PDFeBurst Version 2.1 for Windows

User's Manual

"The secret of getting ahead is getting started. The secret of getting started is breaking your complex overwhelming tasks into small manageable tasks, and then starting on the first one". By Mark Twain

PDFeBurst™

Introduction to **PDFeBurst™ Version 2.1 For Windows ("*PEB2"*)**

The second generation PDFeBurst is the latest technology designed to make automated PDF processing more cost efficient and FAST

It's as easy to use as Adobe® Acrobat©

PEB2 is an Adobe Acrobat plug-in that can streamline current business processes by bursting, e-mail and faxing (with a fax service) PDF files.

PEB2 processes thousands of PDF pages (bursting and e-mailing) with one click of a mouse. It does not interfere with current software programs or applications. *PEB2* can be effectively integrated into legacy processes with minimal technical expertise; it's user friendly. Postal expenses can be reduced or eliminated with *PEB2* and its cost can be recovered in just a few uses.

PEB2 has a powerful internal processing engine making it the only software application that will e-mail PDF pages and groups from an email address within a PDF file. The advantage of *PEB2* is that it is not tied to a complex external data source; current software is compatible. *PEB2* evaluates only the PDF file and can be simply integrated into any existing business process/application.

The *PEB2 Advantage:*

- **User Friendly - Easy to install and utilize**
- **Time and Labor Saving**
- **Cost Effective – No postage/ envelopes expenses**
- **Paperless – Helps to protect the environment**
- **Sophisticated and affordable system**

# PDFeBurst Version 2.1 for Windows ("PEB2") is now available

New features:

- **HEADER.PDF is optional**
- **Ability to create templates**
- **Faster processing time and more flexibility with option SMTP**

New Header Option Added (#1 Requested Option)

HEADER. PDF is now optional (default is no HEADER.PDF). If needed, HEADER. PDF can be turned on before processing.

Benefits of the default:

- **Reduces** file size

- **Saves** money by eliminating the extra page if faxed
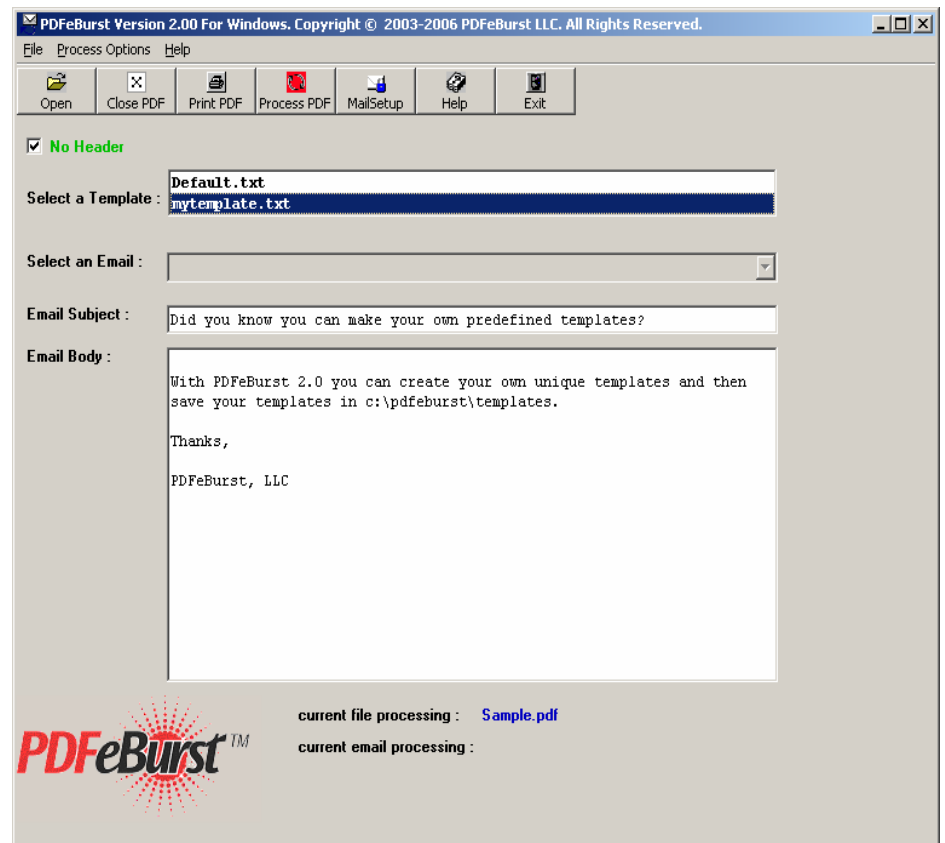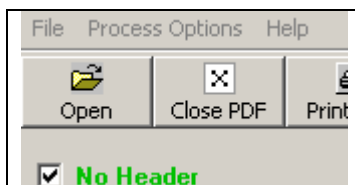
Create CustomTemplates

Select a Template :
 `Default.txt`
 `mytemplate.txt`

- Create templates. Now there is no need to type the same information each time a file is processed. Customize and save templates.

New Option SMTP can speed processing time up to 15 percent.

SMTP or Simple Mail Transfer Protocol servers are what every mail program interfaces with when sending e-mail. Because **PEB2** can talk directly to SMTP servers processing time will be faster.

Users of PDFeBurst Version 1.0 with Microsoft® Outlook© often ask how to get around the security dialog. The good news is **PEB2** does **NOT** require the use of MAPI, ClickYes, Outlook or Outlook Express. **PEB2** can communicate directly with almost any SMTP server. But **PEB2** can still be used with Outlook or Outlook Express. This means more flexibility.

ns Help

| ‹ PDF | Print PDF | Process PDF | MailSetup | Help | Exit |

Mail Configuration Form   _ □ ×

PDFeBurst Mail Client Configuration Screen

te :

:

  ⊙ PDFeBurst will use Microsoft Outlook as Default mail client.

  ○ PDFeBurst will use Outlook Express as default mail client.

  ○ PDFeBurst will not be used with a mail client but will use an outgoing SMTP mail server.

Select mail settin

SMTP Configuration

Server Information
Outgoing Mail Server (SMTP): [   ]

Logon Information
User Name : [   ]
Password : [   ]
Email Address (FROM:) [   ]

OK   Cancel

System Requirements

- Windows 95, 98, ME, NT, XP or 2000 operating system

- A full version of Adobe Acrobat Version 7.0 or higher

You must have a full version of Acrobat installed on your

workstation; a simple reader will not work.

