

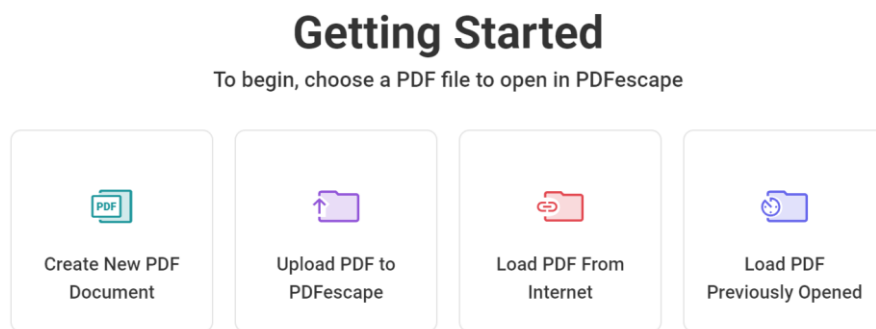
# PDFescape

PDFescape is a versatile and intricate web-based PDF editor that provides an array of features to proficiently manage your PDF files. With PDFescape, you can edit your files, add password protection, and manage PDF pages. This user manual provides an overview of some of the salient features and how to use them effectively.

## 1. Getting Started

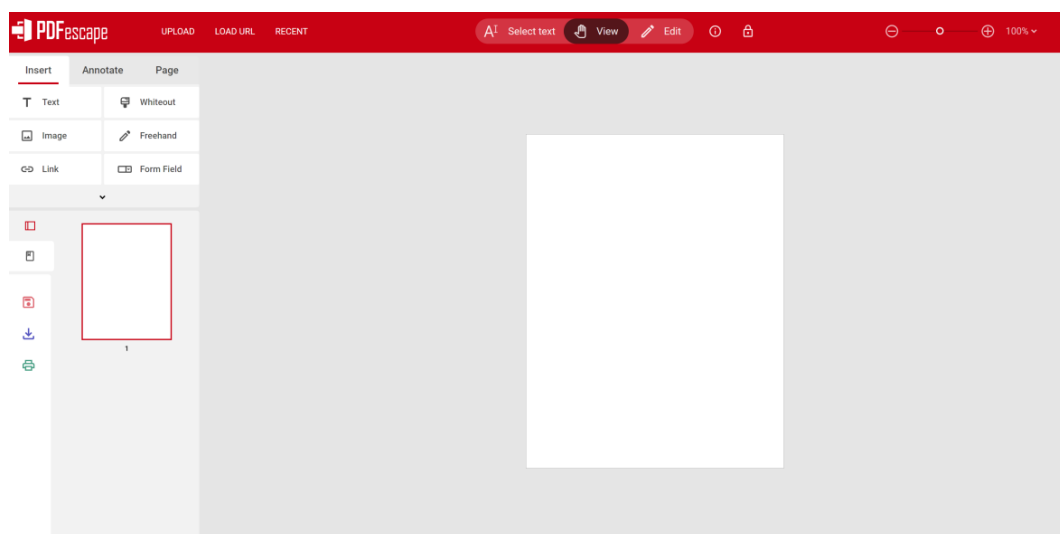
To get started with PDFescape, follow these steps to import your PDF file:

