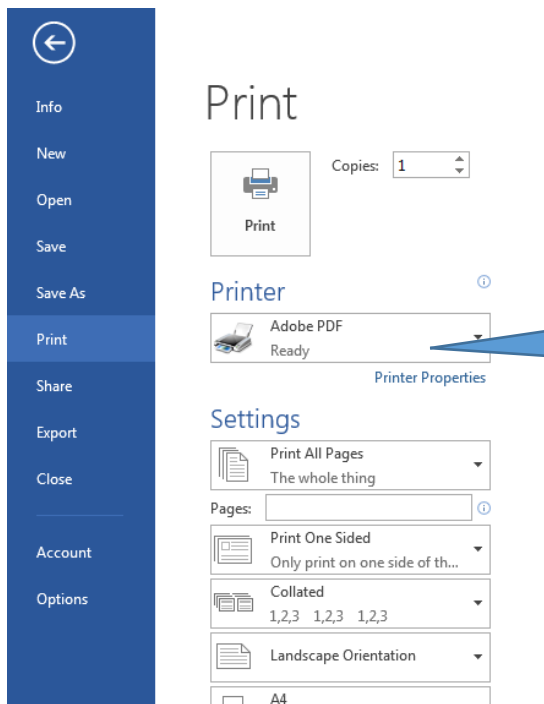
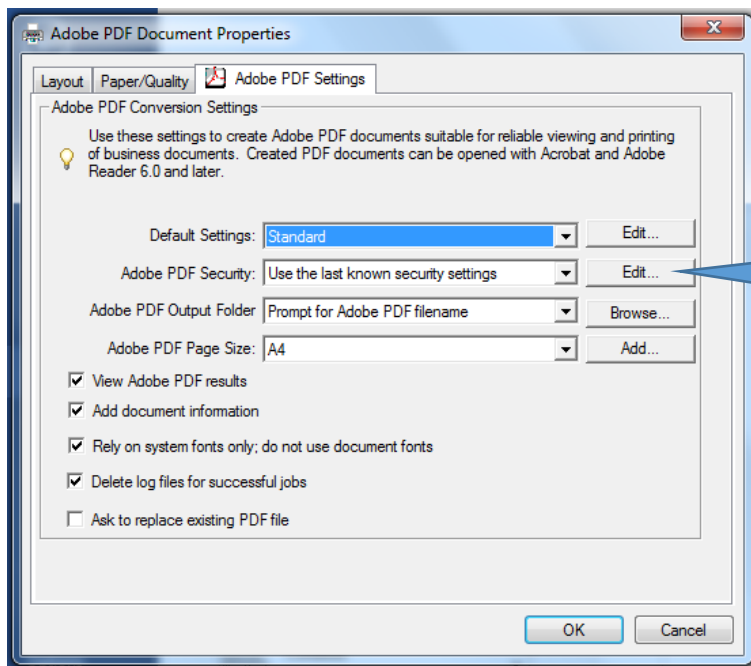


How to encrypt a PDF (from MS Word) without using AcrobatPro

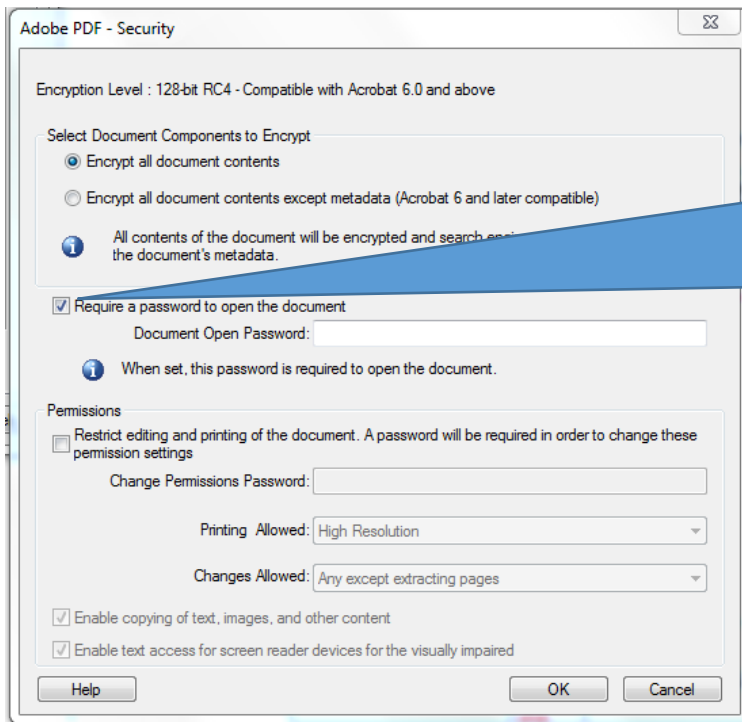


Switch the printer to Adobe P Switch the printer to Adobe PDF and click on 'Printer Properties'

Under 'Adobe PDF Security' select "Use the last known security settings" and click the 'Edit' button.



Under 'Adobe PDF Security' select "Use the last known security settings" and click the 'Edit' button.



Tick 'Require a password to open the document' and enter the password you want to use for this particular document in the 'Document Open Password' text box. Click the 'OK' button at the bottom.

Confirm the document password on the next dialogue box and click 'OK'