- An internet connection

- At least 2 MB of available disk drive space on c: drive

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End User License Agreement (EULA)

NOTICE: READ BEFORE INSTALLING THIS SOFTWARE PROGRAM

This is the End-User License Agreement (EULA) of PDFEBURST, LLC for the software program **PEB2** and related materials (collectively Software Program).

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8. General
You are responsible for installation, management and operations of the Software Program.

Installing *PEB2*

System Requirements

PEB2 has the following system requirements for installation:

- Windows 95, 98, ME, NT, XP or 2000 operating system

- ***A full version of Adobe Acrobat Version 7.0 or higher -***

  must be installed on the workstation; a simple reader will

  not work.

- An internet connection

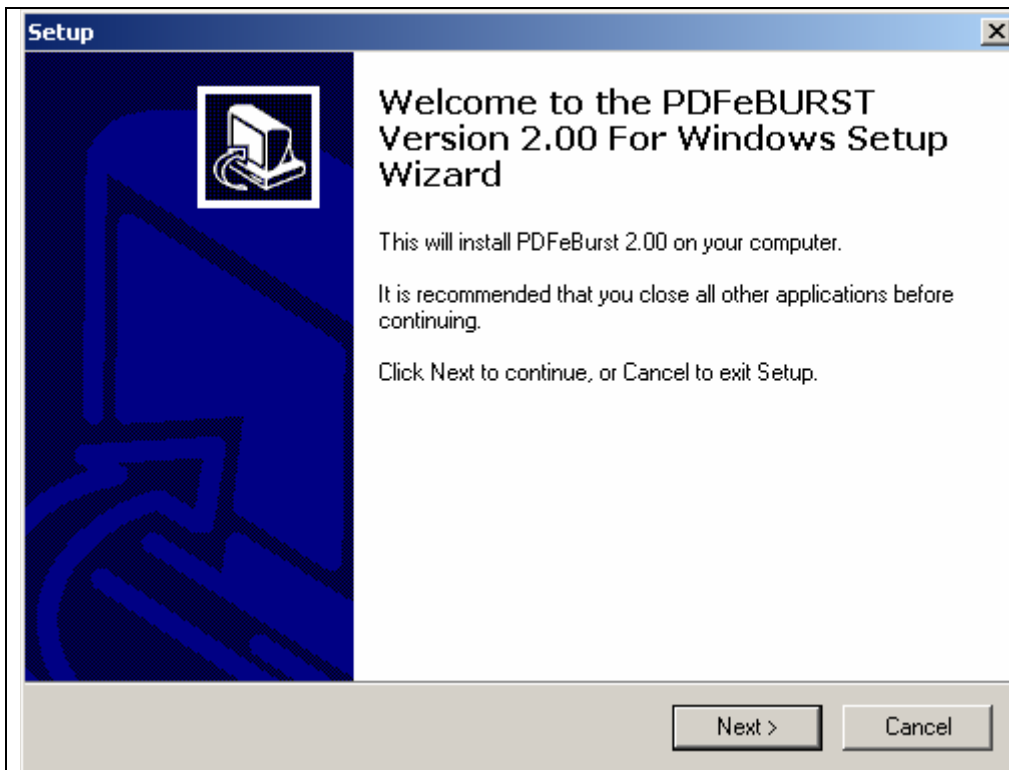- At least 2MB of available disk drive space on c: drive

Installation

Once you have verified that the system requirements have been met, install ***PEB2*** by running SETUP.EXE.

Note that the default installation directory for ***PEB2*** is:
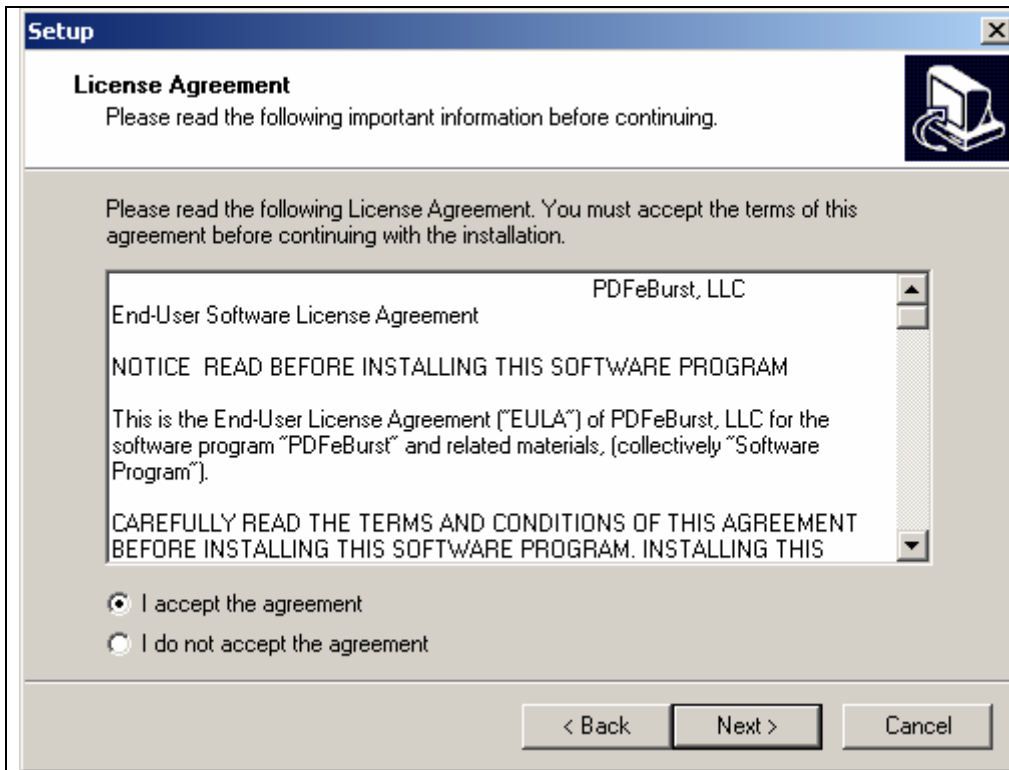   **C:**PDFEBURST
This default directory CANNOT be changed.

