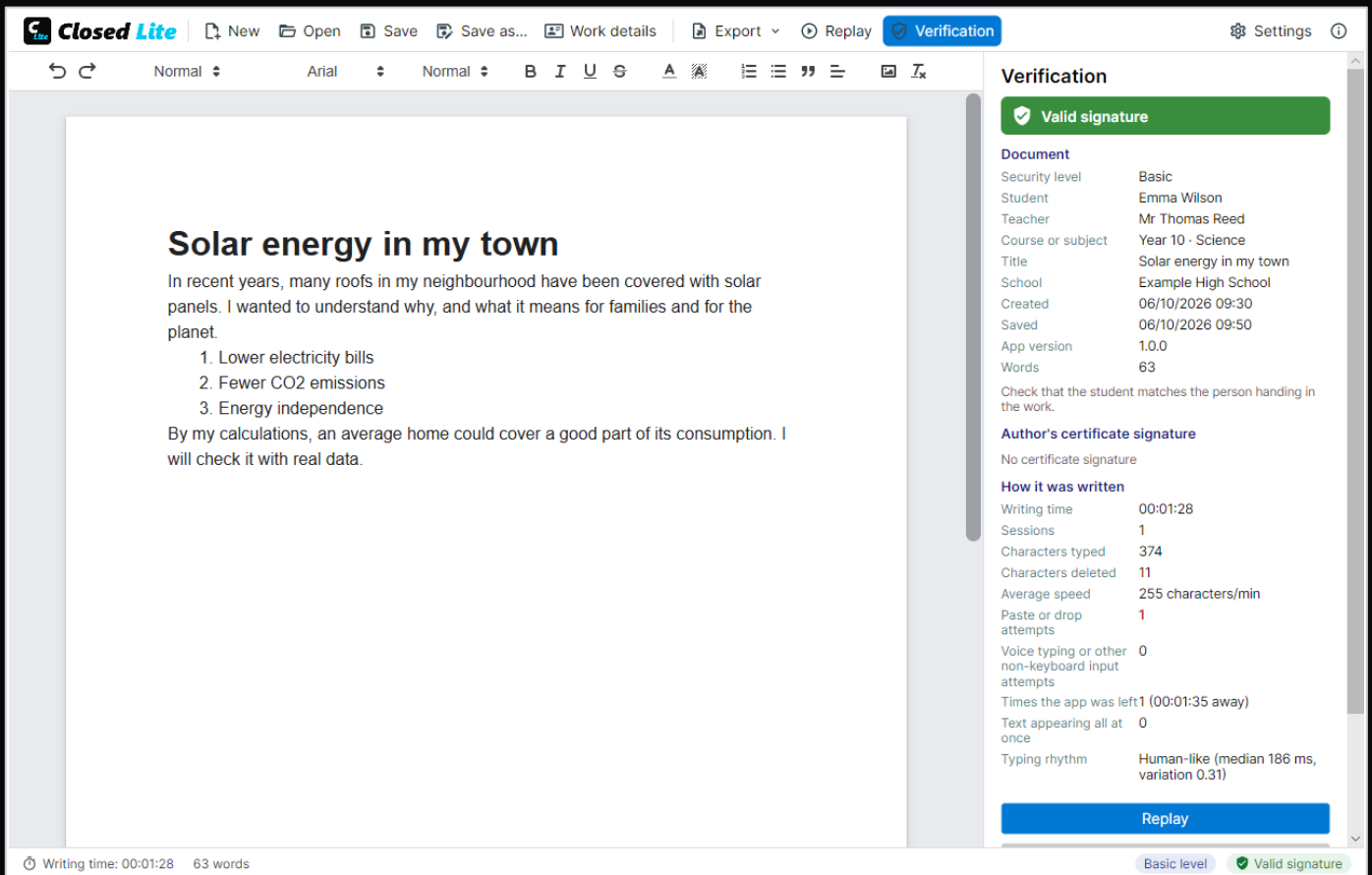


Closed Lite User Manual

A step-by-step guide to every screen of the program

Version 1.0.0 · October 2026



The screenshot displays the Closed Lite application interface. The main window shows a document titled "Solar energy in my town" with the following content:

Solar energy in my town

In recent years, many roofs in my neighbourhood have been covered with solar panels. I wanted to understand why, and what it means for families and for the planet.

1. Lower electricity bills
2. Fewer CO2 emissions
3. Energy independence

By my calculations, an average home could cover a good part of its consumption. I will check it with real data.

The right sidebar shows the "Verification" section, which includes a green "Valid signature" button. Below this, the "Document" section lists metadata:

Security level	Basic
Student	Emma Wilson
Teacher	Mr Thomas Reed
Course or subject	Year 10 · Science
Title	Solar energy in my town
School	Example High School
Created	06/10/2026 09:30
Saved	06/10/2026 09:50
App version	1.0.0
Words	63

Below the metadata, there is a section for "Author's certificate signature" which states "No certificate signature". The "How it was written" section provides writing statistics:

Writing time	00:01:28
Sessions	1
Characters typed	374
Characters deleted	11
Average speed	255 characters/min
Paste or drop attempts	1
Voice typing or other non-keyboard input attempts	0
Times the app was left 1 (00:01:35 away)	0
Text appearing all at once	0
Typing rhythm	Human-like (median 186 ms, variation 0.31)

A blue "Replay" button is located at the bottom of the verification sidebar. The bottom status bar shows "Writing time: 00:01:28 63 words" and "Basic level Valid signature".

Contents

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1

Getting started

What Closed Lite is, how the window is laid out and what to set up before you start writing.

In this chapter

- What Closed Lite is
- The licence terms
- The main window
- Your name, your school and the language

Welcome to Closed Lite

Closed Lite is a word processor for written assignments in which text can only be typed. It records how each document is written and signs it digitally, so anyone can check later that it really was written inside the program.

For students

You write as in any word processor: headings, bold, lists, images and spell checking. The only things you can't do are paste text from somewhere else or dictate it.

For teachers

When you open a document you see whether its signature is valid, how long it took to write and whether anyone tried to paste, and you can replay the writing like a video.

No accounts, no servers

Install it from the Microsoft Store and start writing. Documents are saved on your computer; the program doesn't send anything to any server.

.closed documents

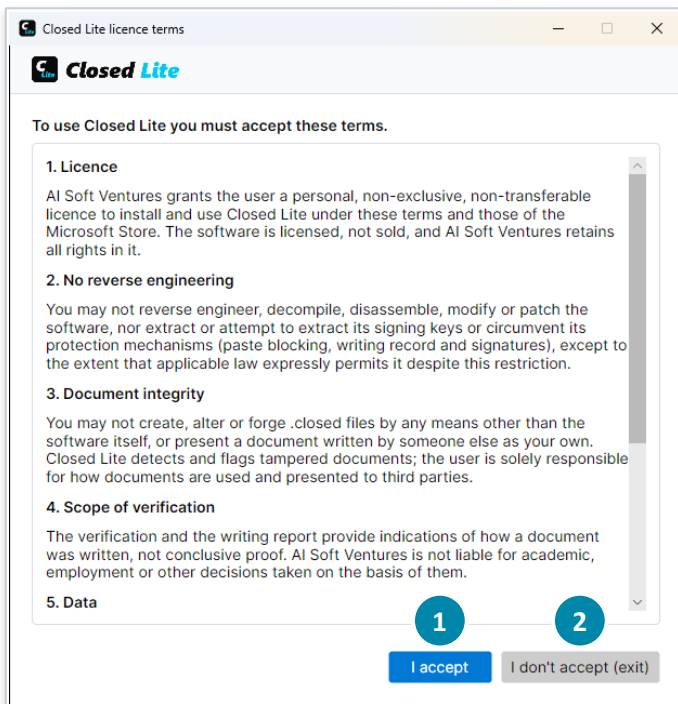
Each assignment is saved in a single .closed file with the text, the writing record and the signatures. You can send it by email or upload it to your school's platform.

In eleven languages

Spanish, English, German, French, Italian, Portuguese, Dutch, Polish, Catalan, Galician and Basque. You change it in "Settings" and the window is translated straight away.

The licence terms

Where: **the first time you open Closed Lite**



What it is for

Before using the program you have to accept its licence terms. You are only asked once.

What is on the screen

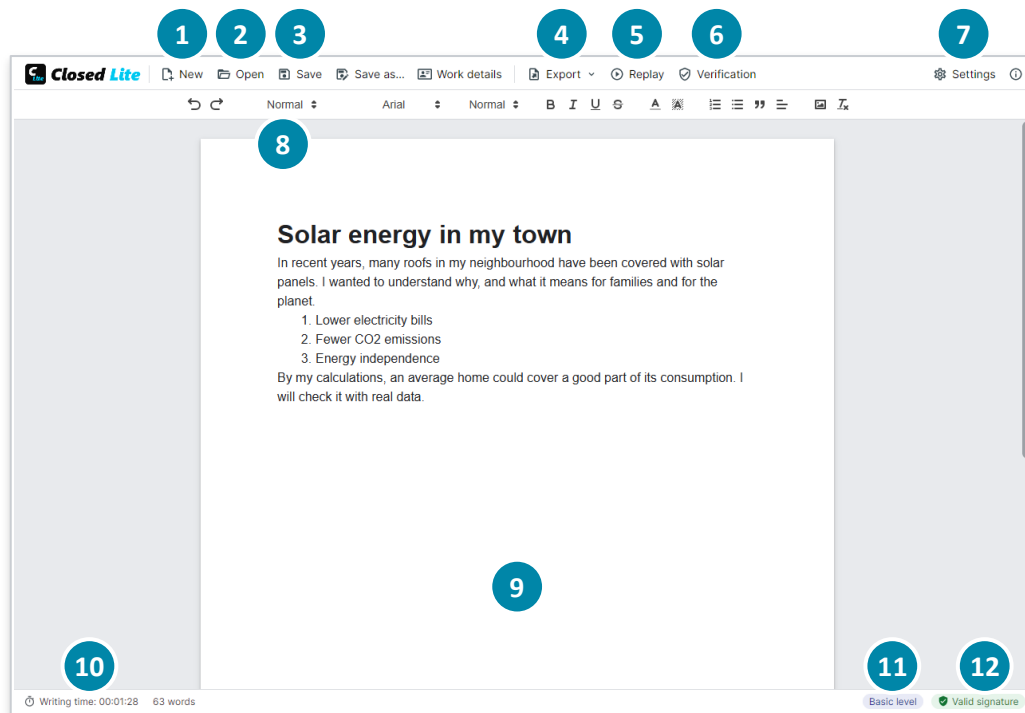
- 1 Read the terms and click “I accept” to start using Closed Lite.
- 2 If you don't accept them, the program closes.

