PDF Technologies

LynxPDF Editor

Quick Start Guide

Contents

1. The All-New LynxPDF Editor 5

2. Read 7

1) Open PDFs 7

2) Split View 7

3) Multi-tab Viewer 8

4) Presentation 8

5) Auto Scroll 9

6) Night Mode Themes 9

7) Crop 9

8) Snapshot 9

3. Annotate 10

1) Preference Setting 10

2) How to Annotate 10

3) Stamp 11

4) Images 13

5) Link 13

6) Tables 14

7) Export or Remove Annotations 14

4. Advanced Editing Tools 14

1) Page Edit 14

2) Merge 15

3) Compress 15

4) Security 15

5) Compare 15

6) Outline 16

5. Edit PDF 17

1) Edit Text 17

2) Edit Image 17

6. Redact PDF 17

1） Redact PDF 17

2） White Redact 18

3） Properties 18

4） Other Options 19

7. Sign 19

1） Ink Signature 19

2） Digital Signature 20

8. Fill out Forms 21

9. Fill & Sign 21

10. Create Forms 22

11. Convert 23

1) PDF to Office 23

- PDF to Word 23
- PDF to Excel / PPT / RTF / CSV / HTML / Text / Images 23

2） Other Formats to PDFs 23

3） Images to PDF 24

4） Create from Clipboard 24

5） Extract Images 24

6） Extract Tables 24

12. Watermark 25

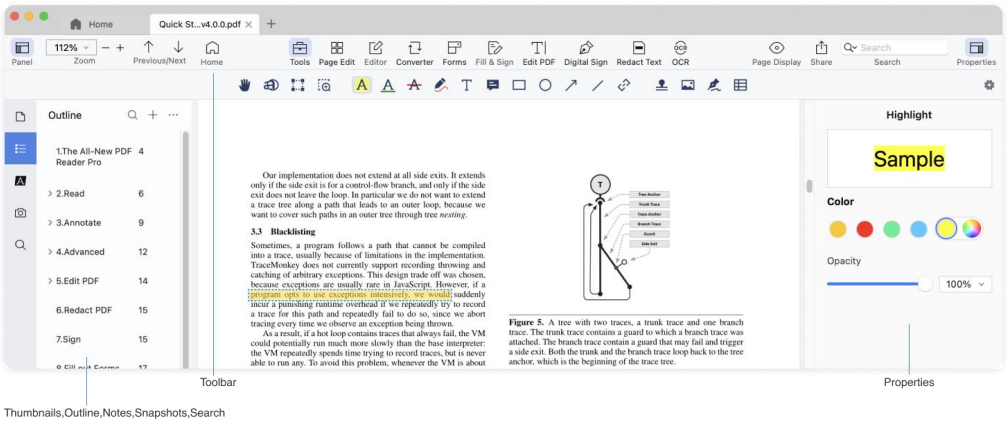
13. Header, Footer and Page 25

14. Background 26
15. Bates Numbers 26
16. Page Sizing and Handling 26
1) Poster 26
1) Multiple 27
2) Booklet 27
17. OCR 28
18. Others 29
1) Hide Tool Panels 29
2) Restore Previous Purchase 29
3) Customize Toolbar 29
4) Flattened PDF 29
5) Create PDF from Scanner 29
6) TTS(Text to Speech) 30
7) Password and Permission Removal 30
19. Volume Licensing Program 31

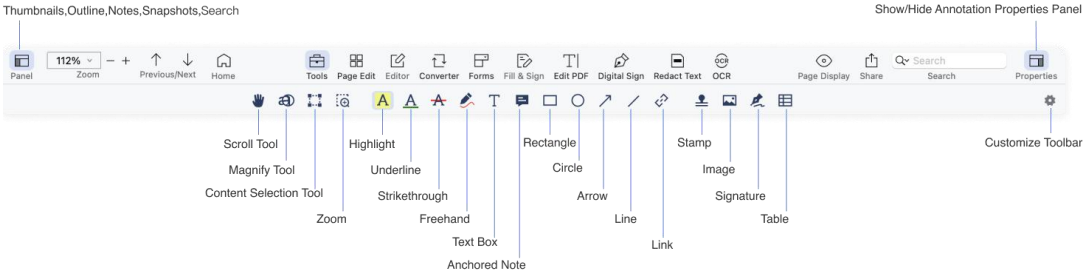
1. The All-New LynxPDF Editor

We're thrilled to welcome you to the all-new LynxPDF Editor re-created from the ground up. It’s effortless and more productive to use. Just like a great Mac app.

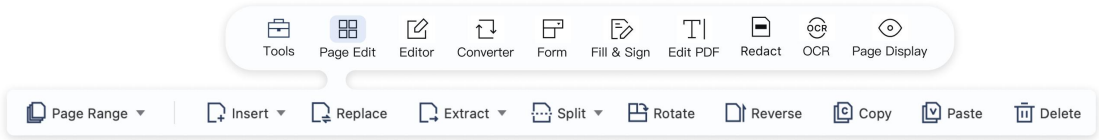
The picture demonstrates Panel including Thumbnails/Outline/Notes/Snapshots/Search, Toolbar and Properties Panel. You can choose to show or hide the panel.

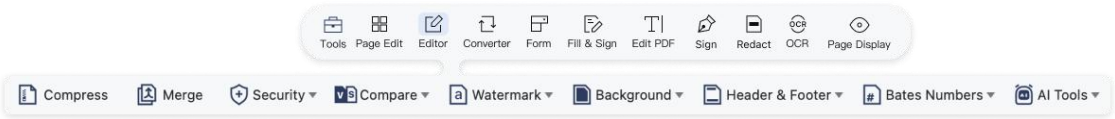


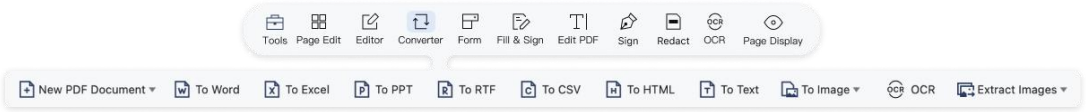
On the toolbar, quickly search the annotations tools. Except the default one, Customize Toolbar allows you to add frequently-used tools to the toolbar. And you can drag the toolbar as you like.