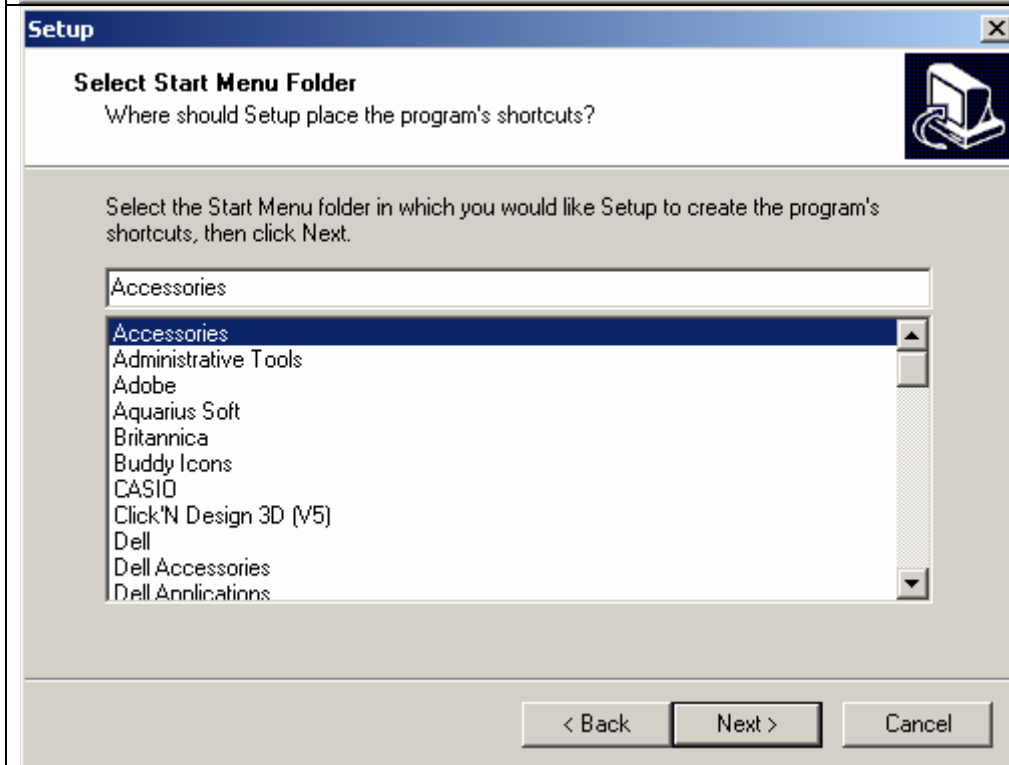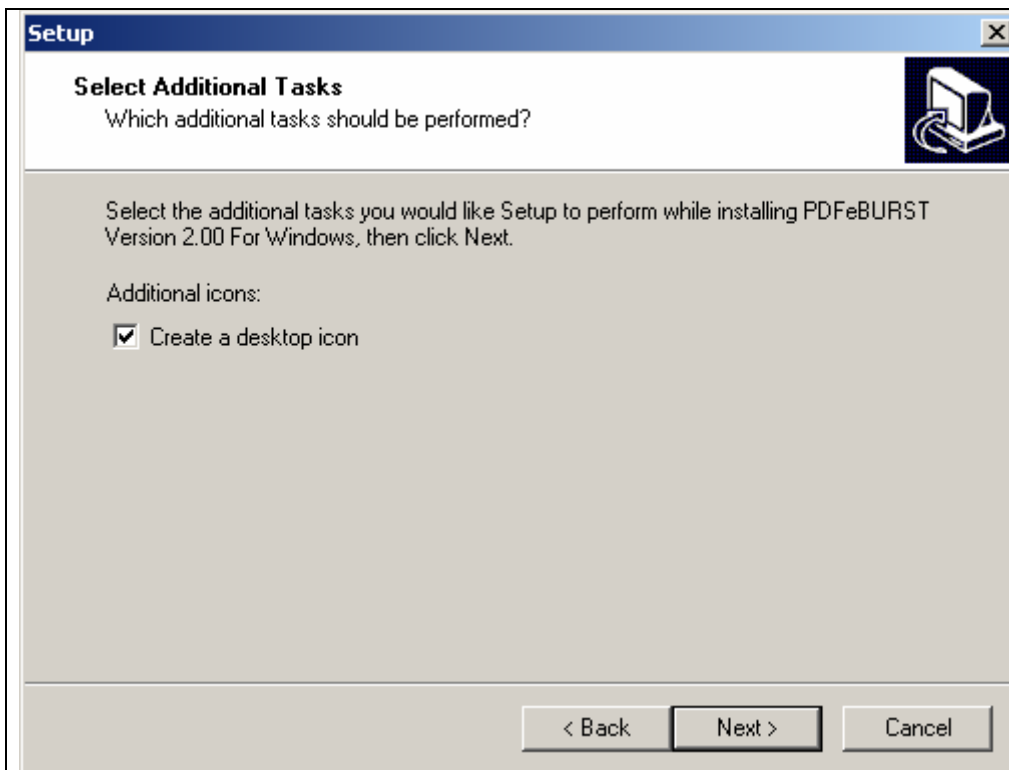|	
	When running SETUP.EXE, the following installation screens are presented. The first screen is the Welcome screen.
	Press "Next" to get to the Personal Information screen where you provide your name, company name and product registration key.