Tip: You can read the licence again at any time from the information button (i) at the top right, with “Licence terms”.

Caution: The licence forbids reverse engineering the program and creating or altering .closed files outside Closed Lite.

The main window

Where: appears when you open the program



What it is for

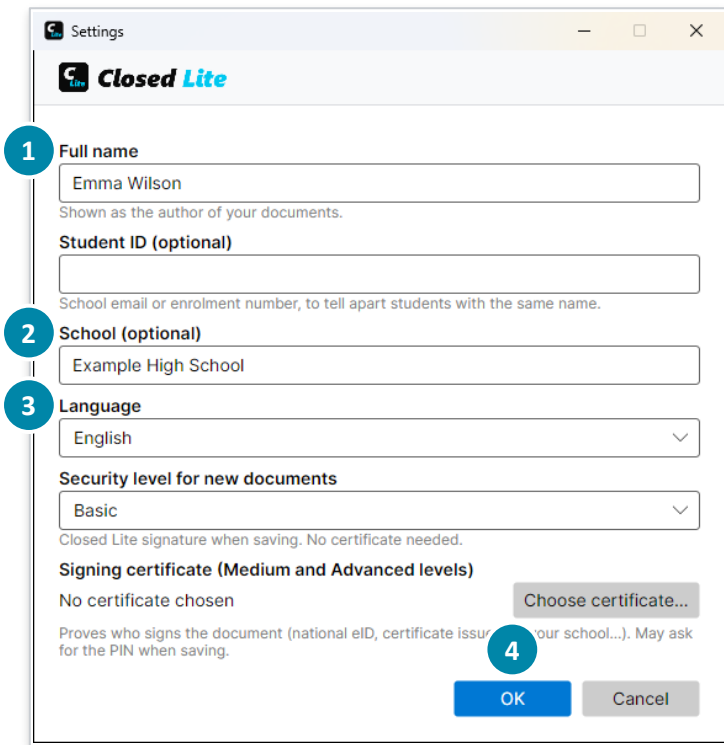
At the top are the program's commands, below them the formatting bar, in the middle the page where you write and at the bottom the status bar.

How to use it

- 1 "New": starts a blank document.
- 2 "Open": opens a .closed document (you can also double-click it in File Explorer).
- 3 "Save" and "Save as...": save and sign the document.
- 4 "Export": creates a copy as PDF, Word or text, or the verification report.
- 5 "Replay": shows how the document was written, like a video.
- 6 "Verification": opens the panel with the signature and the writing data.
- 7 "Settings": your name, your school, the language and the security level.
- 8 Formatting bar: styles, font, bold, lists, images... (chapter 2).
- 9 The page: this is where you write. It is A4 size.
- 10 Actual writing time of the document.
- 11 Security level of the document (chapter 6).
- 12 Signature status: "Valid signature" when the document is saved and signed.

Your name, your school and the language

Where: **Settings**



The screenshot shows the 'Settings' window of the Closed Lite application. It features a header with the 'Closed Lite' logo. The main content area contains several settings sections: 'Full name' with a text input field containing 'Emma Wilson' and a subtext 'Shown as the author of your documents.'; 'Student ID (optional)' with an empty text input field and a subtext 'School email or enrolment number, to tell apart students with the same name.'; 'School (optional)' with a text input field containing 'Example High School'; 'Language' with a dropdown menu set to 'English'; 'Security level for new documents' with a dropdown menu set to 'Basic' and a subtext 'Closed Lite signature when saving. No certificate needed.'; and 'Signing certificate (Medium and Advanced levels)' with a subtext 'No certificate chosen' and a 'Choose certificate...' button. At the bottom right, there are 'OK' and 'Cancel' buttons. Numbered callouts (1-4) are placed over the 'Full name' field, 'School' field, 'Language' dropdown, and 'OK' button respectively.

What it is for

What you enter here appears as the author and school in your documents and in the verification report.

What is on the screen

- 1 Type your full name.
- 2 Type the name of your school (optional).
- 3 Choose the program language. The change is immediate.
- 4 Click "OK" to save the settings.

Tip: A document's author and school are set the first time it is saved. If someone else opens it later, they don't change.

2

Writing

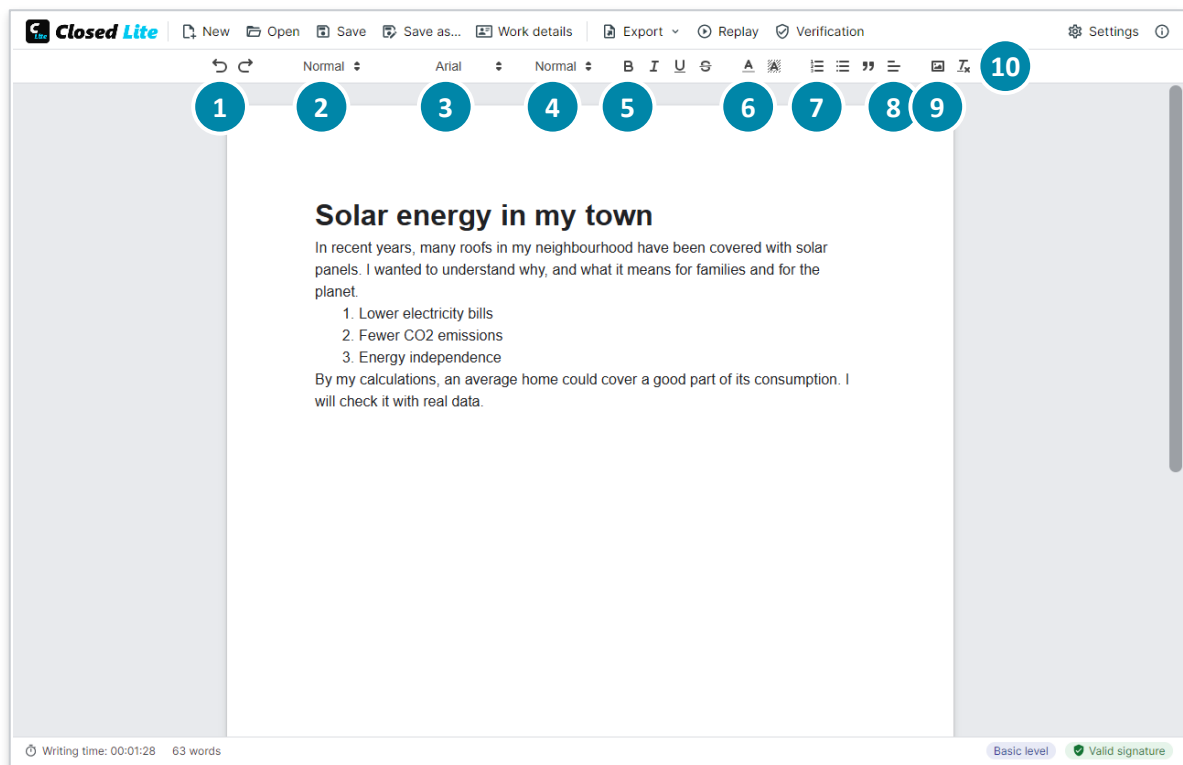
How to format text, and what you can and can't do when writing in Closed Lite.

In this chapter

- The formatting bar
- Pasting is disabled
- Dictation and other non-keyboard input
- Copying, correcting and undoing
- What gets recorded

The formatting bar

Where: **above the page**



What it is for

Formats the selected text or the text you are about to type.

