# Office PDF Printer User Guide

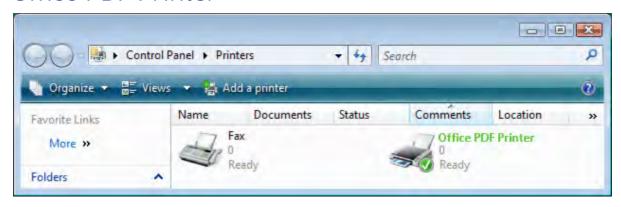


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## Office PDF Printer



Office PDF Printer

#### **User Guide**



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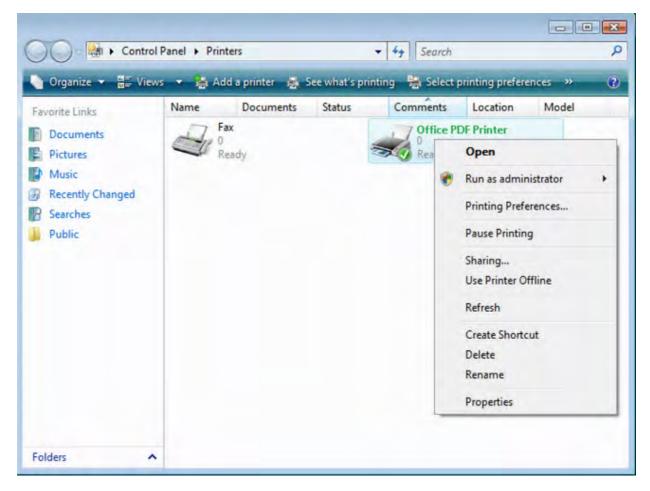
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#### **Printer Basics**

Office PDF Printer allows you to quickly turn your graphics and electronic documents to Adobe PDF with professional quality. Useful features, such as encryption, compression, font embedding, RGB, sRGB, CMYK color space conversion, automation options, PDF attachment, merge, append, overwrite options, active hyperlink, custom paper size, terminal server compatibility, and premium technical support are ALL included.

Office PDF Printer enables you to create and optimize PDF output for its intended use. You can make PDF documents small for Web display or high resolution for printing with Office PDF Printer's powerful Compression features. You can also embed fonts, if needed, in the PDF document to ensure correct document display.



A few simple clicks will convert almost any of your existing documents to a high quality PDF File.

Office PDF Printer installs itself as a virtual printer driver. After a successful installation, a Office PDF Printer will appear in your Printers and Faxes folder/list.

To create PDF files, all you have to do is to print your documents (from Microsoft Word, WordPad, NotePad or any other software) to this Office PDF Printer.

Open a document, select Print and choose Office PDF Printer. Confirm your Print. It will ask you where to save the PDF file and when finished, the PDF file will be automatically opened.

## **Major Features**

The following matrix shows the feature of the latest Office PDF Printer 3.0 (build 319) as compared with Office PDF Printer 2.5 (build 263),

Product Features	Office PDF Printer 2.5 (build 263)	Office PDF Printer 3.0 (build 319)
Create Adobe PDF by printing from any Windows application that can print	Yes	Yes
Quickly convert Microsoft Word, Excel, PowerPoint, Visio, Access documents to PDF	Yes	Yes
Embed fonts into PDF automatically	Yes	Yes
Produce full-text searchable PDF documents	Yes	Yes
Archive web pages as Adobe PDF files	Yes	Yes
Optimize Adobe PDF output by compression	Yes	Yes
Archive web pages to PDF with all images and background	Yes	Yes
Windows Vista compatible	Yes	Yes
Secure PDF document with Password (128-bit RC4 encryption)	Yes	Yes
Protect PDF file with Access, Print, Modify, Annotation, Form Filling-in permissions	Yes	Yes
Restrict viewing, printing, editing, or copying of documents	Yes	Yes
Combine multiple PDF documents into one PDF File	Yes	Yes
Embed TrueType, OpenType, Type1, Windows FNT/FON, CID font with PDF document	Yes	Yes
Support CIE color space conversion and ICC profile embedding	Yes	Yes
Specify custom paper size	Yes	Yes
Accurate downsampling for images	Yes	Yes
Active hyperlink after conversion to PDF	Yes	Yes
JPEG 2000 powered image conversion engine	Yes	Yes

