



# Getting Started with Mapsoft Plug- in Suite for Adobe® Acrobat®



Mapsoft Computer Services is an acknowledged leader in providing affordable, high-quality plug-ins and software development services in the PDF and Adobe product arenas.

Mapsoft is an Adobe Business Partner and a member of the Adobe Solutions Network. Businesses use Mapsoft to deliver robust and reliable PDF and Adobe product solutions.

Mapsoft's products and services can help you maximise your investment in PDF and streamline your workflows.

Mapsoft provides a suite of its own off-the-shelf plug-ins and server solutions to enable its customers to streamline their own document-based processes.

Mapsoft's Plug-in Suite for use with Adobe Acrobat provides a complete interactive and automated solution to your Acrobat enhancement requirements. It is a prototyping tool for creating processes for Mapsoft PDF Workflow Server

Tools include:

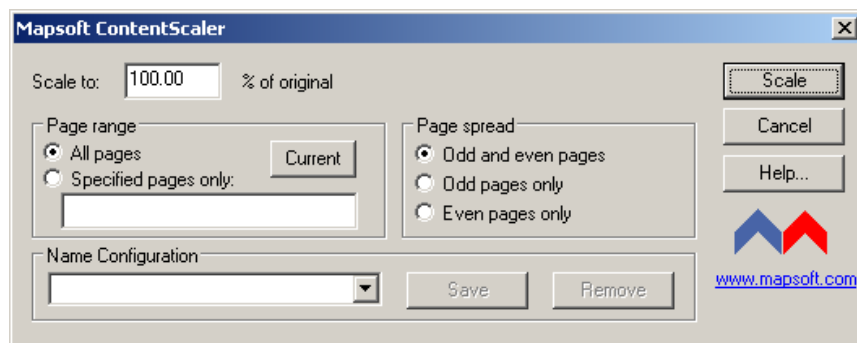
- Bookmarking
- Table of Contents generation
- Stamping (including numbering) facilities
- Masking content
- Changing media sizes and scaling contents
- Adding Security features

Rapidly create powerful PDF workflows and provide added functionality to Adobe Acrobat.

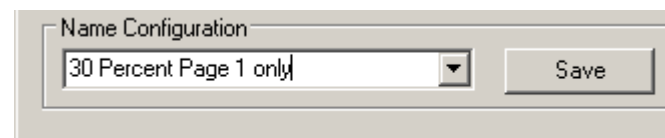
- Interactive and/or automated plug-in use.
- Save named plug-in configurations that can be used again or in automation.
- Use Acrobat features via JavaScript and batch commands.
- Run over multiple files, whole folders.
- Create backups of original files.
- Add powerful features to Acrobat through additional plug-ins.

# Interactive and/or automated plug-in use

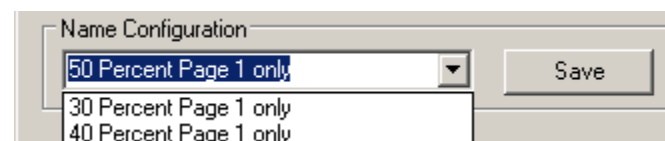
1.



2.



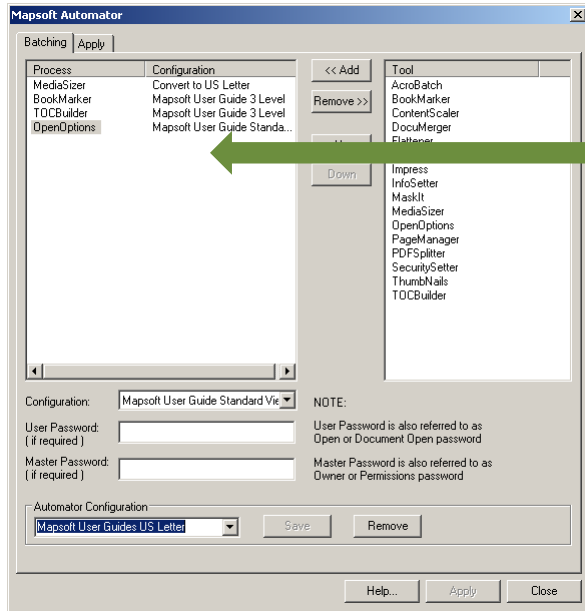
3.



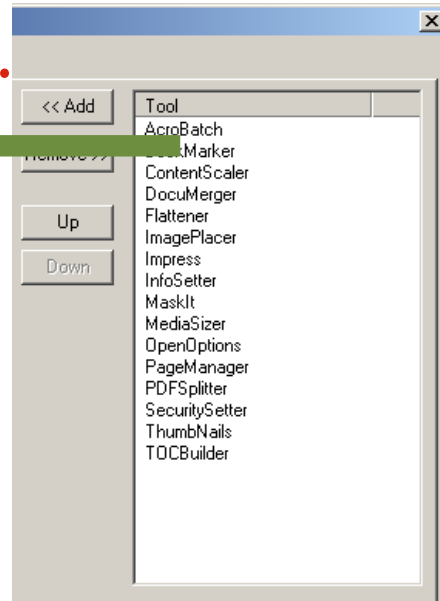
1. The user interface for each Mapsoft plug-in included in the Plug-in Suite can be used interactively in Acrobat on a open PDF file. (ContentScaler is just used as an example here)
2. The plug-in settings can then be saved as a Named Configuration.
3. Multiple configurations can be created for later use in batch mode.

