

## Wise Office to PDF

In response to customers' requirements, Wise PDF office to PDF is designed to switch Microsoft office files, Txt files, Wri files and Rtf files into PDF files. It can avoid outputting the PDF files with messy code effectively. The greatest feature of Wise PDF office to PDF is that it can keep the layout of PDF files as same as the original Microsoft office files.

Wise office to PDF is a professional desktop application with compendious and professional operation interface. Even freshman can use it as proficient as a veteran in a very short time.

**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 Office to PDF

- ▲ A compendious and professional operation interface
- ▲ Batch converting Microsoft office files into PDF files
- ▲ Word, PPT, Excel, CHM, Wri, Publisher, Rtf, Infopath, Bmp, Visio are supported in our software
- ▲ Various professional options, including Watermark, page number and property options
- ▲ Import and export lists of Microsoft office files
- ▲ Batch convert mode, Hot directories mode and Command line mode
- ▲ 100% remain the layout the same as the original Microsoft office files

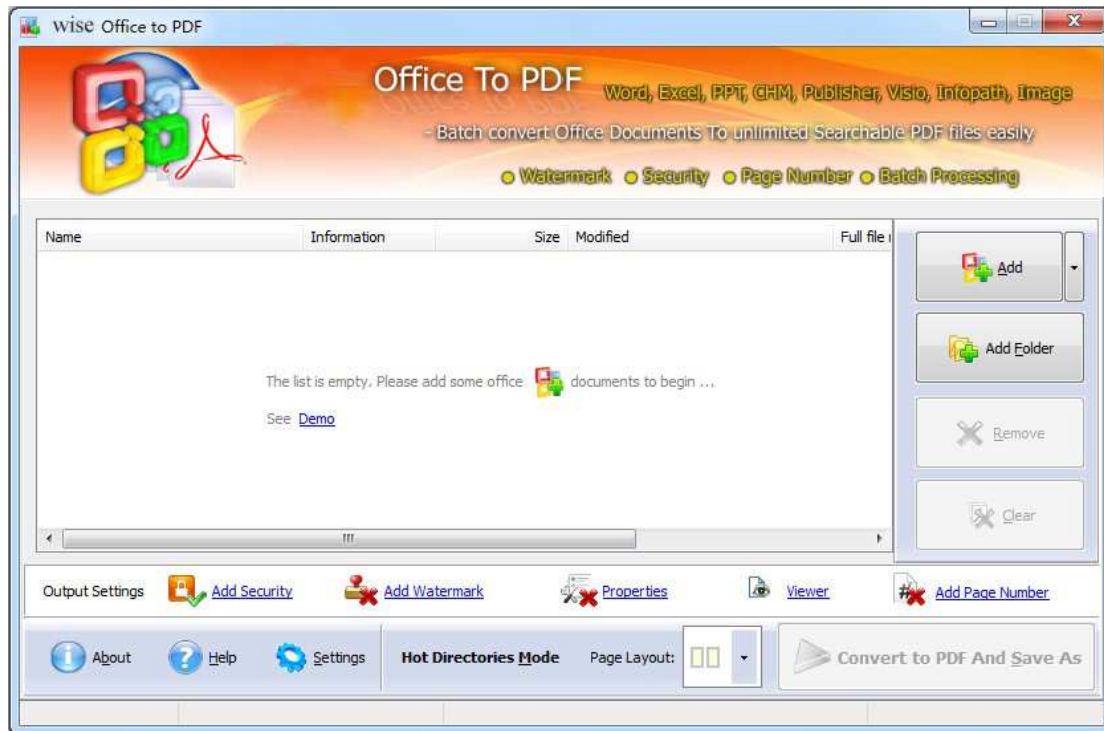
### (2) Using Wise Office to PDF

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

---

Released: June 2012


Copyright © 2012 Wise PDF Tools.com – all rights reserved



### (3) Add MS office files

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




**First one**, you can click the icon of  directly on the operation interface and select any MS office files you want to deal with.


