



# PDF-XChange Lite 5.x

## User Manual

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## PDF-XChange Lite 2012 User Manual

**PDF-XChange Lite 2012** is the next generation of our simple and easy to use solution for creating PDF files from virtually any Windows application, the list is endless.

PDF-XChange Lite 2012 acts as a virtual printer, but instead of the output going to paper in the conventional manner, it is captured and re-directed to create a fully compatible, text searchable, compliant PDF file (subject to the source material being selectable – image files remain non text searchable).

PDF-XChange Lite 2012 is a simplified version of our Standard printer driver - offering the same 'industrial' strength PDF creation engine shared by all of our PDF creation tools.

The latest 2012 version has been re-engineered with a faster, highly optimized, XPS based conversion engine, offering improved conversion of images, and image-based text characters.

Our latest product release provides the same high quality PDF files you've come to expect, with further improved quality and smaller file sizes generated.

This is ideal for home users, small business, and all those requiring a simple yet highly efficient way to create PDF files using our award winning PDF technology to create the smallest PDF files available from any Windows based software application.

Welcome to the PDF-XChange Lite 2012 online help system. Browse through the help pages by clicking on the icons below or selecting pages in the table of contents to the left. To quickly find specific product information, enter search criteria in the search box above and click the search button.

### Chapter Guide

[Introduction and Getting Started](#)  
[Printer Settings](#)  
[pdfSaver](#)  
[FAQ](#)

### Ask Us



If you're unable to find what you're looking for in this help system, try these alternative resources:

- [Our Website](#)
- [Knowledgebase](#)
- [Support Forums](#)

or contact our support team:  
[Email Support](#)

▪ [Download PDF-XChange Lite 2012 Manual \(PDF\)](#)

## Introduction and Getting Started

[General Features Overview](#)  
[System Requirements](#)  
[Installing from the Internet](#)  
[Silent Installation](#)

### Product Overview

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**PDF-XChange Lite 2012** is the next generation of our simple and easy to use solution for creating Adobe compatible PDF files from virtually any Windows application, the list is endless.

PDF-XChange Lite 2012 acts as a virtual printer, but instead of the output going to paper in the conventional manner, it is captured and re-directed to create a fully compatible, text searchable, Adobe compliant PDF file (subject to the source material being selectable – image files remain non text searchable).

PDF-XChange Lite 2012 is a simplified version of our Standard printer driver - offering the same 'industrial' strength PDF creation engine shared by all of our PDF creation tools.

The latest 2012 version has been re-engineered with a faster, highly optimized, XPS based conversion engine, offering improved conversion of images, and image-based text characters.

Our latest product release provides the same high quality PDF files you've come to expect, with further improved quality and smaller file sizes generated.

This is ideal for home users, small business, and all those requiring a simple yet highly efficient way to create PDF files using our award winning PDF technology to create the smallest PDF files available from any Windows based software application.

### Version Release History

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The Version Release History page for PDF-XChange 2012 (5.x) can be found on our website: [Revisions History page](#)

## General Features Overview

### Features Overview

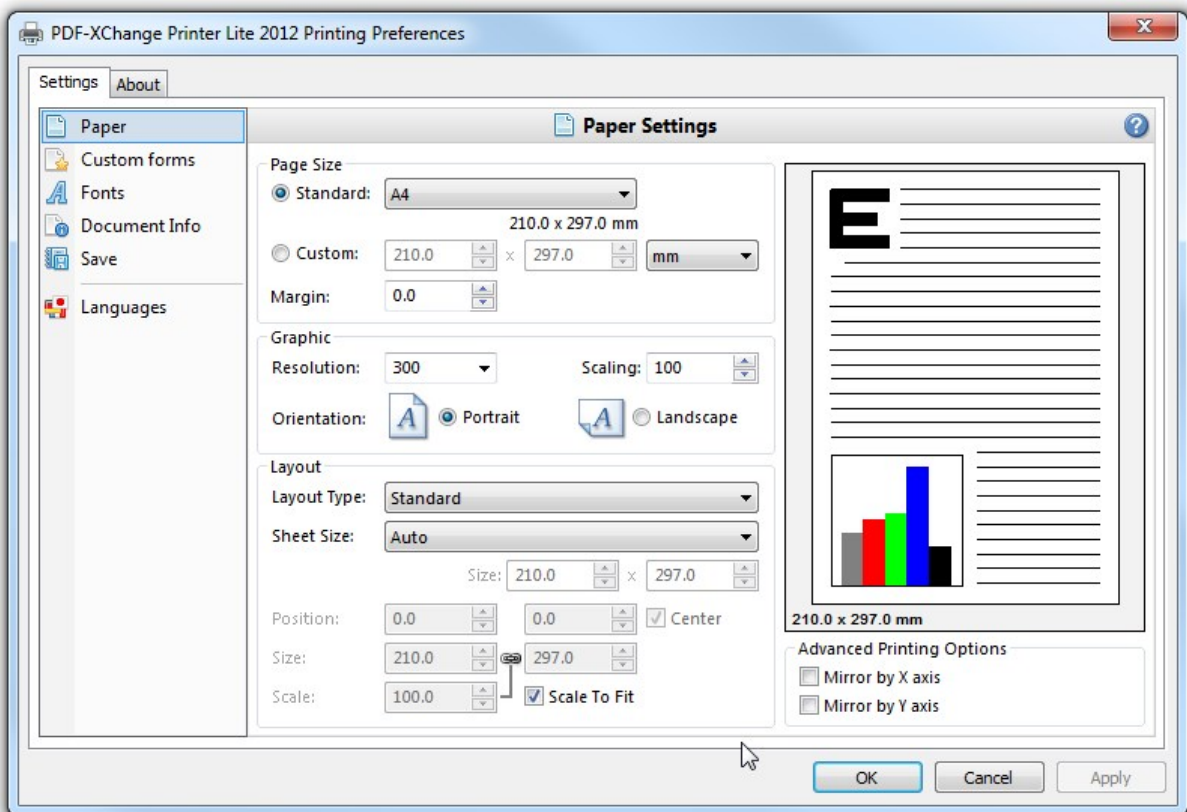
Primarily intended for academic, Home, and non commercial use, PDF-XChange Lite 2012 is priced and featured for simple and uncomplicated use but retains the core functionality of the full PDF-XChange PDF conversion engine.

This means that despite the fact that much of the enhanced functionality has been removed; users can still be sure that the automated compression selected will create a highly optimized faithful representation of a document even after conversion to PDF.

Please also note that the OFFice2PDF, PDF-Tools and MS Office Macro buttons and integration are not included in PDF-XChange 'Lite'

As you can see from the Screenshots below the interface is simple and the options intentionally few.

The opening PDF-XChange Lite preferences page offers the following options



Here is a brief summary of the some of features available with PDF-XChange Version 5:

- **Tool Tips Supported.** Hover your mouse over any function or property for a few seconds and a Tool Tip will appear explaining in brief what the purpose of that function or property is wherever possible.

- **Paper Properties.** Wide range of standard Paper Sizes Supported, Set Resolution from 50 to 2400 DPI (Windows OS dependant), Scaling, allows you reduce or enlarge output to better fit the desired page size, output in Brochure/Booklet Mode or nUP options for multi-page on one page mounting and organized print order output.
- **Custom Paper Sizes.** Create and save your own custom paper sizes for future use.
- **Fonts.** Choose to embed or not the fonts used, embedding fonts increases file size, but ensures viewing consistency. You can also 'force' the embedding of protected fonts – but you must ensure you are licensed to do so.
- **Document Info.** Support for basic document information is supplied.
- **Set Save options.** Choose where to save files, how to name files or use Macro's for file naming.
- **Languages.** Localized language support for a variety of languages is provided and may be set by the language preferences of the current user.

## System Requirements

PDF-XChange Lite 2012 supports all Windows (32/64 bit) operating systems from Windows XP\* \* and later.



Version 5 (2012): Microsoft/Citrix Terminal Server compatible\*.  
Version 4: Microsoft/Citrix Terminal Server compatible\*.  
Version 3: Still available for Windows 95/98

\* Note: Though many users have virtualized some of our component products such as the PDF-XChange Viewer and PDF-Tools application using XenApp, we do not support this at this time. Particularly the printer drivers are not designed to work in a virtualized environment.

\*\* [Limitations to product support for Windows XP](#)

**To experience the best performance of our products on all Windows operating systems, the onus is on users to ensure that they have all the latest available Microsoft Windows Service Packs & Updates installed.**



## Installing from the Internet

When you purchase a product from Tracker Software Products on completion of your transaction you will receive an email with a serial key.

Depending on the payment method you chose you may not have a direct download link in this email. If you do not have a direct link to your product's installer in the email with your serial key simply go to either the [Product Page](#) or [Downloads Page](#), choose your purchased product by name and use the download from there.

This ensures that users always have access to the latest build of all our products.

### Installing/Registering

---

Once you have purchased your PDF-XChange Lite copy, you will be provided with a serial number, we will either supply this direct or via one of our International Distributors.

If you have Purchased PDF-XChange Lite direct from our [website](#) you should receive an email containing this and download information within 30 minutes or so of your purchase – but please be patient – this does get very busy at certain times of the day – if you have not received this within 2 hours then please do [contact us](#) as it is most likely something has gone amiss. If you would like information on methods of Payment this is available again from our [website](#).

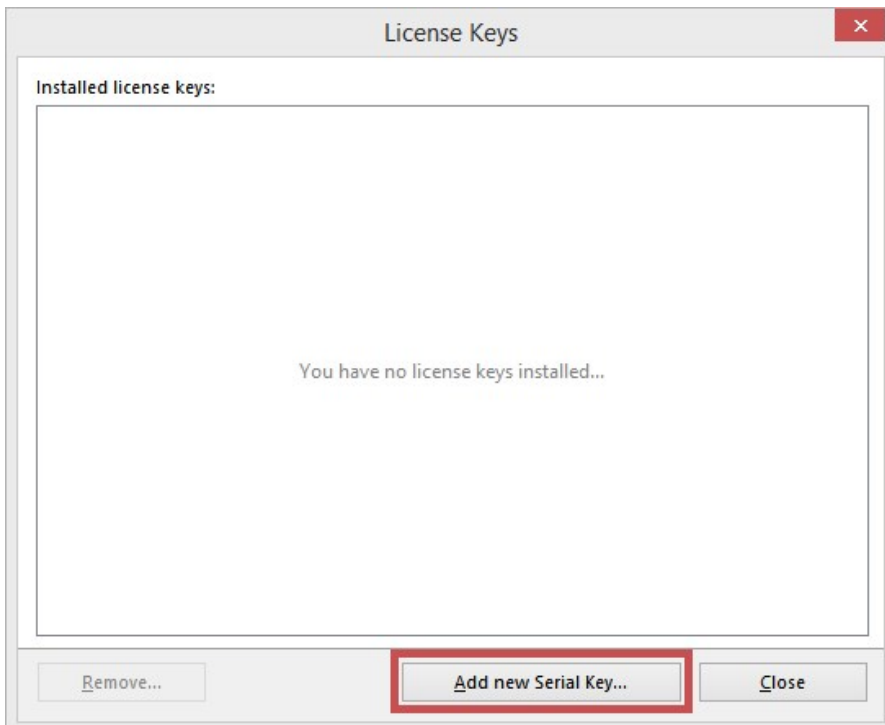
- When you install an evaluation copy of PDF-XChange Lite all output is generated with 2 watermark stamps on each page signifying that the PDF file was generated with a 'demo' version – once you have purchased your 'live' copy you must enter the Serial number provided to ensure that all future output is free of these evaluation watermarks. If you have not installed the demo version you should do so now using the link in your Purchase confirmation or from.

