



- 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 they use 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 Projects within pdfDocs. Import all the content related to a specific case, matter or project into the appropriate Organizer Project. 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 their own output and security settings.

EXTEND THE VALUE OF YOUR DMS

pdfDocs integrates with leading Document Management Systems HP WorkSite, HP TRIM, Objective, OpenText, NetDocuments, and Worldox, enabling 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

The modern user interface, similar to MS Office 2010/13, reduces complexity and clutter. This minimizes training requirements as it works like most of the 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 Director

"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

CREATE PDF	<p>Create PDF documents from any application</p> <p>Use Watchfolders to automatically convert image files to PDF</p> <p>Create and verify PDF/A documents</p> <p>Add bookmarks, watermarks and stationery to the final document</p>
MULTIPLE ORGANIZER PROJECTS	<p>Create multiple Organizer Projects</p> <p>Combine pages or documents and output as a single PDF, PDF/A, TIFF or JPEG</p> <p>Create Organizer templates, complete with output and security settings</p> <p>Save the Organizer Project to a shared location</p>
MULTIPLE BINDER PROJECTS	<p>Collate PDFs and non-PDFs into a Binder Project</p> <p>Generate Table of Contents, bookmarks and links automatically</p> <p>Select documents within the Binder Project as cover pages</p> <p>Edit non-PDF documents in their native applications</p> <p>Create Binder Project templates</p> <p>Import folders from DMS maintaining structure</p> <p>Check documents in the Binder for updated versions in the DMS</p>
APPLY NUMBERING SETS	<p>Create, edit, copy and save Numbering Sets</p> <p>Add Bates Numbering to a single or multi-document collection</p> <p>Track last used Bates Number automatically</p> <p>Create Numbering Sets with DMS Doc ID, author and version number info</p>
CREATE FORMS	<p>Works with Acroforms and static XFA forms</p> <p>Add form fields to PDF forms to capture information</p> <p>Resize form fields on a page</p>
OCR	<p>Convert graphic files produced by fax machines, scanners and Document Management Systems to image PDF documents</p> <p>Convert image PDFs to text-searchable PDFs</p> <p>Convert documents to 100%-compliant PDF/A documents</p> <p>Convert any PDF document to RTF, DOC, DOCX, TXT formats</p>
EDIT DOCUMENTS	<p>Edit text and images in the PDF document</p> <p>Split PDFs by size or number of pages for eFiling or email compliance</p>
OFFICE INTEGRATION	<p>Single-click conversion to create PDF from MS Word, Excel, PowerPoint</p> <p>Print all worksheets to PDF from MS Excel</p> <p>Print MS Word document with markups</p> <p>Email documents directly from MS Word as PDF attachments</p> <p>Convert some or all email attachments to PDF before sending</p> <p>Email multiple documents as single or as multiple attachments</p>
SECURITY	<p>Redact an image or an area of a document</p> <p>Search and redact multiple instances of the same text string</p> <p>Specify page(s) to be redacted</p> <p>Add redaction codes such as FOI to explain the redaction</p> <p>Mark up text for redaction approval</p> <p>Prevent readers from changing or copying document content</p> <p>Password-protect a document and apply digital signatures to PDF</p>
ANNOTATE AND MARKUP	<p>Add free form text, sticky notes and business stamps on the PDF</p> <p>Add comments and highlights to the PDF document</p> <p>Sort and filter comments and annotations</p>

SYSTEM REQUIREMENTS OPERATING SYSTEMS

Microsoft® Windows® 7 or 8 (32-bit or 64-bit)
 Outlook 2010, 2013
 Supports Citrix XenApp/
 XenDesktop/Terminal
 Services
 .NET Framework 4.5
 Single or Multi-core CPU
 2GB RAM
 2GB free disk space

INTEGRATION

HP WorkSite
 HP TRIM
 NetDocuments
 OpenText Content Server
 OpenText Enterprise Connect
 OpenText eDOCS DM
 ProLaw
 Worldox

COMING SOON

Objective
 MS SharePoint



SYDNEY
 LONDON
 PORTLAND (OR)
 MANILA

info@docscorp.com
 www.docscorp.com