NUANCE

The experience speaks for itself™

DATASHEET

eCopy PDF Pro Office Feature Set—Executive Summary

Compatibility Features

- Compatible with Microsoft Windows® XP (32-bit), Vista™ (32- and 64-bit) and Windows 7 (32- and 64-bit)
- Compatible with Microsoft® Office 2010 (32-bit) 2007, 2003 (add-ins)
- Toolbar or/and menu shortcuts for Microsoft Word, Excel®, PowerPoint®, Outlook® and Lotus Notes®
- Right-mouse shortcut for Windows Explorer®
- Support for viewing and annotating PDF files within Internet Explorer, FireFox® and Google® Chrome
- Supports connectors for Hummingbird Enterprise™ 5.2, 5.3, 6; Interwoven® WorkSite 8.3, 8.5, 9; Worldox™ GX2, GX3; Livelink® ECM - Enterprise Server 9.7.0 and 10 from OpenText Corp; Microsoft® SharePoint Server 2003, 2007, 2010, Windows SharePoint Services (WSS) 3.0 and Microsoft® Office 365; Xerox DocuShare 6 and 6.5; EMC²® Documentum 6.5, Therefore® 2012, and NetDocuments®
- Supports LexisNexis® CaseMap® 8.5 case management software and many other popular cloud services
- Save and access stored documents in the Cloud by connecting directly to PaperPort Anywhere®, Box, Google Docs™, Windows Live® SkyDrive®, Office 365, Evernote® and Dropbox
- Direct PDF files via e-mail to a fax machine predefined on an exchange server
- Support for Citrix® and Windows Terminal Services
- API capabilities (Programming Interface)
- Configuration tools for customizable network install

PDF CREATION FEATURES

- Create PDF files from virtually all PC applications
- PDF Create Assistant desktop utility or similar
- Create PDF documents directly from your scanner
- One-click professional scanning with auto find-and-mark technology
- Capture documents using multiple Scan Inboxes in network scanning environments
- One-step PDF creation from Microsoft Word, Excel and PowerPoint
- Create PDF and automatically send as email attachment from Word, Excel and PowerPoint
- Archive Microsoft Outlook or Lotus Notes emails and email folders as PDF files
- Create and attach files to email as PDF from inside Microsoft Outlook
- Ability to print to the PDF printer from a MS application without having to save it locally
- One-step PDF creation of web pages from within Internet Explorer 7, 8
- Automatically create PDFs from multiple files
- Automatically merge multiple files into a single PDF document
- Create bookmarks from file names when merging multiple files into a single PDF document
- Create and send PDF packages or portfolios
- Create ISO-standard PDF/A (1a, 1b, 2a, 2b, 2u) files optimized for archiving
- PDF/A compliance verification and issue resolution
- Create black and white (grayscale) PDF files from colored originals
- Support for PDF version 1.3, 1.4 1.5, 1.6 and 1.7
- Create PDF-MRC high-compression color PDF image files (up to 8 times smaller)
- Preserve hyperlinks and metadata, add bookmarks and comments from Microsoft Word, Excel and PowerPoint
- Overlay document pages into one PDF
- Instant PDF Profiles—Create PDFs with predefined or custom settings
- Insert pre-made and custom watermarks at PDF creation
- Control PDF compression and resolution
- Merge PDF image files with normal PDF (with fonts) files
- Add custom headers & footers to PDF documents (Page numbering)
- Create tagged PDF files

PDF SECURITY FEATURES

- Support for Digital Rights Management through integration with FileOpen
- Add passwords with 40-bit, 128-bit and 256-bit secure encryption and permission controls to PDF files
- Add digital signatures to PDF files
- Inspect document to remove comments and metadata (private data)
- Drag and drop security profiles to quickly and easily secure documents
- Make selected document annotations such as text boxes, stamps, markups etc., or filled form fields fixed and permanent, preventing unwanted changes (flattening)
- Send multiple files in their original formats in an encrypted PDF envelope
- Permanently remove text and images from PDF files (Redaction)
- Add redaction text properties including color, redaction codes and custom overlay text

