



PDF Reader Pro

Quick Start Guide

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1. The All-New PDF Reader Pro

The all-new PDF Reader Pro re-created from the ground up comes. It is effortless and more productive to use.

The picture demonstrates Panel including Search / Thumbnail / Annotation / Outline / Bookmark, Toolbar and Annotation Properties Panel.

		able to rin any To wold this problem whenever the VM is about anchor, which is the beginning of the trace tree.	-	
	ρ + ···	to start tracing, it must try to redict whether it will finish the trace.		Highli
1 The All Me	w DDE Bearder 2	Our prediction algorithm is based on <i>blacklisting</i> traces that		
	w For Reader 5	have been tried and failed. When the VM fails to finish a trace start-		Even
> 2.Read	4	ing at a given point, the VM records that a failure has occurred. The		Exam
A		VM also sets a counter so that it will not try to record a trace starting		
> 3.Annotate	6	at that point until it is passed a rew more times (32 in our imple-		Color
4.Create	10	mentation). This outcome content gives temporary contained in the second s		
		differently during startup than during its steady-state execution. Af-		
5.Sign	11	ter a given number of failures (2 in our implementation), the VM United United United United United		
6 Ell Forme	12	marks the fragment as blacklisted, which means the VM will never		Opacity
0.Fill Porms	12	again start recording at that point. New 2 New 2 New 2		
> 7.Convert	12	After implementing this basic strategy, we observed that for		
		small loops that get blacklisted, the system can spend a noticeable		
8.Edit Pages	14	it has been backlisted We now avoid that problem by patching the		Note
> 9. Security	15	bytecode. We define an extra no-op bytecode that indicates a loop		
/ Discounty		header. The VM calls into the trace monitor every time the inter-		
10.Waterma	rk 16	preter executes a loop header no-op. To blacklist a fragment, we		
\ # Others		simply replace the loop header no-op with a regular no-op. Thus, (c)		1
/ notiers	10	the interpreter will never again even call into the trace monitor.		
12.Volume P	urchase 18	when a loop meets all of these conditions:		1
		which a loop incess an of these contaitons.		1
13.Keyboard	Shortcuts 18	 The VM can form at least one root trace for the loop. match. As such traces accumulate, we attempt to connect their loop 		
		 There is at least one hot side exit for which the VM cannot complete a trace. edges to form groups of trace trees that can execute without having to side-exit to the interpreter to cover odd type cases. This is par- 		
		 The loop body is short. The loop body is short. 		
		In this case, the VM will repeatedly pass the loop header, search		
		for a trace, find it, execute it, and fall back to the interpreter.		
		With a short loop holy the washand of finding and calling the		

On the toolbar, you can quickly access annotations tools including Highlight, Underline,

Freehand, Text Box, Anchored Note, Shape, Link, Stamp, Image, Signature, Bookmark and more.



The following pictures show **Tools**, **Page Edit**, **Editor**, **Converter** and **Page Display**. Just enjoy editing your PDF files with PDF Reader Pro.

$\equiv \textcircled{\ } \boxed{\ } \boxed{\ } \operatorname{Page Edit} \qquad \fbox{\ } \boxed{\ } \operatorname{Editor} \qquad \fbox{\ } \boxed{\ } \operatorname{Converter} \qquad \textcircled{\ } \operatorname{Page Display}$
To Word D To PPT C To Excel D To Image D To Text D Image to PDE
■ To low vord P To PPT E TO Excel I To Image T To lext I mage to PDF
Image: Single Page Image: Two Page Image: Read Mode Image: Disable Image: Two Page Themes Vertical Horizontal Single Page Two Page Read Mode Disable Vertical Horizontal Image: Themes

PDF Reader Pro

2. Read

1) Open PDFs

PDF Reader Pro provides several ways to open PDF files.

Set PDF Reader Pro as default reader. Choose a PDF file -> right click -> Open with -> Choose another app -> tick PDF Reader Pro -> tick Always use this app to open .pdf files -> OK.
 Then PDF Reader Pro will be your default reader. If you set it as your default app for opening PDFs, double-click on a PDF file, and it will be opened in PDF Reader Pro.

