



DPI Job Ticket User Guide

Version 4.1

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Table of Contents

| | |
|--------------------------------------|-----------|
| Introduction | 9 |
| DPI Job Ticket Overview | 10 |
| Defining Input Files..... | 10 |
| Custom Bookmarks | 13 |
| Document Passwords | 13 |
| Defining Output Destinations | 14 |
| Network | 15 |
| Archive..... | 16 |
| Email | 17 |
| Printer..... | 20 |
| Web..... | 21 |
| DPI Job Ticket Settings | 23 |
| PDF Options..... | 24 |
| PDF Split (Basic)..... | 28 |
| PDF Split (Advanced) | 29 |
| PDF Security | 30 |
| PDF Metadata | 32 |
| PDF Document Information | 32 |
| XMP Metadata | 33 |
| PDF Attachments..... | 34 |
| PDF Open Settings..... | 36 |
| PDF Forms..... | 38 |
| Signature Fields | 39 |
| Table of Contents (TOC)..... | 41 |
| Bookmarks | 44 |
| Content Bookmarks | 46 |
| Hyperlinks | 47 |
| Associated Index | 48 |
| OCR..... | 49 |
| OCR Log Settings..... | 52 |
| PDF Information Options | 54 |
| CAD Conversion | 57 |
| HTML Conversion..... | 58 |
| Text Options | 60 |
| Text Split..... | 61 |
| Text Conversion | 61 |
| Image Options | 63 |
| Image Split..... | 65 |
| Transformation | 66 |
| Page Content Scaling | 67 |
| Page Scaling | 69 |
| Page Stitching | 70 |
| Stamping | 71 |
| Header and Footer | 71 |
| Page Identifier..... | 75 |
| Watermark | 77 |
| Overlay | 82 |
| Index..... | 84 |

| | |
|--|------------|
| Native Application Settings | 89 |
| Ghostscript | 89 |
| MS Excel..... | 89 |
| Lotus Notes..... | 90 |
| MS PowerPoint Reports..... | 90 |
| MS Outlook..... | 91 |
| MS Word | 92 |
| Symantec WinFAX | 93 |
| Document Validation..... | 94 |
| Log Settings | 96 |
| Scripting | 99 |
| Appendix A - DPI Version History | 100 |
| Appendix B - Sample DPI Job Ticket File | 102 |
| Appendix C - Contact Adlib Software | 106 |

List of Figures

| | |
|---|----|
| Figure 1 - DPI Job Ticket File Defining Document Path | 10 |
| Figure 2 - Processed DPI Job Ticket File with Error | 12 |
| Figure 3 - DPI Job Ticket File defining Bookmarks..... | 13 |
| Figure 4 - DPI Job Ticket File defining Open Passwords | 13 |
| Figure 5 - DPI File Defining Network Output PDF Destinations..... | 15 |
| Figure 6 - DPI File Defining Output Email | 19 |
| Figure 7 - DPI File Defining Printer Output PDF Destination..... | 20 |
| Figure 8 - DPI File Defining Web Output PDF Destination..... | 22 |
| Figure 9 - DPI File Defining Web Output PDF Destination..... | 22 |
| Figure 10 - DPI Settings..... | 23 |
| Figure 11 - DPI File Defining PDF and Print Options | 27 |
| Figure 12 - DPI File Defining PDF Split | 28 |
| Figure 13 - DPI File Defining PDF Split | 29 |
| Figure 14 - DPI File Defining PDF Security | 31 |
| Figure 15 - DPI File Defining PDF Document Information | 32 |
| Figure 16 - DPI File Defining XMP Metadata Information..... | 33 |
| Figure 17 - DPI File Defining PDF Attachment Information..... | 35 |
| Figure 18 - DPI File Extracting PDF Attachments | 35 |
| Figure 19 - DPI File Defining PDF Open Settings..... | 37 |
| Figure 20 - DPI File Defining PDF Form Options..... | 38 |
| Figure 21 - DPI File Defining PDF Signature Fields by Insertion Point | 40 |
| Figure 22 - DPI File Defining PDF Signature Fields by Search Text..... | 40 |
| Figure 23 - DPI File Defining TOC Settings..... | 43 |
| Figure 24 - DPI File Defining Bookmarks | 45 |
| Figure 25 - DPI File Defining Content Bookmarks | 46 |
| Figure 26 - DPI File Defining OCR Options | 51 |
| Figure 27 - DPI File Defining OCR Log Options | 53 |
| Figure 28 - DPI File Defining PDF Information Extraction | 55 |
| Figure 29 - Sample PDF Information file | 56 |
| Figure 30 - DPI File Defining Text Settings Options..... | 60 |
| Figure 31 - DPI Text Split..... | 61 |
| Figure 32 - DPI File Defining Image Settings Options..... | 64 |
| Figure 33 - DPI File Defining Image Split..... | 65 |

| | |
|--|----|
| Figure 34 - DPI File Defining Page Scaling | 66 |
| Figure 35 - DPI File Defining Page Content Scaling | 68 |
| Figure 36 - DPI File Defining PDF Page Scaling..... | 69 |
| Figure 37 - DPI File Defining Header/Footer..... | 76 |
| Figure 38 - DPI File Defining Watermark | 81 |
| Figure 39 - DPI File Defining Overlay | 83 |
| Figure 40 - DPI File Defining Index Settings..... | 87 |
| Figure 41 - Index - Sample StopWords File..... | 88 |
| Figure 42 - DPI File Defining Ghostscript Options | 89 |
| Figure 43 - DPI File Defining MS Excel Options..... | 89 |
| Figure 44 - DPI File Defining Lotus Notes Options..... | 90 |
| Figure 45 - DPI File Defining MS PowerPoint Options..... | 91 |
| Figure 46 - DPI File Defining MS Outlook Options | 92 |
| Figure 47 - DPI File Defining MS Word Options..... | 93 |
| Figure 48 - DPI File Defining Symantec WinFAX Options..... | 93 |
| Figure 49 - DPI File Defining Document Validation..... | 95 |
| Figure 50 - DPI File Defining Process Log Options..... | 98 |
| Figure 51 - DPI File Defining Scripting..... | 99 |

List of Tables

| | |
|---|----|
| Table 1 - DPI Job Ticket Document Reference Methods | 11 |
| Table 2 - Supported DPI Output Destinations | 14 |
| Table 3 - DPI Output Network Options | 15 |
| Table 4 - DPI Output Archive Options..... | 16 |
| Table 5 - DPI Output email Options | 17 |
| Table 6 - DPI Output Printer Options..... | 20 |
| Table 7 - DPI Output Web Options – URI Parameters | 21 |
| Table 8 - DPI Output Web Options – Single URI | 22 |
| Table 9 - DPI Settings..... | 23 |
| Table 10 - DPI PDF and Print Options..... | 24 |
| Table 11 - DPI Split into single PDF Pages | 28 |
| Table 12 - DPI Split PDF Pages Options..... | 29 |
| Table 13 - DPI PDF Security Options..... | 30 |
| Table 14 - DPI PDF Document Information | 32 |
| Table 15 - DPI XMP Metadata Information | 33 |
| Table 16 - DPI PDF Attachment Information | 34 |
| Table 17 - DPI PDF Attachment Extraction..... | 35 |
| Table 18 - DPI PDF Open Settings | 36 |
| Table 19 - DPI PDF Form Options | 38 |
| Table 20 - DPI Signature Field Options..... | 39 |
| Table 21 - DPI TOC Options..... | 41 |
| Table 22 - DPI Signature Field Options..... | 44 |
| Table 23 - DPI Content Bookmark Options..... | 46 |
| Table 24 – DPI Hyperlink Options | 47 |
| Table 25 – DPI Associated Index Options | 48 |
| Table 26 - DPI OCR Options..... | 49 |
| Table 27 – DPI OCR Log Options | 52 |
| Table 28 - DPI Defining PDF Information Options | 54 |
| Table 29 - Extracted Text Information (Token File) File Structure | 55 |
| Table 30 - DPI CAD Conversion Settings | 57 |
| Table 31 - DPI HTML Conversion Settings..... | 58 |
| Table 32 - DPI Output Text Options | 60 |
| Table 33 - DPI Split into single Text Pages | 61 |

| | |
|---|----|
| Table 34 - DPI Text Conversion Settings | 61 |
| Table 35 - DPI Output Image Options | 63 |
| Table 36 - DPI Split into single Image Pages..... | 65 |
| Table 37 - DPI Page Scaling..... | 66 |
| Table 38 - DPI Page Content Scaling..... | 67 |
| Table 39 - DPI Page Scaling..... | 69 |
| Table 40 - DPI Page Stitching | 70 |
| Table 41 - DPI Header/Footer Options..... | 71 |
| Table 42 - DPI Page Numbering Mode | 74 |
| Table 43 - DPI Page Identifier..... | 75 |
| Table 44 - DPI Watermark Options | 77 |
| Table 45 - Supported Watermark Fonts..... | 80 |
| Table 46 - DPI Overlay Options..... | 82 |
| Table 47 - DPI Index Options..... | 84 |
| Table 48 - DPI Ghostscript Options..... | 89 |
| Table 49 - DPI MS Excel Options | 89 |
| Table 50 - DPI Lotus Notes Options | 90 |
| Table 51 - DPI MS PowerPoint Report Options..... | 90 |
| Table 52 - DPI MS Outlook Options..... | 91 |
| Table 53 - DPI MS Word Options | 92 |
| Table 54 - DPI Symantec WinFAX Options | 93 |
| Table 55 - DPI Defining Document Validation Options | 94 |
| Table 56 - DPI Process Log Options | 96 |
| Table 57 - DPI Defining Scripting Options..... | 99 |

Introduction

Job Tickets are used to instruct Express how to process one or more documents. Express supports two types of Job Tickets, DPI and XML. All features provided via the Express user interface are supported using Job Tickets. In addition to these features, Job Tickets extend the functionality of the Express User Interface including the following advanced features:

- File Merging
- Table of Contents Report
- Bookmark Creation
- Printing processed documents
- Delivering processed documents via Email
- Delivering processed documents to a Web Server

A DPI Job Ticket is an ASCII text file with a DPI Extension which contains documents to be processed, conversion settings and destinations for the processed documents. An XML Job Ticket is very similar in concept to a DPI Job Ticket except that the XML Job Ticket is expressed in XML syntax. The ***XML Job Ticket User Guide***, accessible from the Help Menu, is a separate document which describes how to use XML Job Tickets with Express. Additional information about Job Tickets, along with sample files and sample XML Job Tickets, can be requested by sending an email to info@adlibsoftware.com

DPI/XML Job Tickets allow you to specify the following destinations for processed documents:

- Network
- Email
- Printer
- Web

All settings defined in the Job Ticket file are used when processing it. Settings specified in the Job Ticket file override the Express User Interface settings. For example, if the Express Options specify that the watermark "Proof" be added, this is overridden by specifying a watermark "Confidential" in a DPI/XML Job Ticket file.

Please reference the ***Express User Guide*** for more information on any of the settings listed in this guide.

Note: If DPI/XML Job Ticket Processing is selected, then Express only processes files in the Input Folder that have a .dpi or .xml file extension. Note that XML files are checked to ensure that they are valid XML Job Ticket files prior to processing.

