PDF-XCHANGE

PDF-XChange Lite V8 USER MANUAL

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1 Welcome

PDF-XChange Lite V8

PDF-XChange Lite V8 is the lite version of our best-selling software for the creation and virtual printing of industry-standard PDF files - **PDF-XChange Standard V8.** It's compatible with files from almost all **Windows** applications such as **MS Word, Excel** and **AutoCAD. PDF-XChange Lite** features an optimized, hybrid conversion engine that significantly increases the quality of conversion for images and image-based text characters and prints to both **GDI** and **XPS.** Converted files are smaller in this version too - allowing for faster uploads/downloads, a reduction in storage space and increased data retention - even at high levels of compression.

PDF-XChange Lite installs as a virtual printer that generates fully-compatible, industry-standard, native PDF files. The files that **PDF-XChange Lite** creates feature searchable text, which greatly increases the efficiency of searching, selecting and editing files.

When **PDF-XChange Lite** is installed, select files to print virtually and click **Print**. Select **PDF-XChange Lite** as the printer to be used. Documents will then print virtually to PDF. There are a range of adjustable settings that determine the parameters of created documents. For example, it is possible for documents to retain the name of the document from which they were created, and macros have been introduced to increase workflow efficiency.

PDF-XChange Lite requires no additional 'plug-ins' or software. However, we recommend installing another of our products, **PDF-XChange Editor,** for the viewing and manipulation of files created using **PDF-XChange Lite.** It's completely free, and the two products are designed to work in tandem. A free download of **PDF-XChange Editor** is available at the download page of our website, which is available **here.**

We offer several further cutting-edge applications for the manipulation of PDF and image files. See the **PDF-XChange Products Page** for more information.

If you have any queries then please **Contact Us.** We aim to respond to all communication within eight hours - and we are usually much faster. Additionally, the **User Forums** are an

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excellent resource for troubleshooting, and our **Knowledgebase** contains over four hundred articles about our software and other relevant information.

This manual is composed of the following sections:

- **Installation** details the installation process, system requirements and licensing details for the software.
- **Features Overview** details the main features of the software.
- **PDF-XChange Lite Printer Settings** details the product settings, and is structured to match the UI of the software.

A PDF version of this manual is available **here.**

Note that the icons in the upper left of the screen can be used to browse/search the manual:

Click the **Table of Contents** to view/move to chapters of the manual.

Click the **Keyword Index** to view keywords, and click keywords to move to their location in the manual.

Click **Search Topics** to enter custom search terms.

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2 Installation

Installation

Follow these steps to install **PDF-XChange Lite V8:**

1. Use the link in your purchase confirmation email or click the **here** to download the evaluation version of **PDF-XChange Lite V8.**

2. When the download is complete, click the **PDFXLiteHome8.zip** file to open the containing folder. (**Winzip** and **CnetsDownload.com** have free downloads available if you require software to unzip files).

3. **PDFXLiteHome8** is displayed next to an icon. Double click either the text or the icon to open the **Run/Cancel** dialog box.

4. Click **Run** to open the **PDF-XChange Lite V8** setup.

5. Click **Next.**

6. Read the license agreement and select the check box to continue.

7. Click **Next.**

8. Select either **Custom** or **Complete** setup type and select the installation location.

9. Click **Next** and follow the instructions to install the software. Please note that the first time the installer is run it will prompt for a registration number/activation code. We recommend that this is copied and pasted from receipts in order to avoid mistakes.

When an evaluation copy of **PDF-XChange Lite V8** is installed, all output is generated with two watermark stamps on each page. When a full version has been purchased it is necessary to enter the serial number provided to ensure that all future output is free of the evaluation watermarks. Follow the steps below to register:

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1. Install the software using the steps outlined above.

2. Move to the **Control Panel** and click **Devices and Printers.**

3. Right-click **PDF X-Change Lite V8** and click **printing preferences** in the submenu.

4. Select the **About** tab in the main toolbar.

5. In the **About** window, click the **Registration** button.

6. Click the **Add New Serial Key** button.

7. Enter the serial key into the text box, or copy and paste it from the clipboard.

8. Click **Continue** to register.

If you have already installed the evaluation version of **PDF-XChange Lite V8** then there is no need to install it again. Simply follow the steps outlined above to register the product.

Note that it is not necessary to be online to install a license for **PDF-XChange Lite V8.** If you have a hard copy of your license key (for example on a USB stick) then you can simply copy it into the text box in the **Registration** section detailed above in order to register the license on an offline machine.

VERY IMPORTANT

Please keep your serial key/activation code safe. Do not share it with other parties, as doing so constitutes an illegal breach of copyright. If we discover evidence of abuse then updates will be disabled for your account. Serial keys/activation codes found on websites offering free and illegal software distribution will be disabled immediately. We monitor such websites on a daily basis. Help us safeguard the integrity of our products to ensure that their future development is made possible. Theft of our software deprives us of investment that improves our products for the benefit of all clients.

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2.1 Licensing

Licensing

PDF-XChange moved to a new serial key licensing system at build 308 of our products. The new system offers both the standard serial key method of licensing our applications as well as the option to use a license file. The license file is known as an **"XCVault"** file, which is a modified .zip file. The main benefit of this feature is that there is no longer a need to re-install the software if you are using an evaluation version and intend to upgrade. Follow the steps below to access and activate **XCVault** files:

1. Login to your account with **PDF-XChange.**

2. Move to the "**Your products and Serial numbers**" tab.

3. Move to the product for which you would like to download the **XCVault** file.

4. Click the arrow icon indicated in ***(figure 1)***. The window will expand as detailed below:

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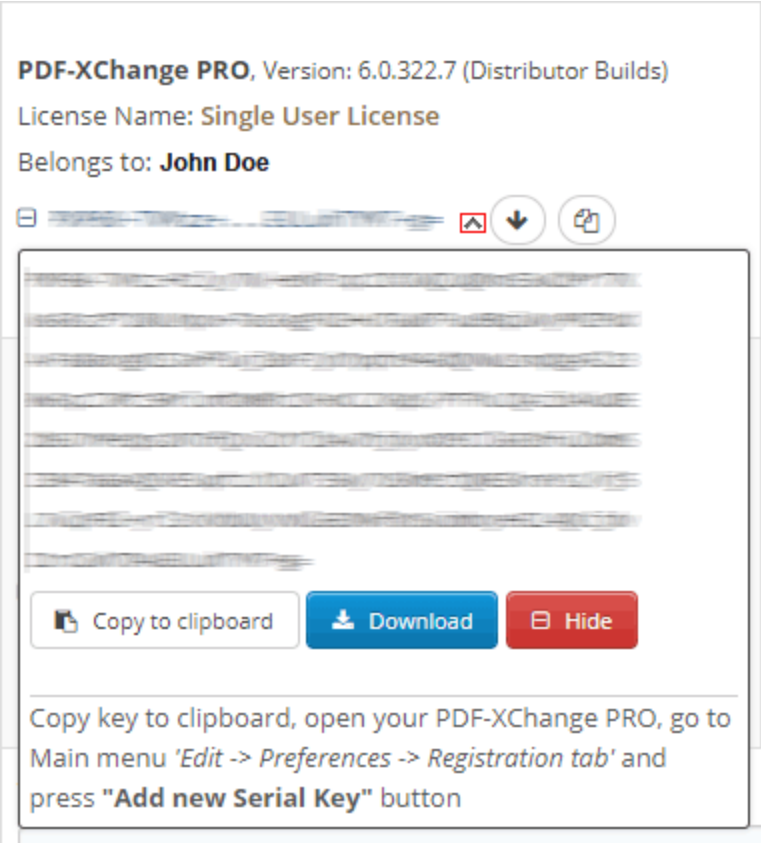

Figure 1. XCVault File Access Point

5. Click the **Download** button. The **XCVault** file will then download to the local computer.

6. Click the download icon to launch the **XCVault** file. All product licenses will then update automatically.

System administrators should note that this information is stored within the **Windows** registry. However, the method used to license the application can have an effect on the storage location. When an **XCVault** file is used, its information is stored in two locations: **HKCU\Software\Tracker Software\Vault** and **HKLM\SOFTWARE\Tracker Software\Vault.** It should also be noted that license information is stored as a hexadecimal value. Therefore, if a registration key is being used to deploy the license, it is advisable to first license a single machine in order to create the first registration key.

Standard Deployment

Copy and paste serial keys into the installer to implement them during installation. Alternatively, click the personal.xcvault file after installation has taken place.

Silent Deployment

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XCVault files can also be used for silent deployment of serial keys after installation has taken place. A windows command line can be used to push the **XCVault** file to each user that qualifies for a full license. The command line for operation is: **XCVault.exe /Option <path_to_xcvault_file>.** Available command line options are detailed below:

XCVault Command Line Options

/s

Installs the software in silent mode.

/m

Per machine - administrative rights are required for this option.

/Install

This command designates the utility as the default handler of **.xcvault** files in the system. Please note that this requires administrative rights.

Example

```
xcvault.exe /Install
```

/AddKeys

This command installs all license keys from **.xcvault** files.

Syntax

xcvault.exe [/AddKeys] [/M|/S|/R] <xcvault_file>

/M – specifies that new keys are added in the **HKEY_LOCAL_MACHINE** registry section and administrative rights are required.

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/R – specifies that new keys will be unencrypted when added. Please note that this does not affect existing keys.

/S – specifies that the command is not permitted to show error/information messages.

Examples

```
xcvault.exe /AddKeys "c:\Personal.xcvault"

xcvault.exe "c:\Personal.xcvault"
```

/OpenKeys

This command removes protection for all installed, protected license keys on the machine and converts them into unencrypted, readable text. Additionally, this command places a permanent flag in the system registry that forces all products from **PDF-XChange** to add new license keys without the standard encryption.

Please note that the software encrypts new keys by default for security reasons. Encrypted keys cannot be exported from the registry and used on other machines. Therefore this command is available only in special cases and may require administrative rights.

Syntax

xcvault.exe /OpenKeys [/M|/S]

/M – keys stored in **HKEY_LOCAL_MACHINE** registry section only will be converted. If this option is not specified then all keys in **HKEY_CURRENT_USER** and **HKEY_LOCAL_MACHINE** will be converted. If this option is not specified and the utility has no administrative rights then only the keys in **HKEY_CURRENT_USER** will be processed.

/S – specifies that the command is not permitted to show error/information messages.

Example

```
xcvault.exe /OpenKeys
```

/ProtectKeys

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This command encrypts all installed license keys on the machine. Please note that administrative rights may be required to use this command.

Syntax

xcvault.exe /ProtectKeys [/M|/S]

/M – keys stored in **HKEY_LOCAL_MACHINE** registry section only will be converted. If this option is not specified then all keys in **HKEY_CURRENT_USER** and **HKEY_LOCAL_MACHINE** will be converted. If this option is not specified and the utility has no administrative rights then only the keys in **HKEY_CURRENT_USER** will be processed.

/S – specifies that the command is not permitted to show error/information messages.

Example

```
xcvault.exe /ProtectKeys
```

A sample script and associated literal path is detailed below:

C:\Program Files\Tracker Software\Vault>XCVault.exe /s with literal path **D:\Documents\Ref\Personal.xcvault**

Activating silent deployment is a two-step process. The first step is to call on the XCVault.exe that will apply the key. The second step is to specify the literal path to the personal.xcvault file. The presence of the script means that users are not notified of serial key deployment.

Passing License Details During Installation

The inclusion of **XCVault** files since build 308 means that the command line install option **KEY=<regkey>** no longer passes license details to associated products. The command line can be used to resolve this issue and there are two methods available:

The first method is to use the option **KEYFILE=<xcvault file>** to specify the UNC location of the license vault file <filename>.xcvault. For example:

KEYFILE="C:\Users\JohnDoe\Desktop\Personal.xcvault".

The second method is use the option **KEYDATA=<regkey>** to specify the registration key with a text string. For example:

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KEYDATA="PXP70-Y5EN....cFrBqnyKhv7eOw=".

The first method is recommended as the new keys are very complex and therefore less suited to being passed as strings at the command line.

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2.2 System Requirements

System Requirements

PDF-XChange Lite supports all **Windows** (32/64 bit) operating systems from **Windows 7** and later:

Figure 1. Supported Operating Systems

Please note the following:

- All versions from **V4** to **V8** are **Microsoft/Citrix Terminal Server** compatible.
- All versions from **V4** to **V7** are **Windows XP/Vista** compatible.
- **V3** is still available for **Windows 95/98.**
- We recommend that users install the latest **Microsoft Windows** service packs and updates before using our products, as doing so will ensure the greatest possible performance of the software.
- Our products - in particular the printer drivers that **PDF-XChange Standard** and **PDF-XChange Lite** utilize - are not designed to work in virtualized environments such as the **XenApp** software.
- There are some limitations to product support for **Windows XP** as **Microsoft** have stopped supporting it. Further information about this issue is available **here.**
- If you are using **Windows 7** then please ensure you have the latest release and all available fixes - otherwise you may encounter issues, as detailed **here.**

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2.3 The PDF-XChange Updater

The PDF-XChange Updater

The **PDF-XChange Updater** is used to check for and download updates to **PDF-XChange Lite.** Follow the steps below to access and edit updater settings:

1. Click the **Windows Start Button**.

2. Click **Control Panel.** The **Control Panel** dialog box will open.

3. Click **Devices and Printers** in the **Control Panel** dialog box.

4. Move to the **Printers** tab and right-click **PDF-XChange Lite.**

5. Click **Printing Preferences**. The **PDF-XChange Lite Printing Preferences** dialog box will open.

6. Click the **About** tab, then click **Check for Updates** in the **Help** dropdown menu to open the **PDF-XChange Updater:**