# Plug-in Automation: Defining the process list

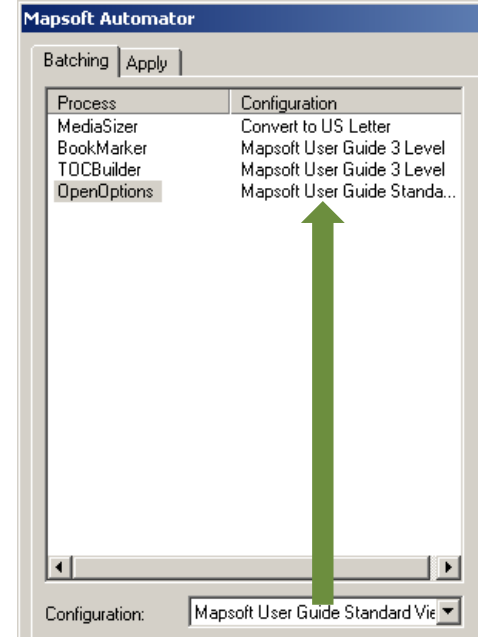
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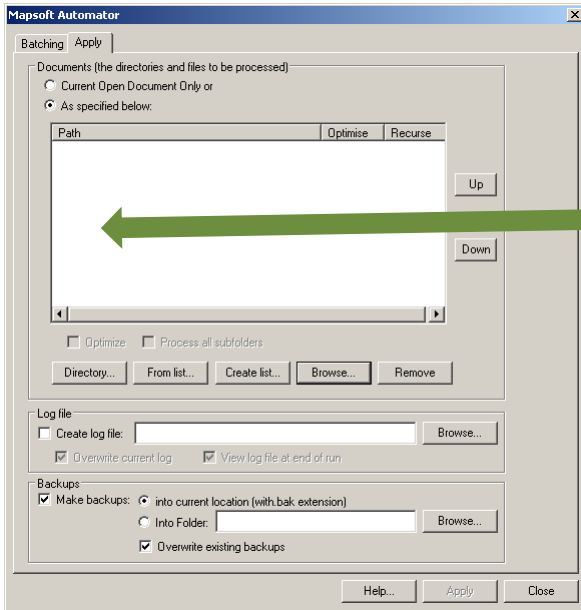
3.



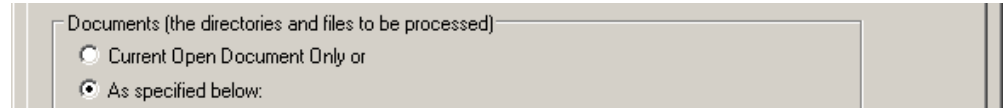
1. Open the Automator plug-in window in Acrobat.
2. Drag (or use the Add button) to Add tools to from the tool list to the Process list. The same tool can be used more than once.
3. For each tool in the Process list, select the tool name and then choose the Configuration to apply from the Configuration list.

# Plug-in Automation: Defining the file list

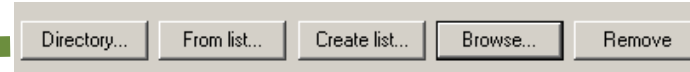
1.



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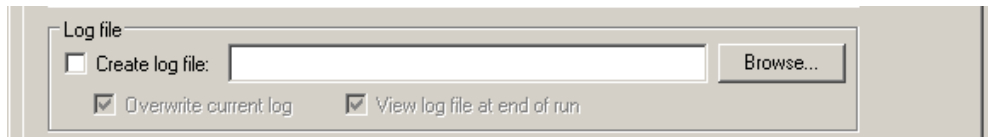
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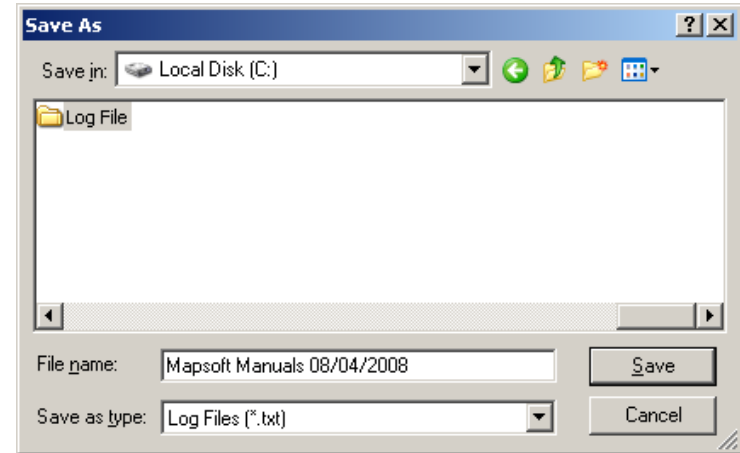
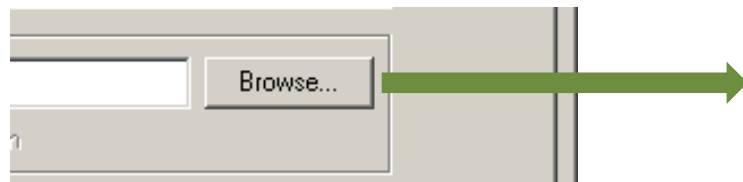
1. Switch to the Apply tab.
2. Choose to run the process list on the currently open PDF document, on a set of PDF files, or on multiple sets of PDF files.
3. To process multiple files, choose the files you require by complete Directory, from a text file containing a list of files or by browsing for individual/multiple files.

# Plug-in Automation: Logging the Automator run

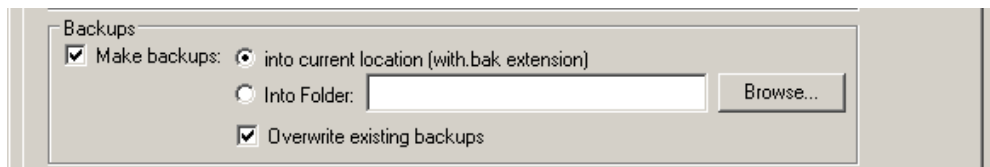
1.



2.



1. To create a log file listing the files that have been processed and any errors encountered, check the Create log file checkbox.
2. Select the Browse button to choose the name of a log file and its location.

