



PrimoPDF

PrimoPDF Enterprise User Guide, Version 5.0

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Installation

Please note that PrimoPDF requires .NET 2.0 to be installed on the system prior to deployment.

Download Primo PDF 5 Enterprise using one of these links below.

32-bit

http://www.primopdf.com/installers/Enterprise/Primo5_32.msi

64-bit

http://www.primopdf.com/installers/Enterprise/Primo5_64.msi

Save the VB script to same folder as Primo5_xx.msi, and remove the '.txt' portion of the file extension. The VB script can be downloaded from one of these links below.

32-bit

http://www.primopdf.com/installers/Enterprise/Primo5_32.vbs.txt

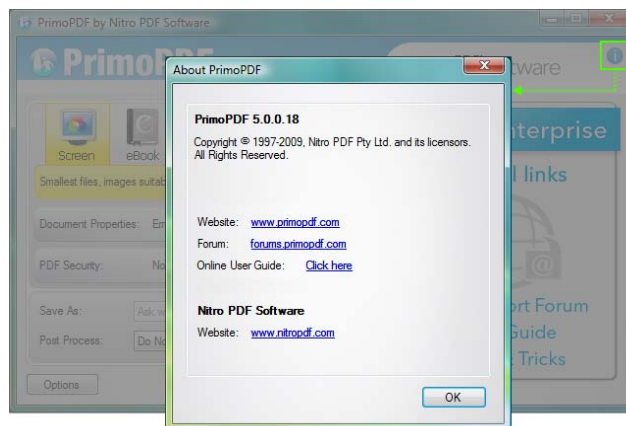
64-bit

http://www.primopdf.com/installers/Enterprise/Primo5_64.vbs.txt

Run the VBScript and enter your serial number when prompted (POExxxxxxxxxxxxxx).

An MST (printpdf.mst) will be created, deploy the MSI and MST files as per normal.

Reference Links



In the Windows **Start** menu, browse to **All Programs > Nitro PDF** and click **PrimoPDF Options**. In the PrimoPDF interface, click on **About PrimoPDF** to access useful online resources.

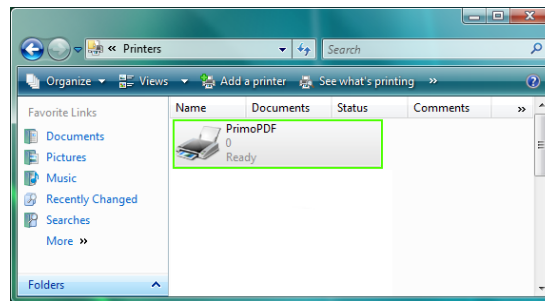
Uninstallation

To uninstall PrimoPDF:

In the Windows Start menu, browse to All Programs > PrimoPDF and click on the Uninstall menu-item. This will immediately complete the uninstall routine.

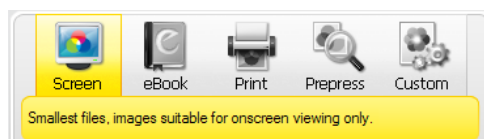
Creating PDF Documents

PrimoPDF installs itself as a virtual printer in the Windows **Printers and Faxes** device group. This allows any software with print functionality to output files to PrimoPDF for quick and easy PDF conversion.



To convert a document to PDF:

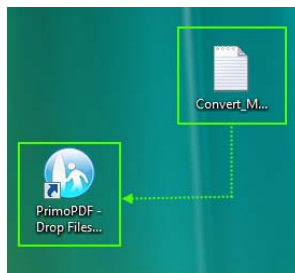
1. Open a document in your authoring program (e.g. Microsoft Word), and select **File > Print**.
2. In the printer dialog, select PrimoPDF from the dropdown menu and click **OK** to complete the print, and launch the **PrimoPDF** interface.
3. Select a **Creation Profile** for the document quality you need to achieve. A detailed explanation can be found in the [PDF Creation profiles](#) section of this guide.



4. Select the **Save As** dropdown menu to set a name and location for the created PDF.
 - **Ask when creating PDF** - Allows you to rename the PDF and select a save-location.
 - **Specific Folder** - Allows you to select a save-location while using the name of the document which is being converted. This option returns you to the PrimoPDF interface should you wish to change other settings for the same conversion.
5. Click the **Create PDF** button to convert your document.