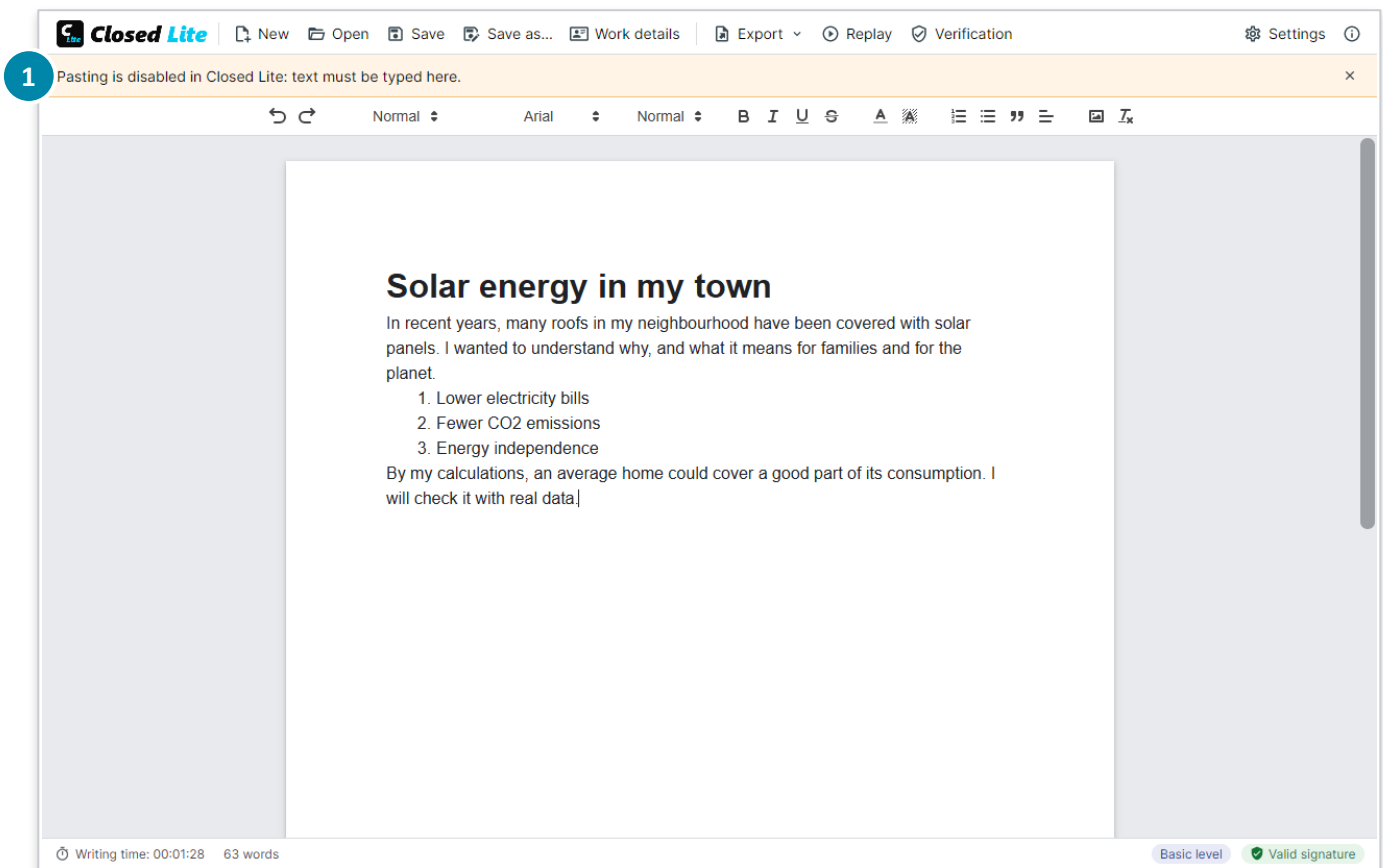
How to use it

- 1 Undo and redo (also with Ctrl+Z and Ctrl+Y).
- 2 Paragraph style: normal or heading 1, 2 and 3.
- 3 Font: sans serif, serif or monospace.
- 4 Size: small, normal, large or huge.
- 5 Bold, italic, underline and strikethrough (Ctrl+B, Ctrl+I, Ctrl+U).
- 6 Text colour and highlight.
- 7 Numbered and bulleted lists, and quotes. Typing "1. " or "- " at the start of a line also creates the list.
- 8 Alignment: left, centre, right or justified.
- 9 Insert an image from a file on your computer.
- 10 Clear formatting: removes all formatting from the selected text.

Tip: Very large photos are reduced when you insert them, so the document doesn't get too big.

Pasting is disabled

Where: **when you try to paste into the page**



What it is for

In Closed Lite the text has to be typed on the page itself. That's why nothing can be pasted, in any way.

How to use it

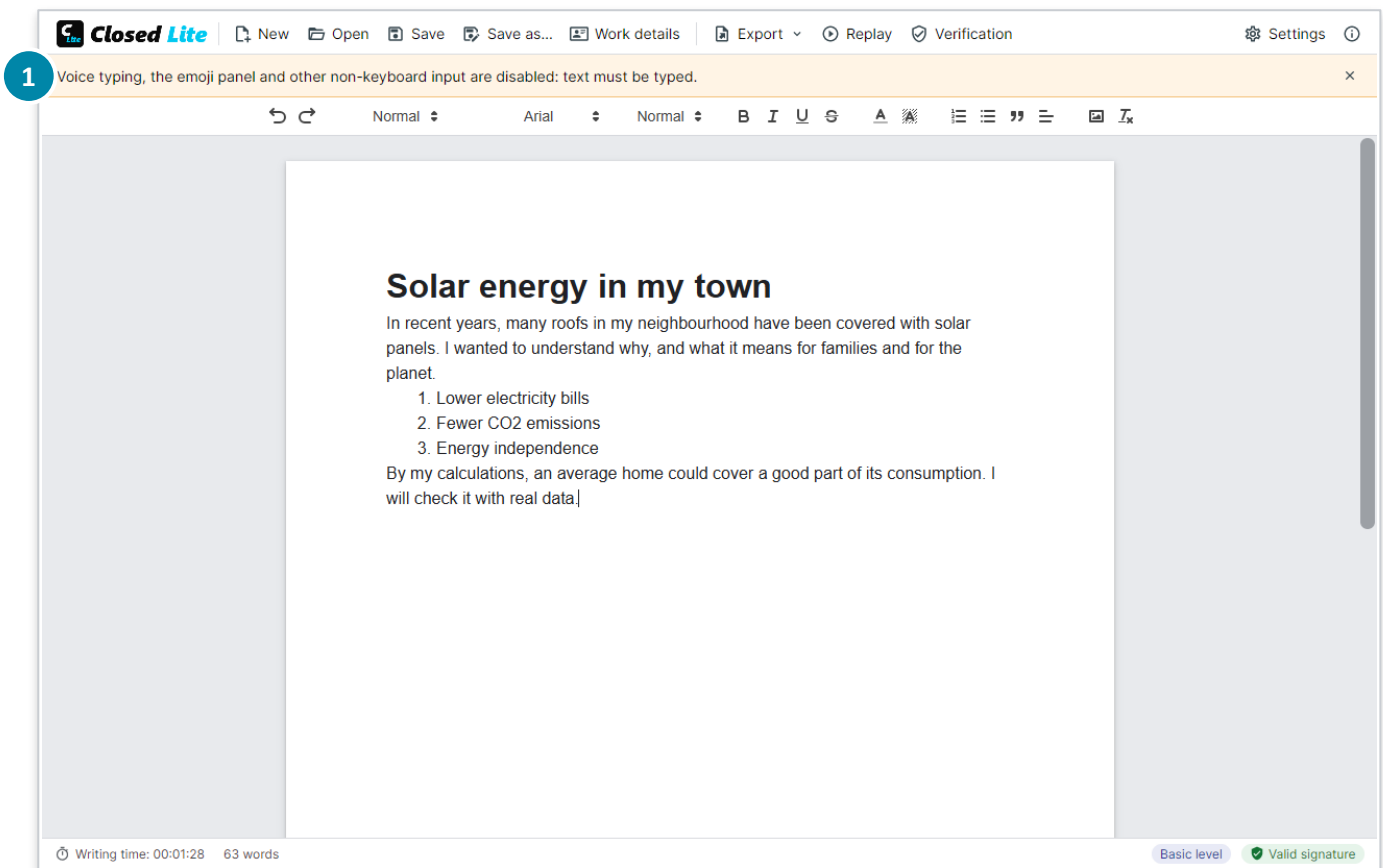
- 1 If you try to paste, this message appears and nothing gets into the document.

Ctrl+V, Shift+Insert, "Paste" and "Paste as plain text" in the right-click menu, and dragging text or files onto the page are all blocked. Each attempt is noted in the document's record, and the teacher will see it in the verification panel and in the replay.

Tip: Copying and cutting do work: you can copy your own text to use it in another program.

Dictation and other non-keyboard input

Where: when you use Windows voice typing (Win+H) or the emoji panel (Win+.)



What it is for

Voice typing, the emoji panel and the clipboard history write without pressing keys. Closed Lite rejects them: the text is undone instantly and this message appears.

How to use it

- 1 Text that arrives without being typed doesn't get into the document.

Typing still works with any keyboard, including Chinese or Japanese keyboards, and with the Windows On-Screen Keyboard. Each blocked attempt is noted in the record as a "Voice typing or other non-keyboard input attempt".

Caution: On tablets without a physical keyboard, the Windows touch keyboard is blocked too. Use a physical keyboard or the classic On-Screen Keyboard.

Copying, correcting and undoing

Copy and cut

You can copy and cut parts of the document. Cutting counts as deleting that text.

Spell checker

Misspelt words are underlined in red. Right-click the word and choose the correction. The correction is recorded as such, not as pasted text.

Undo and redo

Ctrl+Z undoes and Ctrl+Y redoes, or use the buttons on the formatting bar. They are marked as undo and redo in the record.

Images

The image button on the bar inserts an image from your computer. It is stored inside the document and covered by the signature.

What gets recorded

While you write, Closed Lite notes every change in the document with its time. This record is what makes it possible to verify and replay the work.

Every change to the text

What you type, what you delete and formatting changes, starting from the empty document.

Actual writing time

Adds up the periods when you are writing. Pauses longer than one minute don't count, nor does the time you spend outside the program.

Leaving the program

When you switch to another window it is noted, together with the time you spend away.

Blocked attempts

Attempts to paste, drop content or dictate.

Sessions

Every time you open the document to carry on writing, a new session starts, with your name.