1. Go to the PDFescape website: <https://www.pdfescape.com/online-pdf-editor/>.



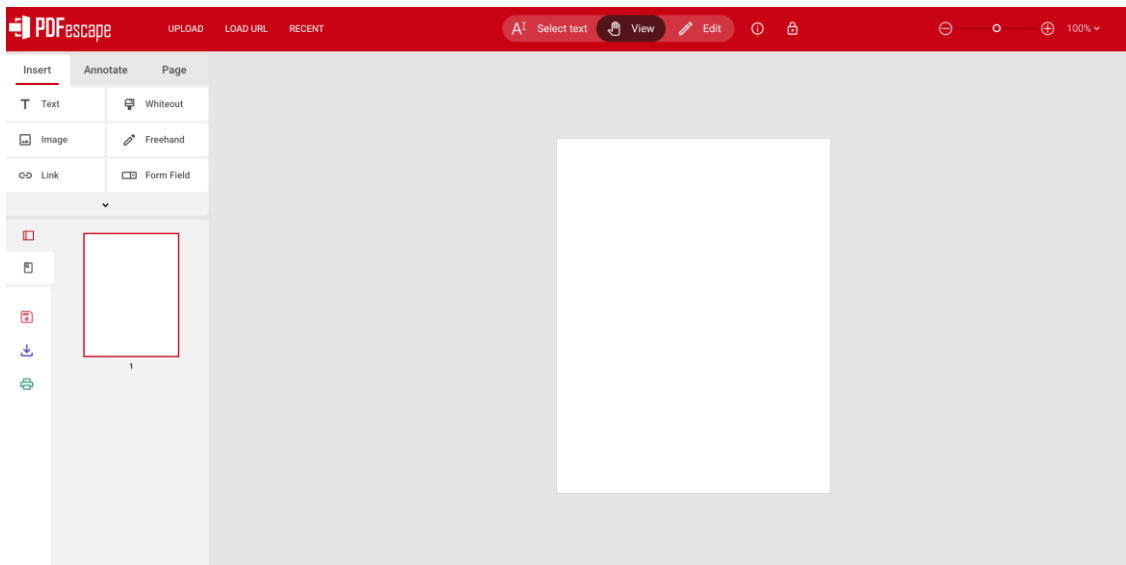
*PDF file must be less than 10 MB and less than 100 pages*



2. From the "**Getting Started**" page, you can either create a new PDF document, upload a PDF from your desktop, or load a PDF. Please note that the PDF file must be less than 10MB and less than 100 pages.
3. Once the file is uploaded, you can preview your PDF file in the editor page and access all the available features in PDFescape.

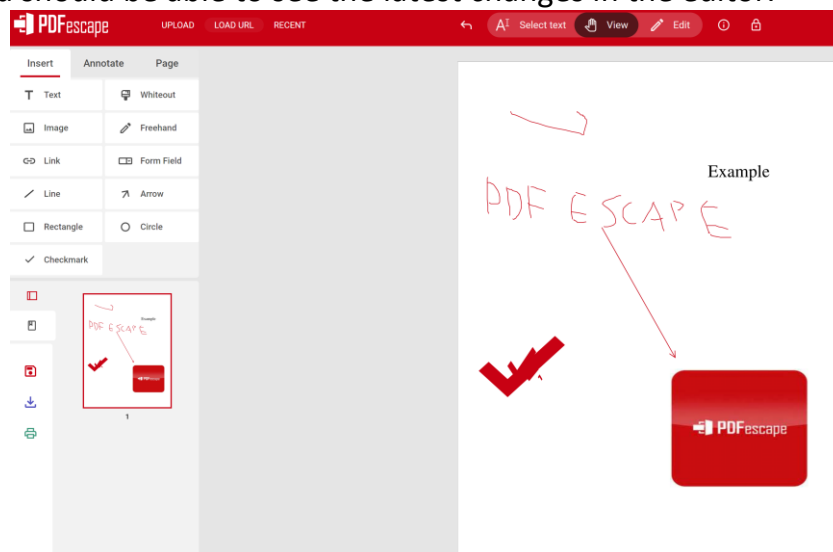


## 2. Edit PDF File

PDFescape provides a range of powerful editing tools that allow you to insert new elements or annotate your PDF documents. To begin editing your PDF file:



1. Click on the "**Edit**" button  in the toolbar.
2. To edit or insert new elements, use the **editing tools** to add text, images, hyperlinks, whiteout, form fields, or draw shapes, lines, and arrows.
3. To annotate the PDF file, click on the "**Annotate**" tab in the toolbar and use the annotation tools to add comments, and notes to your PDF file. You can also highlight text, underline, strikeout, or draw freehand using various colors and thicknesses.
4. If you want to undo a previous action, click the "**redo**" option .
5. You should be able to see the latest changes in the editor.