DPI Job Ticket Overview

A DPI Job Ticket file is an ASCII text file with a .dpi file extension that contains the locations and filenames of the documents to be converted. Please refer to **Appendix A - DPI Version History** for a sample DPI Job Ticket file.

Defining Input Files

DPI Job Tickets may be used to merge multiple documents, by specifying all documents to be merged, into a single PDF file. It is possible to disable the document merging process, allowing all files listed in the Job Ticket to be processed with the settings defined. Users can add custom Bookmarks for each document as well as any additional Bookmarks required. Refer to the **Custom Bookmarks** section in this document. If no Bookmarks are defined, the filename of the original document is used.

Figure 1 - DPI Job Ticket File Defining Document Path

```
\\Adlibserver\Adlib\My Folder\My Cover Page.doc  
C:\My Folder\My Doc.doc  
My Folder\My Presentation.ppt  
..\..\My Spreadsheet.xls  
http://www.adlibsoftware.com/MyPage.html <URI DOWNLOAD=No>
```

The name given to the DPI file (e.g. My Merged PDF.DPI) is the name used for the PDF file that is to be created (e.g. My Merged PDF.PDF). The documents are merged in the order in which they are listed in the DPI file. Files may be referenced in five ways within a DPI Job Ticket file. Please see **Table 1 - DPI Job Ticket Document Reference Methods** for more details.

Table 1 - DPI Job Ticket Document Reference Methods

| Reference Method | Description | Examples |
|------------------|--|---|
| No Path | Only document filename is provided. In this case the file must be in the Input Folder. | My Doc.doc |
| Absolute Path | The complete document path and filename is provided. | C:\My Folder\My Doc.doc |
| UNC Path | The complete document path and filename is provided using Universal Naming Conventions (UNC). | \\My Server\My Folder\My Doc.doc |
| Relative Path | A relative path and filename is provided. The double dot backslash (..) can be used to move up one folder. This can be used a number of times to move up many folders. | My Folder\My Doc.doc ..\My Doc.doc ..\..\My Doc.doc |
| URI | The complete URI is provided. The user can control if the document is downloaded or not by specifying the URI DOWNLOAD attribute. | http://.../My Page.html <URI DOWNLOAD=No> |

Tip: *DPI Job Ticket files may be placed in the Express Input folder but the files referenced within the DPI Job Ticket may be located anywhere on the network. This enables files to be processed without having to physically move the files to the input folder.*

The DPI Job Ticket functionality is very flexible and can be used in many ways. For example, it can be used to add a cover page to each PDF created.

Tip: *Locate the cover page file outside of the Input folder and reference it using an Absolute path in the DPI Job Ticket file.*

A second example is to use DPI Job Ticket files to assemble multiple documents into a single PDF file. This file can then be emailed as a single attachment.

A third example is to use DPI Job Ticket files to merge structured data (e.g. data from a database) with other documents.

Tip: *Write a program or script to extract the structured data and create a file (e.g. HTML, RTF, TXT,...) which is then merged with the other documents.*

When processing DPI Job Ticket files, the Input File Handling selection only applies to the files in the Input folder and its subfolders. All files located outside the Input Folder are processed and left in the same location.

Tip: *The DPI Job Ticket file should be created/copied after all referenced files within the DPI Job Ticket file, which are referenced inside the Input folder, have been copied. This eliminates the possibility of processing a referenced file that has not been copied which results a File Not Found error.*

Tip: *The **Move file to Destination Folder** selection is only available if the Move file to Destination Folder is selected for the Input File Handling.*

If errors are encountered during the processing of a DPI Job Ticket file, the error message is added beside the associated filename in the DPI Job Ticket file to assist in diagnosing the problem (see **Figure 2 - Processed DPI Job Ticket File with Error**). The DPI Job Ticket file and referenced files that reside inside the Input Folder will be moved to the Error Folder.

Figure 2 - Processed DPI Job Ticket File with Error

```
\\Adlibserver\Adlib\My Folder\My Cover Page.doc
C:\My Folder\My Doc.doc
My Folder\My Presentation.ppt
..\..\My Spreadsheet.xls          ***Error: File Not Found
```

Tip: *If you are using FTP to transfer files to a server, you must use ASCII mode to transfer the DPI.*

Custom Bookmarks

(Requires Advanced Publishing Add-on)

The user has the ability to define the Bookmark text for each file listed by using the following syntax.

Filename <Bookmark Text> <Bookmark Level>

Bookmarks that do not refer to a document can be added by defining the Bookmark Text and Level without referring to a filename. Please note that the Bookmark level must start at 1 and increment by one for each file listed. You may decrement Bookmark level by more than one. All ASCII characters can be used for Bookmark Text except for Semicolon (;) and Pipe (|) characters.

Figure 3 - DPI Job Ticket File defining Bookmarks

```
<Initial Presentation><1>
\\Adlibserver\Adlib\My Folder\My Cover Page.doc<Cover Page><2>
C:\My Folder\My Doc.doc <Introduction><3>
My Folder\My Presentation.ppt <Presentation><3>
..\..\My Spreadsheet.xls <Supporting Data><2>
<Presentation Amendments><1>
C:\My Folder\Amendments.doc <Presentation Amendments><2>
```

Document Passwords

The user has the ability to specify the password required to open Microsoft Word and Microsoft Excel documents so that they can be processed. To specify the Open Password for a file use the following syntax.

Filename <OPENPASSWORD=password>

Figure 4 - DPI Job Ticket File defining Open Passwords

```
\\Adlibserver\Adlib\My Folder\My Cover Page.doc
C:\My Folder\My Doc.doc <OPENPASSWORD=oper123>
My Folder\My Presentation.ppt
..\..\My Spreadsheet.xls
C:\My Folder\Amendments.doc
```

Defining Output Destinations

DPI/XML Job Ticket files may be used to specify one or more destinations for each Express Output file type (PDF, Text, Image, Original and PDFInfo) other than the Output Folder. **Table 2 - Supported DPI Output Destinations** describes destination methods supported for each of the Output File types. In addition, it can deliver to multiple destinations (e.g. Copy to multiple network Drives) for each method. This is done by adding a suffix (e.g. Path1, Path2, ...) to each property in the group. Each group must use the same suffix and must be unique for every destination. Please note that all examples in this section are referring to the Output PDF file type which uses the [OutputPDF] tag. Simply substitute the tag from [OutputPDF] to define the destinations for the other output types

Table 2 - Supported DPI Output Destinations

| Tag | Destination |
|------------------|------------------------------------|
| [OutputPDF] | Network Email Printer Web |
| [OutputText] | Network Email Printer Web |
| [OutputImage] | Network Email Printer Web |
| [OutputOriginal] | Network Email Printer Web |
| [OutputPDFInfo] | Network Email Printer Web |

Network and local Locations may be specified as shown in the sample DPI File.

Table 3 - DPI Output Network Options

| Property | Values | Description |
|----------|---------------------|---|
| Enabled | Yes No | Allows override of the Convert to PDF User Interface setting. Enables this User Interface setting. The default is Yes. Disables this User Interface setting. |
| Path | Folder and Filename | The Path property delivers the PDF to the specified folder using the specified filename. You must include the PDF extension when using the Path property. Multiple Paths may be specified by adding a suffix to the end of the Path property as shown in the following DPI File. |
| Folder | Folder | The Folder property delivers the PDF to the specified folder. The Filename is derived from the name of the DPI file. Multiple Folders may be specified by adding a suffix to the end of the Folder property as shown in the following DPI File. |

Figure 5 - DPI File Defining Network Output PDF Destinations

```

MyFile1.doc
MyFile2.doc

[OutputPDF]
Path = C:\MyPDF.PDF
Path1 = C:\Temp\MyPDFTemp.PDF
Folder = C:\MyFolder
Folder2 = C:\MyFolder2

```

For each Express Output file type (PDF, Text, Image, Original) an archive file can be specified. The ArchiveFileName is required when the ArchiveMode is anything but "None". The archive file will be created in the specified Output folder and sent to any other destination that is defined (Email, Web, Printer).

Note: When an Archive is selected then the archive file is the only output. (e.g. The individual files are not output in addition to the archive file.)

Table 4 - DPI Output Archive Options

| Property | Values | Description |
|-----------------|-------------|--|
| ArchiveMode | None Zip | The ArchiveMode property specifies whether on or to create a archive(Zip) file. The default is None. |
| ArchiveFileName | Text | The ArchiveFileName property specifies the name of the archive file. |

Email messages may be specified as shown in the sample DPI File (see **Figure 6 - DPI File Defining Output Email**). Express Server creates the email message, adds the PDF as an attachment and sends the message to the email client Outbox. The email client then sends the messages to the destinations. It is recommended that you set the email client to send outgoing messages as soon as they arrive in the Outbox. This will ensure the prompt delivery of the messages. A valid email account must be setup in the email client.

To send an email using Express, you must define as a minimum a Send To email address using the EmailRecipient property. Refer to **Table 5 - DPI Output email Options** for a description of the DPI email properties.

Table 5 - DPI Output email Options

| Property | Values | Description |
|------------------|---------------|---|
| EmailSender | email Address | Express sends all email messages using the Default email Account of the email Client. It is possible to set the Sent From email Address to a different address by defining the EmailSender property. When using this property, you must specify the email server using the EMailSMTPServer property. A copy of the email message is sent to the address define with the EmailSender property is used. This second email is disabled by setting the EmailCopyToSender property to No. |
| EmailRecipient | email Address | email address of the recipient where the email message is sent. Multiple email addresses may be specified by separating them with the semicolon (;) character. Multiple email messages may be sent by adding a suffix to each property group. (e.g. EMailRecipient1, EMailCC1, ... EmailRecipient2, EmailCC2, ...). |
| EmailCC | email Address | The email address where a Carbon Copy of the email is sent. Multiple email addresses may be specified by separating them with the semicolon (;) character. |
| EmailBCC | email Address | The email address where a Blind Carbon Copy of the email is sent. Multiple email addresses may be specified by separating them with the semicolon (;) character. |
| EmailSubject | Text | The subject of the email message. |
| EmailMessage | Text | The message for the email. Multiple lines may be specified by inserting the double pipe () characters. The double pipes will be automatically removed and replaced with a carriage return line feed (CRLF) in the email message. email messages are limited to 1024 characters. |
| EmailMessageFile | Filename | The email message may be defined using a text file |

| Property | Values | Description |
|-------------------|--------------------|--|
| | | rather than from the EmailMessage keyword. Specifying &[OutputText] as the filename is automatically evaluated to be the path of the text file being generated by OutputText. |
| EmailAttachments | Filename No | Additional attachments may be added to the email message by using the EmailAttachments property. Multiple attachments may be specified by separating each path by a semicolon (e.g. C:\Temp\misc.pdf; C:\Temp\Intro.pdf). No attachment is added to the message. |
| EmailCopyToSender | Yes No | Disables sending a copy of the email to the sender when using SMTP to send the email message. |
| EmailHTMLMessage | Filename | The email message may be defined using an HTML file rather than from the EmailMessage keyword. The HTML file will replace the complete message. |
| EmailSMTPServer | Server Name | Specifies the SMTP Server name when using SMTP to send the message. |
| EmailSMTPPort | Port | Specifies the SMTP Server port when using SMTP to send the message. |
| EmailSMTPUserName | User Name | Specifies the SMTP Server user name when using SMTP to send the message. |
| EmailSMTPPassword | Password | Specifies the SMTP Server user password when using SMTP to send the message. |

Figure 6 - DPI File Defining Output Email

```
MyFile1.doc
MyFile2.doc

[OutputPDF]
EmailSender1 = jane.smith@acme.com
EmailRecipient1 = john.doe@acme.com
EmailCC1 = jane.doe@acme.com
EmailBCC1 = john.smith@acme.com
EmailSubject1 = Interesting Information
EmailMessage1 = John,<CR><CR>You will find this interesting.<CR><CR>Jane
EmailMessageFile1 = C:\Temp\msg.txt
EmailAttachments1 = C:\Temp\misc.pdf;C:\Temp\Intro.pdf
EmailCopyToSender1 = Yes
EmailHTMLMessage1 = template.htm
EmailSMTPServer1 = mail.abc.com
EmailSMTPPort1 = 25
EmailSMTPUserName1 = jdoe
EmailSMTPPassword1 = abc242
```

Delivering PDF files using an email Outbox requires that an email client software application (e.g. Microsoft Outlook, Microsoft Outlook Express, Lotus CC Mail, ...) be installed and configured on the server where Express Server is running. The email client installed must support one of the following protocols.

