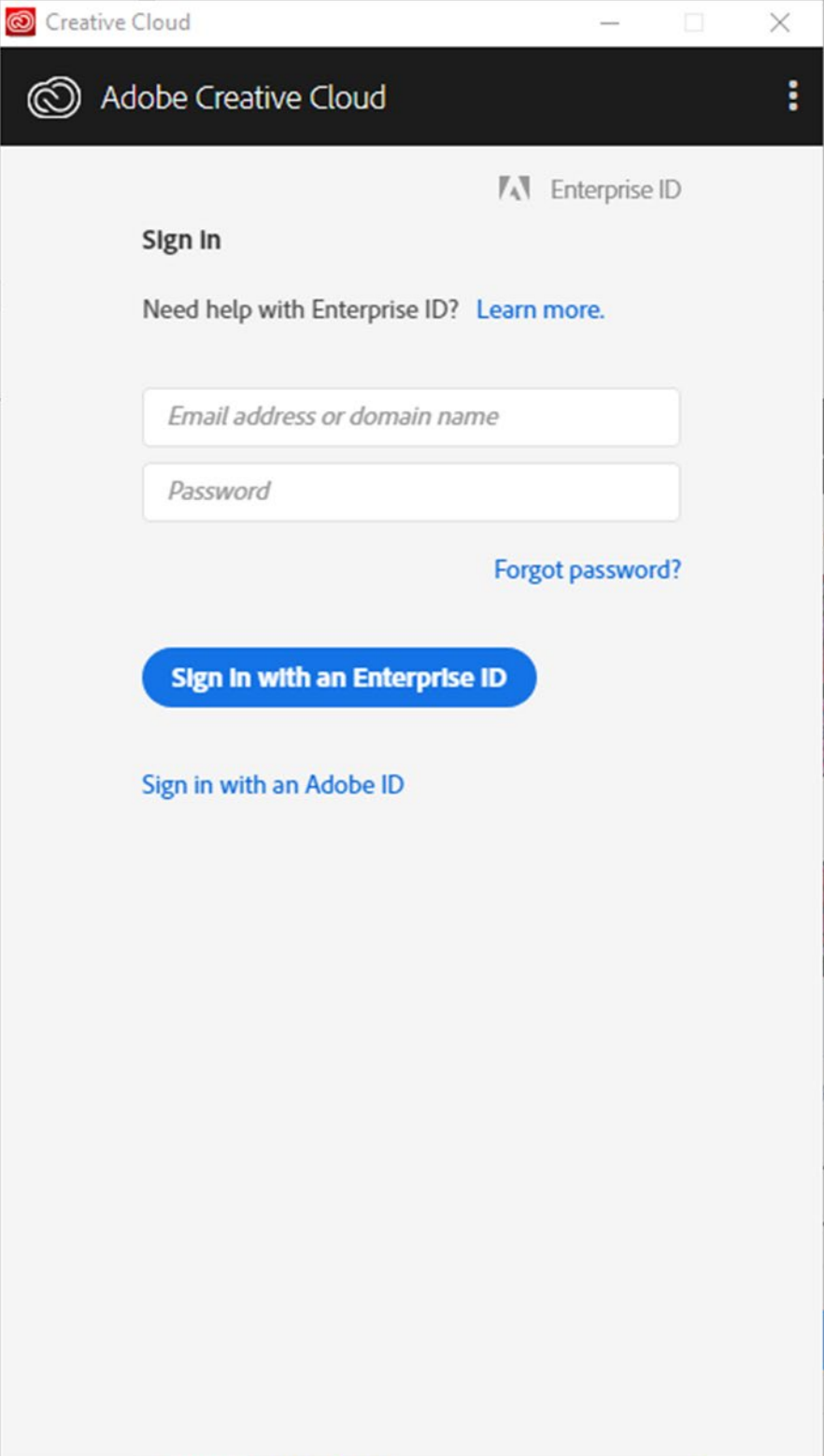> Login for new installations.
> Login for existing installations.
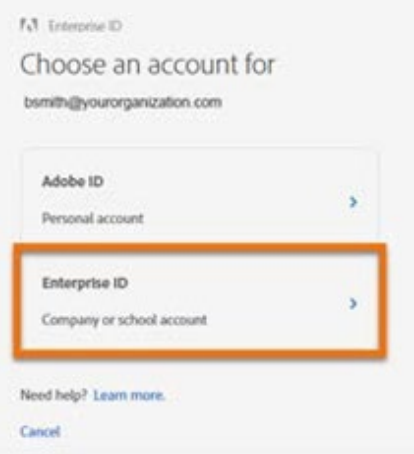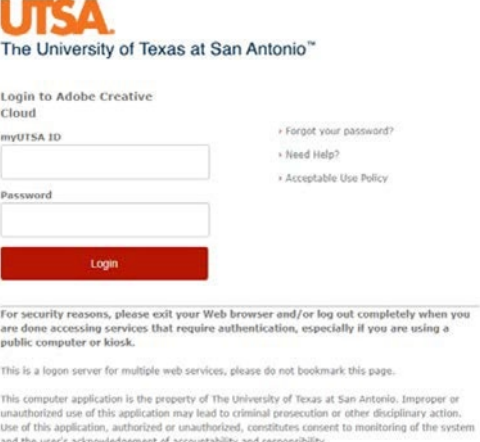> To install an older version.