3

Saving and opening

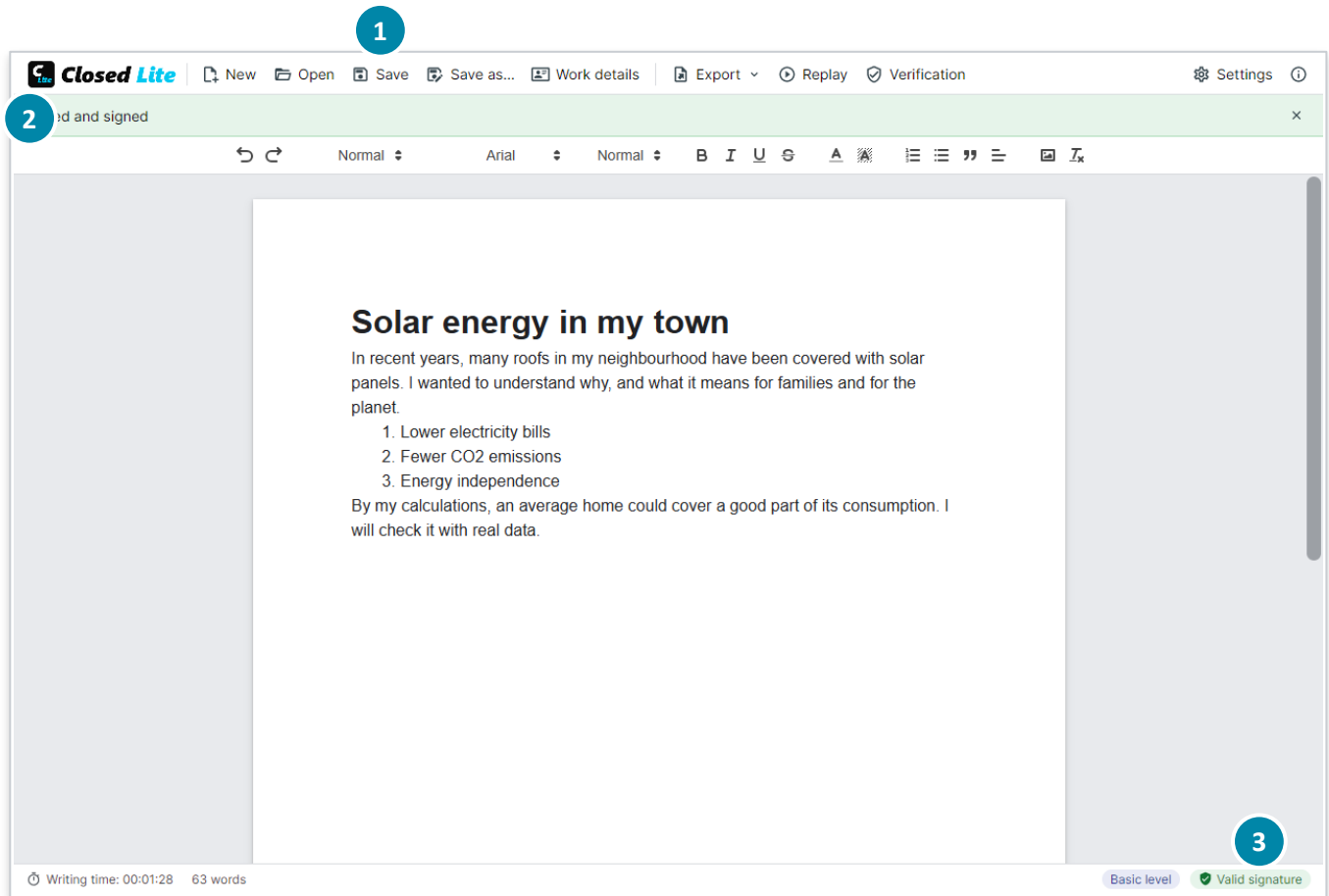
How to save and sign a document, how to open it another day to carry on writing, and what happens when you close with unsaved changes.

In this chapter

- Saving and signing
- Work details
- Saving as a PDF for submission
- Opening a document and carrying on writing
- Closing with unsaved changes

Saving and signing

Where: “Save” or Ctrl+S



What it is for

Saving writes the document to a .closed file and signs it. From then on, any change made outside Closed Lite is detected.

How to use it

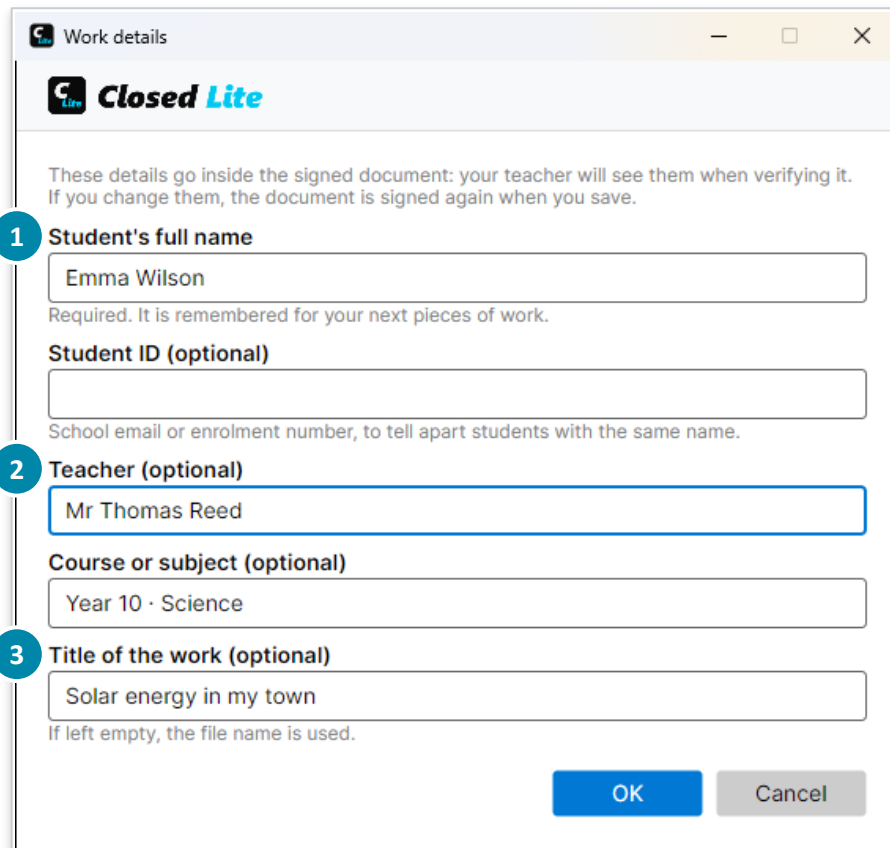
- 1 Click “Save”. The first time you choose where to save it and under what name; after that it is saved to the same file.
- 2 “Saved and signed” appears.
- 3 The status bar shows “Valid signature”. As soon as you start writing again it changes to “Not saved yet”.

“Save as...” saves a copy with another name or in another folder. It is still the same document, with its whole record.

Tip: Save often. Closed Lite checks the document right after saving it, so what you see is exactly what the teacher will see.

Work details

Where: «Work details»



Work details

Closed Lite

These details go inside the signed document: your teacher will see them when verifying it. If you change them, the document is signed again when you save.

- 1 Student's full name**
Emma Wilson
Required. It is remembered for your next pieces of work.
- 2 Teacher (optional)**
Mr Thomas Reed
- 3 Course or subject (optional)**
Year 10 · Science
- 3 Title of the work (optional)**
Solar energy in my town
If left empty, the file name is used.

OK Cancel

What it is for

Your name and, if you like, the teacher, course and title go inside the signed document. Your teacher sees them when verifying it, and they can't be changed without it showing.

How to use it

- 1** Your full name is required. You're asked for it the first time you save, and it's remembered for your next pieces of work.
- 2** Teacher, course or subject and title are optional and filled in for each piece of work.
- 3** If you change any detail, the document is signed again when you save.

Tip: You type your own name: Closed Lite proves it wasn't changed afterwards, not who you are. For a verified identity there are the certificate levels (chapter 6).

Saving as a PDF for submission

Many platforms (Moodle, Classroom, Teams) only accept PDF or Word. That's why you choose the file type when saving.

.closed document

The signed document, as it is. The usual format.

PDF for submission

A PDF that opens in any viewer and carries the signed .closed document inside as an attachment. The first page is a cover with your details.

Carry on writing

That PDF opens in Closed Lite and you can keep writing as with a .closed file. When you save, the PDF is generated again.

What counts

The signed document inside counts, not the text on the pages, and the cover says so. Closed Lite always verifies the document inside.

Opening a document and carrying on writing

An assignment can be written over several days. Every time you open it and write, a new session starts, and it is recorded too.

Open

Click “Open” and choose the .closed file, or double-click it in Windows File Explorer.

Checked when opened

Before showing it, Closed Lite checks the signature and the record. The result appears in the verification panel (chapter 4).

Carry on writing

If the document is correct, you can carry on writing where you left off. When you save, it is signed again with the whole record.

Read-only

If the document has been modified outside Closed Lite, or it is an advanced-level document belonging to someone else, it opens read-only: you can view, verify and replay it, but not write in it.

Closing with unsaved changes

Where: when you close the program, create a new document or open another one



What it is for

If there are unsaved changes, Closed Lite asks before losing them.

How to use it

- 1 "Save": saves and signs, then continues.
- 2 "Don't save": discards the changes made since the last save.
- 3 "Cancel": goes back to the document without doing anything.