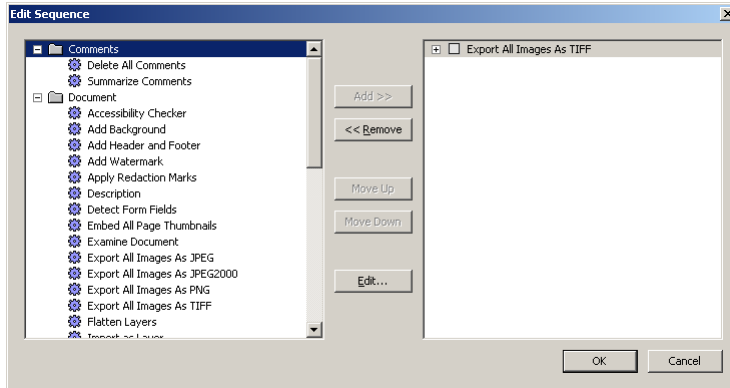


Backups can be made of the file set before the alterations are made by the items in the Automator process list.

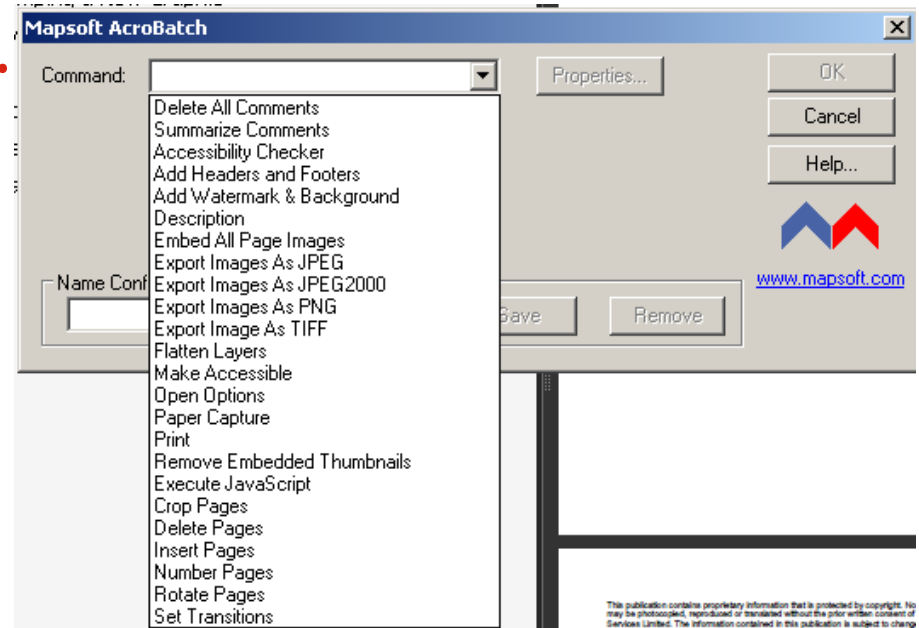
- Files can be saved into the original location with the addition of a .bak extension.
- Files can be backed up into a predefined folder. If directories are selected in file selection the backup structure will be maintained.
- If existing backups exist in the same location then these can be overwritten or maintained. For example, if more than one process is run over the same set of files then the original backup can remain untouched.

# AcroBatch: Using existing batch commands

1.



2.

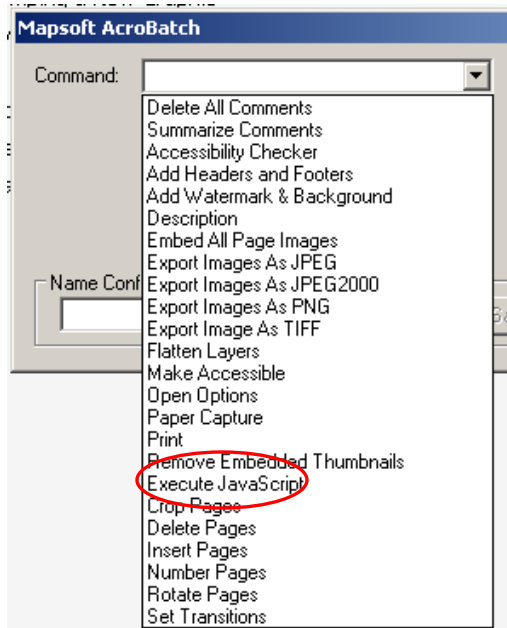


1. Acrobat has a number of batch sequence commands. These can be used as part of an Automator process or independently.
2. AcroBatch can store the settings like any other plug-in in a configuration.

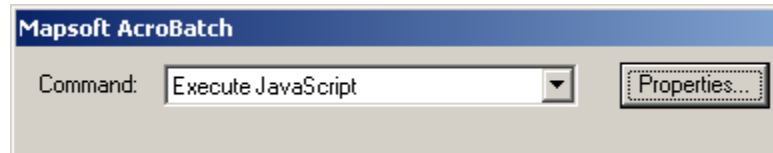
Note: AcroBatch can be used in Automator processes more than once.

# AcroBatch: Using the power of JavaScript

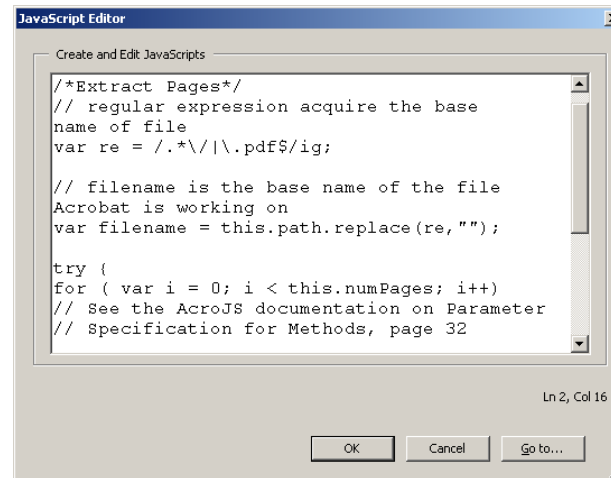
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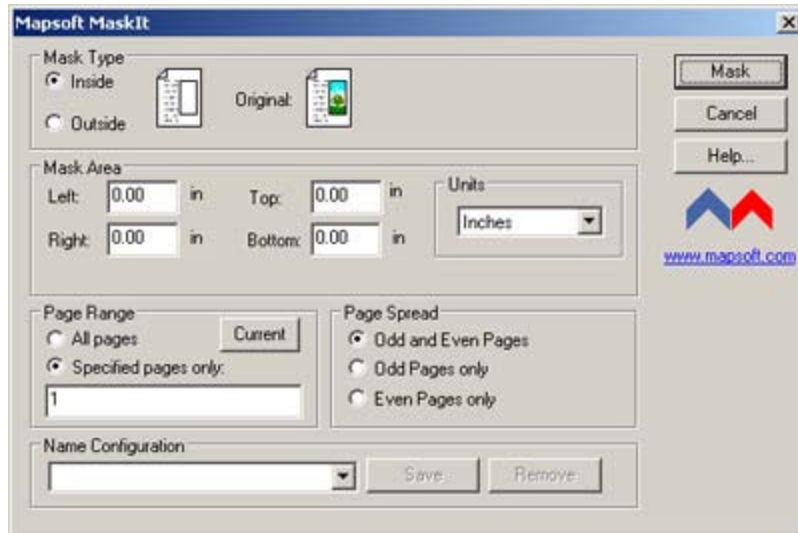