Totally vector-based output for conversion from DWG to PDF, and DXF to PDF	Yes	Yes
Integrated Word, Excel, PowerPoint, Visio document with PDF document as Attachment	Yes	Yes
Produce ultra compressed PDF document	Yes	Yes
Page Orientation with preview	Yes	Yes
PDF Resolution up to 4800 dpi	Yes	Yes
Convert JPEG, BMP, PNG, GIF, TIFF etc image formats to PDF in lossless and loss mode	Yes	Yes
Archive web pages as Adobe PDF files	Yes	Yes
Transfer document metadata information to PDF output automatically	Yes	Yes
Create CMYK PDF	Yes	Yes
Remove hidden sensitive data that would have possibly embedded into PDF	Yes	Yes
Device independent, RGB, sRGB, CMYK Color Space support	Yes	Yes
Render with ICC profile and specify rendering intent during conversion	Yes	Yes
Text, image, compound with PDF transparency	Yes	Yes
Microsoft Windows 7 support		Yes
more desir trimedite / dappert	No	.00
Support state-of-art Microsoft & Citrix Terminal Server environment	No	Yes

## **Printer Engine Capabilities**

PDF Printer Engine Capabilities:

Adobe PDF Version: PDF 1.4, PDF 1.5, PDF 1.6, PDF 1.7, PDF 1.8

Maximum Resolution: 4800 dpi

Maximum Paper Size: 4800 X 4800 inch PDF Engine Speed: 720 PPM (Page Per Minute) Rendering Intent: Absolute, Saturate, Relative

Font Embedding: TrueType, OpenType, Type1, CID-Type1, Multiple Masters Type1,

OpenType/CFF, pure CFF, CEF Windows FNT/FON, X11 PCF font

Font Manipulation: Embedding, Subsetting Print Driver Version: Version-3 (User Mode)

Print Driver Architecture: x86 (32-bit) and x64 (64-bit)

Supported Operating Systems: Windows Server 2008, 2003, 2000, XP, Vista, MCE, and

Windows 7

Compression Method: Run Length, ZIP, JPEG lossless, JPEG non-lossless, JPEG2000

Color Space: CMYK, sRGB, RGB

Print Quality: Desktop publishing, Digital Publishing, and Commercial Publishing

Encryption: 128-bit RC4 (high)

Supported Format: 2,600 graphics and document formats

Server Compatibility: Citrix/terminal services environment, Windows Server

Metadata: Embedding, Adding, Removing, Editing

Paper Sheets Size: Standard, Custom

Maximum PDF Size: 6335 MB

Maximum PDF Attachment Size: 2048 MB

PDF Merge Capability: Append to existing, Insert at the beginning of existing

Device Emulation: Enabled

Business Graphics Support: ICC Profile enabled

Orientation: Portrait, Landscape

Preview: Preview PDF paper/page size, View PDF result after creation

Printer sharing: Point-and-Print support Network printer support: Enabled Adobe Acrobat required: No

GhostScript required: No

## System Requirement

Designed for Microsoft Windows 2000, Windows XP, Windows Server 2003, Windows Vista, Windows Server 2008, and Windows 7.

#### **Basic Requirement**

CPU: Pentium III 500MHZ or AMD Athlon 2200+

RAM: 64MB

Free Space: 20 MB

#### Recommended Requirement

CPU: Pentium IV 1.2GHZ or AMD Athlon 2800+

RAM: 256MB Free Space: 60 MB

#### Server OS Requirement:

Windows Server 2008 R2 Windows Server 2008 Windows Server 2003 R2 Windows Server 2003 Windows 2000 Server Windows Terminal Server Citrix MetaFrame XP Citrix Presentation Server

#### Compatible with:

Windows 7 Windows Vista Windows XP Windows MCE

Windows 2000 Professional

#### Client OS Requirement:

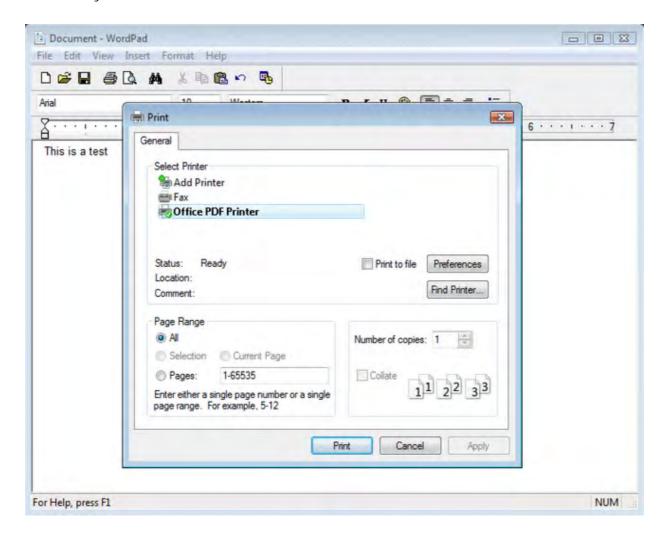
Windows 7 Windows Vista Windows XP Windows MCE