2. Drag and drop. On Home, drag-and-drop any PDF file from document files into PDF Reader Pro.

3. Open directly. On **Home**, click **Open a PDF** and then choose a document.

2) Multi-tab Viewer

We all need an extension to browser tabs effortlessly. Now PDF Reader Pro supports multitab viewer to make it easy to manage files. You can open multiple documents in the same window simultaneously.

1. In reading page, tap Create a new tab + next to opened file, select a file to open.

3) Multi-window Viewer

PDF Reader Pro supports multi-window extensions that provides you a better reading experience. It allows you to navigate several windows and manage multiple tabs within each simultaneously. In this way, you can easily compare the contents among several documents at the same time and increase your study/working efficiency through multitasking.

1. On the reading page, click Create a new tab + to open the new PDF files that you need to read.

2. Select and drag the tab, which you want to split away from the current window, into the reading page to create a new window.



3. Or you can tap == on the toolbar -> **Create a new window**, then you can open a new window and select another PDF to view.

4) Split View

Open two parts of the same file side by side and work with both simultaneously.

1. Enter reading page -> **Page Display** () -> **Split View**. There you can choose vertical and horizontal viewer.

5) Slideshow

Your PDF file can be directly presented as PPT presentation.

1. Tap ^{•••} on the toolbar -> **Slideshow**.

2. Tap **Laser Pen** to help your presentation. You can change the color of pen to markup your contents to draw attention.

PDF Reader Pro

3. Tap \mathcal{I} to undo your operation.

4. Tap **Exit** icon in the upper-left corner or tap **Esc** on the keyboard to finish your presentation.

6) Text Reflow

Your PDF file can also be presented in text-only mode.

1. Tap *** on the toolbar -> Text Reflow, your PDF will be shown in text-only mode.

2. Tap ^{AA} to change text size and fonts; You can also switch background themes like day mode, night mode to comfort your eyes.

3. Tap **Exit** icon in the upper-left corner or tap **Esc** on the keyboard to finish your reading.

7) Display Mode

1. In a document, click **Page Display** on the toolbar -> **Display Mode** -> View pages with **Single Page** or **Single Page Continuous**, **Two Pages** or **Two Pages Continuous**.

2. Choose **Read Mode**, then you can view PDF files without getting distracted.

3. And you can press **Esc** to exit Read Mode.

8) Text-to-Speech (TTS)

PDF Reader Pro adds a popular accessibility feature Text-to-Speech (TTS) tool to let your device read the on-screen texts aloud to you.

- 1. On the reading page, Click **TTS** \square in the left sidebar.
- 2. Or, right click anywhere on the open document and select Read Mode On

	Highlight Links	
	Themes	>
Þ	Read Mode On	

-> on the reading mode page, right click again and choose TTS Mode On.

	Highlight Links	
	Themes	>
¢۵)	TTS mode on	
ß	Read Mode Off	

3. **TTS** can also read aloud only the text you need: select a word or block of text in your document -> right click on the selected content -> click **TTS**.

The following image is the pop-up window for TTS:

	M	►	M	
Language	Microsoft Zi	ira - Englis	h (United States)	~
Speed —			2.6 x 🗘	
🗸 Contir	nuous Reading)		

4. Click **Play** to turn on the **TTS** to read the written texts aloud within your document.

5. Click **Previous Page** or **Next Page** to move from one page to another.

6. Or, click the checkbox and start **Continuous Reading** for automatic page turning.

7. Under Language, select your preferred language and lifelike voices.

8. Use the **Speed** slider to adjust the reading speed according to your own desires.

9. Click Pause II to stop reading; if you are using the Read Mode, right click TTS Mode Off to exit.

Notice: TTS tool is only available for the documents with the written texts; the PDF files with scanned texts in the form of images are excluded.

9) Themes

-> Click Themes.

2. Light: The default background color.



Page Display			
Scroll Mode	•		
☐ Vertical	<u>ិ</u> [Horizontal		
Display Mo	de		
C Single Page	Two Page	🕑 Read Mode	
🗸 Contine	uous Scroll		
Split View			
▲ Disable	An Vertical	A B Horizontal	
Themes	•) (#)	
Highlight Lir	nks	on On	

10) Dark Mode

preference.

eyes.

PDF Reader Pro allows you to read in Dark Mode. Instead of changing the background color of the documents, Dark Mode affects only the colors of the menu and buttons, enabling light color text to be presented against a dark background.

