

HOW TO COPY-PROTECT AND PRINT-PROTECT A PDF FILE FOR FREE

This report will show you how to create a PDF document that can't be printed or copied. The information regarding how to password-protect your PDF is here, too.

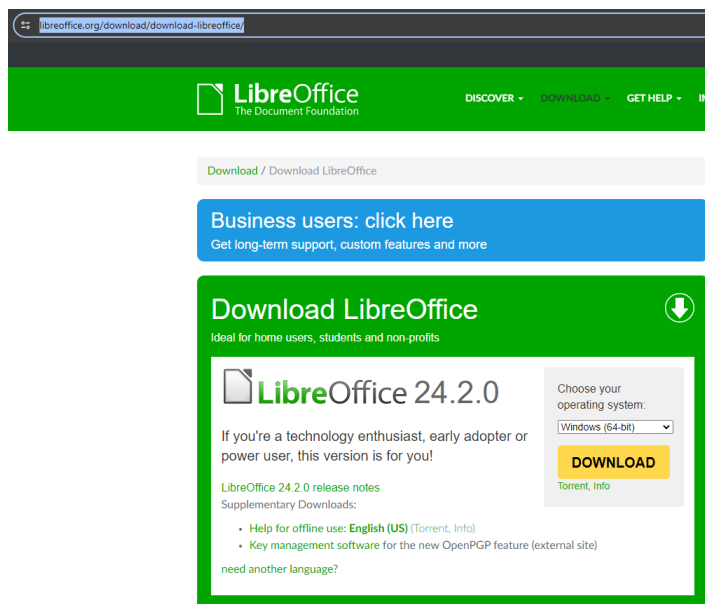
Many authors are looking for a way to copy-protect their books if they allow them to be downloaded from such places as BookFunnel. Now you can put restrictions (permissions) on your PDF copy and upload it to BookFunnel with more confidence. I have corresponded with the BookFunnel and was assured that a protected PDF would not interfere in any way with the epubs and mobi versions. However, I can't guarantee that some brainiac won't find a way to hack the permissions, but that would be very unlikely, in my opinion.

STEP 1:

Download the free open-source word-processing program called LibreOffice.

<https://www.libreoffice.org/download/download-libreoffice/>

Install the program on your computer. This went very smoothly for me and took only a few minutes.



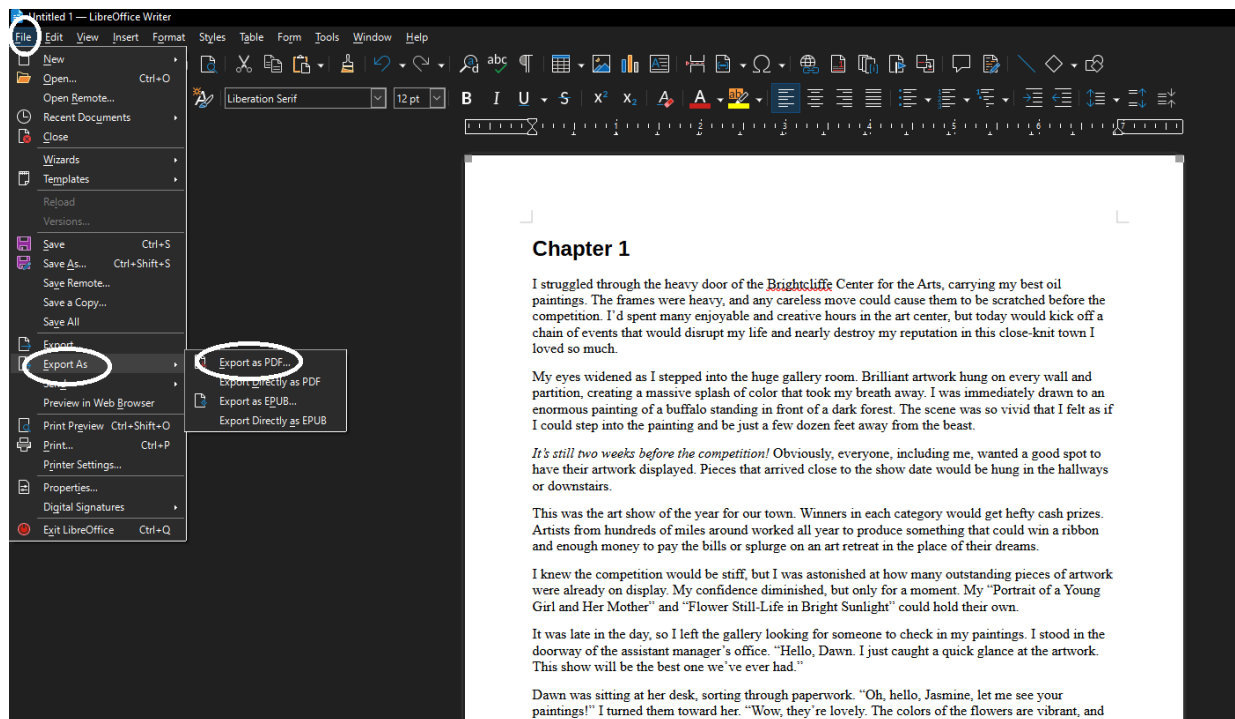
STEP 2:

Create your document in LibreOffice or some other word-processing program, such as MS Word. If you've created your document in a program other than LibreOffice, copy and paste the FINISHED document into LibreOffice.