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
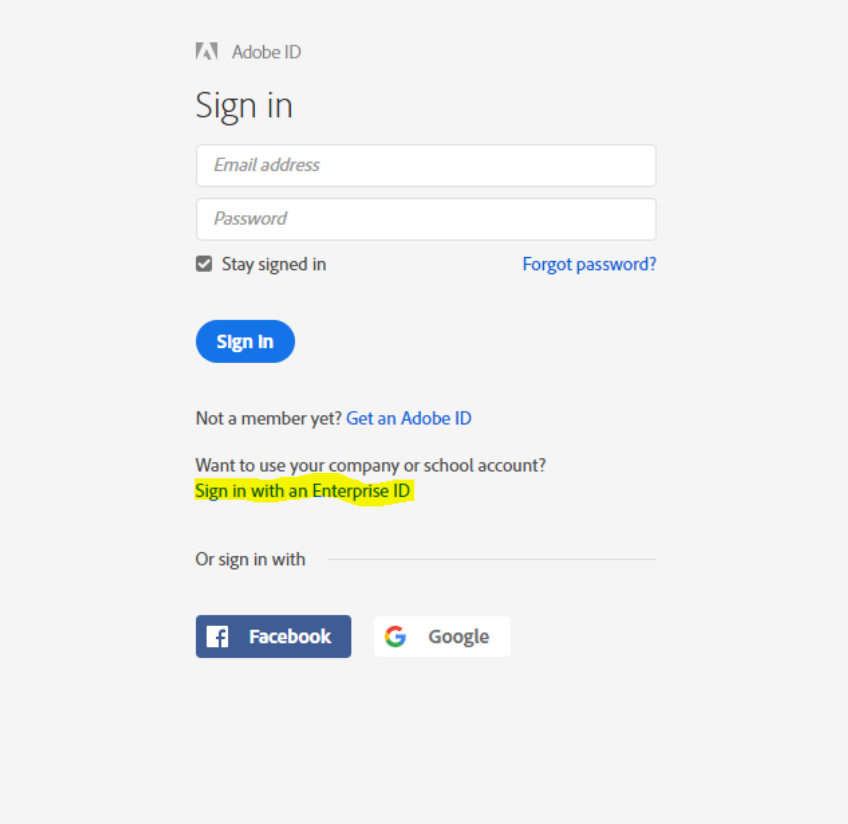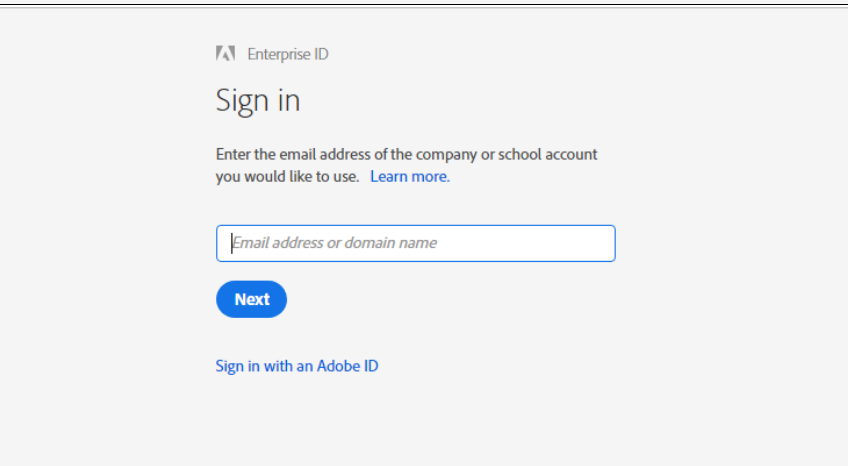
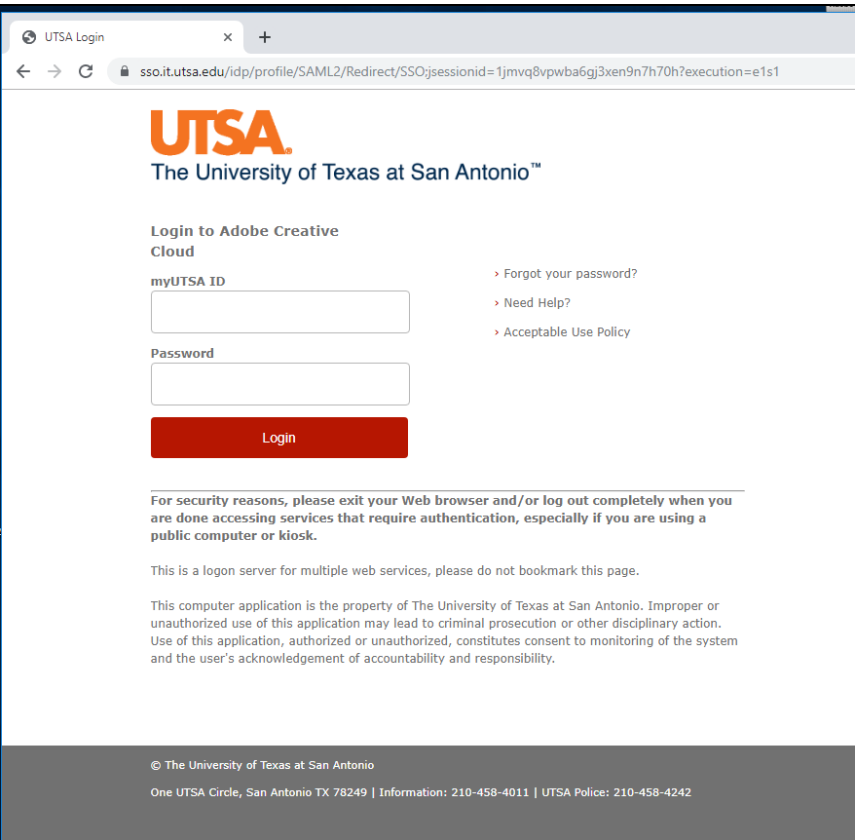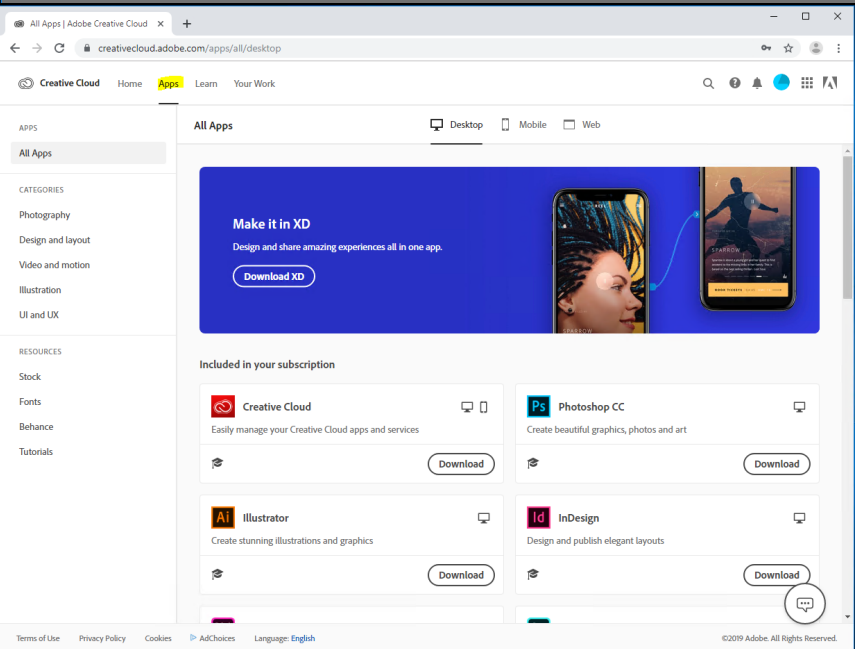**Adobe Creative Cloud for Enterprise: Desktop Installation Guide**