If you do not have a utility to Unzip files – this can be acquired free from [Winzip](#) or [Cnet's Download.com](#).

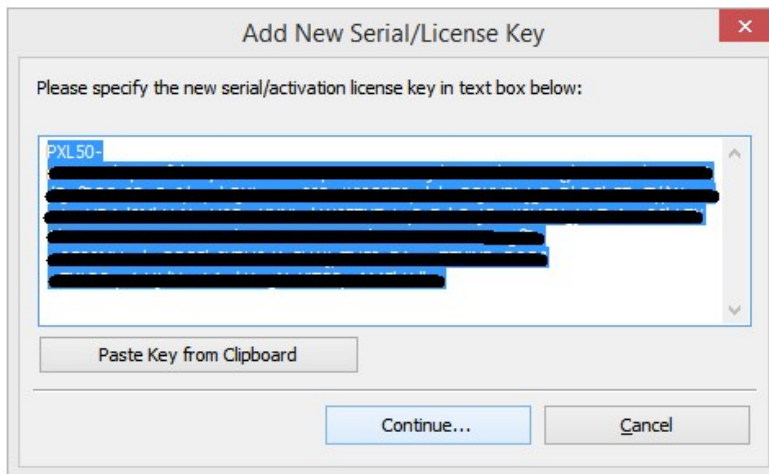
Once installed, open your Windows '**Control Panel**' and select the '**Printers & Faxes**' Icon – then highlight and right click with your mouse the "PDF-XChange Lite" icon – select '**Printing Preferences**' and select the '**About**' Window. (Control Panel\Hardware and Sound\Devices and Printers--> Right click on "PDF-XChange Lite 2012"->Printing Preferences-->About tab)



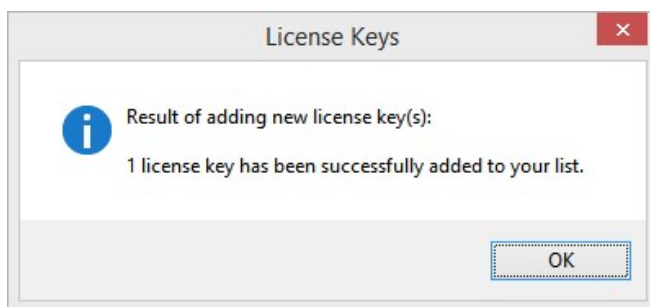
Now select the '**Registration**' If you see the following screen, you are not licensed yet and must go to "Add new serial key"



Once there, you should see your serial key automatically populated. If your serial key is not populated, please copy it (Ctrl+C) then click on "paste from clipboard"



When the serial key is correctly applied, you will receive the following notification:



**VERY IMPORTANT**

Please keep your serial number safe and do not share with others – not only is this illegal – but we do record the number of times a serial number is used to download updates and abuse is likely to lead to updates being disabled as an option for your serial number as a minimum.

We automatically disable serial numbers found on Web Sites offering free and illegal software and frequently trawl these sites for illegal copies and serial numbers. Please help us safeguard the integrity of our products and ensure future development – theft of our tools deprives us of investment

## Silent Installation

### Silent Installation - for multiple installs

This functionality is provided for users with multiple licenses – not for single user licenses to be copied to multiple machines – which is illegal. A license is required for each machine to which PDF-XChange Lite is installed – except for evaluation use in demonstration mode.

Assuming you have a multiple user license – installing PDF-XChange to many workstations – it may be useful to be able to silently install without the need for any user interaction. This allows you to execute the install either from the command line with certain parameters and switches applied – or create a batch file (.bat file) and distribute this with the main installation executable for your users to run directly – alleviating the need for the System Administrator to visit each user and install.

Please note as with any system device – such as a printer, full Administrator privileges are required to install on later 'Win32' versions of Microsoft Windows.

**N.B. Please note that the indicated string content must begin and end with double quote marks ("")!**

**Broken down into sections – these are the switches and what each does.**

SWITCHES	DESCRIPTION
<b>MAIN</b> install executable and path <b>(required)</b>	This is the full path to the installation executable, note it is the standard install executable – both silent and non silent installations are available from the single executable.  C:\PDFX5SA_LE.exe
<b>/h</b> or <b>/hlp</b>	Displays this help screen.
<b>/?</b> or <b>/help</b>	Displays standard innosetup help screen.
<b>/VERYSILENT</b>	Designates that the installation once started should be silent and require no user interaction.
<b>/SILENT</b>	Designates that the install should only request essential information from the user once started.
<b>/NORESTART</b>	Once the install is complete – no reboot will occur – but beware – PDF-XChange does require a reboot before updates will take effect – not recommended.
<b>/DIR {folder}</b>	The full path to install all required files to. It will be created if not already available.  C:\PDFX5SA_LE.exe /DIR="C:\Program Files\Tracker Software\PDF-XChange Lite 5\"
<b>/Group {group name}</b>	The Windows 'Start Menu' folder in which to locate the Menu options provided when installing PDF-XChange - this will always be a 'Child' menu option of the default 'Programs Files' menu and this cannot be changed.  C:\PDFX5SA_LE.exe /GROUP="Tracker Software\PDF-XChange Lite 5"

<b>/COMPONENTS {component(s)}</b>	<p>If this switch is specified only those components actually listed will be installed, otherwise all components are installed. The available components are:</p> <ul style="list-style-type: none"> <li>- pdfSaver (Always Required)</li> <li>- PDFXChangedriver (Always Required)</li> <li>- Help</li> <li>- Languages (please note 'ss' is required)</li> </ul>
<b>/UserName {user's name}</b>	<p>Allows the registered username to be registered during silent installation</p> <p>PDFX5SA_LE.exe /UserName:"My Name"</p>
<b>/Organization {organization}</b>	<p>Allows the Company details to be registered during silent installation</p> <p>PDFX5SA_LE.exe /Organization:"Tracker software"</p>
<b>/UserEmail {user's email}</b>	<p>Allows the users email address details to be specified during silent installation.</p> <p>PDFX5SA_LE.exe /UserEmail:"my@email.com"</p>
<b>/PDEFAULT</b>	<p>Sets PDF-XChange to be the system default Printer - the default option without this entry is that PDF-XChange will not be the default printer.</p>
<b>/Lang {language}</b>	<p>Sets a language as the default language for the User Interface for all the installed programs and Print drivers (PDF-XChange, PDF-Tools, OFFice2PDF and the MS Office Addin's etc)</p> <p>/LANG=language <b>en</b> (English) <b>nl</b> (Dutch) <b>uk</b> (Ukrainian) <b>fr</b> (French) <b>gr</b> (German) <b>it</b> (Italian) <b>sp</b> (Spanish) <b>ko</b> (Korean) <b>ch</b> (Chinese) <b>jp</b> (Japanese) <b>fi</b> (Finnish)</p> <p><b>This may not be the complete list – please see the installation folder</b></p> <p>'C:\Program Files\Tracker Software\PDF-XChange Lite 5\Languages'</p> <p>for the up to date list of supported language files.</p> <p><b>Example (for German)</b></p> <p>PDFX5SA_LE.exe [other parameters] /LANG=gr [Additional parameters]</p>
<b>/PDFEDITOR {optional YES}</b>	<p>If specified, PDF-XChange Editor will be downloaded and installed. If /PDFEDITOR=YES is specified, Editor will be set as a default viewer for PDF files after installation.</p> <p>PDFX5SA_LE.exe /PDFEDITOR=YES - PDF-XChange Editor will be downloaded and installed and will be set as a default viewer for PDF files.</p>
<b>/NOICONS</b>	<p>Instructs Setup to initially check the Don't create a Start Menu folder check box on the Select Start Menu Folder wizard page. In silent mode it means that no program group will be created (parameter /Group will be ignored, if specified).</p>
<b>/L</b>	<p>During the installation the file <b>prninstaller.log</b> – log-file of the installation of the driver part of the product – will be created in the PDF-XChange folder.</p>

<b>/LOG</b>	<p>Causes Setup to create a log file in the user's TEMP directory detailing file installation and [Run] actions taken during the installation process. This can be a helpful debugging aid. For example, if you suspect a file isn't being replaced when you believe it should be (or vice versa), the log file will tell you if the file was really skipped, and why.</p> <p>The log file is created with a unique name based on the current date. (It will not overwrite or append to existing files.)</p> <p>The information contained in the log file is technical in nature and therefore not intended to be understandable by end users. Nor is it designed to be machine-parsable; the format of the file is subject to change without notice.</p>
<b>/LOG={filename}</b>	<p>Same as /LOG, except it allows you to specify a fixed path/filename to use for the log file. If a file with the specified name already exists it will be overwritten. If the file cannot be created, Setup will abort with an error message.</p>

### Command-line Examples

1. Install the application in silent mode (no user input) to folder "C:\Program Files\Tracker Software\PDF-XChange Lite\" without re-boot system:

```
PDFX5SA_LE.exe /NORESTART /VERYSILENT
```

2. Install the application in silent mode (no user input) to folder "C:\Program Files\Tracker Software\PDF-XChange Lite\":

```
PDFX5SA_LE.exe /VERYSILENT /DIR="C:\Program Files\Tracker Software\PDF-XChange Lite 5\"
```