- SMTP/POP - The Internet mail protocols. SMTP (Simple Mail Transport Protocol) is used to send mail. POP (Post Office Protocol) is used to receive mail.
- MAPI - Messaging Application Program Interface used by Microsoft products, Novell GroupWise, ...
- Active Messaging/CDO - Active Messaging is an API that replaces MAPI on newer mail systems. Active Messaging was renamed Collaborative Data Objects (CDO) by Microsoft.
- VIM - Vendor Independent Messaging used by Lotus cc:Mail and Lotus Notes. The Lotus Notes API specific to 32-bit Lotus Notes is supported in Lotus Notes v4.5 and higher.
- VINES Intelligent Messaging - Messaging protocol used by the Banyan VINES network operating system.
- MHS - Message Handling Service used in legacy messaging products.

Express Server searches the computer for the protocol search in the following order.

VINES, VIM , MHS, MAPI, SMTP/POP

These protocols are not searched if Express is set to use SMTP and POP.

Printer

The PDF can be spooled to the specified printer as shown in the sample DPI File (see **Figure 7 - DPI File Defining Printer Output PDF Destination**). Acrobat or Acrobat Reader must be installed on the computer.

Tip: *You must specify the network path to the printer when printing to a network printer.*

Table 6 - DPI Output Printer Options

| Property | Values | Description |
|---------------------|----------------------|---|
| Printer | PrinterName | The Printer property must be set to the printer name as shown in the Printers folder accessed from the Control Panel. |
| PrintPages | 1,2,3 1-12 23- | Individual pages Range of pages inclusive Range to the end of the document |
| PrintNumberOfCopies | Numeric | Set the number of copies that should be printed. |

Figure 7 - DPI File Defining Printer Output PDF Destination

```

MyFile1.doc
MyFile2.doc

[OutputPDF]
Printer = \\MyServer\MyPrinter
PrintPages = 1-12, 15, 23-
PrintNumberOfCopies = 3
    
```

The PDF can be uploaded to a Web server (see **Figure 8 - DPI File Defining Web Output PDF Destination**). Multiple servers can be defined by creating multiple entries for each property group (e.g. URIHost1, URIFolder1, ... URIHost2, URIFolder2, ...).

The keywords referring to FTP functionality (FTPServer, FTPFolder, ...) have been expanded to include other URI protocols such as HTTP, HTTPS and FTP. The FTP keywords have been updated to be more generalized. The FTP keywords still function as they always have, however, it is recommended to utilize the URI keywords (URIHost, URIFolder...).

URI references to documents may be defined in Job Tickets by specifying each parameter as described in **Table 7 - DPI Output Web Options – URI Parameters**. In addition, references to documents may be specified as a single URI as described in **Table 8 - DPI Output Web Options – Single URI**.

Table 7 - DPI Output Web Options – URI Parameters

| Property | Values | Description |
|----------------|-----------------|--|
| URIHost | Server Name | Specifies the name of the Host Web Server. |
| URIFolder | Folder | Specifies the folder on the Web Server where files are to be placed. |
| URIPort | Numeric | Specifies the port. (Default = 21) |
| URIUserName | Text | Specifies the Username for logging into the Web Server. |
| URIPassword | Text | Specifies the Password for logging into the Web Server. |
| URIDataType | Binary Ascii | Specifies the File Transfer Method (Default = Binary) |
| URIProxyServer | Text | Specifies the name of the Proxy Server if required. |
| URITimeout | Numeric | Specifies the Timeout of the communication protocol in seconds. |

Figure 8 - DPI File Defining Web Output PDF Destination

```

MyFile1.doc
MyFile2.doc

[OutputPDF]
URIHost1 = ftp.webserver.com
URIFolder1 = \uploads
URIPort1 = 21
URIUserName1 = guest
URIPassword1 = guest01
URIDataType1 = 0

URIHost2 = http://www.webserver.com
URIFolder2 = \uploads
URIPort2 = 80
URIUserName2 = guest
URIPassword2 = guest01
URIDataType2 = 0
    
```

Table 8 - DPI Output Web Options – Single URI

| Property | Values | Description |
|----------------|---------|--|
| URI | Text | Specifies the URI string. <scheme>://<user>:<password>@<host>:<port>/<url-path>;<params>?<query>#<fragment> |
| URIProxyServer | Text | Specifies the name of the Proxy Server if required. |
| URITimeout | Numeric | Specifies the Timeout of the communication protocol in seconds. |

```

MyFile1.doc
MyFile2.doc

[OutputPDF]
URI = http://guest:guest01@www.webserver.com:80/uploads/MyFile.pdf
    
```

Figure 9 - DPI File Defining Web Output PDF Destination

DPI Job Ticket Settings

DPI settings override the settings specified in the Express User Interface. All documents listed in a DPI for processing are merged by default unless otherwise specified.

Table 9 - DPI Settings

| Property | Values | Description |
|-----------------|---------------------|---|
| Merge | Yes (Default) No | Enables/Disables the merging of documents specified in a DPI File. |
| MergeBlankPages | Yes No (Default) | Enables the addition of a blank page at the end of each document when the document contains an odd number of pages. |

Figure 10 - DPI Settings

```
MyFile1.dwg
MyFile2.html
MyFile3.txt

[Settings]
Merge = No
MergeBlankPages = No
```

PDF Options

DPI Files may be used to specify PDF and Print Options for the processed documents (see **Figure 11 - DPI File Defining PDF and Print Options**)

Table 10 - DPI PDF and Print Options

| Property | Values | Description |
|--|--|--|
| PDFVersion | 1.2 1.3 1.4 1.5 1.6 Automatic | Sets the version of the PDF document. Adobe Acrobat 3 Adobe Acrobat 4 Adobe Acrobat 5 Adobe Acrobat 6 Adobe Acrobat 7 Maintains the PDF version when the original document is a PDF. All other documents will be created with version 1.3. |
| ConvertUsingNAS or ConvertUsingNativeApplication | Yes No | Enable/Disable PDF conversion through Native Application |
| ConvertUsingEFTS or ConvertUsingDocumentViewer | Yes No | Enable/Disable PDF conversion with Extended File Type Support |
| DocumentHyperlinks | Yes No | Enables/Disables insertion of Hyperlinks as defined in the original document. Refer to the Express User Guide for more details. |
| DocumentBookmarks | Yes No | Enables/Disables creation of Bookmarks as defined in the original document. Refer to the Express User Guide for more details. This property has been updated to include additional functionality as specified in the Content Bookmarks section of the DPI File. |
| Multilanguage or MultilanguageFonts | Yes No | Enables/Disables Multilanguage Fonts |
| EmbedFonts | Yes No | Enables/Disables embedding of Fonts |
| EmbedPartialFonts | Yes No | Enables/Disables Partial Font Embedding. Partial Font embedding only embeds the characters actually used in the PDF. This reduces the size of the PDF document significantly. |
| EmbedStandardFonts | Yes No | Enables/Disables embedding of Standard Fonts |

| Property | Values | Description |
|---|--|---|
| EmbedLicensedFonts | Yes No | Enables/Disables embedding of Licensed Fonts |
| Optimize | Yes No | Specifies if the PDF is to be optimized for Web delivery (Optimize for Fast Web View). |
| Resolution | 75 150 300 600 1200 | Specifies the resolution of the PDF |
| DownsampleImages | Yes No | If enabled, all images in the output PDF will be down sampled to the Resolution specified in Express |
| PageContentComp or PageContentCompression | Yes No | Enables/Disables Page Content Compression |
| MonolImageComp | Default CCITTG4 JBIG2 JBIG2LOSSLESS | Uses Run Length encoding Uses CCITT Group 4 encoding Uses JBIG2 Compression Uses JBIG2 Lossless Compression |
| ImageComp or ImageCompression | Auto Default 256 JPEG | Sets the Image Compression Algorithm |
| CompressionLevel or CompLevel or JPEGCompressionLevel | 1-9 Min Low Med High Max | Sets the JPEG Compression Level if the Image Compression is set to JPEG. The Low setting indicates a lower compression, less loss of content, and a larger PDF. The High setting increased content loss but results in a smaller PDF. |
| ConvertColorToGrayScale or ConvertToGrayScale | Yes No | Enables/Disables conversion of the PDF content to Grayscale rather than color. |
| Pages | 1, 3 5-7 10- | Specifies the pages to extract from the PDF document. Individual pages Range of pages inclusive Range to the end of the document |
| ColorModel | RGB CMYK | Specifies the color model to be used for all colors in the PDF document. (CMYK colors are usually used for printing documents on color printers) |

| Property | Values | Description |
|-----------------|-------------------|--|
| IncrementalSave | Auto Yes No | Appends changes to a PDF, leaving the original data untouched. This allows changes to the document to be tracked and undone, since data is never removed from the file. Incremental saves are necessary when modifying documents that have been digitally signed to preserve the integrity of existing signatures. (Note: file size will increase with each update.) |

Figure 11 - DPI File Defining PDF and Print Options

```
MyFile1.dwg
MyFile2.html
MyFile3.txt

[PDFSettings]
PDFVersion = 1.3

ConvertUsingNAS = Yes
ConvertUsingEFTS = Yes

DocumentHyperlinks = Yes
DocumentBookmarks = Yes

Styles = <Heading 1><1>|<Heading 2><2>>

Bookmarks = Yes

Merge = Yes

MultiLanguage = Yes

EmbedFonts = Yes
EmbedPartialFonts = Yes
EmbedStandardFonts = Yes
EmbedLicensedFonts = No

Optimize = Yes
Resolution = 300
DownsampleImages = Yes
PageContentComp = Yes

MonoImageComp = CCITTG4
ImageComp = JPEG
CompLevel = Medium
ConvertToGrayScale = No

CADConvertColorToBlack = Yes
CADPageSize = B Size
CADMarginVertical = 0.25
CADMarginHorizontal = 0.25
CADHPGLNativeApplication = Yes

HTMLPageSize = Tabloid
HTMLOrientation = Landscape
HTMLMarginTop = 0.5
HTMLMarginBottom = 0.5
HTMLMarginLeft = 1.25
HTMLMarginRight = 0.75

TextPageSize = Letter
TextOrientation = Landscape
TextFontName = Courier
TextFontStyle = Bold
TextFontSize = 10
TextMarginVertical = 1
TextMarginHorizontal = 1
```

PDF Split (Basic)

DPI Files may be used to split documents into single page PDF files.

