



## Foxit PhantomPDF Editor Helps you to Manage Better PDF Documents

Create and edit PDF documents and fillable forms.

Sort pages, add headers/footers/watermarks, and export PDF.

Convert paper into editable and searchable PDF for paperless.

Collaborate with other users so the whole team can participate.

## How to install and activate Foxit PhantomPDF Editor

### Installation

- For personal PC, please go to [here](#) to download the installation package and install.
- For PC provided by GTIIT, you need to submit your request to [itsupport@gtiit.edu.cn](mailto:itsupport@gtiit.edu.cn) to apply the Foxit PhantomPDF Editor software installation, IT staff will assist you accordingly.
- To download software on the Foxit Official website, please go to <https://www.foxitsoftware.cn/pdf-editor/> and select the [福昕高级 PDF 编辑器 企业版](#) .exe file.



### Activation

- After installation, open the Foxit PhantomPDF Editor, click **Free trail**.
- Click the Sign in button on the upper right corner:





3. On the popup page click CARSI option:

**Foxit** Sign In to Foxit Cloud

Password

☒ Remember Me [Forgot Password?](#)

**Sign In**

Not a member yet? [Sign up for a Foxit ID](#)

Use your company ID? [Add an Enterprise Account](#)

or sign in with

Microsoft WeChat QQ LinkedIn **CARSI**

4. Select your University name - GTIIT

教育网联邦认证与资源共享基础设施  
CERNET Authentication and Resource Sharing Infrastructure

请选择您的学校

清华大学	北京大学	中国科学技术大学
上海交通大学	中国人民大学	电子科技大学
中山大学	兰州大学	西安交通大学
同济大学	哈尔滨工业大学	哈尔滨工程大学
北京航空航天大学	沈阳航空航天大学	东北大学
深圳大学	重庆大学	华北电力大学
上海理工大学	南方医科大学	北京交通大学
北京理工大学	北京邮电大学	<b>广东以色列理工学院</b>
华南理工大学	福州大学	中国农业大学
西南大学	燕山大学	西南交通大学
华东师范大学	上海海洋大学	湖南大学
广东财经大学	内蒙古科技大学	华南师范大学

更多学校陆续添加中...



5. In the GTIIT login page, input your username and password:

Guangdong Technion  
Israel Institute of Technology  
广东以色列理工学院

Username  
[Username field]

Password  
[Password field]

☐ Don't Remember Login

☐ Clear prior granting of permission for release of your information to this service.

Login

6. At the following page please click Accept:

Information to be Provided to Service

sonScopedAffiliation staff@gtiit.edu.cn

Information above would be shared with the service if you proceed. Do you agree to provide this information to the service every time you access it?

Information release consent duration:

Ask me again at next login

- I agree to send my information this time.

Ask me again if information to be provided to this service changes:

- I agree that the same information will be sent automatically to the service in the future.

Do not ask me again

- I agree that all of my information will be released to any service. My consent can be revoked at any time with the checkbox on the login page.


Reject Accept



## 7. Register your school Email address:

### Email Connection

Email

 username@gtiit.edu.cn

Connect Email

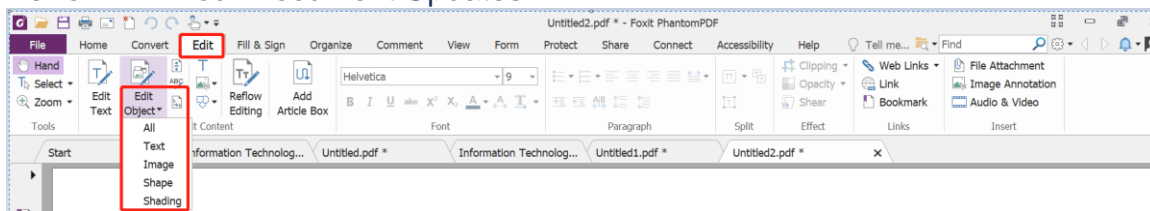
Please provide your school email address. So that you can enjoy an educational discount for Foxit PhantomPDF Business edition.

After completing all the above steps, now you have activated the Foxit PhantomPDF business version, you can use its full features on two computers, either Windows or Mac.

## Frequently used Features of Foxit PhantomPDF

### PDF Editor

#### Perform All Your Document Updates in PDF



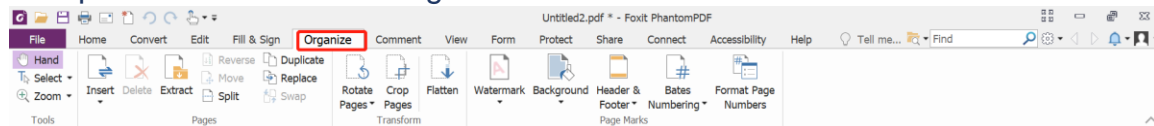
- Documents evolve over time and need to be updated. PhantomPDF provides powerful PDF Editor capabilities to allow authors to update their documents themselves. Paragraph edit and have text flow across multiple paragraphs, columns, and pages.
- Change the document layout by moving text boxes, changing their size, or how text is justified.



- Professionalize documents by adding stamps, watermarks, headers, footers, bates numbering, etc.

