给大家推荐一款非常好用的PDF批量转换软件，打开office-tool.com这个网站。

点击“Batch Convert Documents to PDFs”选项卡，再点下载按钮就可以下载这个软件，

它可以一次性的将所有的word，excel，PPT文档批量转换为PDF文件，它是一个免安装软件。并且它还可以防泄密，可以离线断网的情况下使用。

下载的文件是一个压缩包，解压之后，我们直接运行里边的Batch Convert Documents to PDFs.exe程序，

这里我准备了用来测试的一些文档，这个文件夹内有一些word，excel，PPT文档，我们用这些文档来做一下实验，

操作非常简单，只需要我们在步骤一选择选择我们要转换的那些文档所在文件夹，然后点击确定。

下面的都默认，下面的是用来选择要转换的文件类型，如果你想不转换某种类型文件你就可以取消掉勾选，

再后面就是你想要将PDF生成到哪个文件夹下，

这里默认生成到原文档所在文件夹，

直接点开始，然后这个软件就开始运行了，他会将这个文件夹及其子文件夹下的word，PPT，Excel逐个转换为pdf

大家可以看到pdf文件已经一个一个出现了

好，都转换完毕了。

我们来打开一个看看转换成的PDF，这是转换的PDF文件，这个是原PPT文件，

我们再来看一下这个word文件。这是转换之后的PDF的文件，就是原word文件。

这个软件非常好用，大家可以去office-tool.com这个网站下载试用

Hello I will show you an excellent PDF batch conversion software. You can download it form my website office-tool.com.

Click "Batch Convert Documents to PDFs" tab, and then click the download button to get the software. With this software you can batch convert all Word, Excel, and PowerPoint documents into PDF files at once. It's a portable software that doesn't require installation. and, it's designed for data security ,it can be used offline.

The downloaded file is a compressed package. After extracting it, Just run the "Batch Convert Documents to PDFs.exe" program.

Here, I've prepared some documents for testing. This folder contains some Word, Excel, and PPT documents that we'll use for our experiment.

The operation is very simple. Step one, Select the folder that contains the documents you want to convert and click "OK".

You can keep the other settings as default. The options below allow you to choose the file types you want to convert. If you don't want to convert a certain type of file, you just uncheck it.

Next, choose the folder where you want the converted PDF files to be saved.

By default, it will be saved in the same folder as the original documents.

That’s all , Click "Start" and the software will begin its process. It will convert all Word, PPT, and Excel files in this folder and its subfolders into PDF files one by one.

As you can see, the PDF files are being generated one by one.

All conversions are complete.

Let's open one of the converted PDF files. This is the converted PDF file, and this is the original PowerPoint file.

Now, let's check the Word file. This is the converted PDF file, And this is the corresponding original Word file.

This software is useful and extremely easy. You can visit office-tool.com website to download and try it out.