- 1. Tap **Settings** O on the Home page.
- 2. Under Dark Mode, click the button to turn On and Off.

PDF Reader Pro provides different theme colors for you to choose.

1. Tap **Page Display** O on the reading page or right click your mouse

4. Dark: Display the document in a dark environment, which maintains a

5. Reseda: Display the document in a light - green background to please your

6. You can also click **Add** $(\textcircled{\pm})$ to customize the theme colors in your personal

3. Sepia: Display the document in a light - yellow background.

minimum color contrast ratio required for readability.

PDF Reader Pro		×
=	Settings	
A Home		
Dpen Files	General About	
Creat PDF	Annotation Author Tank	
	Default	
	Recopen the last file at startup	
	Z Remember the last page viewed	
	Language	
	English V	
	Auto Save	
① Upgrade		
ED Quick Guide		
③ Settings		

11) Pinned Folders

Pin your most frequently used folders on Home page for quick accessing your files.

1. Tap the button **Pinned Folders** $\stackrel{\square}{\rightarrow}$ on the Home page.

2. Click the button + or **Pinned Folders** to pin a folder. To access files in the folder, double click the pinned folder. Folders and files can be displayed in **List Mode** \equiv or **Grid Mode** \equiv .

3. To unpin folders, right click a specific folder and then click the button **Unpin** $\overline{\mathbb{A}}$. Besides, you can also remove the pinned folder by clicking on the button \times in **the List Mode**, or select the folders you want to unpin and then click the button **Remove** $\overline{\mathbb{II}}$.

→ PDF Reader Pro = G Home	Pinned Folders	- a ×
Dpen Files	Folders >	Compared Folders 吕 List Mode 음을 Grid Mode 직 Remove
早 Pinned Folders		
	Folder1	× ··· \${ Remove
	Folder2	O File Info
	Folder3	
Quick Guide		
Settings		

3. Annotate

1) How to Annotate

Here are the instructions for annotating a PDF document, follow the steps and start adding your comments:

1. Tap PDF Reader Pro and open a PDF file.

2. Click **Tools** on the toolbar, there are rich annotation tools for you to choose.

3. When you markup or comment on your PDFs, use properties panel to conveniently change your annotation properties such as colors, opacity and so on.

AAA Text markup | Select the tool (Highlight, Underline, Squiggly, Strikethrough) and apply it to the text that you want to annotate.

Freehand | Add freehand by handwriting just like you do with a pen.

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

Anchored Note | The 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 | Annotate your PDF file with Rectangle, Circle, Arrow and Line. This tool also allows you to modify the Border Color, Line width, Line Style, Fill Color, Opacity of all the shapes. You can also change the Start & End of the arrows and lines inserted.

Hyperlink | Redirect a text or an area to needed destinations by Page, URL and Email.

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

Image | Add images on the PDF pages and place where you want it to be.

Signature | Add signatures to documents. Select the tool, then select a signature or add a new one by Keyboard, Trackpad or Image.

Content Selection I Click and drag the frame to print or export the area as PNG/JPG.

Add Bookmark | Select the tool and a bookmark will be generated for the page you are reading; it will help you to find the page location quickly next time you read it.

2) Freehand

Use freehand feature with your fingers, the Surface Pen, or your mouse (depending on the type of device you are using) to annotate freely on you documents.

1. Click **Tools** on the toolbar and then tap **Freehand** to draw or write. Here you can select **Color** and **Line Width**.

2. Select **Eraser** \checkmark to remove unwanted lines, or you can choose **Clear** \checkmark to remove all writing.

3. Select **Ruler** \checkmark to draw a straight line or choose **Protractor** \bigcirc to draw a circle. Slide the mouse wheel to adjust the angle.

4. Select **Undo** $\stackrel{>}{>}$ to repeal the previous step.

5. Select **Redo** \subset to restore the original step.

3) Text Box

1. Tap **Text Box** T to add text.

2. Choose Font / Text Alignment / Text Color / Fill Color / Border Color/ Line Width / Opacity and Note if you like.

3. Right click the texts you entered -> Cut / Copy / Delete text.

4) Anchored Note

- 1. Select Anchored Note 🗮 .
- 2. Tap anywhere on the page to add comments. Tap **OK** to save.
- 3. Right click to edit comments again or Cut / Copy / Delete / Note contents.

