

## See the difference

	Professional 4.8	Enterprise 4.8
USER INTERFACE		
Microsoft Office 2016/2019 look and feel, with ribbons and contextual menus	$\checkmark$	$\checkmark$
Backstage view to manage files	$\checkmark$	$\checkmark$
Work in Single Document mode	$\checkmark$	$\checkmark$
Work in Organizer Project mode	$\checkmark$	$\checkmark$
Work in Binder Project mode		$\checkmark$
PDF CREATION		
Create a PDF document from any application that prints	$\checkmark$	$\checkmark$
Create a PDF with bookmarks and links directly from Microsoft Word	$\checkmark$	$\checkmark$
Single-click PDF creation from Microsoft Word, Excel, and PowerPoint	$\checkmark$	$\checkmark$
Create and email PDF directly from Microsoft Word	$\checkmark$	$\checkmark$
Drag supported email attachments onto the application to create PDFs	$\checkmark$	$\checkmark$
Automatically convert supported documents to PDF through a Watchfolder	$\checkmark$	$\checkmark$
Import multiple documents to create a collated PDF	$\checkmark$	$\checkmark$
Convert Microsoft Office, RTF, and MSG attachments to PDF when sent from Microsoft Outlook	$\checkmark$	$\checkmark$
Turn scanned documents into searchable PDFs with selectable text	$\checkmark$	$\checkmark$
One step: create, protect, and send PDFs directly from all Microsoft Office apps for Windows	$\checkmark$	$\checkmark$
Create optimized PDF documents for filing with USPTO	$\checkmark$	$\checkmark$
ORGANIZER PROJECTS		
Work with multiple PDF files in an easy to use Organizer workspace	$\checkmark$	$\checkmark$
Easily merge/manipulate PDFs without first having to save them	$\checkmark$	$\checkmark$
Store documents in the Organizer workspace until removed by the user	$\checkmark$	$\checkmark$
Create multiple Organizer Projects for specific cases, matters, or projects	$\checkmark$	$\checkmark$
Create and share Organizer Project templates, including settings	$\checkmark$	$\checkmark$
Save the Organizer Project to a shared location for collaborative work	$\checkmark$	$\checkmark$
Configure individual settings, such as Watermarks, Security, and Stationery for each Project	$\checkmark$	$\checkmark$
Copy/export documents from one Organizer Project to another	$\checkmark$	$\checkmark$
Split large PDFs based on file size or page count	$\checkmark$	$\checkmark$
PDF EDITING		
Rearrange pages and thumbnails within the collated document	$\checkmark$	$\checkmark$
Insert, extract, reorder, delete, replace, and rotate PDF pages	$\checkmark$	$\checkmark$
Mark up a document with comment, highlighting, and graphic tools	$\checkmark$	$\checkmark$
Add graphics, stamps, watermarks, and background to PDF documents	$\checkmark$	$\checkmark$
Edit images and text so they reflow in the document	$\checkmark$	$\checkmark$
Change font, font color, and font size. Bold, italicize, or underline text	$\checkmark$	$\checkmark$
Convert PDFs to JPEG, TIFF, or PNG image formats	~	~
Run whole word/phrase searches, or pattern search	$\checkmark$	$\checkmark$
Batch promote/delete bookmarks to higher/lower levels	$\checkmark$	$\checkmark$



## See the difference

ELECTRONIC BINDER PROJECTS           Collate PDF and non-PDF documents into an electronic Binder             Add documents stored in a DMS direct from the Binder interface             Auto generate a printable TOC, document links, bookmarks for PDF and non-PDFs in a Binder             Create user-defined columns of metadata that mach your organization's needs             Create self-edfined columns of metadata in Binder view              Create Binder Project templates from scratch including settings and documents              Customize Work templates from a centralized location               Customize Work templates from a centralized location               Customize Work templates from the Contents template document               Customize Work in the Binder inter native application                Edit documents in a Binder torany updated versions in the DMS, and add in new               Automation forder structure when importing from DMS                Create a Gonge Page PDF Binder outy		Professional 4.8	Enterprise 4.8