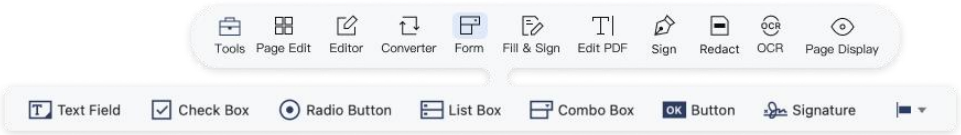


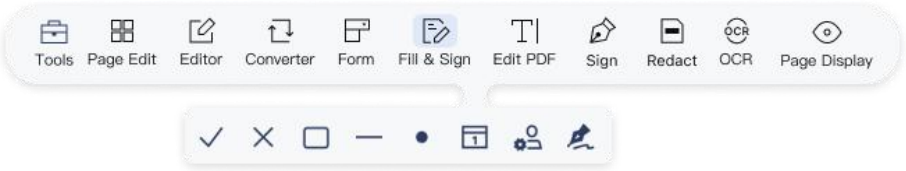
The following pictures show Tools, Page Edit, Editor, Converter, Form, Fill & Sign, Edit PDF, Redact, OCR and Page Display. Enjoy editing your PDF files.

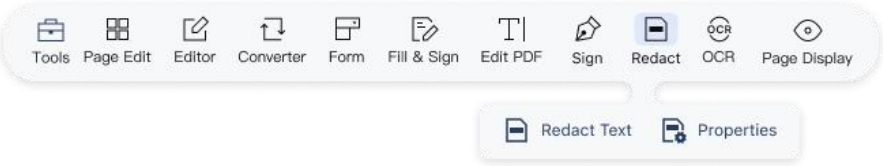


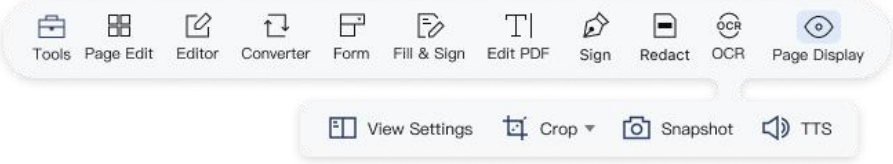




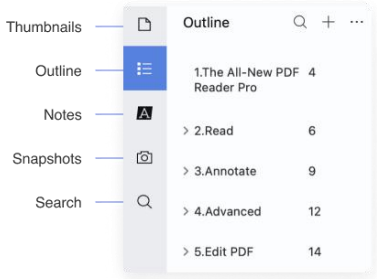








On the side panel, manage your documents through Thumbnail, Outline, Notes, Snapshot and Search. You can search PDF/notes/snapshots. When you search PDF, you can check the contents and the frequency.



2. Read

1) Open PDFs

LynxPDF Editor for Mac has several ways to open PDFs:

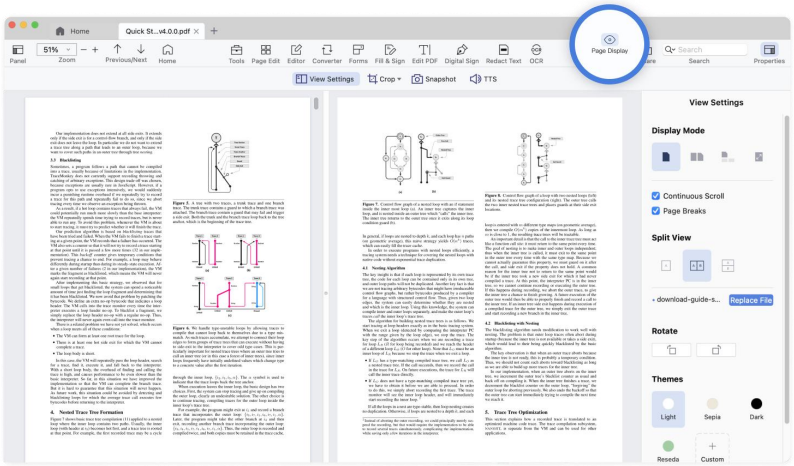
1. **Make LynxPDF Editor as your default viewer**. Tap LynxPDF Editor on the main menu -> General -> Preferences…, and tick Set LynxPDF Editor as the default PDF viewer. If you set it as your default app for opening PDFs, double-click on a PDF file in Finder, and it will be opened in LynxPDF Editor.
2. **Drag and drop**. On a New tab screen drag-n-drop any PDF file from Finder to the highlighted area.
3. **Open directly**. On a New tab screen press Open File and choose a document from the file selection window.
4. **Drag to the Dock icon**. When LynxPDF Editor is in your dock, just drag-n-drop PDF file on the LynxPDF Editor icon, and the file will be opened in a new tab.

2) Split View

In order to view two documents or two parts of the same document side by side within the LynxPDF Editor app window, you use the Split View mode (Horizontal and Vertical). Use it to translate text, research papers, compare plans and finalize contracts.

LynxPDF Editor for Mac has several ways to enable Split View:

1. Open a file and tap Page Display on the toolbar, and the properties panel shows, then you can see Split View;
2. Or activate via View on the main menu -> Split View;
3. You can choose Horizontal or Vertical when you activate it;
4. You can drag-and-drop a file or Select File to open another file to compare;
5. If you need to change compared file, you can Replace File on the properties panel.

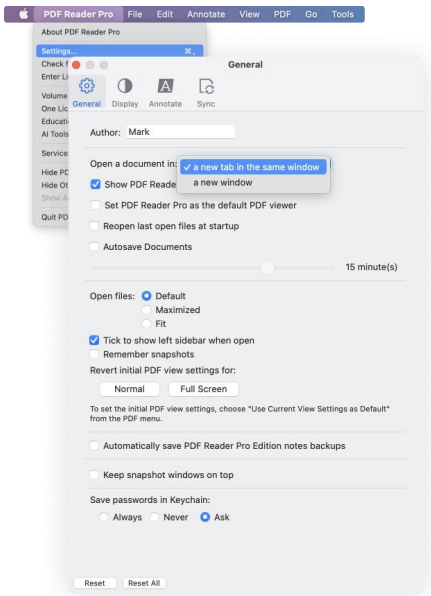


3) Multi-tab Viewer

We all need an extension to browser tabs effortlessly.

Now LynxPDF Editor supports multi-tab viewer to make it easy to manage files. You can open documents in the same window or in a new window.

1. Tab LynxPDF Editor -> Preferences… -> General;
2. Select a new tab in the same window or a new window in Open a document in.



4) Presentation

Your PDF files could be directly presented as a keynote. Set perfect effect, duration and extent to make a perfect presentation.

1. Tap View on the main menu -> Presentation, it will present you PDF as slideshow;
2. Tap esc on the keyboard if you finish your presentation;
3. Tap Presentation Options at View to set how to display your presentation;

4. Click View on the main menu -> Read Mode, you can view the whole screen plus the main menu.

5) Auto Scroll

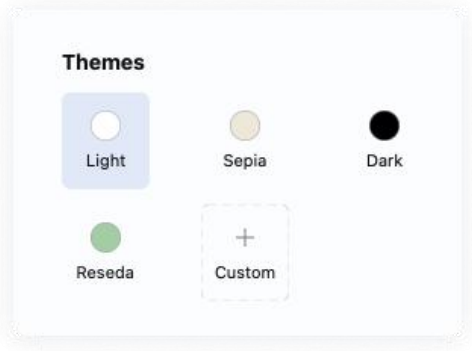
Want to show lyrics for captions? No worries! Set a perfect time interval and jump space to match your singing and reading.