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

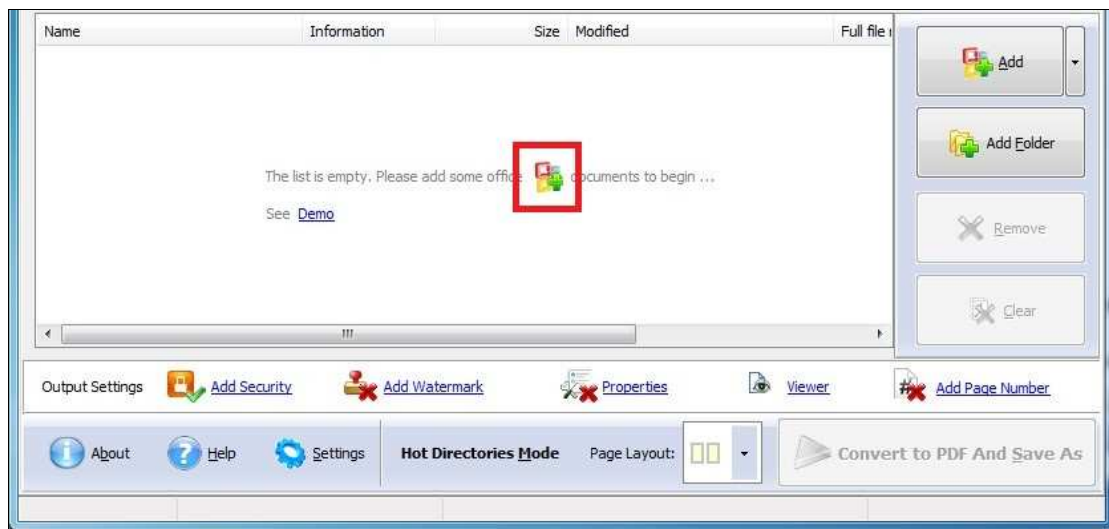


**Third**, you can just click the blank space to add PDF files.

### (4) Delete MS office files

If you want to delete PDF files which are unneeded, you can pitch on that file and click the icon of . If you want to delete all PDF files, you can click the

icon of  to remove all of them completely.



### (5) Command line mode

If you are familiar with computer program, you can also operate it by command line mode.

Usage:

```
OfficeToPDF <input Office Document(s)> <output pdf file>
```

```
Return code:
```

```
1: Does not find GhostSscript  
2: Input file does not exist  
3: Output file path not exists  
5: Source file is not Office Document(s) (.doc, .rtf, .txt,  
.xls, .ppt, .pub, .xml, .xsn, .vsd, .vdx .chm etc)  
6: Output file name error  
8: Convert successfully  
9: Convert Failed  
10: Error because another office to PDF Application is running.
```

```
example:
```

```
OfficeToPDF "c:\help.doc" "c:\output\help.pdf"  
OfficeToPDF "c:\help.txt" "c:\output\help.pdf"  
OfficeToPDF "c:\help.rtf" "c:\output\help.pdf"  
OfficeToPDF "c:\table.xls" "c:\output\table.pdf"  
OfficeToPDF "c:\Product.ppt" "c:\output\Product.pdf"  
OfficeToPDF "c:\office2007.docx" "c:\output\office2007.pdf"  
OfficeToPDF "c:\card.pub" "c:\output\card.pdf"  
OfficeToPDF "c:\form.xml" "c:\output\form.pdf"  
OfficeToPDF "c:\form.xsn" "c:\output\form.pdf"  
OfficeToPDF "c:\logic.vsd" "c:\output\logic.pdf"  
OfficeToPDF "c:\visio.vxd" "c:\output\visio.pdf"  
OfficeToPDF "c:\help.chm" "c:\output\help.pdf"
```

