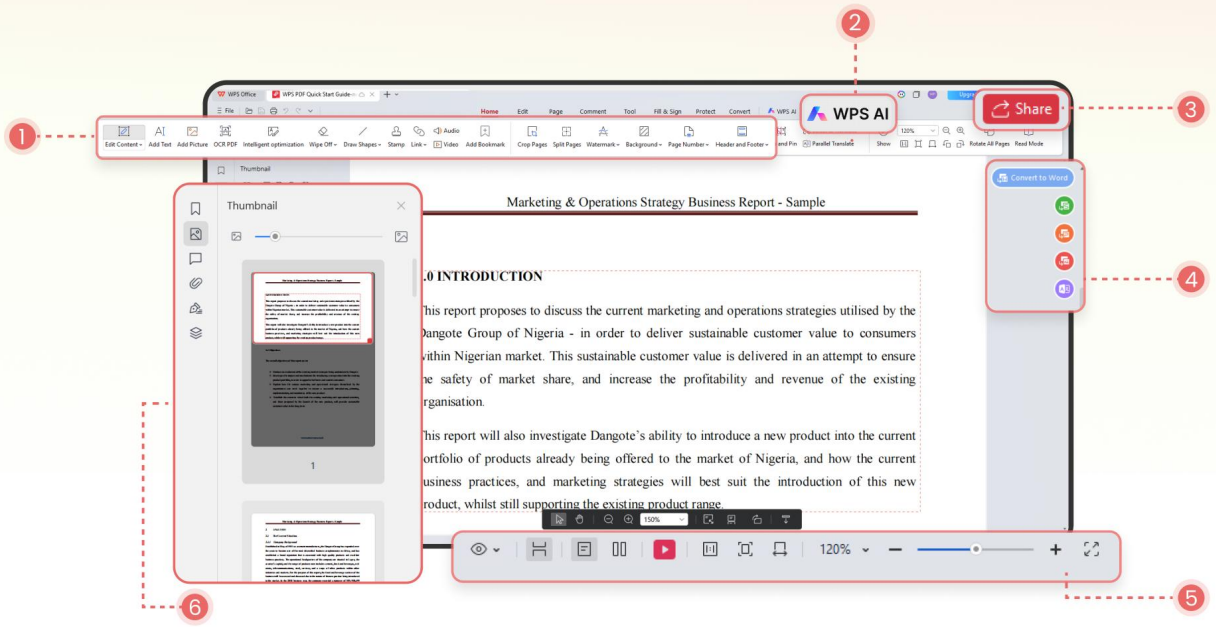
WPS Office®

Welcome to WPS Office - PDF

WPS Office is a lightweight, feature-rich comprehensive office suite with high compatibility. As a handy and professional office software, WPS Office allows you to edit files in Writer, Presentation, Spreadsheet, and PDF to improve your work efficiency.



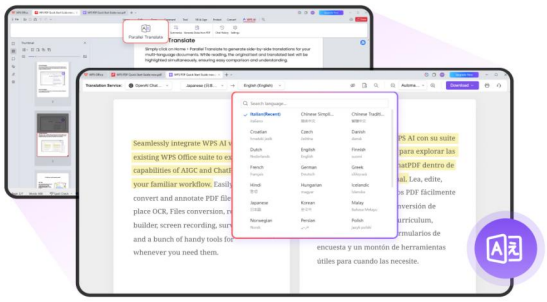
1. **Tabbed Processing**: Switch tabs to execute different PDF commands.
2. **One-Tap Sharing**: Send your PDF to anyone, anywhere, instantly.
3. **Quick Shortcuts**: Access your most-used functions via dedicated buttons.
4. **Smart Reading**: Toggle auto-play, reading mode, and display ratios.
5. **Precision View**: Preview, zoom, and navigate pages with total control.

WPS AI+PDF

With WPS AI, you can get summaries of long and complex PDF files. You can also ask me questions to help you better understand your file.