Windows 2000 Professional

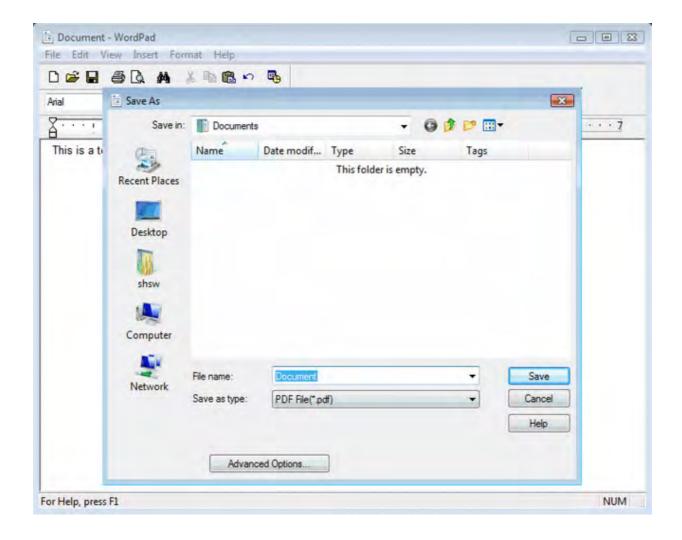
#### Create PDF

To create PDF files, all you have to do is to follow the 1-2-3 steps:

- 1. Open a document, choose Print.
- 2. Select the 'Office PDF Printer' printer.
- 3. Confirm your Print.

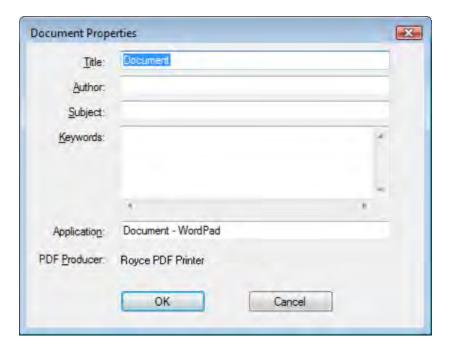


Office PDF Printer will ask you where to save the PDF file and when finished, the PDF file will be automatically opened in your PDF viewer, usually in Adobe Reader.



## **Document Properties**

With the massive volume of documents being produced every day, creators spend much of their time perfecting content and layout. Far too often, authors ignore the finishing touch, the addition of metadata - an essential collection of information that helps make a document's unique content stand out in the crowd.



The inclusion of metadata can enable your documents with the proper identity so that users can find essential information quickly. When used with a search tool, these documents become part of an index that makes searching large numbers of PDF files fast and efficient.

You will see a number of default metadata options in a PDF document, none of which are populated by Microsoft Office applications other than Title, Subject, Author and Keywords. You can delete these placeholders if needed, but since there is no data there, it should not be a concern.

Metadata is hidden information in a computer file that may contain potentially dangerous or embarrassing information or lead to an accidental disclosure. In Office documents, there are many instances of data hidden in files, such as Word's Track Changes, that have been highly publicized.

For the most part, PDF is immune to these issues. PDFs represent the visual display as it will be printed. Still, it is a good idea to understand what if any risks are associated with PDF and metadata.

So, realistically, here is what firms should be concerned about before sending out a PDF:

1. Are the Title, Subject, Author and Keyword fields empty?

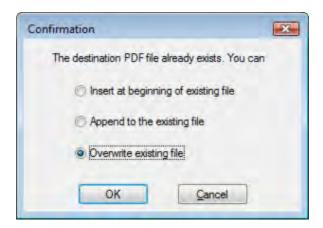
Can be performed manually via Document Properties-->Description or in batch in Acrobat Reader.

2. Are there annotations on the document?

Can be deleted using the Comments tab in Document Properties.

## Overwrite Options

Office PDF Printer pops up a confirmation dialog after it figures out the destination PDF file already exists.



The confirmation dialog provides three options,

- 1. Insert the resulting PDF file at beginning of the existing PDF file
- 2. Append the resulting PDF file to the existing PDF file
- 3. Overwrite existing file

You can choose the option of your preference when the conflict happens.