## Organize

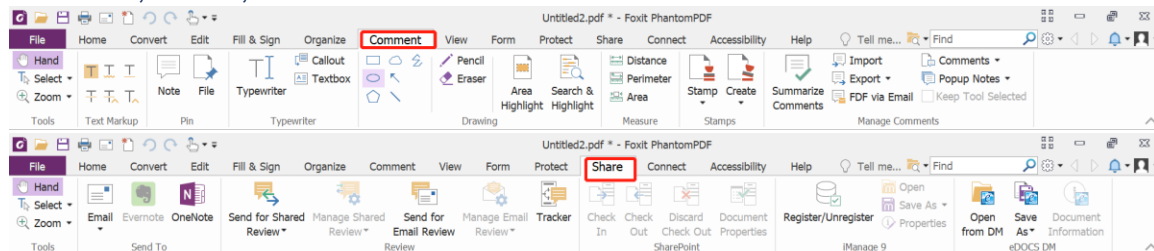
### Manipulate PDF Files and Pages



- Often we create new documents from pages of existing documents. PhantomPDF is the PDF Editor that allows you to quickly and easily organize and manipulate your PDF to support your workflows.
- Merge PDF documents together or split PDFs apart.
- Drag and drop pages within a document or from one document to another.
- Crop, delete, add, swap, flatten, and rotate PDF pages.

## Share & Collaborate

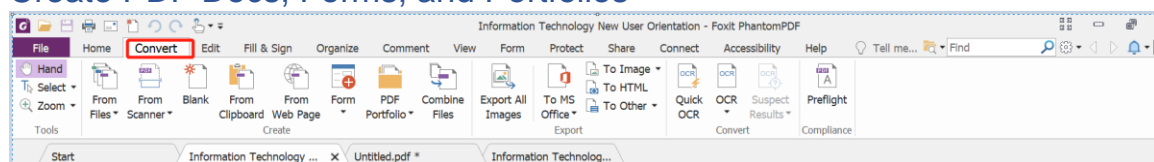
### Annotate, Share, and Collaborate with PDF



- When teams collaborate and share information, they work at their best. PhantomPDF is the PDF Editor that links knowledge workers together to increase flexibility and results.
- Integrate with leading Content Management Systems.
- Utilize popular storage sharing products.
- Initiate shared reviews and provide and manage comments.

## PDF Creator

### Create PDF Docs, Forms, and Portfolios

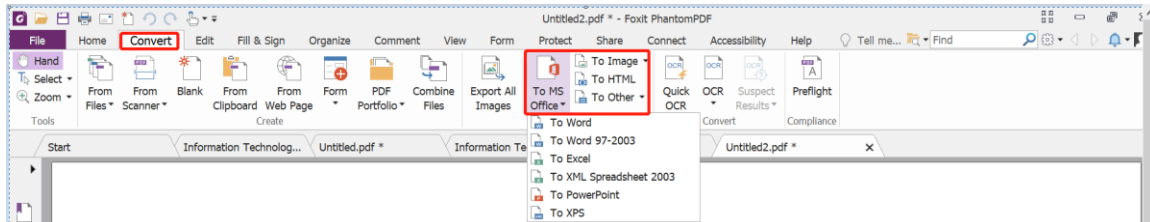




- The connected world shares documents in the PDF format. PhantomPDF is the PDF Editor that allows you to create PDF from all file formats. Foxit is the first vendor to deliver PDF 2.0 file view.
- Create PDF, PDF/A, PDF/X, and PDF/E from Microsoft Office, Project, and virtually any file format.
- Create PDF Portfolios to tie multiple files together and PDF Forms to collect data.
- Convert webpages to PDF from the Chrome, Internet Explorer, and Firefox browsers.

## Convert PDF

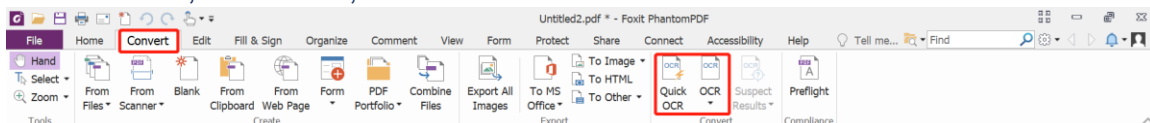
### Share Information on PDF with Other File Formats



- Many workflows require information within PDF documents be shared in other file formats. PhantomPDF is the PDF Editor that enables users to export PDF into popular file formats.
- Convert PDF to Word, PowerPoint, and Excel.
- Convert PDF to image formats such as JPEG and PNG.
- Convert PDF to HTML and text.

## Scan and OCR

### Scan to PDF, OCR PDF, and Edit Scanned PDFs



- Many times hardcopy documents are required to be in digital format. PhantomPDF is the PDF Editor that provides capabilities to support your paperless office workflows.
- Interfaces with your scanner to scan and convert to PDF. Will convert existing scans (i.e. images) to PDF.
- OCRs image based content into selectable and searchable text. OCR (Optical Character Recognition) identifies characters and words within images.



GUANGDONG TECHNION

Department of Information Technology

广东以色列理工学院信息技术部

- OCR option to make text editable, which is really valuable when updating documents when you only have the hardcopy.

Should you have any problem of using this software please feel free to submit your queries in <https://helpdesk.gtiit.edu.cn>.