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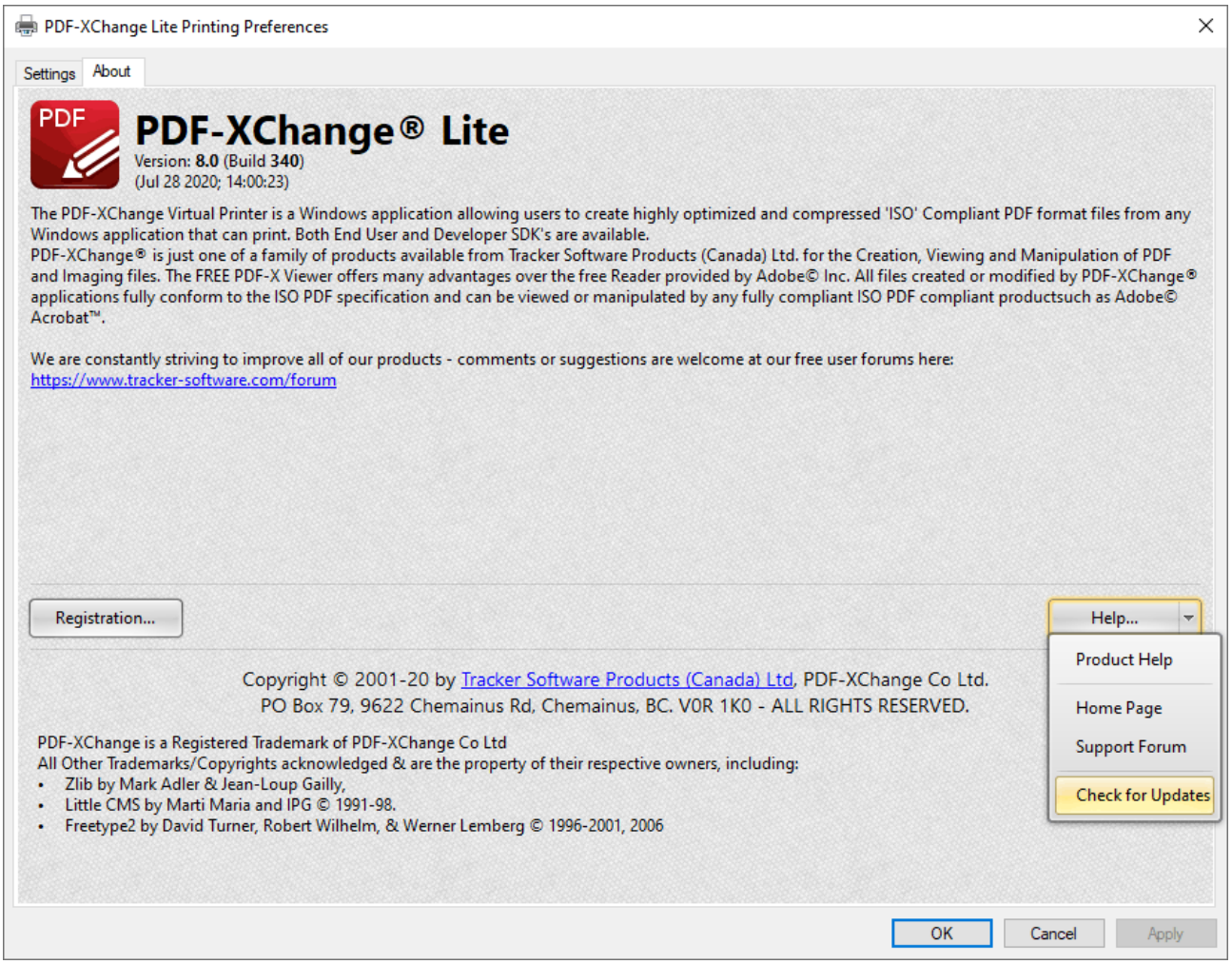

Figure 1. About Tab, Check for Updates

The **PDF-XChange Updater** dialog box will open:

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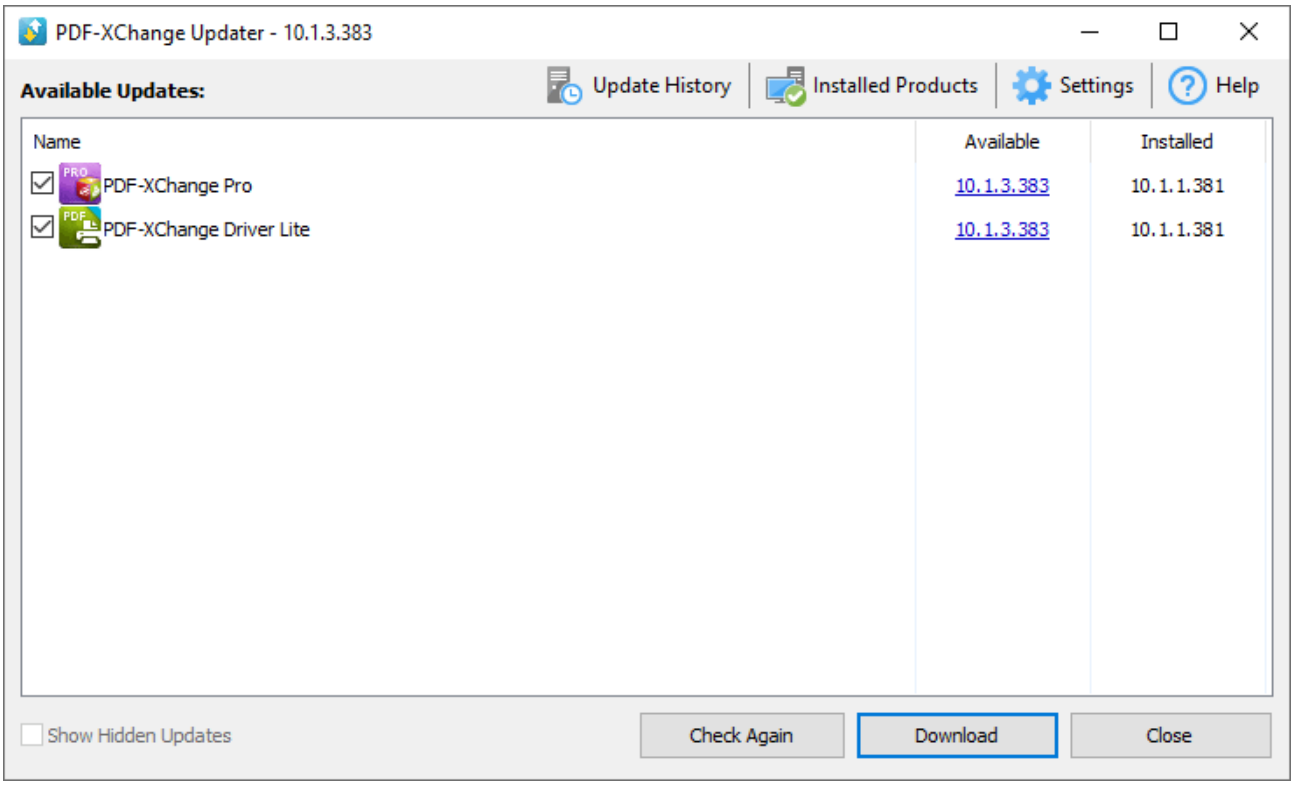

Figure 2. PDF-XChange Updater Dialog Box

- Available updates are displayed in the main window. Click the **Download** button to download and install available updates.
- Click **Update History** to view a breakdown of recent updates.
- Click **Installed Products** to view a breakdown of installed products from **PDF-XChange.**
- Click **Settings** to customize settings for the **PDF-XChange Updater.** These options are detailed beneath ***(figure 3)*** below.
- Click **Help** to launch the online help for the **PDF-XChange Updater.**
- Select/clear the **Show Hidden Updates** box to show/hide hidden updates.
- Click **Check Again** to check for more recent updates.
- Click **Close** to close the **PDF-XChange Updater** dialog box.

Settings

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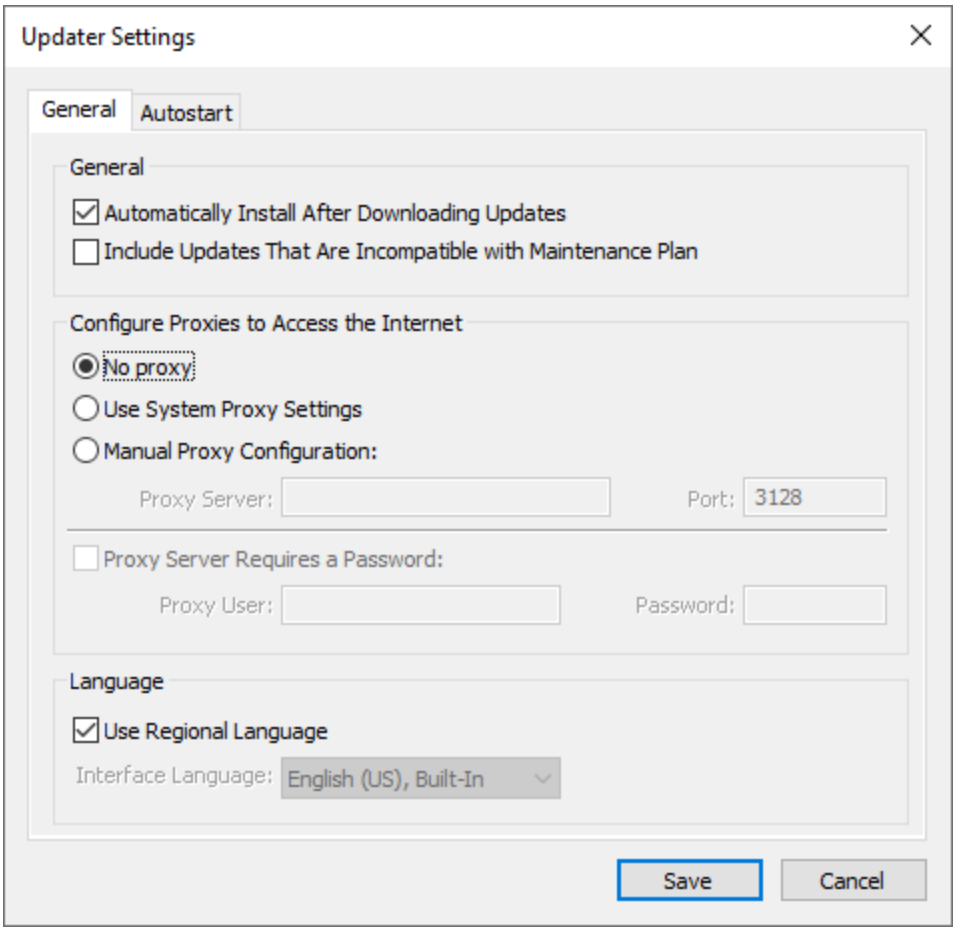

Figure 3. Updater Settings Dialog Box

- Select/clear the **Automatically Install After Downloading Updates** box to enable/disable the automatic installation of downloaded updates.
- Select/clear the **Include Updates That Are Incompatible with Maintenance Plan** box to include/exclude products that are not included in your current maintenance plan. Note that if updates are listed here and your license has expired, then the software will revert to evaluation mode when the updates are downloaded.
- Select an option in the **Configure Proxies to Access the Internet** section to determine the proxy that the updater uses to access the internet:
  - Select **No Proxy** to disable the use of a proxy to access the internet.
  - Select **Use System Proxy Settings** to use the current system proxy settings to access the internet.
  - Select **Manual Proxy Configuration** to use a custom proxy, then enter the **Proxy Server** and **Port** number details in the text boxes.
- Select the **Proxy Server Requires a Password** box to set a password for the use of **Proxy Server** when the **Manual Proxy Server** option above is used, then enter the **Proxy User** and **Password** details in the text boxes.

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- Select the **Use Regional Language** box to use the regional language as the interface language for downloaded updates, or select a different option from the dropdown menu. Note that the language of the user interface can be subsequently changed as desired in the user preferences.
- Click **Save** to save settings.

Autostart

Use the **Autostart** tab to set a schedule for automatically checking for updates to the software:

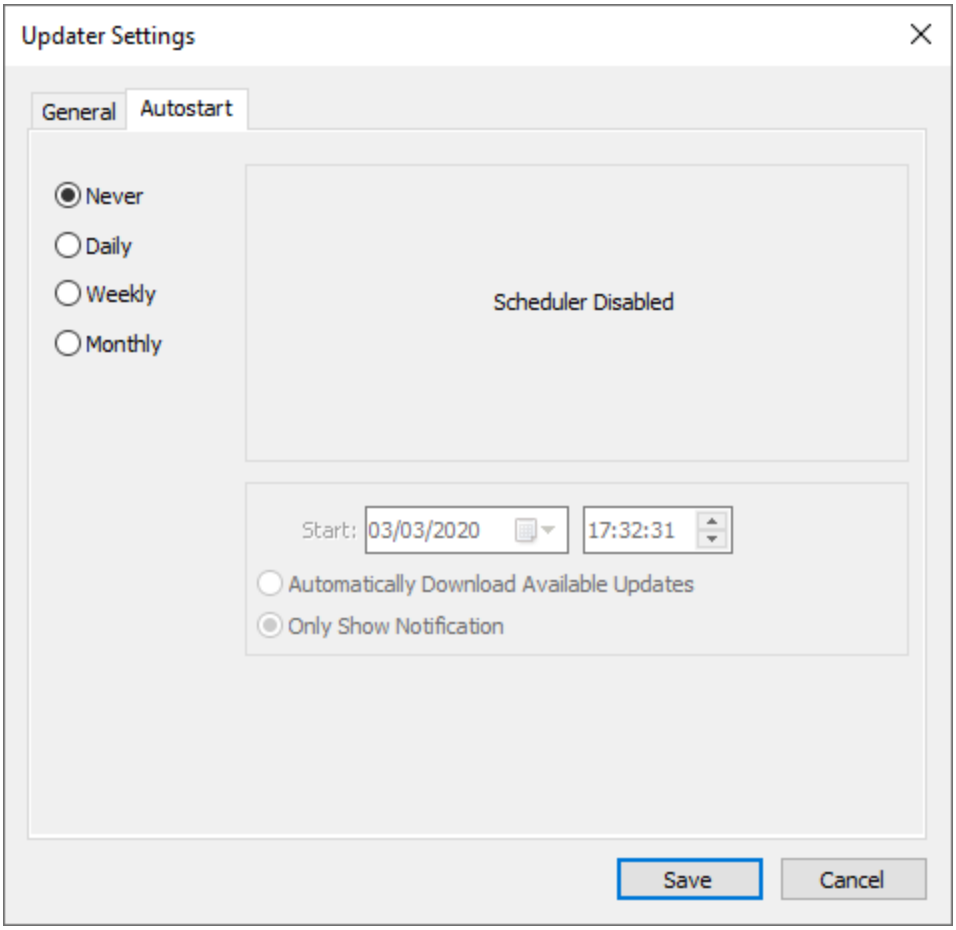

Figure 4. Updater Settings Dialog Box, Autostart Tab

- Select **Never** to disable this feature.
- Select **Daily, Weekly** or **Monthly** to check for updates automatically on a daily, weekly or monthly basis as desired. Note that different scheduling options are available depending on which option is used.
- Use the **Start** text box to determine the date and time at which the schedule starts.
- Select **Automatically Download Available Updates** to download available updates automatically, or select **Only Show Notification** to receive a notification that updates are available instead.

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Click **Save** to save settings.

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3 PDF-XChange Lite V8 User Manual

PDF-XChange Lite V8 User Manual

This section of the manual details the features and explores the user interface of **PDF-XChange Lite:**

- The **Features Overview** section contains a summary of the functionality of the software.
- The **PDF-XChange Lite Printer Settings** section is a guide through the UI of the software and details how to find and use the features and functionality of the product.

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3.1 Features Overview

Features Overview

PDF-XChange Lite is a reduced version of **PDF-XChange Standard** that contains basic features for use when printing documents virtually. It combines high quality conversion with optimized compression to create professional documents that are comparatively small in size. The main features of **PDF-XChange Lite** are detailed below:

- **Hybrid Conversion Engine** that prints to both **GDI** and **XPS.** Use the **Driver Mode Rules** to designate **GDI** or **XPS** printing for specified printing applications as desired.
- **Document Information** options that support both basic and advanced settings, including the option to add XMP Metadata, when documents are printed.
- **Font Embedding** to ensure compatibility on all computers. Chinese, Japanese and Korean fonts are now also available.
- **Enhanced Saving** options that determine how files are saved/named, including **macro** 43 functionality that increases workflow efficiency and dynamics.
- **Language** options that support a wide range of languages.
- **Paper Properties** that offer dynamic options for paper size, resolution, scaling and output.
- **Custom Forms** can be created and saved for subsequent use.
- **Mirrored Printing** and **Mixed Raster Content (MRC)** support.