PDF CONVERSION FEATURES

- Convert PDF documents into formatted Microsoft Word documents (.doc, .docx, .rft)
- Convert PDF forms into fillable Microsoft Word forms
- Superior conversion accuracy with OmniPage® OCR
- Automatically selects OCR language when converting multi-language documents
- Batch conversion of PDF or TIFF files to target formats
- Thumbnail preview of PDF document pages
- Specify page(s) and range of pages to convert
- Retain layout and column flow
- PDF Converter Assistant desktop utility or similar
- Retains PDF headers and footers in Microsoft Word
- Converts PDF to Microsoft Excel worksheets and workbooks (.xls, .xlsx)
- Converts multi-page PDF files with tables into a single Excel worksheet
- Converts PDF to Corel® WordPerfect® (.wpd)
- Converts PDF to PowerPoint 2007, 2010 (.pptx)
- Retains hyperlinks (.doc, .docx, .wpd, .xls, .xlsx)
- Converts scanned (image) PDF files to Microsoft Word, Excel and Corel WordPerfect files
- Converts scanned (image) PDF files to searchable PDF files (image over text)
- Reduce File Size during single PDF or batch conversions
- Converts scanned (image) PDF files to compressed MRC-PDF files (average 8x smaller)
- Converts PDF to XPS (.xps) and XPS to PDF
- Extract tables from a PDF file and place into Excel or Word
- Convert a selected area of a page using OCR and convert to Word, Excel, PowerPoint, WordPerfect – for Scanned (Image) PDF files as well as normal PDF files
- Reads out text via RealSpeak® text-to-speech (TTS) module
- Save text in PDF files as audio (wav) files

PDF VIEWING AND EDITING FEATURES

- Fast and fluid word-processor like editing capabilities without having to open a new application
- PDF document viewing
- View and navigate page thumbnails
- Instant access to frequently used PDF files with favorites menu
- View and manage PDF packages
- View and manage PDF Portfolios
- Manage pages in a document (Reorder, New, Insert, Extract, Crop, Rotate and Delete pages)
- Assemble documents in document assembly view (Insert, Extract, Replace, Delete, Split, Renumber, Manage Headers/ Footers, Drag and drop pages)
- Tabbed document previews of all document pages to easily select which pages to insert into the target document
- Batch process multiple documents at a time with varied commands (Insert, Extract and Delete pages, Apply watermarks and stamps, Search and Redact, Inspect document, Migrate comments and Print)
- Side-by-side document comparisons (PDF to PDF and PDF to Word version review)
- Save, track and open revisions within a PDF document
- PDF page editing (cut, copy, paste, re-order, delete)
- PDF Optimizer for reduced file sizes
- Print with Comments mode for efficient comments review
- Migrate comments from one PDF file to another for ease of collaboration and review
- Familiar comment and markup tools (highlight area, highlight text, text tool, typewriter, text underline, call-outs, cross-out, stamps)
- Speak notes without typing using Dragon Notes
- Drawing (Comment) tools including Lines, Rectangles, Pencil, Oval, Polygon, Cloud
- Grids, Snap to Grids and custom drawing guides
- Spell-checking in comments and form fields
- Add, manage, view and navigate document digital signatures
- Organize and manage a library of watermarks, security profiles, stamps and clip art
- Apply stamps to all pages of a document in a single step
- Create stamps by right-clicking a selected area
- Organize and manage a library of security envelopes
- Custom actions for bookmarks or hyperlinks (Open a file, Play a sound, Go to a web page, etc.)
- Document splitting or extraction by file size, page range, blank page, page contents and bookmarks
- Manage document layers. Turn on/off, show/hide and lock/ unlock layers. Select and merge layers, view and modify properties of layers and even control layers for printing
- Move, resize, rotate, flip, order, group, set transparency, cut, copy and paste graphics and images
- Advanced search and indexing for documents, text within a document, comments and bookmarks
- Pattern Search – Perform intelligent Looks Like Search™ to quickly find content, like dates, email addresses, credit card or phone numbers, via an alphanumeric pattern rather than exact text. Choose from predefined patterns or create patterns
- Automatically highlight, cross-out, underline or redact search results
- Edit text in PDF files
- Edit tags in PDF files
- Add, manage, view and navigate document bookmarks and comments
- Create a table of contents from bookmarks
- Insert hyperlinks
- Measuring tool for distance, perimeter and area measuring
- Attach application files or sounds to a PDF
- Embed movie, Flash®, Silverlight®, 3D content or sound files into a PDF
- Support for 3D content embedded in PDF files
- Imposition tool for booklet printing in multiple copies
- Apply Bates stamping on one or a set of documents

PDF FORMS FEATURES

- Automatic conversion of a PDF into a fillable PDF form
- Create forms from scratch or edit forms
- Draw and edit form controls (text fields, buttons, drop-down lists, checkboxes and radio buttons)
- Create digital signature fields on forms
- Support for dynamic, XML-based forms
- Import and export form data, including .XFDF, .XML, .FDF and .TXT formats
- Batch export multiple form data into .CSV or .XML file formats
- Custom actions on form objects (Import form data, Play a sound, Open a file, Open a web page, etc.)
- JavaScript support
- Set tab orders of form fields

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