4

Verifying an assignment

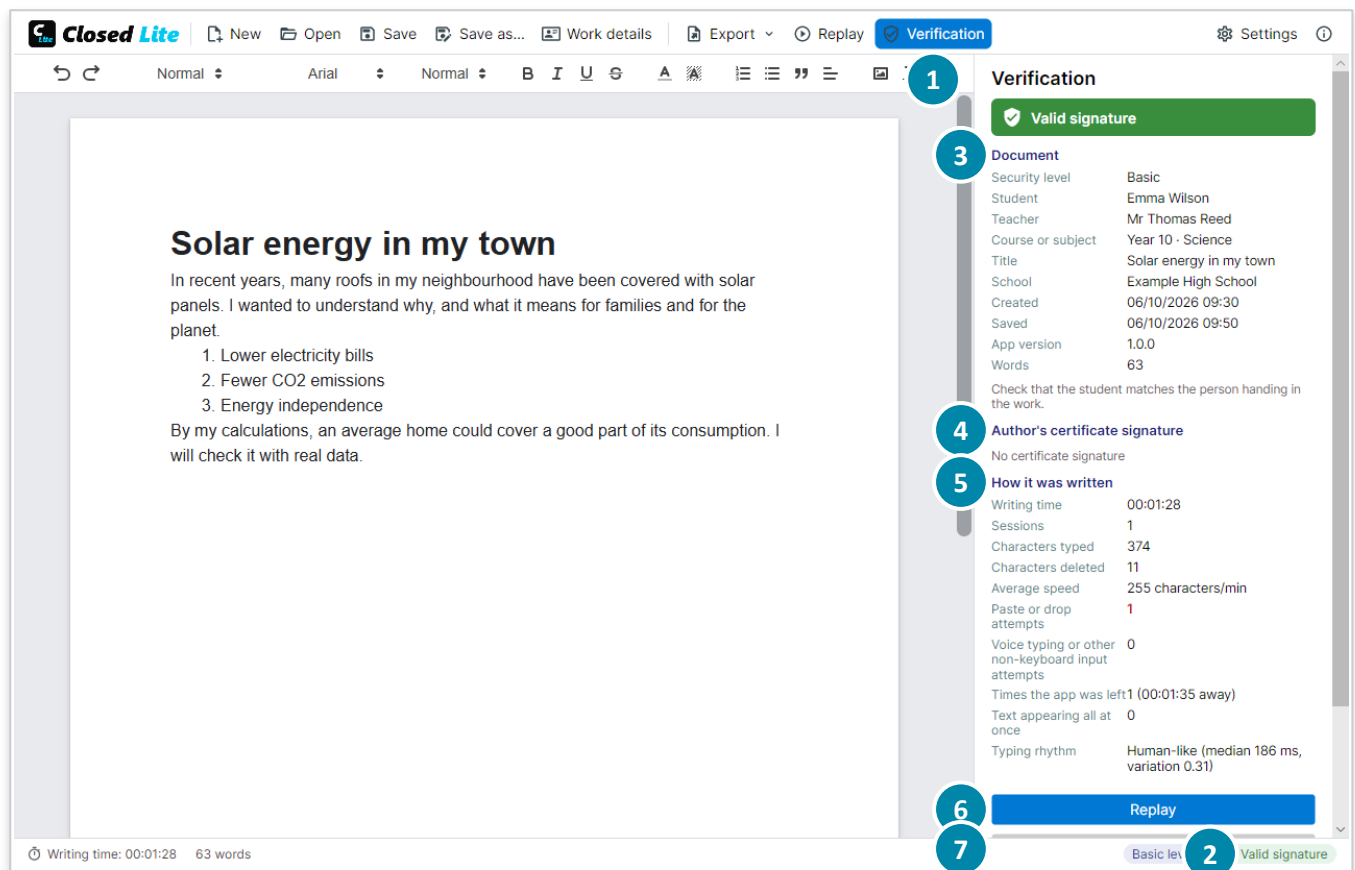
How to check a document you have received: whether its signature is valid, who wrote it and how, and what each piece of data means.

In this chapter

- The verification panel
- Verifying a submission PDF
- Marking a submission PDF
- What each status means
- What each piece of writing data means
- A tampered document
- The verification report

The verification panel

Where: “Verification” (opens automatically when you open a document)



What it is for

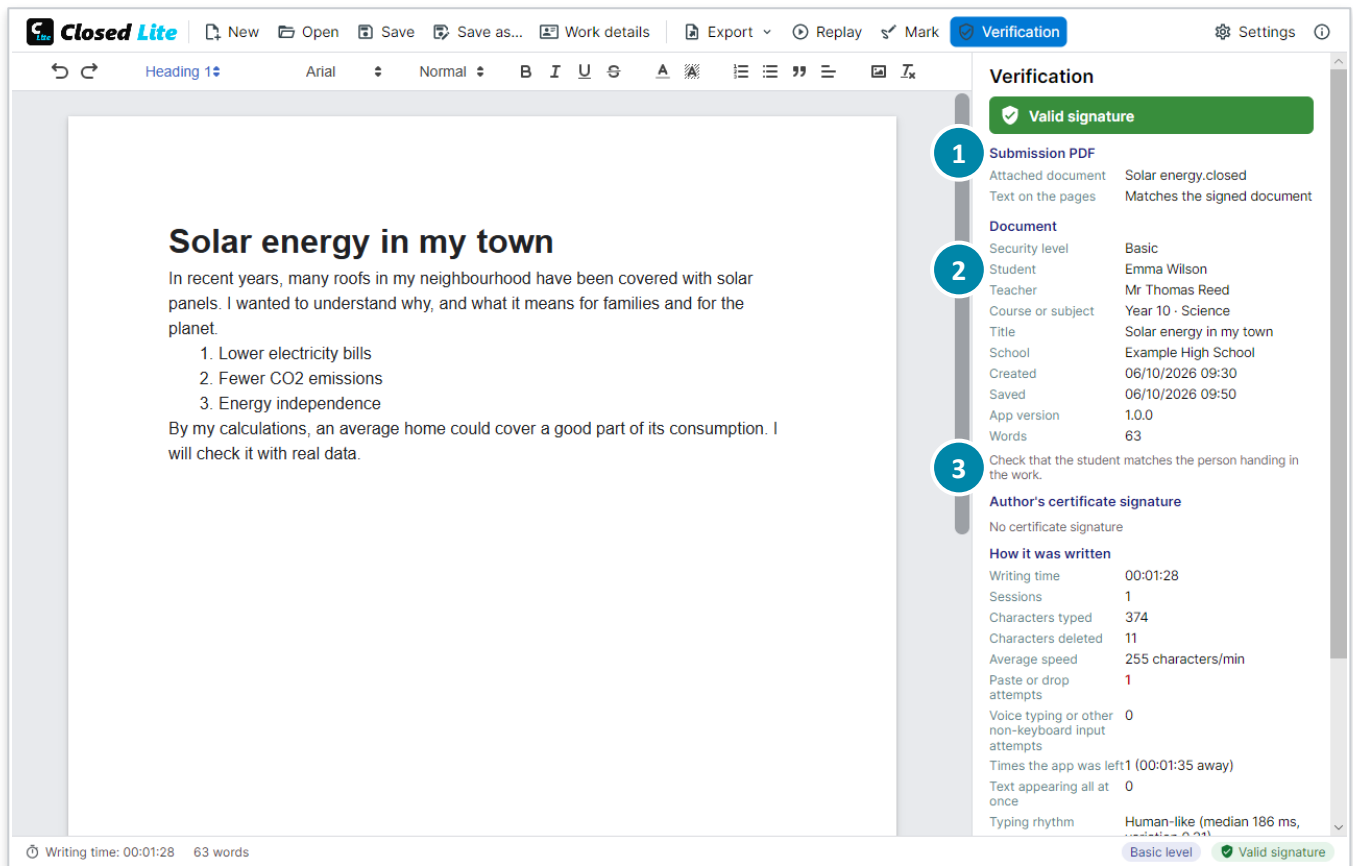
Shows at a glance whether the document can be trusted and how it was written.

How to use it

- 1 Opens and closes the panel.
- 2 Signature status, in colour: green if everything is correct.
- 3 Document data: security level, author, school, dates and words.
- 4 The author's signature with their digital certificate, if there is one (chapter 6).
- 5 How it was written: time, sessions, characters, attempts to paste or dictate, times the program was left and typing rhythm.
- 6 Opens the writing replay (chapter 5).
- 7 Saves the verification report as a PDF.

Verifying a submission PDF

Where: «Open» and choose the PDF



Verification

1 Valid signature

1 Submission PDF

Attached document Solar energy.closed
Text on the pages Matches the signed document

Document

Security level Basic
Student Emma Wilson
Teacher Mr Thomas Reed
Course or subject Year 10 - Science
Title Solar energy in my town
School Example High School
Created 06/10/2026 09:30
Saved 06/10/2026 09:50
App version 1.0.0
Words 63

2

3 Check that the student matches the person handing in the work.

Author's certificate signature

No certificate signature

How it was written

Writing time 00:01:28
Sessions 1
Characters typed 374
Characters deleted 11
Average speed 255 characters/min
Paste or drop attempts 1
Voice typing or other non-keyboard input attempts 0
Times the app was left 1 (00:01:35 away)
Text appearing all at once 0
Typing rhythm Human-like (median 186 ms, standard 0.03)

Writing time: 00:01:28 63 words

Basic level Valid signature

What it is for

Closed Lite takes the signed document out of the PDF and verifies it. What you see in the editor and the panel comes from that document, not from the PDF pages.

