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 Boxoft PDF Security

Boxoft PDF 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.

Boxoft PDF 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 Boxoft PDF 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.
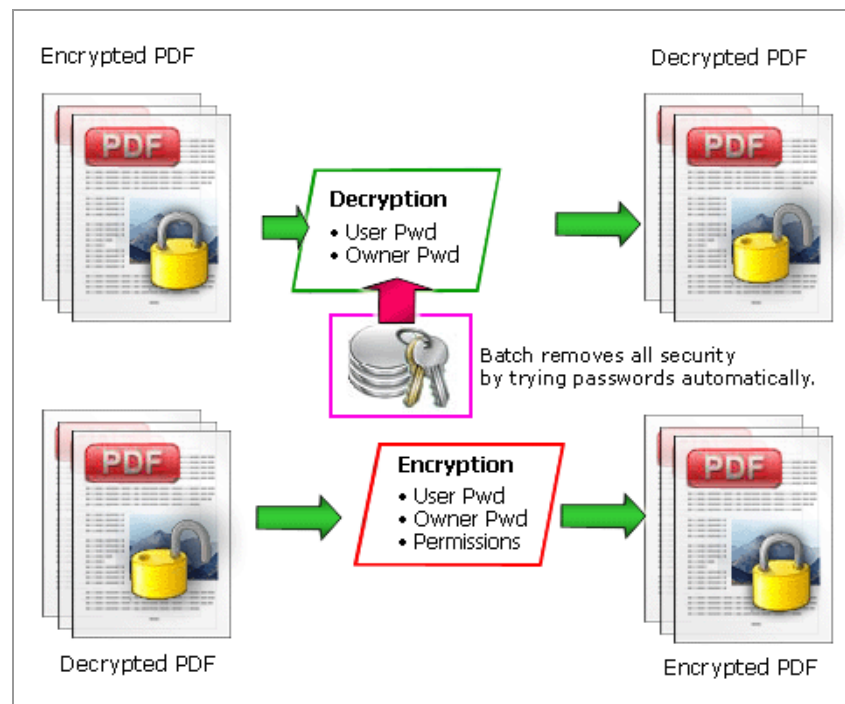


Boxoft PDF Security works with unencrypted or encrypted PDF files and does NOT require Adobe Acrobat.

## Using Boxoft PDF Security

Boxoft PDF 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.

## 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.

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.
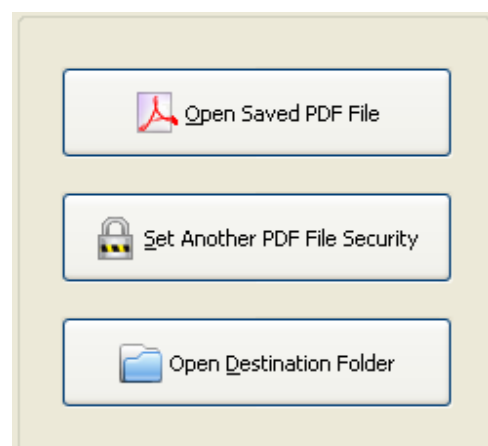
## Set Batch Documents Security

○ Batch PDF Documents Security
To add or remove the password protection for a batch of PDF documents

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

| Name | Password | Size | Moidfied |
|------|----------|------|----------|
| PAGETEST.pdf | No | 4 KB | 2008-08-14 11:35:22 |
| samplereport0001.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.
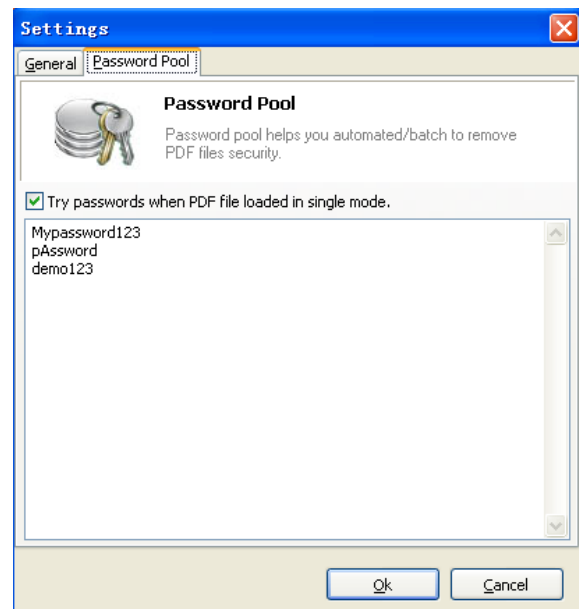
⚠️ If any of the files you want to encrypt is password-protected already, then you need to provide the file password(s). Click the file need password, and click button **Input password** to open the password input window.

You also can click the **Try password** icon to try to open password-protected files, Boxoft PDF 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, Boxoft PDF 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.

**Settings**

General | Password Pool

**Password Pool**
Password pool helps you automated/batch to remove PDF files security.

☑ Try passwords when PDF file loaded in single mode.

Mypassword123
pAssword
demo123

Ok | Cancel

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, them 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:
- **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.

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## 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 Boxoft PDF 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.

## 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 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 Boxoft PDF Security to add an Expiry Date to PDF easily.

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.Boxoft.com

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