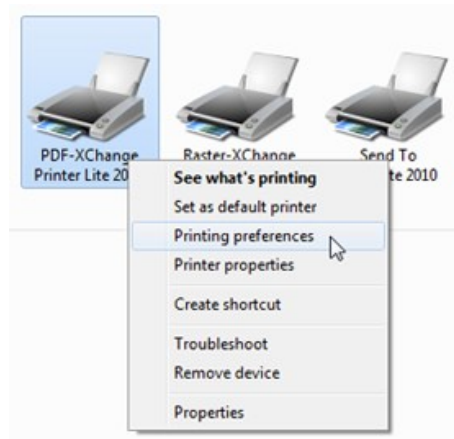
3. Install the application in silent mode (no user input) with registration information:

```
PDFX5SA_LE.exe /VERYSILENT /UserName:"My Name" /Organization:"Tracker software" /UserEmail:"my@email.com"
```

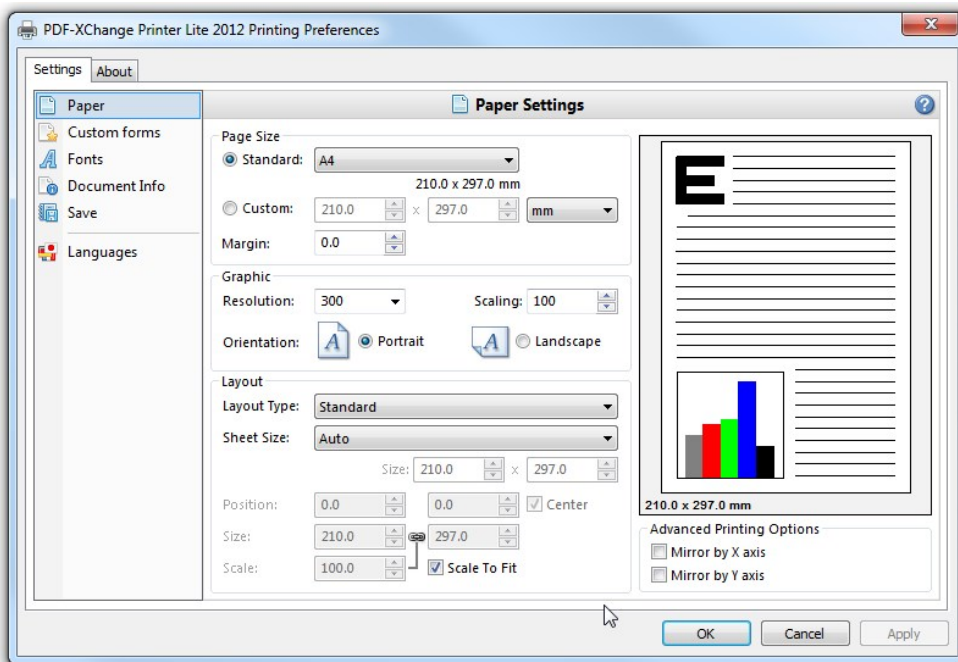
# Printer Settings

- Paper
- Custom Forms
- Fonts
- Document Info
- Save
- Languages

To Access the Settings for PDF-XChange 4 Lite printer, in Windows go to your **Printers and Faxes** list.



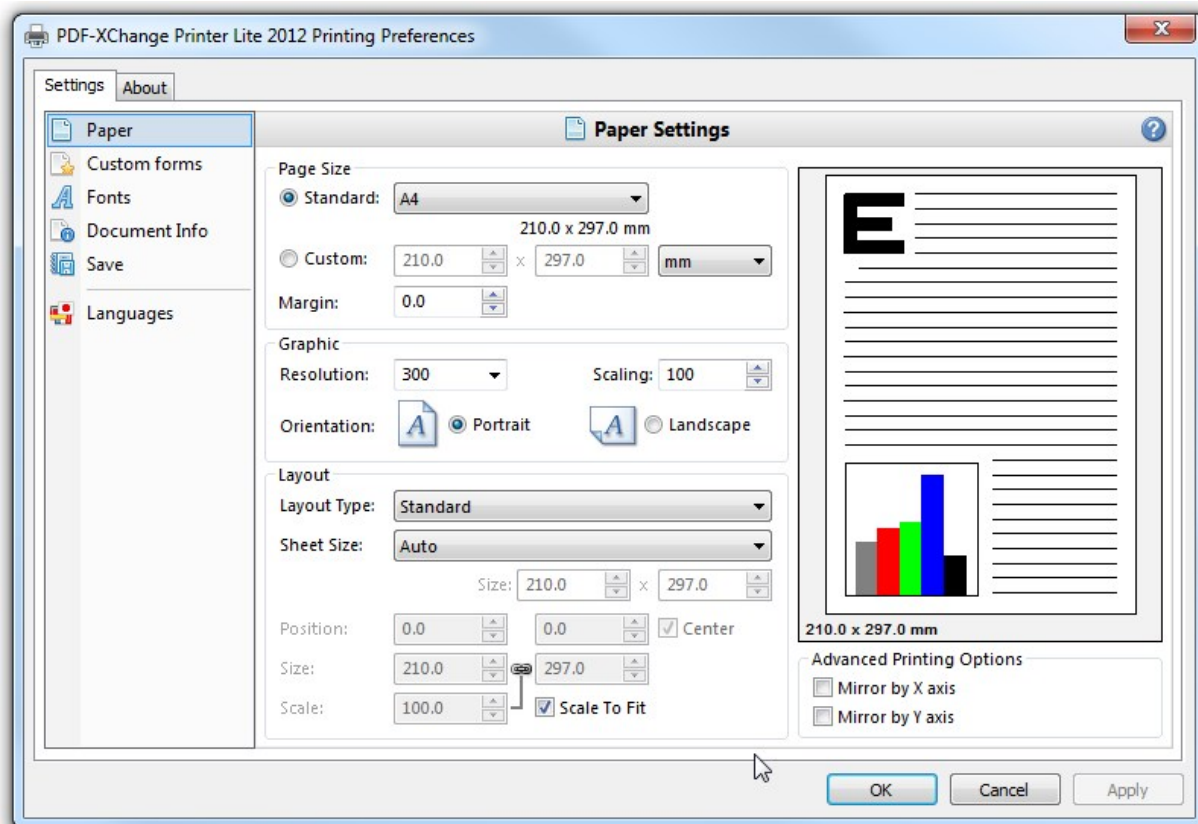
Right-Click the **PDF-XChange Printer Lite 2012** and select **Printing preferences**. This will open the following Settings Window.



## Paper

The Paper Setup options allow you to change the main properties of printed documents. You can change: paper size, orientation, page margin, image resolution (DPI), the scaling factor used so pages are reduced or enlarged, mount multiple original pages on a single PDF page and also change the print order of pages from your file.

It should be noted that some software will ignore any property you may set here and utilise values set within its own setup for the page – for instance MS Word will set a paper size as determined within its own 'Page Setup' function and will over-ride any value you set in any printer driver – whether that be to a 'virtual printer' such as PDF-XChange or a standard 'Hard Copy' printer to which you normally output to paper.



### Page Size

1. **Standard:** Select from any of the preset Paper/Envelope sizes supported and PDF-XChange will output to that paper size.
2. **Custom:** Allows the use of a single temporary (not stored for future use) page size for this job only – set the parameters you require. Please note that the maximum length of any page within an Adobe PDF file is 20 inches (a limitation of the format – not PDF-XChange) and this is also MS Windows OS dependent, some earlier versions of MS Windows do not support such page lengths.
3. **Units:** Select the desired units of measure for display purposes.



4. **Margin:** Change the Margin settings for the page – note these will be set to the bottom and right hand side of the page – should you desire more control over the margin settings, please do so within your originating document software before PDF generation.

**TIP: AutoCAD** is renowned for doing some strange things at print time – particularly when plotting to virtual print drivers such as PDF-XChange. If you find a portion of your output is exceeding the defined margin/page limits – try setting a margin of a 0.125 Inches or 3.2mm approx and this should correct your output issues.

### Graphic

1. **Resolution:** Set the desired 'DPI' (Dots per inch) for the file pages. This can be any value from 50 to 2400 DPI – though this is also MS Windows OS dependent; some earlier Versions of Windows do not support DPI settings of such high values.

**TIP:** Whilst you would not necessarily anticipate this being the case – often (though not always) increasing the DPI setting can reduce the PDF file size!

2. **Scaling:** If you believe your 'original' page will be too large to fit correctly within the page parameters set in PDF-XChange, scale the page down below 100% or if required enlarge the source page to above 100% to fill the page size set. This particularly useful with WEB based source pages as these can have extended height or width settings and scaling can be particularly useful in printing such pages.
3. **Orientation:** Set the page orientation to Portrait (longest edge of the page going vertically) or Landscape (Longest edge of the page going horizontally)

## Page Layout

Standard  
n-UP Multiple Pages Per Sheet  
Booklet

### Layout

1. **Layout Type:** Determines one of three kinds of page layouts. There are separate subtopics for each Layout Type.

1. **Standard:** One page per PDF page.
2. **Multiple Pages Per Sheet (n-UP):** Usually used for more than one document page per PDF page. Allowed values are 1, 2, 4, 6, 8, 9, and 16. As you select each value, the layout will displayed in the graphic to the upper right.
3. **Booklet:**A PDF page layout designed for printing 2-up pages to be bound into paper booklets, hence the page order may not run the usual 1, 2, 3, 4...

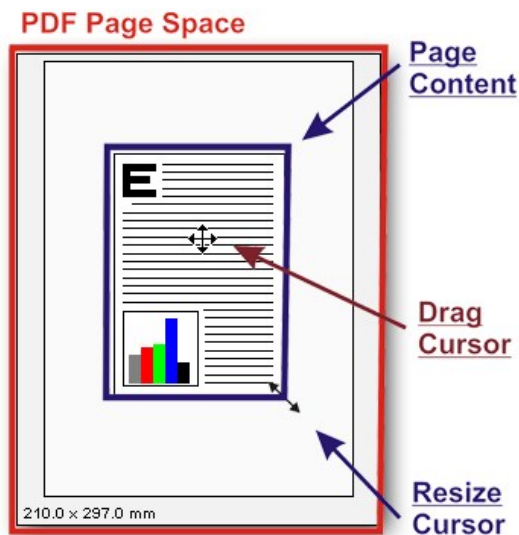
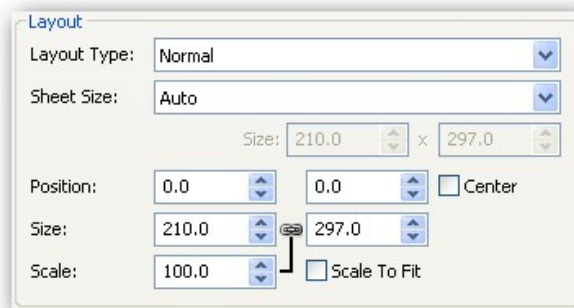
**Note:** the fields at the bottom of the Layout area change for each selected Layout Type, and are used to "tune" the final page layout.