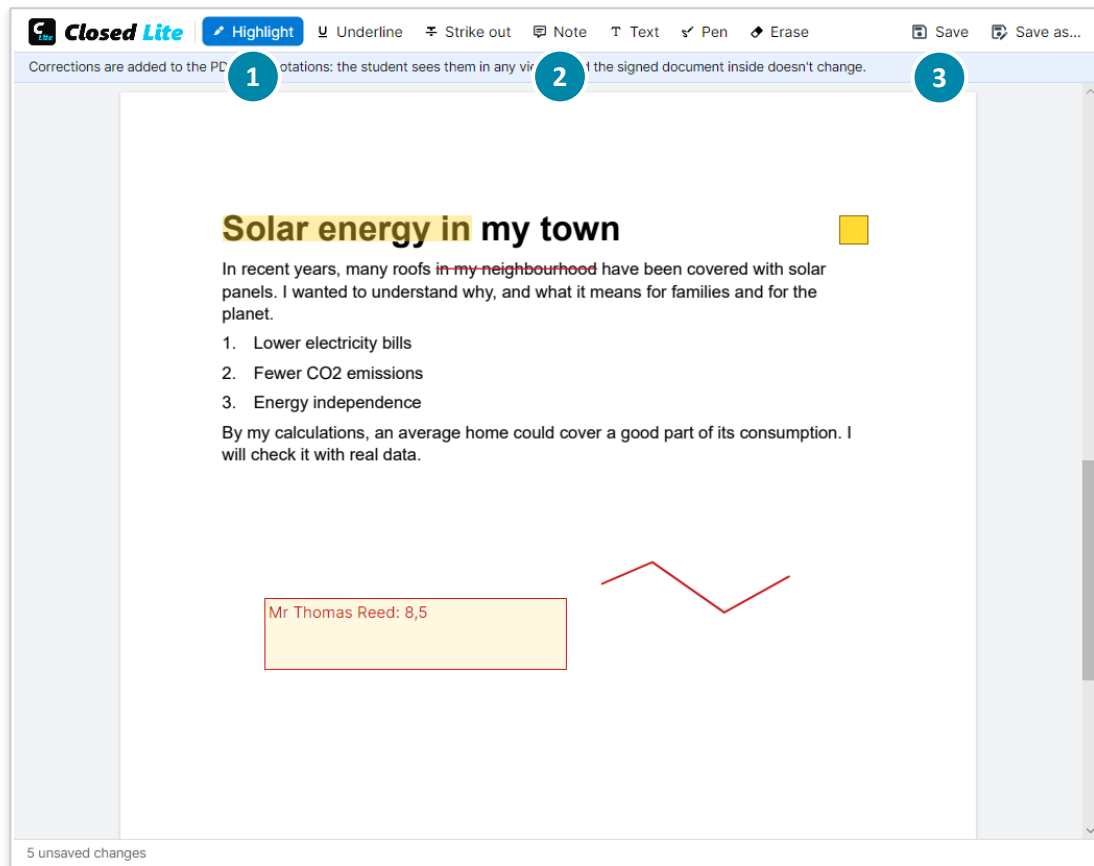
How to use it

- 1** «Submission PDF» shows which document is inside and whether the text on the pages matches the signed one. If it doesn't, the signed one counts.
- 2** Student, teacher and course come from the signed document, not from the cover.
- 3** Check that the student shown is the person who handed in the work.

Tip: Annotations or watermarks added to the PDF by Moodle, Classroom or Teams don't affect verification.

Marking a submission PDF

Where: «Mark», with a submission PDF open



What it is for

Mark the PDF the student handed in: corrections are saved in the PDF itself as annotations, which the student sees in any viewer. The signed document inside doesn't change, so the work can still be verified.

How to use it

- 1 Choose a tool: highlight, underline or strike out (dragging over the text), note, text (for example, the final grade) or pen. «Erase» removes a correction made with Closed Lite.
- 2 Press «Save» to add them to the PDF, or «Save as...» to keep a marked copy and leave the original untouched.
- 3 The first time, you're asked for your name, which appears as the author of the corrections.

Tip: Upload the marked PDF to the platform as feedback: the student will see the corrections and the work will still verify in Closed Lite.

What each status means

Valid signature (green)

The document and its record have not been modified outside Closed Lite, and the record reproduces the text exactly.

Tampered document (red)

The signature doesn't match, or the text doesn't come from what was written in Closed Lite. It opens read-only.

Signed with a compromised key (orange)

The document is intact, but it was signed with a Closed Lite key that has been compromised. You can keep writing, although the document will stay flagged.

Created with a newer version (blue)

You need to update Closed Lite from the Microsoft Store to open it.

Not saved yet (grey)

The document has changes that haven't been saved or signed yet.

What each piece of writing data means

These are indications of how the document was written, not conclusive proof. A single data point proves nothing; several together merit a conversation with the author.

Writing time and sessions

Actual time spent typing and how many times the document was opened for writing. A long assignment written in a few minutes stands out.

Characters typed and deleted

People who really write make corrections: it is normal to see quite a lot of deleted characters.

Attempts to paste, drop or dictate

They were blocked, but they show that the author tried to bring in text from somewhere else.

Times the app was left

How many times, and for how long, the writer switched to another window while writing.

Text appearing all at once

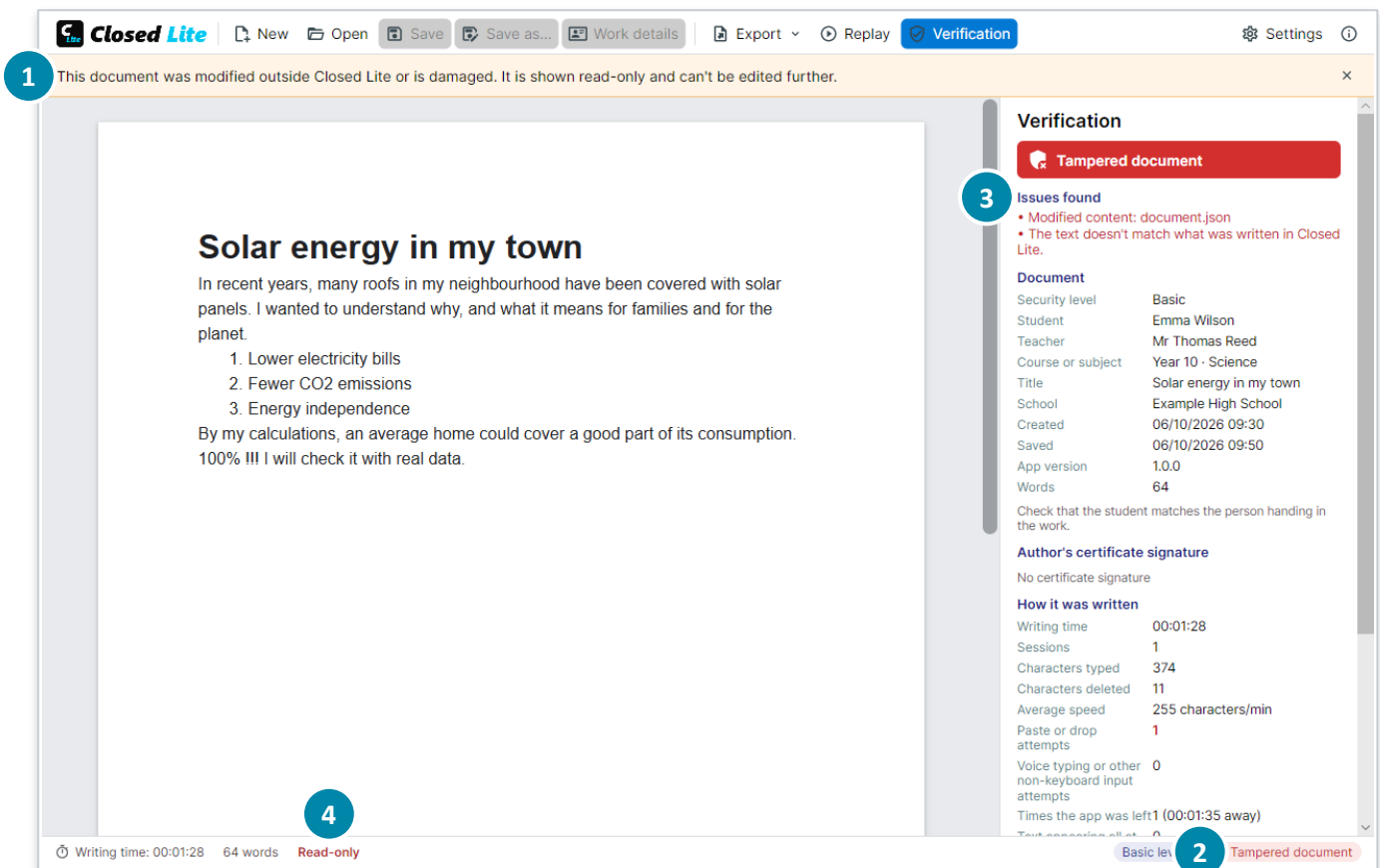
Blocks of text that got in without being typed. With Closed Lite there shouldn't be any.

Typing rhythm

A rhythm that is too regular is typical of programs that simulate typing.

A tampered document

Where: **when you open a document modified outside Closed Lite**



What it is for

If someone modifies the .closed file outside the program, Closed Lite detects it when the file is opened.

How to use it

- 1** A message explains that the document has been modified and opens read-only.
- 2** The status appears in red: "Tampered document".
- 3** Issues found: which part doesn't match.
- 4** You can't carry on writing or sign it again.

Tip: Even if someone managed to sign a fake document, text that doesn't come from the writing record is detected anyway.

The verification report

Where: **Export** → **Verification report (PDF)**...

Verification report
Solar energy.closed

Valid signature

Document

Student	Emma Wilson
Teacher	Mr Thomas Reed
Course or subject	Year 10 · Science
Title	Solar energy in my town
School	Example High School
Words	63
Created	06/10/2026 09:30
Saved	06/10/2026 09:50
App version	1.0.0
Signing keys	1
Security level	Basic
Identifier	f188a708-ae01-4a20-a7e3-5ca441a19fcd

How it was written

Writing time	00:01:28
Sessions	1
Characters typed	374
Characters deleted	11
Average speed	255 characters/min
Paste or drop attempts	1
Voice typing or other non-keyboard input attempts	0
Times the app was left	1 (00:01:35 away)
Text appearing all at once	0
Typing rhythm	Human-like (median 186 ms, variation 0.31)

Writing sessions

Start	End	Author	App version
06/10/2026 09:30	06/10/2026 09:33	Emma Wilson	1.0.0

Flagged moments

06/10/2026 09:30 — Paste attempt
06/10/2026 09:31 — Left the app

These data are indications of how the document was written, not conclusive proof: a single data point proves nothing, and several together merit a conversation with the author. The Closed Lite signature guarantees that the document and its record have not been modified outside the app.