Table 11 - DPI Split into single PDF Pages

| Property | Values | Description |
|----------|-----------|---|
| Enabled | Yes No | Enables/Disables Splitting PDF documents into multiple PDF files. |

Figure 12 - DPI File Defining PDF Split

```
C:\My Documents\MyFile1.doc  
C:\My Documents\MyFile2.xls  
  
[PDFSplit]  
Enabled = Yes
```

PDF Split (Advanced)

(Requires Advanced Publishing Add-on)

DPI Files may be used to split documents into multiple PDFs based on the Maximum File Size for the resulting PDF files, the number of PDF files or the number of pages per file. Simply set the split Mode and then set the corresponding variable (see **Figure 13 - DPI File Defining PDF**).

Table 12 - DPI Split PDF Pages Options

| Property | Values | Description |
|--------------|--|--|
| Enabled | Yes No | Enables/Disables Splitting PDFs into multiple PDF files. |
| Mode | MaxFileSize NumberOfFiles PagesPerFile | Splits the source document(s) into multiple PDF documents ensuring that all split files are less that the maximum file size specified in the MaxFileSize property. Splits the source document(s) into the number of PDF documents specified in the Files property. Splits the source document(s) into multiple PDF documents ensure that each document has the number of pages specified in the PagesPerFile property. |
| Files | | Specifies the number of files that the source document(s) should be split into. |
| MaxFileSize | | Specifies the maximum file size for each split PDF file. (KB) |
| PagesPerFile | | Specifies the maximum number of page for each split PDF file. |

Figure 13 - DPI File Defining PDF Split

```
C:\My Documents\MyFile1.doc
C:\My Documents\MyFile2.xls

[PDFSplit]
Enabled = Yes
Mode = MaxFileSize
MaxFileSize = 8192
```

PDF Security

DPI Files may be used to add PDF Security (see **Figure 14 - DPI File Defining PDF Security**) to the PDF files created. This allows you to restrict the functions of PDF files by setting the Security Options.

Table 13 - DPI PDF Security Options

| Property | Values | Description |
|------------------|--|---|
| Enabled | | Allows override of the Enable PDF Security User Interface setting. |
| | Yes | Enables this User Interface setting. The default is Yes. |
| | No | Disables this User Interface setting. |
| OpenPassword | Text | Specifies the password used to open the document. |
| SecurityPassword | Text | Specifies the password used to change security settings. |
| Encryption | 40Bit 128Bit | The Encryption property enables you to set the encryption level. |
| Options | One or more of the following flags: | The following flags specify the PDF Security settings. The PCSA flags are associated with 40bit encryption. The QIED flags are additional flags associated with 128bit encryption. If any of the 128bit encryption flags are used then the encryption strength is automatically set to 128bit encryption. |
| | P | Prohibits the printing the PDF file |
| | C | Prohibits changes to the PDF file. |
| | S | Prohibits the selection of the elements in the PDF file. |
| | A | Prohibits adding or changing these areas, but allows fill-in of fields. |
| | Q | Prohibits printing the PDF file at a high resolution. |
| | I | Prohibits fill-in of fields or signing the PDF. |
| | E | Prohibits Content Access for the Visually Impaired. |
| D | Prohibits adding, deleting or rotating pages as well as changing bookmarks and thumbnails. | |

Figure 14 - DPI File Defining PDF Security

```
MyFile1.doc
MyFile2.doc

[PDFSecurity]
OpenPassword = MyOpenPassword
SecurityPassword = MySecurityPassword
Encryption = 128Bit
Options = PCSAQIED
```

Please refer to **Express User Guide** for more detailed information about PDF Security settings and password.

PDF Metadata

PDF Document Information

DPI Files may be used to add PDF Document Information fields into the PDF files as they are processed (see **Figure 15 - DPI File Defining PDF Document Information**). Adobe PDF supports the following four Document Information fields.

- Title
- Subject
- Author
- Keywords

In addition to these fields, the PDF format supports the insertion of user definable metadata fields for each document.

Table 14 - DPI PDF Document Information

| Property | Values | Description |
|-------------------------|--------|---|
| Title | Text | Specifies the Title value. |
| Subject | Text | Specifies the Subject value. |
| Author | Text | Specifies the Author value. |
| Keywords | Text | Specifies the Keywords value(s). |
| User Defined Field name | Text | Specifies user definable metadata. User Definable Metadata Name/Tags cannot contain spaces. |

Figure 15 - DPI File Defining PDF Document Information

```

MyFile1.doc
MyFile2.doc

[PDFDocInfo]
Title = My Document Title
Subject = My Document Title
Author = John Smith
Keywords = PDF, Document Conversion, Electronic Document, Workflow
UserDefinedField1 = User Defined Field Value 1
UserDefinedField2 = User Defined Field Value 2
  
```

PDF metadata can be viewed using the **Document Properties -> Document Metadata** items from the **File** menu.

XMP Metadata

DPI Files may be used to add XMP Metadata into the PDF files as they are processed (see **Figure 16 - DPI File Defining XMP Metadata Information**). The Adobe XMP specification "standardizes the definition, creation, and processing of metadata by providing a data model, storage model (serialization of the metadata as a stream of XML), and formal schema definitions (predefined sets of metadata property definitions that are relevant for a wide range of applications). XMP makes use of the W3C XML-based Resource Description Framework (RDF) standard in order to represent the metadata properties associated with a document.

Table 15 - DPI XMP Metadata Information

| Property | Values | Description |
|----------|--------|---|
| Enabled | Yes | Enables this setting. The default is Yes. |
| | No | Disables this setting. |
| RDFFile | File | Specifies the file containing XMP Metadata to be inserted into the PDF. |

Figure 16 - DPI File Defining XMP Metadata Information

```
MyFile1.doc
MyFile2.doc

[XMPMetadata]
Enabled = Yes
RDFFile = C:\rdf-stream.txt
```

PDF metadata can be viewed using the **Document Properties -> Document Metadata** items from the **File** menu.

PDF Attachments

DPI Files may be used to add PDF Attachments into the PDF files as they are processed (see **Figure 17 - DPI File Defining PDF Attachment Information**). The Attachment may be accessed from within Adobe Acrobat or Adobe Acrobat Reader if a Display Icon is configured. The Display Icon can be located on a specified page and position. The Display Icon, color and opacity may also be specified. If no Display Icon is specified, then the Attachment will not be visible to users. DPI Files may be used to extract PDF Attachments from PDF files as they are processed. (see **Figure 18 - DPI File Extracting PDF Attachments**).

Table 16 - DPI PDF Attachment Information

| Property | Values | Description |
|-------------|--------------------------------------|--|
| Enabled | Yes | Enables this setting. The default is Yes. |
| | No | Disables this setting. |
| File | Filename | Specifies the File to be attached to the PDF. |
| Description | Text | Specifies the Description value. This field is used to assign the filename to the Attachment when the file is extracted from the PDF. It is, therefore, recommended that you use this field to store the filename of the Attachment. |
| Subject | Text | Specifies the Subject value. |
| Author | Text | Specifies the Author value. |
| Page | Numeric | Page number where Attachment Icon is to be displayed. |
| X | Numeric ¹ | X Coordinate on Page where Attachment Icon is to be displayed. |
| Y | Numeric ¹ | Y Coordinate on Page where Attachment Icon is to be displayed. |
| Icon | Graph PaperClip PushPin Tag | Display Icon for Attachment. |
| Color | Numeric | RGB value for the Color of the Watermark Text. You may get the RGB values from the Watermark Settings screen. Alternatively, you may use the RGB function from programming applications such as Microsoft Visual Basic and Microsoft Visual C++ to convert the three RGB values to a single Color value (e.g. RGB(247, 198, 0) = 50935). |
| Opacity | 0 – 100 | Specifies the transparency/opacity of the Text. |

1. The units are inches for the U.S. measurement System and centimeters for the Metric measurement System.

Figure 17 - DPI File Defining PDF Attachment Information

```

MyFile1.doc
MyFile2.doc

[PDFAttachments]
Enabled = Yes

File = C:\MyDocument.doc
Description = My Document
Subject =
Author = John Smith
Page = 1
X = 2.5
Y = 2.5
Icon = Tag
Color = 0
Opacity = 100
    
```

Table 17 - DPI PDF Attachment Extraction

| Property | Values | Description |
|----------|--------|---|
| Folder | Path | The Folder property delivers all Attachments from the PDF to the specified folder. The Filename is derived from the name of the attachment Description. |

Figure 18 - DPI File Extracting PDF Attachments

```

MyFile1.pdf

[ExtractPDFAttachments]
Folder = C:\Adlib Express\Attachments
    
```

PDF Open Settings

DPI Files may be used to specify PDF Open Settings (see **Figure 19 - DPI File Defining PDF Open Settings**) for the PDF files created.

Table 18 - DPI PDF Open Settings

| Property | Values | Description |
|---------------|--|---|
| Enabled | Yes No | Allows override of the Enable Document Open Options User Interface setting. Enables this User Interface setting. The default is Yes. Disables this User Interface setting. |
| PageMode | Page Bookmarks Thumbnails | Displays the document pane only Displays document pane with Bookmarks. Displays document pane with Thumbnails. |
| PageNumber | Numeric | Sets the opening page number. |
| Magnification | Default FitWindow FitWidth FitVisible Zoom25 Zoom50 Zoom100 Zoom125 Zoom150 Zoom200 Zoom400 Zoom800 Zoom1600 | Displays one page in the document pane at a time. |
| PageLayout | Single Continuous ContinuousFacing | Displays one page in the document pane at a time. Arranges the pages in a continuous vertical column. Arranges the pages in two columns side by side. |
| HideMenubar | Yes No | Hides the Menu bar of Acrobat or Acrobat Reader when the PDF is open. |
| HideToolbar | Yes No | Hides the Toolbar of Acrobat or Acrobat Reader when the PDF is open. |

Figure 19 - DPI File Defining PDF Open Settings

```
MyFile1.doc  
MyFile2.doc  
  
[PDFOpenOptions]  
PageMode = Bookmarks  
PageNumber = 3  
Magnification = Zoom125  
PageLayout = Continuous  
HideMenubar = Yes  
HideToolbar = Yes
```

PDF Forms

DPI Files may be used to add text information to PDF Forms (see **Figure 20 - DPI File Defining PDF Form Options**). Multiple fields can be filled by defining a value for each field individually.

You must assign a name to the PDF form in the DPI. The example in **Figure 20 - DPI File Defining PDF Form Options** uses BusinessCard as the form name for the MyBusinessCardForm.pdf form (e.g. <\PDFForm:BusinessCard>). This name must be used for each field the form contains (e.g. <\PDFForm:BusinessCard>FaxNumber = (123)456-8901).