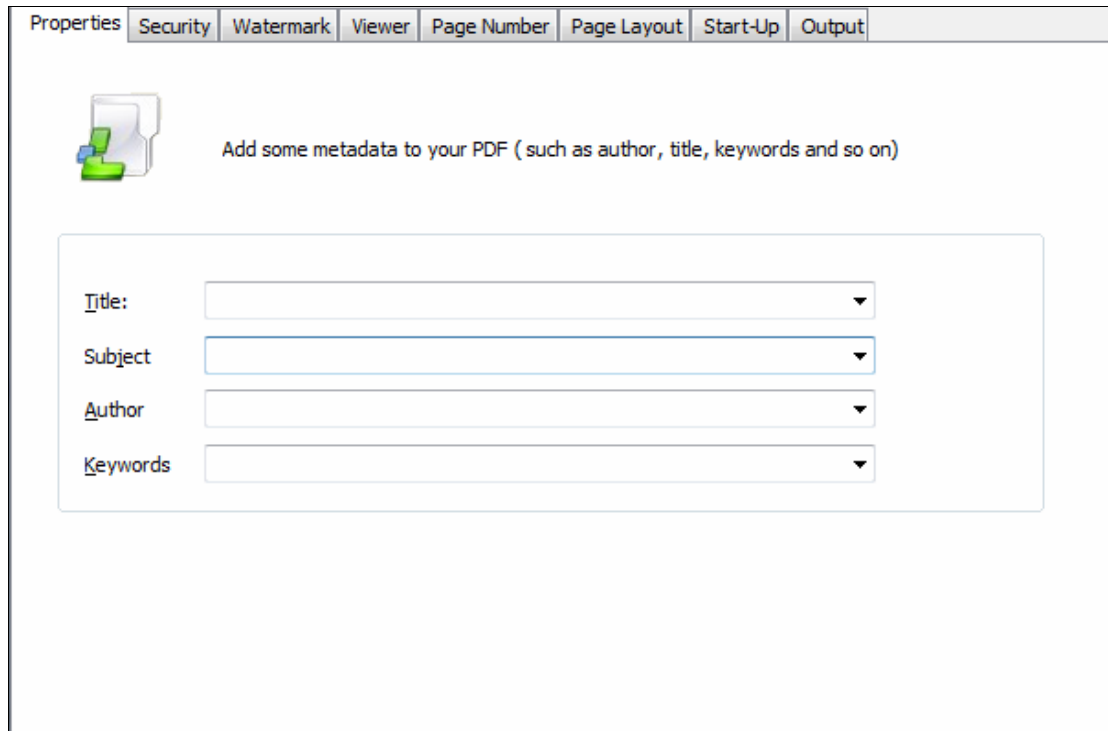
## (6) Support different files formats

Wise PDF to Image also enables you to output four different formats of images:

- |         |             |
|---------|-------------|
| ▲ Word  | ▲ Wri       |
| ▲ PPT   | ▲ Rtf       |
| ▲ Excel | ▲ Infopath  |
| ▲ CHM   | ▲ Visio     |
| ▲ BMP   | ▲ Publisher |

## (7) Professional options


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



The screenshot shows a software window with a tabbed interface. The 'Properties' tab is selected, and it contains a folder icon and the text 'Add some metadata to your PDF (such as author, title, keywords and so on)'. Below this, there are four input fields with labels: 'Title:', 'Subject', 'Author', and 'Keywords'. Each field has a dropdown arrow on the right side.

**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 Layout Start-Up Output

 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:

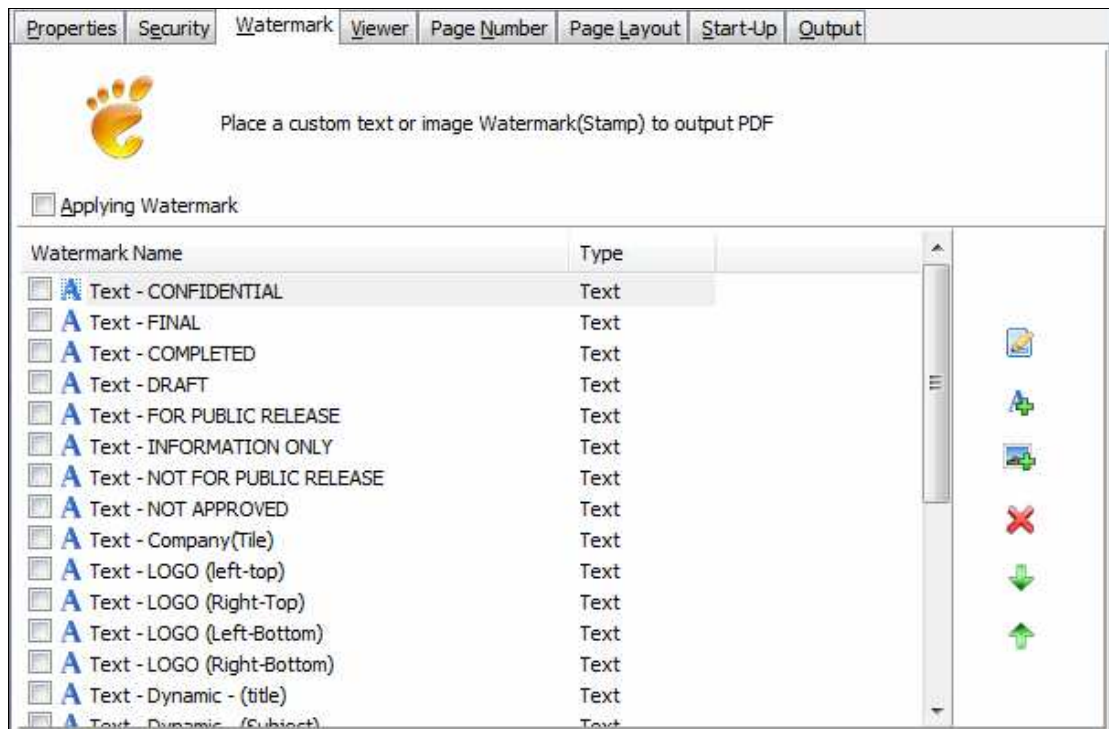
Print Allowed:

Changes Allowed:

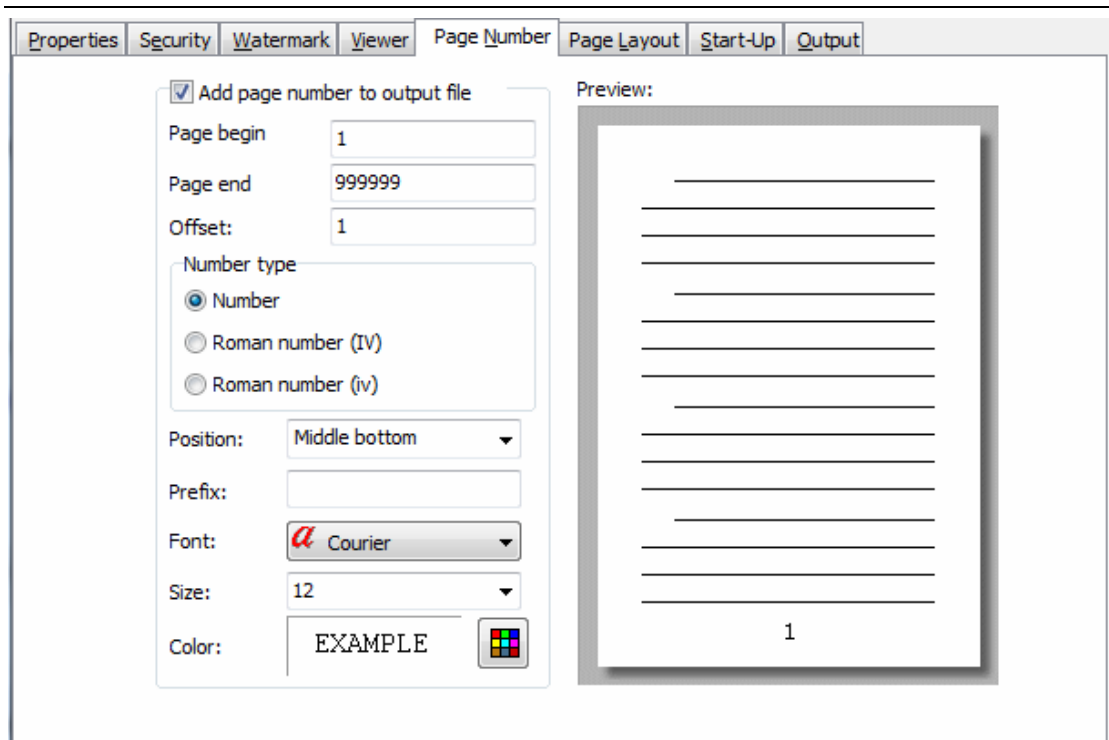
Enable copying of content

Ok Cancel

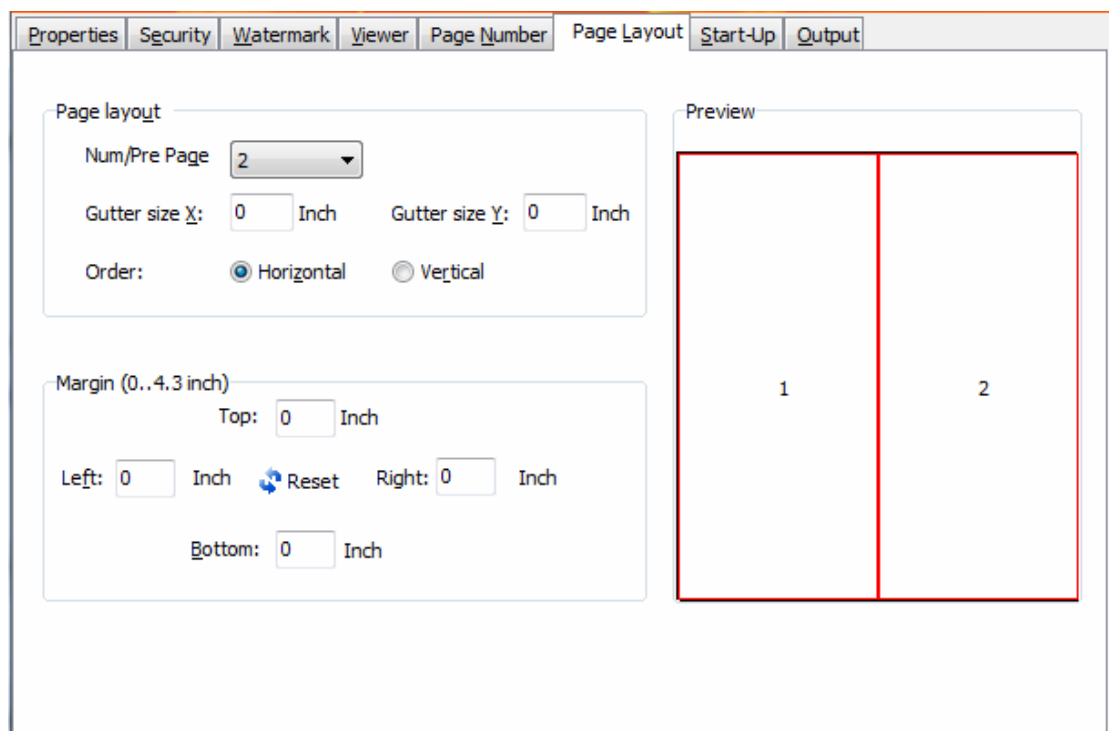
**Watermark settings:** Watermark setting allows you to stamp a watermark on your new pdf files. You can add a text or image watermark to your pdf files. Moreover, you can