



Itqan PDF

User Guide

MERGE • CONVERT • PERFECT

Welcome to Itqan PDF

Itqan PDF is a desktop PDF toolkit that runs entirely on your own computer. Merge, split, convert, protect, and compress PDFs without ever uploading your files to a server — everything happens locally, privately, and works fully offline.

This guide covers:

- Installing Itqan PDF and activating your license
- A tour of the main interface
- Step-by-step instructions for every tool
- Batch processing multiple files at once
- Settings and customization
- Troubleshooting common issues

Requirement	Details
Operating System	Windows 10 or 11 (64-bit)
Internet Connection	Only required briefly, to activate your license and check for updates
License	One-time purchase — no subscription
Free Trial	7 days, every tool fully unlocked

Installing Itqan PDF

1. Run the ItqanPDF-Setup.exe installer file.
2. Follow the setup wizard. No administrator rights are required for a standard installation.
3. Once installed, launch Itqan PDF from the Start Menu or the desktop shortcut.

First launch: Itqan PDF automatically starts a 7-day free trial the very first time it runs, with every tool fully unlocked. No credit card is required to try it.

Activating Your License

You can purchase and activate a license at any time — before, during, or after your trial ends.

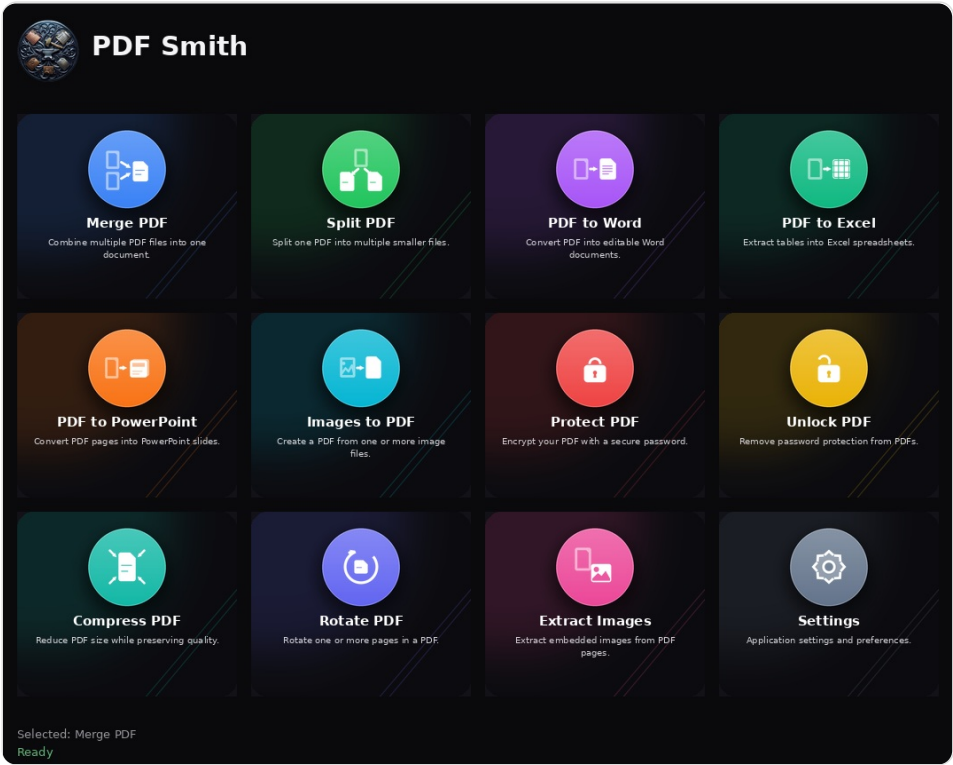
1. Click the **Buy Now** button in the top-right corner of the app to open the purchase page in your browser, or click the trial-status button in the bottom-right corner to open the license window directly.
2. After purchasing, you'll receive a license key by email.
3. In Itqan PDF, click the trial-status button (bottom-right corner) to open the License window.
4. Enter your license key and click **Activate**.

Moving to a new computer? Enter the same license key on your new machine — it activates the same way it did on the old one. If your old device is still available, use **Deactivate This Device** in the License window first to free up that activation.

Trial expired and no license yet? Itqan PDF will pause running tools until a license is activated. Nothing you've already created is affected, and Settings remain accessible.

The Main Window

Every tool lives on its own card in the main grid. Click a card to select it, then click **Process** at the bottom-right to run it — or simply double-click a card to run it immediately.



- **Header:** shows the Itqan PDF logo and a **Buy Now** button (visible until you activate a license).
- **Feature grid:** one card per tool. The selected card is highlighted with a blue border.
- **Footer:** shows your current selection, a progress indicator during processing, and your trial/license status on the right.

Using Each Tool



Merge PDF

Combine multiple PDF files into a single document, in the order you choose.

1. Click the **Merge PDF** card, then click **Process**.
2. In the file picker, select two or more PDF files. Hold Ctrl (or Cmd on Mac) to select multiple files at once.
3. Choose where to save the merged file and give it a name.
4. Itqan PDF combines the files in the order you selected them and saves the result.