3.



1. Select Execute JavaScript from the Command list.
2. Select the Properties button to show the JavaScript editing window.
3. Edit your JavaScript.

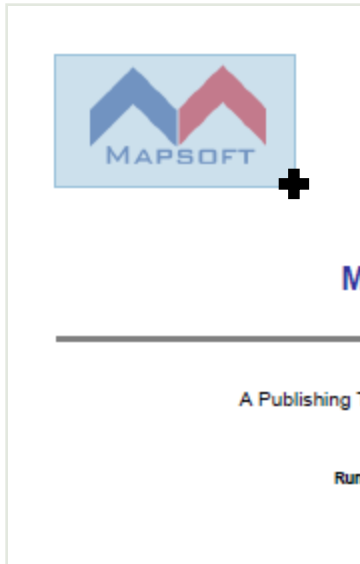
# Mapsoft MaskIt: Overview



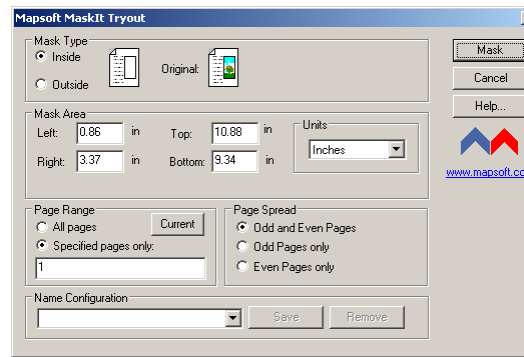
- Hide information (text, images, graphics).
- Masks content within or outside the specified area.
- Clean up scans/faxes.
- Clear headers and footers before recreating them with Impress.
- Over specified page ranges.

# Mapsoft MaskIt: Interactive

1.  2.



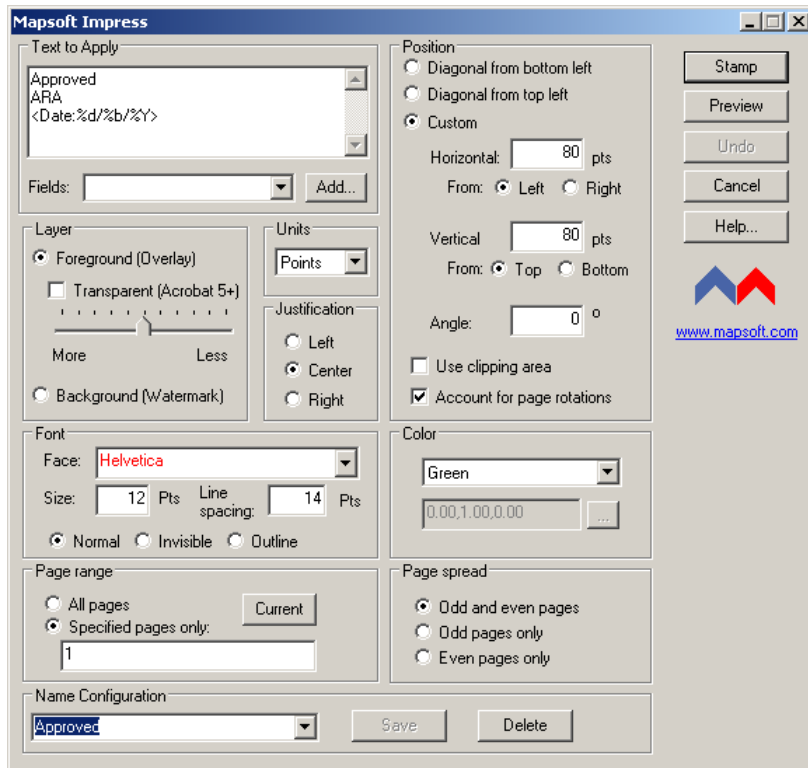
3.



4.