1. Tap View on the main menu -> Auto Scroll, then it shows pages automatically;
2. Tap Auto Scroll Options... at View to set the time interval and jump space.

6) Night Mode Themes

Eyes feel uneasy after long time reading? LynxPDF Editor provides different themes for you to switch light mode to night mode:

1. Click Page Display on the toolbar and the properties panel shows. You can see Themes;
2. Or tap View on main menu -> Themes;
3. You can switch between light mode, night mode, eye-protection mode or customize themes by changing the theme color in the palette.



7) Crop

Annoyed when reading too many contents? Cropping what you want to view frees yourself. Cropping a PDF hides some of the PDF's content rather than removing it.

1. Click Page Display on the toolbar -> Crop;
2. Tap Tools on the main menu -> Crop;
3. Or right click the file and select Crop;
4. Then you can choose to Crop Current Page, Auto Crop-Separate, Auto Crop-Combined, Select Area. And Crop Options… is for more settings.
   The cropped parts can be copied, printed or exported.

8) Snapshot

1. Click Page Display on the toolbar -> Snapshot;
2. Tap Tools on the main menu -> Snapshot;

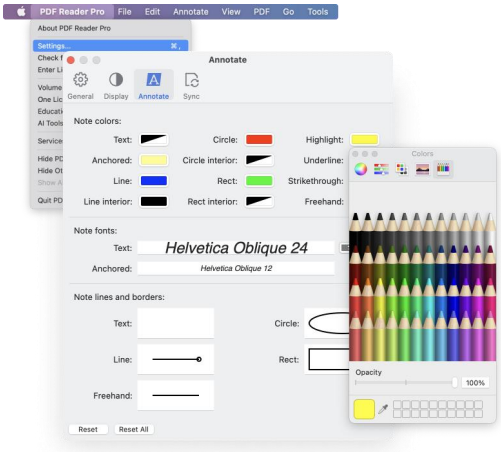
3. Or right click the file and select Snapshot;
4. Choose Take Snapshot (Auto), and you will get the screenshot of the current area;
5. Choose Select Area, and you can customize the area.

3. Annotate

1) Preference Setting

How to change the type of preset comments, and annotate the value of each default parameter? Follow the below steps:

1. Tap LynxPDF Editor on the main menu -> Preferences...;
2. Then switch to Annotate to set the Note colors, Note fonts, Note lines and borders;



3. Or enter the reading page, click Tools on the toolbar, and select annotation tool, the properties panel will show on the sidebar, you can change Color and Opacity;
4. On the properties panel, you can change default colors by right-clicking the predesigned colors and choose Change Color….

2) How to Annotate

Here is how you can annotate a document:

1. Open a document;
2. Activate annotation tools by clicking the Tools on the toolbar, or click Annotate on the main menu;
3. Select a tool from the list:

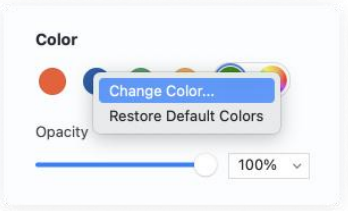
- **Text markup** | Select the tool (highlight, underline, strikethrough) and apply it to the text you want to annotate.

- **Freehand Drawing** | Add freehand drawings by hand writing just like you do with a pen.

- **Text Box** | Click on any place in the document and start typing.

- **Anchored Notes** | This tool allows notes to be added to your document as comments. Notes are life savers when it comes to cross referencing and adding contextual knowledge. Select the tool, click where you want to add a note and it will pop up right there.

- **Shapes** | Select the shapes tools (Rectangle, Circle, Arrow and Line). Pick your shape, color, and other options in the side toolbar. Then click and drag where you need it in the document.



- **Link** | Redirect a text or an area to needed destinations by Pages, URL or Email.

- **Stamps** | Select the tool and choose Standard, Custom or Dynamic stamps.

- **Images** | Inset a picture into your document.

- **Signature** | Add legally binding signatures to documents. Select the tool, then either select signature or add a new one right there. Then click where you want to put the signature in the document.

- **Table** | Create your own table and in the table cell, you can add text. You can also select table style, and insert rows or columns from header, sidebar or footer.

- **Content Selection** | Click and drag the frame to copy the area and paste it where needed or simply crop the selected area by clicking Crop.

3) Stamp

Add special stamps to your PDFs or create custom stamps with text and images.

1. Tap Add New Stamp at Tools on the toolbar;
2. Then the properties panel shows;
3. Select Standard, and you will get an ordinary text stamp like APPROVED;
4. Select Dynamic to create a dynamic stamp consisting of an author and a date;

5. Select Custom to create a customized Image Stamp,Text Stamp or Create Custom Stamp;

- **Create Custom Stamp**

  You can highly customize the stamp with time, identity information, images, etc., including rotating added content.

  - Add text: In this mode, you can add relevant text.

  - Add time: In this mode, you can select the appropriate time and date format according to your needs, such as dd-mm, dd/MM/yyyy, etc. After selecting, click the canvas, and the system will automatically insert the time at the clicked position.

  - Add identity information: In this mode, you can select the name, login name, email and organization name to add according to your needs. After selecting, click the canvas, and the system will automatically insert the information at the clicked position.

  Note: To set name, login name, email, organization name, you can go to the Settings, and click Identity.

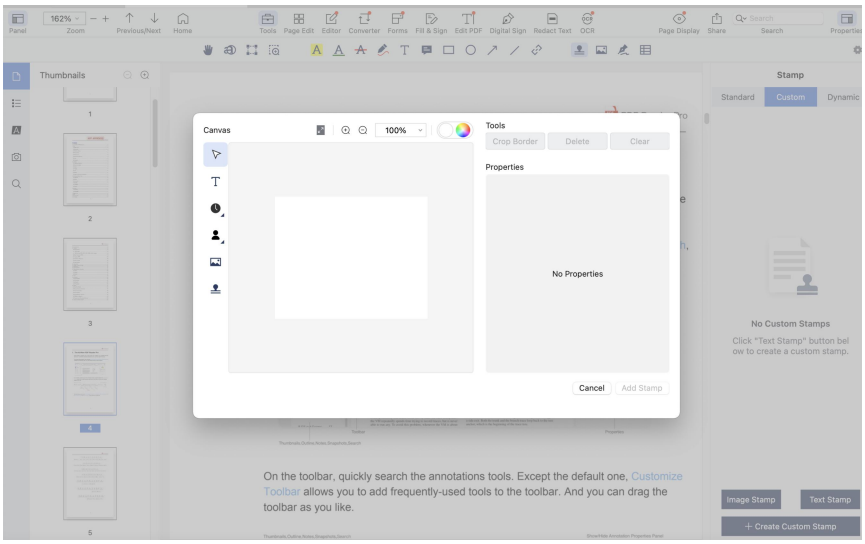
  - Add images: In this mode, you can add relevant images.