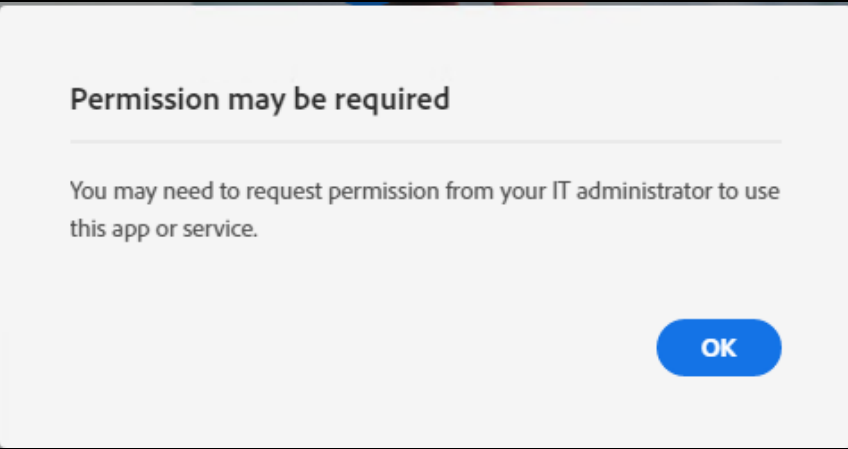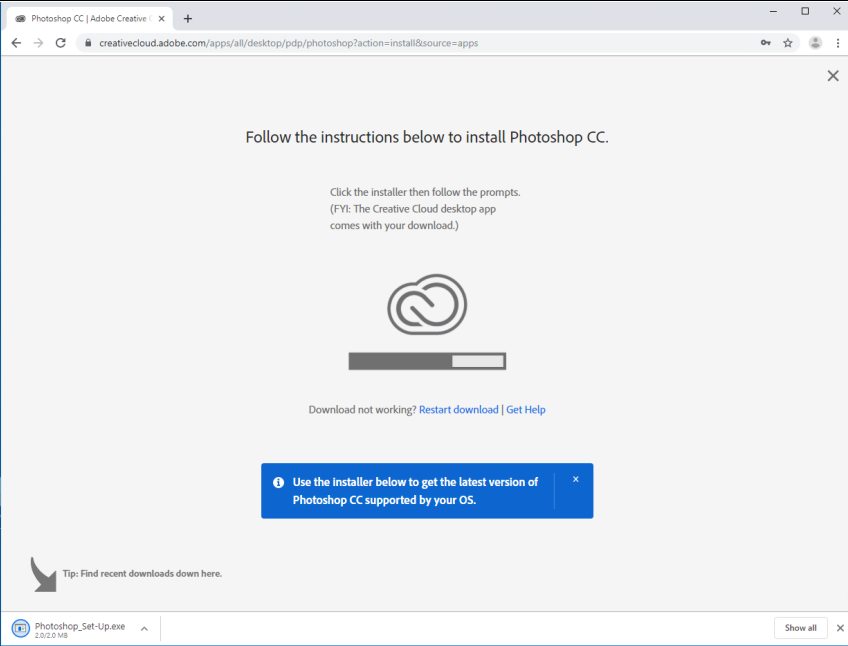
Instructions for new installations

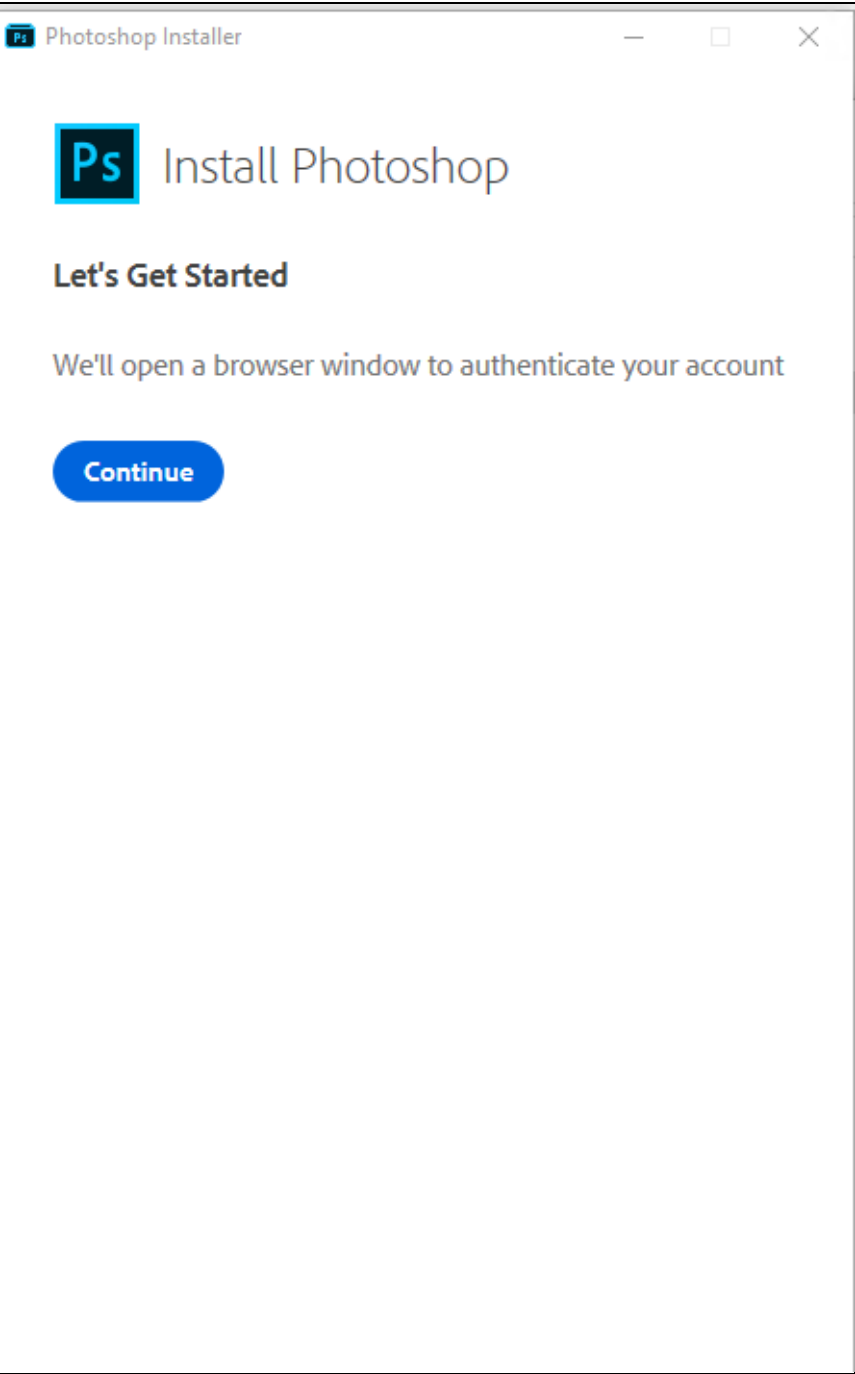| 1	If you don't already have the Adobe Creative Cloud for Desktop application already installed, follow these steps.	
	Option 1	
2	Log into ASAP, asap.utsa.edu	
3	Click on Software Downloads	
4	Select the appropriate software link. If you are on a UTSA-owned asset and are located on campus, click on 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.	