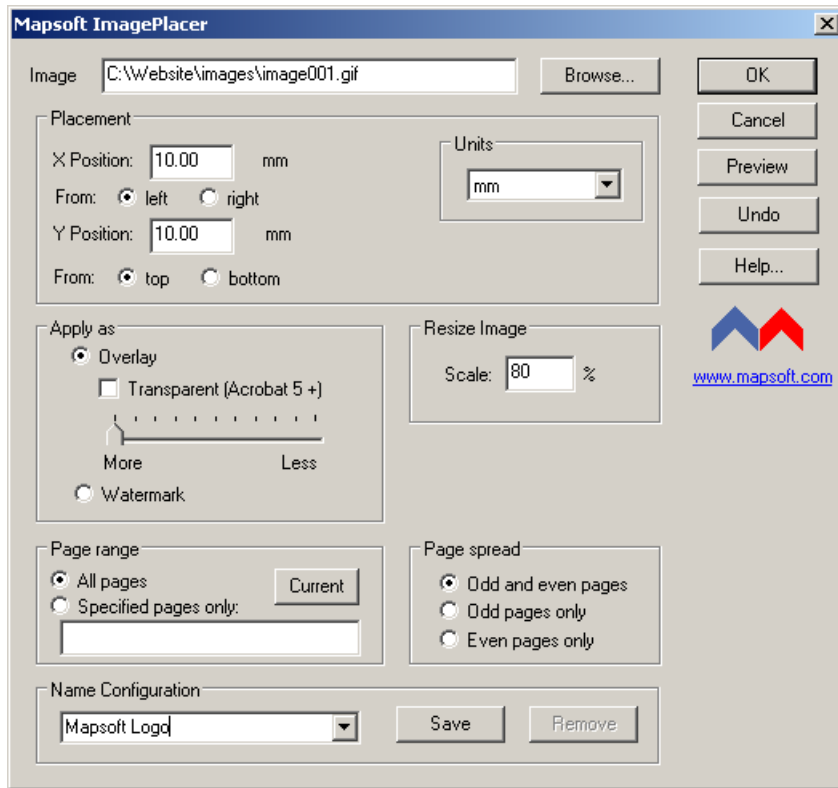
1. Select the MaskIt tool from the Acrobat toolbar.
2. Drag out a rectangle over the area to be removed.
3. Change any settings in the dialog. The co-ordinates of the mask are entered automatically.
4. Select the Mask button and the area is masked in the PDF file.



## Stamp text onto PDF files:

- Using any font.
- As a watermark or foreground.
- With transparency options
- Using RGB or CMYK color models
- In a fixed position relative to any edge of the page or diagonally.
- With various rotations.
- Using variables such as date, time, page number.
- Option to use numbering systems such as Bates, Roman etc .
- Over specified page ranges.

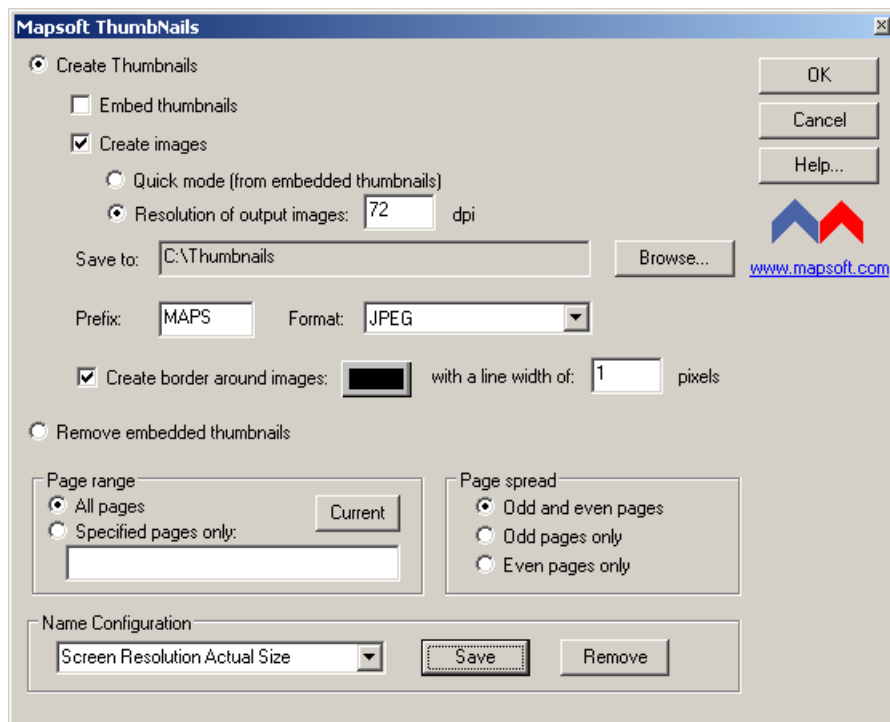
# Mapsoft ImagePlacer: Overview



Place images into PDF files:

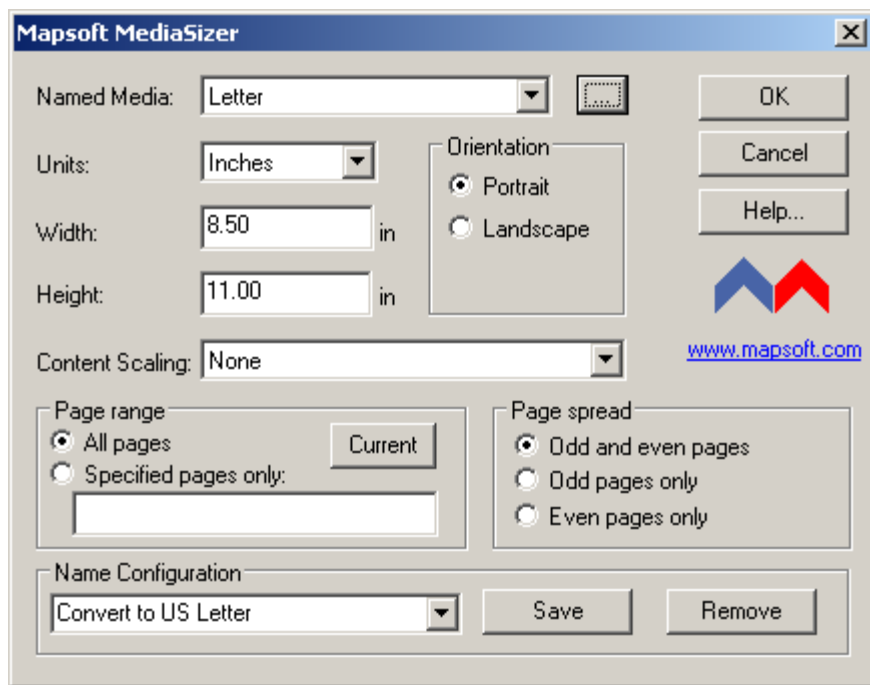
- Using a variety of image formats.
- As a watermark or foreground.
- With transparency options.
- In a fixed position relative to any edge of the page.
- As a percentage of the original size.
- Over specified page ranges.