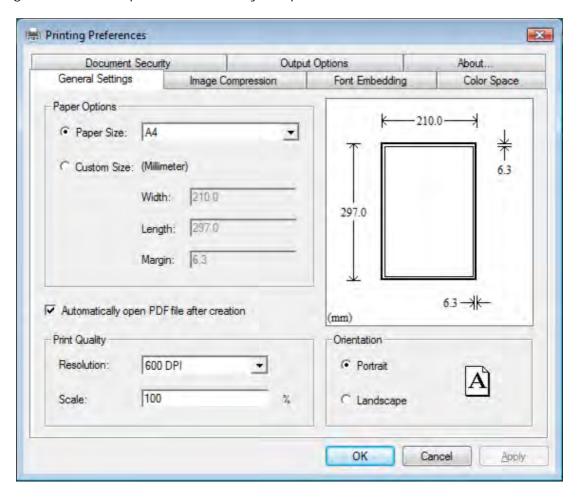
To disable this confirmation dialog for good and all, you would probably be interested in letting the software know your choice in the Output Options tab,

- 1. Confirm with overwrite options
- 2. Insert at beginning of existing file
- 3. Append to existing file
- 4. Overwrite without asking

Unless you select the first option, Office PDF Printer will remember your choice each time when destination PDF file is detected to be already in place.

## **General Settings**

Not everything fits neatly onto a standard page. Sometimes you need a larger page size, especially if you're creating engineering drawings or other technical documents. Office PDF Printer supports ISO, ANSI, JSI, and ARCH formats, making it easy to produce high-quality PDF documents from virtually any large-format document. Just use the Office PDF Printer - which is automatically installed with the Office PDF Printer product - to print from your application, and customize the page dimensions for the size you need. Width, Length, and Margin value can be specified to answer your specific need.



Care much on the resolution of your PDF document? In this PDF General Settings tab, you can specify the resolution from 150 dpi to 2400 dpi.

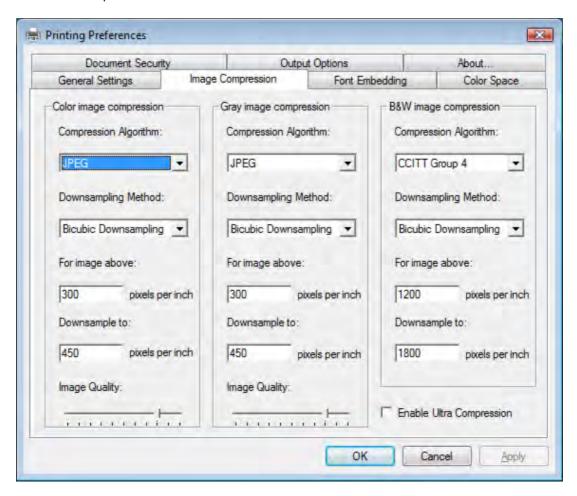
Office PDF Printer features zoom-in and zoom-out effect in the conversion from a source document to the final PDF document. The default scale is 100%, and you can change this value to virtually any percentage you want.

Either Landscape or Portrait should be specified as the default orientation. Print tickets sending from with an application, such as Microsoft Office, may override the default orientation. Therefore, you could get a PDF file with different page orientation for separate pages, preserving the exact layout and contents of your original document.

A preview window is included in this PDF General Settings tab, and it allows you to know what the size and layout of the PDF output would look like.

## I mage Compression

In the process of conversion, Office PDF Printer automatically compresses text, line art, and resamples monochrome, grayscale, color images. Depending on the settings you choose, compression and resampling can significantly reduce the size of a PDF file with little or no loss of detail and precision.



#### Compression Algorithm:

ZIP is a compression method that works well on images with large areas of single colors or repeating patterns, such as screen shots and simple images. The ZIP method is lossless, which means it does not remove data to reduce le size and so does not affect an image's quality.

The JPEG (Joint Photographic Experts Group) compression method is suitable for grayscale or color images, such as continuous-tone photographs that contain more detail than can be reproduced on-screen or in print. JPEG is lossy, which means that it removes image data and may reduce image quality, but it attempts to reduce file size with the minimum loss of information. Because JPEG eliminates data, it can achieve much smaller file sizes than ZIP compression.

The JPEG2000 is a wavelet-based image compression standard. It was created by the Joint Photographic Experts Group committee in the year 2000 with the intention of superseding their original discrete cosine transform-based JPEG standard (created about 1991). JPEG 2000 requires far greater decompression time than JPEG and allows more sophisticated progressive downloads, yet averages similar compression rates. JPEG 2000 becomes increasingly blurred with higher compression ratios rather than generating JPEG's "blocking and ringing" artifacts, complicating direct comparison of their respective compression rates.