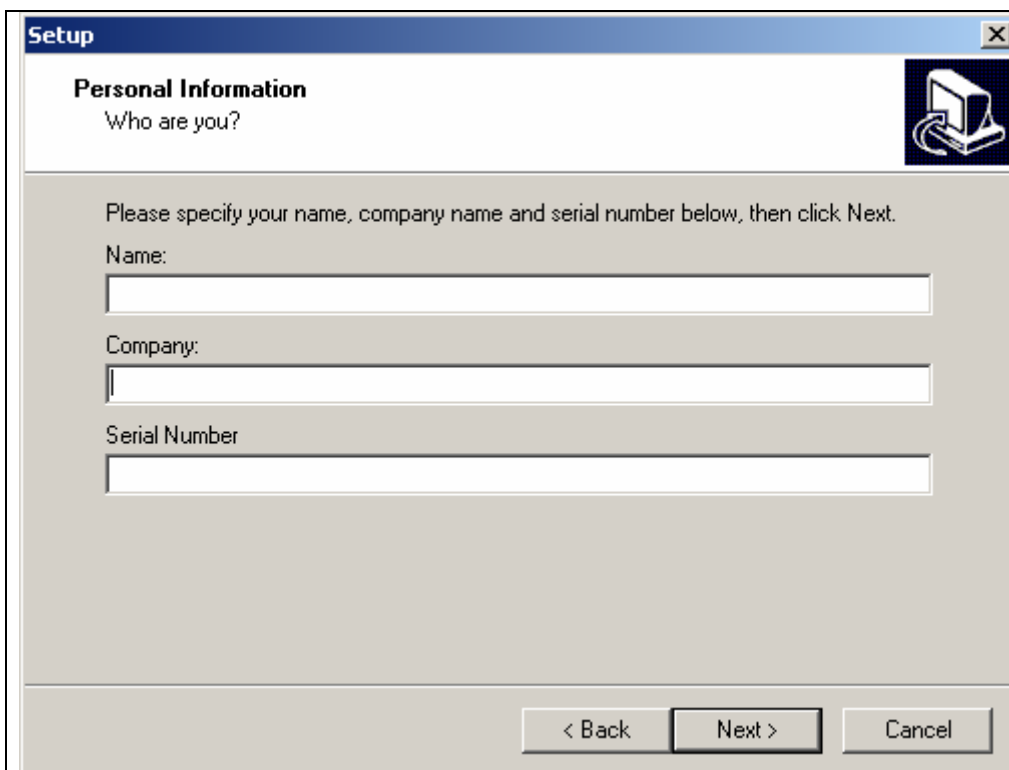
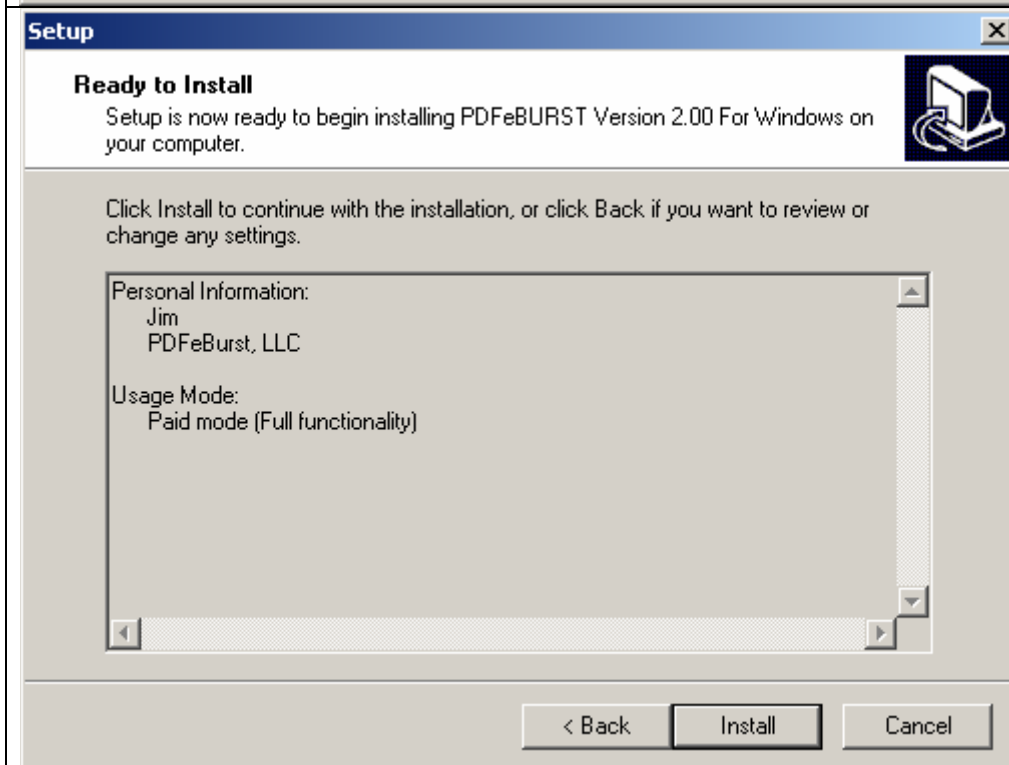|	
	After entering name and serial number, **read** and **accept** the license agreement by selecting the "**I Accept the agreement**" (See left.)
	At the next screen, select the start menu folder to create the product shortcut. The default is PDFEBURST.