5) Stamp

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

1. Tap **Stamp** ¹/₂ to add stamps.

2. Select Standard, and you will get a bunch of ordinary stamps.

3. Select **Dynamic** to create a dynamic stamp consisting of an author name and a date.

4. Select Custom to create a customized Image Stamp or Text Stamp.

5. Right click -> Cut / Copy / Delete / Note stamp.

Notice: If your file was opened from drag-n-drop, after stamps are added, the file can only be saved by Save as due to file permission.

6) Image

If you want to add images inside the PDF, follow the steps below:

Stamp Standard Dynamic Custom REVIEWED By r at Dec 18, 2019 at 6:35 PM REVISED By r at Dec 18, 2019 at 6:35 PM 1. Tap Image 🔤 .

2. Select certain images you want to insert and then click to place where you want it to be in your PDF.

7) Hyperlink

You can direct and re-direct the pages by setting and editing the link.

1. Check the texts or any area you want to add links.

- 2. Tap Hyperlink <? and Drag range for link area.
- 3. Set hyperlinks by Page, URL and Email. You can edit your hyperlink.
- 4. You can **Delete** the unwanted hyperlink by right clicking the area that you created for it.

8) Remove Annotations

To remove or edit the annotation, right click the annotation and select **Delete** $\overline{\square}$ option.

9) Export & Import Annotations

Annotations and comments can be imported from XFDF files. Meanwhile, you can also export highlights, notes as an XFDF files for further references.

To Export Annotations:

1. Click Annotation A on the sidebar .

2. Click $\stackrel{\text{(T)}}{\longrightarrow}$, and you can export all annotations as XFDF (XML Forms Data Format).

To Import Annotations:

1. Click Annotation A on the sidebar.

2. Click $\stackrel{\Psi}{-}$, and you can import XFDF file to existing PDF file.



For example, when you search PDF, you can check the contents and the

frequency.

Annotation $\underline{\downarrow}$ ⊥ . . . Page 2 A Teng Jiang 10:25 Sometimes, a program follows a path that cannot be compiled into a trace, usually because of limitations in the implementation. A Jennifer Reid 11/08 18:09 the VM records that a failure has occurred. A Kevin Noboa 11/08 18:02 (2 in our implementation) T Teng Jiang 11/08 17:36 Change the picture Teng Jiang 11/08 17:35

4. Convert

1) PDF to Word (.docx), PPT (.pptx), Excel (.xlsx)

PDF Reader Pro offers the best PDF to Office Converter offline to help you convert PDF to Word/PPT/Excel without changing the fonts and layouts, including bullets and tables.

- 1. Click **Converter** \square on the toolbar.
- 2. Select target formats: To Word (.docx), To PPT(.pptx) , To Excel and set Page Range.
- 3. Then click **Convert** and choose output folder to start PDF converting.
- 4. Click Batch to add more files to convert simultaneously.



2) PDF to Image (.png / .jpeg), Text (.txt)

PDF Reader Pro enables you to convert your PDFs to multiple formats. Just click the convert button, all PDF files get converted to texts and image.

- 1. Click **Converter** \frown on the toolbar.
- 2. Select target formats: To Image (.png / .jpeg), To Text(.txt) and set Page Range.
- 3. Then click **Convert** and choose output folder to start PDF converting.
- 4. Click **Batch** to add more files to convert simultaneously.



PDF Reader Pro

3) Image to PDF

With PDF Reader Pro you can easily convert your images (png, jpg, jepg, bmp, tiff, gif) into PDFs.

1. Click **Converter** $\stackrel{\frown}{\frown}$ on the toolbar -> **Image to PDF** $\stackrel{\frown}{\blacksquare}$.

2. Click + Add Files to import image files or tap () to take pictures and have them in the converting list.

3. Tap **Abstract**, you can set your file's **Title**, **Author** and **Subtitle**. **The Permission** section allows you to set a password and set the permission for printing and copying.

4. Tap Layout, you can set Page Size, Page Margins and Page Number for your documents.

5. After setting your file information and page layouts, you can tap **Save as PDF**, then choose an output folder and you will get one PDF file.