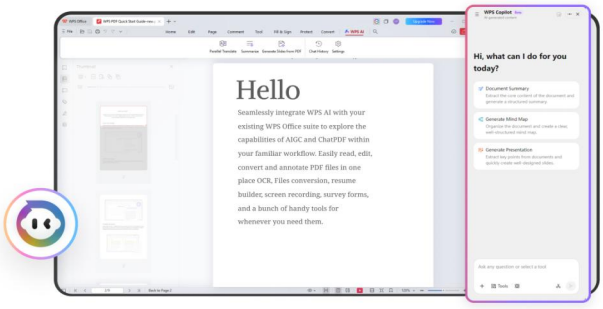
Parallel Translate

Simply click Home or **WPS AI > Parallel Translate** to instantly translate your document into over 100 languages while preserving the original layout.



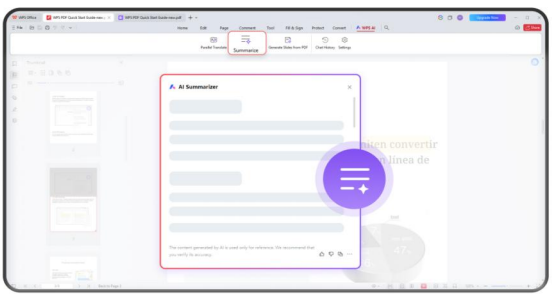
WPS Copilot

Interact with your documents intelligently. Click **WPS Copilot** to open the AI assistant, which can instantly summarize long files, generate Mind Maps, and create Presentations to help you grasp key insights effortlessly.

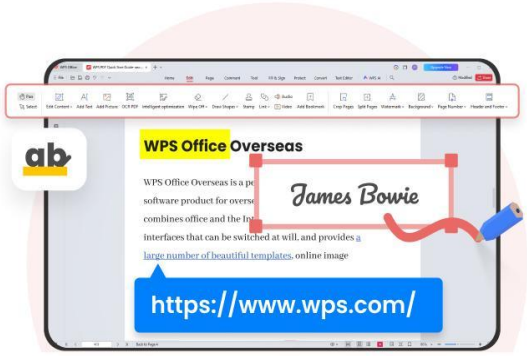


AI Summarize

Simply click **WPS AI > AI Summarize** to instantly condense hundreds of pages into precise key points, helping you grasp the core message without missing any details.



Fit all your pdf process need



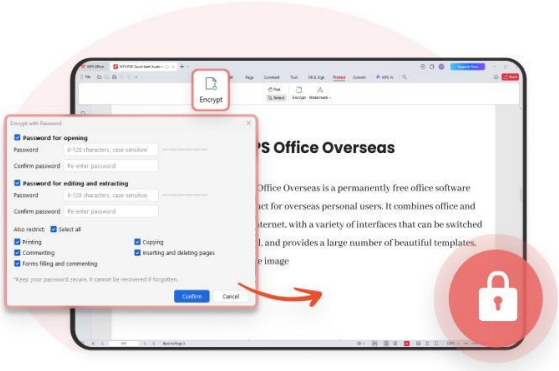
PDF edit

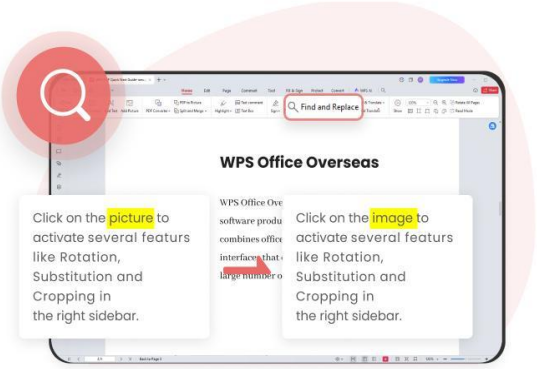
Click on the **Edit** tab, where you can insert text, pictures, headers & footers, hyperlinks, and more into the PDF.

