



- Multiple Organizer and Binder projects
- Unique settings for each Organizer project
- Dual integration into MS SharePoint and a DMS
- Create PDF/A documents
- Cleanse PDFs of metadata
- Apply redaction tags
- Enhanced MS Office integration

What's new in Desktop 3.1



SYSTEM REQUIREMENTS OPERATING SYSTEMS

Windows XP Professional workstation (SP1 or above)
 Windows 2003 Terminal Server/Citrix
 Supports XP Fast user switching and multiple user sessions.
 Supports installation via Active Directory or other network rollout products
 Windows Vista
 Microsoft .NET framework 3.5

MS OFFICE
 Supports Microsoft Office XP, 2003, 2007



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ORGANIZER PROJECTS

- Set up multiple Organizer Projects
- Create and share Organizer templates, complete with settings
- Save the Organizer Project to a shared location for collaborative work
- Specify default Organizer Project within the workspace
- Configure individual settings for each Organizer Project
- Move documents from one Organizer Project to another

BINDER PROJECTS

- Create multiple Binder Projects
- Create Binder templates
- Maintain folder structure or import as a flat structure from DMS or MS SharePoint
- Check current documents in the Binder Project for any updated versions in the DMS. New versions will be added to the Binder Project automatically
- Save Binder Project back into the DMS as a link

SHAREPOINT INTEGRATION

- Load documents from MS SharePoint into a pdfDocs Project and export documents from a Project into MS SharePoint
- Remember last MS SharePoint save into location
- Dual integration with MS SharePoint and a DMS

REDACTION

- Specify exact word to be redacted
- Specify page(s) to be redacted
- Insert codes such as FOI into the redaction

PDF/A

- Generate PDF documents that meet PDF/A requirements

MS OFFICE INTEGRATION

- Convert some or all email attachments to PDF before sending
- Print all worksheets to PDF from MS Excel
- Print MS Word document with markups
- New pdfDocs Desktop toolbars in MS Excel and MS PowerPoint

PDF METADATA

- Cleanse PDF documents of metadata

GENERAL

- Go to page command
- Copy documents to clipboard
- Copy Special to copy documents, including enabled user settings
- Process documents by page or page range
- Compress document to produce a smaller-sized PDF
- Align and resize form fields on a page. Also quickly add a table of form fields
- Insert hyperlinks into your documents
- Apply start and end styles to lines when using the Line Drawing tool