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3.2 PDF-XChange Lite Printer Settings

PDF-XChange Lite Printer Settings

PDF-XChange Lite features many customizable settings. These are accessible from the printers list. Follow the steps below to adjust settings:

1. Click the **Windows Start Button**.

2. Click **Control Panel.** The **Control Panel** dialog box will open.

3. Click **Devices and Printers** in the **Control Panel** dialog box.

4. Move to the **Printers** tab and right-click **PDF-XChange Lite.**

5. Click **Printing Preferences**. The **PDF-XChange Lite Printing Preferences** dialog box will open:

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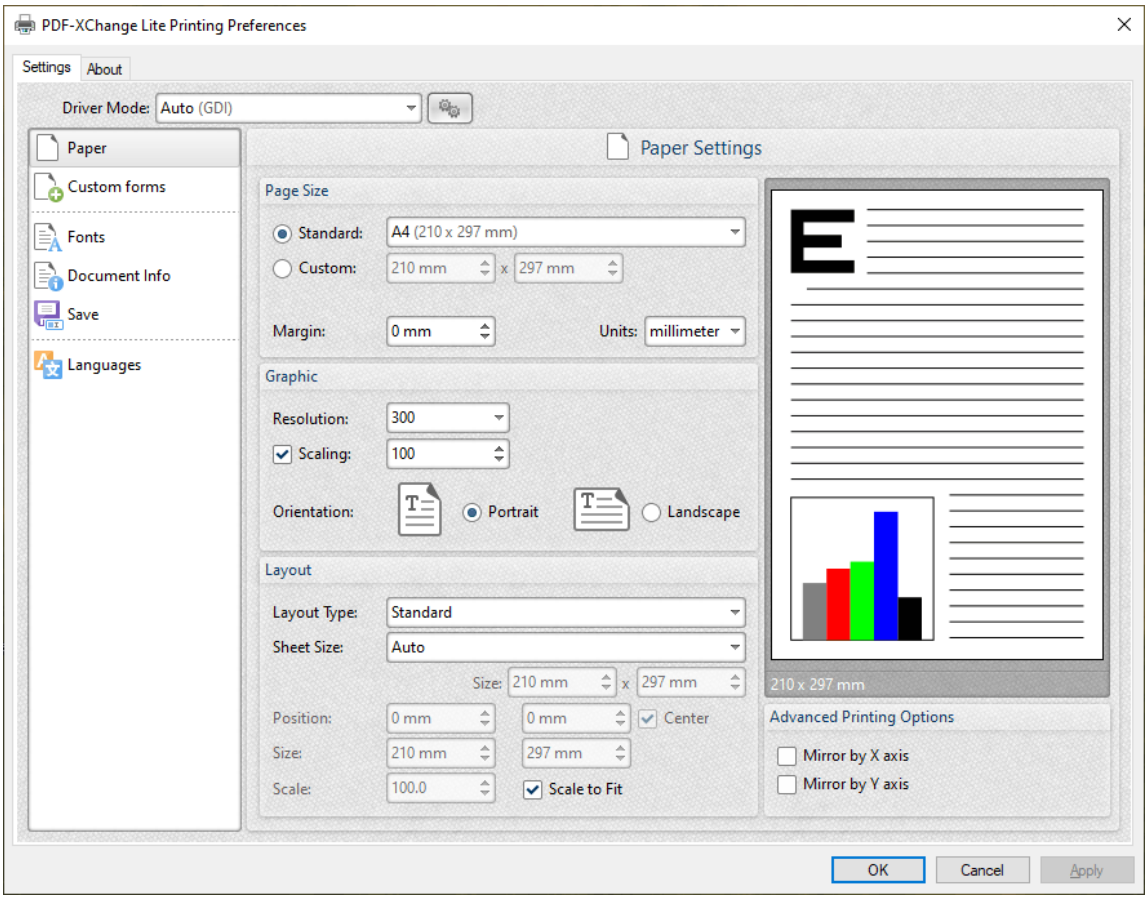

Figure 1. PDF-XChange Lite Printing Preferences Dialog Box, Settings Tab Highlighted

6. Use the **Settings** tab to view/edit settings. All sections are detailed below:

- **Paper** 25
- **Custom Forms** 34
- **Fonts** 37
- **Document Info** 39
- **Save** 41
- **Languages** 50

About

The **About** tab can be used to access further information about the product, view help pages, check for updates and register new serial keys/activation codes.

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3.2.1 Paper

Paper

The **Paper** settings are used to determine the size, orientation, margin, scaling factor, layout and printing order of pages, and the DPI (resolution) of images. Please note that some programs, such as **Microsoft Word**, override the properties determined in the **Paper** settings. This is because they use values determined within their own parameters and give those values priority over the options in **PDF-XChange Lite.**

Click **Paper** in the **Settings** tab to customize paper settings:

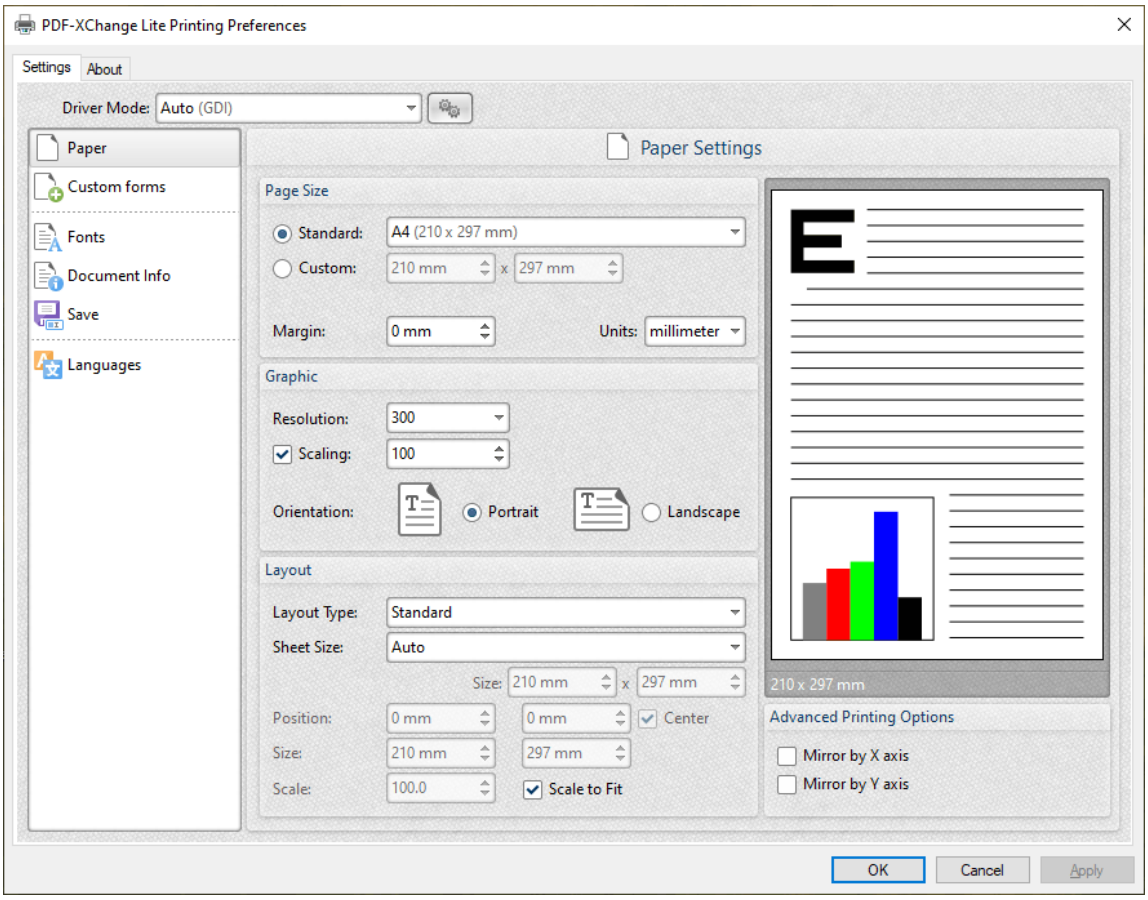

Figure 1. Paper Settings Dialog Box

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Page Size

- **Standard** features industry-standard standardized sizes.
- **Custom** enables custom dimensions (to a maximum of two hundred inches). Use the number boxes to determine document dimensions. Use the dropdown list to determine the units of measurement.
- **Margins** adjusts the size of document margins.

Please note that **AutoCAD** may present issues when printing, especially when it plots to virtual print drivers such as the **PDF-XChange Lite** print driver. If problems arise, especially in regard to portions of output exceeding the defined margin/page limits, we recommend setting a margin of at least 3.2mm.

Graphic

- **Resolution** is measured in **DPI** (dots per inch). Use the **Resolution** number boxes to determine **DPI**. (Increasing **DPI** usually decreases file size).
- **Scaling** determines the size of converted documents in relation to original content.
- **Orientation** sets **Portrait** or **Landscape** as the page orientation.

Page Layout

- **Standard** layout features one page per PDF page. See **here** 28 for further options.
- **Booklet** layout features adjacent pages and is used for booklets and similar documents. See **here** 30 for further options.
- **Multiple Pages Per Sheet** features multiple document pages per PDF page. Select a value to view the layout in the preview window. See **here** 32 for further options.

Sheet Size

- **Auto** sets sheet size automatically.
- **Custom** enables custom dimensions.
- The remaining options are industry-standard dimensions.

Advanced Printing Options

- Select **Mirror by X Axis** to print a mirror version of the document that is reversed on the horizontal axis.
- Select **Mirror by X Axis** to print a mirror version of the document that is reversed on the vertical axis.

Click **OK** to save changes.

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3.2.1.1 Standard Layout

Standard Layout

The **Standard** layout is used to print one document page per PDF page. The options detailed below are available when **Standard** is selected in the **Layout Type** dropdown menu:

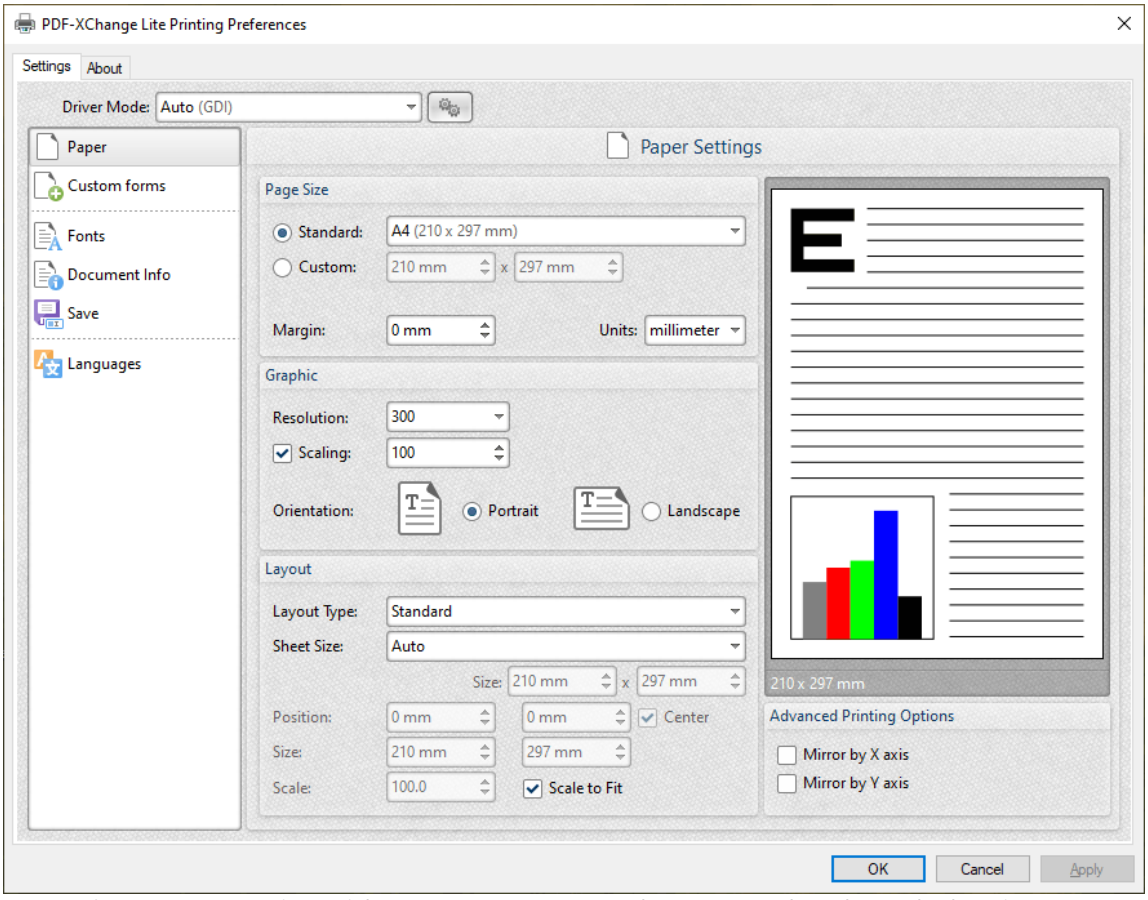

Figure 1. Paper Settings Dialog Box, Layout Type Dropdown Menu Selected, Standard Option

The **Sheet Size** options determine document dimensions:

- **Auto** sets sheet size automatically.

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- **Custom** enables custom dimensions. Enter the desired dimensions in the **Size** boxes.
- The remaining options are industry-standard dimensions.

Further Options

- If the **Scale To Fit** box is selected then layout options scale to the page size. Clear the box to disable this setting and then enter values in the **Size** and **Scale** number boxes or use the preview pane to resize pages.
- If the **Center** box is selected then documents are centered on the page and will remain centered when the size is adjusted. Clear the box to disable this setting and then enter values in the **Position** number boxes to determine page position.

Click **OK** to save changes.