Images machine-judged to be of equivalent quality for both compression schemes often look better to humans in JPEG 2000 at low bitrates.

#### Image Quality:

Office PDF Printer provides five JPEG options, ranging from Maximum quality (the least compression and the smallest loss of data) to Minimum quality (the most compression and the greatest loss of data). The loss of detail that results from the Maximum and High quality settings are so slight that most people cannot tell an image has been compressed; at Minimum and Low, however, the image may become blocky and acquire a mosaic look. The Medium quality setting usually strikes the best balance in creating a compact file while still maintaining enough information to produce high-quality images.

The CCITT (International Coordinating Committee for Telephony and Telegraphy) compression method is appropriate for black-and-white images made by paint programs and any images scanned with an image depth of 1 bit. CCITT is a lossless method.

Office PDF Printer provides the CCITT Group 3 and Group 4 compression options. CCITT Group 4 is a general-purpose method that produces good compression for most types of monochrome images. CCITT Group 3, used by most fax machines, compresses monochrome images one row at a time.

Run Length is a lossless compression option that produces the best results for images that contain large areas of solid white or black.

#### Resampling Method:

Resampling refers to changing the pixel dimensions (and therefore display size) of an image. When you downsample (or decrease the number of pixels), information is deleted from the image. When you resample up (or increase the number of pixels), new pixels are added based on color values of existing pixels. You specify an interpolation method - average downsampling, bicubic downsampling, or subsampling - to determine how pixels are added or deleted.

To resample an image, Office PDF Printer combines pixels in a sample area to make one larger pixel. You provide the resolution of your output device in dots per inch (dpi), and Office PDF Printer combines pixels as needed to reduce the image's resolution (ppi) to the specified dpi setting:

Average downsampling averages the pixels in a sample area and replaces the entire area with the average pixel color at the specified resolution.

Bicubic downsampling uses a weighted average to determine pixel color and usually yields better results than the simple averaging method of downsampling. Bicubic is the slowest but most precise method, resulting in the smoothest tonal gradations.

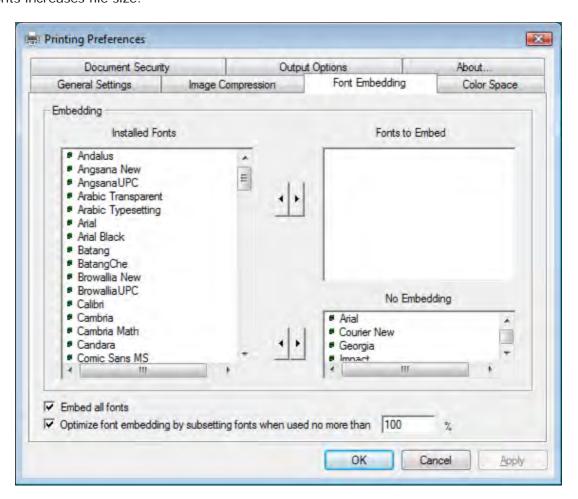
Subsampling chooses a pixel in the center of the sample area and replaces the entire area with that pixel at the specified resolution. Subsampling significantly reduces the conversion time compared with downsampling but results in images that are less smooth and continuous.

#### Ultra Compression:

Check the option "Enable Ultra Compression", and Office PDF Printer allows all objects in PDF to be compressed in a stream, thus yielding the best compression ratio.

## Font Embedding

When Office PDF Printer has access to a font used in your source document, it can embed that font in the resulting PDF document. Embedding ensures that all readers will see the text in its original font and be able to print the file using the original fonts; however, embedding fonts increases file size.



#### Font Embedding and Substitution:

Office PDF Printer can embed TrueType, OpenType, Type1, CID-Type1, Multiple Masters Type1, OpenType/CFF, pure CFF, CEF Windows FNT/FON, X11 PCF font in a PDF file to prevent font substitution if a user doesn't have that font on their system or available to their printer. For each font embedded, Office PDF Printer can embed the entire font or the subset of characters used in the file. Embedding a subset saves file space. Type 1 and TrueType fonts can be embedded if they are sent from your Windows application.

If a font is not embedded in a PDF file and the user does not have access to the original font on their system, Office PDF Printer substitutes the font with the nearest type. If the metrics of the original font are included in the PDF file, the Multiple Master typeface can stretch or condense to fit, to ensure that line and page breaks are maintained from the original document. The substitution cannot always match the shape of the original characters, however, especially if the characters are unconventional ones, such as script typefaces.

