

## Wise Excel to PDF

Wise Excel to PDF is a powerful and convenient application to switch Microsoft Excel files into PDF file. Wise Excel to PDF has a powerful function of keeping the layout of PDF files the same as the original Microsoft excel files. It also provides you with different converting modes and professional options.

With a professional and concise operation interface, you needn't to spend much time in learning how to use it. So you can get into your work easily in a short time and no matter whether you are familiar with our software or not, you can use it easily by yourself in seconds.

**Note:** This product has a free trial version, all features in this document are useful for you. There is no any watermark in your merging pdf files if you use the registered version.

### (1) All features of Wise Excel to PDF

- ▲ A concise and professional operation interface
- ▲ Batch converting Microsoft excel files into one PDF file
- ▲ Import and export lists of Microsoft word files
- ▲ Batch convert mode, Hot directories mode and Command line mode
- ▲ Keep the layout of the PDF files the same as the original Microsoft excel files
- ▲ Watermark, bookmark, page number and property options

### (2) Using Wise Excel to PDF

You can start Wise Excel to PDF by clicking the desktop shortcut on the computer desktop.

### (3) Add MS excel files

There are three kinds of methods for you to add your excel files.

First one, you can click the icon of "Add" directly on the operation interface and select any excel files you want to deal with.

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**Released: June 2012**

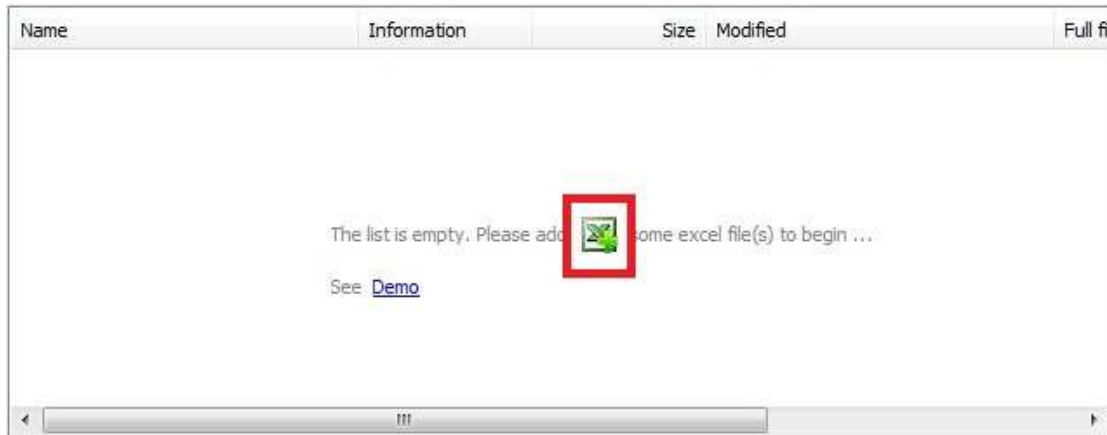
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Second, you can click the icon of “add folder” and select to add a folder of excel files



Third, you can directly click the blank space to add MS excel files.



#### (4)Delete MS Excel files

If you want to delete MS excel files which are unneeded, you can pitch on that file