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3.2.1.2 Booklet Layout

Booklet Layout

The **Booklet** layout is used to print booklets and similar documents. When it is selected in the **Layout Type** menu the following options are available:

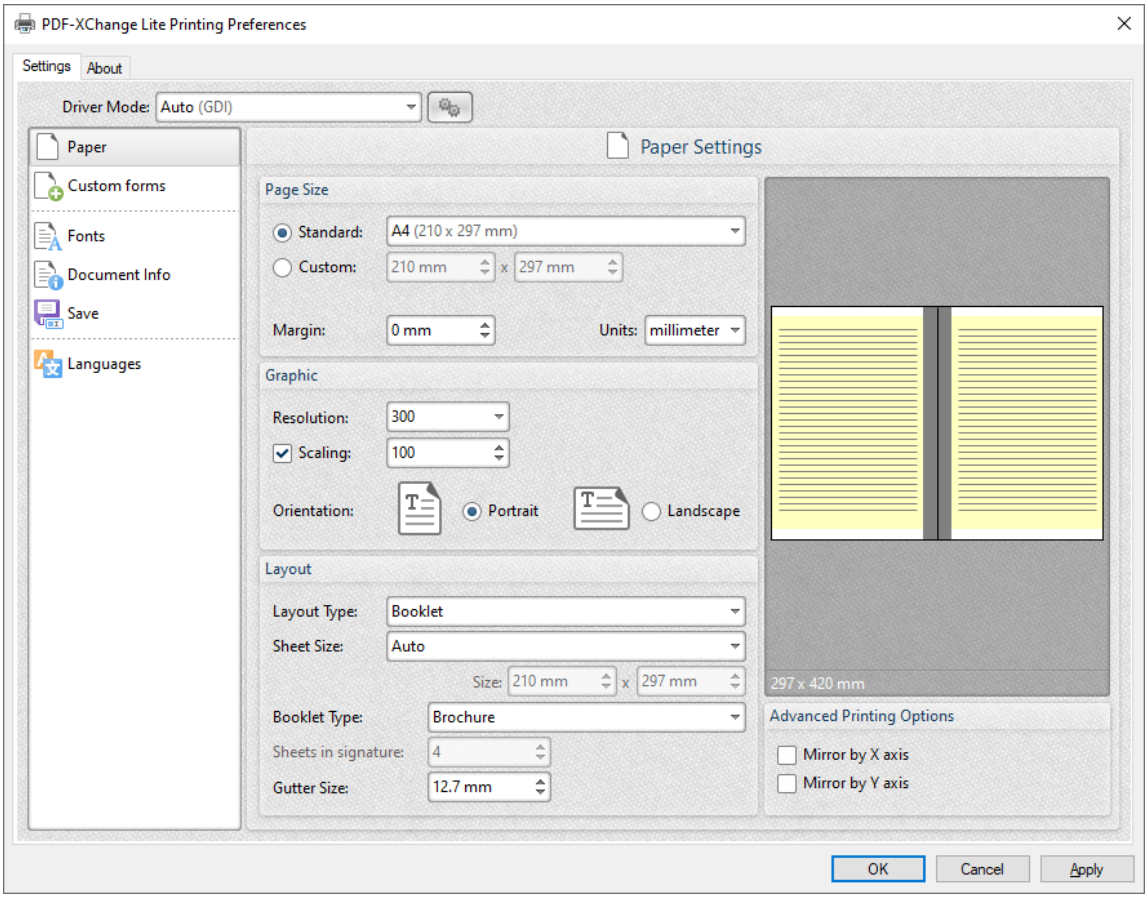

Figure 1. Paper Settings Dialog Box, Booklet Options

The **Sheet Size** options determine document dimensions:

- **Auto** sets sheet size automatically.
- **Custom** enables custom dimensions. Enter the desired dimensions in the **Size** boxes.

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- The remaining options are industry-standard dimensions.

The **Booklet Type** options determine the booklet format:

- **Brochure** creates brochures, which are usually two or four pages in length and fit on a single sheet.
- **Books** have more pages than brochures and usually feature double-sided printing.
- Use the **Sheets in signature** number box to determine how sheets are folded.
- Use the **Gutter size** number box to determine the binding margin area, which the gray area in the preview pane represents. The default size is the industry-standard 12.7mm

Click **OK** to save changes.

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3.2.1.3 Multiple Pages per Sheet

Multiple Pages per Sheet

The **Multiple Pages per Sheet** layout is used to print multiple document pages per printed page. When it is selected in the **Layout Type** menu the following options are available:

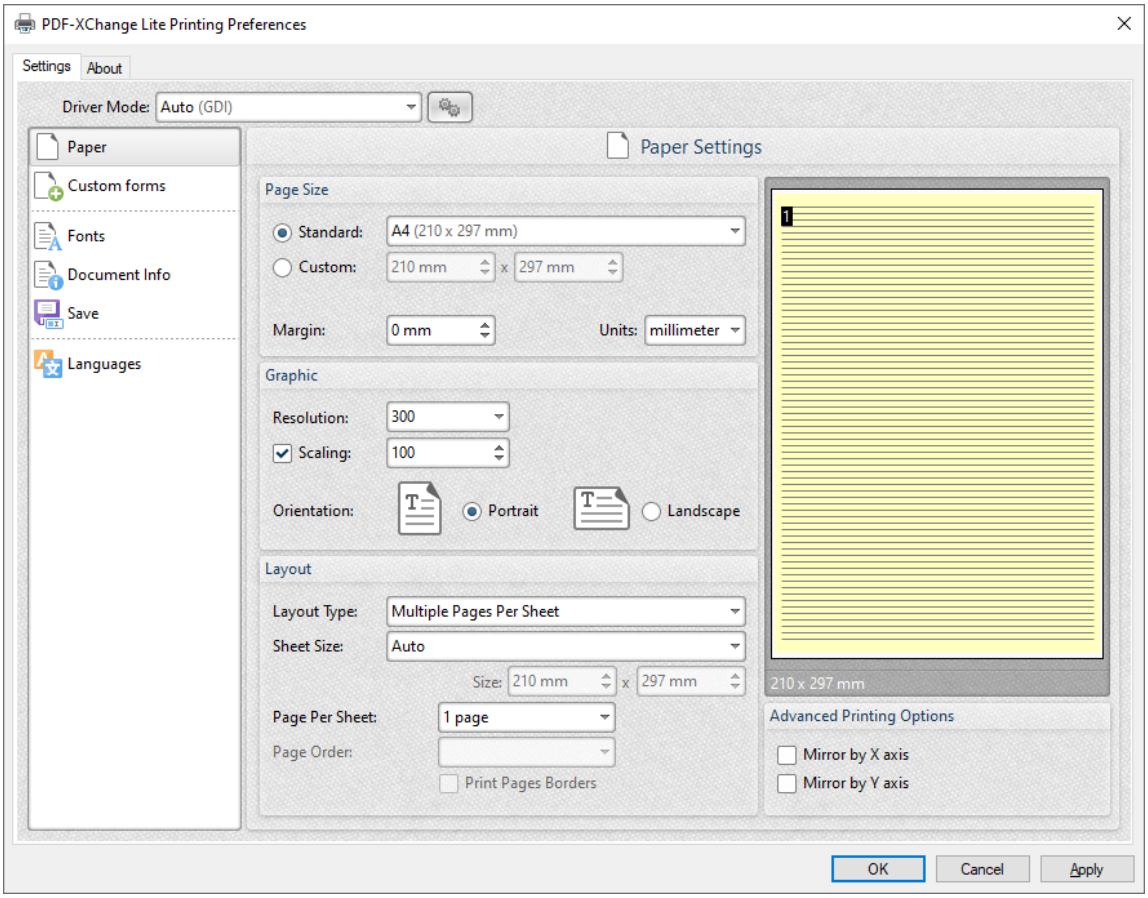

Figure 1. Paper Settings Dialog Box, Multiple Pages Per Sheet Options

The **Sheet Size** options determine document dimensions:

- **Auto** sets sheet size automatically.
- **Custom** enables custom dimensions. Enter the desired dimensions in the **Size** boxes.

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- The remaining options are industry-standard dimensions.

Page Options

- The **Page Per Sheet** dropdown menu determines how many pages feature on each sheet.
- The **Page Order** menu determines how pages are ordered in the PDF document. Select an option to view the layout in the preview pane.
- Select the **Print Pages Borders** box to print page borders.

Click **OK** to save changes.

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3.2.2 Custom Forms

Custom Forms

The **Custom Forms** settings are used to save custom forms for subsequent use:

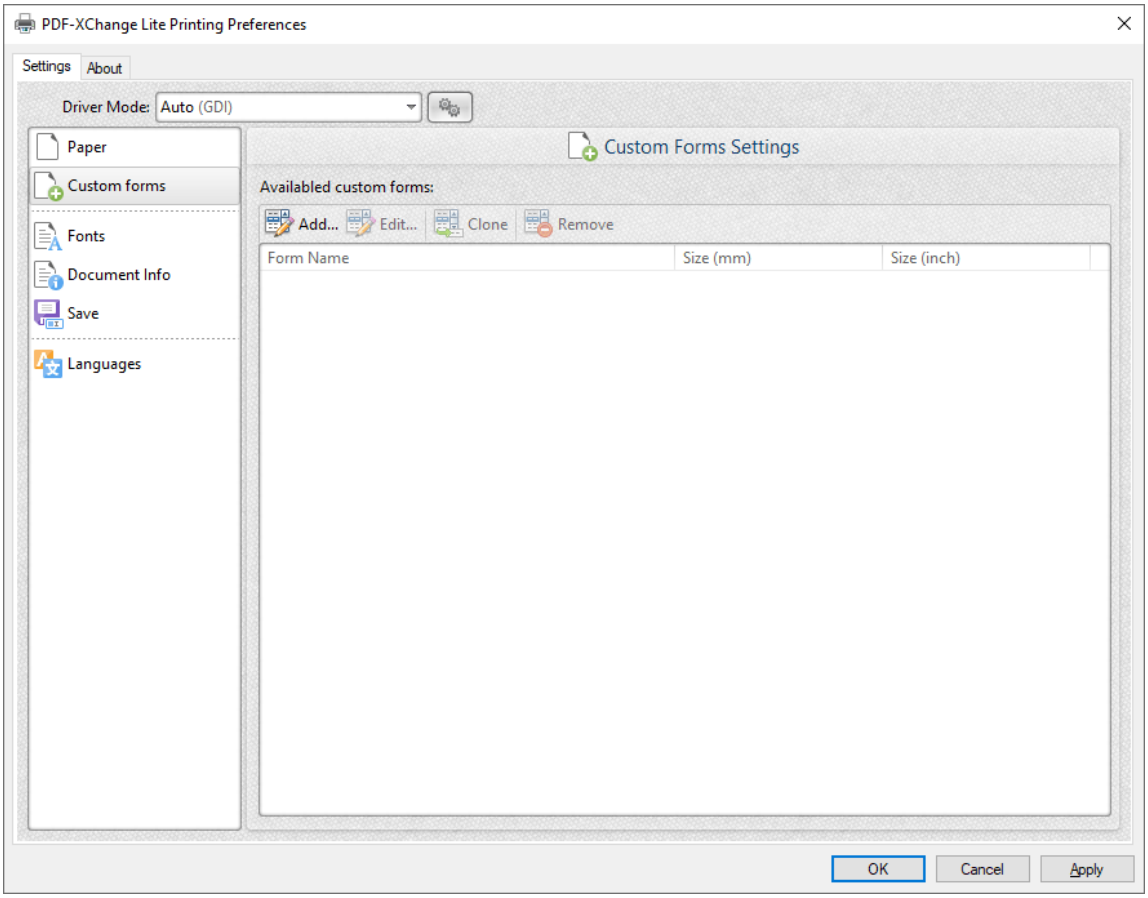

Figure 1. Custom Forms Dialog Box

- Click **Add** to add a new custom form. The **Add/Edit Custom Form** dialog box will open, as detailed below.
- Click **Edit** to edit selected forms.
- Click **Remove** to remove selected forms.

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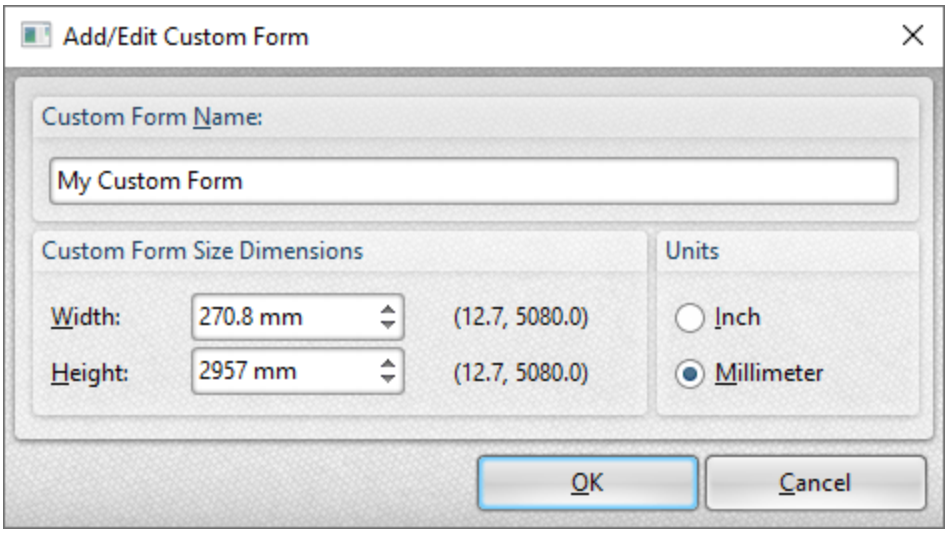

Figure 2. Add/Edit Custom Form Dialog Box

- Enter a name in the **Custom Form Name** text box to name the custom form.
- Enter dimensions in the **Width** and **Height** boxes and select a unit of measurement.

Click **OK** to save custom forms. They will then be detailed in the **Custom Forms** dialog box, and can also be selected in the **Sheet Size** dropdown menu in **Paper** settings:

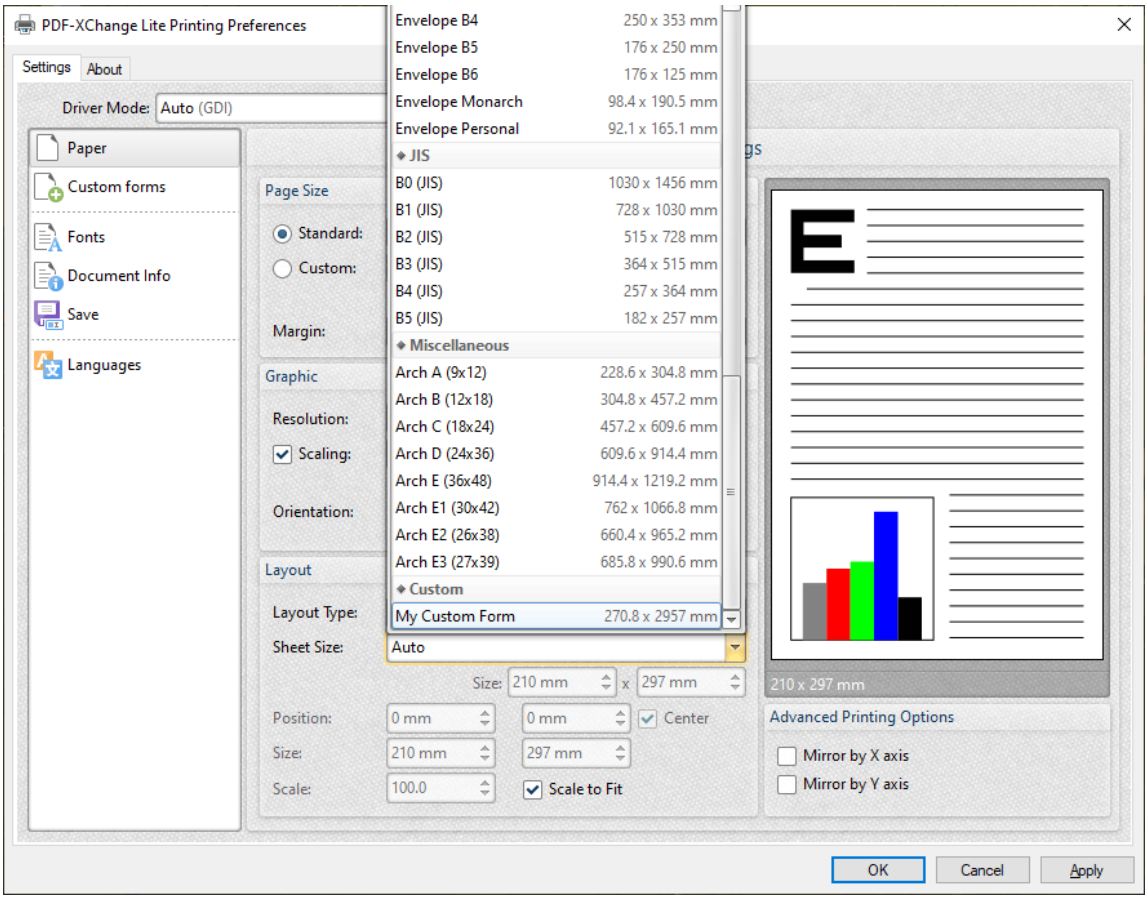

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Figure 3. Paper Settings Dialog Box, Sheet Size Dropdown Menu, Custom Forms