Table 19 - DPI PDF Form Options

| Property | Values | Description |
|--|------------------------|---|
| <\PDFForm:Form Name> Field Name = Value | Field Value Pair | Assigns a text string to one field for a form. Multiple fields can be filled by defining each one individually. A text string can be inserted as multiple lines by adding the <CR> string between each line. (e.g. <\ PDFForm:BusinessCard>Name = John <CR> Smith) |
| Flatten | Yes No | Enables/Disables the flattening of the form after it has been filled. The flattening process permanently presses the fields and values into the page contents. This disables all of the form interactivity. |

Figure 20 - DPI File Defining PDF Form Options

```
MyBusinessCardForm.pdf <\PDFForm:BusinessCard>

[PDFFormInfo]
<\PDFForm:BusinessCard>Name = John <CR> Smith
<\PDFForm:BusinessCard>emailAddress = john.smith@acme.com
<\PDFForm:BusinessCard>PhoneNumber = (123) 456-7890
<\PDFForm:BusinessCard>FaxNumber = (123) 456-8901

Flatten = Yes
```

Signature Fields

DPI Files may be used to add Signature Fields to PDF files as they are processed. (See **Figure 21 - DPI File Defining PDF Signature Fields** and **Figure 22 - DPI File Defining PDF Signature Fields by Search Text**). Multiple fields can be added by adding a suffix as shown the following DPI file.

Signature Fields may be added based on defining the insertion point of the Signature Field using the Page number and X,Y coordinates. Alternatively, Signature Fields may be added based on locating a text string in the PDF and adding the Signature above the insertion point of the text string.

Table 20 - DPI Signature Field Options

| Property | Values | Description |
|------------|----------------------|--|
| Name | Text | Name of the Signature Field |
| Width | Numeric ¹ | Width of the Signature Field |
| Height | Numeric ¹ | Height of the Signature Field |
| SearchText | Text | Text string to be searched for. The Signature Field is inserted just above the insertion point of the text string. |
| Page | Numeric | Page number where Signature Field is to be inserted. |
| X | Numeric ¹ | X Coordinate on Page where Signature Field is to be inserted. |
| Y | Numeric ¹ | Y Coordinate on Page where Signature Field is to be inserted. |

1. The units are inches for the U.S. measurement System and centimeters for the Metric measurement System.

Figure 21 - DPI File Defining PDF Signature Fields by Insertion Point

```
MyDocument.pdf

[SignatureFields]
Name = Signature1
Width = 1.2
Height = 1.2
Page = 1
X = 2
Y = 2

Name1 = Signature1
Width1 = 1.2
Height1 = 1.2
Page1 = 1
X1 = 2
Y1 = 2
```

Figure 22 - DPI File Defining PDF Signature Fields by Search Text

```
MyDocument.pdf

[SignatureFields]
Name = Signature1
Width = 1.2
Height = 1.2
SearchText = InsertSignatureHere
```

Table of Contents (TOC)

(Requires Advanced Publishing Add-on)

A Table of Contents (TOC) is a list of the headings in a document. You can use a Table of Contents to get an overview of the topics discussed in a document. The Table of Contents is created using the Bookmarks contained in the PDF document. Therefore, you must enable the Bookmarks feature of Express in order to create the Table of Contents successfully. This is beneficial since any PDF can be augmented with a Table of Contents. The Table of Contents contains hyperlinks to the same destinations as the Bookmarks. (see **Figure 23 - DPI File Defining TOC Settings**)

Table 21 - DPI TOC Options

| Property | Values | Description |
|---------------------------------|--------------|---|
| Enabled | Yes | Allows override of the TOC User Interface setting. |
| | No | Enables this User Interface setting. The default is Yes. |
| | | Disables this User Interface setting. |
| InsertionPageNumber | Numeric | Sets the page number where the TOC is inserted into the document. |
| IncludeDocumentBookmarks | Yes No | Enables/Disables creation of automatically generated bookmarks for each file. |
| DocumentBookmarkTextMode | BaseFilename | Bookmark Text will be defined as: Filename of the original file excluding the file extension |
| | Filename | Filename of the original file including the file extension |
| | Defined | Defined by the bookmark text specified in the bookmark tags for each input file. |
| IncludeDocumentContentBookmarks | Yes No | Enables/Disables the creation of content bookmarks (Headings) |
| MaxLevel | Numeric | Specifies the maximum level that the TOC report will auto generate. |
| CreateTOCBookmark | Yes No | Enables/Disables creation of a bookmark to the Table of Contents. |
| ShowPageNumbers | Yes No | Specifies if the TOC is to show a page number for each item. |
| HyperlinkDisplayStyle | None | Specifies how TOC Items will be |

| | | |
|-----------------|---|--|
| | Invisible OutlineBlackSolid OutlineBlueDotted OutlineBlueSolid OutlineGreenDotted OutlineGreenSolid OutlineRedDotted OutlineRedSolid | displayed as hyperlinks. |
| TabLeaderStyle | None DottedLine DashedLine Underline | Specifies how the Tab Leader will be displayed for each TOC Item. |
| PageSize | Automatic Letter Legal Tabloid A Size B Size C Size D Size E Size F Size G Size A0 A1 A2 A3 A4 A5 | Specifies the size of the TOC Page. Automatic will match the size of the TOC Page to the first page of the document. |
| PageOrientation | Portrait Landscape | Specifies the orientation of the TOC Page. |
| MarginTop | Numeric ¹ | Specifies the top margin. |
| MarginBottom | Numeric ¹ | Specifies the bottom margin. |
| MarginLeft | Numeric ¹ | Specifies the left margin. |
| MarginRight | Numeric ¹ | Specifies the right margin. |

1. The units are inches for the U.S. measurement System and centimeters for the Metric measurement System.

Figure 23 - DPI File Defining TOC Settings

```
MyFile1.doc
MyFile2.doc

[TOCSettings]
Enabled = Yes

InsertionPageNumber = 1
ShowPageNumbers = Yes

HyperlinkDisplayStyle = Invisible
TabLeaderStyle = DottedLine

MarginTop = 1.5
MarginBottom = 1.5
MarginLeft = 0.5
MarginRight = 0.5

PageOrientation = Portrait
PageSize = Automatic

IncludeDocumentBookmarks = Yes
IncludeDocumentContentBookmarks = Yes

CreateTOCBookmark = Yes
```

Bookmarks

DPI Files may be used to control how Bookmarks are added to PDF files as they are processed. (see **Figure 21 - DPI File Defining PDF Signature Fields** and **Figure 22 - DPI File Defining PDF Signature Fields by Search Text**).

Table 22 - DPI Signature Field Options

| Property | Values | Description |
|---------------------------|--------------------------|---|
| Enabled | Yes No | Enables/Disables creation of Bookmarks in resulting PDF document. |
| CreateDocumentBookmarks | Yes No | Enables/Disables Bookmarks that are created for each document as multiple documents are merged into a single PDF. The Bookmarks shall be named as specified in the DocumentBookmarkMode property. The Document Bookmark is created at the first level in the bookmark hierarchy and then all bookmarks that exist for the original document are then created as children of the Document Bookmark. The Document Bookmark is linked to the first page of the original document. |
| ExpandedBookmarkLevelMode | All Defined None | Sets how bookmarks will be displayed when the PDF is opened. All Bookmarks are displayed in the open state Bookmarks are displayed to the level defined by the ExpandedBookmarkLevel key. No Bookmarks are displayed in the open state. |
| ExpandedBookmarkLevel | Numeric | Sets the level where Bookmarks are displayed in the open state when ExpandedBookmarkLevelMode is set to Defined. |
| MaxLevel | Numeric | Specifies the level to which bookmarks are copied from the original document. For example, setting MaxLevel = 2 will result in bookmarks that are only level 1 and level 2 in the bookmark hierarchy will be copied from the original document. |
| DocumentBookmarkMode | BaseFilename Filename | Specifies how Document Bookmarks are named when CreateDocumentBookmarks is set to Yes. BaseFilename: Bookmarks are named with the filename of the original document excluding the file extension. Filename: Bookmarks are named with the filename of the original document including the file extension. |

| | | |
|--|---------|---|
| | Title | Bookmarks are named with the document information metadata property Title from the original document. |
| | Defined | Bookmarks are named according to the bookmark tags on each input file. |

Figure 24 - DPI File Defining Bookmarks

```
MyDocument1.doc
MyDocument2.doc
MyDocument3.doc

[Bookmarks]
Enabled = Yes
CreateDocumentBookmarks = Yes
ExpandedBookmarkLevelMode = Defined
ExpandedBookmarkLevel = 2
DocumentBookmarkTextMode = BaseFilename
MaxLevel = 2
```

Content Bookmarks

DPI Files may be used to define how Bookmarks are created from documents as they are processed. (See **Figure 25 - DPI File Defining Content Bookmarks**). Please refer to the **Express User Guide** for more details.

Table 23 - DPI Content Bookmark Options

| Property | Values | Description |
|-------------------------------|----------------------------------|---|
| MSExcelCreateBookmarks | Yes No | Enables/Disables creation of Bookmarks as defined in the original Microsoft Excel document. |
| MSWordCreateBookmarks | Yes No | Enables/Disables creation of Bookmarks as defined in the original Microsoft Word document. |
| MSWordStyles | <Word Style> <Bookmark Level> | Maps the MS Word Style to PDF Bookmark levels. Multiple Styles can be defined by separating them with the Pipe () character (e.g. Styles = <Heading 1><1> <Heading 2><2>). |
| MSWordIncludeSectionNumbering | Yes No | Enables/Disables inclusion of numbering from MS Word Headings. |
| PDFRetainExistingBookmarks | Yes No | Enables/Disables retention of existing Bookmarks in PDF documents as they are processed. |

Figure 25 - DPI File Defining Content Bookmarks

```

MyDocument.doc
MyDocument.xls
MyDocument.pdf

[ContentBookmarks]
MSExcelCreateBookmarks = Yes
MSWordCreateBookmarks = Yes
MSWordStyles = <Heading 1><1>|<Heading 2><2>
MSWordIncludeSectionNumbering = Yes
PDFRetainExistingBookmarks = Yes
  
```

Hyperlinks

Hyperlinks can be preserved from the original document(s) or you can create additional hyperlinks within the newly created PDF. In addition, the Native Application (see below) must reside on the computer and is used to render the document. Hyperlinks are also preserved for Table of Contents, List of Figures, List of Tables as well as for references contained in the documents. The CreateContentHyperlinks feature is supported for the following Native Applications:

- Microsoft Office 2003 (Word, Excel, PowerPoint)
- Microsoft Office 2002 (Word, Excel, PowerPoint)
- Microsoft Office 2000 (Word, Excel, PowerPoint)
- Microsoft Office 97 (Word, Excel)
- Microsoft Internet Explorer (5.0, 5.5, 6.0)
- Microsoft Visio (2000, 2002)
- Corel (WordPerfect Version 9.0 to 11.0)

Table 24 – DPI Hyperlink Options

| Property | Values | Description |
|----------------------------|-----------------------------|--|
| CreateContentHyperlinks | Yes | Enables this setting. The default is Yes. |
| | No | Disables this setting. |
| MSWordDisplayColorMode | Inherit | Maintains the color of the source hyperlink. |
| | Defined | Uses the color value specified within the DISPLAYCOLOR attribute. |
| MSWordDisplayColor | Numeric | The color of the hyperlink. |
| MSWordDisplayStyleMode | Inherit | Maintains the style of the source hyperlink. |
| | Defined | Uses the style specified within the MSWordDisplayStyle attribute |
| MSWordDisplayStyle | None Dashed Underline | The style of the hyperlink. |
| MSWordHyperlinkDestination | ExactPosition | The hyperlink will navigate to the exact position on the destination page. |
| | Page | The hyperlink navigates to the page. |
| | PageTopBottom | The hyperlink will navigate to the top or the bottom of the page depending on its relative position. |
| MSWordPageTopOffset | Numeric | Specifies an offset for the hyperlink from the top of the page. |
| MSWordPageBottomOffset | Numeric | Specifies an offset for the hyperlink from the bottom of the page. |

Associated Index

DPI Files may be used to enable the use of an index definition file (PDX) which can be used for full text indexing. Full text indexing allows you to search document content for specific words or phrases.