  - Add stamp template: In this mode, you can select the stamp template provided by the system.

  In addition to the above functions, LynxPDF Edior also support editing the basic properties of the added elements.

  - Crop white edge: Crop the area without content on the canvas.
  - Delete: Delete the selected element.
  - Clear: Clear all added elements.
  - Properties: Supports adjustment of font, font color, font weight, font size, alignment, fill color, border color, border width, opacity and rotation angle

  *Note: You can also add stamps to multiple pages continually, and press **esc** to exit the continuous adding mode.*



4) Images

Add and edit images just like the following tips:

1. Tap Image at Tools on the toolbar;
2. Or click Annotate on the main menu -> Image;
3. Or right click the file -> Annotate -> Image;
4. Select certain images you want to insert from local or online folder;
5. Check Remove white background from image in case you need;
6. Or you can directly drag the images from desktop to the file.

5) Link

You can direct and redirect the pages by setting and editing the hyperlink:

1. Check the texts or an area you want to add links;
2. Tap Link at Tools on the toolbar;
3. Or tap Annotate on the main menu -> Link;
4. Or right click and select Tool Mode -> Link;
5. Set hyperlinks by Page, URL, and Email. You can edit your hyperlink;
6. When you tap unneeded area, you can cancel it;
7. Right click the hyperlink -> Edit Note to change the destination of Page, URL and Email.

You can add a link to an image

1. In reading mode, select the image to which you want to insert a link;
2. Right-click the image and click Add Link;
3. Expand the property panel on the right and select the link type.

6) Tables

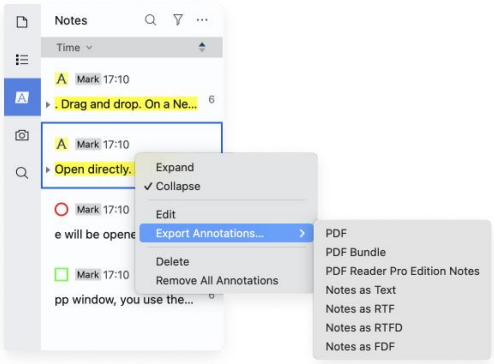
A table consists of rows and columns of cells. A cell is like a text frame in which you can add text.

1. Tap Tools on the toolbar -> Table
2. Or click Annotate on the main menu -> Table;
3. Then you can select Table Styles, set Cell Size(Cell Width/Height), insert rows or columns from Headers & Footers, Borders & Colors;
4. You can add texts in the table cells;
5. Right click and choose Edit, Add Row Above/Below, Add Column Before/After, Delete Row/Column, Cut, Delete Cell Contents and more.

7) Export or Remove Annotations

Want to export or remove annotation? Do just as following:

1. Click Panel to activate the left sidebar, and switch to the annotation contents by tapping
2. Right click and you can see Export Annotations… and Remove All Annotations;
3. Or right click and tick note type to remove or export specified annotations;
4. If you want to delete one annotation, you can right click the annotation and select Delete;
5. If exporting annotations, you can export to Notes as Text, Notes as RTF, Notes as RTFD or Notes as FDF.



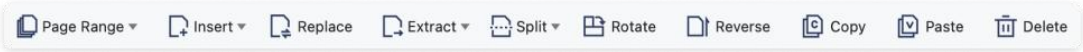
4. Advanced Editing Tools

1) Page Edit

Want to extract pages from the PDF file? Or need to split files into two or more PDFs? Page Edit provides tools to edit pages in different ways:

1. Tap Page Edit on the toolbar;
2. Or click Tools on the main menu -> Page Edit;
3. Long tap command and tick more pages, then you can Reorder, Extract, Split, Rotate, Reverse, Copy or Delete these pages;

4. Also you can directly drag files into the current one or drag pages out of the window to create a new PDF.



2) Merge

To merge the currently opened PDF with another PDF:

1. Click Page Edit on the toolbar -> Append;
2. Click Editor on the toolbar -> Merge;
3. Or click Tools on the main menu -> Editor -> Merge;
4. Hold command (⌘) and select multiple files you want to merge.

3) Compress

If you need to email your thesis with lots of diagrams, tables, images and tons of text pages with the very limited size of the email, compressing your PDF file is easiest and simplest way to solve this problem.

1. Click Compress at Editor on the toolbar;
2. Or click main menu Tools -> Editor -> Compress;
3. Select the quality of the compressed file and click Compress to save it as a new PDF;
4. There you can click Batch to compress multiple files at the same time.

4) Security

It's of great importance to make sure your private files in security. Encrypt your sensitive files as follows:

1. Click Editor on the toolbar -> Security -> Set Passwords;
2. Or click main menu Tools -> Editor -> Security;
3. Fill in Password Security Settings. You can choose a required password to open the document or restrict printing and copying of the document. You can also add the document description, such as Title, Author, Subject or Keyword;
4. Then click Encrypt;
5. There you can click Batch to secure multiple files at the same time.

5) Compare

Our tool enables users to quickly compare two files and mark any differences. The results can be conveniently downloaded for reference.

Compare PDFs via a Side-by-Side View

1. Click Editor on the toolbar -> Compare -> Side-by-Side View;
2. Or find Advanced Editing Tools on the home page -> Compare Files;
3. Import your PDF documents and set Page Range;

4. Choose Compare text or Compare image, or both of them -> Compare;
   (*The changes will be marked by highlight bars. You can customize the color of the highlights by clicking Settings.)*
5. Save as Old Document or New Document or Merge into a New File.

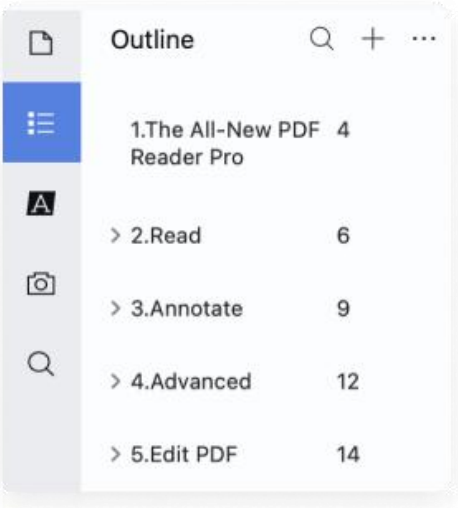
Compare by File Overlay

1. Click Editor on the toolbar -> Compare -> Compare by File Overlay;
2. Import your PDF documents and customize settings like Page Range, Document Opacity, Blend Mode, etc.
3. Click Compare and these two files will be overlaid together for comparison;
4. Tap Save to export the result.