Add documents stored in a DMS direct from the Binder interfaceIAuto-generate a printable TOC, document links, bookmarks for PDF and non-PDFs in a BinderICreate user-defined columns of metadata that match your organization's needsIChange column order of metadata in Binder viewICreate Binder Project templates from scratch including settings and documentsIAccess Binder templates from a centralized locationICustomize Word template for Table of Contents generationIAdd Binder field codes to the Table of Contents generationIAutomatically add DMS Information into a Table of ContentsIDeos not require FlashIEdit documents in the Binder in the native applicationIAutomatically add DMS Information into a Table of ContentIAdd/remove/re-organize documents from the Binder and regenerateIAdd/remove/re-organize documents from the Binder and regenerateIAdd Binder Gra ny updated versions in the DMS, and add if newISave a Single Page PDF Binder output into the DMSIAdd Bates Numbering SetsIAdd Bates Numbering SetsIAdd Bates Numbering SetISpecify margins and shrink content to prevent overwriting of contentIInclude/exclude first and/or last page from Numbering SetIInclude Joss Information in the	ELECTRONIC BINDER PROJECTS		
Auto-generate a printable TOC, document links, bookmarks for PDF and non-PDFs in a Binder     ·       Create user-defined columns of metadata that match your organization's needs     ·       Change column order of metadata in Binder view     ·       Create Binder Project templates from scratch including settings and documents     ·       Access Binder templates from a centralized location     ·       Customize Word templates for a centralized location     ·       Customize Word templates for a centralized location     ·       Cates a Cover Page from document(s) within the Binder     ·       Automatically add DMS information into a Table of Contents     ·       Does not require Plash     ·       Edit documents in the Binder in the native application     ·       Addremowylre-organize documents from deleting content     ·       Addremowylre-organize documents from Belinder and regenerate     ·       Maintain folder structure when importing from DMS     ·       Check documents in a Binder for any updated versions in the DMS, and add if new     ·       Save a Single Page PDF Binder output into the DMS     ·       Check documents in a Binder for structure when importing from Suffix) to PDF documents     ·       Check documents in a Binder for structure when importing for suffix) to PDF documents     ·       Save a Single Page PDF Binder output into the DMS     ·     ·       Suttes TUMBERING, TIME-DATE STAMPING, HE	Collate PDF and non-PDF documents into an electronic Binder		$\checkmark$
Create user-defined columns of metadata that match your organization's needs       ·         Change column order of metadata in Binder view       ·         Create Binder Project templates from scatch including settings and documents       ·         Access Binder templates from a centralized location       ·         Customize Word templates from a centralized location       ·         Add Binder field codes to the Table of Contents generation       ·         Add Binder field codes to the Table of Contents template document       ·         Automatically add DMS information into a Table of Contents       ·         Dees not require Flash       ·         Edit documents in the Binder in the native application       ·         Add/remove/re-organize documents from the Binder and regenerate       ·         Add/remove/re-organize documents from the Binder and regenerate       ·         Maintain folder structure when importing from DMS       ·         Create a Binder for any updated versions in the DMS, and add if new       ·         Save a Single Page PDF Binder output in the DMS       ·         BATES NUMBERING, TIME-DATE STAMPING, HEADERS/FOOTERS       ·         Create all, and copy Numbering Sets       ·       ·         Add Bates Numbering Weth alphanumeric prefix or suffix) to PDF documents       ·       ·         Specify margins and shrink content to p	Add documents stored in a DMS direct from the Binder interface		$\checkmark$