and click the icon of



. If you want to delete all excel files, you can

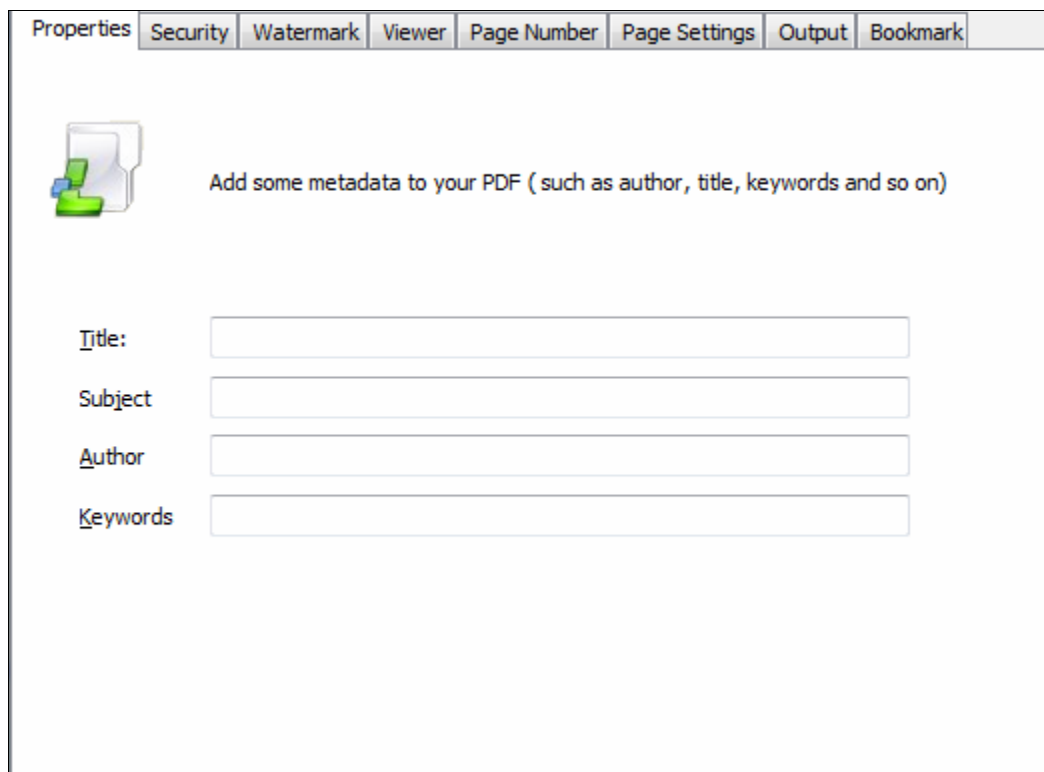
click the icon of




to remove them completely.

#### (5)Professional Settings

**Properties setting:** Properties setting allows you to add some metadata to your PDF files, including title, subject, author and keywords.



Properties Security Watermark Viewer Page Number Page Settings Output Bookmark

 Add some metadata to your PDF (such as author, title, keywords and so on)

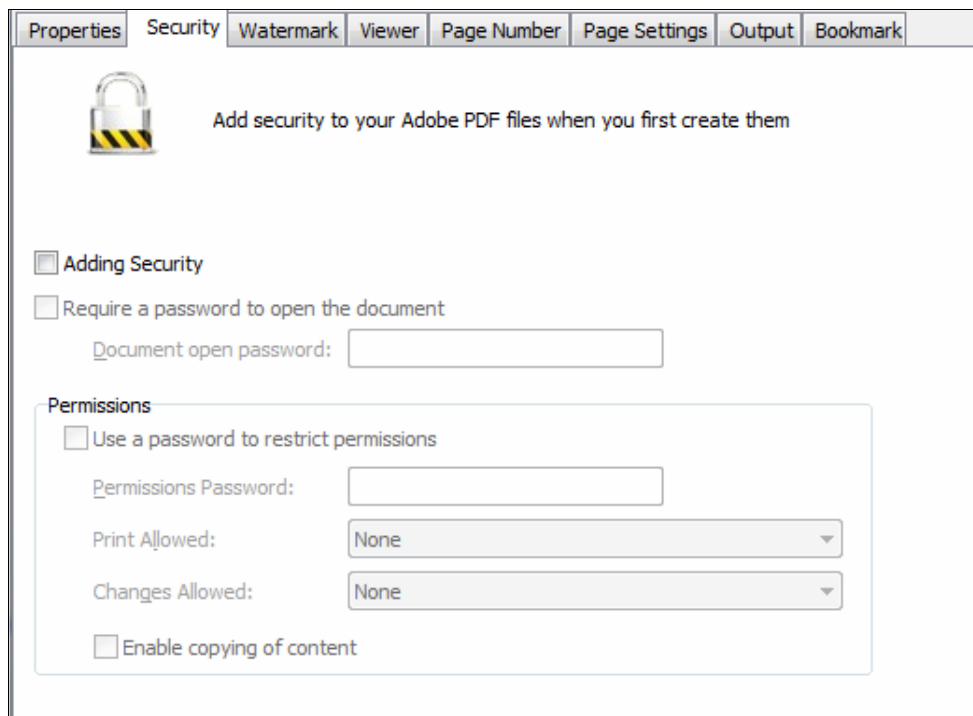
Title:

Subject


Author

Keywords

**Security Settings:** You can add a password to your pdf files, moreover, you can also set some restrictions to your pdf files. So you can use a password to impose restrictions on the permission.



Properties Security Watermark Viewer Page Number Page Settings Output Bookmark

 Add security to your Adobe PDF files when you first create them

Adding Security

Require a password to open the document

Document open password:

Permissions

Use a password to restrict permissions

Permissions Password:

Print Allowed:

Changes Allowed:

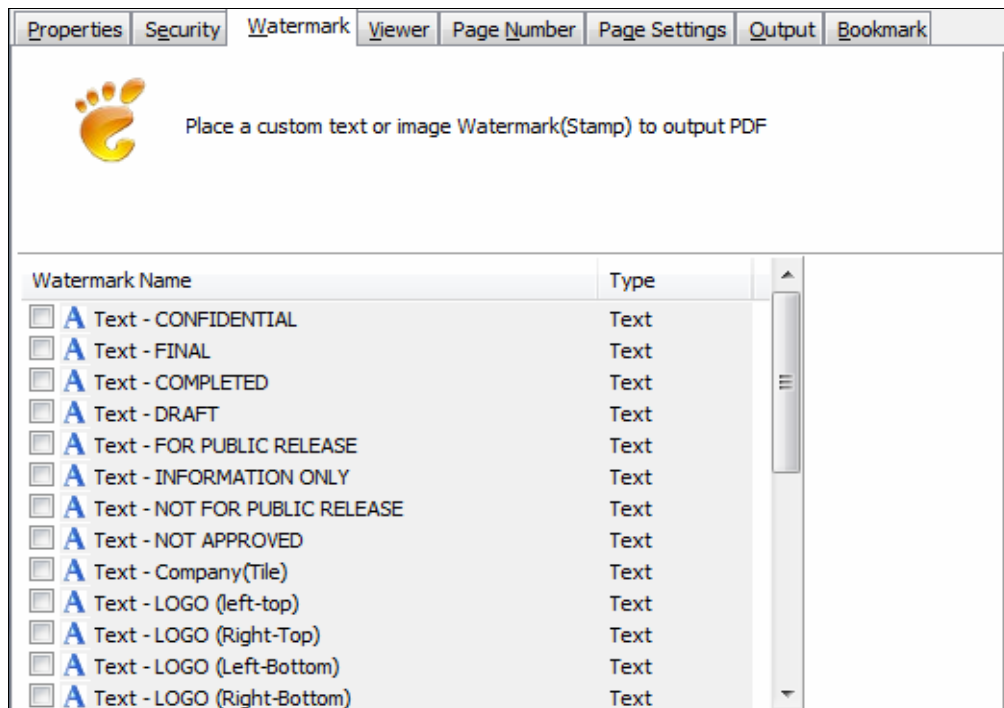
Enable copying of content

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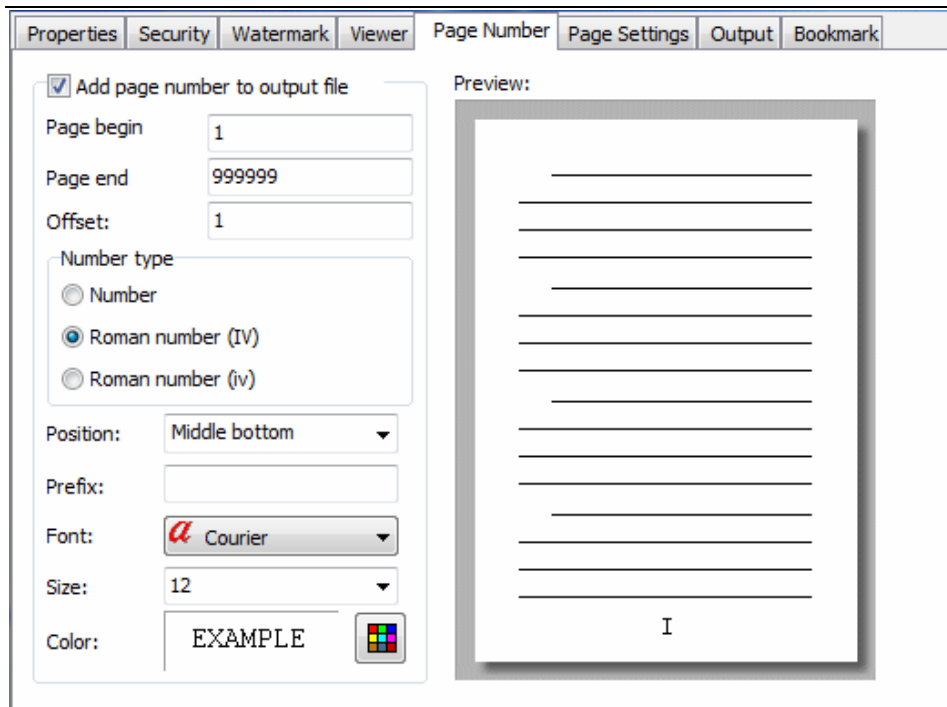
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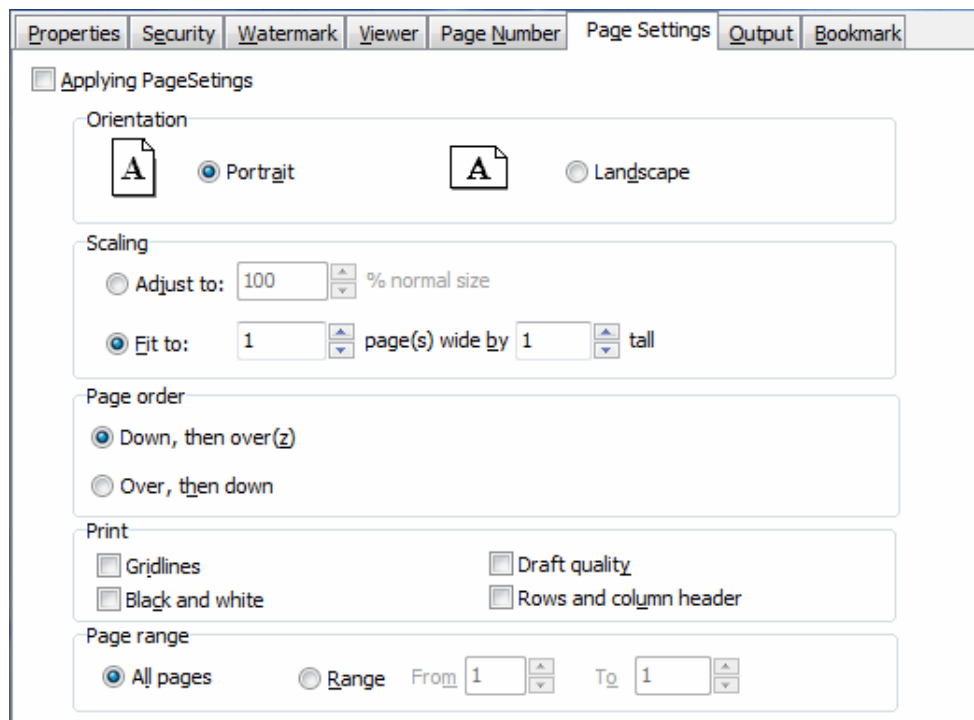
**Watermark settings:** Watermark setting allows you to stamp a watermark on your new pdf files. You can add a text or image watermark to your pdf files. Moreover, you can also modify the text or image watermark to reach the best effect.