Note: URI paths are currently not supported.

Table 25 – DPI Associated Index Options

| Property | Values | Description |
|----------|--------|--|
| Enabled | Yes | Enables this setting. The default is Yes. |
| | No | Disables this setting. |
| Path | Path | Specifies the path of the Associate Index. |

DPI Files may be used to produce searchable PDF documents by performing Optical Character Recognition (OCR) on the images converted to PDF. The OCR options are listed in **Table 26 - DPI OCR Options**. Please refer to the **Express User Guide** for a detailed description of Envision OCR capabilities.

Table 26 - DPI OCR Options

| Property | Values | Description |
|------------------------------|-------------------------------------|---|
| Enabled | Yes No | Allows override of the Enable OCR User Interface setting. Enables this User Interface setting. The default is Yes. Disables this User Interface setting. |
| Accuracy | Accuracy Both Speed | Select the optimize criteria. Optimize for accuracy. Balance both accuracy and speed. Optimize for speed. |
| Despeckle | Yes No | Despeckling removes random specks from an image. |
| Deskew | Yes No | Deskew straightens an image skewed due to an improper sheet position on the scanner. |
| Rotate | Auto Right Down Left No | Images must be presented in the upright position for the OCR to be successful. |
| Invert | Auto Yes No | Images must be presented to the OCR Engine as black text on a white background. Images that contain white or pale characters on a black background must be inverted. |
| Languages | English French ... | List the languages to enable (e.g. Languages = English, French). Please refer to the Express User Guide for a complete list of supported languages. |
| LanguageDictionaryCorrection | Yes No | Enables the validation and corrections of words against one dictionary. You must only define one language (e.g. Languages = English) in order to enable Language Dictionary Correction . |
| Timeout | Number | Specifies the number of seconds a file will process before being cancelled. |
| ErrorThreshold | Number | Specifies the percentage of error allowed, in percent (%), before the recognition is cancelled. |

| Property | Values | Description |
|---|--|---|
| ErrorThresholdFileHandling | DeleteFile DefinedFolder ErrorFolder | Sets the file handling for the document when the Error Threshold is reached. |
| ErrorOutputToImageOnlyPDF | Yes No | Enables the creation of an Image Only PDF when an error occurs during the OCR. |
| ErrorOutputToImageOnlyPDF FileHandling | DefinedFolder ErrorFolder | Sets the file handling for the Image Only PDF when an error occurs during the OCR. |
| ImageProcessing | Yes No | Enables the processing of image files. (Bitmap, JPEG, TIFF, DCX, PNG) |
| ImageColor | Automatic Monochrome | Creates all documents retaining original color. Creates all documents as Black and White documents. |
| PDFProcessing | Yes No | Enables the processing of PDF files. |
| PDFType | Image Only All | PDFs that already contain searchable text will not be recognized. All PDFs are recognized. |
| PDFColor | Monochrome Color | Creates all documents as Black and White documents. Creates all documents as color documents. |
| DocumentProcessing | Yes No | Enables the recognition of all other documents that are not PDF, Bitmap, JPEG, TIFF, DCX or PNG. |
| DocumentType | Image Only All | Documents that already contain searchable text will not be recognized. All Documents are recognized. |
| DocumentColor | Monochrome Color | Creates all documents as Black and White documents. Creates all documents as color documents. |
| OPIPath | Path | Fully qualified path to OPI file. (e.g. C:\Express\OCR\MyOCRDocument.opi) |
| UserDictionaryPath | Path | Fully qualified path to a User Dictionary file. (e.g. C:\Express\OCR\MyDictionary.oud) |
| RemoveBlankPages | Yes No | Enables the removal of blank pages from the created (PDF/TIFF) document. |

| Property | Values | Description |
|---------------------------|--|--|
| OutputToImageOnlyPDF | Yes No | Enables the production of non-searchable PDF. |
| OutputToImageOnlyPDFColor | Monochrome Color | Creates all documents as Black and White documents. Creates all documents as color documents. |
| SplitMode | Automatic (Default) Defined None | Specifies how OCR internally splits large documents into smaller sections during processing. |
| PagesPerSplitSection | Number | When SPLITMODE is set to 'Defined' this attribute defines the number of pages in each section. |

Figure 26 - DPI File Defining OCR Options

```

C:\My Documents\MyFile1.doc
C:\My Documents\MyFile2.xls

[OCR]
Accuracy = Both
Despeckle = Yes
Deskew = Yes
Rotate = Automatic
Invert = Automatic
Languages = French
LanguageDictionaryCorrection = Yes
Timeout = 60
ErrorThreshold = 50
ErrorThresholdFileHandling = DeleteFile
ErrorOutputToImageOnlyPDF = Yes
ErrorOutputToImageOnlyPDFFileHandling = DefinedFolder
ImageProcessing = Yes
ImageColor = Automatic
PDFProcessing = Yes
PDFType = Image Only
PDFColor = Monochrome
DocumentProcessing = Yes
DocumentType = Image Only
DocumentColor = Color
OPIFilename = C:\Express\OPI\OPISettings.opi
UserDictionary = C:\Express\MyDictionary.oud
RemoveBlankPages = Yes
OutputToImageOnlyPDF = Yes
SplitMode = Defined
SplitPagesPerSection = 5
    
```

OCR Log Settings

DPI Files may be used to specify the Process OCR Log settings (see **Figure 27 - DPI File Defining OCR Log Options**).

Table 27 – DPI OCR Log Options

| Property | Values | Description |
|--------------------------|------------|---|
| Retention Period | Numeric | Contains the period of days between log maintenance. |
| ProcessLogEnabled | Yes No | Enables/Disables the creation of the Process Log |
| ProcessLogFormat | TXT XML | Specifies the format of the Process Log. |
| ProcessLogFolder | Path | Contains the path to which the Process Log will be created/appended |
| ProcessLogFilename | File | Contains the filename of the Process Log to be created/appended. |
| ProcessLogMaxFileSize | Numeric | Contains the maximum file size which the process log will be appended to before log maintenance is performed. |
| ProcessLogRetainHistory | Yes No | Enables/Disables the retention of Process Log information when log maintenance occurs. Any information to be retained will be backed up in a dated Process Log file. (e.g. Adlib Express Process Log_050601.txt) |
| ProcessLogCompressToZIP | Yes No | Enables/Disables the compression to .ZIP file of any Process Log information to be retained. |
| DocumentLogEnabled | Yes No | Enables/Disables the creation of the Document Log. |
| DocumentLogFormat | TXT XML | Specifies the format of the Document Log. |
| DocumentLogFolder | Path | Contains the path to which the Document Log will be created/appended |
| DocumentLogFilename | File | Contains the filename of the Document Log to be created/appended. |
| DocumentLogRetainHistory | Yes No | Enables/Disables the retention of each Document Log. |
| DocumentLogCompressToZIP | Yes No | Enables/Disables the compression to .ZIP file for each Document Log. |

Figure 27 - DPI File Defining OCR Log Options

```
MyFile1.tif
MyFile2.tif

[OCRLogSettings]
RetentionPeriod = 14
ProcessLogEnabled = Yes
ProcessLogFilename = OCR Process Log.txt
ProcessLogFolder = C:\Express\Error
ProcessLogRetainHistory = Yes
ProcessLogCompressToZIP = Yes
DocumentLogEnabled = Yes
DocumentLogFilename = OCR Document Log.txt
DocumentLogFolder = C:\Express\Error
DocumentLogRetainHistory = Yes
DocumentLogCompressToZIP = Yes
```

PDF Information Options

When specifying Output to PDF Information use the [PDFInfoSettings] tag to specify the way the PDF Information file is created:

Table 28 - DPI Defining PDF Information Options

| Property | Values | Description |
|----------------------|---|--|
| Type | Bookmarks File FormFields Hyperlinks MetaData Pages Text OCRZoneData DigitalSignatureFields | Extracts all the PDF bookmarks to the file format specified. Extracts the file size, date created, date modified, page count and PDF version to the file format specified. Extracts all the form fields information to the file format specified. Extracts all the hyperlinks to the file format specified. Extracts the PDF metadata to the file format specified. Extracts the page number, width, height, and page margins to the file format specified. Extracts the token information (text) to the file format specified. Extracts the OCR zone information to the file format specified. Extracts all the Digital Signature Field information to the file format specified. |
| Format | CSV XML | Creates a comma separated PDF Info file. Creates a XML PDF Info file. |
| Encoding | ISO88591 UTF8 UTF16 | Type of encoding used for PDF Info files. |
| CSVDelimiter | | Contains the character to be used as the field delimiter. (default is a comma (,)) |
| CSVHeadings | Yes No | Enables/Disables the insertion of a comma separated descriptive heading for CSV format files. |
| Style FormatStyle | Adjacent SingleSpace Line | Merges Text tokens that are adjacent into a single token. Merges Text tokens that are separated by one space or less into a single token. Merges Text tokens that are on the same line using the token Y coordinate. |

| | | |
|--|------|---|
| | Word | Text tokens that are separated by at least one space become a single token. |
|--|------|---|

Figure 28 - DPI File Defining PDF Information Extraction

```

MyFile1.doc
MyFile2.doc

[OutputPDFInfo]
Enabled = Yes
Style = Adjacent
    
```

Table 29 - Extracted Text Information (Token File) File Structure

| Item Number | Item Description |
|-------------|--------------------------------|
| 1 | Page Number |
| 2 | X Coordinate on Page in Points |
| 3 | Y Coordinate on Page in Points |
| 4 | Height |
| 5 | Width |
| 6 | Orientation |
| 7 | Font Name |
| 8 | Text |