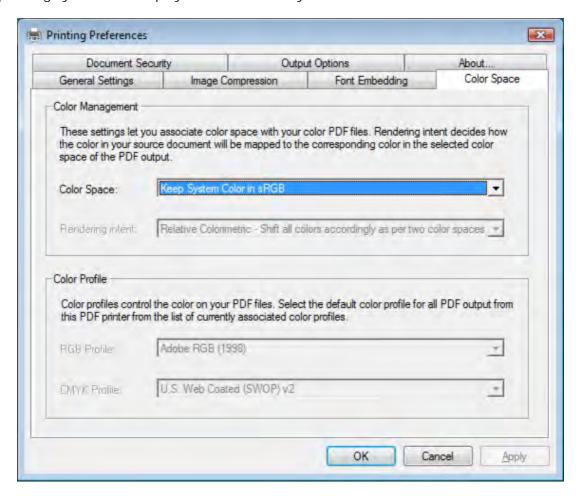
For Asian text, Office PDF Printer uses fonts from the installed Asian language packs or from similar fonts on the user's system. Fonts from some languages or with unknown encodings cannot be substituted; in these cases, the text appears as bullets in the file.

#### Subset All Embedded Fonts:

To embed only a subset of the fonts, select 'Optimize font embedding by subsetting fonts when used no more than' and specify a threshold percentage. If the threshold is 45, for example, and less than 45% of the characters are used, Office PDF Printer embeds only those characters.

## Color Management

By their very natures, a monitor and printer reproduce color in completely different ways. Color Management is designed to reconcile the different color capabilities of scanners, monitors, and printers to ensure consistent color throughout the creation, display, and print process. Ideally, this means that the colors displayed on your monitor accurately represent the colors of the final output. It also means that different applications, monitors, and operating systems will display colors consistently.



#### Color Management Policies:

Keep Device Color in RGB: This option leaves device-dependent colors unchanged and preserves device-independent colors as the nearest possible equivalent in PDF. It is a useful option for print shops that have calibrated all their devices, used that information to specify color in the file, and are only outputting to those devices.

Keep System Color in sRGB: This option lets you embed an ICC profile compliant to sRGB standard when distilling files and calibrates color in the images, making colors in the resulting PDF files device-independent. Since sRGB standard is popular, Color Management does not embed ICC profiles any more. However, device-dependent color spaces in files (RGB, Grayscale, and CMYK) are converted to sRGB color space.

Convert to sRGB Color Space: This option calibrates color in the file, making the color device-independent. All colors in CMYK and RGB images are converted to sRGB.

Convert to CMYK Color Space: This option calibrates color in the file, making the color device-independent. All colors in RGB and sRGB images are converted to CMYK.

Grayscale images are usually left unchanged. This option usually reduces the size and increases the display speed of PDF files because less information is needed to describe RGB images than CMYK images. Because RGB is the native color space used on monitors, no color conversion is necessary during display, which contributes to fast online viewing. This option is recommended if the PDF file will be used online or with low-end printers. CMYK is recommended for prepress or press printing and high-end printers.

#### Rendering Intent:

This option allows you to specify how to map colors between two color spaces. The result of any particular method depends on the profiles of the color spaces. For example, some profiles produce identical results with different methods:

Perceptual maintains the relative color values among the original pixels as they are mapped to the destination gamut. This method preserves the visual relationship between colors, although the color values themselves may change.

Saturation maintains the relative saturation values of the original pixels. This method is suitable for business graphics, where the exact relationship between colors is not as important as having bright saturated colors.

Relative Colorimetric remaps the white point of the source space to the white point of the destination space.

Absolute Colorimetric disables the matching of white and black points when converting colors. This method is not generally recommended unless you must preserve signature colors such as those used in trademarks or logos.

Relative Colorimetric is the default rendering intent.

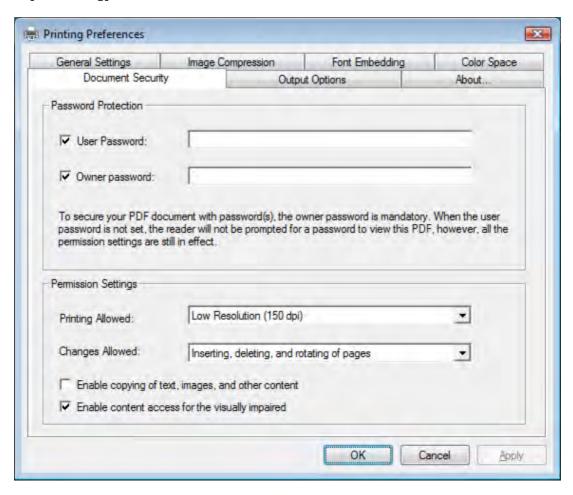
#### ICC Profile:

For RGB, choose a profile to define the color space of all RGB images in files. The default, sRGB IEC61966-2.1, is generally a good choice because it is becoming an industry standard and is recognized by many output devices. You can also choose None to prevent RGB images from being converted.

