



## A-PDF Password Security

Change pdf file password security

### User Documentation

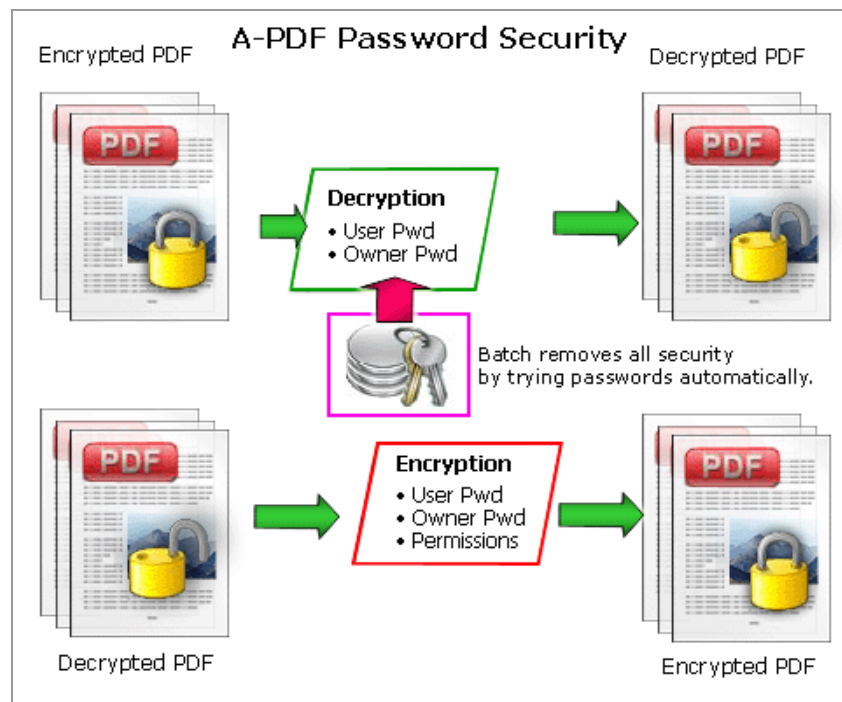
**Note: This product is distributed on a 'try-before-you-buy' basis. All features described in this documentation are enabled. The unregistered version disallows you change the passwords.**

#### About A-PDF Password Security

A-PDF Password Security is a desktop utility program that lets you change password security of existing Acrobat PDF files. That means you can protect PDF files with 40-bit or 128-bit encryption or remove the password protection. It can handle either single or batch documents with a wizard. Another convenience feature is hot directory; it can set password security to files automatically when the files are written to a specified monitored directory.

A-PDF Password Security also provide a **Password Pool** function to removes all security settings from a group of PDF files by using a batch process automatically.

With A-PDF Password Security, you can set a PDF file if need a password to open, and/or if have access restrictions. For example, allow or not allow printing, copying content or changing file etc.



A-PDF Password Security works with unencrypted or encrypted PDF files and does NOT require Adobe Acrobat.



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#### Using A-PDF Password Security

A-PDF Password Security can be started either by launching the application via a desktop shortcut, or directly from within Windows/Windows Explorer.



When you start the program, you will be presented with the wizard screen.





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#### Set Single PDF Document Security

Select the option **Single PDF Document Security** and push the button **Next >**, a PDF security setting window will be opened.



- Single PDF Document Security  
To add or remove the password protection for single PDF document

1 Source PDF File: C:\pdf.pdf Browse...

2 Security Method:

Security Level: high(128-bit; Acrobat 5.0 and above) ▼

Require a password to open the document

Document Open Password: oPENPASSWORD

Permissions

Use a password to restrict permissions

Permissions Password: pASSWORD

Print Allowed: High Resolution ▼

Changes Allowed: Filling in form fields and signing existing signature f ▼

Enable copying of content

Enable text access for screen reader devices for the visually impaired

Options

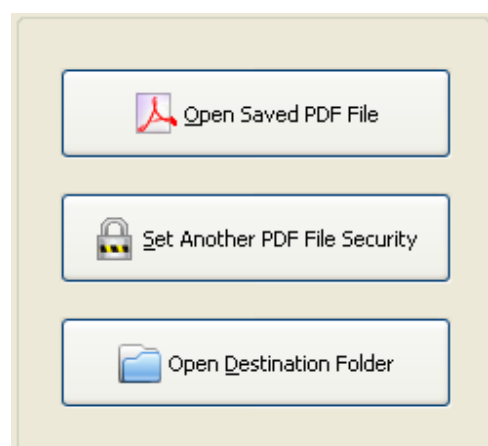
- Printing (High Resolution)
- Document Assembly
- Allow Form Field Fill-in or Signing
- Authoring Comments and Form Fields
- Changing the Document
- Allow Content Copying or Extraction
- Content Accessibility Enabled