Figure 29 – Sample PDF Information file

```
<?xml version="1.0" encoding="ISO-8859-1"?>
<PDFINFO>
  <BOOKMARKS>
    <BOOKMARK LEVEL="1">
      <BOOKMARKDESTINATION ADDRESSTYPE="Internal" ADDRESS="" PAGE="1" X="1"
        Y="13824"/>Adlib Express Userguide.pdf
    </BOOKMARK>
    <BOOKMARK LEVEL="2">
      <BOOKMARKDESTINATION ADDRESSTYPE="Internal" ADDRESS="" PAGE="11" X="1"
        Y="698"/>Introduction
    </BOOKMARK>
  </BOOKMARKS>

  <FILE SIZE="1700.4951171875" DATECREATED="6/7/2005 2:45:00 PM" DATEMODIFIED="6/7/2005
    2:45:02 PM" PAGECOUNT="174" PDFVERSION="1.3"/>

  <FORMFIELDS>
    <FORMFIELD NAME="FaxNumber1" INSTANCE="1" PAGE="1" X="72.71194" Y="26.80106"
      WIDTH="120.9374" HEIGHT="11.02829" FONTNAME="Helvetica" FONTSIZE="0" ALIGNMENT="Left"
      DESCRIPTION="">(905) 858-4558 test1</FORMFIELD>
    <FORMFIELD NAME="PhoneNumber1" INSTANCE="1" PAGE="1" X="72.71194" Y="38.39011"
      WIDTH="120.5635" HEIGHT="11.02829" FONTNAME="Helvetica" FONTSIZE="0" ALIGNMENT="Left"
      DESCRIPTION="">(905) 858-4567 test1</FORMFIELD>
  </FORMFIELDS>

  <HYPERLINKS>
    <HYPERLINK ADDRESSTYPE="Web" ADDRESS="http://www.lycos.com" PAGE="0" X="0" Y="0">
      <HYPERLINKZONE PAGE="1" X="84.25" Y="538.5" WIDTH="122.5" HEIGHT="14">
        <HYPERLINKOBJECT TYPE="Text" X="84.25" Y="538.5" WIDTH="122.5" HEIGHT="14"
          FONTNAME="TimesNewRoman" ORIENTATION="0">TWO LINES CARRIAGE</HYPERLINKOBJECT>
      </HYPERLINKZONE>
    </HYPERLINK>
  </HYPERLINKS>

  <METADATAELEMENTS>
    <METADATAELEMENT FIELD="Title" VALUE="Adlib Express Server User Guide"/>
    <METADATAELEMENT FIELD="Producer" VALUE="www.adlibsys.com:ADLIBPDF2026-W2KP"/>
    <METADATAELEMENT FIELD="Creator" VALUE="Microsoft Word 2003"/>
    <METADATAELEMENT FIELD="Author" VALUE="Adlib Software"/>
  </METADATAELEMENTS>

  <PAGES>
    <PAGE NUMBER="1" WIDTH="8.5" HEIGHT="11" TEXTMARGINLEFT="0.2111111" TEXTMARGINRIGHT="-
      1.715416" TEXTMARGINTOP="2.356667" TEXTMARGINBOTTOM="0.5533333"/>
    <PAGE NUMBER="2" WIDTH="8.5" HEIGHT="11" TEXTMARGINLEFT="0.2111111" TEXTMARGINRIGHT="-
      1.715416" TEXTMARGINTOP="0.5333337" TEXTMARGINBOTTOM="0.5533333"/>
  </PAGES>

  <TEXT>
    <TEXTSTRING PAGE="1" X="169.68" Y="507.84" WIDTH="149.384" HEIGHT="48" ORIENTATION="0"
      FONTNAME="ArialBlack">Adlib</TEXTSTRING>
    <TEXTSTRING PAGE="2" X="136.679" Y="148.258" WIDTH="598.8309" HEIGHT="69.96507"
      ORIENTATION="52" FONTNAME="Helvetica">Express Evaluation</TEXTSTRING>
  </TEXT>

  <OCRZONES>
    <OCRZONE NAME="Heading1" PAGE="10" LEFT="350" TOP="284" WIDTH="415" HEIGHT="85"
      TYPE="Text">Bug Collector Pro</OCRZONE>
    <OCRZONE NAME="Heading2" PAGE="10" LEFT="350" TOP="1000" WIDTH="471" HEIGHT="85"
      TYPE="Text">Buggy</OCRZONE>
    <OCRZONE NAME="Heading3" PAGE="10" LEFT="350" TOP="1500" WIDTH="415" HEIGHT="85"
      TYPE="Text">ItemAction</OCRZONE>
  </OCRZONES>
</PDFINFO>
```

CAD Conversion

The Computer Aided Design (CAD) element allows users to define how CAD files are processed. All CAD files, except HPGL files are converted to PDF using a native application.

Table 30 - DPI CAD Conversion Settings

| Property | Values | Description |
|------------------------|--|---|
| CADConvertColortoBlack | Yes No | Enables/Disables conversion of CAD documents to Black |
| CADPageSize | Letter Legal Tabloid A Size B Size C Size D Size E Size F Size A0 A1 A2 A3 A4 A5 | Sets the Page Size on which CAD drawings are converted to PDF. |
| CADPageSizeLandscape | Letter Legal Tabloid A Size B Size C Size D Size E Size F Size A0 A1 A2 A3 A4 A5 | Sets the Page Size on which landscape oriented CAD drawings are converted to PDF. |
| CADPageSizePortrait | Letter Legal Tabloid A Size B Size C Size D Size E Size | Sets the Page Size on which portrait oriented CAD drawings are converted to PDF. |

| Property | Values | Description |
|--------------------------|--|---|
| | F Size A0 A1 A2 A3 A4 A5 | |
| CADMarginVertical | Numeric ¹ | Specifies the Vertical Margin for converting CAD documents. |
| CADMarginHorizontal | Numeric ¹ | Specifies the Horizontal Margin for converting CAD documents. |
| CADHPGLNativeApplication | Yes No | Use Native Application to convert HPGL documents |
| PenWidthSettingsPath | Path | Fully qualified path to the file that contains the pen width configuration. (color/width) |

1. The units are inches for the U.S. measurement system and centimeters for the Metric measurement system.

HTML Conversion

HTML Conversion allows users to define how HTML files are rendered. Users may specify the page size, orientation and page margins.

Table 31 - DPI HTML Conversion Settings

| Property | Values | Description |
|-----------------|--|--|
| HTMLPageSize | Custom A Size B Size C Size D Size E Size F Size A0 A1 A2 A3 A4 A5 | Specifies the page size to use for converting HTML documents. |
| HTMLOrientation | Portrait Landscape | Specifies the page orientation to use for converting HTML documents. |
| HTMLMarginTop | Numeric ¹ | Specifies the Top Margin for converting HTML documents. |

| Property | Values | Description |
|------------------|----------------------|--|
| HTMLMarginBottom | Numeric ¹ | Specifies the Bottom Margin for converting HTML documents. |
| HTMLMarginLeft | Numeric ¹ | Specifies the Left Margin for converting HTML documents. |
| HTMLMarginRight | Numeric ¹ | Specifies the Right Margin for converting HTML documents. |
| HTMLPaperWidth | Numeric ¹ | Specifies the paper width to use for converting HTML documents. |
| HTMLPaperHeight | Numeric ¹ | Specifies the paper height to use for converting HTML documents. |

1. The units are inches for the U.S. measurement system and centimeters for the Metric measurement system.

Text Options

When specifying Output to Text use the [TextSettings] tag to specify the way the text is formatted:

Table 32 - DPI Output Text Options

| Property | Values | Description |
|----------------------|-----------------|--|
| FormatStyle | Simple | Condenses the text by removing spaces. |
| | Spatial | Attempt to preserve the document layout by adding spaces between characters. |
| InsertPageBreaks | Yes No | Inserts Page Break characters into output text file based on pagination of original document. |
| MinVertWhiteSpace | Yes No | Excludes Line Feeds/Carriage Returns characters used to produce the top and bottom margins. |
| MinHoriWhiteSpace | Yes No | Excludes leading and trailing space characters used to produce the left and right margins. |
| OCRToExtractText | Yes No | Express will OCR the document if no text is found when the text extraction is performed. This feature requires Envision OCR to be installed. |
| NoSourceTextHandling | Error | Express will error out the source document when no text is found and log a warning message. |
| | CreateEmptyFile | Express will create an empty text file in the destination folder when no text is found. |

Figure 30 - DPI File Defining Text Settings Options

```

MyFile1.doc
MyFile2.doc

[OutputText]
Folder = C:\Express\Output

[TextSettings]
FormatStyle = Simple
InsertPageBreak = Yes
MinVertWhiteSpace = Yes
MinHoriWhiteSpace = Yes
OCRToExtractText = Yes
NoSourceTextHandling = Error
  
```

Text Split
 (Basic)

DPI Files may be used to split documents into single page Text files.

Table 33 - DPI Split into single Text Pages

| Property | Values | Description |
|----------|-----------|---|
| Enabled | Yes No | Enables/Disables Splitting text files into multiple text files. |

Figure 31 - DPI Text Split

```

C:\My Documents\MyFile1.doc
C:\My Documents\MyFile2.xls

[TextSplit]
Enabled = Yes
  
```

Text Conversion

Text Conversion Settings allow the user to define parameters associated with rendering text documents.

Table 34 - DPI Text Conversion Settings

| Property | Values | Description |
|-----------------|---|---|
| TextPageSize | Automatic Letter Legal Tabloid A Size B Size A3 A4 | Specifies the page size to use for converting Text documents. When Automatic is used, the page size, page orientation, font size is automatically determined by Express. |
| TextOrientation | Portrait Landscape | Specifies the page orientation to use for converting Text documents. |
| TextFontName | Courier Courier New Lucida Console | Specifies the font used for Text documents |
| TextFontStyle | Regular Bold | Specifies the style of the font used for converting Text documents. |
| TextFontSize | 7 | Specifies the font size to use for converting Text |

| Property | Values | Description |
|----------------------|--|--|
| | 8 9 10 11 12 13 14 15 | documents. |
| TextMarginVertical | Numeric ¹ | Specifies the Vertical Margin for converting Text documents. |
| TextMarginHorizontal | Numeric ¹ | Specifies the Horizontal Margin for converting Text documents. |

1. The units are inches for the U.S. measurement system and centimeters for the Metric measurement system.

Image Options

When specifying Output to Image use the [ImageSettings] tag to specify the way the image file is created:

Table 35 - DPI Output Image Options

| Property | Values | Description |
|---------------------|---|--|
| ImageType | TIFF JPG PNG | Defines the image type to create. |
| Compression | TIFFCCITTG3 TIFFCCITTG4 TIFFColorPackBit TIFFColorLZW TIFFColorUncompressed JPEGColor JPEGGrayscale PNGColor PNGGrayscale | Defines the compression method used for the image. Uses CCITT Group 3 encoding for TIFF Output Uses CCITT Group 4 encoding for TIFF Output Uses Pack Bits Color encoding for TIFF Output Uses True Color (LZW) encoding for TIFF Output Uses True Color Uncompressed encoding for TIFF Output Uses Color encoding for JPEG Output Uses Grayscale encoding for JPEG Output Uses Color encoding for PNG Output Uses Grayscale encoding for PNG Output |
| Resolution | 75 - 450 | Specifies the resolution of the image |
| SizeX | Numeric | Specifies the size of the resulting image file in pixels. |
| SizeY | Numeric | Specifies the size of the resulting image file in pixels. |
| PreserveAspectRatio | Yes No | Specifies if the aspect ratio of the resulting image file should be maintained. |

Figure 32 - DPI File Defining Image Settings Options

```
MyFile1.doc
MyFile2.doc

[OutputImage]
Folder = C:\Express\Output

[ImageSettings]
ImageType = TIFF
Compression = CCITTG4
Resolution = 300
```

Image Split
(Basic)

DPI Files may be used to split documents into single page image files.