6. If the destination of the PDF already contains a file with the same name, the **File Exists** dialog will prompt you to **Overwrite** the file or **Append** the conversion to the existing PDF.
7. Alternatively, if you wish to save the PDF under a different name or directory, just click **Cancel** and you will be returned to the **Save As** dialog.
8. Once your settings are committed, the converted PDF will automatically open in your default PDF viewer. This behavior can be changed from the **Post Process** dropdown menu.

Hint: A quick and easy way to convert a document to PDF format is to drag and drop the document on the PrimoPDF desktop shortcut, and the conversion will be performed.

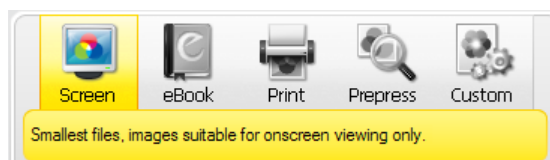


Hint: PrimoPDF allows you to configure the default behavior for the **File Exists** dialog to automatically overwrite, or append the document without prompting. These settings are explained further in the *PrimoPDF Document Settings* section of this guide.

PrimoPDF Document Settings

PDF Creation Profiles

PrimoPDF offers five output templates which allow you to create PDF files at an optimized size and quality level, depending on the intended use of the PDF document.



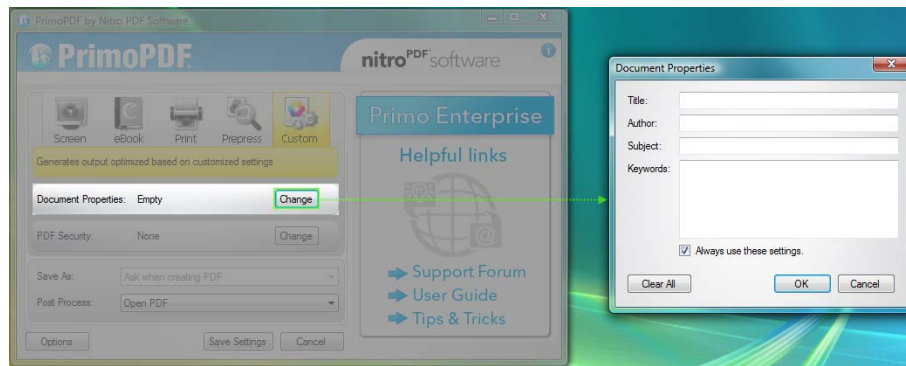
- **Screen** - Creates a PDF optimized for on-screen viewing. This configuration creates small PDF files and reduces the image resolution to 72dpi, which may reduce print quality.
- **eBook** - Creates a PDF adapted for eBook publishing. This configuration creates average-sized PDF files and compresses all images, while optimizing the file for downloading and viewing on a variety of screens.

- **Print** - Creates a PDF which is better adapted for printing on most home and office printers. This configuration creates high-resolution PDF files, but does not embed fonts.
- **Prepress** - Creates a PDF optimized for printing on commercial-quality printers. This configuration creates large PDF files with high-resolution images and embedded fonts, for results of a quality-level consistent to the system on which the PDF was generated.
- **Custom** - Enables you to specify custom settings for your PDF output. Refer to the PrimoPDF [Custom Creation Profile](#) section of this guide for further details.

Document Properties

PrimoPDF Document Properties allows you to include metadata (e.g. title, subject, author, keywords) in your PDF document. Filling out the document properties allows the reader to obtain information about the author, and makes it possible for the document to be searched by keywords and other criteria.

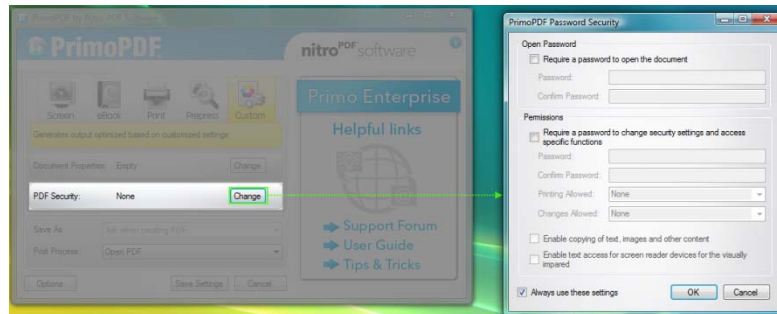
To set document properties:



1. In the PrimoPDF interface, under **Document Properties**, click **Change**.
2. In the **Document Properties** window, enter the information corresponding to the **Title**, **Author**, **Subject**, and **Keywords**, and click **OK**.
3. Tick the **Always Use These Settings** checkbox to automatically compile specific information in any subsequent PDF.