Setup ⊠ **Select Additional Tasks** Which additional tasks should be performed? Select the additional tasks you would like Setup to perform while installing PDFeBURST Version 2.00 For Windows, then click Next. Additional icons: ☑ Create a desktop icon < Back Next > Cancel	A shortcut to **PEB2** can be added to your windows desktop.

Setup   ⊠
 	
Ready to Install
Setup is now ready to begin installing PDFeBURST Version 2.00 For Windows on your computer.
 	
Click Install to continue with the installation, or click Back if you want to review or change any settings.
 	
Personal Information:
    Jim
    PDFeBurst, LLC
 	
Usage Mode:
    Paid mode (Full functionality)
 	
< Back   Install   Cancel
	Once selections are made, a final screen displays those choices. Press **Install** to proceed with installation.

	When SETUP completes file installation, a final screen contains a checkbox to launch PDFEBURST. Clicking **Finish** completes the installation process.
	A product registration box appears. The completed information is sent via the Internet connection to the *PEB2* Web site.
	If registration is successful, the status message on the left appears.

If the "Launch **PEB2"** box is checked, c:\PDFEBURST\PDFEBURST.exe opens the application window.
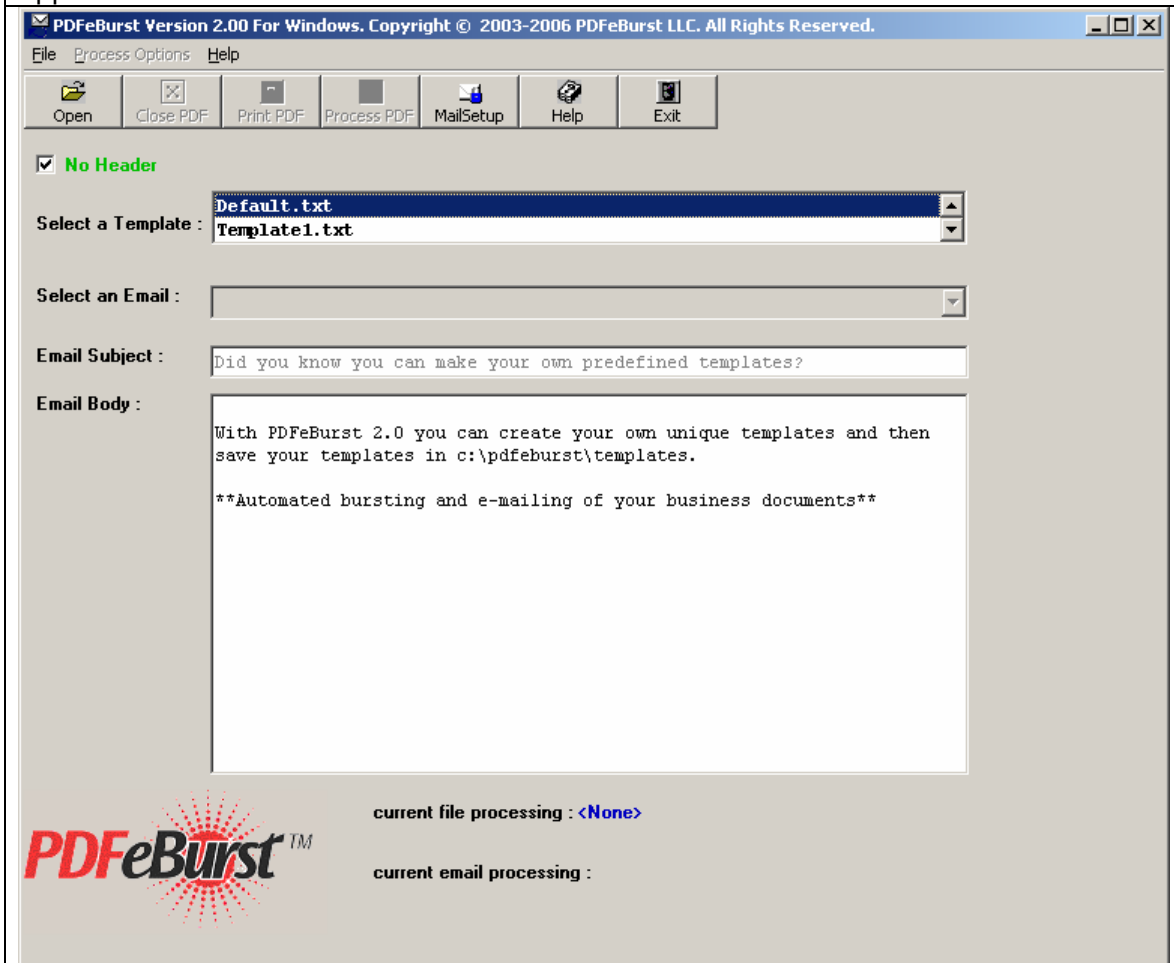
You are now ready to begin using _PEB2_.
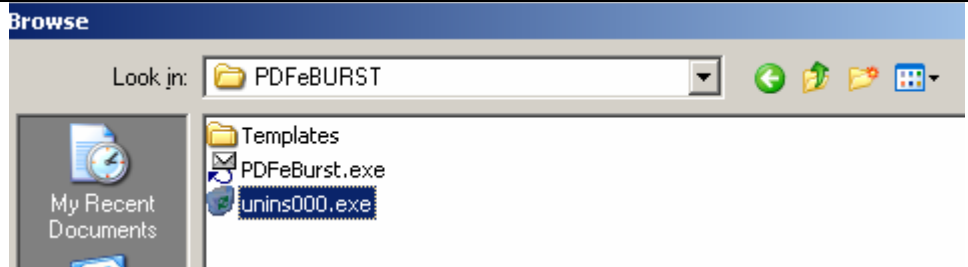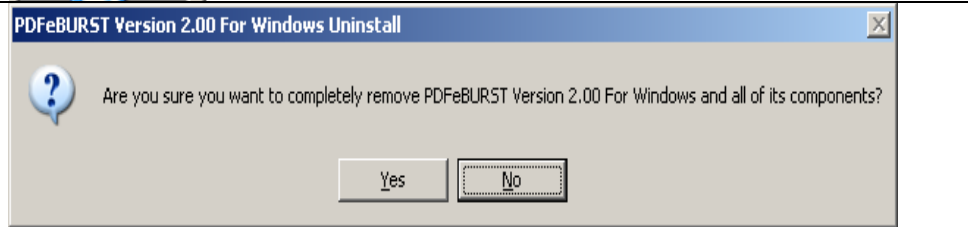
Un-installing *PEB2*

Un-install **PEB2** from a PC machine by going to the Windows Control Panel and selecting Add/Remove Programs. Select **PEB2** from the installed programs list and then click the Add/Remove button.

OR

Let **PEB2** uninstall **PEB2** directly.

Browse — Look in: PDFeBURST — Templates, PDFeBurst.exe, unins000.exe — My Recent Documents	An uninstall program is located in c:\PDFEBURST folder.
PDFeBURST Version 2.00 For Windows Uninstall — Are you sure you want to completely remove PDFeBURST Version 2.00 For Windows and all of its components? — Yes / No	PDFEBURST is easily removed. (See left.)

Setting up documents for processing is essential before using this program.

FIRST	SECOND	THIRD
Install Eburst tags on each page of existing business documents and reports. A PDF file is then created.	Create a PDF file with Eburst tags. **The PDF file serves as a bridge between your software and PEB2.**	PEB2 evaluates the PDF file searching for eburst: tags. Based on the tags eburst sends your business documents (now PDF pages) to e-mail.

The most important step before starting is planning the **setup of your business documents as PDF files.** A little planning will save problems in the future.

> *Below are several examples of setting up reports and documents before converting to PDF files.*

If sending a converted document by e-mail, format the tag (eburst:) + E-mail recipient. See example below:

> eburst: **bill@someserver.com**

If sending a converted document by fax the format will be tag (eburst:) + fax number. See example below:

> eburst: **somefaxnumber@somefaxservice.com**

In the above example let's assume you have an account with a fax service provider.

If you don't have an E-mail address and will not be using a fax service then print those documents without addresses and fax numbers; the format will be tag (eburst:) + print. See example below:

> eburst: PRINT

Another option would be if you don't have an e-mail address or a fax number for a client, then use your own E-mail address.

> Example, eburst: **myemail@someserver.com**

In this example all PDF pages without a fax number or E-mail address would be sent back to you for special handling such as printing.

Important Notes on formatting when creating your PDF files

- The EBURST tag is *not* case sensitive so use any combination of upper and lower case letters such as EBURST: or EBurst: or eburst:

- The colon **:** is mandatory.

- The EBURST: tag can appear anywhere on the page. It can also appear in the middle of a line of text. Leave as much white space as you wish between the tag and actual E-mail address.

- If you want to "hide" the tag or E-mail address so that it does not appear visible when the user views or prints the file, set the font color to white when creating the PDF file.

- Any page without an EBURST**:** tag will be ignored.

- If multiple pages from the source PDF contain the same E-mail tag, they will be consolidated to a single E-mail message. So if page 2 and page 12 both contain EBURST:hboyer@boyerprod.net, a single PDF file containing page 2 and 12 will be sent to hboyer@boyerprod.net.

- Use a standard E-mail address rather than the name of any E-mail list or alias that is available in your mail system.