Generated on 13/10/2026 18:33 with Closed Lite
1 / 1

What it is for

A one-page PDF with the signature status, the document data, how it was written, the sessions and the flagged moments. You can attach it to your marking or to the student's file.

5

Replay

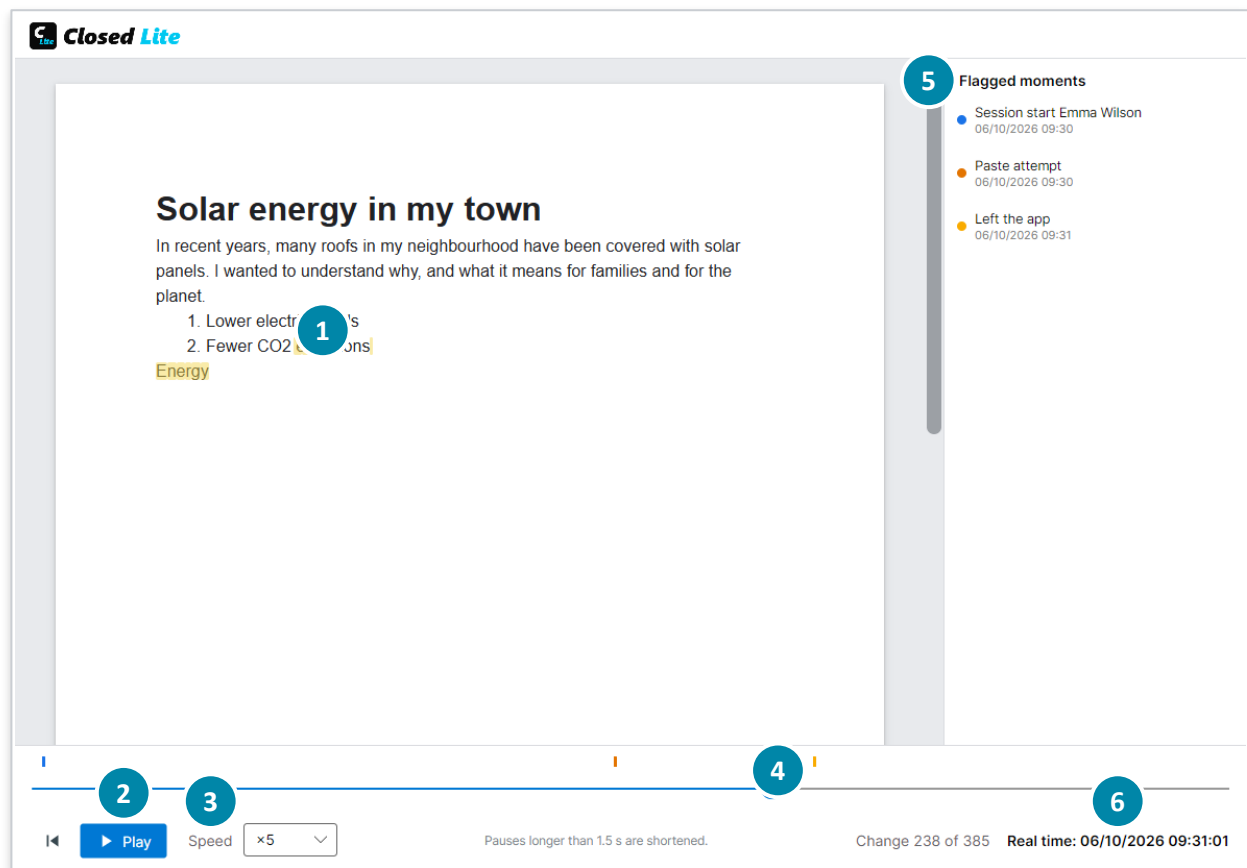
How to watch the writing of a document like a video, from the empty document to the final text.

In this chapter

- The replay window
- How to read a replay

The replay window

Where: “Replay”, on the bar or in the verification panel



What it is for

Shows how the text took shape, with its corrections and its pauses.

How to use it

- 1 What has just been typed lights up in yellow; what is deleted, in red.
- 2 Play and pause. The button on the left goes back to the start.
- 3 Speed, from $\times 1$ to $\times 100$. Pauses longer than 1.5 seconds are shortened.
- 4 Timeline: drag it to go to any moment. The coloured marks show the important moments.
- 5 Flagged moments: start of each session, attempts to paste or dictate, times the program was left... Click one to go to that moment.
- 6 Real time of the moment you are watching.

How to read a replay

Natural writing

The text moves forward in bursts, with pauses to think, deleted words and rewritten sentences.

Signs of copying

Text that moves forward at a steady pace with no pauses or corrections, as if it were being copied from another screen, especially after leaving the program.

Blocked attempts

Orange marks show attempts to paste, drop or dictate. Look at what was typed right afterwards.

Several sessions

Blue marks show the start of each session, with the name set at that moment.

Tip: For a quick overview, replay at ×25 or ×50 and stop at the flagged moments.

6

Security levels

Closed Lite's three security levels and how the author's digital certificate is used.

In this chapter

- Basic, Medium and Advanced
- Choosing the level and the certificate
- Someone else's advanced document

Basic, Medium and Advanced

The level for new documents is chosen in “Settings”, and it is recorded and signed inside each document: it can't be changed later.

Basic

Closed Lite signs the document when saving. No certificate is needed. It proves that the document hasn't been modified outside the program.

Medium

In addition, each save is signed with the author's digital certificate (national electronic ID, a certificate issued by your school...). It proves who signed each save.

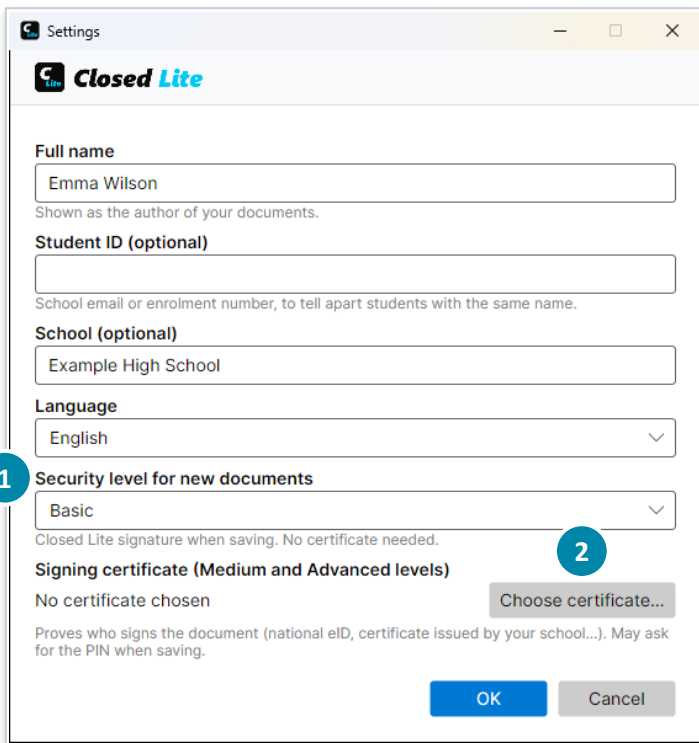
Advanced

Like Medium, but always with the same certificate from the moment the document is created: only its holder can keep writing it. Also, when Closed Lite is set to the Advanced level, you can't carry on writing any document that isn't advanced. This way nobody can take over someone else's work by signing it with their own certificate.

Caution: No level prevents the holder from lending their certificate and PIN to someone else.

Choosing the level and the certificate

Where: **Settings**



Settings

Closed Lite

Full name
Emma Wilson
Shown as the author of your documents.

Student ID (optional)
School email or enrolment number, to tell apart students with the same name.

School (optional)
Example High School

Language
English

1 Security level for new documents
Basic

Closed Lite signature when saving. No certificate needed.

Signing certificate (Medium and Advanced levels)
No certificate chosen **2 Choose certificate...**

Proves who signs the document (national eID, certificate issued by your school...). May ask for the PIN when saving.

OK Cancel

What it is for

The level and the certificate apply to new documents.