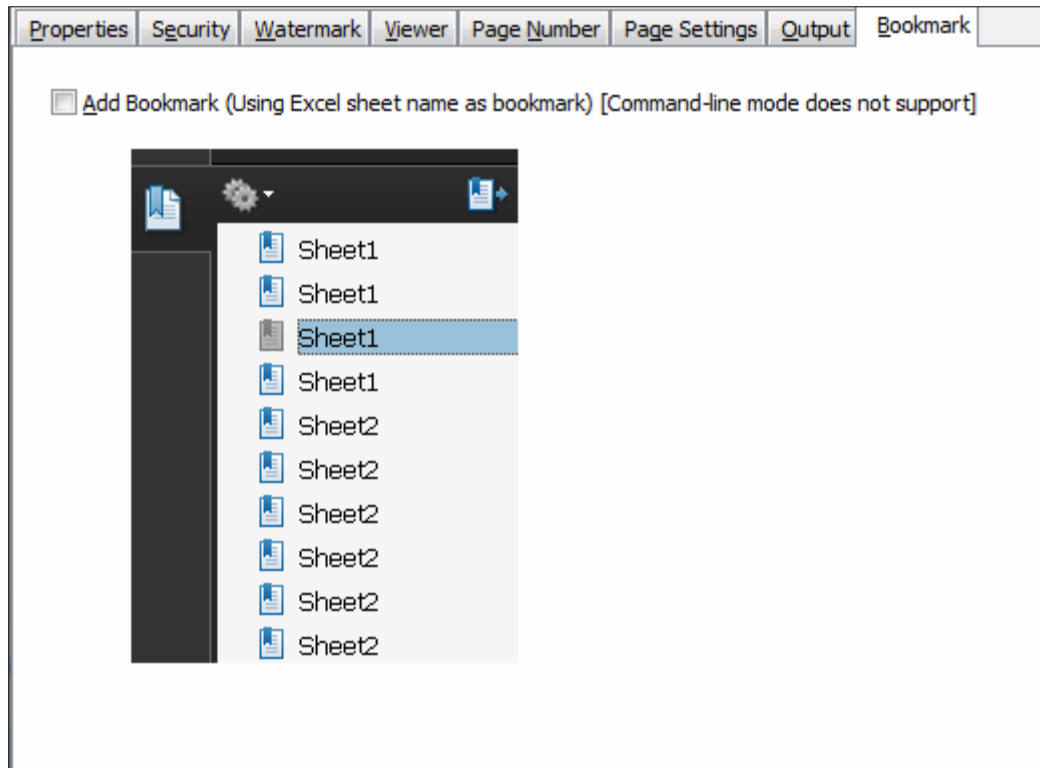
**Page Number Setting:** Page number setting allows you to add page number to you outputting PDF file. Different kinds of number types are available to you. You can select the position of the number and add prefix. At the same time, you can also select the fonts, sizes and colors.



**Page Settings:** To set page range and page size(A3, A4,A5 etc), change the orientation and printing settings.



**Bookmark setting:** Use excel sheet name as bookmark. Please pay more attention to that: Command line mode does not support to add a bookmark.



### (6) Hot Directory Mode

Just appoint a folder as an inputting directory folder and another one as an outputting directory, all excel files in inputting directory will convert to pdf files automatically.



### (7) Start Processing

Just click the icon of



to start to convert MS

excel files to PDF files.

### (8) Ending

After processing, just exit from the dropdown list. Everything will go successfully.