For CMYK, choose a profile to define the color space of all CMYK images in files. The default is U.S. Web Coated (SWOP) v2. You can also choose None to prevent CMYK images from being converted.

## **Document Security**

If any security features are turned on by the creator of a PDF document, the PDF file will be encrypted with the combinations of all the powerful features of our most advanced PDF security technology.



#### Password Protection:

To help prevent security problems, you can set a password on a PDF document before you send or share it. The password identifies the reader or owner of the PDF document and helps warn anyone who views it if the document was modified after it was password-protected. You can also determine whether the document can be modified or printed by applying PDF permissions before sharing the document.

To secure your PDF document with password(s), the owner password is mandatory. When the user password is not set, the reader will not be prompted for a password to view this PDF, however, all the permission settings are still in effect.

To set, modify, and remove the permission settings, you are required to specify or enter the owner password. This password identifies the owner of the PDF document.

#### Permission Settings:

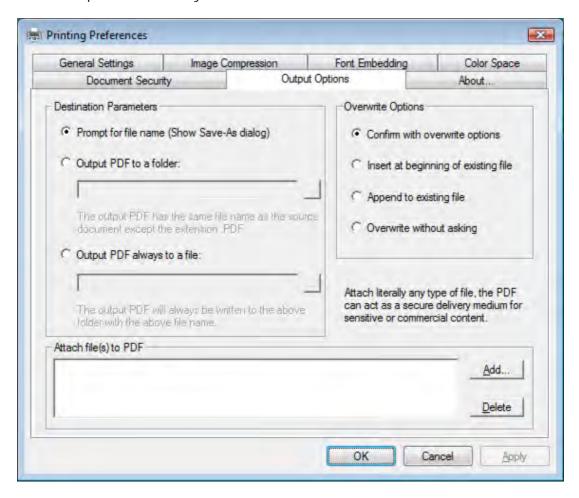
The following settings can enabled or disabled to allow or disallow readers to operate on your PDF document,

1. Printing in high resolution or low resolution

- 2. Copying of text, images, and other content
- 3. Text access for screen reader device for the visual impaired
- 4. Inserting, deleting, and rotating of pages
- 5. Filling-in form fields and signing
- 6. Commenting, filling in form fields, and signing
- 7. Any change except extracting pages

## **Output Options**

The PDF merge capabilities include being able to append, insert or overwrite PDF result to the destination PDF file in runtime. Once a choice is made in the Output Options, Office PDF Printer acts as per the decision you have made when the destination PDF file exists.



Here are the four choices on Output Options,

- 1. Confirm with overwrite options
- 2. Insert at beginning of existing file
- 3. Append to existing file
- 4. Overwrite without asking

The following senaio describes how the first option decides the behavior of Office PDF Printer:

Suppose you have a DailyReport.PDF file already in your "My Documents" folder, and you create a new PDF file from Microsoft Word, and specify DailyReport.PDF as the destination file name in the Save-As dialog. Now the conflict in file name happens. You will see a run-time warning dialog to prompt you to confirm which action to take,

- 1. Insert the resulting PDF file at beginning of the existing PDF file
- 2. Append the resulting PDF file to the existing PDF file

#### 3. Overwrite existing file

To bypass this warning dialog for good and all, you should make a choice among "Insert at beginning of existing file", "Append to existing file", and "Overwrite without asking".

#### PDF Attachment

Many times you will want to attach a PDF or other file to your primary PDF document before sending it on or for archival purposes. For instance, you may want to attach a copy of the document's original source file, companion documents or other related materials. Luckily, the PDF format allows for just this, via PDF attachment features.

Using the Office PDF Printer product, select Output Options Tab > Attach file(s) to PDF and then browse to choose your appropriate file. Once you have added your attachment, the attachment will be automatically added to the Attachment List.

To attach more files, simply repeat the process. You can attach as many files as you want.

Since it is possible to attach literally any type of file, the PDF can act as a secure delivery medium for sensitive or commercial content.

## Remove Watermark

The trial version of the Office PDF Printer stamps an Unregistered watermark in red on all PDF pages it creates. To remove the watermark, either purchasing a license or registering the product is required. After you purchase, you get the full retail version, which creates PDF files without the Unregistered watermark.