2. **Sheet Size.**May be **Auto**, **Custom**, or a specified standard sheet size.

## Standard

**Standard Layout** is one page per PDF page. The Layout controls allow you to size and position the page contents within the specified PDF page size.

When this is selected, the Layout area changes to:



The Fields in this area are presented out of screen order, but in the order they need to be activated.

**Scale to Fit** This checkbox controls the **Size** and **Scale** controls, and indirectly the **Position** controls as well.

When checked, the Page Content (see image above) is sized to fit the PDF page area, less margins. This is an automatic function and no further user control is necessary.

When unchecked, you may use the mouse to drag any corner of the Page Content to resize it. Move the mouse over a corner until the Resize Cursor appears.

The **Size** spin boxes will change to match the new size. You may also alter the size by changing the spin boxes directly by entering size values in Units values or by clicking the spin box up and down arrows. The Page Content aspect ratio is maintained.

**Position** The position of the upper left corner horizontally and vertically of the page content in the selected Units

N.B. Although the usual PDF page coordinate system measures vertical position upwards from the lower left corner, we are using "Windows convention" coordinates that measures vertical position downwards from the upper left corner.

**Center** Although after **Position**, this controls it.

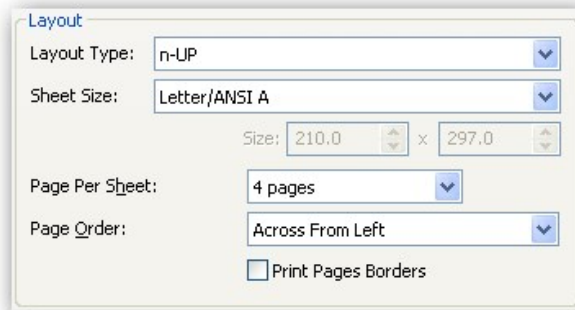
When checked, the page content is centered in the PDF page area. Dragging the corners will resize the image in all directions, maintaining the center.

When unchecked, the **Position** may be set by the **Position** spin boxes, or by dragging with the mouse. To use the mouse, move the cursor over the Page Content area until the Drag Cursor appears:

Click-and-drag the content where desired. The **Position** spin boxes will alter to locate the position of the upper left corner of the page content. You may also alter the location by changing the spin boxes directly by entering position values or by clicking the spin box up and down arrows.

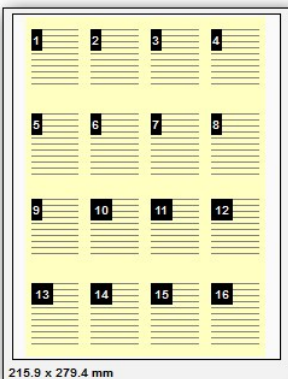
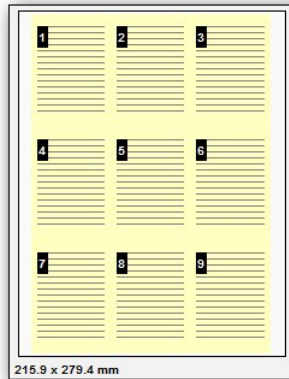
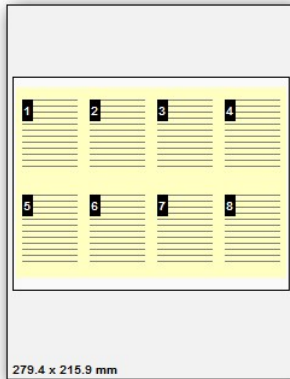
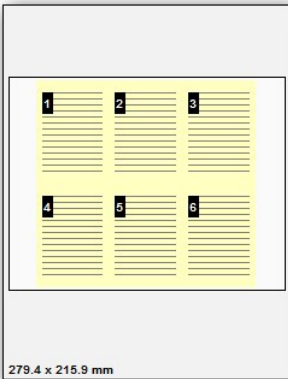
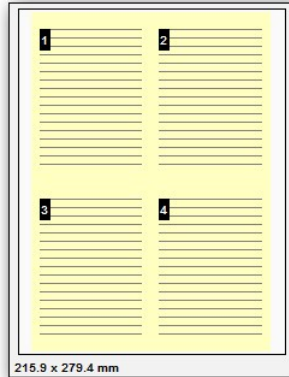
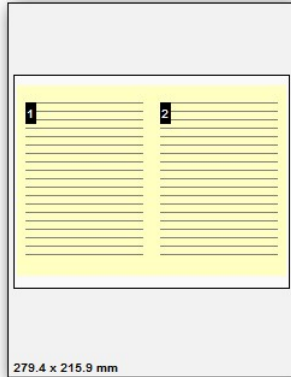
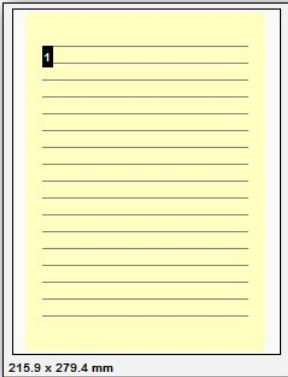
## n-UP Multiple Pages Per Sheet

Used for more than one document page per PDF page.



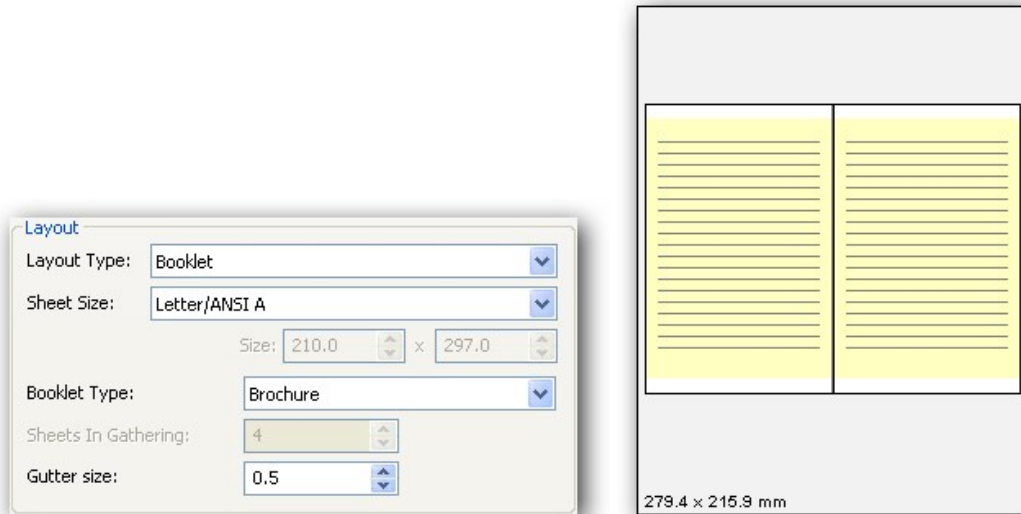
1. **Pages Per Sheet** Allowed values are 1, 2, 4, 6, 8, 9, and 16. As you select each value, the layout will display in the graphic to the upper right. See below.
2. **Page Order** Depending on **Pages Per Sheet**, this determines in what order the multiple pages are to be placed on the PDF page space.
  1. **1-UP:** Disabled.
  2. **2-UP:** Valid values are:
    1. **Left to Right**
    2. **Right to Left.**
  3. **Remaining layouts:**
    1. **Across From Left.**
    2. **Down From Left.**
    3. **Across From Right.**
    4. **Down From Right.**
3. **Print Pages Borders** When checked, the indicated page borders will be printed. When unchecked no page borders are printed.

Multiple Pages paper layout options are:



## Booklet

A PDF page layout designed for printing 2-up pages to be bound into paper booklets, hence the page order may not run the usual 1, 2, 3, 4...



### 1. Booklet Type:

1. **Brochure:** Brochures are generally two or four pages in length and fit on a single sheet.
2. **Book:** These have more than 2 or four pages, and are generally printed on both sides of large sheets, which are then folded and cut to produce a "signature". Many signatures may make up a single book.

### 2. Sheets in Gathering:

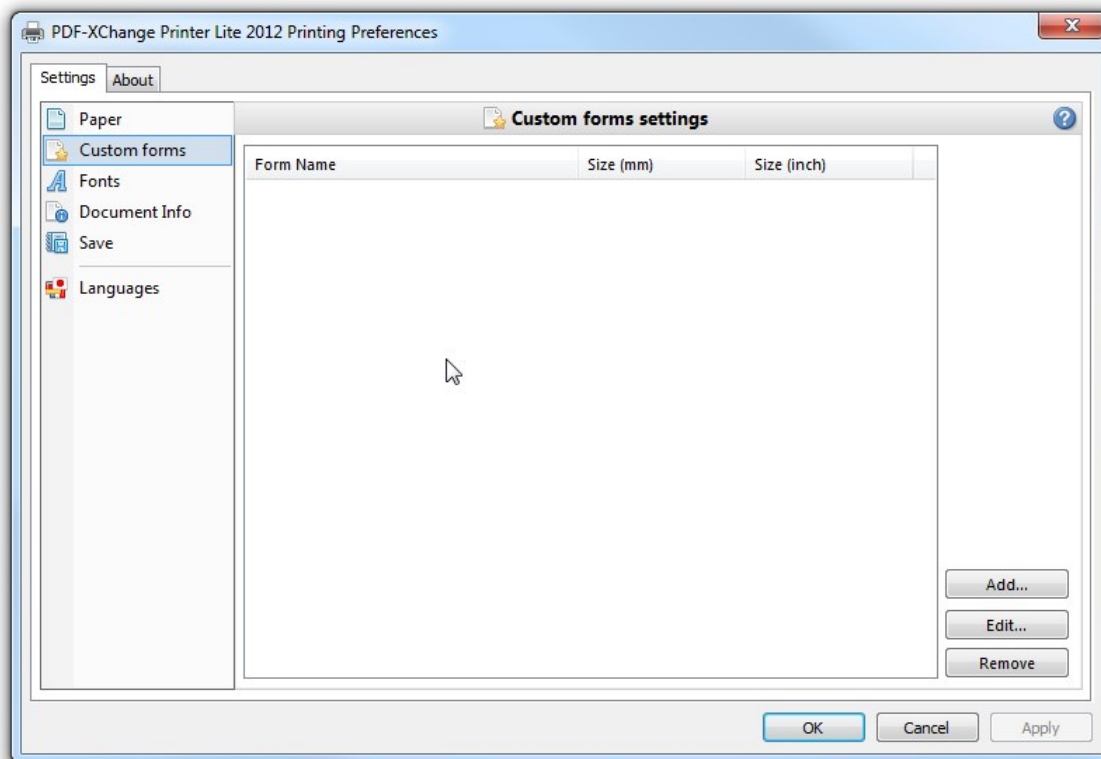
The number of sheets making up a "signature," in the typographic sense:  
"Signature: A group of book pages that have been printed together on one large sheet of paper that is then folded and cut in preparation for being bound, along with the book's other signatures, into the final volume. Folded, printed paper forming a section of a book; usually in a multiple of four, and more often a multiple of eight." The word Gathering was chosen so as not to be confused with "digital signature."