PDF Security

PrimoPDF enables you to secure your PDF document, and to control the actions that users can perform on the file.



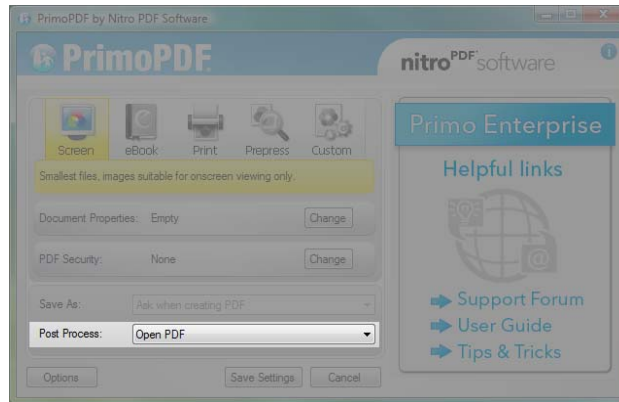
To secure your PDF:

1. In the **Document Properties** window, enter the information corresponding to the **Title**, **Author**, **Subject**, and **Keywords**, and click **OK**.
2. In the **Open Password** section, tick the **Require a password to open the document** checkbox to enable password-protection on the document.
3. In the **Open Password** section, tick the **Require a password to open the document** checkbox to enable password-protection on the document.
4. **Password** - Enter the desired password to secure the document.
5. **Confirm Password** - Repeat the password to detect and avoid typing errors.
6. In the **Permissions area**, tick the **Require a password to change security...** checkbox to prevent further security-changes without authentication, and to lock down specific document functions.
7. **Password** - Enter the desired password to restrict specific document functionality.
8. **Confirm Password** - Repeat the password to detect and avoid typing errors.
9. **Printing Allowed** - Enables you to restrict or allow different print-functions for the document.
 - **None** - Completely disables printing functionality.
 - **Low Resolution** - Allows printing but lowers the resolution and quality of images.
 - **High Resolution** - Enables unrestricted print quality.

10. **Changes Allowed** - Allows you to specify the level at which users can modify or access content within the document.
 - **None** - Restricts the user from making any changes to your document, unless the specified **Permissions Password** is supplied.
 - **Creating, inserting, deleting, and rotating pages** - User editing is restricted to manipulating document pages, including adding, deleting, and rotating pages.
 - **Commenting, filling in form fields and signing** - User editing is restricted to adding PDF comments, filling-in form fields, and adding digital signatures.
 - **Any except extract pages** - Users are allowed to use all the editing features available in their PDF viewer, however page-extraction is disabled.
11. **Enable copying of text, images, and other content** - Allows the user to select and copy the document content to their clipboard for pasting into another file.
12. **Enable text access for screen reader devices for the visually impaired** - Allows screen-reading software to access the textual content in your document for audible reading.
13. **Always use these settings** - Enables the entire selected security configuration to be automatically applied to all subsequent documents.

Post Process Actions

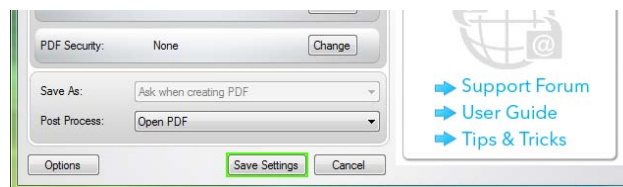
PrimoPDF enables you to configure the default action triggered by a completed PDF conversion.



To set automatic behavior:

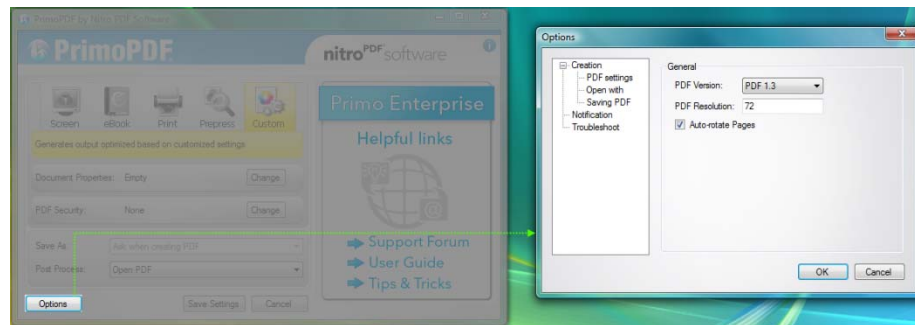
1. In the PrimoPDF interface, the **Post Process** dropdown menu allows you to configure the default action when a conversion is complete.
2. **Open PDF** - When the PDF is created, the file will be saved to disk and automatically opened using the default PDF viewer specified in the PrimoPDF Program Options. These settings are explained further in the [PrimoPDF Document Settings](#) section of this guide.
3. **Email PDF** - When the PDF is created, the file will be saved to disk and a copy will be attached to a blank email message using your default email client.
4. **Do Nothing** - When the PDF is created, the file will be saved to disk and no further action will be triggered.