For more information on purchasing,

http://www.roycesoft.com/registration.html

## **Technical Support**

If you have a question about purchasing or using Office PDF Printer, or have a suggestion for a new feature you'd like to see in a future release, please don't hesitate to write to us.

Contact Sales Representative:

sales@roycesoft.com

Contact Technical Support Staff:

support@roycesoft.com

Contact North American Sales Office:

Share-It! USA 9625 West 76th Street, Suite 150 Eden Prairie, MN 55344 USA

Languages: English

Tel: 1-800-903-4152 Fax: (724) 850-8187

European Sales Office:

Share-it! - element 5 AG Vogelsanger Str. 78 50823 Cologne Germany

Languages: English, German, French, Italian, Spanish and Portuguese

Tel: +49.221.31088.20 Fax: +49.221.31088.29

## Frequently Asked Questions

The most frequently-asked questions about installing and using Office PDF Printer product are answered below. If you have a question that isn't answered here or elsewhere on this Web site, please write to support@roycesoft.com.

Q: Is it legal to create PDF with your solution?

A: Absolutely legal. PDF has become an open standard. Any individual or company can write PDF creation software to create PDF files compliant to the Adobe PDF specification.

Q: Does your software support business graphics and press-ready output? A: Yes. Office PDF Printer supports CMYK, RGB, sRGB color spaces and 16 combinations of graphics and image compressions and rendering to assure the quality of business graphics and press-ready output.

Q: Our company has multiple sites, will one site license be enough?
A: Our Site License allows you to install the software on unlimited number of servers and workstations (including portables, notebooks, and laptops) in multiple offices of your company in different locations, cities, and countries.

Q: Can I get discount if I purchase multiple licences?

A: We offer volume discounts for individuals and companies that purchase multiple licenses. For more information on pricing, visit <a href="http://www.roycesoft.com/purchase.html">http://www.roycesoft.com/purchase.html</a>

Q: I am not sure if your product works with Windows Server?

A: Our product is designed and certificated for Windows 2000 Server, Windows 2000

Advanced Server, Windows 2000 Datacenter, Windows Server 2003, Windows Server 2003

R2, Windows Server 2008, and Windows Server 2008 R2.

Q: I installed Office PDF Printer on a Windows Server 2003, and the client can't have access to the shared 'Office PDF Printer' printer. How come?

A: Here is the checklist,

- 1) Office PDF Printer software has been installed with Administrative privilege onto the Windows Server 2003.
- 2) Guest account or an appropriate user account has been enabled to make the 'Office PDF Printer' printer accessible by printing.
  - 3) Firewall has been disabled or an appropriate rule to bypass firewall has been applied.
- 4) Office PDF Printer Client software has been launched on the client with the correct parameters.

Q: I installed Office PDF Printer on a Windows XP Pro computer, but failed to share the Office PDF Printer for other computers. Why?

A: Here is the checklist,

- 1) Office PDF Printer has been installed on the Windows XP Pro computer successfully.
- 2) You have enabled printer sharing in "Start"->"Control Panel"->"Printers and Faxes"->"Office PDF Printer"->"Sharing...".

- 3) Firewall has been disabled or an appropriate rule to bypass the firewall has been applied.
- 4) Office PDF Printer Client software has been launched on the client with the correct parameters.
- Q: I installed Office PDF Printer on a Windows Vista computer. Can I share my Office PDF Printer for the other computers?

  A: Sure. Please follow,
- 1) On your Vista computer, select "Start"->"Control Panel"->"Printers and Faxes", right-click on the icon of the "Office PDF Printer" printer, and choose "Sharing...". Enable the printer sharing and specify RoycePDF as the share name.
- 2) On your client computer, launch the Office PDF Printer Client software to install the shared RoycePDF printer from the server.
- Q: Do I need to uninstall a previous version of the Office PDF Printer before I install a newer version?

A: No. There is no need to uninstall the previous version before installing a newer version of the program.

Q: Do I need to uninstall the trial version of the Office PDF Printer software before I install the full version?

A: No. The full version of Office PDF Printer software can be installed over the trial version. This means that the trial version's files will be replaced by the full version's files.

Q: Can I use the Office PDF Printer software on both my desktop and portable computer?

A: If you purchased a single-user license for the full version of the Office PDF Printer software, you can use the software on one or more computers you own, provided the program is only used on one computer at a time. If more than one person will be using Office PDF Printer on different computers at the same time, you must purchase a multiple-user license.

Q: How many licenses should I acquire, if I want to install Office PDF Printer on a server computer?

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