3. **Gutter Size:** The inner margin area between pages, where the binding takes place. 0.5 inch is the usual gutter size to accommodate binding. Note that this gutter is for one page; when printed the space between pages will be twice that.

## Custom Forms

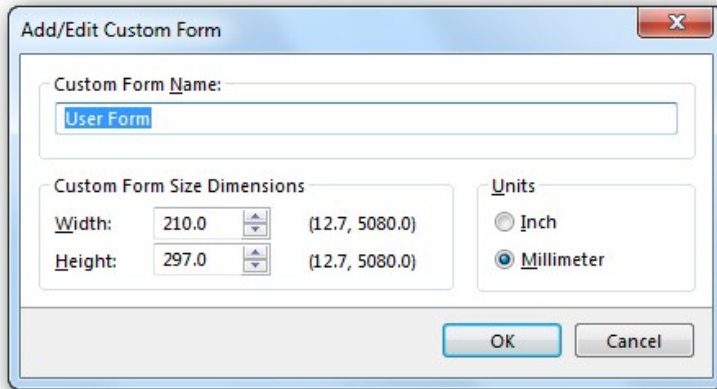
Whilst we provide an extensive list of page sizes within PDF-XChange many print shops and designers have told us that they need the ability to create and store page sizes they use frequently – that are not of a 'standard' size to others. You now have the ability to create and save up to 256 different custom form sizes.

To add or edit a custom form (paper) size – simply the desired option from those available.



**Custom Forms** are defined by clicking the **Add** button and filling out the fields on the **Add/Edit Custom Form** dialog:





1. **Custom Form Name:** Name to identify this form. This should be unique and meaningful.
2. **Custom Form Size Dimensions:** Determines the form size. This should be the overall sheet size including margins. These dimensions are fractional.
3. **Units:** You may select Inches or Millimeters.

## Fonts

**The Fonts property page** allows you to enable or disable font embedding, you can enter a list of fonts which you prefer to always embed and which should never be embedded.

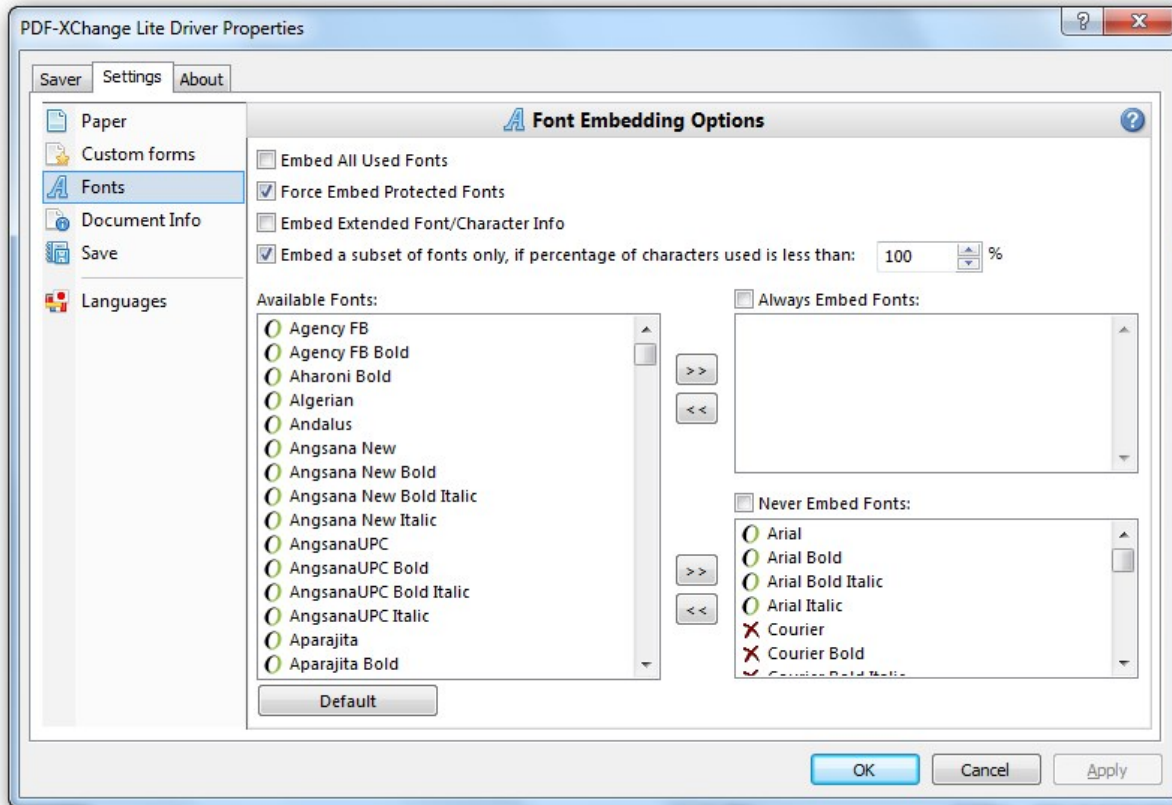
As a general rule, common fonts which can be expected to reside on users PC's (such as Arial, Courier etc) should be set to never be embedded, but unusual fonts which you cannot expect viewers of your files to have in residence on their local PC's should be embedded. In the event you do not embed such fonts the viewers results cannot be guaranteed in terms of the manner formatted.

**Tip:** Embedding fonts does add to the file size generated, so to avoid this possibility where you require the minimum file size possible (i.e. web downloadable files), keep the use of unusual or proprietary fonts to the minimum possible.

PDF-XChange includes the ability to manage the way fonts are handled within the PDF files you generate.

Whenever possible you should choose to NOT embed fonts within the PDF files you generate. This ensures maximum file optimization and smaller files. This means ideally you should choose, whenever possible, to use **standard windows fonts when creating the original document text – one that will be present on a wide selection of users machines.**

However there will be times when this will not be possible – perhaps you use a certain font for your company or clients Logo – or you are forced to use a given font style by a Government Agency or Trade body – in this instance you will need to ensure that any obscure or unusual fonts are embedded in the file you create if you desire your users to see exactly what you see on the screen.



1. **Embed All Used Fonts:** If selected, all fonts used within the source document or text will be fully included in the PDF file and available to recreate the document for the reader on any machine – whether loaded on the PC or not – this does increase file – though often not too dramatically provided a wide array of fonts and styles are not used in the document in question.
2. **Force Embed Protected Fonts:** Some fonts you have on your system may be licensed for your use only and not for distribution by you to any third party – if the PDF file is for your use only or you are convinced that either your target audience or you have the rights to use and distribute this font – you may force its inclusion within the PDF file generated – even if it is protected from being included. Some Font publishers set this property on their fonts and unless you force embed it – when opened by a viewer without the fonts resident on their PC – a substitute font will be used – this could have a detrimental effect on formatting of the page.

**PLEASE NOTE IT IS YOUR RESPONSIBILITY TO ENSURE YOU ARE LICENSED TO DISTRIBUTE FONTS AND FILE CONTENT.**

3. **Embed Extended Font/Character Info:**
4. **Embed a subset of fonts only, if percentage of characters used is less than:** This option analyzes your printed text prior to PDF creation and determines if the prescribed % content for the fonts used is less than the figure set – if so only a subset of the font is included containing the font characters used within the file – rather than the entire font to assist in optimizing the PDF file size – if the font content exceeds the threshold set – then the entire font character set is embedded within the file.

For viewing of your PDF files by 3rd parties – this should be sufficient to ensure readability and formatting accurately matches the original document – however if your file is likely to be edited or content extract by others – this can cause issues, as only a partial set of the font characters for the entire font is available, therefore if a user editing the PDF file requires use of characters not included with the embedded font – they will not be able to do so using the original font, unless they also have this font resident on their system.

If your file is not intended for editing – then it is recommended you leave the default 100% setting – otherwise

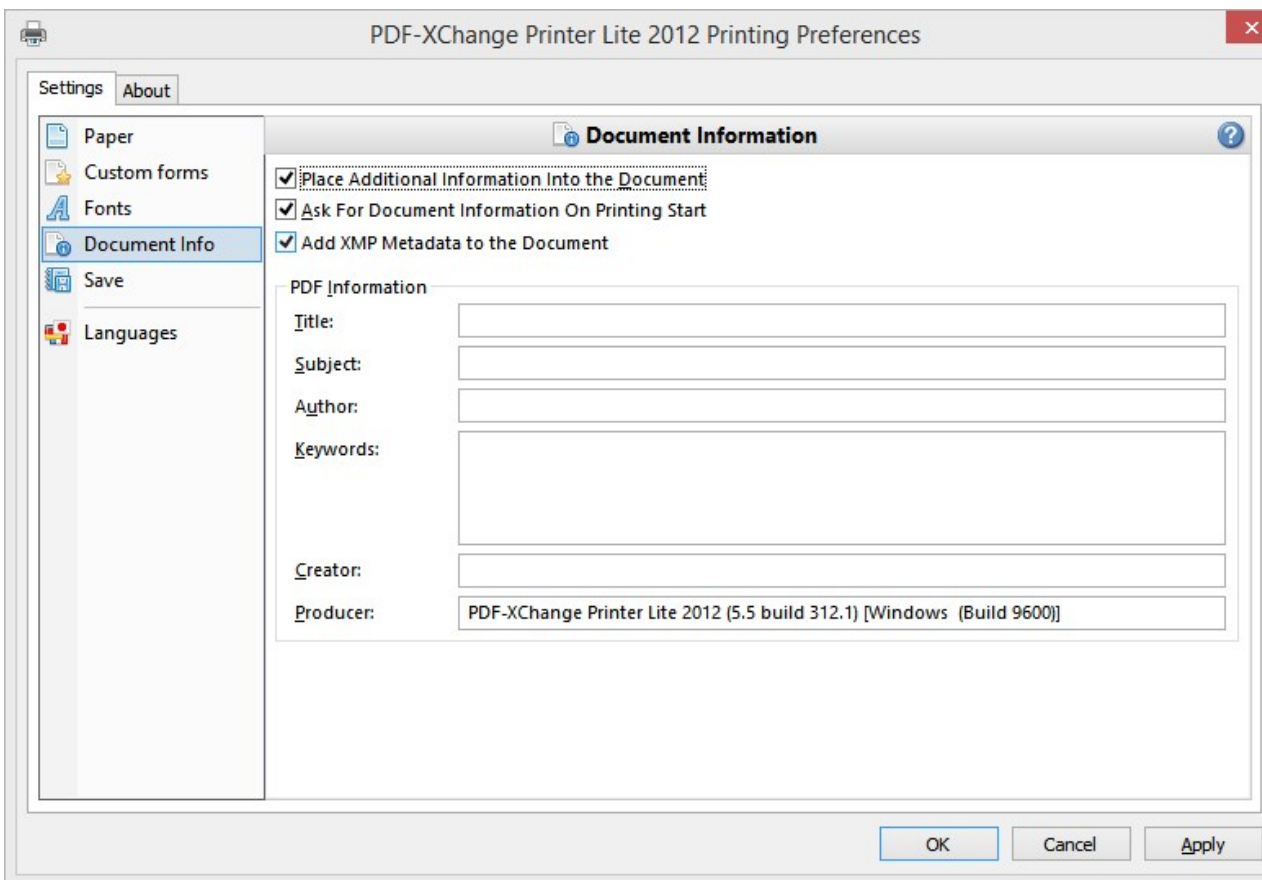
it is for you to determine a threshold that reflects the likely hood characters not already represented in the text of your document could be used in any future alterations to your original and balance this against the value of ensuring the file size is optimized as required.