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3.2.3 Fonts

Fonts

The **Fonts** settings are used to determine font embedding options:

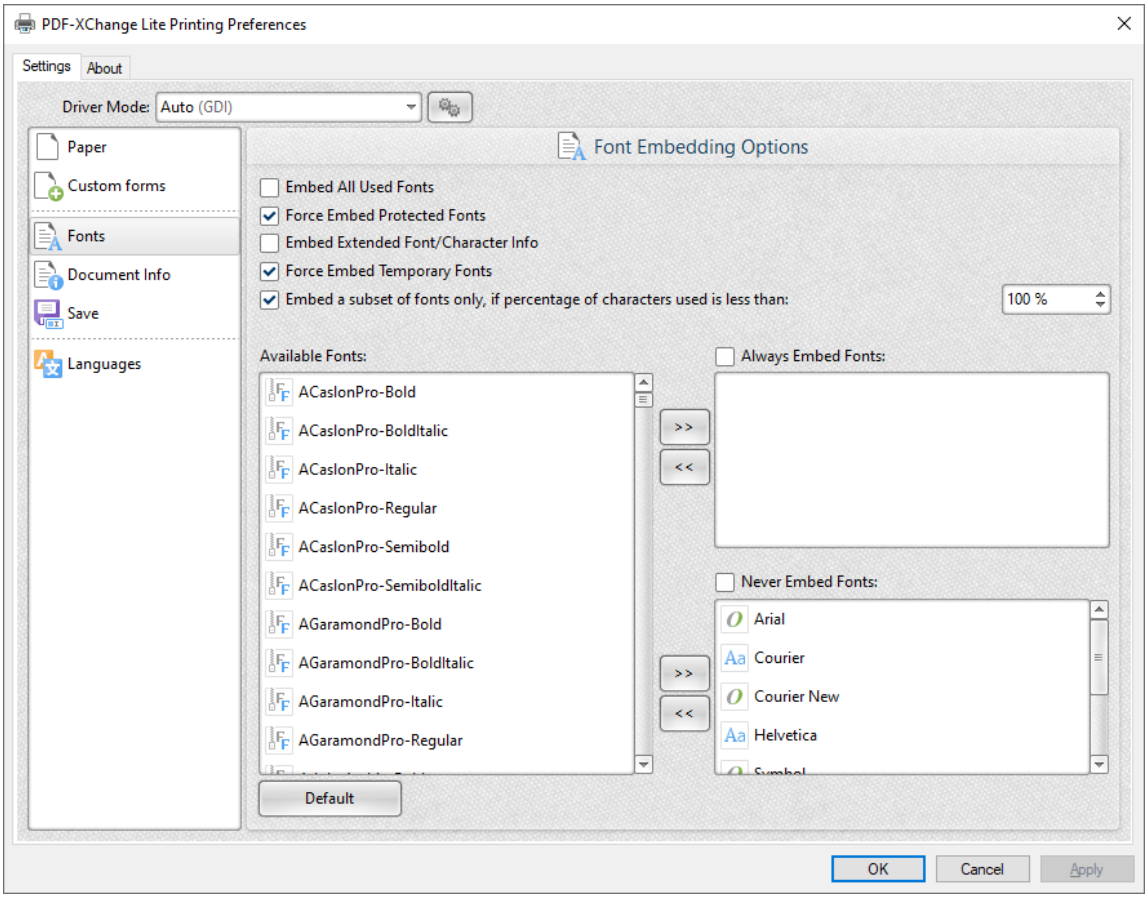

Figure 1. Font Embedding Options Dialog Box

- Select the **Embed All Used Fonts** box to embed all fonts. This increases the file size but ensures that fonts can be viewed on all machines.
- Select the **Force Embed Protected Fonts** box to force the inclusion of protected fonts in documents. Please note that some fonts are not licensed for widespread distribution and therefore it is necessary to check license permissions when this option is used.

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- Select the **Embed Extended Font/Character Info** box to embed extended fonts and character information.
- Select the **Force Embed Temporary Fonts** box to force the inclusion of temporary fonts in documents.
- Select the **Embed a subset of fonts only, if percentage of characters used is less than** box to embed a subset of fonts when the percentage of total fonts they represent in files is less than the percentage entered into the adjacent number box. This optimizes the size of files as it saves a subset of fonts as opposed to the entire character set, but it should only be used when there is no intention to edit documents subsequently.
- The **Available Fonts** window displays all fonts available for embedding. Select fonts and then use the arrow icons to add them to the **Always Embed Fonts** or **Never Embed Fonts** panes. The best approach, in order to optimize file size, it to embed uncommon fonts and leave common fonts unembedded. This is because it is probable that common fonts will be available on the computers of subsequent users, and therefore embedding these fonts will increase the size of files unnecessarily.

Click **OK** to save settings.

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3.2.4 Document Info

Document Info

The **Document Info** settings are used to determine document information:

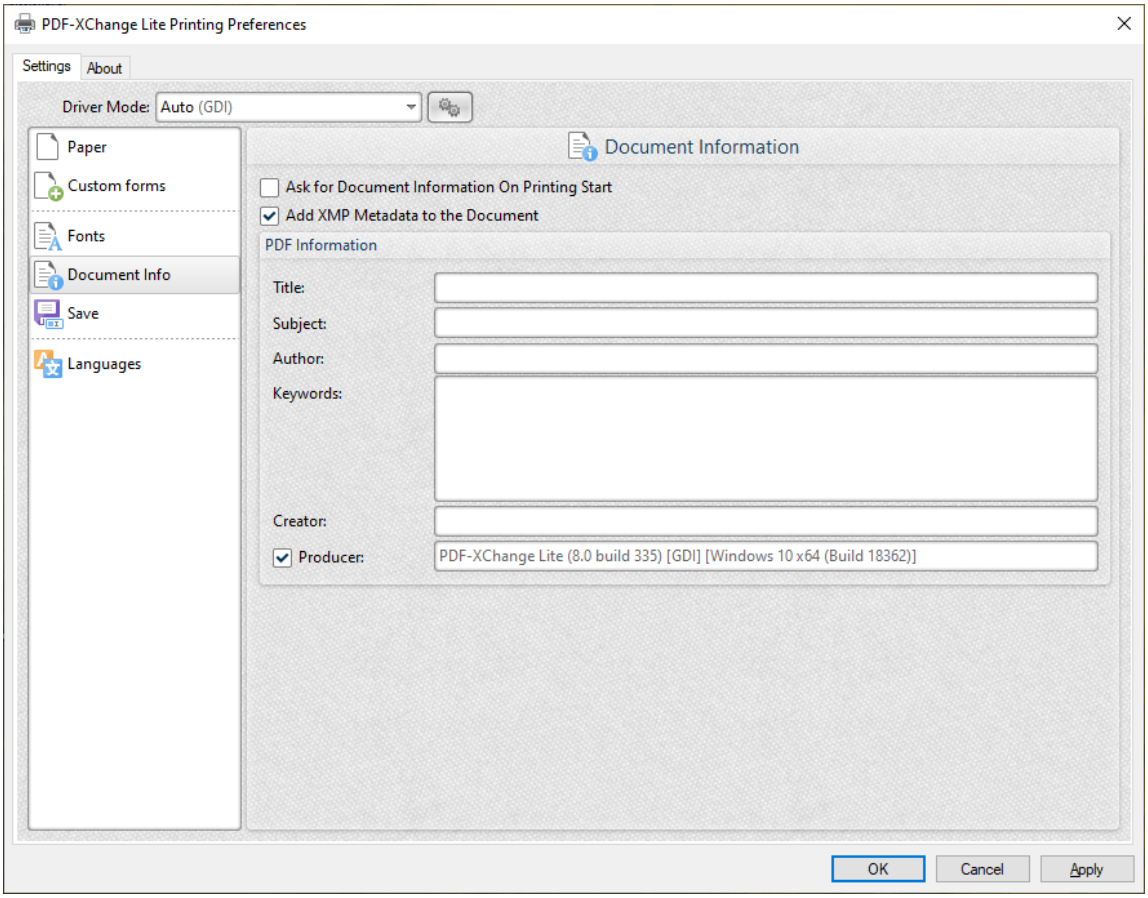

Figure 1. Document Information Dialog Box

- Select the **Ask For Document Information on Printing Start** box to enter document metadata when documents are printed.
- Select the **Add XMP Metadata to the Document** box to add the **(*XMP)** extension to documents. See **here** for further information.
- Enter data in the **PDF information** text boxes as desired.

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- Select the **Producer** box to add the PDF producer to the information of the document, or clear this box to exclude the PDF producer information from the document.

Click **OK** to save settings.

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3.2.5 Save

Save

The **Save** settings are used to determine how **PDF-XChange Lite** names and saves files:

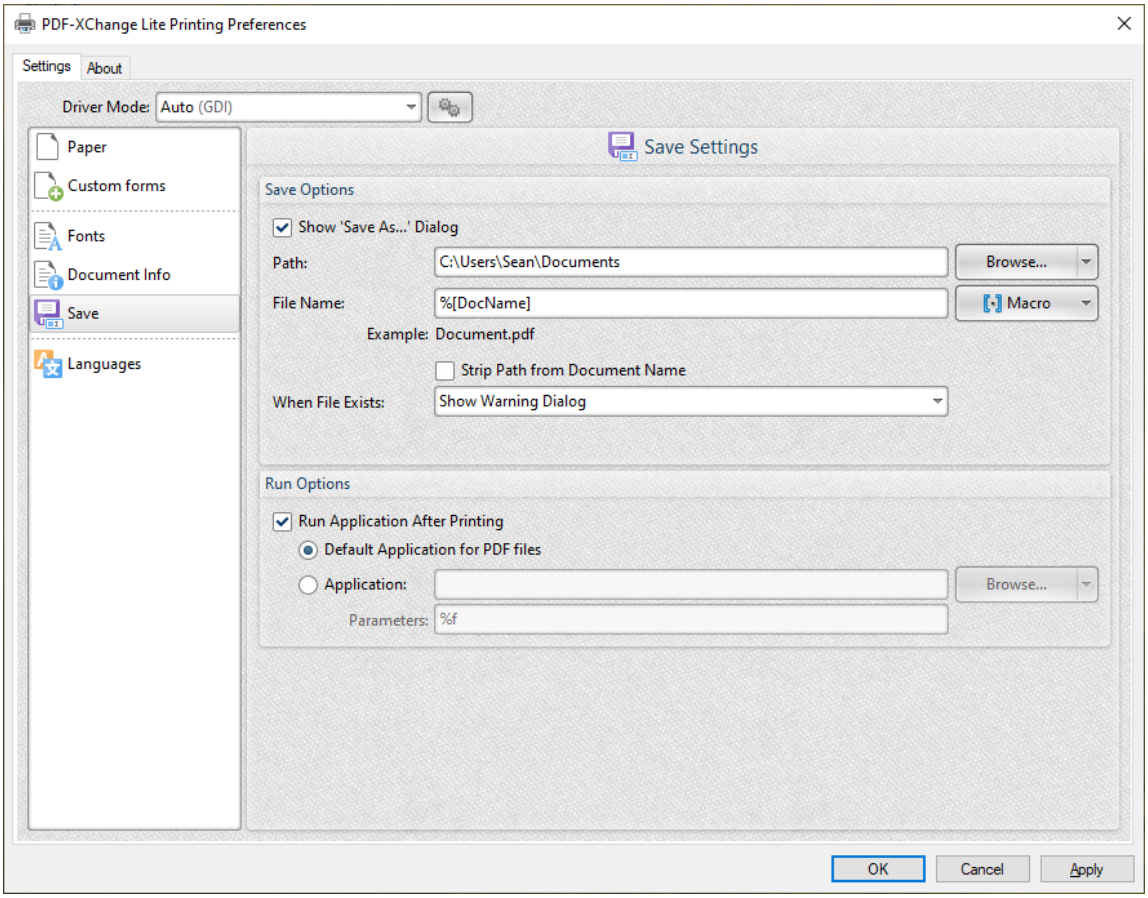

Figure 1. Save Settings Dialog Box

- Select the **Show Save As** box to view the **Save As** dialog box when files are saved. Use this option to update the filename when files are saved.
- Use the **Path** text box to determine the location of saved files. Click **Browse** to select a folder, or click the arrow to view/select common file locations such as **My Documents** or the desktop.

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- Use the **File Name** text box to name files. Note that **macros** 43 as can be used in this text box.
- Select the **Strip Path From Document Name** box as desired.
- The **When File Already Exists** dropdown menu determines the action taken when entered file names are already in use:
  - **Show Warning Dialog** displays a warning and prompts the user for action.
  - **Always Overwrite** uses the new file to overwrite the existing file.
  - **Auto Number** uses the same file name and appends a number.
  - **Merge with Existing (Append To)** appends the new file to the existing file.
  - **Merge with Existing (Insert Before)** inserts the new file before the existing file.
  - **Ask for new file name** prompts for a new file name.
- Select the **Run Application After Printing** box to view printed documents when printing is complete.
- Select the **Default Application for PDF files** option button to view printed documents in the default PDF viewer.
- Select the **Application** option button to view printed documents in an alternative application. Enter the name of the application in the text box, or click **Browse** to select an application manually.
- Enter application parameters in the **Parameters** text box as desired.

Click **OK** to save settings.

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3.2.5.1 Macros

Macros

Macros can be used when saving files in **PDF-XChange Lite.** 'Macro' is an abbreviation of 'macroinstruction' - a term in computer science for a rule that specifies how input characters should be entered to create corresponding output. This means that components of the output process can be simplified during the input process, which makes the work involved less intensive and more dynamic. Use macros in the **Filename** when files are saved in **PDF-XChange Lite** to create the names of saved files. Note that multiple macros can be used simultaneously as desired. Click the macro button to view the list of macros, then click macros to add them to the text box. Macros can also be entered manually.

Please note that certain symbols are not compatible with macros and therefore are not permitted in document names. If inconsistencies are noticed between the name used when files are saved and the final file name then it is advised to change the name used when files are saved.

The format for macros is:

%[<Macro Name>] or, when it is customizable: **%[<Macro Name>:<Parameter>]**. The **<Parameter>** step is optional in all cases except for the **Environment Variable** macro.