6) Outline

A digital map guides you to the specific contents through a cluster of pages. You can search outline by inputting text and result list will show. A custom setting lets you create your own outline.

1. If you'd like to add the chapter title or sub-title to the outline, check the title and right click -> Add Outline Item;
2. Or you can click + to add the current page to the outline;
3. You can directly drag the item casually to reorder it;
4. Right click the outline panel and you can edit the specific outline(add, delete and revise the outline);
5. You can delete all outlines in a snap by tapping more icon and Delete.



5. Edit PDF

1) Edit Text

Want to make changes in PDFs, such as fixing a typo or adding more content? The convenient and quick operation makes it easier to edit PDFs in your workflow.

1. Tap Edit PDF on the toolbar;
2. There you can add, delete, move or modify text;
3. You can also change text color, font size, and alignment in the right panel;
4. Or click Add Text and drag a rectangle to create a new text box.

2) Edit Image

Edit original images in PDFs by replacing, cropping, rotating, flipping and more, making your documents more visually appealing.

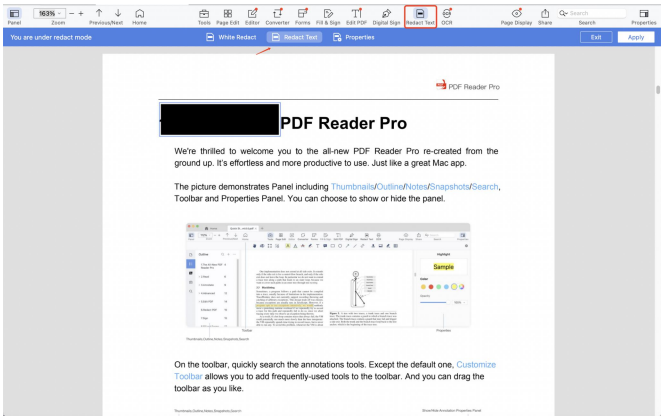
1. Tap Edit PDF on the toolbar;
2. Click on an image and a properties panel will pop up on the right;
3. In this panel, you can choose to rotate, flip, replace, crop, and export images;
4. Or click Add Image, select an area on a page for a new image to be inserted.

6. Redact PDF

LynxPDF Editor is ideal for you if you want to permanently delete sensitive information in PDFs such as credit card numbers, telephone numbers, and other personal information.

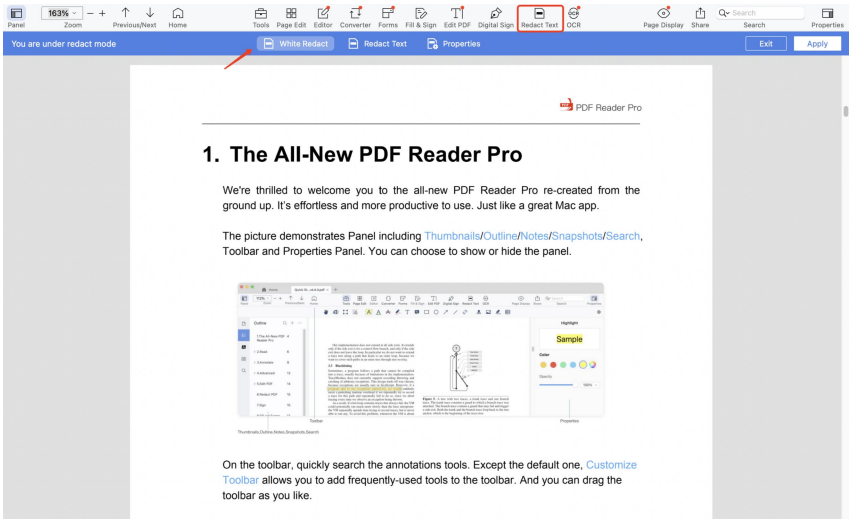
1） Redact PDF

1. Click Redact Text on the toolbar, then you enter redact mode;
1. Select the information you want to redact in your PDF;
2. Click Apply Redactions, then the redacted information will remove permanently;



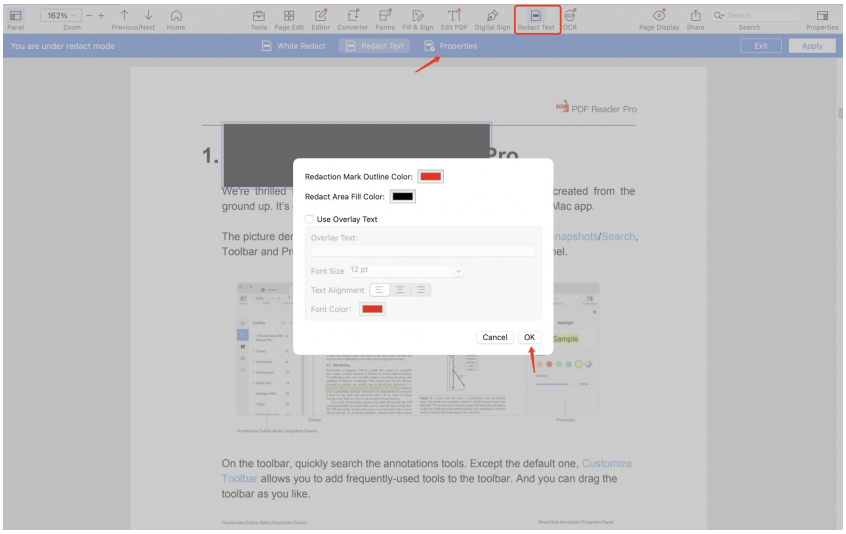
2) White Redact

1. Click Redact Text on the toolbar and choose White Redact;
2. Draw a rectangle over the text or directly choose the text you want to remove;
3. Right-click the redactions and choose Apply Redactions. Or hit Apply in the upper right corner;
4. Click Apply in the pop-up window and select a folder to save the file.



3) Properties

1. Click Redact Text on the toolbar and choose Properties;
2. You can change Redaction Mark Outline Color, Redact Area Fill Color and decide whether to add Overlay Text.



4) Other Options

1. Tap Delete to delete the redaction;
2. Click Repeat Mark Across Page to repeat redactions;
3. Choose Make Properties Default to set the redaction as default.

7. Sign

If you're a proud MacBook user and wondering how to sign a PDF document on Mac, LynxPDF Editor provides the best signing experience on the platform. You can even create an ink signature by typing texts or importing images, or add a digital signature to ensure the authenticity and integrity of documents.