5. **Available Fonts:** A list of all the fonts available to you for embedding. Fonts from this list may be entered into one of two lists:
- **Always Embed Fonts** When checked, the selected fonts will always be embedded. You can add and remove fonts in this list. Any matching fonts found in the file you generate will be included to ensure **correct formatting when viewed by your user – this will increase the file size and should only be used** when you believe it unlikely that your users may not have the file resident on their machines.
  - **Never Embed Fonts** When checked, the selected fonts will never be embedded. You can add to this list any fonts that you believe will always reside on your users machines and therefore need never be **incorporated in a PDF file – irrespective of any other options you may select. You will see we have** already partially populated this list with default Windows and Adobe Acrobat viewer fonts. The more fonts **in this list usually the smaller the files you generate are likely to be – assuming the fonts are used in the** original documents being converted. There is no gain however if you add fonts never used !

There is one exception to the above – if special symbols from any font are utilized in a source document – they will always be embedded in the PDF document no matter what settings are chosen.

## Document Info

The **Document Info property page** allows the user to specify whether to include PDF Information for the documents created with PDF-XChange. The **Place Additional Information Into the Document** check box controls this behavior and is on by default.

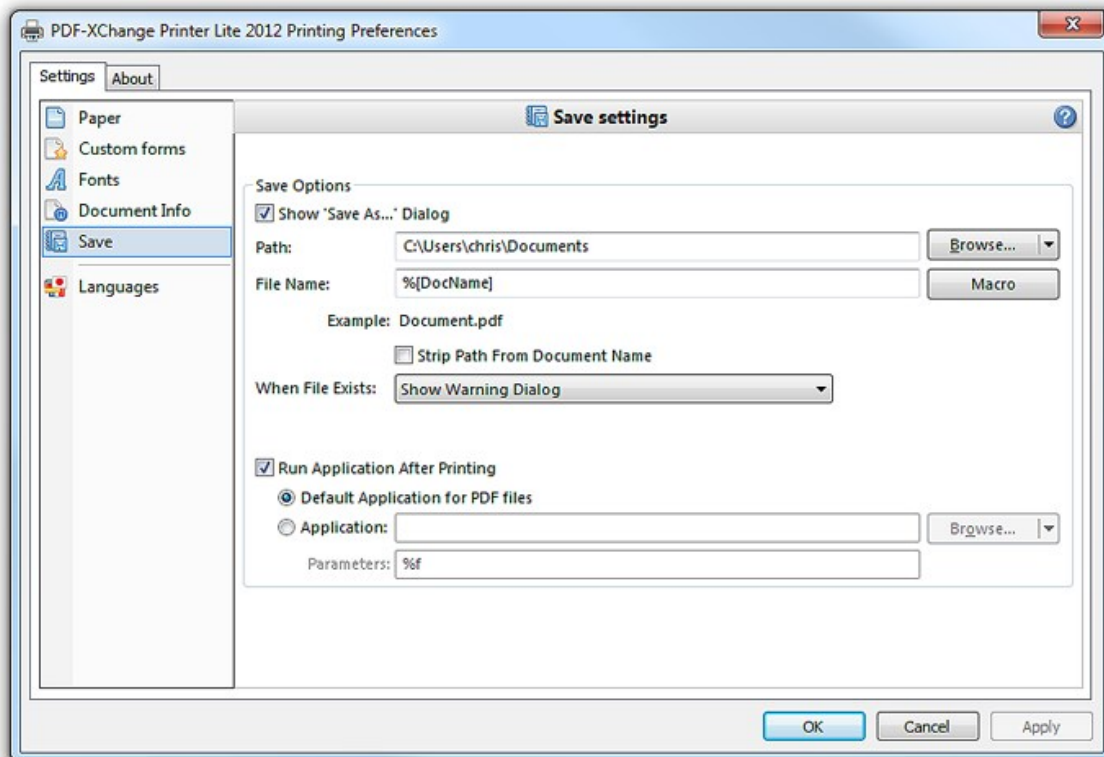


- **Place Additional Information into the Document:** When checked, the specified info fields will be entered into the document.
- **Ask For Document Information On Printing Start:** When checked, a dialog box will open when the PDF generation begins to allow entering the specified Info fields.
- **Add XMP Metadata to the Document:** Please see [Extensible Metadata Platform \(XMP\)](#) for more information on this powerful extension to the standard PDF format.
- **PDF Information**
  1. **Title:** Allows a title for the document. All the documents created with the PDF-XChange, will have this title by default unless edited later.
  2. **Subject:** Enter the subject of the documents. As with the Title value, all documents will have this subject until updated subsequently again.

3. **Author:** The Document Author, may an individual or Company etc.
4. **Keywords:** Enter here the keywords for documents. This value can have arbitrary form but when properly formatted can significantly enhance search returns through large PDF document volumes.
5. **Creator:** Specify here the creator of the document. This can be the same as the Author value or a department etc within your organization.
6. **Producer:** This field provided in informational purposes only and the value may not be altered. It denotes the software producing the PDF files (PDF-XChange) and its version.

## Save

The **Save property page** allows you to specify the method of how the PDF-XChange 5.0 will name the document created.



1. In the **Save Options** property you can specify how PDF-XChange should save your documents.
  1. **Show 'Save As...' Dialog:** If this option is selected, PDF-XChange will always ask you to specify a name for the resulting file with help of the Save PDF File dialog before the file is written.
  2. **Use Predefined Values:** If this option is selected, four additional options will be made available:
  3. **Path:** In this field specify the path where all generated PDF documents should be located on your system. To use this property press the **Browse...** button. Also the **Browse...** button has popup menu populated with the list of paths to such folders as Desktop, My Documents, Temporary folder and network drives etc.
  4. **File Name:** In this field specify a default name or **Macro** to be used in naming the file. To specify a macro use the Macro button, this will reveal a popup menu, from which you can select the from a list of available macro's. You may combine and append Text and Macro's to achieve your desired formula for a file name.

Please refer to [Document Naming Macros](#) for a complete description of the powerful Document Naming macros supplied with PDF-XChange 5.

5. **'Strip Path From Document Name':** PDF-XChange inherits the file name and path to use for the PDF created from the source document you are converting and the application in which it is opened – some applications do not conform to a common standard and erroneous content will add additional characters and information making the path (particularly) unusable. This can of course be edited in the 'Save As' dialog – but if you prefer the file name only can be presented in this dialog allowing you to select a path of your choice each time a file is created.
6. **When File Exists:** this option allows you to specify what the PDF-XChange should do while saving the document into the file with the name/location (after any macro replacement) of the already existing file. The options are the following:
  1. **Show Warning Dialog:** shows the dialog box asking you whether you wish to Overwrite or Append
    - **Always Overwrite:** will always overwrite the existing file with the new one.
  2. **Auto Number:** appends to the new file name a number thus making this name unique. When this item is selected you can specify the number to start from and the digits the Auto number will have.
  3. **Merge With Existing (Append To):** appends the pages from the new job to the end of the existing PDF file.
  4. **Merge With Existing (Insert Before):** the same as above except that the pages from the new job are inserted at the beginning of the existing PDF file.
7. **Run Application After Printing:** If this check box is on you have two options to supply an application that will be launched after PDF-XChange has generated the new PDF file:
  1. **Default Application for PDF Files:** the application launched will be the default application for the file type as registered with Windows (the application associated with the file type) – for example if a file was selected in Windows explorer and opened – Usually Adobe's Acrobat Reader. If there is no such application available on the system, the parameter will be ignored.
  2. **Application:** allows you to specify the application to launch. Press the **Browse...** button to locate the desired application manually on your PC. Also the **Browse...** button allows you to quickly choose an application from the popup menu if one exists.
8. The **Parameters** field can be populated with the command line options required by the application to run. By default it contains the macro '%f' which is expanded by most applications to be the file name just created and the path for that file. If left empty, the default value '%f' will be used.



## Document Naming Macros

[\[Docname\] – Titrules.js](#)  
[Date Formatting Macros](#)  
[Time Formatting Macros](#)

The Document Naming Macros integrated into PDF-XChange 5 are based on a powerful rule-based set of macros for generating "generic document names" for output PDFs. When properly used, generated PDF documents can be uniquely named using a variety of identifying characteristics, such as application name, document name, document path, date and time, computer and user names, and even values contained in Environment Variables!

When you click the Macro button to the right of the File Name line, the following Menu appears



**TIP: You can combine Macro's** to build a PDF file name as required using the '\' character as a separator between the required Macro's i.e. `%[User]\%[DocName]`

**TIP: The Example line below the File Name** shows how the resulting filename will look.

1. **Application Name – %[AppName]** Will be substituted with the name of the application that calls PDF-XChange 5.0. For example, if calling from Microsoft Word, **%[AppName]** will be "WINWORD".
2. **Document Name – %[DocName]** Will be substituted with name of your printed document. For example, when you print from a Microsoft Word application, for a document named as Test.doc (which would generate a file called Test.PDF), this macro will have the value **Test**. The extraction of the document name is more complex than the simple example given above. A complete description of the process is given in topic [%\[Docname\] – Titrules.js](#).
3. **Document Path – %[DocPath]** The path of the original document, but with drive letter colons replaced by underscores; e.g. C:\My Documents will change to C\_\My Documents.

