PDF files

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What is PDF?

- Portable Document Format (PDF), is a file format developed by Adobe in 1993 to present documents.

- Initially they were not editable without buying an expensive license from Adobe, now you can add text and signatures to PDF files within the Adobe reader using the 'fill and sign' tool

- If you want to send someone a document that you don't want them to be able to edit, you can create your own PDFs from Open Office, Word and many other apps using the Print dialogue and Microsoft Print to PDF (or Mac save as PDF).

Looking at a .pdf

- Using Adobe reader downloaded for free from https://get.adobe.com/uk/reader/

- What's inside a .pdf

'Free' PDF Tools

- PDF's can be split and merged using the free tool PDFSAM from https://pdfsam.org/

- PDF's can be imported into GIMP for major surgery.

- There are some web-based tools to edit and reduce the size of pdfs, most have free trial versions

Demos

- PDF fill and sign – Under the Tools tab in Adobe Reader

- Create a PDF from an Open Office document – Print>Microsoft print to PDF

- PDF split and Merge (PDFSAM)

- Reducing the size of a pdf using https://smallpdf.com/compress-pdf