also modify the text or image watermark to reach the best effect.



**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.



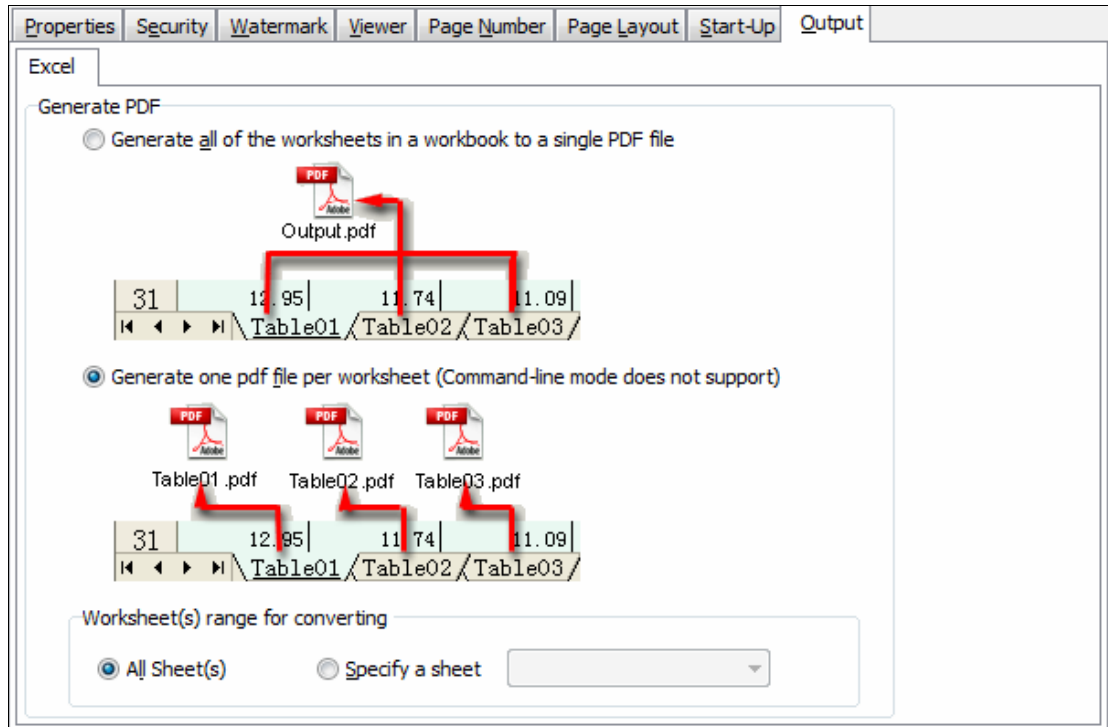
**Page layout setting:** You can easily set your page layout, gutter size and margin. It allows you to preview page layout after you set.