Options... Help About < Back Save Save as...

Click **Browse...** to open a PDF file will be encrypted or decrypted, set the **Security Method**, then click **Save** to save the file or **Save as...** to save to another file.

More detail about **Security Method** please sees the section **Security Method** below

After saving the file, you can choose to **Open Saved PDF file** with the default PDF viewer, **Set Another PDF file Security** or **Open Destination Folder** in windows explorer.





## Set Batch Documents Security

Select the option **Batch PDF Documents Security** and push the button **Next >**, a file list window will be opened.



**Batch PDF Documents Security**

To add or remove the password protection for a batch of PDF documents



Name	Password	Size	Modified
PAGETEST.pdf	No	4 KB	2008-08-14 11:35:22
samplerreport0001.pdf	No	62 KB	2008-01-24 14:27:53
test.pdf	No	440 KB	2008-07-11 12:20:39
ttt.pdf	No	64 KB	2008-01-24 18:32:05

You can **Add** files or even **Add Dir** for add all of files in a directory. **Remove** or **Clear** files in list.

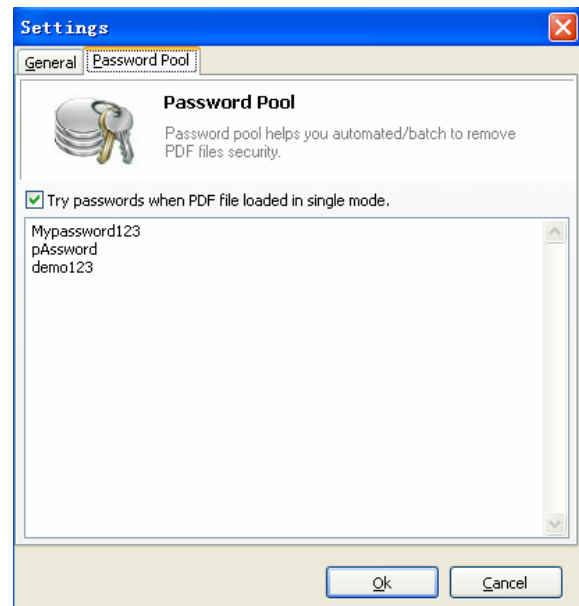


If any of the files you want to encrypt is password-protected already, then you need to provide the file password(s). Click the file need password, and click button **Input password** to open the password input window.

You also can click the **Try password** icon to try to open password-protected files, A-PDF Password Security will try file password(s) by using

**Password Pool** automatically, (note: **Password pool** is a password list pool which stored commonly used passwords, which can be defined by user, A-PDF Password Security can use **Password Pool** to try open password-protected files automatically)

**Password Pool** can be defined by clicking "**Options...**" button, and then a setting window will be opened. You can pre-define password in there.



After selecting files, click the button **Next >**, you will get a **Security Method** setting window. More detail about Security Method please see the section **Security Method** below.



Set the security method and click **Save** to apply the security to files listed or **Save as** to save all of the encrypted files to a directory. You will get a resultant list to show if the files encrypted successfully or not.

## Hot Directory

You may want to monitor a directory in a server, when some one copying the PDF files in, the files will be encrypted and sent to an output directory automatically.



### Hot Directory

To monitor a directory. When PDF files copied in, they will be encrypted and sent to an output directory automatically.

Select the option **Hot Directory** and push the button **Next >**, a hot directory setting window will be opened.

Hot Directory Setting

Monitored Directory: C:\monitor ..  Include Sub-Directory

Output Directory: C:\output ..

Log File Directory: C:\Documents and Settings\ch: ..   Backup Directory ..