Powerful editing capabilities - edit PDFs like Word.

PDF Protect

Lock the entire file with a security password or restrict certain permissions on the PDF.
Click **Protect** > **Encrypt**. You can disable printing, copying, and editing for the PDF





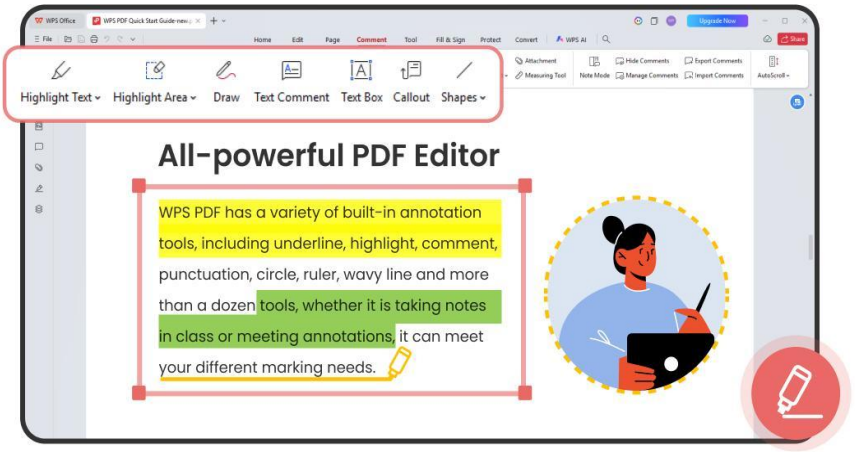
Quickly Find & Replace

Click **Home** > **Find and Replace**. Whether it is a word, phrase, or an entire paragraph, you can achieve precise find and replace functionality.

PDF annotation & management

Comment Toolbox

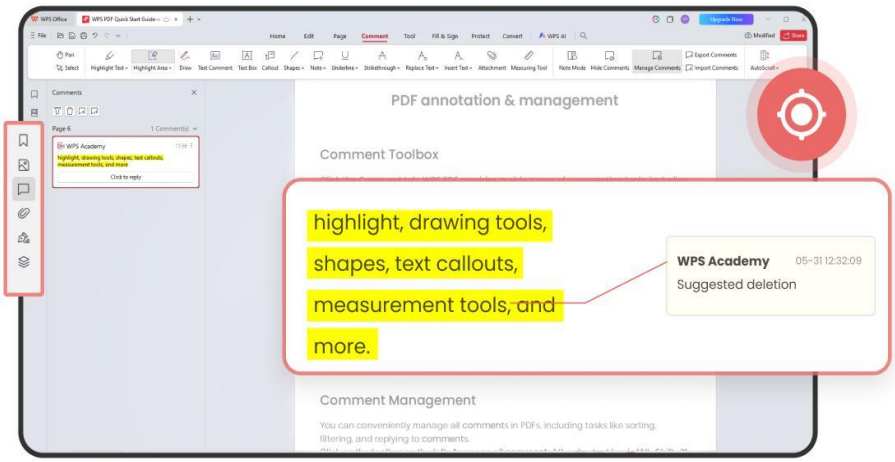
Click the **Comment** tab, WPS PDF provides a wide range of commenting tools, including highlight, drawing tools, shapes, text callouts, measurement tools, and more. It offers a comprehensive toolbox, whether you're taking notes in class or leaving comments as you read.



Comment Management

Click the toolbar on the left, then click **Comment**. You can filter the content by type and commenter to focus on specific important comments.