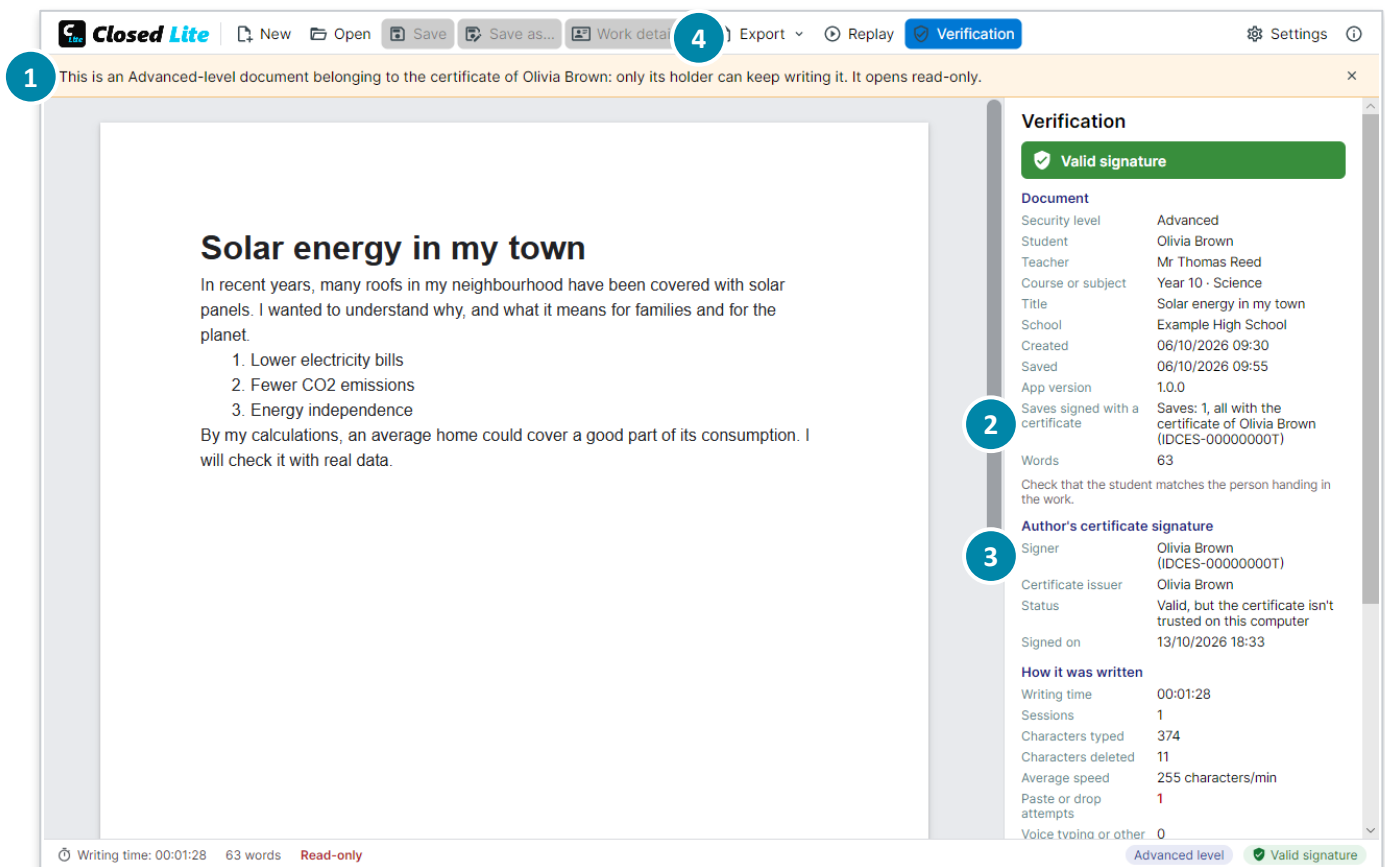
What is on the screen

- 1 Choose the security level. Below it you can read what each one does.
- 2 For the Medium and Advanced levels, click “Choose certificate...” and select your certificate from the list.

Tip: If you save a Medium or Advanced level document without having chosen a certificate, Closed Lite will ask you for one at that point.

Someone else's advanced document

Where: **when you open an advanced document with a different certificate (or with none)**



1 This is an Advanced-level document belonging to the certificate of Olivia Brown: only its holder can keep writing it. It opens read-only.

Solar energy in my town

In recent years, many roofs in my neighbourhood have been covered with solar panels. I wanted to understand why, and what it means for families and for the planet.

1. Lower electricity bills
2. Fewer CO2 emissions
3. Energy independence

By my calculations, an average home could cover a good part of its consumption. I will check it with real data.

Verification

Valid signature

Document

Security level	Advanced
Student	Olivia Brown
Teacher	Mr Thomas Reed
Course or subject	Year 10 - Science
Title	Solar energy in my town
School	Example High School
Created	06/10/2026 09:30
Saved	06/10/2026 09:55
App version	1.0.0
Saves signed with a certificate	Saves: 1, all with the certificate of Olivia Brown (IDCES-00000000T)
Words	63

Check that the student matches the person handing in the work.

Author's certificate signature

Signer	Olivia Brown (IDCES-00000000T)
Certificate issuer	Olivia Brown
Status	Valid, but the certificate isn't trusted on this computer
Signed on	13/10/2026 18:33

How it was written

Writing time	00:01:28
Sessions	1
Characters typed	374
Characters deleted	11
Average speed	255 characters/min
Paste or drop attempts	1
Voice tovoia or other	0

Writing time: 00:01:28 63 words **Read-only** **Advanced level** **Valid signature**

What it is for

An advanced document belongs to the certificate it was created with. Anyone can view and verify it, but only its holder can keep writing it.

How to use it

- 1** A message tells you who the document belongs to and that it opens read-only.
- 2** Saves signed with a certificate: how many times it was saved and with which certificate.
- 3** Signer: name and identifier of the certificate holder.
- 4** Level of the document.

Tip: If the certificate wasn't issued by an authority recognised on your computer, the signature appears as valid but "isn't trusted on this computer".

7

Exporting and more

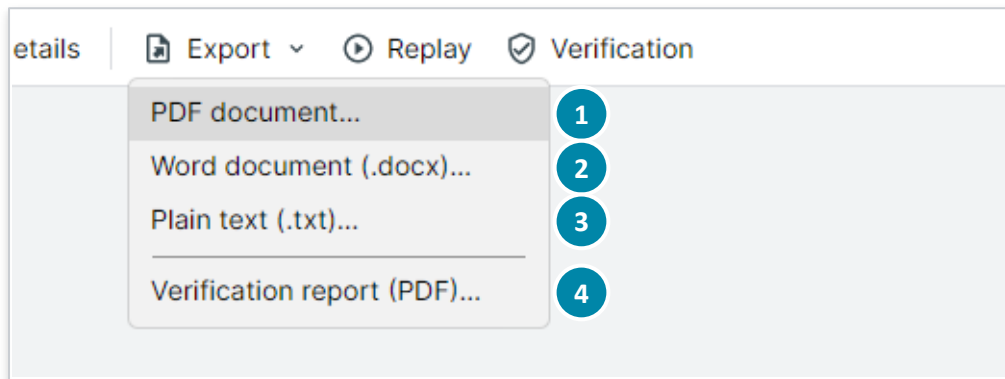
How to make a copy of the document in other formats, and answers to the most common questions.

In this chapter

- Exporting to PDF, Word or text
- About Closed Lite
- Frequently asked questions

Exporting to PDF, Word or text

Where: “Export”



What it is for

Creates a copy of the document in another format, to print it or hand it in where a .closed file can't be used.

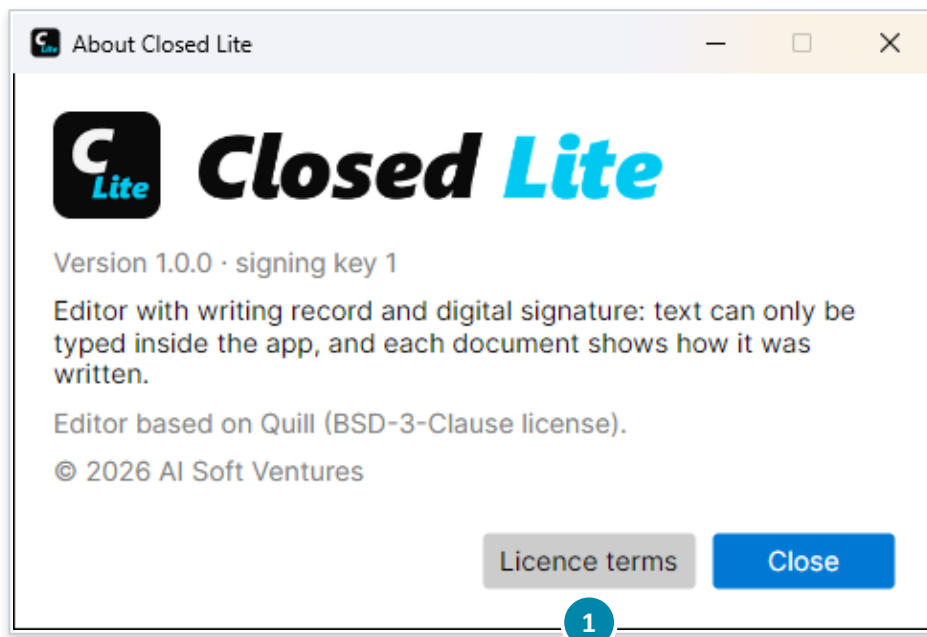
How to use it

- 1 PDF document, in A4 and with the same formatting. It carries the signed work inside, like the PDF for submission: it can be opened again and verified.
- 2 Word document (.docx), editable.
- 3 Plain text (.txt), without formatting.
- 4 Verification report as a PDF (chapter 4).

Caution: Word and text copies have no signature or record: for the work to be verifiable, hand in the .closed file or a Closed Lite PDF.

About Closed Lite

Where: **information button (i)**, at the top right



What it is for

Shows the program version and the signing key it uses.

How to use it

- 1 “Licence terms” shows the licence again.

Frequently asked questions

Why can't I paste?

So that the document proves it was written in Closed Lite. If you need a quotation, type it yourself.

Is my document sent anywhere?

No. Closed Lite has no servers: everything stays on your computer until you send it.

Can I write the assignment over several days?

Yes. Save, close and reopen the document whenever you like. Each day will be one more session in the record.

What if I switch computers?

Copy the .closed file and open it on the other computer with Closed Lite. At the Advanced level you will need the same certificate there.

Does the writing time include pauses?

Pauses shorter than one minute do; longer ones and time spent outside the program don't.

Does Closed Lite detect AI text?

It doesn't analyse the text: it records and signs how it was written. If someone copies another person's text by hand, the rhythm and pauses in the replay may give it away.