Check over the document to see that it is complete and formatted the way you want it.

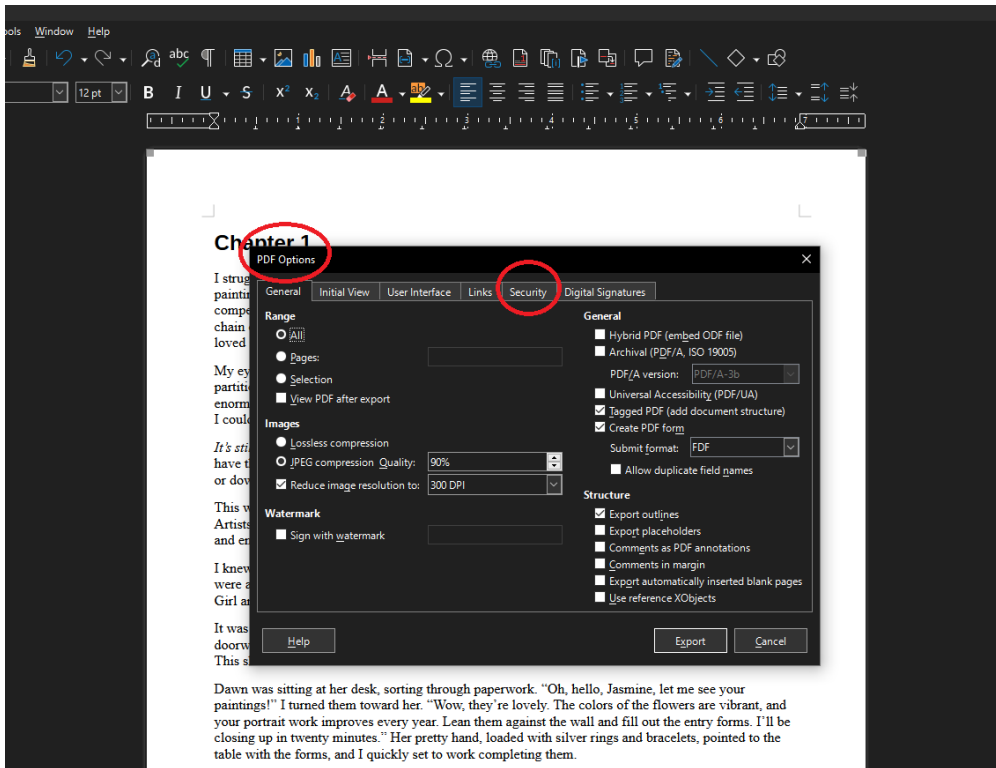
STEP 3:

In LibreOffice, click on File, then Export As, then Export as PDF.