**N.B. The backslashes marking folder divisions ARE NOT changed!**

4. **Date – %[Date]** Will be replaced with the full current date. Date is formatted as **MM-dd-yyyy**, where **MM** =

2-digit month with leading zero, **dd** = 2-digit day with leading zero, and **yyyy** = 4-digit year. This format may be changed.

See [Date Formatting Macros](#) for a detailed description of the date formatting used.

5. **Year – %[Year]** Will be replaced with the **year** component of the current date.
6. **Month – %[Month]** Will be replaced with the **month** component of the current date.
7. **Day – %[Day]** Will be replaced with the **day** component of the current date.
8. **Time – %[Time]** This macro will be replaced with the time of the document print. Time is formatted as **HH-mm-ss**, where **HH** = is hour based on the 24-hour clock with leading zero, **mm** = minutes with leading zero, and **ss** = seconds with leading zero. This format may be changed. See [Time Formatting Macros](#) for a detailed description of the time formatting used.
9. **Hour – %[Hour]** Will be replaced with the **hour** component of the current time.
10. **Minute – %[Minute]** Will be replaced with the **minute** component of the current time.
11. **Seconds – %[Second]** Will be replaced with the **second** component of the current time.
12. **Pages Count – %[Pages]** Will be replaced by the document's total page count.
13. **Computer Name – %[Computer]** Adds the system stored computer name to the output PDF file name.
14. **User Name – %[User]** Adds the currently logged in Username to the output PDF file name.
15. **Environment Variable – %[Env]** The full form of this is **%[Env:<name of environment variable>]**. For example, if an Environment Variable named "DIVISION" is loaded with a code for the user's corporate division, then that could be inserted into the file name by using **%[Env:DIVISION]**. Setting of Environment Variables themselves is beyond the scope of this documentation.

**Note:** It is not necessary to add an extension to the file name, PDF-XChange 5.0 will automatically add the correct. **PDF** file type, to the filename.

## [Docname] – Titrules.js

The **%[Docname]** macro would seem to be quite simple: return the document name devoid of folder or extension.

However, this is not how Microsoft defines document name, and this makes the extraction of the actual document name difficult, and that is why the Titrules.js JavaScript was written. Titrules.js allows [pdfSaver](#) to take into account the vagaries of document naming over the standard Windows and MS-Office products.

The **%[Docname]** macro is set from the main **getDocumentName** function in Titrules.js. When **pdfSaver** is called, it creates an **event object** which contains the read-only property **event.rawDocumentName** which contains the document name as passed from the printing application.

For example, when Microsoft Word passes the **rawDocumentName**, it does not appear as the simple name "docname.doc", but rather as "Microsoft Word – docname.doc". Each Windows and MS-Office product that prints uses its own naming convention.

To help determine which naming convention is being used, the **event** object has another property called **event.appName**. It is another read-only property whose value is the name of printing application (for example, "winword.exe" for MS Word, or "notepad.exe" for Notepad). The **getDocumentName** function uses this **event.appName** to determine which naming convention is being used by the printing application when it generates **event.rawDocumentName**.

### The Advantages of Using Titrules.js

The major advantage of using **Titrules.js**, as opposed to just writing a function and burying it in **pdfSaver**, is that it may be modified at will to accommodate new naming conventions without having to invest additional time in creating new revisions of **PDF-XChange 5** simply accommodate these changes.

**N.B.** Modifying **Titrules.js** is a job for an experienced JavaScript programmer, and should not be undertaken lightly by a **PDF-XChange 5** user with no programming background! If you do not have such expertise at hand in your organization, **please** let us know through our [Forums](#) if you require assistance in modifying Titrules.js to handle printing for a particular program!

## Date Formatting Macros

The %[Date] macro may be expanded to include a Date Formatting string: %[Date:<date formatting string>].

The <date formatting string> is adapted from the standard Windows date coding and may be combination of the following character codes. Note that the case (upper or lower) is critical!

### Code Description

**d** Day of month as digits with no leading zero for single-digit days.

**dd** Day of month as digits with leading zero for single-digit days.

**ddd** Day of week as a three-letter localized abbreviation.

**dddd** Day of week as its full localized name.

**M** Month as digits with no leading zero for single-digit months.

**MM** Month as digits with leading zero for single-digit months.

**MMM** Month as a three-letter localized abbreviation.

**MMMM** Month as its full localized name.

**y** Year as last two digits, with a leading zero for years less than 10. The same format as "**yy**."

**yy** Year as last two digits, with a leading zero for years less than 10.

**yyyy** Year represented by full four digits.

For example, to get the date string "Wed, Aug 31 94", use the following picture string: "ddd','MMM dd yy"

**N.B. All inserted characters which are not allowed in file names, such as backslashes '\', will be converted to underscores!**

**A more complete description may be found on the [Windows website](#).**

## Time Formatting Macros

The %[Time] macro may be expanded to include a Time Formatting string: %[Time:<time formatting string>].

The <time formatting string> is adapted from the standard Windows time coding and may be combination of the following character codes. Note that the case (upper or lower) is critical!

### Code Description

**h** Hours with no leading zero for single-digit hours; 12-hour clock

**hh** Hours with leading zero for single-digit hours; 12-hour clock

**H** Hours with no leading zero for single-digit hours; 24-hour clock

**HH** Hours with leading zero for single-digit hours; 24-hour clock

**m** Minutes with no leading zero for single-digit minutes

**mm** Minutes with leading zero for single-digit minutes

**s** Seconds with no leading zero for single-digit seconds

**ss** Seconds with leading zero for single-digit seconds

**t** One character time marker string, such as A or P

**tt** Multicharacter time marker string, such as AM or PM

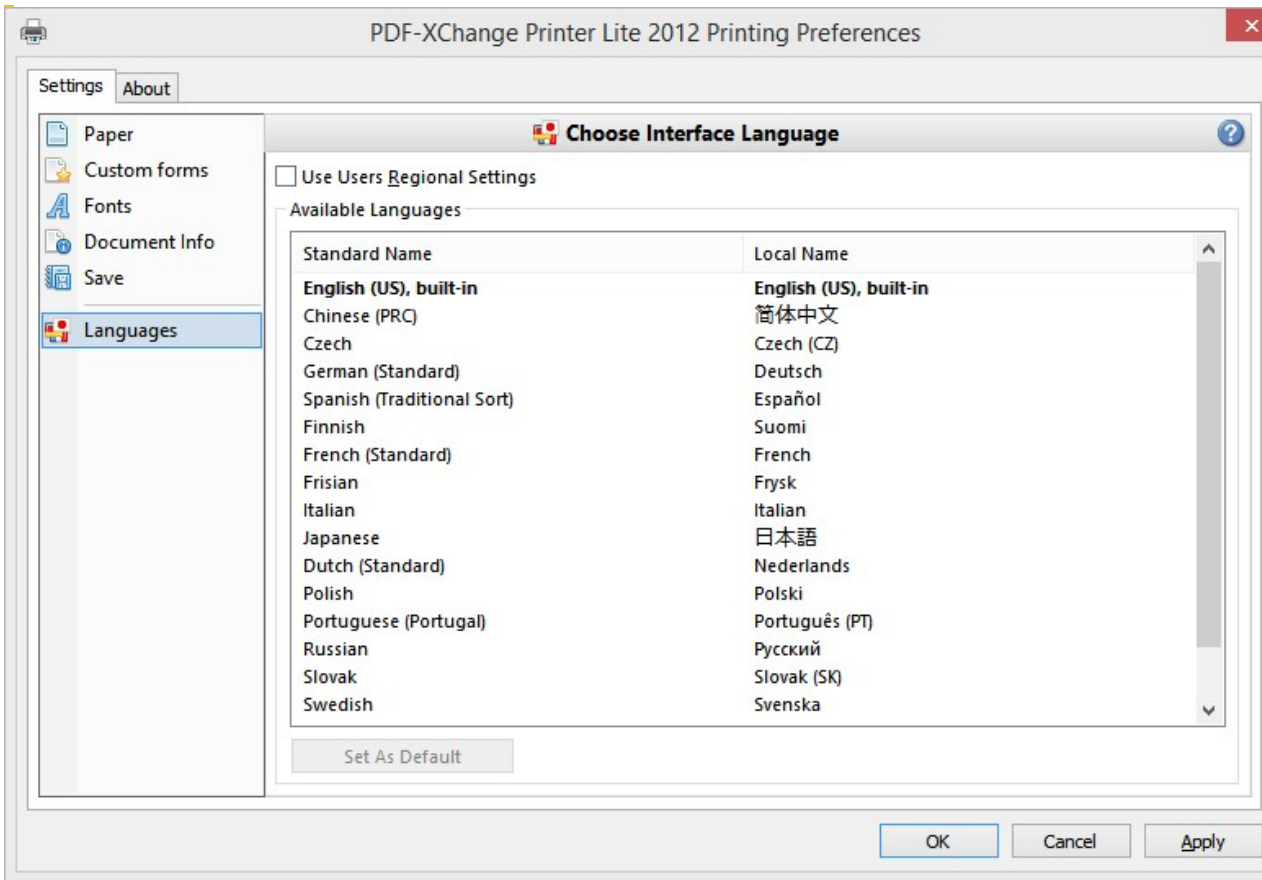
For example, to get the time string "11\_29\_40 PM", use the following picture string: "hh':'mm':'ss tt"

**N.B. Any inserted characters which are not allowed in file names, such as colons will be converted to underscores!**

**A more complete description may be found on the [Windows website](#)**

## Languages

PDF-XChange is provided with multiple language support options which allow you to modify the language in which the user interface is displayed.



Simply choose a language, then click on "Set as default".

On installation the default language installed for support is that as defined within your Operating Systems Geographic settings if available – otherwise English is installed. This option allows you to change that to another supported Language file.

If you use the [Silent Installation](#) options you can define a default Language pack as required.

