

# Streamline PDF Workflows

Boost productivity and improve your PDF workflows with pdfDocs.

pdfDocs is a PDF management application that allows legal professionals to create, edit, collate, bind, redact, and secure PDF documents, improving productivity and security.



## Why pdfDocs?

PDF documents are traditionally difficult to edit, collate, or redact properly. This means that many legal professionals rely on manual methods to bring complex PDF documents together, edit text in MS Word and then convert it to PDF, and manually upload PDF documents to their Document Management System. Ultimately, these efforts are time consuming and expose legal professionals to risk if the documents aren't properly redacted or collated.

pdfDocs is made with legal professionals in mind. The solution streamlines productivity and improves security by allowing easy editing, true redaction, and effortless binding – all while integrating with the technology legal professionals use every day.

"The cost of purchasing pdfDocs was recouped after the first electronic binder was created. To use a farming analogy, we have moved from plowing the land with a horse to plowing it with a tractor. Creating electronic binders is now a routine task at the firm, not a massive undertaking."

Henrik Järnberg Head of IT, Delphi



#### **Integrated PDF Solution**

Streamline workflows and boost productivity using a PDF application that integrates with core business systems.



#### **Smart Editing**

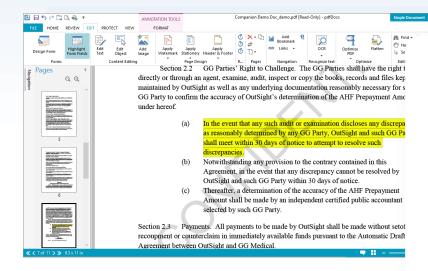
Make changes to your PDF documents quickly and easily with no conversion to Word needed.



#### **Bundling Made Easy**

Automate the creation of multiple PDF documents and binders with a powerfully simple application.





"pdfDocs has improved our client experience immensely. The document bundle we produce today is consistent in layout and split into sections allowing clients to view only the relevant sections that are clearly numbered. Prior to using pdfDocs each paralegal had their own bundle style, which often caused issues with our clients."

## **Key Features**

#### Create PDFs

Create PDFs optimized to meet legal industry requirements and validate them for PDF/A compliance.

#### Edit PDFs

Add, remove, or rearrange pages. Modify text or images. Annotate, apply digital signatures, and more.

### Share Securely

Apply permanent redaction, document encryption, and restrictions on printing, copying, and modifying to protect sensitive information.

# **Andrew Morris**

Business Manager of Legal Services, Swansea Council

## Organizer Projects Mode

Set up workspaces for projects with collated document sets and generate a single, secure PDF for easy distribution.

## Binders Projects Mode

Automate the assembly of vast numbers of documents into a Closing Bible with an automatically created Cover Page, Table of Contents, and Bookmarks.

## Integrations







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For a closer look, visit <u>www.litera.com</u> or <u>request a demo</u>.