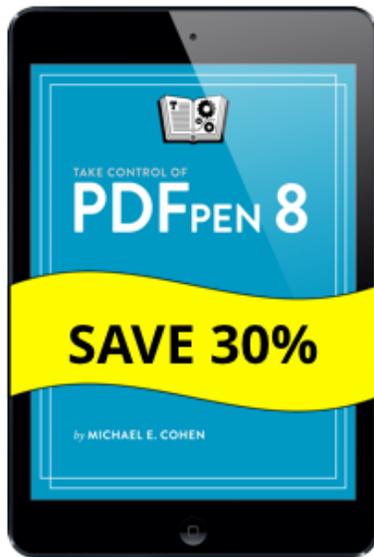


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by Michael E. Cohen

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Good day, fellow denizen of the 21st century!

A truly paperless world might not be a good thing, but an ever-increasing amount of “paper”—contracts, tax forms, bills, and reports—now comes into our lives as PDF files. We generate this virtual paper too, since it's so much easier, faster, and less wasteful to save and email a document as a PDF than it is to print and send via fax or mail. Plus, affordable document scanners make quick work of converting physical paper to PDF—I've helped my parents scan and email a bunch of documents when they've had to wrangle with insurance companies.

To make, edit, and manipulate all these PDFs, you need the right tools and skills. Apple's Preview offers some basic capabilities for free, and Adobe Acrobat Pro DC can do most everything, but costs \$450. For the sweet spot between features and price, turn to Smile's [PDFpen](#) and [PDFpenPro](#), which cost \$74.95 and \$124.95 respectively (and there's a [20% discount for TidBITS](#)

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To help you learn how to use PDFpen, turn to Michael Cohen's just-published [Take Control of PDFpen 8](#), which provides 188 pages of carefully researched and thoroughly edited instructions. It's not something you'll likely read in a single sitting (amusing as Michael's text can be), but between the Table of Contents, the Quick Start, the What's New in This Edition section, and lots of navigation links, you can jump right to the information you need. As a MUG member, you can get it for 30% off!

Here's another real-world example. Tonya uses PDFpen routinely when scanning documents—especially the endless permission forms and other papers that our son brings home from school. PDFpen “OCRs” her scans, converting the graphical image of the letters to editable and searchable text that makes it easier to find later. She can then add text to fill in a form, affix her digital signature to it, and (sometimes) email it back to the school. And, when (not if, because we're talking about the combination of a teen and a bureaucracy here) a previously filled-in form is lost, she can print or email it again quickly.

PDFpen also enables you to add and remove pages from a PDF, create PDFs from various types of files, add comments and editing marks, edit text in a PDF, redact confidential text, add page numbers, encrypt a PDF with a password, make clickable links for navigation, and more. You can also export a PDF to Microsoft Word format so you can work with the text more fluidly. With PDFpenPro, you get a richer feature set and the capability to make your own easy-fill-in PDF forms, complete with signature fields. These forms can even collect data and send it to you via email or the Web.

[Take Control of PDFpen 8](#) is the comprehensive and friendly guide you need to make the most of Smile's PDFpen apps, including [PDFpen for iPad & iPhone](#). Pick up your copy today, and you'll soon be juggling PDFs like a pro!

Thanks for your comments, questions, and support. We couldn't do it without your enthusiasm!

cheers... -Adam and Tonya Engst, Take Control publishers

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