### 3. Edit PDF Properties

When modifying PDF file, it is important to ensure that the information you add is accurate and relevant. The title, author, subject, and keywords can help provide context and improve the searchability of the document. To modify the properties of an element:



1. Click on the **properties control** in the toolbar. From there, you can edit the title, author, subject, and keywords of the PDF files.

**Document Information**

Title  
PDF ESCAPER

Author  
DEVELOPER

Subject  
DEMO

Keywords  
{PDFESCAPE}, {user guide}

OK

2. Once you have made all the necessary changes, save your file by clicking on the "Save" button . You should see the new properties when you download the pdf file.

Document properties

File name:	LANG4030 User Guide_Marco-1 (2).pdf
File size:	765 KB
<hr/>	
Title:	PDF ESCAPER
Author:	DEVELOPER
Subject:	DEMO
Keywords:	{PDFESCAPE}, {user guide}
Created:	5/7/23, 2:51:16 AM
Modified:	5/8/23, 8:16:42 AM
Application:	Microsoft® Word for Microsoft 365
<hr/>	
PDF producer:	Microsoft® Word for Microsoft 365
PDF version:	2.0
Page count:	5
Page size:	8.28 × 11.69 in (portrait)
<hr/>	
Fast web view:	No

Close

## 4. PDF Page Management:

PDFescape's page management tools allow you to add, delete, and rearrange pages in your PDF file. Here are the steps to follow:

1. Click on the "**Pages**" icon in the toolbar.
2. To add new pages to your PDF file, click on the "**Append Page**" button. You can choose to add a blank page or import a page from another PDF file.

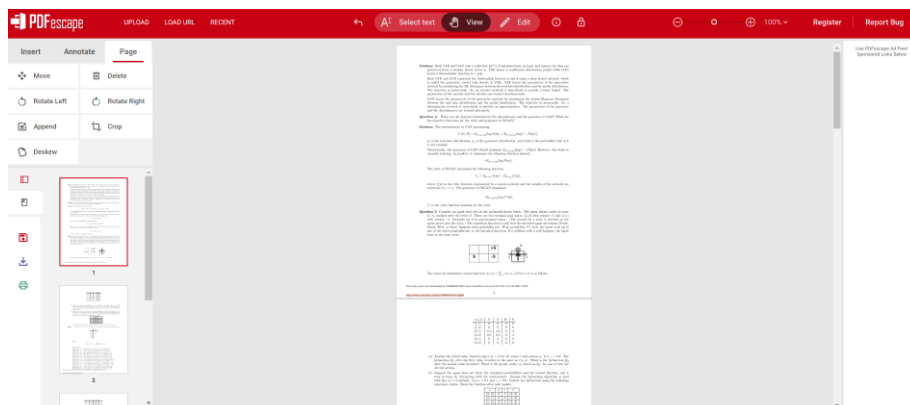
### Append File



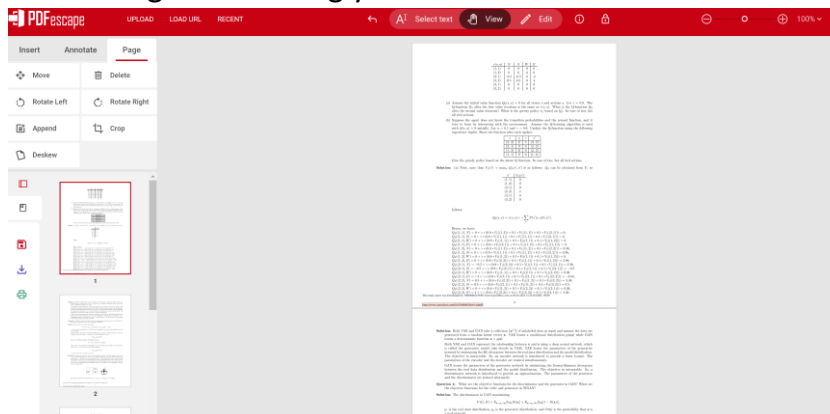
CHOOSE FILE

CANCEL

3. To delete a page from your PDF file, select the page you want to delete and click on the "**Delete**" button. You can then see the selected page is removed from the document.