# Mapsoft Thumbnails: Overview



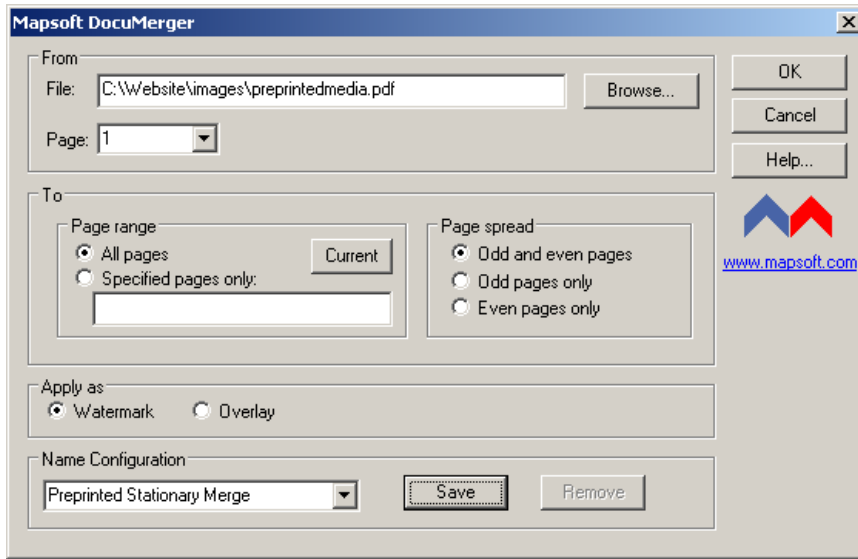
- Create image previews of pages in a PDF file to any resolution.
- Export PDF document pages as images.
- Embed page images in the PDF file that are used in the page preview tab.
- Over specified page ranges.

# Mapsoft MediaSizer : Overview



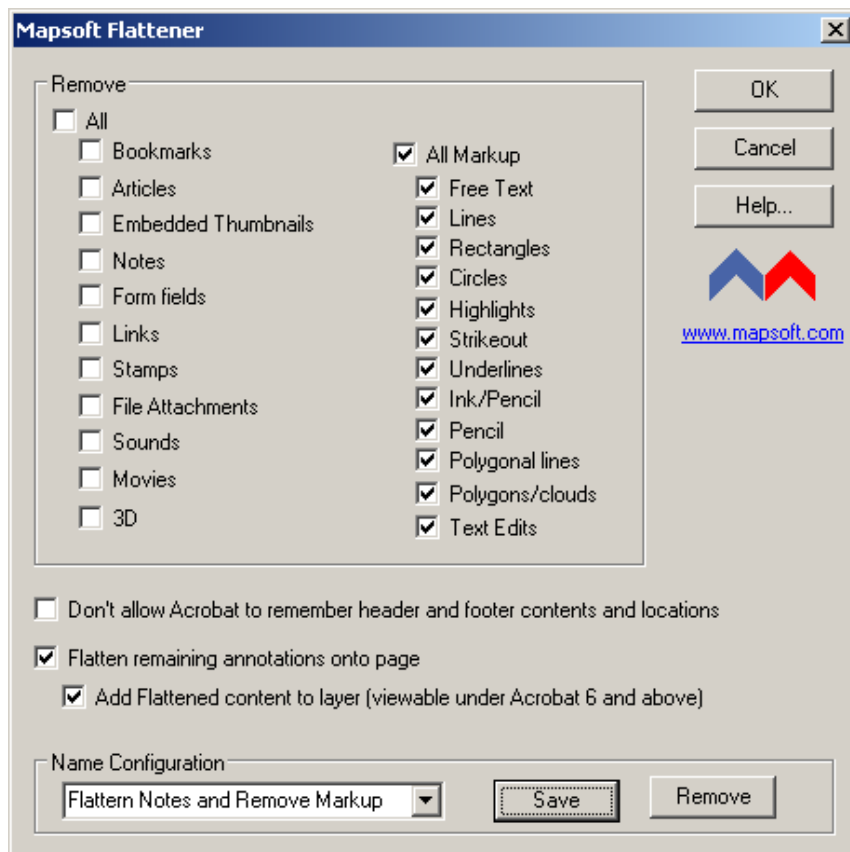
- Change the media size of pages in PDF documents (e.g.. change from A4 to letter, A4 to A3 etc).
- Rescale the contents of the page to fit the new media size.
- Over specified page ranges.

# Mapsoft DocuMerger: Overview

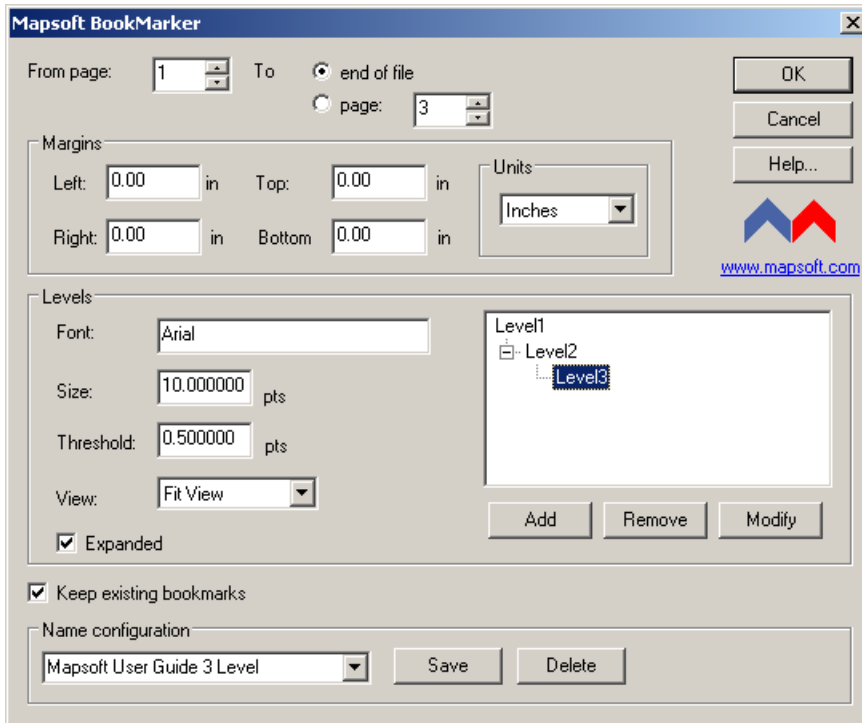


- Use another PDF file as a watermark
- Merge documents with a template. For example to archive them when pre-printed stationery is normally used.
- Over specified page ranges.