- In the current release, a page can only be sent to a single recipient. You *cannot* use a list of E-mail addresses such as EBURST:jim@desco.net;Jane@desco.net) and any page containing more than one EBURST tag will *only* be sent to the first tagged address on the page.

- **Handling pages without corresponding E-mail recipients**
  Sometimes the chosen delivery method of a PDF document may be to send a hard copy or printed document rather than using E-mail. *PEB2* allows this by using a special print address in place of an E-mail address.
  The format for a tag that will send a page to print is:

  EBURST:print

- Any page containing the print tag will be sent to the file PRINT*.PDF*. This file can then be separately printed and distributed.

- **Pages with empty eburst: tags**
  Any page containing an EBURST: tag without a corresponding print or E-mail address entry will return an Adobe Acrobat error stating "An unknown recipient is specified!"

Mail Setup and PDFEBURST

There are **three methods** to send PDF attachments with
PDFEBURST. You can choose any method. These choices are made by
selecting the following command button on the mail form:

The three choices are:

- PDFEBURST will use **Microsoft Outlook** as the default mail
  client.

- PDFEBURST **will use Microsoft Outlook Express** as the default
  mail client.

- PDFEBURST will not be used with any mail client but will use an
  outgoing SMTP mail server.

**All the above methods are explained by the following
examples:**

Use *PEB2* with Outlook.

	After launching **PEB2,** access the mail setup form by pressing "MailSetup." When the form is loaded, select the following: "PDFEBURST will use Microsoft Outlook as the Default mail client. Then select OK to Exit.
	Make sure the default mail client is set to Outlook. Using Internet Explorer select: Tools> Internet Options> Programs> Then select Outlook as the default E-mail.

If using **PEB2** Version 1.0 with Microsoft Outlook, you may want to bypass the annoying security dialog. Here's how:

If you are not in an exchange server environment, eliminate the annoying dialogue by downloading the new utility developed by Content Magic.
Many of our existing customers have found this to be an excellent utility. This will work with or without an exchange server: http://www.contextmagic.com/express-clickyes/
If you are using an exchange server you may want to share the following link with your network administrator: http://support.microsoft.com/default.aspx?scid=kb;EN-US;290498
If you have the rights, you can make settings at the exchange server level without installing the above utility.
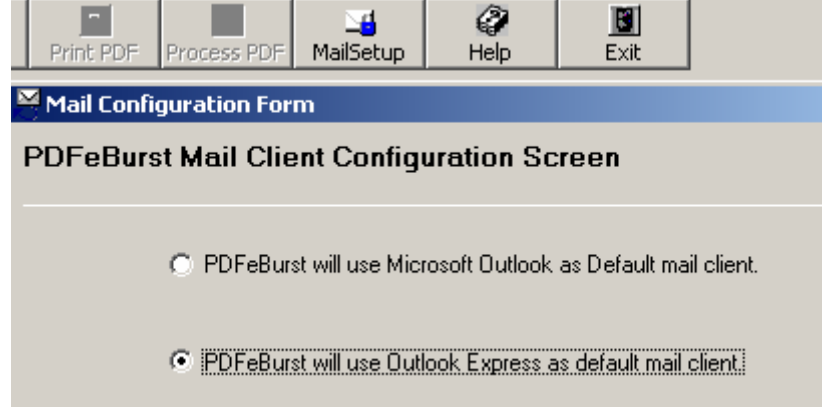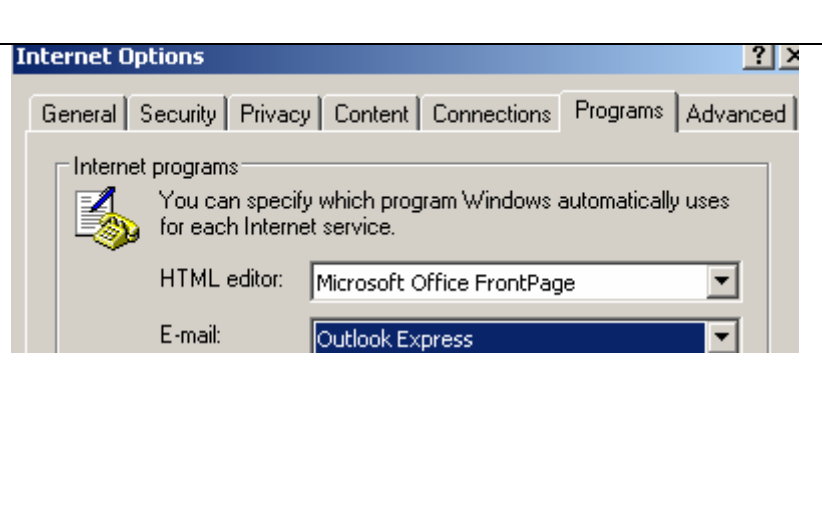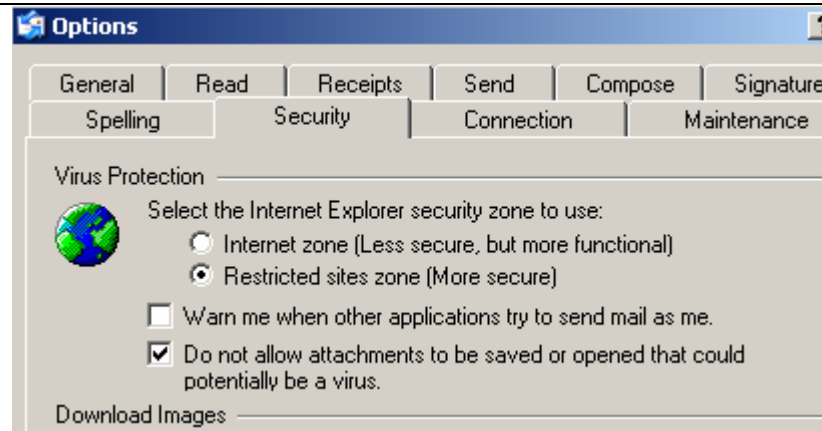
Use *PEB2* with Outlook Express

Mail Configuration Form PDFeBurst Mail Client Configuration Screen ○ PDFeBurst will use Microsoft Outlook as Default mail client. ⊙ PDFeBurst will use Outlook Express as default mail client	After launching **PEB2,** access the mail setup form by pressing "MailSetup." When the form is loaded, select the following: "PDFEBURST will use Outlook Express as the Default mail client then OK then Exit.
Internet Options General | Security | Privacy | Content | Connections | Programs | Advanced Internet programs You can specify which program Windows automatically uses for each Internet service. HTML editor: Microsoft Office FrontPage E-mail: Outlook Express	Make sure the default mail client is set to Outlook Express: Using Internet Explorer, select: Tools> Internet Options> Programs> Then select Outlook Express as the default E-mail.
Options General | Read | Receipts | Send | Compose | Signatures Spelling | Security | Connection | Maintenance Virus Protection Select the Internet Explorer security zone to use: ○ Internet zone (Less secure, but more functional) ⊙ Restricted sites zone (More secure) ☐ Warn me when other applications try to send mail as me. ☑ Do not allow attachments to be saved or opened that could potentially be a virus. Download Images	Eliminate the warning message while processing E-mails in Outlook Express. Tools>Options Select the security tab. Uncheck "Warn me" when applications try to send mail as me.