Split PDF

Break one or more PDFs apart into individual pages, all at once.

1. Click the **Split PDF** card, then click **Process**.
2. Select one or more PDF files to split. You can select several files at once for batch processing.
3. Choose a destination folder for the output.
4. Each source file is split into individual pages, saved into its own subfolder named after the original file.



PDF to Word

Convert PDFs into editable Word (.docx) documents.

1. Click the **PDF to Word** card, then click **Process**.
2. Select one or more PDF files to convert.
3. If any selected file is a scanned or image-only PDF, Itqan PDF detects this automatically and asks which language the text is in before running OCR to recognize it.
4. Choose a destination folder. Each file is converted and saved with the same name and a .docx extension.
5. **Note:** digital PDFs (with real, selectable text) convert with full layout and formatting preserved. Scanned PDFs convert to plain, editable text — accurate, but without reconstructing complex tables exactly as they appeared.



PDF to Excel

Extract tables from a PDF into an Excel spreadsheet.

1. Click the **PDF to Excel** card, then click **Process**.
2. Select one or more PDF files.
3. As with PDF to Word, scanned PDFs trigger an automatic OCR language prompt.
4. Choose a destination folder. Each file is saved as an .xlsx workbook, with one sheet per detected table (or per page, for OCR'd scans).



PDF to PowerPoint

Turn PDF pages into a PowerPoint slide deck.

1. Click the **PDF to PowerPoint** card, then click **Process**.
2. Select one or more PDF files.
3. Choose a destination folder. Each page becomes one slide, saved as a .pptx presentation.



Images to PDF

Combine one or more images into a single PDF.

1. Click the **Images to PDF** card, then click **Process**.
2. Select one or more image files (PNG, JPG, BMP, GIF, or TIFF).
3. Choose where to save the resulting PDF and give it a name.
4. The images are combined into a single PDF, one image per page, in the order selected.



Protect PDF

Add a password to a PDF so only people you choose can open it.

1. Click the **Protect PDF** card, then click **Process**.
2. Select one or more PDF files to protect.
3. Enter a password — this same password will be applied to every selected file.
4. Choose a destination folder. Each output file is saved with "_protected" added to its name.



Unlock PDF

Remove password protection from a PDF you have the right to open.

1. Click the **Unlock PDF** card, then click **Process**.
2. Select one or more password-protected PDF files.
3. Enter the current password.
4. Choose a destination folder. Each output file is saved with "_unlocked" added to its name.



Compress PDF

Shrink a PDF's file size for easier emailing or uploading.

1. Click the **Compress PDF** card, then click **Process**.
2. Select one or more PDF files.
3. Choose a destination folder. Each output file is saved with "_compressed" added to its name.



Rotate PDF

Fix sideways or upside-down pages.

1. Click the **Rotate PDF** card, then click **Process**.
2. Select one or more PDF files.
3. Enter a rotation angle: 90, 180, or 270 degrees. This angle applies to every selected file.
4. Choose a destination folder. Each output file is saved with "_rotated" added to its name.



Extract Images

Pull every embedded image out of a PDF.

1. Click the **Extract Images** card, then click **Process**.
2. Select one or more PDF files.
3. Choose a destination folder. Images from each source file are saved into their own subfolder named after that file.

Batch Processing

Every tool in Itqan PDF supports batch processing — select as many files as you like, and they're all processed in one run rather than one at a time.

- The progress bar reflects your entire batch, not just one file.
- If one file fails (a corrupt PDF, a wrong password, etc.), the rest of the batch continues — you'll see a summary at the end showing what succeeded and what didn't, with the reason for any failures.
- Output files are automatically renamed to avoid overwriting anything — if a name is already taken, Itqan PDF adds "(1)", "(2)", and so on.

Settings

Open Settings from the Settings card in the main grid.

Setting	What it does
Theme	Switch between Dark, Light, or System appearance.
Default output folder	Always save to a specific folder instead of asking each time.
Remember last folder	When no default folder is set, reuse the last folder you saved to.
Open folder after completion	Automatically open the output folder in File Explorer once a task finishes.

Troubleshooting

PDF to Word / PDF to Excel produced a document with no real table structure.

This happens with scanned PDFs — Itqan PDF automatically recognizes the text via OCR, but rebuilding a scanned table's exact grid isn't something OCR can guarantee. The text itself will still be accurate and editable.

A tool won't run at all.

Check your trial/license status in the bottom-right corner of the window. If your trial has ended, activate a license to continue.

An OCR-related tool says no language packs are installed.

Contact support — this is a one-time setup step that may not have been completed on your installation.

The app won't reach the license server.

Itqan PDF only needs an internet connection briefly, to activate or re-verify a license. Every other tool works fully offline. Check your connection and try again.

Support

Still stuck? Reach out at support@itqanpdf.com and include your license key and a description of the issue — that's usually all we need to help quickly.