# Mapsoft Flattener: Overview



- Remove markup and other annotations when no longer required.
- Flatten Signatures back into the main PDF file to stop them being changed.
- Flatten Form fields after they have been filled to stop them being changed.
- Maintain the integrity of user comments.
- Put flattened annotations onto a separate layer so that the document underneath can still be read.



## Creating bookmarks:

1. Open Bookmarker
2. Select text within your PDF file that you wish to use to define a bookmark level.
3. Define which level this text represents
4. Run Bookmarker to create your bookmark hierarchy.
5. Use the Mapsoft TOCBuilder plug-in to create a fully linked table of contents (TOC) in your document

# Mapsoft TOCBuilder: Overview



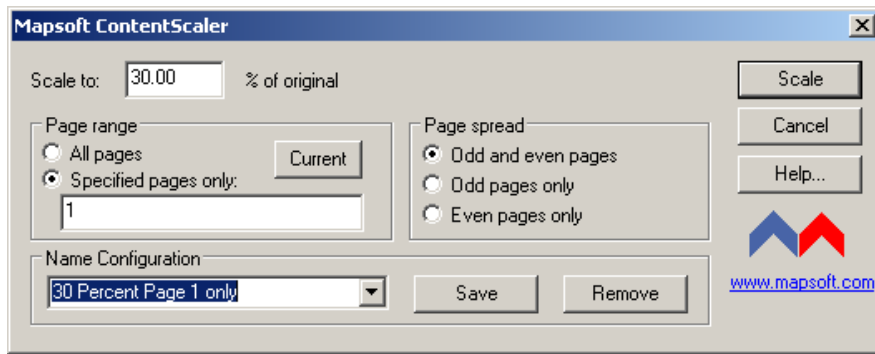
- Create a Table of Contents for a document.
- Use the bookmark list to provide the TOC structure
- Link the TOC entries with links identical to the targets of the bookmarks
- Use existing bookmarks or run Mapsoft BookMarker that can be used to define the bookmark list.

# Mapsoft PageManager: Overview

The dialog box is titled "Mapsoft PageManager" and has a standard Windows window border with a close button (X). It is divided into several sections. The top section is for "Create" and includes a radio button, a text box for "1" new pages, a dropdown menu set to "Before", a text box for "Page 1", a "Create as new document" button, and a "Media size" dropdown set to "Letter". The middle section is for "Remove" and includes a radio button, a dropdown menu set to "1", and a text box for "pages starting at page: 1". The bottom section is for "Insert" and is selected with a radio button. It includes a text box for "3" pages starting at page: "1", a "From:" text box containing "C:\Website\images\newsletter1.pdf" with a "Browse" button, a dropdown menu set to "After", a text box for "page 4", and the text "of this document". Below this is a "Replace" section with a radio button, a dropdown menu set to "1", a text box for "pages starting at page: 1", a "From:" text box with a "Browse" button, and a text box for "Starting at page: 1" with the text "of this document". At the bottom is a "Name Configuration" section with a dropdown menu set to "NewsLetter Compilation", a "Save" button, and a "Remove" button. On the right side of the dialog, there are three buttons: "OK", "Cancel", and "Help...". Below these buttons is the Mapsoft logo and the URL "www.mapsoft.com".

- Create pages
- Remove pages
- Insert pages
- Replace pages

# Mapsoft ContentScaler: Overview

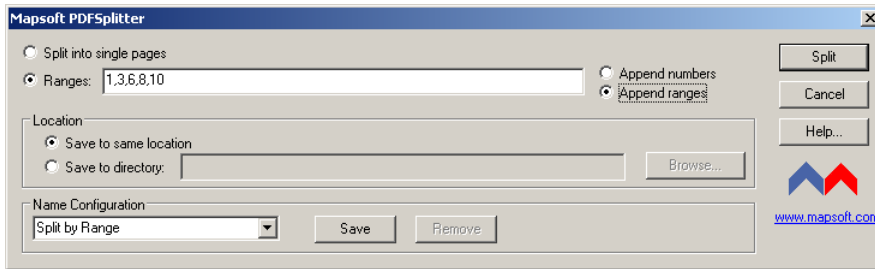


The ContentScaler tool allows you to:

- Reduce or increase the size of the contents of a page (or pages) within PDF documents.
- Over specified page ranges.

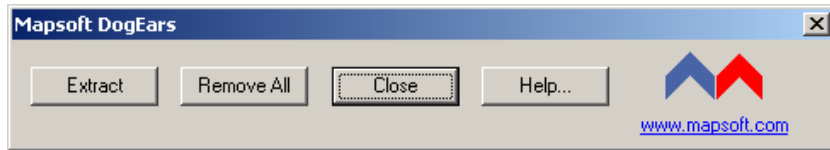
This tool is especially useful for scaling the contents of documents that do not print correctly because their margins are too small.