PEB2 and SMTP

Mail Configuration Form

PDFeBurst Mail Client Configuration Screen

○ PDFeBurst will use Microsoft Outlook as Default mail client.

○ PDFeBurst will use Outlook Express as default mail client.

◉ PDFeBurst will not be used with a mail client but will use an outgoing SMTP mail server.

SMTP Configuration

Server Information
Outgoing Mail Server (SMTP): mail.pdfeburst.com

Logon Information
User Name : info@pdfeburst.com
Password : xxxxxxxxxxxxxxxxxxxxxxxxx
Email Address (FROM:) info@pdfeburst.com

OK   Cancel

| |
|---|
| ***Outgoing Mail Server (SMTP)*** is provided by your Internet service provider. In the example above **mail.PDFEBURST.com** is used. |
| ***User Name:*** This is your E-mail address. |
| ***Password:*** The password associated with the above E-mail address. |
| ***E-mail Address (From):*** This is normally the same as your user name E-mail address. However, you may want to use another E-mail address. If there is a problem with an E-mail address being sent it will be directed back to the E-mail address you provide. |
| |

Quick Start Example Using *PEB2* – Use if you installed *PEB2,* setup a mail client or use SMTP.

	Open the document as demonstrated to the left and customize to fit your specific needs. After completing, save this document, replacing the old one. You can create as many customized documents as you like. The ones that were installed are examples only.
	Press the icon to start ***PEB2.***
	Press "Open" to select a PDF file and then select c:\pdfeburst\sample.pdf for testing.
	Press "Process PDF" and watch ***PEB2*** process a test file.

PEB2 Features Explained

	Access the following features under the file menu: **Open**-Invokes a File Open dialog to select a PDF file **Process PDF-**Processes current selected PDF file. **Close PDF**-Closes the current selected PDF file. **PRINT PDF**-Process current selected PDF file for eburst: print. Only items with the eburst tag. **Exit-**Closes *PEB2*.
	Automatic Processing The default behavior when you open and process a PDF is to process every page of a selected PDF file. Every page of the selected PDF file will be processed.
Manual Processing If there are cases when you only want to process output for a single E-mail recipient rather than processing the entire file, select "Manual" from the Process Options menu.	**Manual Processing** When "Manual" is selected as the processing type, the text "Manual Process ON" will appear as seen on the left. Additionally, the Select an E-mail: list box will be enabled. *PEB2* scans the PDF file and builds a list of tagged E-mail recipients contained in the selected file. Then select an E-mail from the list. Once the name is selected, process. After processing, an output PDF file for only that address will be generated.
	Selecting "Help" invokes the help file or displays licensing and system information.

Open	"Open" to select a PDF file to process.
Close PDF	"Close PDF" closes the current selected PDF file.
Print PDF When opening a PDF file, the Print PDF button is activated. This button does **not** send the currently select PDF file to a Windows printer. It scans the currently selected PDF file for pages containing an EBURST:print tag and then sends those pages to the file C:\PDFEBURST\Print.PDF. Send the PRINT.PDF to your windows printer and manually distribute the pages to the appropriate recipient. This print function is a counterpart to the manual processing button because it selectively extracts pages from the currently open PDF file.	"Print PDF" creates a PRINT.PDF file for tagged items. Example: EBURST: PRINT
Process PDF	"Process PDF" closes the currently selected PDF file.
MailSetup	Use "Mail Setup" to access form. This allows you to set up method of sending PDF attachments.
Help	Use "Help" to access the help file.
Exit	Select "Exit" to exit **PEB2**

	This option allows you to use HEADER.PDF as a fax cover page. If the "No Header" option box is checked, then no header will be used.
	If manual processing is selected, then you will see the green label **"Manual Process On"** as displayed to the left. You will then have the option to select an E-mail to process from the list box.
	Create and save text to be used for E-mail subject and E-mail body.

Access all templates in c:\pdfeburst\templates.

Make as many templates as you wish. |
Templates are optional, you can always create and type in anything you wish	
	At the bottom of *PEB2* form there is a label named "current file processing:" In this example you see displayed "c:\pdfeburst.com\sample.pdf." This is the current file being processed.
Below the current file processing label there is another label named "current E-mail processing:" In this example *PEB2* has found one PDF page with the tag eburst: print.	

PEB2 Automatic

Processing Example Using SAMPLE.PDF

Below is a graphic of the **PEB2** program directory located in c:\pdfeburst. When a PDF file is processed, the contents of the processed file are included in a generated PDF output file. Let's assume that c:\pdfeburst\sample.pdf was opened and processed.

When you process a PDF file, **PEB2** scans each page of the source PDF file (SAMPLE.PDF in this example) and creates a list of tag elements that are found in the file. As it finds entries, the **PEB2** status box displays each found entry as it is processed and also displays a status line indicating the number of elements found. Once this array of entries is built, the list is processed against the file. For each entry a PDF file is created in the **PEB2** directory. Each output file contains PDF pages from the source file that were tagged for that recipient. These files have the recipient E-mail address as the file name and PDF as the file extension. When processing is performed, any existing file will be overwritten. The generated files will be as follows (also seen below the graphic):

eburst: pebtest1@pdfeburst.com is stored in c:\pdeburst directory as pebtest1@pebtest2.com
eburst: pebtest2@pdfeburst.com is stored in c:\pdeburst directory as pebtest1@pebtest2.com
eburst: print is stored in c:\pdeburst directory as PRINT.PDF

In the final step, **PEB2** creates an E-mail message addressed to the named recipient, adds the subject and body line, attaches the PDF file and automatically sends each mail message. The only exception is for the file PRINT.PDF. This file is not sent via E-mail but
must be opened and printed outside of the **PEB2** application.