+ Add Files	I Remove All A	bstract Layout
1.pr 1 104	ng File Information 7KB Title	Optional
2.jp 104	Author 9 Subtitle 7KB	Optional
3.jp	eg Construction Co	vord to open the document Ord Please enter the password.
4.br	8 x 878 Rest mp Rest 7KB Rest	rict document printing rict content copying

5. Create

1) New Blank Page

With PDF Reader Pro, you can create a new PDF from blank pages.

1. Click Create + on the sidebar -> New Blank Page.

2. Enter the File Name, and choose **Page Size**, **Orientation**, **Number of Pages**.

3. Click **Create PDF** and you will get a blank PDF.

🥪 PDF Reader Pro			
=	Create PDF		
G Home	Cicule i Di		
🗋 Open Files	New Blank Page New From Image		
+ Create	File Name		
	Untitled		
	Page Size		
	mm	~	
	A4 (297.20 x 210.07 mm)	\checkmark	
	Orientation		
	Portrait	\vee	
	Number of Pages		
	1	\diamond	
	Create PDF		

2) New from Image

With the PDF Reader Pro, you can also create a new PDF from an image in the form of png, jpg, jepg, bmp, tiff, gif.

1. Click Create + on the sidebar -> New from Image.

2. Enter the **File Name** and choose **Orientation**.

3. Drop an image or Click Select a File.

4. Click **Create PDF** and you will get a new PDF from selected images.

6. Sign

PDF Reader Pro provides the best signing experience on the Windows platform. You can even create your signature by typing texts or importing images.

1. Click **Tools** on the toolbar and then tap **Signature**

2. You can add an existing signature from Signature Library.

🥶 PDF Reader Pro	
	Create PDF
[с] nome	
Dpen Files	New Blank Page New From Image
+ Create	File Name
	Untitled
	Orientation
	Portrait 🗸
	· · · · · · · · · · · · · · · · · · ·
	L. K.
	Drop an image here
	or
	Select a File
	1
	Create PDF

- 3. Or tap **New Signature** + to add new signature from **Keyboard**, **Trackpad** or **Image**.
- 4. Tap Save & Apply to save and apply your signature.



7. Fill Forms

Fill out forms is a core requirement for any PDF editor PDF Reader Pro allows you to fill out tax forms, application, or other PDF with empty fields. The fields include Text Field, Check Box, Radio Buttons, Combo Box, List Box, etc.

- 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
- List box and Combo box Both are available to select from a list of items.

Highlights	Text Notes
Signatures	PDF Forms
How did you hea	r about PDF Reader Pro?
	0
You Name: Cath	erine

Notice: Dynamic XFA forms are not currently supported in PDF Reader Pro for Windows.

8. Edit PDF

1) Page Editor

Page Editor enables you to Insert / Replace / Extract / Split / Rotate / Reverse / Copy / Paste / Delete pages. You can select multiple pages by holding Ctrl +.

Quick	Start	Guide
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1. Click **Page Edit** on the toolbar to pull down the menu.

□ Insert	Replace	Extract	Split Split	🕒 Rotate	Reverse	Copy	Paste	Delete	
----------	---------	---------	-------------	----------	---------	------	-------	--------	--

PDF Reader Pro

2. Tap Insert \downarrow to insert a new page after the selected page. You can insert pages from another PDF or new Blank / Ruled / Music / Squared pages. You can also customize the page size, orientation and position of the inserted pages.

3. Tap **Replace** to replace pages with new pages from another PDF.

4. Tap **Extract** \downarrow to extract pages or images in files. You can extract specific pages into a new file or divide your PDF into individual one-pagers by selecting **Each page in a separate file**. Besides, the embedded images can also be extracted from PDFs and then be saved to a folder.

5. Tap **Split** \square , you can freely select the specified page to split the PDF file. You can choose to **Split** by every 1 or more pages / Split averagely to 1 or more PDF files / Split by page range.

6. Tap **Rotate** to rotate the page. There you can rotate 90 degree clockwise, or right click and choose **Rotate Counterclockwise**.

7. Tap **Reverse** is when two or more pages are selected, then you change the page order.

8. Tap **Copy (** to copy a page or multiple pages.

- 9. Tap Paste 🕑 to paste the pages that are copied .
- 10. Tap **Delete** $\overline{\coprod}$ to delete the selected page, or right click and choose **Delete**.