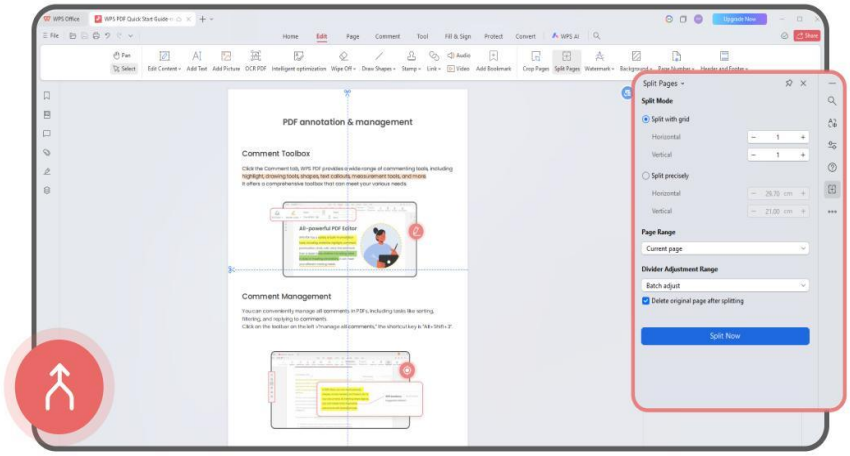
Click on a comment to jump to the original text with just one click, and you can also delete multiple comments at once



Easy to organize pages

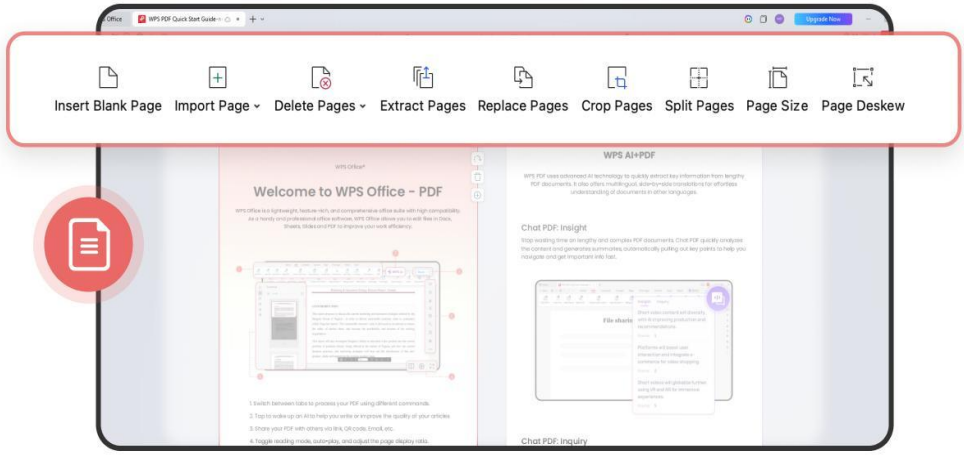
Merge and Split

WPS PDF supports splitting or merging files. Click on Page > Split, and you can customize the number of split files, making file organization and management easier.



Page Management

You can manage all pages of the PDF in the **Page** tab. WPS PDF allows you to split, rearrange, delete, rotate pages, or merge entire PDF documents. Organizing your PDF with WPS Office can help streamline your workflow with just a few simple clicks



More Popular features

File compression

It reduces file size and saves storage space while maximizing file clarity.

Batch PDF printing

Efficiently help you solve the problem of printing PDF files, while supporting single or multiple PDF printing

PDF Sign

Easily add signatures to your electronic documents, ensuring the legitimacy, validity, and security of your signature and its content.

Read mode

In reading mode, you can insert bookmarks, comments, or rotate pages for a better reading experience.

Add watermark

Easily protect your intellectual property and enhance document security by customizing the style and content of watermarks in the PDF. Watermarks effectively indicate the document's origin.

Batch rename files

It can solve the problem of users inefficiently changing individual file names one by one by providing a variety of renaming methods such as insert, delete, remove, replace, prefix, suffix, and more

Free ALL-IN-ONE Office Suite

Install free WPS Office to enjoy the same benefits on Android & ios.

GET IT ON
Google Play

Download on the
App Store

