



- Create PDF and PDF/A documents
- Work in Single Document, Project or Binder mode
- Collaborate on project-centric workspaces
- Create electronic binders
- Secure document distribution
- Enhance productivity and workflow through integration

Businesses have long recognized the importance of the Portable Document Format (PDF) when distributing documents beyond the company firewall. The problem has been that too many PDF solutions are expensive, making it impossible to put the power of PDF on every desktop. pdfDocs provides users with powerful feature sets to manage PDF production and distribution workflows from a user interface that is immediately familiar and intuitive, and which integrates seamlessly with the applications and systems used daily.

### AN INTEGRATED PDF SOLUTION

pdfDocs enables corporations, government agencies and professional service firms to realize significant gains in efficiency and productivity through enhanced integration and workflow. pdfDocs integrates with business applications, processes and systems to help manage business-critical documents and forms more efficiently, more securely.

### WORK IN SINGLE DOCUMENT MODE

pdfDocs works in Single Document mode, eliminating the need to use Adobe Reader. You can open, edit and save documents independently of Organizer and Binder projects. This is a faster, simpler way of interacting with documents.

### MANAGE PDF CONTENT MORE EFFICIENTLY

The Organizer workspace in pdfDocs lets you assemble and collate documents from different applications and systems into a single secure PDF document. You can edit, redact, annotate and secure the content as well as apply stationery, watermarks or numbering sets across all the documents stored in the Organizer workspace.

You can set up multiple Organizer workspaces or Projects within pdfDocs. Import all the content related to a specific case, matter or project into the appropriate Organizer Project folder. Each Organizer Project can be configured with individual output and security settings.

### SAVE TIME AND MONEY WITH BINDER PROJECTS

The Binder functionality within pdfDocs converts documents or entire folder structures into a single or multi-PDF document, automatically generating a table of contents, cross-document hyperlinks and bookmarks. You can insert cover pages and apply headers and footers across a Binder Project in a single click. Create templates and cover pages to minimize workload. Print the Table of Contents as a reference document.

Set up multiple Binder Projects, each with its own output and security settings.

### EXTEND THE VALUE OF YOUR DMS

pdfDocs integrates with leading Document Management Systems to enable users to convert external documents to PDF and to profile them into the DMS. Users can convert existing documents in the DMS environment to PDF as new or related documents.

### MODERN USER INTERFACE

Similar to the MS Office 2013/16 user interface, the pdfDocs modern UI reduces complexity and clutter, and minimizes training requirements as it works like most standard applications on a user's desktop.

*"pdfDocs is revolutionizing the way we work with PDF and our clients."*

**Becker & Poliakoff P.A.**  
**Avi Solomon,**  
**Information Technology**

*"The pdfDocs offering was a very compelling one. Next generation PDF management software at a very attractive cost of ownership."*

**Cripps Harries Hall LLP**  
**Mike Burton, Head of IT**

<b>CREATE PDF</b>	Create PDF documents from any application Use Watchfolders to automatically convert image files to PDF Create and verify PDF/A documents to ISO compliance Add bookmarks, watermarks and stationery to the final document	<b>SYSTEM REQUIREMENTS</b>  <b>OPERATING SYSTEMS</b> Microsoft® Windows Server 2012 R2 or 2008 R2 Terminal Services/Citrix XenApps on the above OS Microsoft® Windows®10. 8.1, 8 or 7 (32-bit or 64-bit)  <b>Software</b> .NET Framework 4.6 or 4.5.2 for pdfDocs 4.5 .NET Framework 4.5 or higher for pdfDocs 4.4 MS Office 2016, 2013 or 2010 (32-bit or 64-bit) or 365  DocsCorp products integrate successfully with MS Office 365 when installed locally.  MS Outlook 2010, 2013, 2016  <b>Hard Disk</b> Single or Multi-core CPU 2GB minimum free disk space 2GB RAM  <b>INTEGRATIONS</b> ALB (Advanced Legal) ContentWorker (FormPipe) DMS4Legal (Epona) Eclipse HP TRIM iManage Work Laserforms Oyez Forms Lawdocs Leap Lexolution Linetime MS Office MS SharePoint NetDocuments (ndOffice) OpenText Content Server OpenText eDOCS DM OpenText Enterprise Connect OpenText LiveLink ProLaw Transform Data Visualfiles Worldox  <b>AVAILABLE</b> pdfDocs Standard pdfDocs Professional pdfDocs Enterprise
<b>ORGANIZER PROJECTS</b>	Combine pages or documents and output as a single PDF, PDF/A, TIFF or JPEG Create Organizer templates, complete with output and security settings Save the Organizer Project to a shared location	
<b>APPLY NUMBERING SETS</b>	Create, edit, copy and save Numbering Sets Add Bates Numbering to a single or multi-document collection Track last used Bates Number automatically Create Numbering Sets with DMS Doc ID, author and version number info	
<b>CREATE FORMS</b>	Open multiple form types including Acroforms, Interactive and XFA forms Add form fields to PDF forms to capture information, and resize them Apply Digital Signatures and sign them for approvals	
<b>OCR</b>	Convert image PDFs to text-searchable PDFs Convert documents to 100%-compliant PDF/A documents Convert any PDF document to RTF, DOC, DOCX, TXT formats	
<b>EDIT</b>	Edit text, images and shapes in the PDF document and format them Review, mark up, edit in a single instance and save changes to disk/DMS Split PDFs by size or number of pages for eFiling or email compliance	
<b>OFFICE INTEGRATION</b>	Single-click conversion to create PDF from MS Word, Excel, PowerPoint Print all worksheets to PDF from MS Excel Print MS Word document with markups Email documents directly from MS Word as PDF attachments Convert some or all email attachments to PDF before sending	
<b>SECURITY</b>	Redact an image or an area of a document, and specify pages to be redacted Search and redact multiple instances of the same text string Add redaction codes such as FOI to explain a redaction Mark up text for redaction approval Prevent readers from changing or copying document content Password-protect a document and apply digital signatures to PDF Set 128-bit AES or 256-bit AES Encryption levels on documents	
<b>ANNOTATE AND MARKUP</b>	Add free form text, sticky notes and business stamps on the PDF Add comments and highlights to the PDF document Sort and filter comments and annotations	
<b>BINDER PROJECTS</b>	Collate PDFs and non-PDFs into a Binder Project Generate Table of Contents, bookmarks and links automatically Select documents within the Binder Project as cover pages Edit non-PDF documents in their native applications Create Binder Project templates Import folders from DMS maintaining structure Check documents in the Binder for updated versions in the DMS	
<b>VERSIONS</b>	Standard - no Binder functionality or DMS integration Professional - no Binder functionality Enterprise - All functionality and DMS integration	