2) PDF Merge

You can merge the currently opened PDF with another PDF or individual pages in another PDF file:

1. Tap Editor \square on the toolbar -> Merge \square to combine multiple PDF files into a new PDF document, and you can customize Page Range before merging .

3) Compress PDF

PDF Reader Pro helps reduce PDF size to make your documents smaller:

1. Tap Editor \square on the toolbar -> Compress \square to reduce file size, here you can customize Optimization Quality or click Batch to compress multiple PDF files simultaneously.

9. Security

PDF Reader Pro allows you to encrypt PDF files and decrypt PDF files, and you can protect all your sensitive documents by batch encrypting.

1) Set Passwords

- 1. Tap Editor \square on the toolbar -> Security -> Set Passwords.
- 2. After setting your passwords, click **Encrypt** to finish your security setting.

Open the Document		~
Require a password to open the document Open Password		
The Permission Restrict printing and copying of the document Owner Password Restrict document printing Restrict content copying		
Batch	Encrypt	Cancel

2) Remove Security

1. Tap **Editor** \square on the toolbar -> **Security** -> **Remove Security.** PDF Reader Pro is an easy-touse PDF security remover, which helps users decrypt PDF protections and remove restrictions on printing, editing, and copying.

2. If open password is required, you need to enter the correct password first and then click **Remove Password** to remove protections from PDF files.

10. Watermark

PDF Reader Pro allows you to add or remove watermarks on PDF files. You can change the opacity, color, and positions of the watermark. Customize watermarks with texts and images freely.

1. Tap Editor C on the toolbar -> Watermark -> Add Watermark.

2. Set and customize text or image watermark. You can change the **Opacity**, **Color**, **Rotation**, and **Location** of the watermark.

3. Tick **Tile**, then you can add tiled watermarks and customize **Vertical distance** or **Horizontal distance**.

4. You can save the watermark as a template by ticking Add to Template.

5. Tap **Watermark a** -> **Manage Templates**, then you can review your watermark history and easily manage them.

Preview	Watermark Content
C et sames	 Text Watermark Font Size 72 Color Color Train
Watermark Quick Start Guide	V File Select File(PNG,JPG) Ratio 50%
	Rotation 0° \diamond \bullet
< 1 / 20 >	Behind text Tile Page Range All Pages Heil 40 0 mm 60 0 mm Add to Tomplete

11. Header and Footer

PDF Reader Pro lets you set header and footer with certain texts, date and page numbers. Just do as the following steps:

1. Tap Editor ^C on the toolbar -> Header & Footer -> Add Header and Footer.

2. Set and customize header and footer. You can set the Font Size, Margin, Page Number and Date Format, Header and Footer Text, Page Range.

3. You can save the header & footer as a template by ticking Add to Template.

4. Tap **Apply** then you can save a new copy of the PDF with custom header and footer.

5. Tap **Header & Footer** -> **Manage Templates**, then you can review your header & footer history and easily manage them.

		X
Preview	Font Size	Margin(mm)
1	Font Arial	Top 8 🗘 Bottom 8 🗘
	Size 16 🗸 Color 🌒 🔵 🌒 🥥 🥹	Left 8 🗘 Right 8 🗘
	Page Number and Date Format	
POF Reader Pro	Date m/d v Page 1 v Start Page Number	er 1 🗸
Quick Start Guide	Left Handra Toot	Diele Hander Trut
	Left Header lext Center Header lext	Right Header lext
	<<1>> +	+ < <m d="">> +</m>
	Left Footer Text Center Footer Text	Right Footer Text
r POF Reader Po	<<1>> +	+ PDF Reader Pro +
< 1 / 24 >	Page Range All Pages	~
	✓ Add to Template	
	Template Name HeaderFooter0	
Batch		Apply Cancel

12. Bates Numbers

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

1. Tap Editor \square on the toolbar -> Bates Numbers \square -> Add Bates Numbers.

2. Set and customize bates numbers. You can set the Font Size, Margin, Bates Settings, Header and Footer Text, Page Range.

