

Simple Excel to PDF focuses on accomplishing the task of batching converting Ms Excel files to PDF files. It can remain the original layout, fonts, color, image in the new PDF files. Meanwhile, it also supports MS Excel 2003/2007/2010. You can modify the properties, add watermarks and security to your new PDF files as well. Simple Excel to PDF is a strong PDF convert tool with an attractive operation interface. Easy operation is another bright spot which allows you to use it without any professional training and instruction.

Simple Excel to PDF is a mighty software, it makes sure that all things in the MS Excel files will keep unchanged after converting, including layouts, text, columns, tables, images, graphics and so on.

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 Simple Excel to PDF

- ▲ Attractive operation interface and easy operation
- ▲ Work with password-protected MS Excel files
- ▲ Preserve original layouts, text, columns, tables, images and graphics
- ▲ Protect PDF document with up to 128 bit password
- ▲ Select pages of Ms Excel files to convert to PDF

#### (2)Using Simple Excel to PDF

You can start Simple 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.



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.

Name	Information	Size Modified	Full fi
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### (4)Delete MS Excel files

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



### (5) Professional Settings

Properties setting: Properties setting allows you to add some metadata to your PDF

files, including title, subject, author and keywords.



User	Manual	

Properties Se	curity	Watermark	Viewer	Page Number	Page Settings	Output	Bookmark	
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Author								
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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.

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Print Allowed:	None				-
Changes Allowed:	None				•
Enable copying	of content				

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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.

Properties Security Watermark	Viewer	Page <u>N</u> umber	Page Settings	Output	<u>B</u> ookmark	
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A Text - COMPLETED			Text	=		
A Text - DRAFT			Text			
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A Text - INFORMATION ONLY			Text			
A Text - NOT FOR PUBLIC REL	EASE		Text			
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**Page Number Setting:** Page number setting allows you to add page number to your 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.

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Properties	Security	Watermark	Viewer	Page Number	Page Settings	Output	Bookmark
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**Page Settings:** To set page range and page size(A3, A4,A5 etc), change the

orientation and printing settings.

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

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### (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.

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Simple Excel	Excel To PDF Hot Directory Setting. Set monitored directory, all files written in will be converted to pdf a All of the operations will be recorded in log files.	nd saved to output di	rectory.
Hot Directory Set	Input Directory:	Browse	Ogen Dir
0	Qut Directory:	Browse	Ope <u>n</u> Dir
	Log File Path:	Browse	Open LogDir
Monitor Stopped		Settings	n to Batch Mode

### (7)Start Processing



### (8) Ending

After processing, just exit from the dropdown list.

## Note: If you have anything confused after you download our software,

please contact us in time, we always serve you!

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