Hot Directory Setting:

- **Monitor Directory**, set the directory to monitor. Even **Include Sub-Directory**.
- **Output Directory**, set output directory where all of encrypted files will be sent to.
- **Log File Directory**, Log files will be saved in. Log files will record the detail of operation. Such as when to monitor, which file encrypted, if encrypting successfully or not.
- **Backup Directory**, if check this option, the original PDF file will be move to the directory after encrypted.

After setting the directories and security method of output files, click **Start** button to start work, **Stop** button to stop monitoring hot directory.



More detail about Security Method please see the section **Security Method** below.

If you want to enable the hot directory in windows service, you may need A-PDF Password Security Server Edition, more detail please check out:

<http://www.a-pdf.com/security/password-server.htm>



## Security Method

You can choose if the file has security or not by selecting **Security Level**. There are 40-bit and 128-bit level encryption methods to select; With A-PDF Password Security you can use two different types of passwords:

- **Document Open Password**, when you set the password, the encrypted file will need the password to open for reading.
- **Permissions Password**, when you set the password, the encrypted file will be restricted permissions. There are 7 types permissions showed in right, includes **Printing, Document Assembly, Allow Form Fill-in or Signing, Comments, Changing, Copy of content and Content Accessibility Enabled**. You can set the permissions by left selections.

<b>Security Method:</b>	
Security Level	high(128-bit; Acrobat 5.0 and above) ▼
<input checked="" type="checkbox"/> Require a password to open the document	
Document Open Password	pAssword
<b>Permissions</b>	
<input checked="" type="checkbox"/> Use a password to restrict permissions	
Permissions Password:	pAssword
Print Allowed:	Low Resolution (150 dpi) ▼
Changes Allowed:	Commenting, filling in form fields and signing existir ▼
<input checked="" type="checkbox"/> Enable copying of content	
<input checked="" type="checkbox"/> Enable text access for screen reader devices for the visually impaired	
<b>Options</b>	
<input checked="" type="checkbox"/>	Printing (Low Resolution)
<input checked="" type="checkbox"/>	Document Assembly
<input checked="" type="checkbox"/>	Allow Form Field Fill-in or Signing
<input checked="" type="checkbox"/>	Authoring Comments and Form Fields
<input checked="" type="checkbox"/>	Changing the Document
<input checked="" type="checkbox"/>	Allow Content Copying or Extraction
<input checked="" type="checkbox"/>	Content Accessibility Enabled

## Add Properties

You can add properties to PDF by selecting properties; the properties changer allows you to add/edit Title, Subject, Author, Keywords for the output PDF document



Add Properties

Title:	<input type="text" value="%Original%"/>	<input type="button" value="Macro"/>
Subject:	<input type="text" value="%Original%%Date%"/>	<input type="button" value="Macro"/>
Author:	<input type="text" value="%Original%%Time%"/>	<input type="button" value="Macro"/>
Keywords:	<input type="text" value="%Original%"/>	<input type="button" value="Macro"/>

Security Properties Add Expiry Date

## Add Expiry Date

If you would like to add an expiration date to your PDFs so your viewer cannot open after a time limit that you set. You can use A-PDF Password Security to add an Expiry Date to PDF easily.



Add Expiry Dates

Set time and date expiration of PDF:

2009- 6-18      14:00:00

Set expiration hint:

This files has expired! expired date: %date%

Security Properties Add Expiry Date

Set "Add Expiry Date" checkbox to checked, set the date and time for expiration, set a expiration hint for end user.

## About PDF Password Security

The built-in encryption method provided by PDF allows for the following functionality. A document has two passwords: an owner password and a user password. The document also specifies operations that should be restricted even when the document is decrypted: printing; copying text and graphics out of the document; modifying the document; and adding or modifying text notes and AcroForm fields. When the correct user password is supplied, the document is opened and decrypted but these operations are restricted; when the owner password is supplied, all operations are allowed. The owner password is required to change these passwords and restrictions.

A document is encrypted whenever a user or owner password or restrictions are supplied for the document. However, a user is prompted for a password on opening a document only if the document has a user password.

## Ending Your Session

When you have completed your work, click the **Exit** button from home window.

For more information: <http://www.a-pdf.com>