1) Ink Signature

1. Click Tools on the toolbar;
2. Tap Signature , then the properties panel shows, you can click New Signature;
2. Or tap Annotate on the main menu -> Signature;
3. Or right click file to select Annotate -> Signature;
4. You can create new signatures from Keyboard, Trackpad or Image;
5. Save your signature and it will be saved in the properties panel.

Note:
LynxPDF Editor supports signing multiple pages at the same time.
- Create a signature and add it to the page;
- Select the signature, right-click, and select Apply to multiple pages;
- Select the page you want to add a signature to.

2）Digital Signature

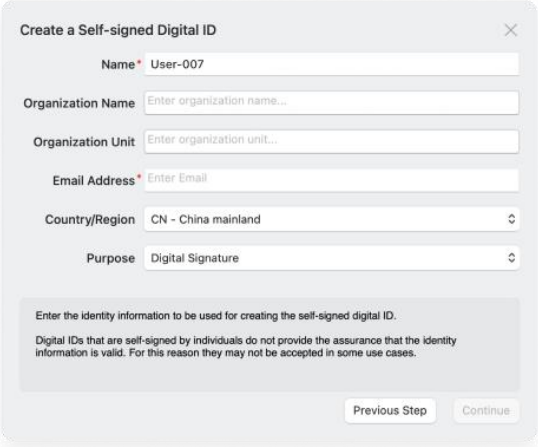
To add a digital signature to a PDF, you need to obtain a digital ID first, also known as a digital certificate. These certificates are typically issued by a trusted provider called a Certificate Authority (CA).

You can also configure your own digital ID with LynxPDF Editor if you like.

1. Go to Digital Sign tab;
2. Drag to draw a signature field for your signature;
3. In the pop-up window, tick Configure New Digital ID -> Continue -> Create a New Digital ID;

Note: If you already have a digital ID stored on your computer, you can select Use a Digital ID from File.

4. Choose the way to store your Digital ID. You can Save to File or Save to Apple Keychain -> Continue;
5. Enter your identity information such as name, organization unit, e-mail, address,etc. -> Continue;



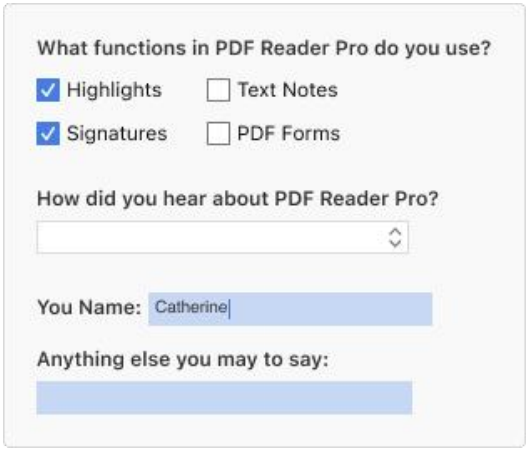
6. Choose the location to save your digital ID and set the password; (If you choose Save to Apple Keychain in step 4, this step will be skipped)
7. Finally, click Continue to apply the digital signature to your document. Also, you can set the appearance of the signature before applying it, for example: the text included in the signature field, the signature style, and more.

Note: To set the appearance of the digital signature, you can click edit in the top right corner of the pop-up window.

8. Fill out Forms

Filling out forms is a key requirement for any PDF editor. This basic tool is a lifesaver when it comes to completing tax forms, applications or any other PDF with empty fields. The following fields are supported:

1. Text fields - just click on the field to start typing;
2. Check box and radio button - click the appropriate box to make a selection;
3. Numbers fields - type the numbers in the numeric form fields;
   We support forms created in Adobe Acrobat or similar.



Dynamic XFA forms are not currently supported in LynxPDF Editor for Mac.

9. Fill & Sign

Fill and sign PDF form. You can also manually add text and other symbols anywhere on the form.

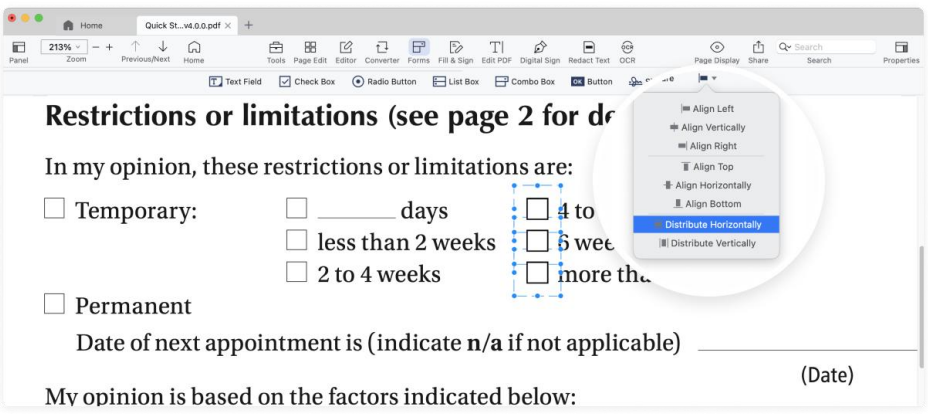
1. Activate tools by clicking Fill & Sign on the toolbar;
2. Select a tool from the list:

- **Add Text** – Click Add Text in the toolbar. Click at the place in the document where you want to add the text, and then start typing.
- **Annotation Tools** – Crossmark, Checkmark, Circle, Line, and Dot. You can use these annotation tools to fill in check boxes and radio buttons, and use the Circle to circle text or the line to strike out text.
- **Date** – Select the Date tools you can change the time information. Pick your color, and other options in the side toolbar. Then click and drag where you need it in the document.
- **My Profile** – Tap My Profile and enter your personal information, it can help to identify your work.
- **Signature** – Select the tool, then either select signature or add a new one right there. Then click where you want to put the signature in the document.

10. Create Forms

Powerful form builder helps you to create forms easily and quickly. With LynxPDF Editor's fillable PDF form creator, you can generate customized forms with blank fields that allow people to fill it out on their digital devices, submit it, and share the information with you automatically. It supports selecting multiple form fields, so you can align and distribute the form fields easily.

1. Enter the reading page and click Form , then the context menu shows;
2. Or you can click Annotate on the main menu -> Form;
3. You can choose Text Field, Check Box, Radio Button, List Box, Combo Box, Button or Signature;
4. There you can choose multiple form fields and align form fields such as Align Left, Align Vertically, Align Right;
5. After you create the form, quit the creator mode and start to fill out your forms.



11. Convert

1) PDF to Office

➢ PDF to Word

LynxPDF Editor welcomes an amazing upgrade! PDF to Word just converts PDF to editable Word file that is easy to update. You can stop retyping, it is easy to start new projects without starting over. Fonts and formatting are perfectly converted too.