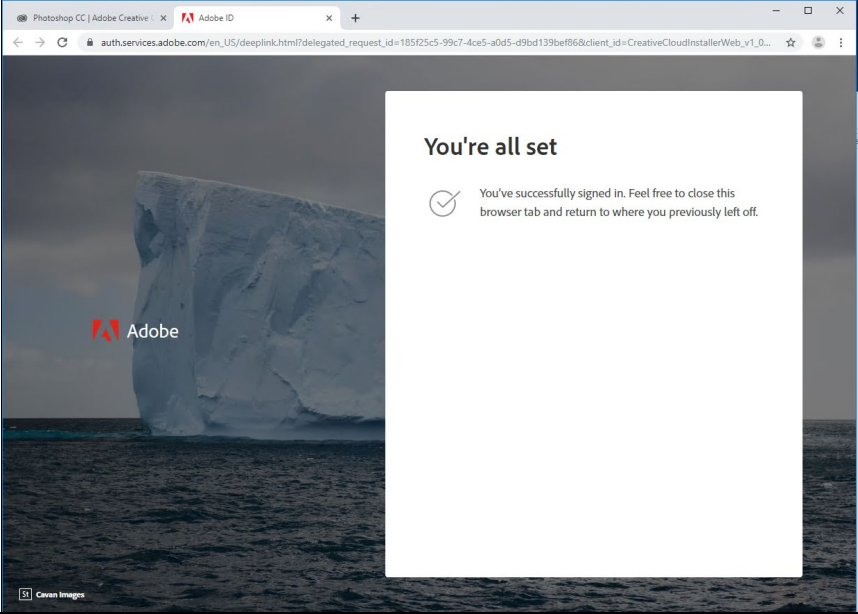| 12	On the Adobe ID Sign In Window, click on Sign in with an Enterprise ID	
13	Type in @utsa.edu (if faculty/staff) OR @my.utsa.edu (if student). Click on Sign In with an Enterprise ID.	

14	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.	
15	Login with your myUTSAID (abc123) and passphrase, then press **LOG IN**.	
16	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. 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.	
17	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.	
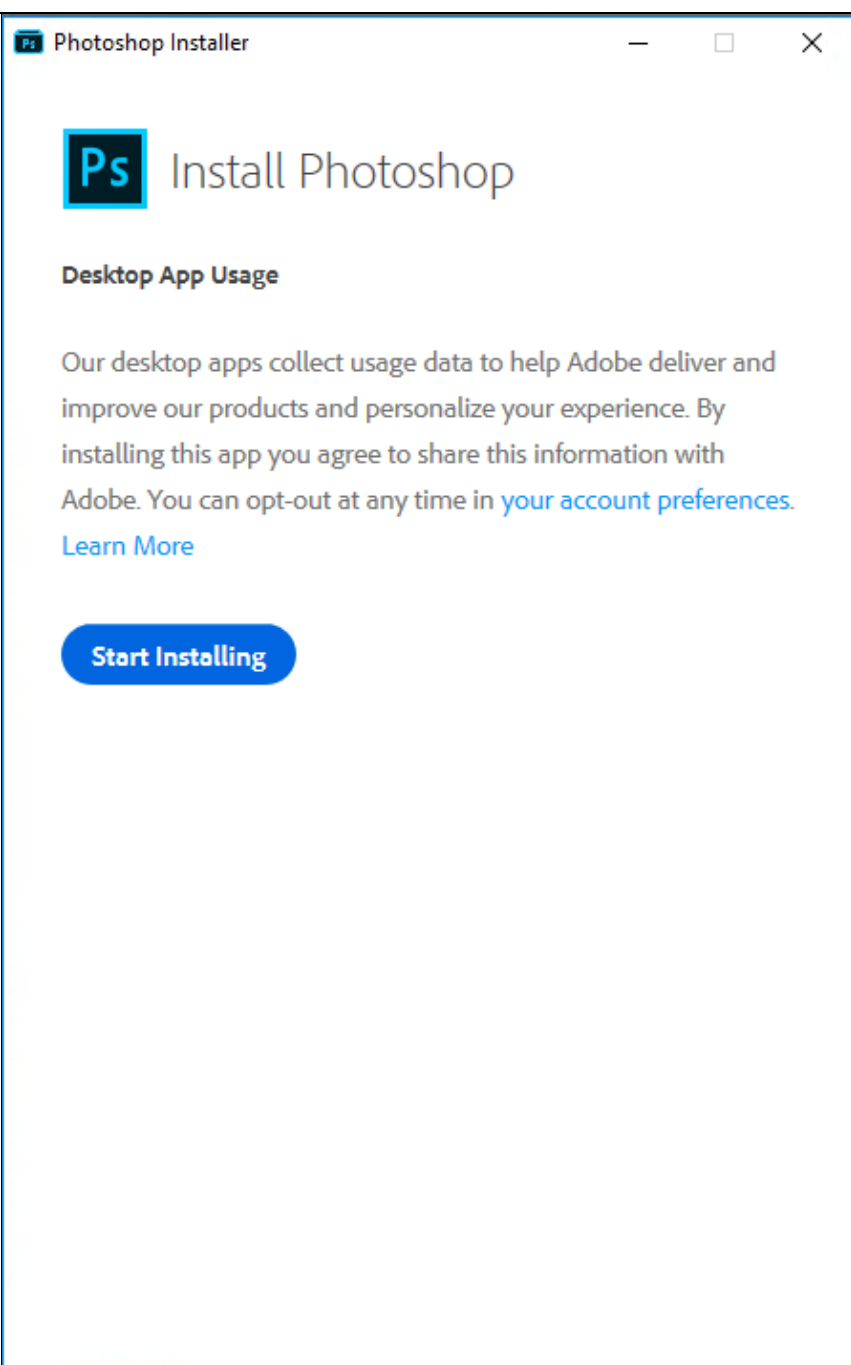
	Option 2	
1	Visit Adobe.com	https://creativecloud.adobe.com/
2	Click Sign In with Enterprise ID	 Adobe ID Sign in Email address Password ☑ Stay signed in Forgot password? Sign In Not a member yet? Get an Adobe ID Want to use your company or school account? Sign in with an Enterprise ID Or sign in with Facebook G Google
3	Type in @utsa.edu (if faculty/staff) OR @my.utsa.edu (if student)	 Enterprise ID Sign in Enter the email address of the company or school account you would like to use. Learn more. Email address or domain name Next Sign in with an Adobe ID