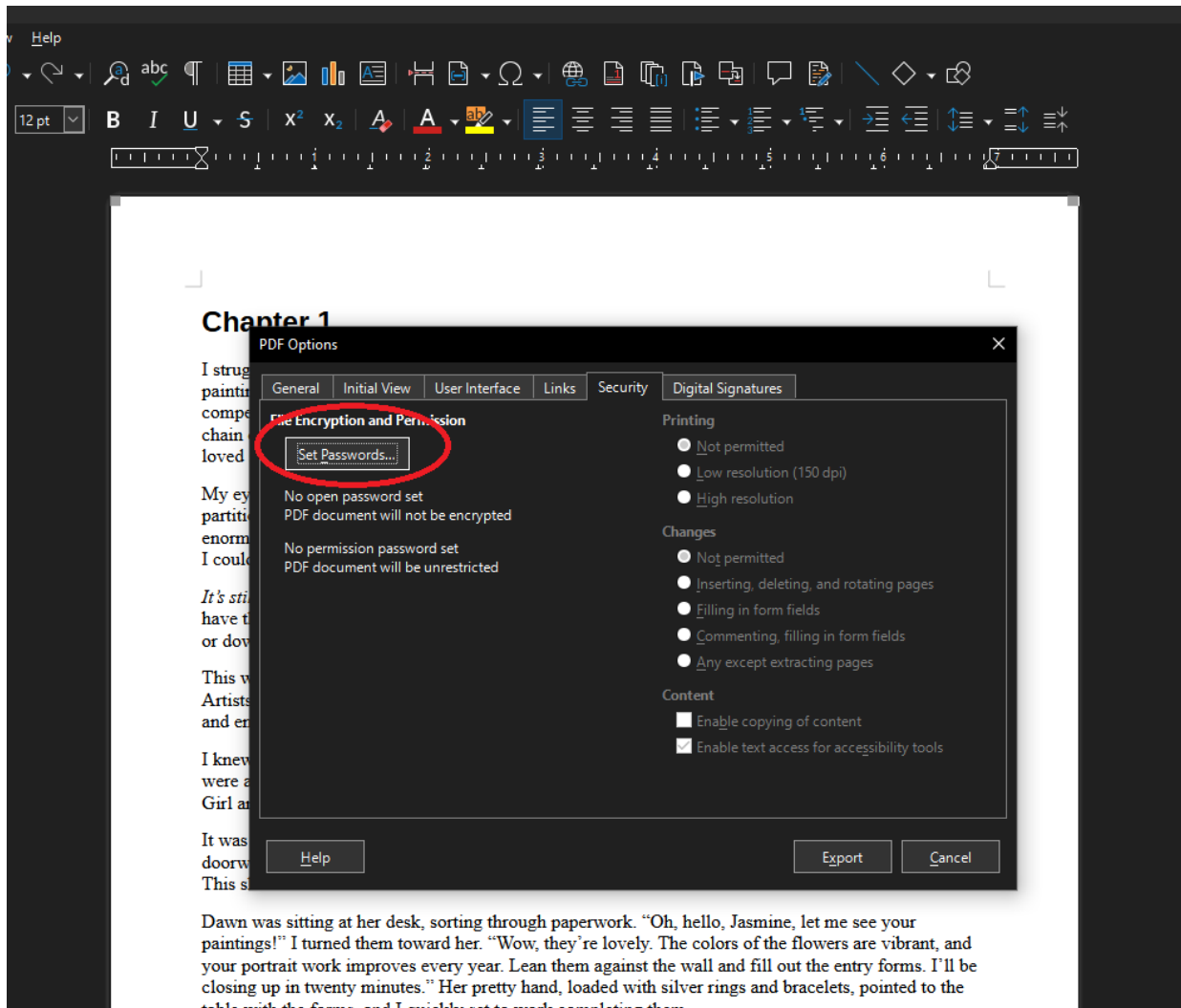
STEP 4:

[] See PDF option box pop up.
Click on the Security tab.



STEP 5:

Click on [Set Passwords] (Don't worry, there are two different kinds)



Dawn was sitting at her desk, sorting through paperwork. "Oh, hello, Jasmine, let me see your paintings!" I turned them toward her. "Wow, they're lovely. The colors of the flowers are vibrant, and your portrait work improves every year. Lean them against the wall and fill out the entry forms. I'll be closing up in twenty minutes." Her pretty hand, loaded with silver rings and bracelets, pointed to the table with the forms, and I quickly set to work completing them.

STEP 5:

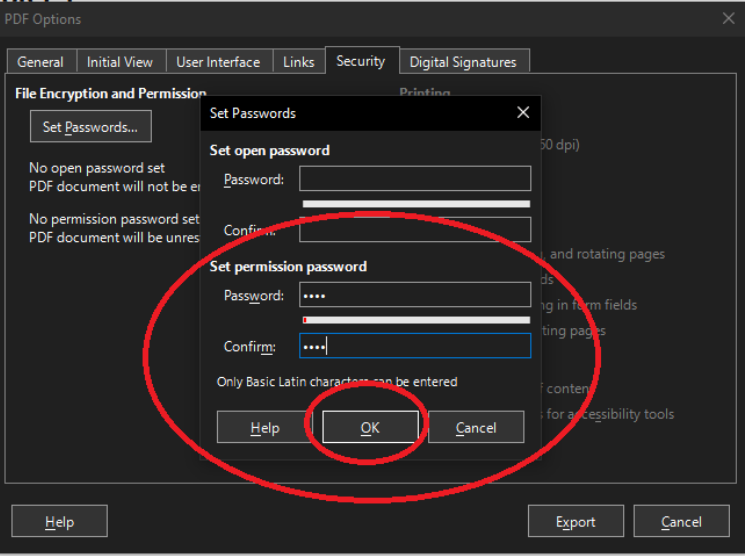
You'll see two areas for passwords.

Set the first one only if you want people to have to enter a password to open the document to read it.

Set the second password if you want to prevent people from copying and pasting part or all your document and from printing out your document.

The second password can be anything simple. The user will not be given this second password; it only opens up the options for you to set permissions for this file.