Change column order of metadata in Binder view       ·         Create Binder Project templates from scratch including settings and documents       ·         Access Binder templates from a centralized location       ·         Customize Word template for Table of Contents generation       ·         Add Binder field codes to the Table of Contents template document       ·         Create a Cover Page from document(s) within the Binder       ·         Automatically add DMS information into a Table of Contents       ·         Does not require Flash       ·       ·         Edit documents in the Binder in the native application       ·       ·         Apply Numbering Sets, Security, and Watermark settings       ·       ·         Create a Binder Snapshot to prevent users from deleting content       ·       ·         Add Jantain folder structure when importing from DMS       ·       ·         Check documents in a Binder output into the DMS       ·       ·         BATES NUMBERING, TIME-DATE STAMPING, HEADERS/FOOTERS       ·       ·         Create, edit, and copy Numbering Sets       ·       ·       ·         Add Bates Numbering (with alphanumeric prefix or suffix) to PDF documents       ·       ·       ·         Specify margins and shrink content to prevent overwriting of content       ·       ·       ·	Auto-generate a printable TOC, document links, bookmarks for PDF and non-PDFs in a Binder		$\checkmark$
Create Binder Project templates from scratch including settings and documents       · · · · · · · · · · · · · · · · · · ·	Create user-defined columns of metadata that match your organization's needs		$\checkmark$
Access Binder templates from a centralized location       · · · · · · · · · · · · · · · · · · ·	Change column order of metadata in Binder view		$\checkmark$
Customize Word template for Table of Contents generation       · · ·         Add Binder field codes to the Table of Contents template document       · · ·         Create a Cover Page from document(s) within the Binder       · · ·         Automatically add DMS information into a Table of Contents       · · ·         Does not require Flash       · · ·         Edit documents in the Binder in the native application       · · ·         Apply Numbering Sets, Security, and Watermark settings       · · ·         Create a Binder Snapshot to prevent users from deleting content       · · ·         Add/remove/re-organize documents from the Binder and regenerate       · · ·         Maintain folder structure when importing from DMS       · · ·         Check documents in a Binder for any updated versions in the DMS, and add if new       · · ·         Save a Single Page PDF Binder output into the DMS       · · ·         Create, a dit, and copy Numbering Sets       · · ·         Add Bates Numbering with alphanumeric prefix or suffix) to PDF documents       · · ·         Specify Margins and shrink content to prevent overwriting of content       · · ·         Include /exclude first and/or last page from Numbering Set       · · ·         Specify Mumbering Set position and location in Header and/or Footer       · · ·         Include date and time stamp in the Numbering Set       · · ·	Create Binder Project templates from scratch including settings and documents		$\checkmark$
Add Binder field codes to the Table of Contents template documentCreate a Cover Page from document(s) within the BinderAutomatically add DMS information into a Table of ContentsDoes not require FlashEdit documents in the Binder in the native applicationApply Numbering Sets, Security, and Watermark settingsCreate a Binder Snapshot to prevent users from deleting contentAdd/remove/re-organize documents from the Binder and regenerateMaintain folder structure when importing from DMSCheck documents in a Binder for any updated versions in the DMS, and add if newSave a Single Page PDF Binder output into the DMSAdd Bates Numbering SetsCreate, edit, and copy Numbering SetsAdd Bates Numbering SetsAdd Bates Numbering SetsAdd Bates Numbering SetsSpecify margins and shrink content to prevent overwriting of contentInclude/exclude first and/or last page from Numbering SetSpecify Numbering Set position and location in Header and/or FooterInclude DMS information in the Numbering SetAdd or edit page numbering/pagination on the PDF page and Page thumbnallsOCR CAPABILTYConvert PDF documents to Word with flowing text for easy editingOCR Individual pages or entire collated document setOCR Individual pages files to PDF automatically thwoigh WatchfoldersExport a PDF to DOCX or XLSX formatsPDF Optimizer to reduce file size	Access Binder templates from a centralized location		$\checkmark$