4	Click Next.	
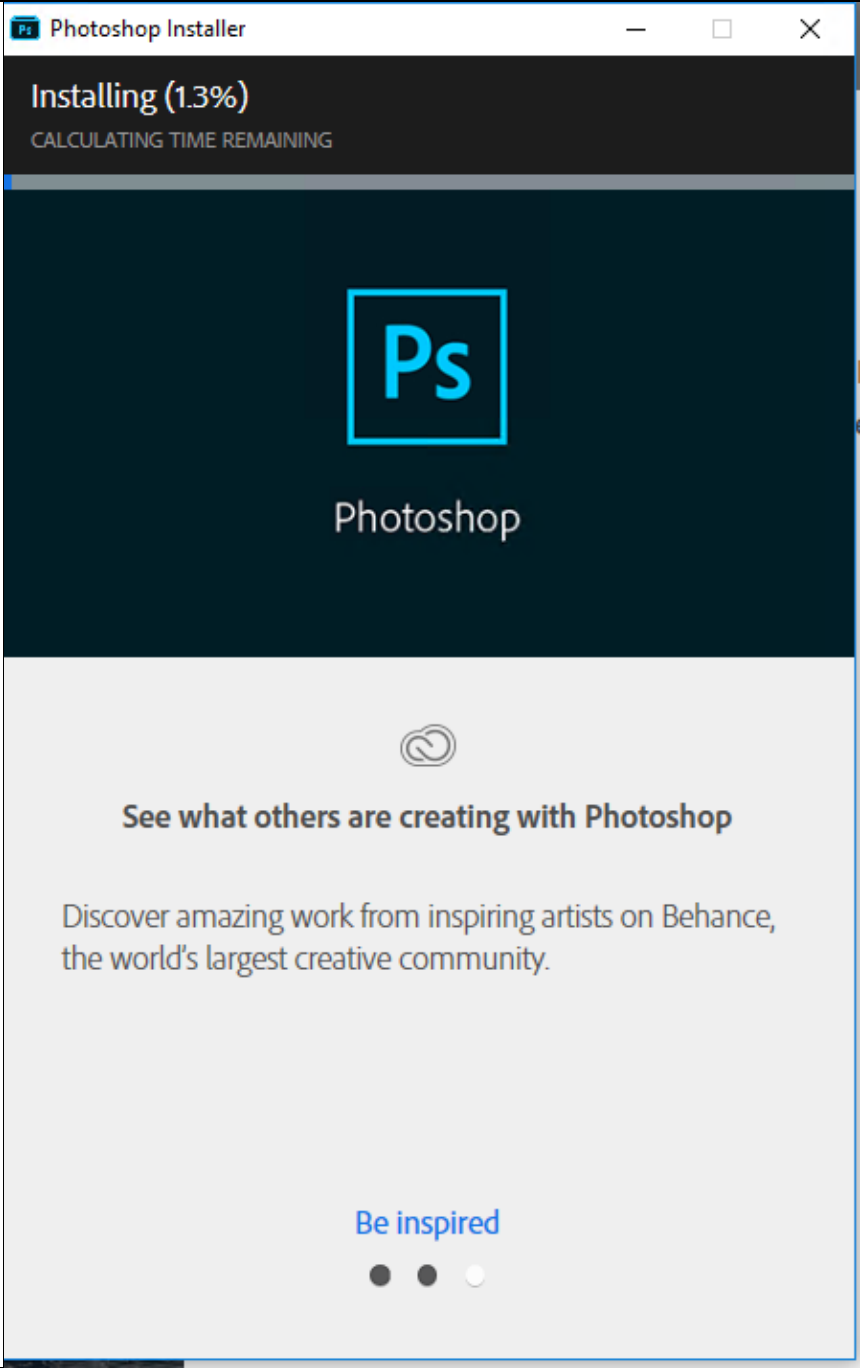
5	Login using your myUTSA ID and password (passphrase).	
6	Click on the Apps tab if not already on that page.	
7	Select application to download.	
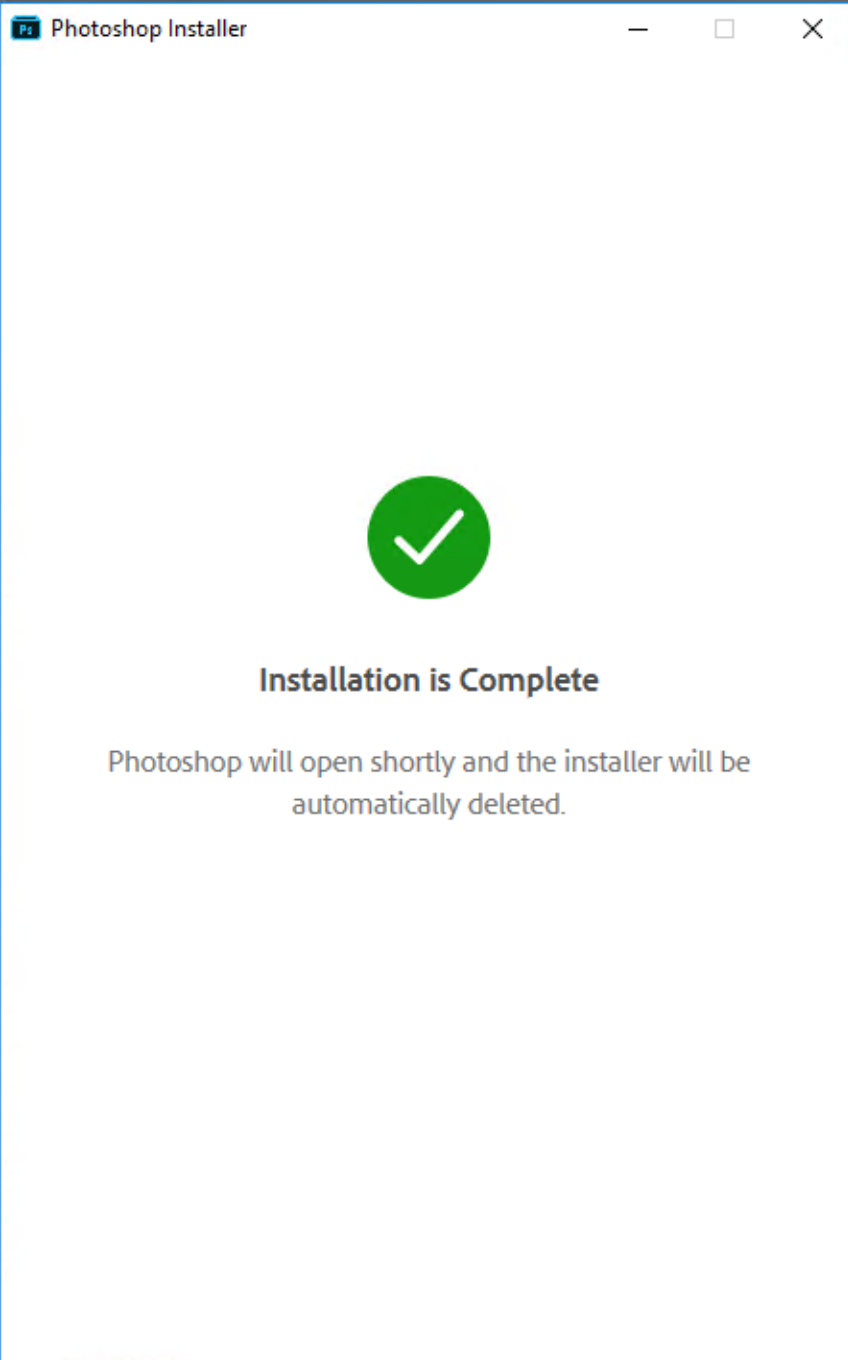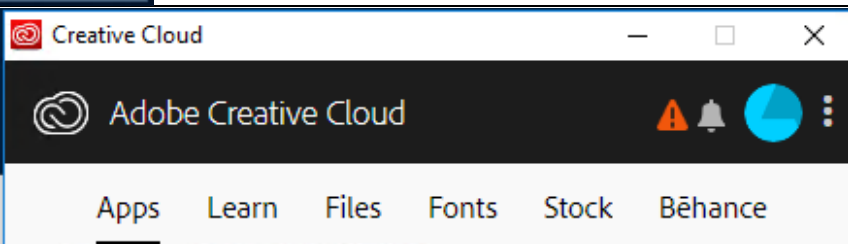
8	Click OK.	
9	Installer will download.	
10	Find downloaded installer. Double click to start installation.	
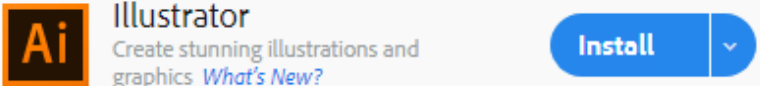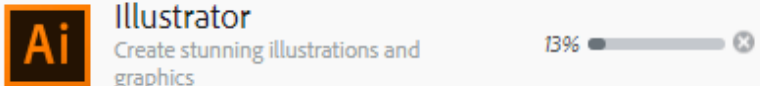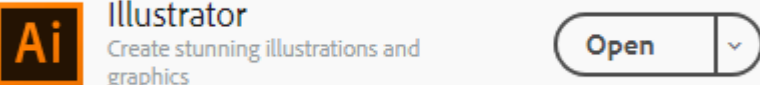