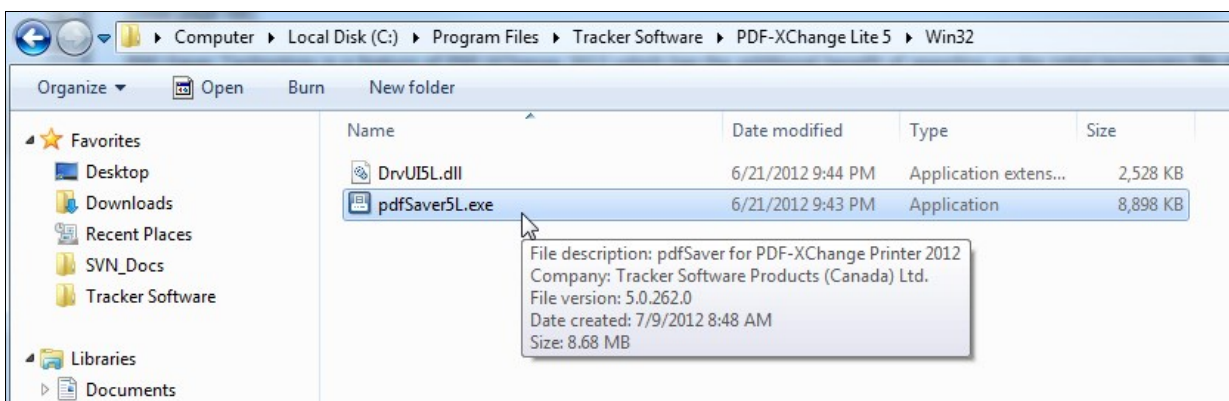
**Use Users Regional Settings:** When checked, the current user's regional settings are used instead of the default language.

## pdfSaver

[pdfSaver Settings](#)  
[About pdfSaver](#)

PDF-Saver Technology is a feature of PDF-XChange 2012 which has the additional benefit of speeding up the initial temporary file generation process and allowing the user to continue to queue new jobs - prior to final file assembly and generation.

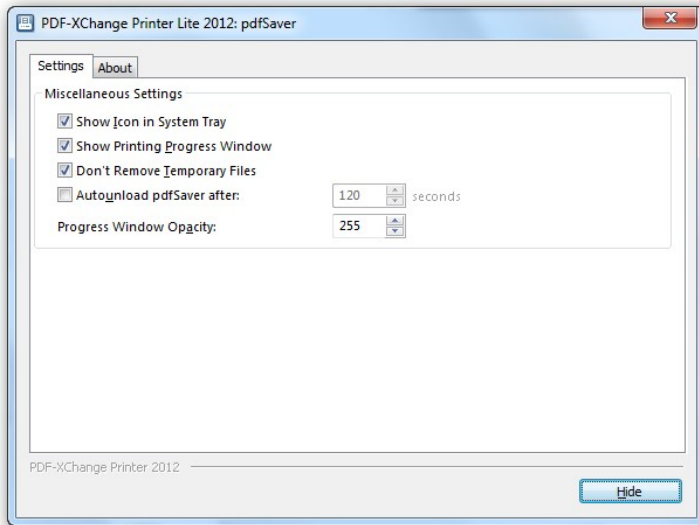
To access the pdfSaver interface, first using Windows explorer double-click the pdfSaver executable, C:\Program Files\Tracker Software\PDF-XChange Lite 5\Win32\pdfSaver5L.exe.



This will launch pdfSaver5L, then double-click the pdfSaver5L icon on the Windows System Tray.



This will open the pdfSaver interface:



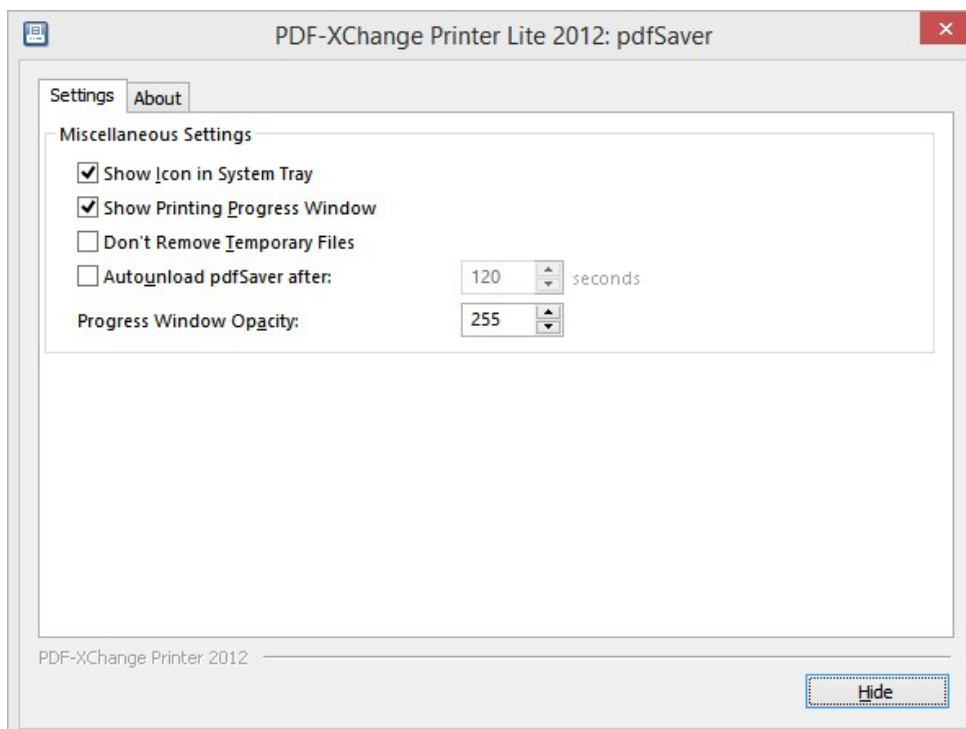
See [pdfSaver Settings](#)

**Note:** V5 of pdfSaver now takes it's language settings directly from the Lite Printer [Languages Settings](#), rather than maintaining it's own and the languages tab has been removed from the pdfSaver interface.

## pdfSaver Settings

### PdfSaver 5.x – Settings

There are several settings that affect how **pdfSaver** performs in the Windows environment:





1. **Miscellaneous Settings** if checked, all available jobs in the Default Folder will:
  1. **Show Icon in System Tray:** When checked, the **pdfSaver** icon will be placed in the system tray. Clicking the icon will open the **pdfSaver** dialog. When unchecked, no icon is provided.
  2. **Show Printing Progress Window:** When checked, a window showing the progress of PDF generation will be displayed. When unchecked, no progress window will be displayed.
  3. **Don't Remove Temporary Files:** Checking this checkbox will save the temporary files.
  4. **Autounload pdfSaver after:** If checked, after the specified timeout (in minutes) the **pdfSaver** module of the PDF-XChange driver will unload. This ensures that the minimum necessary memory is in use at any time – this is only necessary where multiple users may be using PDF-XChange on a single PC, Server or Citrix/WTS system at a given time as the resources used are minimal – but could be collectively quite large in such a system as described above.

## About pdfSaver

**PDF-Saver Technology** is a unique feature of PDF-XChange Version 5 which has the additional benefit of speeding up the initial temporary file generation process and allowing the user to continue to queue new jobs – prior to final file assembly and generation.



### FAQ's and useful tips

Please read this section of the PDF-XChange Lite Help/Manual - even if you read no other - it will save you time and potential frustration as it is the culmination of 1000's of user support requests -the most common of which are repeated again and again - to save them being asked again, we have answered them here for all to see.

Before reporting a problem - please always ensure you have the latest release/build of the product to which you are entitled - downloads are available from our [Downloads Page](#) - evaluation installations are installed live when installed to a licensed user with a valid serial number.

### **The install seems to have failed! I have installed PDF-XChange Lite, all appeared to go well - but I cannot see a program icon on my desktop or my Program list?**

That is because PDF-XChange is not installed as a conventional program - but as a Printer available from any of your other Windows Software Programs that can print to a conventional printer or plotter Simply output the document or drawing to the PDF-XChange printer, altering any of the desired settings and PDF-XChange will generate a PDF file of the document or drawing in question.

If you do not see a PDF-XChange printer in your printers list after installation, please see our [Forum FAQ page](#) for more details on how to request help and provide a log file to allow us to assist you.

### **I have changed the Printer Preferences such as paper, compression etc - they work fine once, but the next time I use PDF-XChange these preferences are lost - why can they not be saved?**

That is because you made these changes at the time of printing - in common with all printers, PDF-XChange will use and then discard such changes at the end of the print job in question, this is the correct behavior for a printer device, **HOWEVER** if you go to the Windows Control Panel 'Printers' option and make your desired changes here - these will be preserved and used as the default printer settings until changed in this manner again in the future.

### **I have links to web site pages/files in my document - but when I convert them to a PDF File - they are not functional?**

To ensure that URL (or Email) links in your documents convert correctly, you must ensure the following rules are followed:

That you have the option to 'analyze links' on in the PDF-XChange 'LINKS' preference TAB

PDF-XChange directly supports only 'literal' links within a document - not embedded links.

i.e. <http://www.tracker-software.com> will function - 'CLICK HERE' will not function

PDF-XChange does not support 'Multi-line' links - the entire URL or email address must be on a single line.

### **Why am I getting a demo watermark on my PDF pages - I bought PDF-XChange Lite, can I create a PDF without these 'BUY NOW images?**

Yes, you should - if you have installed a licensed version you should get no watermarks like this -only your own if you have them setup, common causes are :

You have bought PDF-Tools - not PDF-XChange and thus you still have the demo version of PDF-XChange.

You still have the demo version installed - remove the demo version and install the live version.

### **I bought PDF-XChange because I read in reviews that it created by far the most consistently small files from my source documents - but the files resulting sizes are still very large - what's wrong?**

**Common causes of large files are as follows :**

You are embedding fonts in your files - try to use commonly used fonts that the viewer will have installed - then you will not need to set the font embedding on.

You are including image files that cannot be optimized - try to ensure that the image files you use are already compressed using a suitable file format such as GIF or PNG for color or a compressed TIFF for MONO etc

**I need to get support for some problems I am having, what should I should I do and how much does it cost?**

We provide support **FREE** of charge via our web site and by email, to ensure you get the best service promptly from us we need the following information from you - or we are unlikely to be able to help:

Make sure you already have the latest update installed - we fix many problems before users are even aware - please make sure you are up to date with the latest versions to which you are entitled!

Check our [Online Support Forums](#) for similar issues first.

Assuming you have the latest version installed - we need the following information as a minimum: Windows Operating System Version, The Version of the software you are creating your document in, Your PDF-XChange Version (available from the PDF-Saver 'About' Window (not PDF-XChange) and a complete description of the problem.

**Also, most problems will require you send us 'ZIPPED' copies of the :**

Original file you are trying to convert to PDF and the PDF file generated (if any) failure to zip the files before sending will result in them being rejected by our email server and this will further delay attending to your problem.

Having established what is necessary from the above post your problem to our [online support forums](#) at - **with any ZIPPED files** required and the information detailed above

**More FAQ's** are available from our **Support forums** and these are usually more up to date and timely.

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