C:\PDFeBURST header.pdf pebtest1@pdfeburstcom.pdf pebtest2@pdfeburstcom.pdf print.pdf Sample.pdf HEADER.PDF can be used like a fax cover page if desired. HEADER.PDF was not used in the above example.	SAMPLE.PDF is a test file used for testing of **PEB2**. In this example SAMPLE.PDF has been processed.
ebursterrlog.txt - Notepad File Edit Format View Help ******Processing Started *****. Time :12/24/2005 3:44:56 PM ****List of Email being Processed***** *** Email Processed **** ----->pebtest1@pdfeburst.com *** Email Processed **** ----->pebtest2@pdfeburst.com *** Email Processed **** ----->print	**PEB2** also generates a log file that lists every E-mail that was processed.
C:\PDFeBURST\Templates Default.txt Template1.txt Template2.txt Template3.txt	The subdirectory to the left is where templates are stored. When **PEB2** is first started it loads Default.txt. You can customize Default.txt to fit your needs. Add as many templates as you like.

Frequently Asked Questions

A: *PEB2* uses the Acrobat SDK (Software Development Kit) provided by Adobe to process a PDF file. This SDK uses functions that are only available with the full Acrobat product; it cannot be used with the Acrobat Reader. When Adobe makes this functionality available for developers, we will be among the first to take advantage of it.

A: Very Easy. The first step is to put the EBURST tag with the customer E-mail address on each page of the PDF document that you'd like to process. Add EBURST:joe_tech@joetech.com on all those pages on PDF that belongs to Joe. Step 2. Start the PDFEBURST.exe and open the PDF that needs to be processed. Step 3. Press the Process PDF button and then all the pages in the PDF will automatically get sorted based on the E-mail addresses; the document will be E-mailed to each customer as an attachment.
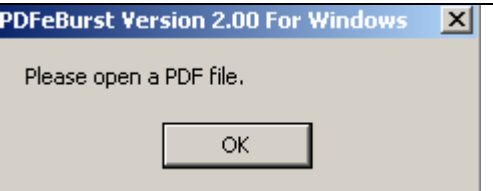
A: The default behavior is to process every page of a selected PDF file. If there are cases where you only want to process output to a single E-mail recipient, select "Manual" from the Process Options menu. When you select manual as your processing type, PDFEBURST scans the PDF file and builds a list of tagged E-mail recipients. Then select a single name from the list and click "Process." *PEB2* will process only the pages for that selected address.

A: Remove *PEB2* *by* going to the Windows Control Panel and selecting "Add/Remove Programs." Select *PEB2* from the installed programs list and click the Add/Remove button.

Error Messages

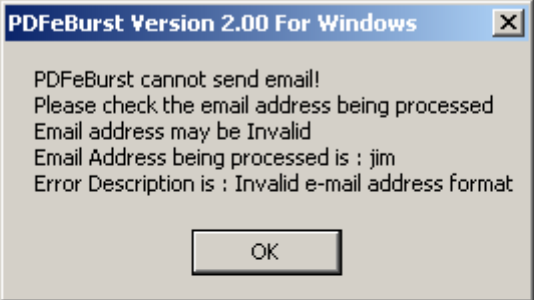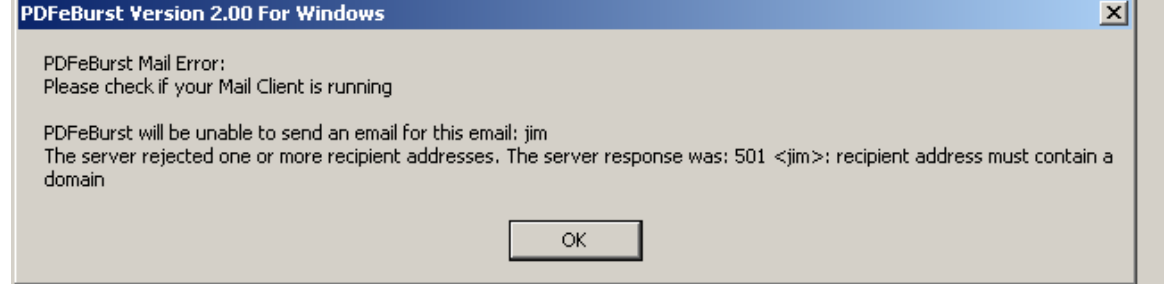| We will continue to update this help file located on our Website. The Website will be updated often.		
PDFeBurst Version 2.00 For Windows [X] Cannot Process C:\PDFeBURST\test1.pdf. File contains no valid eburst tags. [OK]		This error will occur if the file selected through the Open PDF file contains no valid EBURST: tags.
PDFeBurst Version 2.00 For Windows [X] Please make sure to select a valid PDF file. [OK]		This error will occur if the file selected through Open PDF file is not in PDF format or does not exist. Click OK for this error and then select a different filename.
PDFeBurst Version 2.00 For Windows [X] Please open a PDF file. [OK]		This error will occur if you select Print PDF when a PDF file has not yet been selected or you close a PDF file before processing and then attempt to process a file.
PDFeBurst Version 2.00 For Windows [X] Please Select an email address or type an email [OK]		When the Manual E-mail Process button is checked, select an E-mail address from the drop down list prior to choosing process.
Run-time error 13. Type mismatch. This error will occur when the installation program attempts to register the product when your machine does not contain a full product installation of Acrobat. A full copy of Acrobat (not simply the Acrobat viewer) is required to install and run PDFEBURST.		
Run-time error 339. Component MSINET.OCX or one of its dependencies not correctly registered. A file is missing or invalid. The ActiveX control MSINET.OCX (Microsoft Internet Transfer Control) is missing from your machine. You can contact technical support at support@pdfeburst.com to obtain a copy.		

	Processing Error Not Using SMTP
PDFeBurst Version 2.00 For Windows [X] PDFeBurst cannot send email! Please check the email address being processed Email address may be Invalid Email Address being processed is : jim Error Description is : Invalid e-mail address format OK current file processing : C:\PDFeBURST\test4.pdf current email processing : jim Search ...	In most cases this error message means you are attempting to process an invalid E-mail address. In the example below, PEB2 found an invalid E-mail address in the test file. Invalid: ==Eburst: jim== Should have been: ==Eburst: jim@someserver.com==

Same Processing Error Using SMTP Option

PDFeBurst Version 2.00 For Windows [X]

PDFeBurst Mail Error:
Please check if your Mail Client is running

PDFeBurst will be unable to send an email for this email: jim
The server rejected one or more recipient addresses. The server response was: 501 <jim>: recipient address must contain a domain

OK

current file processing : C:\PDFeBURST\test4.pdf

current email processing : jim

Search ...

Please check the Web site for more information and updates:

www.pdfeburst.com