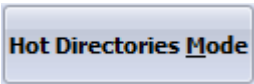
**Output options:** Choose different kinds of outputting ways:

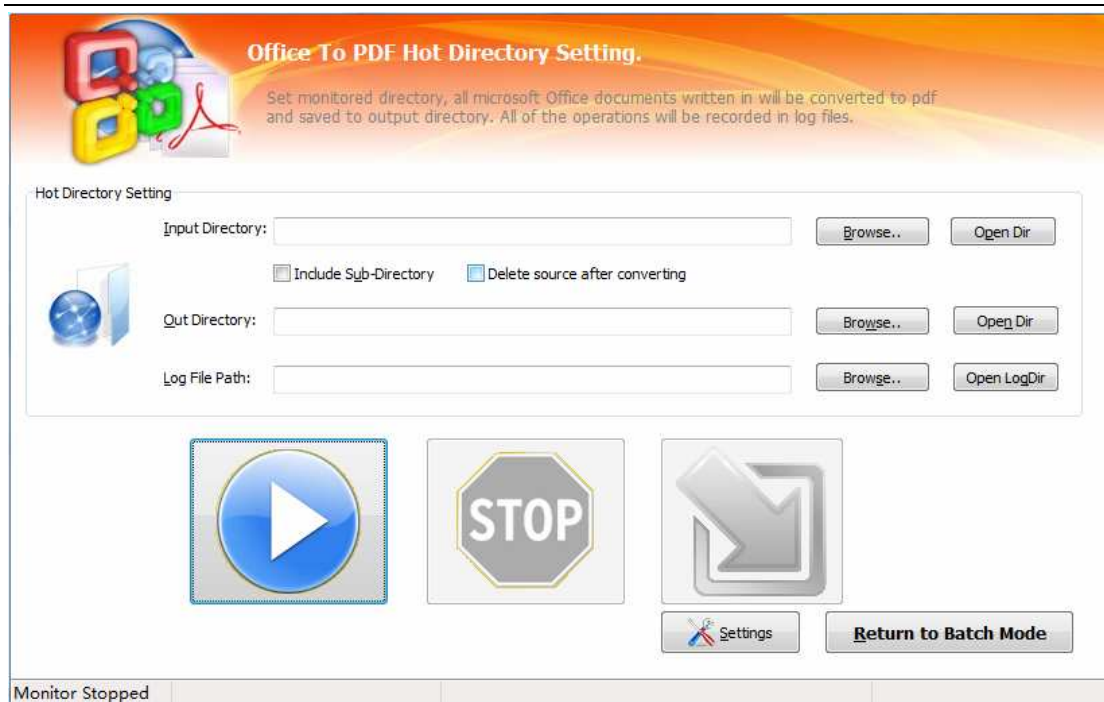
- Generate all of the worksheets in a workbook to a single pdf file
- Generate one pdf file per worksheet



### (8) Hot Directories Mode


Hot directories mode allows you to convert any MS office file which is put in the input directory file into PDF files automatically.

Just click the icon of  to change into hot directories mode.



### (9) Start Processing



Just click the icon of  to start to convert MS office files to PDF files.

### (10) Ending

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