➢ PDF to Excel / PPT / RTF / CSV / HTML / Text / Images

Except converting PDF to Word, Images, HTML, and Text LynxPDF Editor already has, it supports to convert PDF to editable Excel, PowerPoint, RTF and CSV Offline. Choose your pdf file, just click the convert button, all texts, images, graphs, fonts, formatting and embedded elements get converted.

1. Tap Converter on the toolbar;
2. Or tap on the status bar -> PDF to Office;
3. Or click main menu Tools -> Converter -> PDF to Office;
4. Or click Files on the main menu -> Convert To;
5. Select target format as Word, Excel, PPT, RTF, CSV, HTML, Text, Image and set Page Range and Output Folder;
6. Click Batch to add more files to convert simultaneously;
7. Then tap Convert.

2) Other Formats to PDFs

Now you can convert popular formats: Word or Pages, Webpage into PDF in a snap. The feature requires Pages or Microsoft Word apps to be installed on your Mac.

1. Tap Converter on the toolbar -> New PDF Document; There you can choose New Blank Page, Image To PDF, Import From Camera…, Import From Scanner…, New From Web Page…;
2. Or tap File on the main menu and click New; Or you can tap on the status bar;
3. Choose New From Clipboard, New From Images, New From File or New From Web Page.

3) Images to PDF

1. Choose one or more images and right click -> Open With; Here you can choose LynxPDF Editor;
2. Or you can tap Converter on the toolbar -> New PDF Document -> Image To PDF, and import image files by clicking Add Files;
3. Tick Merge All and Save as PDF, you will get one PDF file; Or you will get more;
4. You can use OCR to recognize characters in images into editable or searchable texts.

4) Create from Clipboard

1. Copy any texts or image you want to paste from the website, other Apps or PDFs;
2. Click the main menu File -> New -> New From Clipboard, or click in the status bar, then save texts or image as a new PDF.

5) Extract Images

1. Tap Converter on the toolbar -> click Extract Images;
2. Choose Extract All Images to extract images of the entire document;
3. Choose Extract Images to customize the range of extracted images.

6) Extract Tables

1. Click Conventer on the toolbar;
2. Or tap on the status bar -> PDF to Office;
3. Or click Tools on main menu -> Converter -> PDF to Office;
4. Or click Files on the main menu -> Convert To;
5. Select target format as Excel(.xlsx);
6. Tick All Content, Only Table, Only Text to export your desired contents;
7. Then you can Click Batch to add more files to extract simultaneously, and customize the page range of extracted tables;
8. Hit Convert -> select the output folder and click Open.

12. Watermark

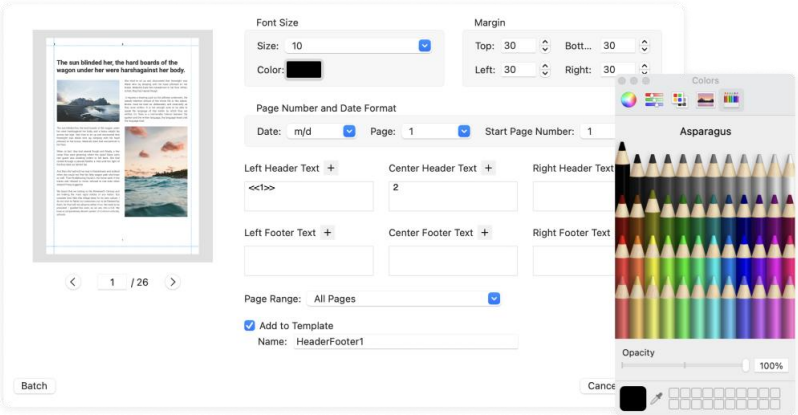
Add and delete watermark on PDFs. You can change the opacity, color and positions of the watermark. Customize watermark with texts and images:

1. Click Editor on the toolbar and tap Watermark -> Add Watermark;
2. Or click main menu Tools -> Watermark;
3. Set and customize text and images watermark. You can change the opacity, color and positions of the watermark;
4. Click Manage Templates to review your watermark history and manage them;
5. There you can watermark multiple PDFs by clicking Editor -> Watermark -> Batch Add Watermarks.

13. Header, Footer and Page

Want to set header and footer with certain texts? Just do as the following steps:

1. Tap at Editor on the toolbar and select Header & Footer -> Add Header & Footer;
2. Or tap Tools on the main menu -> Header & Footer;
3. Here you can add header, add footer, set page number and date format;
4. Tap Remove Header and Footer if you don't need them.



14. Background

Changing the background of the PDFs will comfort your eyes after long-time reading:

1. Tap Background on the toolbar to add color or images background to the PDFs, and set source, rotation, position and page range of the background;
2. Tap Remove Background if you don't need them.

15. Bates Numbers

Identify and retrieve information from your legal documents, you might do like this:

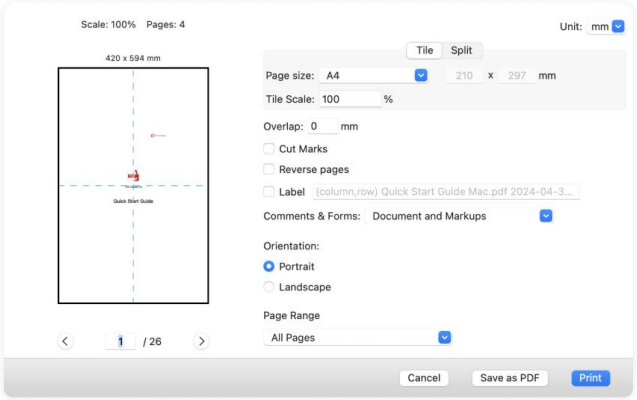
1. Tap Editor on the toolbar -> Bates Numbers -> Add Bates Numbers;
2. Or tap Tools -> Bates Numbers on the main menu to add a unique prefix or suffix which can be a set number, case number, firm name or date;
3. There LynxPDF Editor supports to batch add bates numbers.

16. Page Sizing and Handling

1）Poster

You can print a large format document, such as a poster or banner, by splitting the page across multiple sheets of paper (called "tiling"). The poster option calculates how many sheets of paper are needed. You can adjust the size of the original to best fit the paper and specify how much each "tile" overlaps. You can then piece together the tiles.

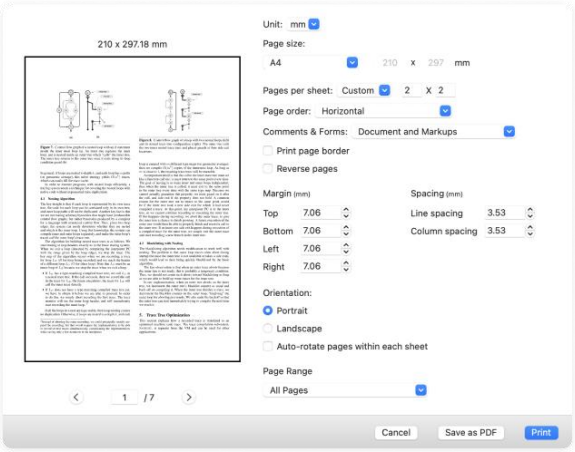
1. Tap Tools on the main menu -> Page Sizing and Handling -> Poster;
2. Set any of these options, referring to the Preview image to check the output results.