4. To change the order of pages in your PDF, you can drag and drop the pages or use the "**Move**" option to type in your desired page order. The pages will then be rearranged accordingly.



## 5. Password Protect PDF Files

PDFescape's password protection feature allows you to secure your PDF files with a password, preventing unauthorized access or modification. To password-protect your PDF file:

1. Select the **"Secure"** option  in the toolbar to open the Document Security page.

×

### Document Security

☒ Encrypt

Password

.....

👁

Confirm

.....

👁

OK

2. Select the **"Encrypt"** box. ☒ Encrypt
3. Set a strong password and confirm it.
4. Your file should now be locked with a password when you re-open it

Password required

This document is password protected. Please enter a password.

Submit

## 6. Troubleshooting:

Despite our best efforts to make PDFescape as reliable and user-friendly as possible, you may still encounter some issues while using our software. Here are some common problems and solutions that may help you troubleshoot any issues:

1. PDFescape is not responding:
  - Make sure you have a stable internet connection.
  - Clear your browser's cache and cookies.
  - Try using a different browser.
  - If none of these steps work, please contact our support team for further assistance.
2. Issues with editing or saving a PDF file:
  - Check if the PDF file is not corrupted or damaged.
  - Ensure that the PDF file is not password-protected or encrypted.
  - If the issue persists, please contact our support team for further support.

## 7. Feedback and Support:

There are many other features that are not included in this user manual. If you have any questions or feedback about PDFescape, here are some ways to get in touch with our support team:

- **Contact Form:** You can fill out our contact form on our website to submit your feedback by visiting <https://support.pdfescape.com/hc/en-us/requests/new> . Our support team typically responds to your inquiries within 24 hours.
- **Knowledge Base:** You can also check out our knowledge base on our website at <https://www.pdfescape.com/help/> or <https://support.pdfescape.com/hc/en-us> , which contains a range of helpful articles and tutorials that cover frequently asked questions.



### Troubleshooting PDFescape Desktop Activation

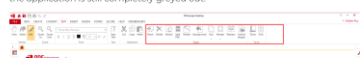
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This article outlines the different troubleshooting options available when PDFescape Desktop does not activate. After you download the application you will need to login to your account and activate the application by linking the installed program to your account.

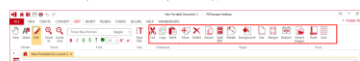
You will need to have PDFescape Desktop installed on your computer before you can activate it. You can [download it here](#).

1. Open up a PDF file.

If you do not have a PDF file open, you will see that most of the functionality in the application is still completely greyed out.



After the PDF is opened in PDFescape Desktop, the features will become usable.



In the event PDFescape Desktop is not activated, proceed to the next step.

2. Hit the account refresh button.



### PDFescape Help Topics

- [Downloading PDFescape Desktop](#)  
How to download and install PDFescape Desktop.
- [PDFescape Account Creation](#)  
How to create a PDFescape account.
- [PDFescape Desktop Activation](#)  
How to activate PDFescape Desktop.
- [PDFescape Online Printing](#)  
Depending on your browser settings you may see this a URL, on your printed PDF do
- [Troubleshooting PDFescape Desktop Activation](#)  
Having problems activating PDFescape Desktop? Follow these basic troubleshooting
- [Uninstall PDFescape Desktop](#)  
How to uninstall PDFescape Desktop on Windows.

[Support](#)

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Feature Comparison	Do Not Sell My Personal Information	Contact Information
Pricing	Desktop EULA	
	Cancellation Policy	
	Refund Policy	