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Does not require FlashIIEdit documents in the Binder in the native applicationIIApply Numbering Sets, Security, and Watermark settingsIICreate a Binder Snapshot to prevent users from deleting contentIIAdd/remove/re-organize documents from the Binder and regenerateIIMaintain folder structure when importing from DMSIICheck documents in a Binder for any updated versions in the DMS, and add if newIISave a Single Page PDF Binder output into the DMSIIBATES NUMBERING, TIME-DATE STAMPING, HEADERS/FOOTERSIICreate, edit, and copy Numbering SetsIIIAdd Bates Numbering (with alphanumeric prefix or suffix) to PDF documentsIIKeep track of last used Bates NumberIIIInclude/exclude first and/or last page from Numbering SetIIIInclude DMS information in the Numbering SetIIIInclude DMS information in the Numbering SetIIIAdd or edit page numbering/pagination on the PDF page and Page thumbnailsIIIOCR CAPABILITYIIIIIConvert Senned image files to PDF automatically through WatchfoldersIIIExport a PDF to DOCX or XLSX formatsIIIIPDF Optimizer to reduce file sizeIIIIOCR in place to add a text layer to the original image-based PDF documentIII	Create a Cover Page from document(s) within the Binder		$\checkmark$
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Export a PDF to DOCX or XLSX formatsImage: Comparison of the comparison of th	OCR individual pages or entire collated document set	✓	$\checkmark$
PDF Optimizer to reduce file size <ul> <li>OCR in place to add a text layer to the original image-based PDF document</li> <li></li></ul>	Convert scanned image files to PDF automatically through Watchfolders	$\checkmark$	$\checkmark$
OCR in place to add a text layer to the original image-based PDF document	Export a PDF to DOCX or XLSX formats	✓	$\checkmark$
	PDF Optimizer to reduce file size	$\checkmark$	$\checkmark$
Support for foreign languages, including Asian languages180180	OCR in place to add a text layer to the original image-based PDF document	$\checkmark$	$\checkmark$
	Support for foreign languages, including Asian languages	180	180



## See the difference

	Professional 4.8	Enterprise 4.8
PDF/A CREATION AND VALIDATION		
Create PDF/A compliant documents (1a, 1b, 2a, 2b, 2u, 3a, 3b, and 3u)	$\checkmark$	$\checkmark$
Validate PDF/A document for compliance without having to open the document	$\checkmark$	$\checkmark$
SECURITY, ENCRYPTION AND REDACTION		
Secure PDF documents with 128 AES or 256 AES bit encryption levels	$\checkmark$	$\checkmark$
Apply restrictions on printing, copying, and modifying	$\checkmark$	$\checkmark$
Apply a digital signature to a PDF	$\checkmark$	$\checkmark$
True redaction of text, ie not masking	✓	✓
Redact an image or area of a document	✓ ✓	✓
Redact multiple instances of the same text		
	• •	
Insert redaction codes to explain the reason for any redaction		•
Redaction approval workflow	$\checkmark$	v
PDF FORMS AND SIGNATURES		
Insert text form fields into a PDF document to capture data	$\checkmark$	$\checkmark$
Insert combo box, list box, check box, and radio button into forms	$\checkmark$	$\checkmark$
Fill, sign, and send forms from your computer	$\checkmark$	$\checkmark$
Add document security to forms	$\checkmark$	$\checkmark$
Users can fill in, edit, and save forms	$\checkmark$	$\checkmark$
Apply and sign a digital signature to a document or a form field	✓	$\checkmark$
DocuSign users can export PDFs to DocuSign eSign for digital signing	$\checkmark$	$\checkmark$
Support for dynamic XFA forms	$\checkmark$	$\checkmark$
INTEGRATIONS WITH DOCUMENT MANAGEMENT SYSTEMS (see datasheet for more)		
- iManage Work 10	$\checkmark$	$\checkmark$
- iManage FileSite/DeskSite	$\checkmark$	$\checkmark$
- Lawdocs	$\checkmark$	$\checkmark$
- Microsoft SharePoint (Online version too)	✓	~
- Micro Focus Content Manager	✓ ✓	<b>√</b>
- NetDocuments (ndOffice)	~	<b>√</b>
- OpenText Content Server - OpenText Enterprise Connect	✓ ✓	✓
- OpenText eDOCS	· · · · · · · · · · · · · · · · · · ·	<b>↓</b>
- ProLaw	$\checkmark$	$\checkmark$
- Worldox	$\checkmark$	$\checkmark$
Multiple document management system integrations	$\checkmark$	$\checkmark$
Save PDF directly into a DMS and open existing PDF in DMS	$\checkmark$	$\checkmark$
Direct right-click on any document to email as a PDF	×	$\checkmark$
Save Organizer pages/document to DMS as new document/version, attachment/related doc	$\checkmark$	$\checkmark$