11	Click Continue.	

| 12 | Browser window opens to verify account. | |

| 13 | Click Start Installing. | |

| 14 | Installation progress window opens. | |
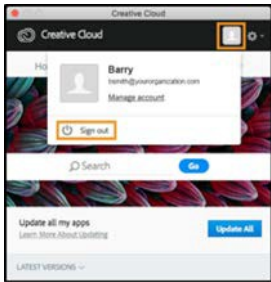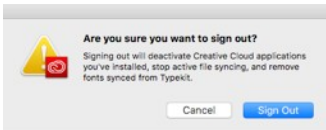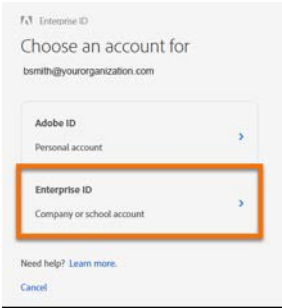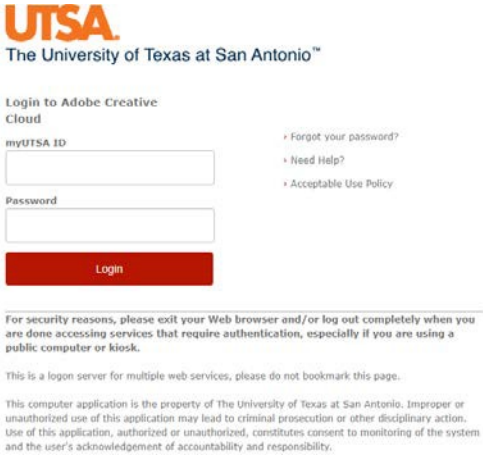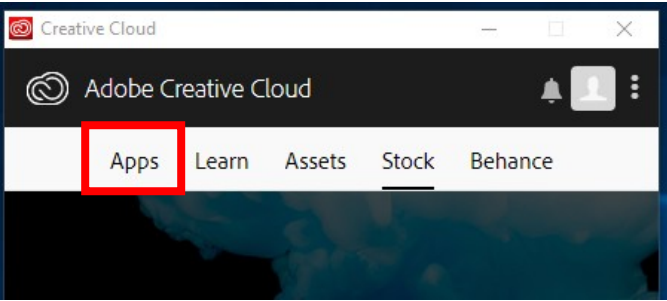
15	Installation is complete.	**Photoshop Installer** ✓ **Installation is Complete** Photoshop will open shortly and the installer will be automatically deleted.
16	To install other applications, click on the Creative Cloud icon on the desktop.	Adobe Creative Cloud
17	Click on Apps if not already selected.	**Creative Cloud** Adobe Creative Cloud Apps Learn Files Fonts Stock Bēhance
18	Select application.	

19	Click on Install.	
20	Install will start.	
21	Once installation is finished, you can open the application.	
22	Install the applications as you wish.	
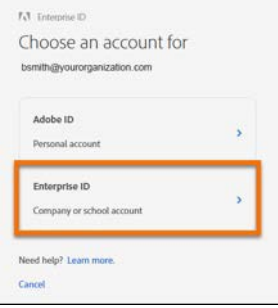
Instructions for existing installations.
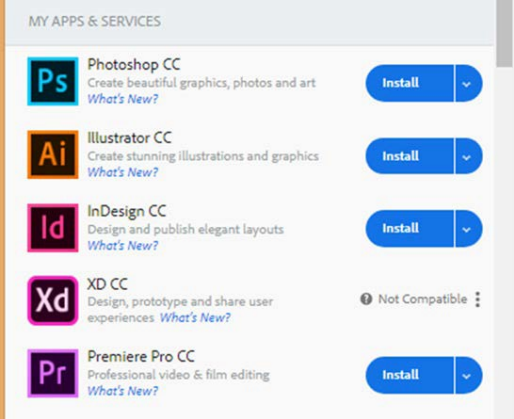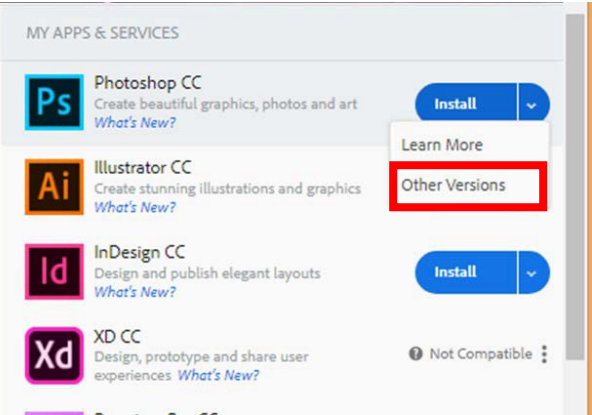
Step	Directions	Screenshot Example
1	If you have Adobe Creative Cloud desktop app installed on your computer today, open the application.	
2	In the Adobe Creative Cloud desktop application, go to the Profile menu by clicking on the person icon (or your personal image), and choose **Sign Out**.	
	Alert 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	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.**	
6	Login with your myUTSAID (abc123) and passphrase, then press **LOG IN**.	
7	Click on Apps in the ribbon.	

8	List of applications either installed or ready for installation will appear. Click to open application or to install application.	

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.	

Photoshop
OTHER VERSIONS

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