# Mapsoft PDFSplitter: Overview

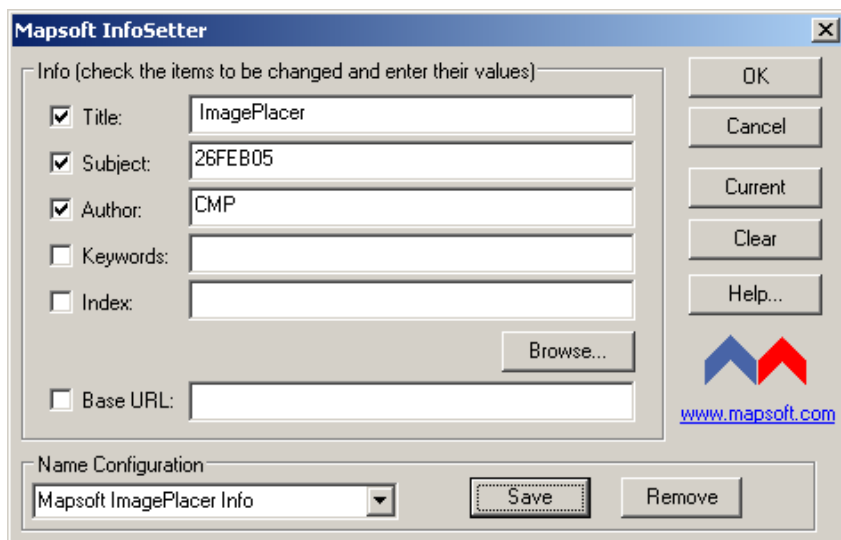


You can choose to split a PDF file into:

- A new file for each individual page within the existing file
- A new file for a range of pages.



- Mark pages within a document so that you can quickly flip back to them when you require.
- Extract marked pages into a new document. The pages can then easily be printed or saved.

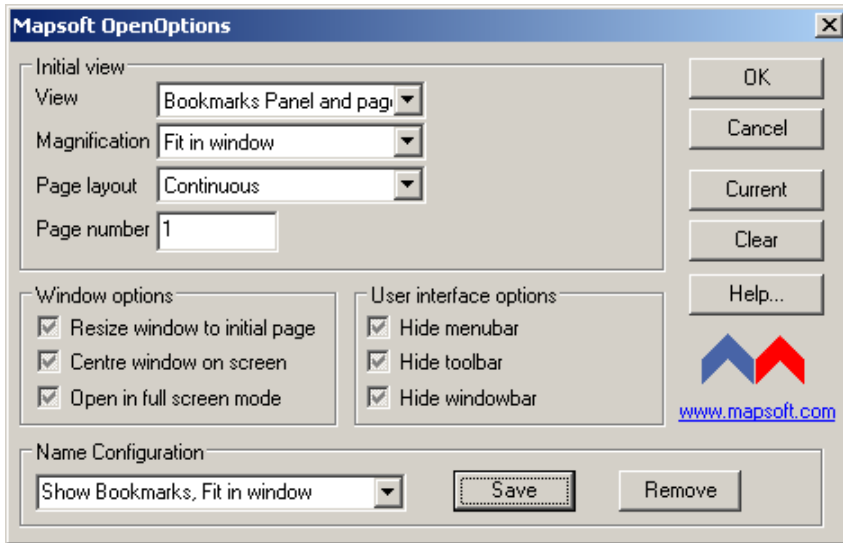


The screenshot shows the 'Mapsoft InfoSetter' dialog box. It has a title bar with a close button. The main area is titled 'Info (check the items to be changed and enter their values)'. It contains several input fields with checkboxes: 'Title' (checked, value: ImagePlacer), 'Subject' (checked, value: 26FEB05), 'Author' (checked, value: CMP), 'Keywords' (unchecked, empty), 'Index' (unchecked, empty), and 'Base URL' (unchecked, empty). There is a 'Browse...' button next to the 'Index' field. On the right side, there are buttons for 'OK', 'Cancel', 'Current', 'Clear', and 'Help...'. At the bottom right, there is a Mapsoft logo and the URL 'www.mapsoft.com'. Below the main area is a 'Name Configuration' section with a dropdown menu showing 'Mapsoft ImagePlacer Info', a 'Save' button, and a 'Remove' button.

Set document information pertaining to your PDF document(s). This tool allows you to set or change the standard PDF's document information fields listed below:

- Title
- Subject
- Author
- Keyword
- Index
- Base URL

# Mapsoft OpenOptions: Overview



Change the default appearance of PDF file(s) when they are opened within Acrobat. These initial view options include:

- Tab view (bookmarks, pages panel etc)
- Initial Magnification (percentage or fit)
- Page layout (single. facing pages continuous)
- Opening page number
- Initial window sizing including opening in full screen mode
- Hiding/showing the menubar, toolbar and windowbar

# Mapsoft SecuritySetter: Overview

A screenshot of the Mapsoft SecuritySetter dialog box. The dialog has a title bar "Mapsoft SecuritySetter" with a close button. It is divided into several sections: "To Change Security Settings" with a "Master Password (if set)" field and two radio buttons for "Add/Change Current Security Settings" (selected) and "Remove Current Security Settings"; "New Security Settings" with a "Specify Password" section containing two checked checkboxes for "Password Required to Open Document" and "Password Required to Change Permissions and Passwords", each with a corresponding password field; a "Permissions" section with a dropdown for "Encryption level" set to "128 bit RC4 (Acrobat 5.x only)", checkboxes for "Enable Content Access for the Visually impaired" (unchecked) and "Allow Content Copying and Extraction" (checked), a dropdown for "Changes Allowed" set to "Comment Authoring, Form Field Fill-in or Signing", and a dropdown for "Printing" set to "Low Resolution"; and a "Name Configuration" section with a dropdown set to "Mapsoft Standard Document Security" and "Save" and "Remove" buttons. On the right side of the dialog, there are "OK", "Cancel", "Current", and "Help..." buttons, along with the Mapsoft logo and the URL "www.mapsoft.com".

Applies security to PDF files.

Allows you to set Acrobat's in-built security features once, and then apply those settings to a large number of files, when used in conjunction with Mapsoft's unique automation tool, Automator.

Further information on all our products and services can be found on our website:

<http://www.mapsoft.com>

email: [info@mapsoft.com](mailto:info@mapsoft.com)