2) Multiple

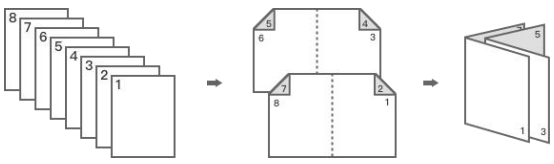
You can print more than one page of a PDF on a single sheet of paper. Printing multiple pages per sheet is also called n-up printing (such as 2-up or 6-up). You can specify how the pages are ordered, either horizontally across the page or in vertical columns.

1. Tap Tools on the main menu -> Page Sizing and Handling -> Multiple.
   Notice: you can set 1 by 1 in Page per sheet.

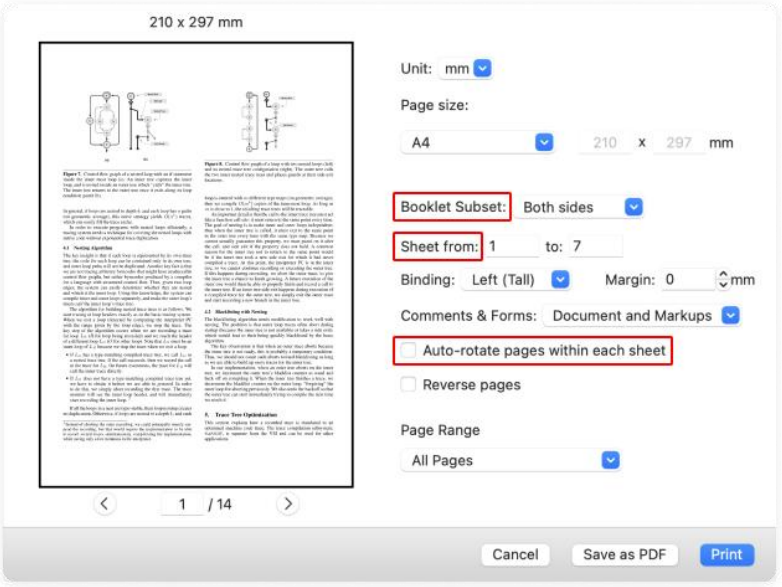


3) Booklet

You can print a multipage document as a booklet. The pages are laid out two per sheet. When you collate, fold, and staple the double-sided sheets, the result is a single book with the correct page order.



Tap Tools on the main menu -> Page Sizing and Handling -> Booklet.



17. OCR

The OCR feature is available in LynxPDF Editor for Mac. LynxPDF Editor supports OCR to recognize letter shapes in images or scanned documents into digital texts you can copy or edit as needed in **90+ languages** including English, German, French, Japanese, Chinese, etc.

You can perform OCR and select page range like All pages, odd pages only, even pages only, current page, or customize the desired pages, and export the OCRed document as a searchable PDF or Text files with **99%+ accuracy**.

18. Others

1) Hide Tool Panels

If you want to hide the panels and read PDFs in an extreme simple way, here what we can do:

1. **Full screen**: click View on main menu and select Full Screen.
2. **Hide Panel**: click View on main menu and select Hide Panel, it will hide the side contents panel of the page.

1) Restore Previous Purchase

1. Click Restore Previous Purchase directly in the upgrade window and do not need to pay for **All Access Pack** / **PDF to Office** for a second time;
2. If you are required to re-login Apple ID account, don't worry, the Apple store needs to confirm the paid data;
3. If it shows Restore Success, congratulations, the previously locked function (add / remove watermarks / PDF to Office, etc.) has been activated and can be used normally. You don't need to re-install the app again. If it fails, please contact us support@pdfreaderpro.com and provide your purchase record.

2) Customize Toolbar

Feel not enough with all those tools? DIY a customized toolbar by the following steps:

1. Right click at the blank area of the toolbar within the PDF;
2. Click Customize Toolbar…;
3. Or click View -> Customize Toolbar…;
4. Or click Tools on the toolbar and tap Customize Toolbar… ;
5. Choose your most frequent used tools and drag them to the tool bar.

3) Flattened PDF

Save the annotated file as flattened copy to make your work more effective:

1. Click File on main menu and choose to Save as Flattened PDF or click Share -> Flattened Copy;
2. Save the annotated file as Flattened PDF.

4) Create PDF from Scanner

1. Check the list of supported scanners for the model of scanner you are about to connect to your Mac;
2. Click main menu File -> Import form Scanner…;
3. Or click Converter on the toolbar -> New PDF Document -> Import From Scanner…;
4. You can scan from various applications: Image Capture, Preview, Print & Fax preferences in System Preferences, Scanner / Printer queue, some third-party applications;
5. Scan and save it as a new PDF.

5) TTS(Text to Speech)

Feel tired when reading large files? TTS(Text to Speech) lets LynxPDF Editor read the document for you with 50+ different languages.

1. Go reading page and click Page Display -> TTS; Or right click and choose TTS;
2. Or click Edit on the main menu -> Speech -> Start Speaking;
3. Then you can choose different languages like English, French, German, Italian, Russian, Chinese and more;
4. There you can adjust the reading speed and turn on Continuous Reading to read continuously for you.

6) Password and Permission Removal

PDF Password Remover is an easy-to-use PDF security remover, which helps users decrypt PDF protections and remove restrictions on printing, editing and copying;

1. Tap File on the main menu -> Remove Security / Decrypt with Password;
2. Or click Editor on the toolbar -> Security -> Remove Security;

Note: If open password is required, you need to enter the right password first and then remove protections from PDF files.

19. Volume Licensing Program

LynxPDF Editor offers Volume Licensing Program (VPP) for all kinds of businesses. How do enterprise customers benefit from VPP?

1. Lower IT Investment

Relatively low market price and our step volume discount will reduce your cost. We offer a significant discount that is up to 50% OFF.

2. Flexible and centralized License management

PDF Tech Admin Console allows you to assign, remove and unbind licenses for members, manage team members, create teams and more.

Have any questions about Volume Licensing Program or any personalized needs? Feel free to contact us.

For more details, please visit our Online Help:

https://www.pdfreaderpro.com/help

Should you need any further help, please feel free to contact us at

support@pdfreaderpro.com

Powered by ComPDFKit. Need to empower your applications with ComPDFKit SDK?

support@compdf.com