

# Password test

The image shows two screenshots of the Microsoft Word 'Info' tab for a document named 'Password test.docx'. The top screenshot shows the 'Protect Document' option selected. The bottom screenshot shows the 'Protect Document' dropdown menu expanded, listing several protection options: 'Mark as Final', 'Encrypt with Password', 'Restrict Editing', 'Restrict Access', and 'Add a Digital Signature'. The 'Encrypt with Password' option is highlighted in blue. The right-hand pane in both screenshots displays document properties such as size (11.1KB), pages (1), words (2), and related dates. The author is listed as 'Watt, Diana-Leigh'.

**Info**

## Password test

Desktop

**Protect Document**  
Control what types of changes people can make to this document.

**Inspect Document**  
Before publishing this file, be aware that it contains:  
Document properties and author's name

**Versions**  
There are no previous versions of this file.

**Properties**

Size	11.1KB
Pages	1
Words	2
Total Editing Time	1 Minute
Title	Add a title
Tags	Add a tag
Comments	Add comments

**Related Dates**

Last Modified	Today, 09:10
Created	Today, 09:09
Last Printed	

**Related People**

Author: Watt, Diana-Leigh  
Add an author

Last Modified By: Watt, Diana-Leigh

**Related Documents**

[Open File Location](#)  
[Show All Properties](#)

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**Info**

## Password test

Desktop

**Protect Document**  
Control what types of changes people can make to this document.

- Mark as Final**  
Let readers know the document is final and make it read-only
- Encrypt with Password**  
Password-protect this document. Be aware that it contains:  
Author's name  
Comments  
Capabilities are unable to read
- Restrict Editing**  
Control the types of changes others can make
- Restrict Access**  
Grant people access while removing their ability to edit, copy, or print.
- Add a Digital Signature**  
Ensure the integrity of the document by adding an invisible digital signature

**Properties**

Size	11.1KB
Pages	1
Words	2
Total Editing Time	2 Minutes
Title	Add a title
Tags	Add a tag
Comments	Add comments

**Related Dates**

Last Modified	Today, 09:10
Created	Today, 09:09
Last Printed	

**Related People**

Author: Watt, Diana-Leigh  
Add an author

Last Modified By: Watt, Diana-Leigh

**Related Documents**

[Open File Location](#)  
[Show All Properties](#)

09:11  
22/02/2018

←

Info

Now

Open

Save

Save As

Print

Share

Export

Close

Account

Options

# Info

## Password test

Desktop



### Protect Document

Control what types of changes people can make to this document.



### Inspect Document

Before publishing this file, be aware that it contains:

- Document properties and author's name
- Content that people with disabilities are unable to read



### Versions

There are no previous versions of this file.

Password test.docx - Word

Watt, Diana-Leigh

### Properties

Size 11.1KB  
Pages 1  
Words 2  
Total Editing Time 2 Minutes  
Title

Encrypt Document

Encrypt the contents of this file.

Password: \*\*\*\*\*

Caution: If you lose or forget the password, it cannot be recovered. It is advisable to keep a list of passwords and their corresponding document names in a safe place. (Remember that passwords are case-sensitive.)

OK Cancel

Last Modified By

Watt, Diana-Leigh

### Related Documents

Open File Location

Show All Properties

Taskbar with icons for File Explorer, Edge, Word, and other applications. System tray shows time 09:11 and date 22/02/2018.