HINT: By accessing PrimoPDF via the Windows® **Start** menu (**All Programs > Primo PDF > PrimoPDF Settings**), you will notice that the **Create PDF** button has now changed to a **SaveSettings** button. This allows you to make changes to the various settings then saving them as the application defaults.



PrimoPDF Program Options

PrimoPDF can be configured via the options dialog. The dialog may be accessed by clicking on the **Options** button in the main interface.



PDF Creation Settings

Configure the default base settings for your PDF conversion. You may access the creation settings by clicking the PrimoPDF **Options** button, then selecting **Creation**.

1. **PDF Settings** - Configure compatibility and quality settings.
 - **PDF Version** - Sets the PDF version for compatibility with viewing and editing applications.
 - **1.2** - Compatible with version 3.0 or later of Adobe Reader
 - **1.2** - Compatible with version 4.0 or later of Adobe Reader
 - **1.2** - Compatible with version 5.0 or later of Adobe Reader
 - **1.2** - Compatible with version 6.0 or later of Adobe Reader
 - **PDF Resolution** - Sets the resolution for the entire document.
 - **Auto-rotate Pages** - Automatically rotates the PDF page for the majority of the text to be horizontal. This can be useful when creating PDFs from landscape documents for the pages to be easier to be read on screen.
2. **Open With** - Sets the target PDF viewer which automatically opens a newly created PDF.
 - **Default PDF viewer** - Uses the program set as the default PDF viewer in the Windows® registry.
 - **Custom Program** - Configures PrimoPDF to automatically export documents to another program rather than the default used by Windows.

3. **Saving PDF** – Determines the default behavior when PrimoPDF encounters a duplicate filename to the one being saved in the current location.
 - **If PDF exists** – Configures whether PrimoPDF should **Overwrite** the file or **Append to existing** document.
 - **Ask before appending or overwriting document** – Configures PrimoPDF to ask for the user's confirmation before performing an **Overwrite** or **Append**.

PrimoPDF Notifications

PrimoPDF enables you to select the notifications you wish to receive during conversion tasks. You may access the notification settings by clicking the PrimoPDF **Options** button, then selecting **Notification**.

- **Notification** – Configures when PrimoPDF will prompt the user for confirmation before performing an action.
 - **Display 'Administrator Rights Needed' prompt** – Sets a prompt to appear when PrimoPDF is performing a task which requires Local Administrator permissions.
 - **Display 'Invalid Characters' prompt** – Sets a prompt to appear when invalid characters (e.g. %, <, *) reside in the original file path. PrimoPDF however will always replace any invalid characters with an underscore character ("_").
 - **Display Streamline prompt** – Sets the **Streamline PrimoPDF** dialog to be displayed each time PrimoPDF is loaded.

Troubleshooting Tools

PrimoPDF allows you to review any issues encountered during PDF creation. You may access the **Troubleshooting** options by clicking the PrimoPDF **Options** button, then selecting **Troubleshooting**.

- **Troubleshoot** – Allows PrimoPDF to collect logs which can be analyzed if issues are encountered during a conversion.
 - **Save conversion logs** – enables PrimoPDF to save the detailed log files which one may use to diagnose conversions, as well as any problems which lead to unsuccessful conversions. The file name of the conversion will match the name of the converted PDF, but will have a '.log' extension appended to it.
 - **Save postscript after conversion** – enables PrimoPDF to save the temporary PostScript® file created during the conversion to the same location as the output PDF. The PostScript® filename will match the name of the converted PDF, but will have a '.PS' extension appended to it.