Then click [OK]



The screenshot shows the Adobe Acrobat interface with the PDF Options dialog box open. The 'Security' tab is selected, and the 'File Encryption and Permission' section is active. A sub-dialog box titled 'Set Passwords' is open, showing two password fields: 'Set open password' and 'Set permission password'. The 'Set permission password' fields (Password and Confirm) are circled in red, along with the 'OK' button. The background shows a document titled 'Chapter 1' with some text visible.

Dawn was sitting at her desk, sorting through paperwork. "Oh, hello, Jasmine, let me see your paintings!" I turned them toward her. "Wow, they're lovely. The colors of the flowers are vibrant, and your portrait work improves every year. Lean them against the wall and fill out the entry forms. I'll be closing up in twenty minutes." Her pretty hand, loaded with silver rings and bracelets, pointed to the table with the forms, and I quickly set to work completing them.

STEP 6:

If you set the second password, the permission options on the right side of the box will be available to you now.

Click the circle for printing not permitted.

Click the circle for changes not permitted.

Keep the “Enable Copying” box open because you don’t want people copying.

Check the box to “Enable text access” because this is for handicapped people to use their audio program to read the document to them.

Click [Export]

Chapter 1

I struggle painting...
My eyes partitioned...
It's still...
This was...
I knew...
It was...

PDF Options

General Initial View User Interface Links Security Digital Signatures

File Encryption and Permission

Set Passwords...

No open password set
PDF document will not be encrypted

Permission password set
PDF document will be restricted

Printing

- Not permitted
- Low resolution (150 dpi)
- High resolution

Changes

- Not permitted
- Inserting, deleting, and rotating pages
- Filling in form fields
- Commenting, filling in form fields
- Any except extracting pages

Content

- Enable copying of content
- Enable text access for accessibility tools

Help Export Cancel

Dawn was sitting at her desk, sorting through paperwork. “Oh, hello, Jasmine, let me see your paintings!” I turned them toward her. “Wow, they’re lovely. The colors of the flowers are vibrant, and your portrait work improves every year. Lean them against the wall and fill out the entry forms. I’ll be closing up in twenty minutes.” Her pretty hand, loaded with silver rings and bracelets, pointed to the table with the forms, and I quickly set to work completing them.

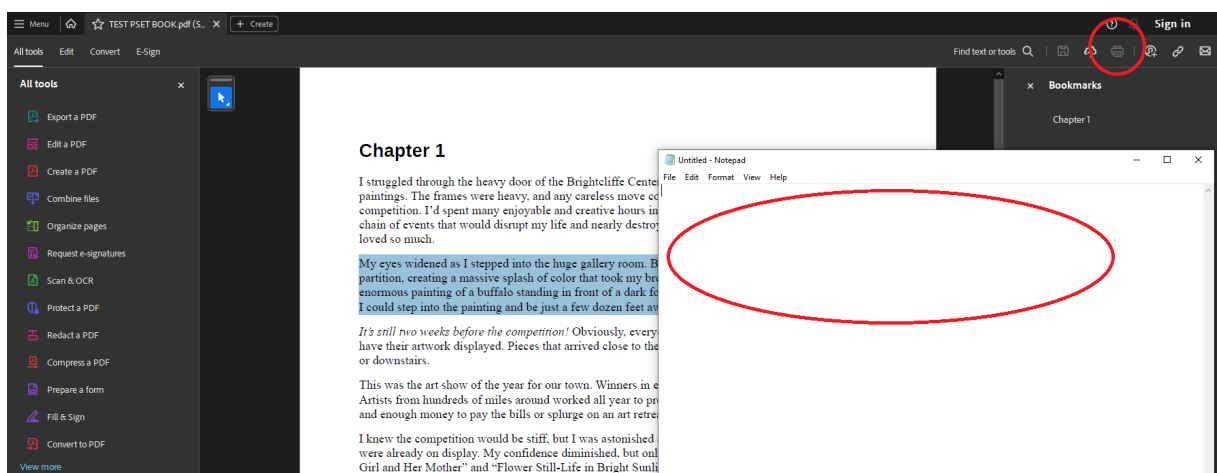
STEP 7:

Save and rename your file, indicating that you set/restricted permissions on it. An example would be to keep the file name and put “pset” (for permissions set) or “restricted” or “nocopy” at the end of the name.

STEP 8:

Open the protected PDF file and try to copy and paste some text from the PDF to another file. Below, I was able to highlight some text, but I couldn't copy and paste it into the text file.

Also notice that the print icon in the upper right corner is grayed out. This PDF file can't be printed.



I hope you found this tutorial helpful. If you have any comments or suggestions, send them to me at Penny@PennySilverbrook.com

Watch your inbox for books by Penny Silverbrook.

Happy writing!

-Penny

penny@pennysilverbrook.com