An example of the filename that entered macros will create is displayed beneath the **File Name** text box. For example, if the **%[Docpath]** macro is entered, then the example displays the source path of the printed document:

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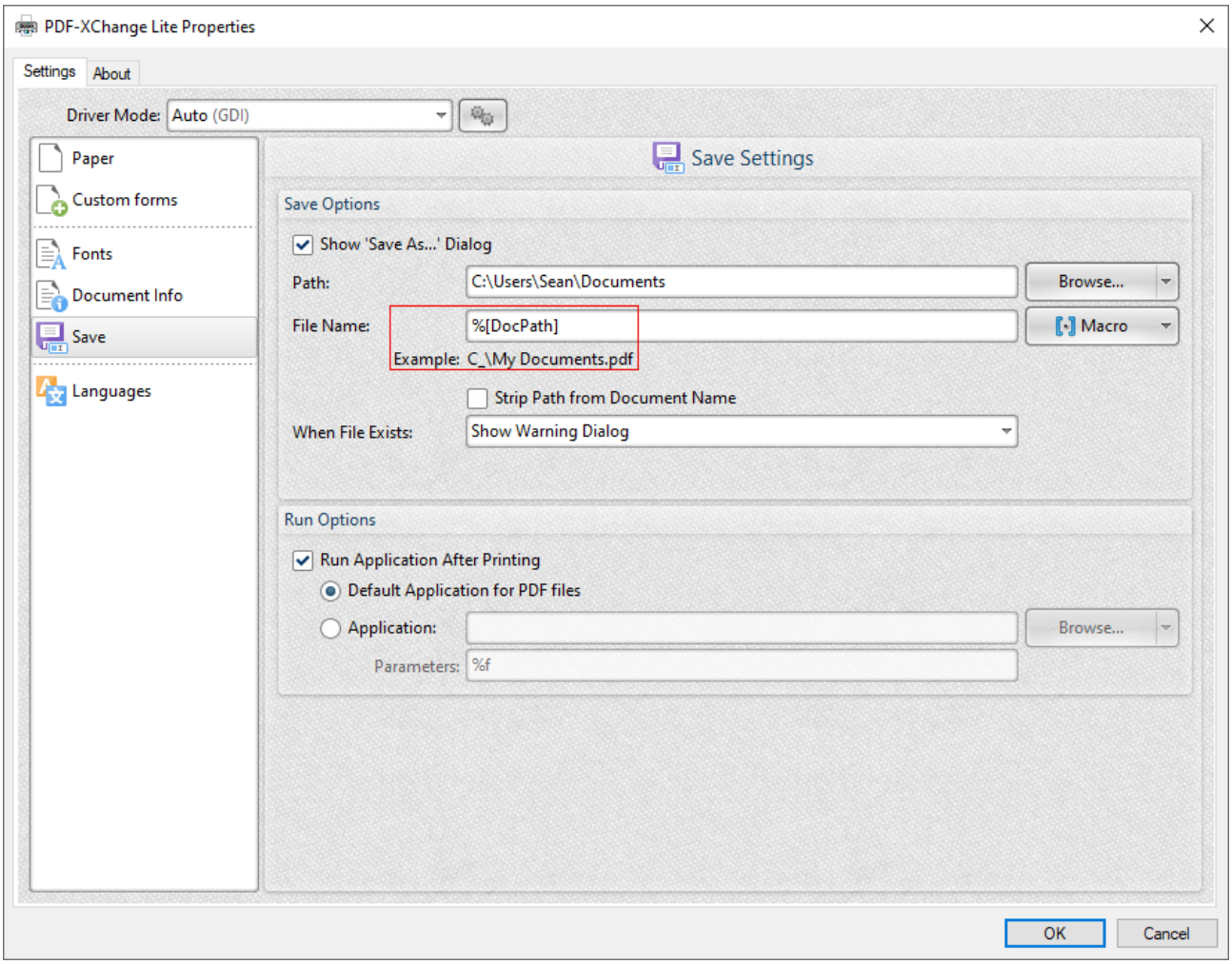

Figure 1. Example Macro

All macros are detailed below:

- **Application Name,** which uses the syntax **%[AppName]** and adds the executable filename extension of the application that calls **PDF-XChange Lite** to print the document. For example, if **Microsoft Word** is used then **'WINWORD'** is added.
- **Document Name,** which uses the syntax **%[DocName]** and adds the name of the document. Further information about this macro is detailed below.
- **Document Path,** which uses the syntax **%[DocPath]** and adds the path of the printed document.
- **Date,** which uses the syntax **%[Date]** and adds the current date. Multiple date formats are available, as detailed below. Please note that if parameters are not used in conjunction with this macro then the output will be different from what is expected. This is because the output from the default settings includes forwardslashes, which are not compatible with file names. **PDF-XChange Standard,** the 'full' version of **PDF-XChange Lite,** contains a range of features for the **%[Date]** macro. These features require the date in standard format, which is the reason for

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the format of the default settings and why they do not create the expected output when saving files in **PDF-XChange Lite.**

- **Year,** which uses the syntax **%[Year]** adds the current year as a four-digit value.
- **Month,** which uses the syntax **%[Month]** and adds the current month as a numerical value from 1-12.
- **Day,** which uses the syntax **%[Day]** and adds the current day of the month as a two-digit value.
- **Time,** which uses the syntax **%[Time]** and adds the current time. Multiple time formats are available, as detailed below.
- **Hour,** which uses the syntax **%[Hour]** and adds the hour value from the current time.
- **Minute,** which uses the syntax **%[Minute]** and adds the minute value from the current time.
- **Seconds,** which uses the syntax **%[Second]** and adds the seconds value from the current time.
- **Computer Name,** which uses the syntax **%[Computer]** and adds the name of the local computer as defined by the **Windows Computer Name.**
- **User Name,** which uses the syntax **%[User]** and adds the name of the current user.
- **Page Number,** which uses the syntax **%[Page]** and adds the page number of source pages.
- **Pages Count,** which uses the syntax **%[Pages]** and adds the number of document pages.
- **Environment Variable,** which uses the syntax **%[Env]** and adds information taken from user-specified environment variables. This macro must be qualified with a parameter in order to return information. Available parameters are detailed below.

%[DocName]

The **getDocumentName** function of the **titrules.js** JavaScript uses the document name at the time of printing to define this macro. This JavaScript is included to give **PDF-XChange Lite** priority over other applications when documents are saved. This is a necessary process because of the complicated manner in which **Microsoft** defines document names. Please note that modifying the **titjules.js** JavaScript is a complicated process that only experienced JavaScript programmers should perform. If assistance is required then please **Contact Us.**

Available Parameters

%[Date]

- **d** inserts the day of the month and omits the zero in cases of single-digit values.
- **dd** inserts the day of the month and includes a zero in cases of single-digit values.
- **ddd** inserts the day of the week as a three-letter abbreviation.
- **dddd** inserts the day of the week.
- **M** inserts the month as a numerical value and omits the zero in cases of single-digit values.

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- **MM** inserts the month as a numerical value and and includes a zero in cases of single-digit values.
- **MMM** inserts the month as a three-letter abbreviation.
- **MMMM** inserts the month.
- **yy** inserts the year as two digits and adds a zero in cases of values lower than 10.
- **yyyy** inserts the year.

Note that several parameters can be used in sequence in order to insert a customized date. For example, **%[Date:dddd, dd MMMM yyyy]** inserts the day of the week followed by the day of the month, the month name in full and the year as four digits:

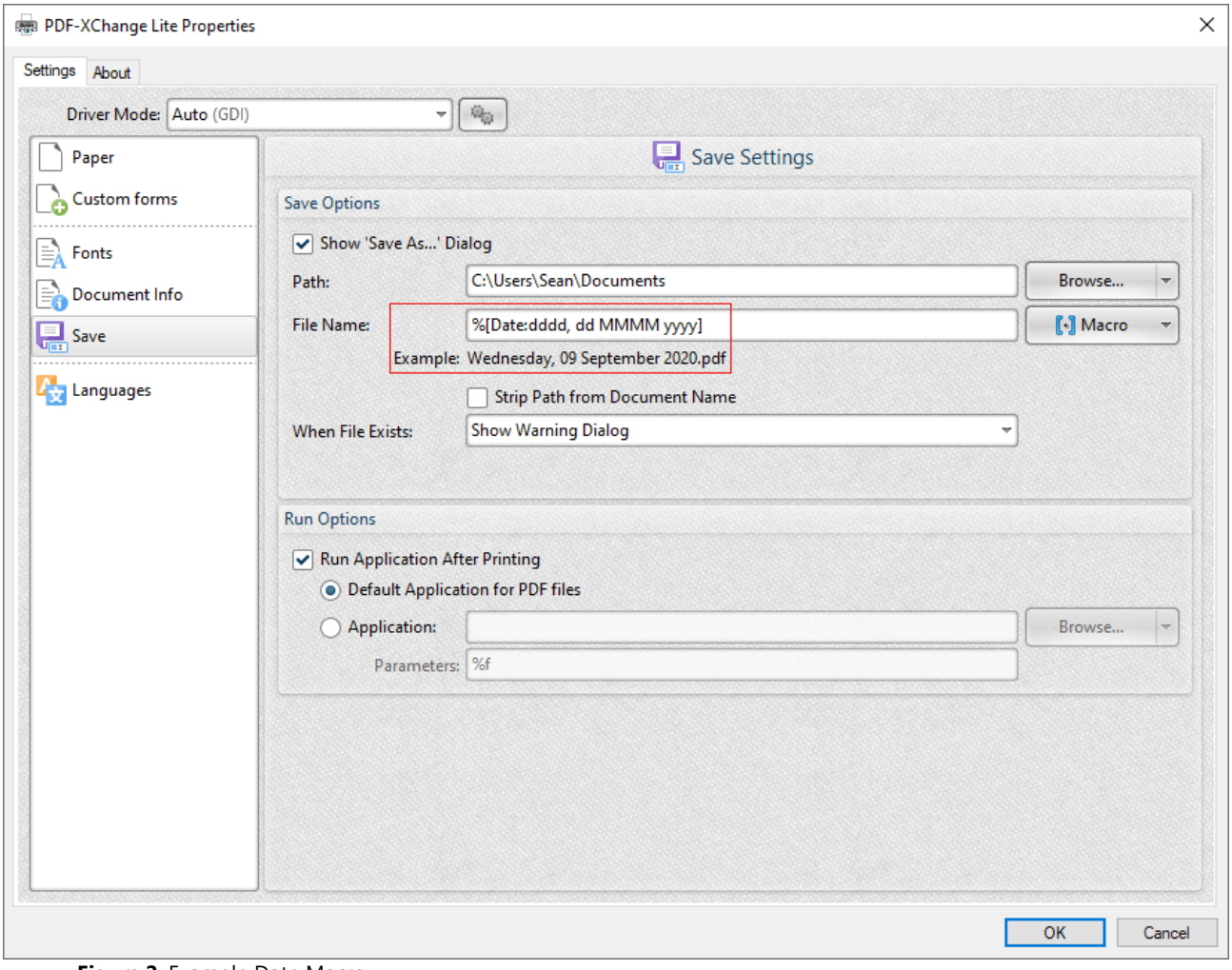

Figure 2. Example Date Macro

%[Time]

- **h** inserts the hour and omits the zero in cases of single-digit values.
- **hh** inserts the hour and includes a zero in cases of single-digit values.
- **H** inserts the hour, includes a zero in cases of single-digit values and uses a 24 hour-clock.

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- **m** inserts the minutes and omits the zero in cases of single-digit values.
- **mm** inserts the minutes and includes a zero in cases of single-digit values.
- **s** inserts the seconds and omits the zero in cases of single-digit values.
- **ss** inserts the seconds and includes a zero in cases single-digit values.
- **t** inserts a single character to reference the a.m./p.m. variable: **A** or **P.**
- **tt** inserts two characters to reference the a.m/p.m. variable: **AM** or **PM.**

Note that several parameters can be used in sequence in order to insert a customized time, and a range of delimiter options can be used. For example, **%[Time:h-mm tt]** inserts the current hour and minutes followed by two characters to reference the a.m./p.m. variable:

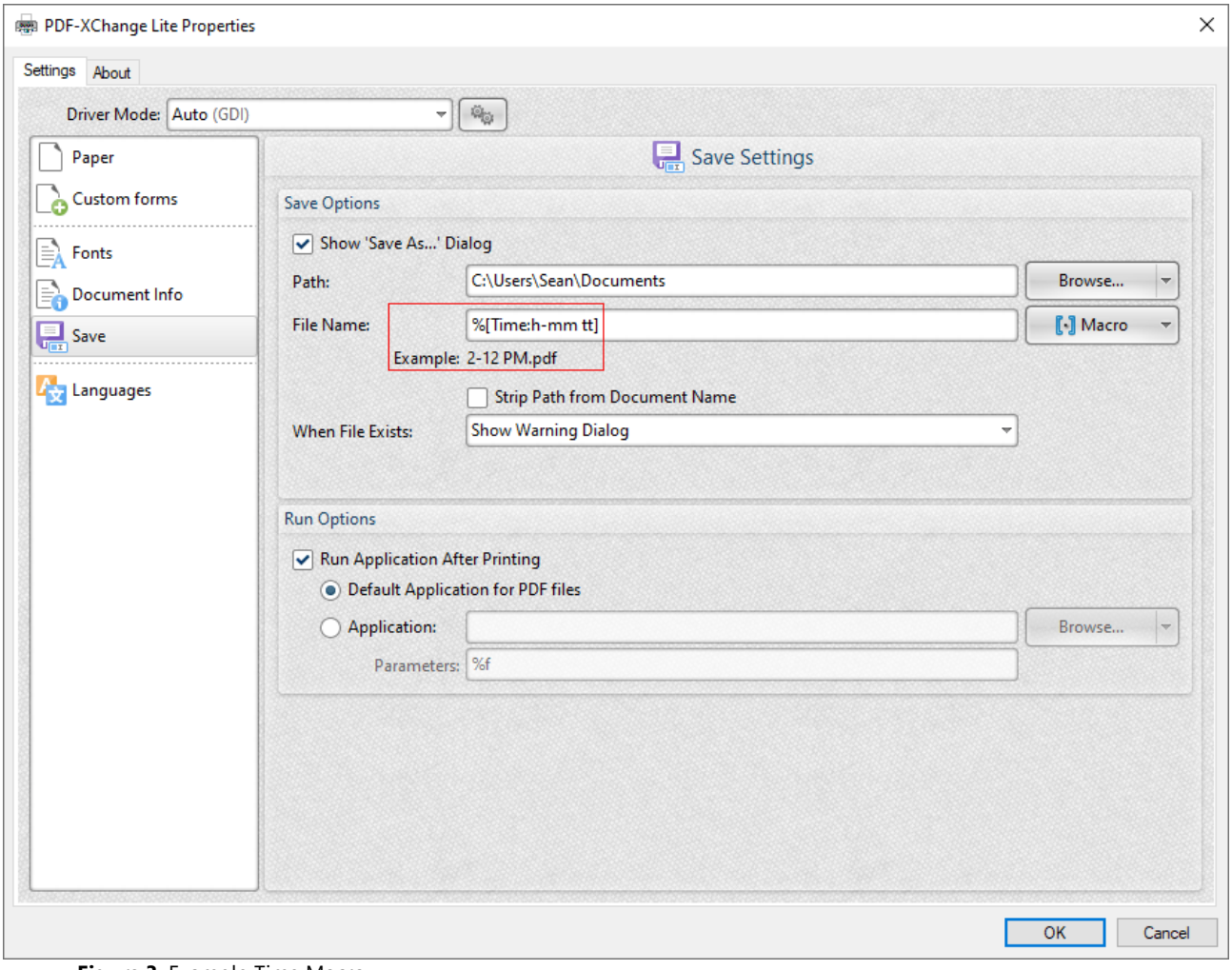

Figure 3. Example Time Macro

If parameters are not specified then output values revert to default, which is the time from the local computer in the format **hh_mm_ss AM/PM.pdf**