3. You can save the bates numbers as a template by ticking Add to Template.

4. Tap **Apply** then you can save a new copy of the PDF with custom bates numbers.

5. Tap **Bates Numbers** .-> **Manage Templates**, then you can review your bates numbers history and easily manage them.

					×
Preview	Font Size		Margin(mm)	_	
PDF Reader Pro1000000001	Font Arial	~	Top 8	Bottom 8	\diamond
ne totaque	Size 16 V Color	••••	Left 8	Right 8	\Diamond
PDF	Bates Settings				
FOIF Render Pro	Prefix PDF Reader Pro		Number of Digits	1 🗘	
Quick Start Guide	Suffix 000000001		Start Page Number	1 ~	
	Left Header Text	Center Header Text	Right H	eader Text	+
IFOF Reader Pre1000000001	Left Footer Text	Center Footer Text	Right Fi	poter Text	
< 1 /24 >	+	<<#1#1#PDF Reader	Pro# +		+
	Page Range All Pages		~		
	✓ Add to Template				
	Template Name Bates0				
Batch				Apply	Cancel

13. Others

1) Flattened PDF

Save the annotated file as a flattened copy to make your work more effectively.

1. Tap == on the toolbar -> Save as Flattened PDF or Share as Flattened PDF, then you can save or share the annotated file as flattened PDF.

2) Highlight Links

Turn on or turn off the highlight mode of links in the file.

1. Tap Page Display ③ -> Highlight Links. Click the button to turn On or Off.

3) Get File Information

Want to know more specific information about the file?

1. Tap = on the toolbar -> Click **File Info** to get all the details about the file, such as **File Name** / **Size** / **Title** / **Author**, etc.

4) Share

Want to share this PDF file with others?

5) Change Page Size

You can change the page size to fit your own reading habit through the following step.

1. Tap **Fit** \checkmark on the sidebar, it enables pages to fit the screen size.

6) Print

1. Tap \equiv on the toolbar -> **Print** \Box -> Choose a **Printer**.

2. Orientation -> choose from Portrait and Landscape.

3. Duplex printing -> Choose to Print on one side/ Print on two sides.

- 4. Paper size -> Pull down the list to choose.
- 5. Color mode -> choose the style you want.

6. **Pages ->** Pull down the list to choose the page range.

7. Tap **More settings** to get a quick setting of printing.

8. Tap **Print** to start printing.

9. Tap **Print Content** to choose print **Document / Document and** Comment / Document and Annotation/ Document and Form.

7) Default Scale

You can set the default scale when opening a new document.

1. Click Settings -> choose Actual Size / Fit Width / Fit Page.



Quick Start Guide.pdf - Print



PDF Reader Pro

	-	
Settings		
General About		
Annotation Author		
Default Settings		
Reopen last open files on startup		
Remember last page viewed		
Default scale when opening a new document		
Actual Size		
Fit Width		
Fit Page		
English		

14. Volume Purchase

PDF Reader Pro offers Volume Purchase Program (VPP) for schools and organizations.

There are two options to get volume purchase on Windows Store: **Microsoft Store for Business** and **Microsoft Store for Education**.

If you already have a business or education account, please click <u>Microsoft Store for Business</u> or <u>Microsoft Store for Education</u> to sign in and find **PDF Reader Pro**, then you can choose the amount you want to buy.

Click <u>here</u> to get more information about how to sign up on Microsoft Store. Moreover, you can drop a line at <u>support@pdfreaderpro.com</u>.

15. Keyboard Shortcuts

Ctrl +	Zoom in
Ctrl -	Zoom out
PgUp (↑)	Go to previous page
PgDn (↓)	Go to next page

📑 PDF Reader Pro

Ctrl + p	Print file
Ctrl + f	Search Text in PDF
Ctrl + i	Get file information
Ctrl + Alt + h	Highlight texts
Ctrl + Alt + u	Underline texts
Ctrl + Alt + s	Strikethrough texts
Ctrl + Alt + q	Squiggly texts
Ctrl + s	Save
Ctrl + c	Copy selected texts or pages
Ctrl + v	Paste selected texts or pages
Ctrl + d	Delete selected annotation
Ctrl + x	Cut selected annotation
Ctrl + r	Rotate Clockwise
Ctrl + I	Rotate Counterclockwise

 $\ensuremath{\mathbb{Q}}$ 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