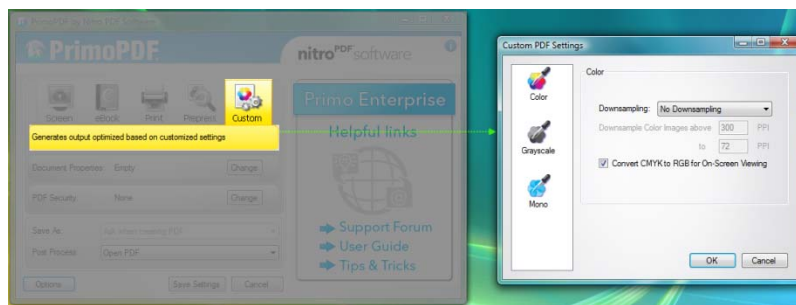
PrimoPDF Custom Creation Profile

Customizing your PDF output

PrimoPDF allows you to extensively customize the image quality and file-size of your PDF documents.

To access the Custom Profile:

1. In the PrimoPDF interface, select **Custom** from the row of Creation Profiles.
2. In the **Custom PDF Settings** window, the custom options are grouped by color-category in the left column.



Downsampling Methods

Each of the three color-categories for the custom **Creation Profile** allows the user to downsample images according to resolution and quality requirements.

Downsampling options:

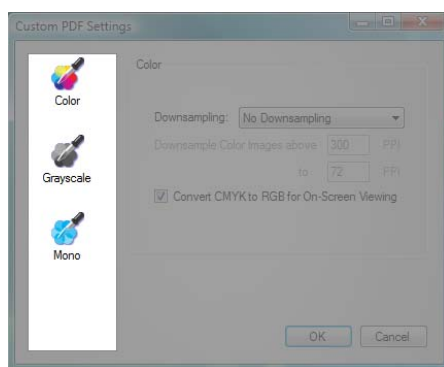
1. **Don't Downsample** - This option disables image downsampling in the created PDF document to produce the highest quality of output possible. It is recommended to select this option if the PDF will be used for printing to a commercial quality printer.
2. **Average** - With this option selected, neighboring pixels in an image are averaged, and pixels of similar value are replaced with the calculation of their average pixel color. Averaging generally produces good quality results and is suitable for printing to most home and office printers.
3. **Subsample** - This option configures PrimoPDF to take a pixel from a sampled area and replace the entire area with the selected pixel. Subsampling produces smaller file sizes and PDF

creation is faster, however a decrease in visual quality may be noticed.

4. **Bicubic** - When selected, PrimoPDF uses bicubic interpolation to generate new pixel values. This is achieved by using a special averaging calculation to retain the highest possible quality, and can create better quality results than the other sampling methods. This however slows down the PDF creation process since the calculations are more complex to compute.
5. **Downsampling Threshold** - The **Color**, **Grayscale**, and **Mono** categories in the Custom Creation Profile all allow the user to downsample images above a predetermined threshold. This assists in reducing the PDF file size since any image above the specified resolution will automatically be downsampled to the configured value.

Color Categories

Create a PDF of any standard by having full control over the document's image and compression options.



1. **Color** - The Color pane allows you to configure options for creating PDF documents containing color images which may be sampled for CMYK or RGB values.
 - **Downsampling** - Configures the method used to downsample the image. Refer to the [Downsampling Methods](#) section of this guide for further details.
 - **Downsampling Threshold** - Determines the maximum image resolution allowed before downsampling is performed.
 - **Convert CMYK to RGB for On-Screen Viewing** - Tick this checkbox to convert images from the CMYK color-model (used for printing) to the RGB color-model (used for on-screen display).
2. **Grayscale** - The Grayscale pane provides configuration options for creating PDF documents which contain grayscale images. In a grayscale image, each pixel is usually stored as a byte (8 bits), which means each pixel may have a value from 0 to 255.
 - **Downsampling** - Configures the method used to downsample the image. Refer to the [Downsampling Methods](#) section of this guide for further details.

- **Downsampling Threshold** - Determines the maximum image resolution allowed before downsampling is performed.
3. **Mono** - The Monochrome pane provides configuration options to output PDF documents which contain mono images. In a monochrome image, each pixel is usually stored as one bit, which means each pixel may have a value from 0 to 1. Monochrome images are commonly smaller in file-size than their grayscale counterparts.
- **Downsampling** - Configures the method used to downsample the image. Refer to the [Downsampling Methods](#) section for further details.
 - **Downsampling Threshold** - Determines the maximum image resolution allowed before downsampling is performed.
 - **Compression** - Configures the compression filter for monochrome images.
 - **CCIT (International Coordinating Committee for Telephony and Fax Encoding)** - A lossless compression method that uses standard fax compression and only applies to 'black & white' images.
 - **Flate Encode** - Uses the ZIP compression method to reduce the image size without affecting quality.
 - **Run Length Encode** - Particularly effective on files that contain many long runs of the same bit, value, or character. This method is primarily used on binary files.