%[Env]

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- **ALLUSERSPROFILE** inserts the full path to the *All Users* profile directory.
- **APPDATA** inserts the full path to the *Application Data* directory of the current user.
- **CommonProgramFiles** inserts the full path to the *Common Files* directory.
- **CommonProgramFiles(x86)** inserts the full path to the *(x86) Common Files* directory in 64-bit versions of **Windows.**
- **CommonProgramFilesW6432** inserts the full path to the *Common Files* directory in 64-bit versions of **Windows.**
- **COMPUTERNAME** inserts the computer name.
- **HOMEDRIVE** inserts the drive letter on the local computer that is connected to the user's home directory.
- **HOMEPATH** inserts the complete path of the current user's *Home* directory, as defined by the user's account properties.
- **LOCALAPPDATA** inserts the complete path to the current user's *Application Data* directory.
- **LOGONSERVER** inserts the name of the domain controller that authenticated the client's logon request.
- **OS** inserts the name of the operating system.
- **PROCESSOR_ARCHITECTURE** inserts the chip architecture of the CPU.
- **ProgramData** inserts the full path to the *All Users* profile directory.
- **ProgramFiles** inserts the full path to the *Program Files* directory.
- **ProgramFiles(x86)** inserts the full path to the *(x86) Program Files* directory in 64-bit versions of **Windows.**
- **ProgramFilesW643** inserts the full path to the *Program Files* directory in 64-bit versions of **Windows.**
- **PUBLIC** inserts the full path to the *Public* directory.
- **SESSIONNAME** inserts the session name and number when a client is connected via a terminal server.
- **SystemDrive** inserts the name of the drive on which the system folder was placed.
- **SystemRoot** inserts the name of the system folder.
- **TEMP** inserts the name of the default temporary folder used by the operating system and applications available to the current user.
- **TMP** inserts the name of the default temporary folder used by the operating system and applications available to the current user. (Note that some applications require the **TEMP** environment variable, whilst others require **TMP.** The values for both should be identical).
- **USERDOMAIN** inserts the name of the user domain that contains the account of the current user.
- **USERDOMAIN_ROAMINGPROFILE** inserts the name of the user domain for RDS or standard roaming profile paths.
- **USERNAME** inserts the name of the current user.
- **USERPROFILE** inserts the location of the current user's profile directory.
- **windir** inserts the full path to the *Windows* directory.

For example, the macro **%[Env:CommonProgramFiles]** inserts the full path to the *Common Files* directory:

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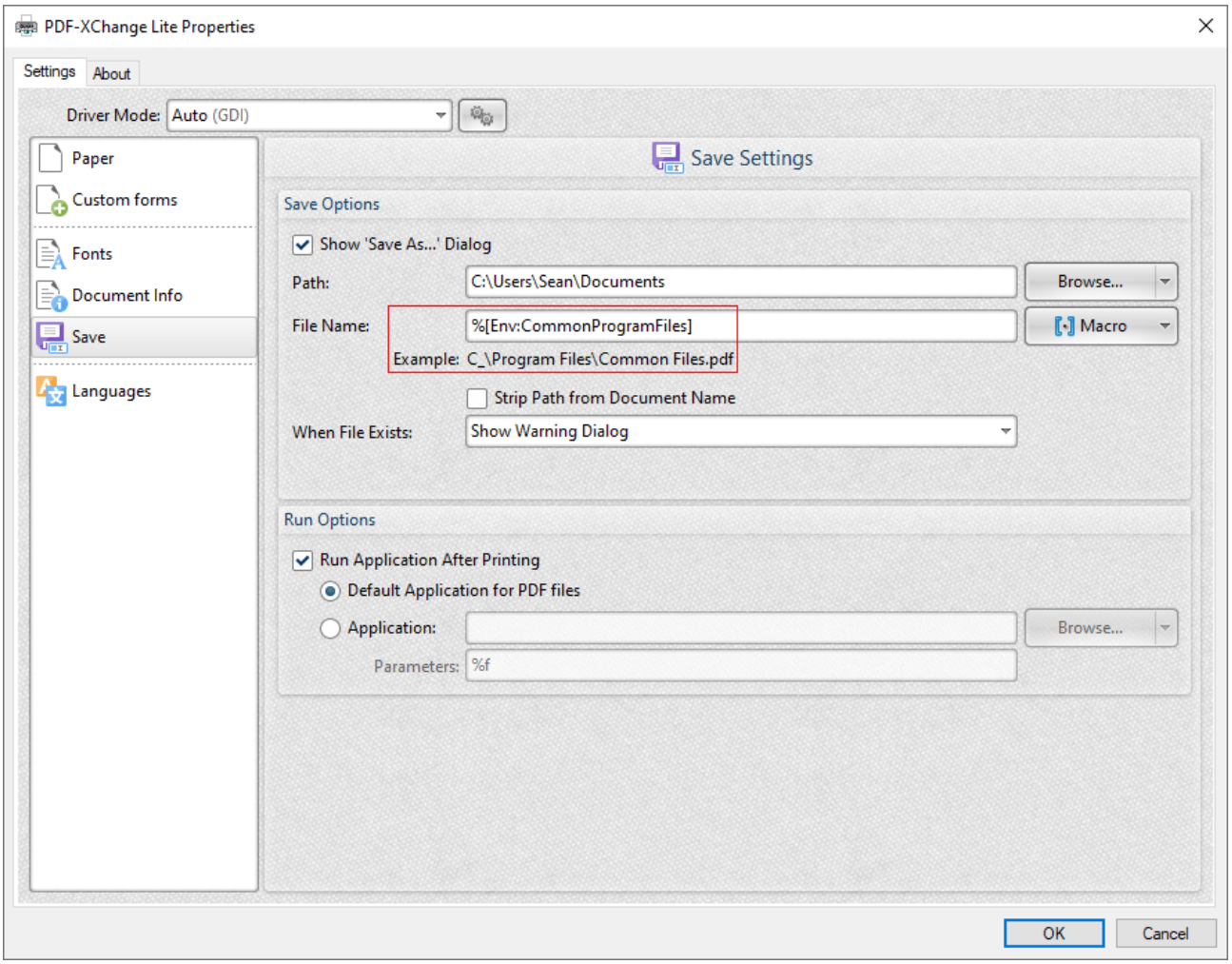

Figure 4. Example %[Env:CommonProgramFiles] Macro

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3.2.6 Languages

Languages

The **Languages** settings are used to determine the language of the user interface:

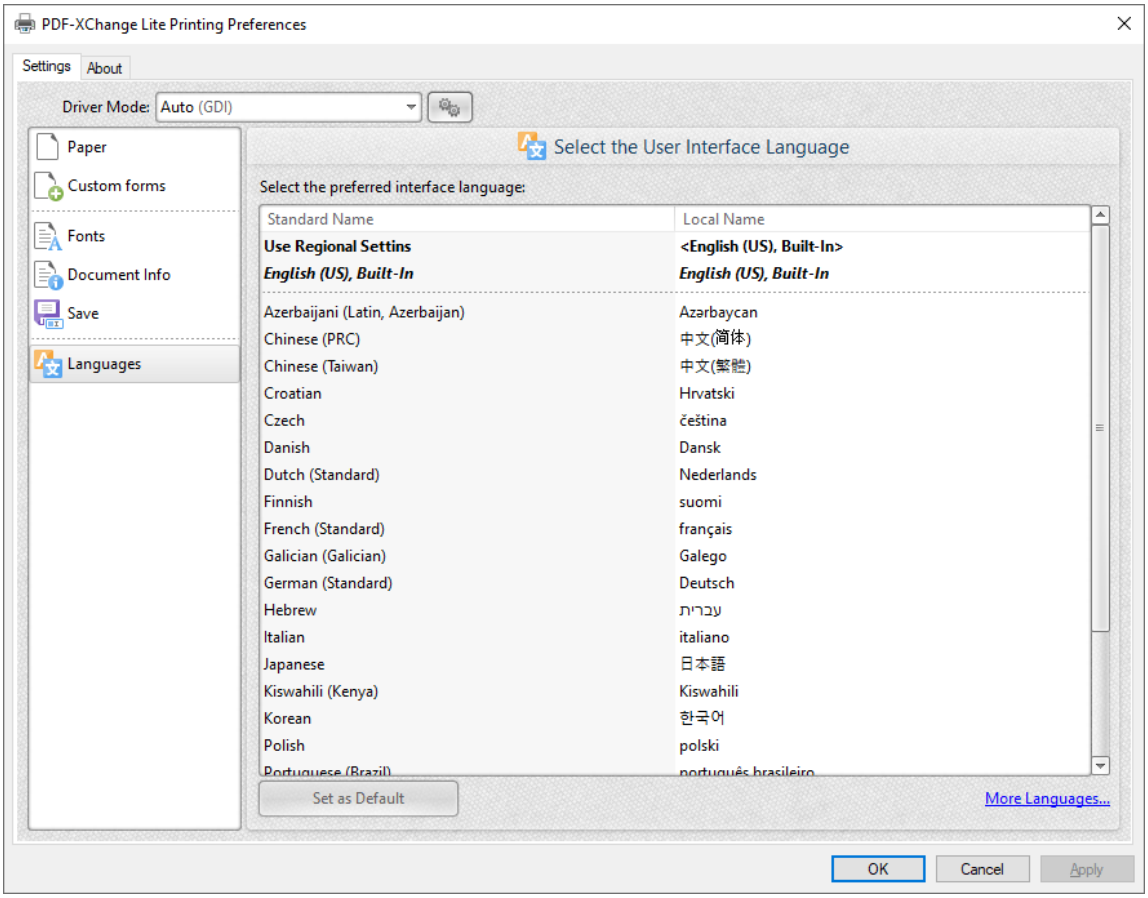

Figure 1. Choose Interface Language Dialog Box

Click **Use Regional Settings** to use the regional language of the local computer. Alternatively, click to select a language from the list of languages, then click **Set as Default** to enable it.

Click **OK** to save settings.

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3.2.7 Driver Mode

Driver Mode

The **Driver Mode** determines the print mode of **PDF-XChange Lite:**

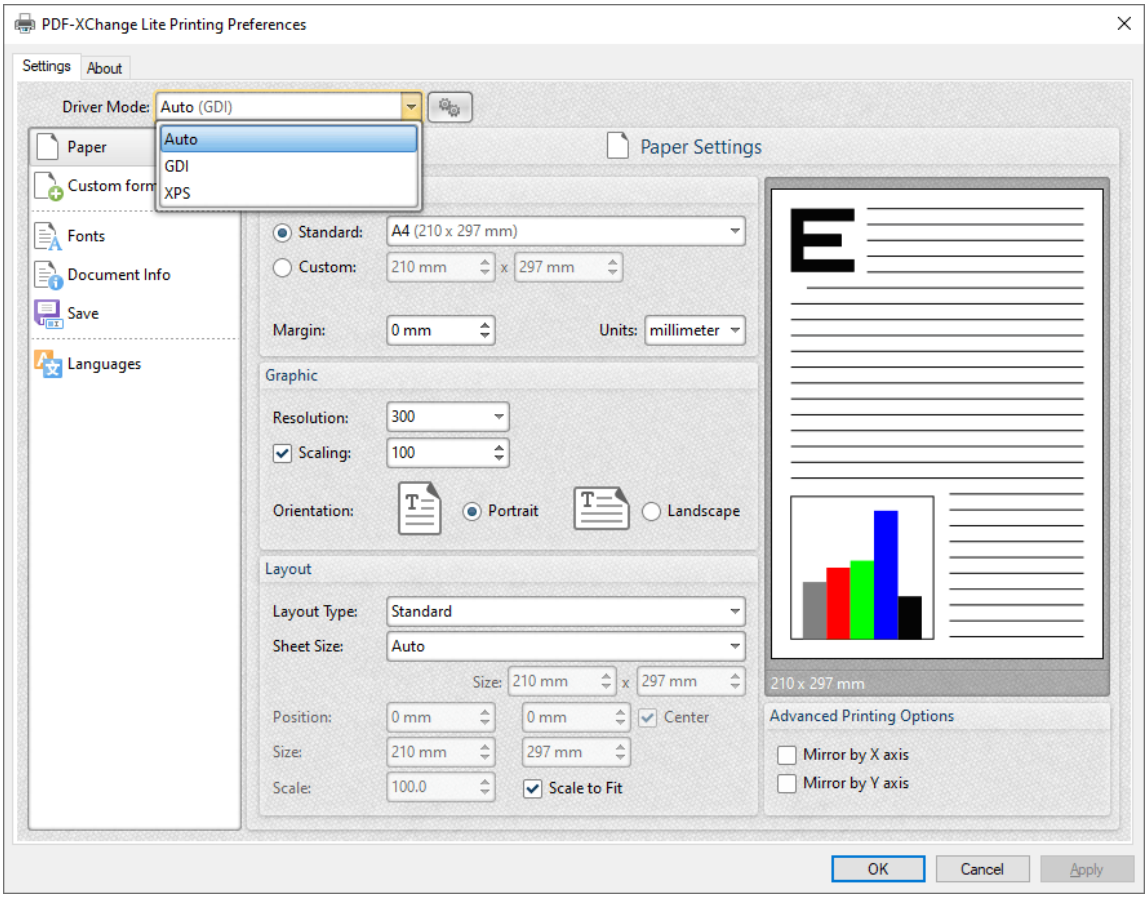

Figure 1. Driver Mode Options

Printer drivers on **Microsoft Windows** systems make use of **GDI (Unidrv** or **P-Script-based)** or **XPS (XPSDrv)** in order to print documents. **PDF-XChange Lite** supports both of these modes, and the **Driver Mode** settings determine which mode is used:

- **Auto** allows **PDF-XChange Lite** to determine the print mode.
- **GDI** specifies **GDI** printing to **GDI.**

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- **XPS** specifies **XPS** printing to **XPS.**

Driver Mode Rules

The driver mode rules are used to set printing to **GDI** or **XPS** for specific applications. Click the icon next to the **Driver Mode** dropdown menu in order to specify driver mode rules:

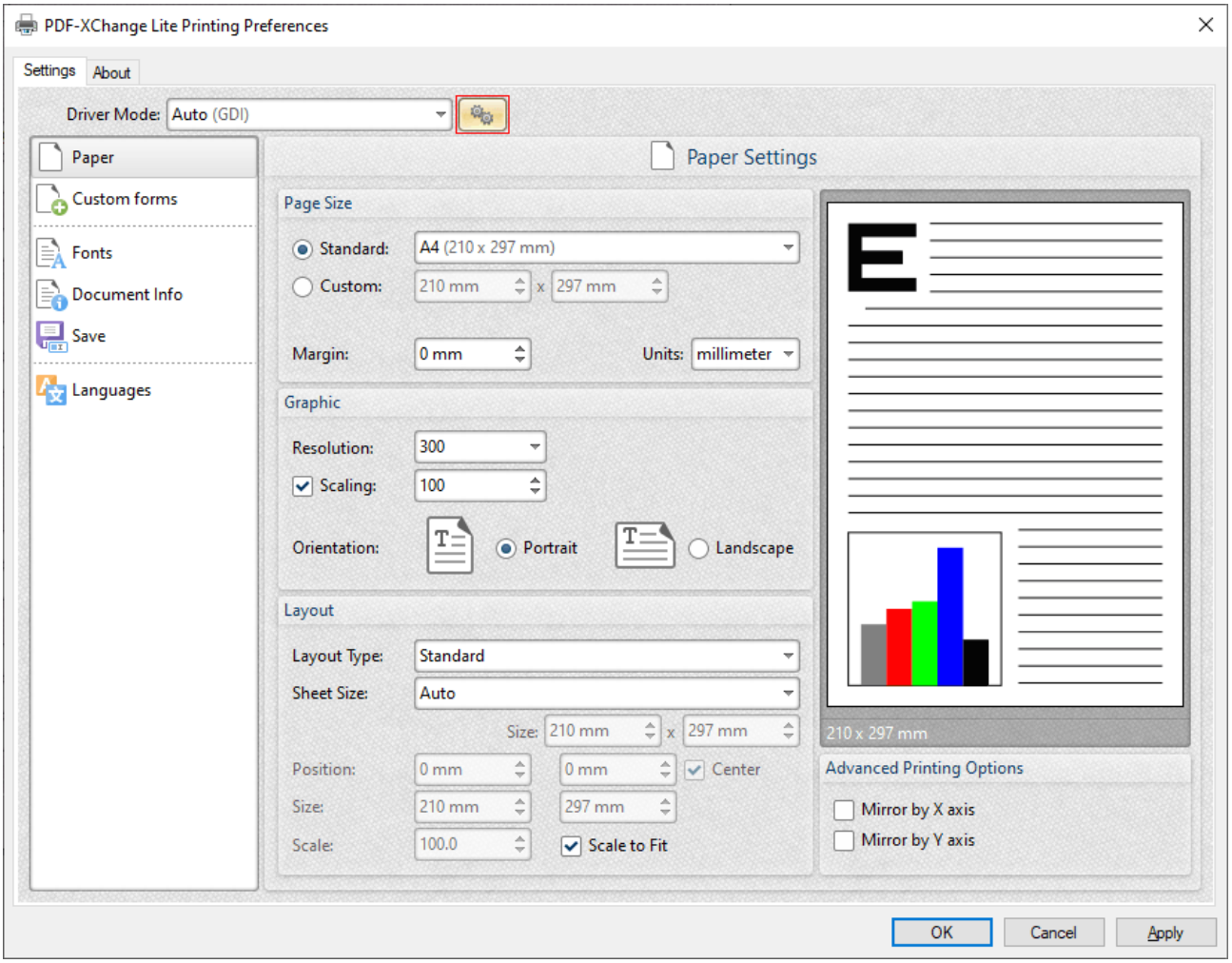

Figure 2. Driver Mode Rules Icon

The **Driver Mode Rules** dialog box will open:

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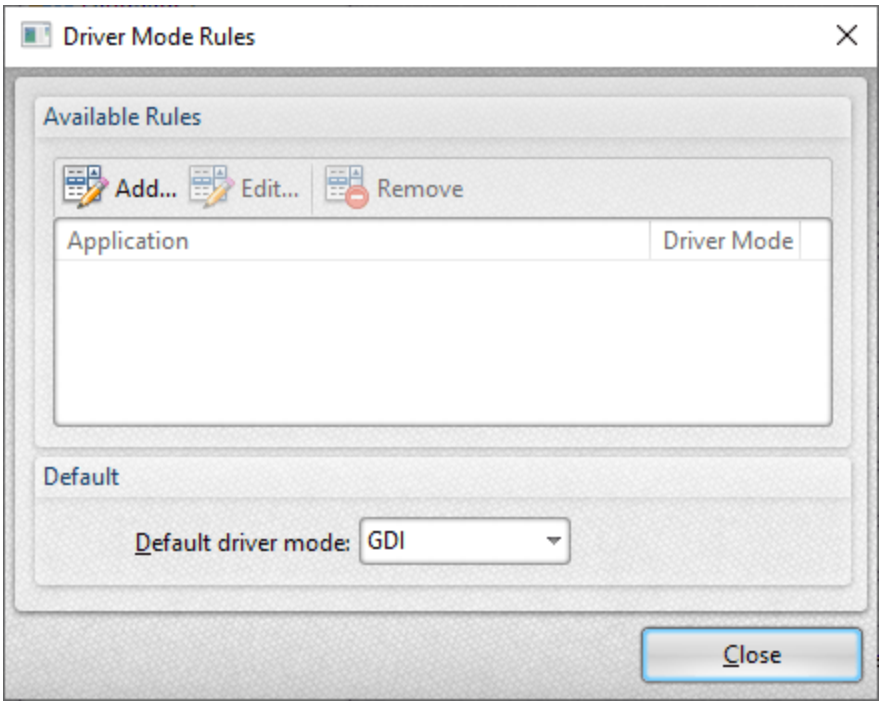

Figure 3. Driver Mode Rules Dialog Box

- Click **Add** to add applications to the list. The **Add/Edit Driver Mode** dialog box will open, as detailed below.
- Click **Edit/Remove** to edit/remove selected applications. The **Add/Edit Driver Mode** dialog box will open, as detailed below.
- Use the **Default driver mode** dropdown menu to determine the default driver mode in **PDF-XChange Lite.**

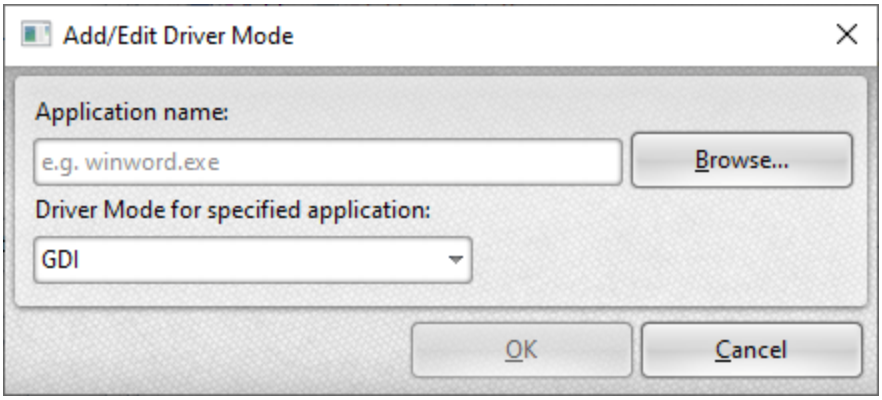

Figure 4. Add/Edit Driver Mode Dialog Box

- Enter the name of the application in the **Application name** text box. Note that the executable file of the application must be used. Alternatively, click **Browse** to select an application manually.
- Use the dropdown menu to determine the **Driver Mode** for the specified application. **PDF-XChange Lite** will then print in the specified mode when this application is used.

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Click **OK** to save changes.

3.2.8 PDF Saver

PDF Saver

The **PDF Saver** feature facilitates the combination of multiple print jobs into a single PDF document. This increases the speed at which files are generated, which allows users to queue new jobs before the final file assembly and generation.

Enter 'pdfsaver' in the **Windows Search Box** and click **PDF-XChange Lite pdfSaver** to view/edit the **PDF Saver** settings:

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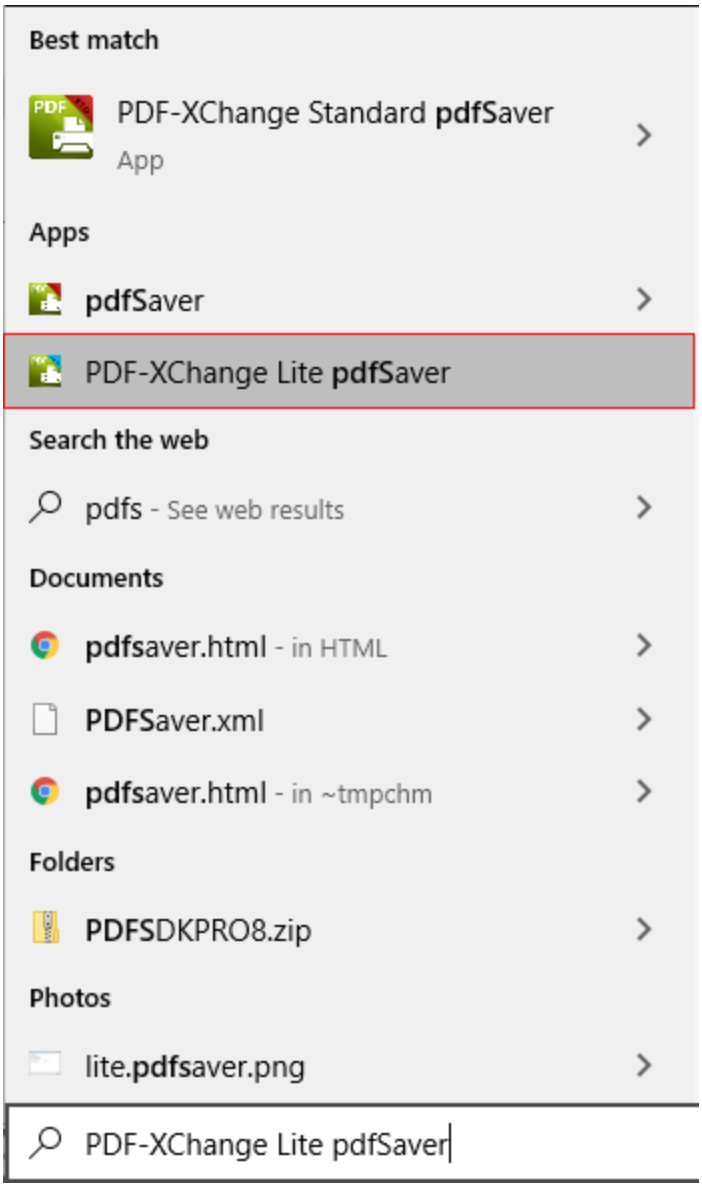

Figure 1. Windows Search Box Results

The **PDF-XChange Lite: pdfSaver** dialog box will open:

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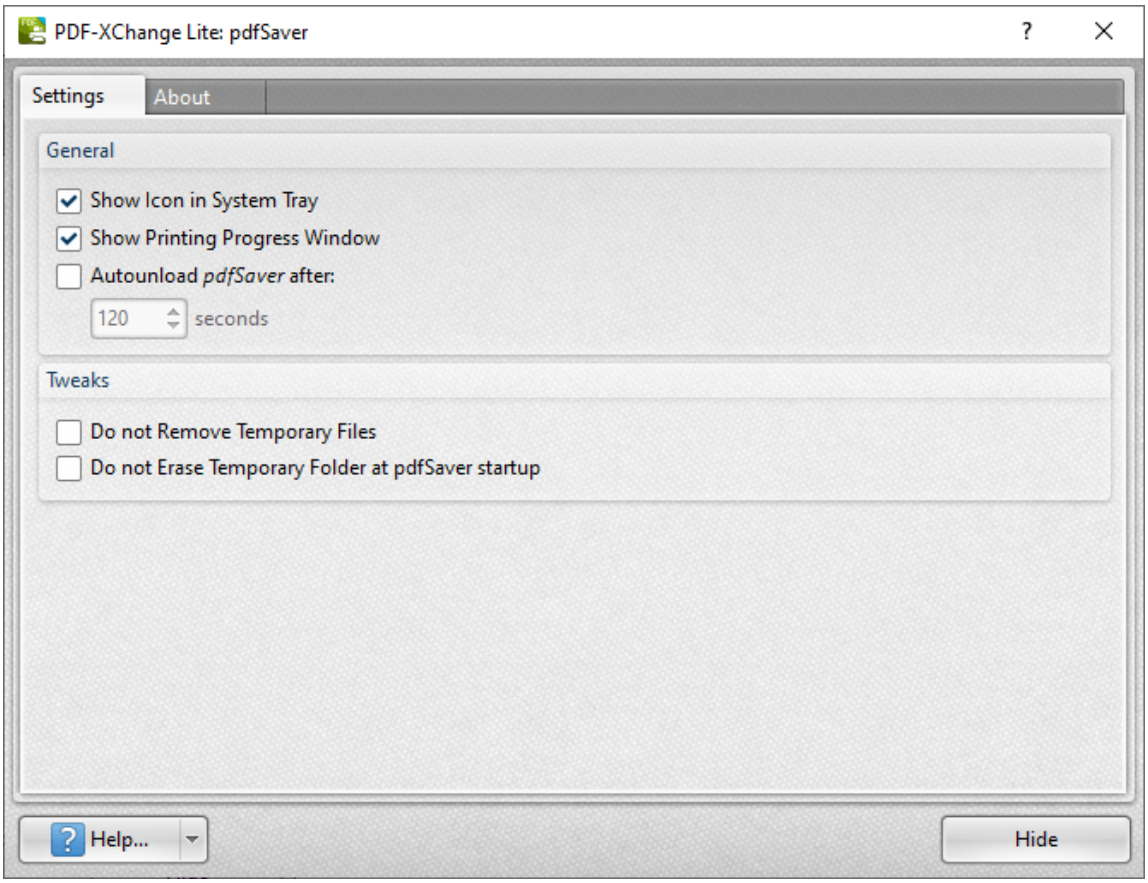

Figure 2. PDF-XChange Lite: pdfSaver Dialog Box

- Select the **Show Icon in System Tray** box to display an icon the taskbar when **PDF Saver** is open.
- Select the **Show Printing Progress Window** box to view the printing progress window when documents are printed.
- Select the **Autounload pdfSaver after** box to unload **PDF Saver** when printing is complete. Use the number box to determine the period after which **PDF Saver** closes.
- Select the **Do not Remove Temporary Files** box to retain temporary files after documents are printed.
- Select the **Do not Erase Temporary Folder at pdfSaver startup** box to retain the temporary folder when **PDF Saver** is launched.
- Use the **Help** dropdown menu to navigate to the **PDF-XChange Lite** online manual, the **PDF-XChange Lite** product page on the **PDF-XChange** website or the **Support Forums** as desired.
- Click **Hide** to minimize the window.
- Click the **About** tab to view build and version information about **PDF-XChange Lite.**

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3.2.9 Features Added in Version 8

Features Added in Version 8

The following features were added in **Version 8** of **PDF-XChange Lite:**

- PDF security settings added for the **IE** and **Outlook** plugins.
- **Save Document** options added, as detailed **here.** 41
- Options added that enable the specification of the PDF-viewing application for **PDF-XChange Lite.**
- Option to not store the **Producer** information in documents.
- Improved optimization and document generation speed.

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