



PDFs are a universally accessible document format for sharing and collaboration. ConVerge® PDF Management provides a single, centralized solution that extends the value of Microsoft® SharePoint® 2010 to consistently control PDF document conversion across the enterprise as a service available for any workflow process or application.

In order to conform to regulatory and compliance regulations, watermarking is utilized to add overlays to PDFs. Overlays can include page numbers, headers, footers, disclaimers, and print dates as well as the generation of a signature page that is added to the PDF when electronically or digitally signed.

By leveraging adlibsoftware® for robust functionality, ConVerge PDF Management renders, watermarks, and manages PDFs through pre-defined rules based on document content type and metadata. Rendering and watermarking schemes that support conversion of most file formats to PDF can be created without programming.

Rendering Features

- ✓ Server-based design to offer centralized rendering capacity, efficiency, and scaling to meet increased demand and minimize load on SharePoint servers
- ✓ Application of security
- ✓ Conversion of high volumes of documents
- ✓ Handling of Microsoft Office, graphics, and scanned formats
- ✓ Preservation of bookmarks, hyperlinks, and URLs
- ✓ Support for embedding metadata directly into Microsoft Office documents, including signatures
- ✓ Assembly of content from diverse sources and file formats into a single PDF document

Rendition Management Features

- ✓ Seamless integration within SharePoint 2010
- ✓ Conformance to regulatory and compliance requirements
- ✓ Creation of PDF renditions on-demand, within a workflow, or optionally in conjunction with lifecycle state management
- ✓ Publishing to multiple sites and libraries
- ✓ Tracking of transformed content back to source content

Watermarking Features

- ✓ Definition of different watermarks based on content type and any condition that can be configured using document metadata, such as lifecycle state
- ✓ Positioning of watermarks in margins, headers, footers, or body of the document
- ✓ Usage of text (e.g. "For Internal Use Only") or document metadata, such as title or lifecycle state
- ✓ Ability to include page numbers, headers, footers, disclaimers, and date stamps as well as generation of a table of contents
- ✓ Watermarks as overlays or underlays, both of which can be colored or shaded
- ✓ Application of the appropriate watermark based on page size and orientation
- ✓ Inclusion of augmentation pages such as those required for signatures