Table 36 - DPI Split into single Image Pages

| Property | Values | Description |
|----------|-----------|--|
| Enabled | Yes No | Enables/Disables Splitting Images into multiple Image files. |

Figure 33 - DPI File Defining Image Split

```
C:\My Documents\MyFile1.doc  
C:\My Documents\MyFile2.xls
```

```
[ImageSplit]  
Enabled = Yes
```

Transformation

DPI Files may be used to specify the alignment of Page Scaling settings (see **Table 39 - DPI Page Scaling**) for the PDF files created.

Table 37 - DPI Page Scaling

| Property | Values | Description |
|----------------------|---|--|
| PageContentAlignment | Bottom-Left Bottom-Center Bottom-Right Center-Left Center-Center Center-Right Top-Left Top-Center Top-Right | Specifies where the page content is anchored/aligned when a transformation operation occurs. |
| Pages | Text | Specifies the page range to which the transformations should be to applied. |

Figure 34 - DPI File Defining Page Scaling

```

MyFile1.doc
MyFile2.doc

[Transformation]
PageContentAlignment = Bottom-Left
  
```

Page Content Scaling

DPI Files may be used to specify Page Content Scaling settings (see **Figure 35 - DPI File Defining Page Content Scaling**) for the PDF files created.

Table 38 - DPI Page Content Scaling

| Property | Values | Description |
|-----------------|----------------------|--|
| Enabled | Yes No | Allows override of the Enable Page Content Scaling User Interface setting. Enables this User Interface setting. The default is Yes. Disables this User Interface setting. |
| Scale | Percentage | The Scale property sets the scaling ratio for both the Height and the Width. The value is expressed as a percentage of the original document size. 90 would scale the document to 90% of the original page size. |
| ScaleHeight | Percentage | The ScaleHeight property sets the scaling ratio for the Height only. The value is expressed as a percentage of the original page size. |
| ScaleWidth | Percentage | The ScaleWidth property sets the scaling ratio for the Width only. The value is expressed as a percentage of the original page size. |
| LockAspectRatio | Yes No | Specifies to lock the aspect ratio of the page. The ratio of height to width of the page is maintained. |
| MarginTop | Numeric ¹ | Specifies the top margin. |
| MarginBottom | Numeric ¹ | Specifies the bottom margin. |
| MarginLeft | Numeric ¹ | Specifies the left margin. |
| MarginRight | Numeric ¹ | Specifies the right margin. |

1. The units are inches for the U.S. measurement System and centimeters for the Metric measurement System.

Figure 35 - DPI File Defining Page Content Scaling

```
MyFile1.doc
MyFile2.doc

[PageContentScaling]
ScaleHeight = 80
ScaleWidth = 70
LockAspectRatio = No
MarginTop = 1
MarginBottom = 1
MarginLeft = 1
MarginRight = 1
```

Page Scaling

DPI Files may be used to specify Page Scaling settings (see **Table 39 - DPI Page Scaling**) for the PDF files created.

Table 39 - DPI Page Scaling

| Property | Values | Description |
|----------------------|--|--|
| Enabled | Yes No | Allows override of the Enable Page Scaling User Interface setting. Enables this User Interface setting. The default is Yes. Disables this User Interface setting. |
| PageSize | Letter Legal Tabloid A Size B Size C Size D Size E Size F Size G Size A0 A1 A2 A3 A4 A5 | Sets the Page Size which the output PDF will be scaled to. |
| PageContentSplitting | Horizontal None | Reflows page content across pages when a page size transformation would otherwise cause page content to be cropped. |

Figure 36 - DPI File Defining PDF Page Scaling

```

MyFile1.doc
MyFile2.doc

[PageScaling]
PageSize = A4
ScalePageContent = Yes
    
```

Page Stitching

Page Stitching allows you to join two pages PDF pages at a time. The right edge of the first page is bound with the left edge of the next page to produce a “book-like” appearance.

Table 40 - DPI Page Stitching

| Property | Values | Description |
|-----------------|-----------|--|
| Stitch | Yes No | Enables/Disables the joining of two pages of document. |
| StitchBlankPage | Yes No | Add a blank page to the left of the first page. |

Stamping

Job Tickets may be used to add stamping information to PDF files as they are processed. Stamps may be applied as a Header, Footer, Watermark or Overlay.

Header and Footer

Header and Footer text can be added in the Left, Center and Right of the document. (see **Table 41 - DPI Header/Footer Options**). Multiple Line Headers and Footers may be defined by inserting a <CR> string into the text string. These characters will be automatically removed and replaced with a carriage return line feed (CRLF) in the Header or Footer Text.

The following annotations may be added to the Header and Footer Text.

- Page Number - &[Page]
- Total Number of Pages - &[Pages]
- Date - &[Date]
- Time - &[Time]
- Document Path - &[Path]
- Document File Name - &[File]
- Document Path and File Name - &[FullPath]
- Page ID - &[PageID]

Table 41 - DPI Header/Footer Options

| Property | Values | Description |
|------------------|---|---|
| Enabled | Yes No | Allows override of the Enable Header/Footer User Interface setting. Enables this User Interface setting. The default is Yes. Disables this User Interface setting. |
| TextLeft | Text | Text for the Left portion of the Header/Footer. |
| TextCenter | Text | Text for the center portion of the Header/Footer. |
| TextRight | Text | Text for the right portion of the Header/Footer. |
| FontName | Helvetica Helvetica-Bold Helvetica-Oblique Times-Roman Times-Italic Times-Bold Courier Courier-Oblique Courier-Bold Symbol ZapfDingbats | Name of the Font for the Header/Footer. Helvetica is the default font if none is specified. |
| FontNameExtended | Text | The Font Name of the font which is not a standard PDF font. This font must exist on the system. |

| Property | Values | Description |
|--------------------------|---------------------------------------|--|
| | | For example: Georgia Georgia Bold Georgia Italic Georgia Bold Italic Tip: Look in the Windows font folder for valid font names. |
| FontExtendedBold | Yes No | <i>Future Implementation</i> |
| FontExtendedItalic | Yes No | <i>Future Implementation</i> |
| FontSize | 1-4096 | Font size for the Header/Footer. The default font size is 10 |
| FontColor or Color | Numeric | RGB value for the Color of the Watermark Text. You may get the RGB values from the Watermark Settings screen. Alternatively, you may use the RGB function from programming applications such as Microsoft Visual Basic and Microsoft Visual C++ to convert the three RGB values to a single Color value (e.g. RGB(247, 198, 0) = 50935). |
| Opacity | 1-100 | Specifies the transparency/opacity of the Text. |
| MarginLeft | Numeric ¹ | Margin for the TextLeft text string. |
| MarginRight | Numeric ¹ | Margin for the TextRight text string. |
| MarginVertical | Numeric ¹ | Vertical Margin for the Header/Footer. |
| Orientation | | Specifies if Header/Footer is placed at the Top/Bottom of each page or at the Top/Bottom of the text on each page. Selecting Text will ensure that the Header/Footer is rotated automatically to match the orientation of the Text on each page. |
| | Page Text | Orients Header/Footer to Page Orients Header/Footer to Text |
| Layer | Automatic Foreground Background | Specifies the layer where the Text will be placed. When Automatic is selected, Express inserts the Header/Footer on the layer (Foreground or Background) that will make it visible. |
| ApplyAfterTransformation | Yes No | Specifies whether to process the branding option before or after Transformation is applied. |
| Pages | | Specifies the pages to add the text for Header or Footer. |
| | 1, 3 | Individual pages |

| Property | Values | Description |
|-------------------|--|---|
| | 5-7 10- First Even Odd Last All TOC DOCN DOCN- NDX | Range of pages inclusive Range to the end of the document First page only Even pages Odd pages Last page All pages Applies Header/Footer to TOC Report. Applies Header/Footer to the N th document. Applies Header/Footer from the N th document to the end of the final document. Applies Header/Footer to the index. |
| PageNumberingMode | MergedDocument ExtractedPages OriginalDocuments | Specifies the page numbering mode for the document. Numbers the document sequentially as a single document (Page of Total Pages) but uses page numbering prior to extracting selected pages [ExtractPDFPages]. Numbers the document sequentially as a single document (Page of Total Pages) but uses page numbering after extracting selected pages. Note: MergedDocument and ExtractedPages mode number the pages the same if maintaining all documents pages. Numbers the pages as if they were individual documents (Individual Document Page of Total Individual Document Pages). See Table 42 - DPI Page Numbering Mode for details. |

- 1- The units are inches for the U.S. measurement system and centimeters for the Metric measurement system.

Table 42 - DPI Page Numbering Mode

| Document Page Number | Merged Document | Extracted Pages | Original Documents |
|----------------------------------|------------------------|------------------------|---------------------------|
| Doc 1 - Page 1 of 3 | 1 of 8 | 1 of 7 | 1 of 3 |
| Doc 1 - Page 2 of 3 Page Omitted | | | |
| Doc 1 - Page 3 of 3 | 3 of 8 | 2 of 7 | 3 of 3 |
| Doc 2 - Page 1 of 2 | 4 of 8 | 3 of 7 | 1 of 2 |
| Doc 2 - Page 2 of 2 | 5 of 8 | 4 of 7 | 2 of 2 |
| Doc 3 - Page 1 of 3 | 6 of 8 | 5 of 7 | 1 of 3 |
| Doc 3 - Page 2 of 3 | 7 of 8 | 6 of 7 | 2 of 3 |
| Doc 3 - Page 3 of 3 | 8 of 8 | 7 of 7 | 3 of 3 |

Page Identifier

The Page Identifier, inserted as part of the Header/Footer, can be set in DPI Job Tickets in order to control the Page Identifier for each Job Ticket (see **Table 42 - DPI Page Numbering Mode**). It allows the definition of the Page Identifier structure. That is to include a prefix (e.g. ABC-) and/or Suffix (e.g. -DEF) to the incrementing value. In addition, it allows the setting of the incrementing value.

Table 43 - DPI Page Identifier

| Property | Values | Description |
|--------------|-----------|---|
| GlobalUnique | Yes No | Selecting the Enable Global Unique Page ID check box will make the Incrementing Item of the Page Identification unique for all Option Configurations. |
| PageID | Text | Defines the structure for the Page Identifier (e.g. PageID = ABC-&[PageIDIncrement]-DEF). The PageIDIncrement is the value specified by the PageIDStart variable and is incremented by 1 for every page in the document. |
| PageIDStart | Integer | Defines the Page Identifier start number for the document. This number can be padded with zeros in order to set the number of digits. (e.g. PageIDStart = 00004321) |
| LogFilename | File | Contains the filename of the Page ID Log to be created/appended. |
| LogFolder | Path | Contains the path to which the Page ID Log will be created/appended |

Figure 37 - DPI File Defining Header/Footer

```
MyFile1.doc
MyFile2.doc

[Header]
TextLeft = Header Left Line 1<CR>Header Left Line 2
TextCenter = Header Center Line 1<CR>Header Center Line 2
TextRight = Header Right Line 1<CR>Header Right Line 2
FontName = Helvetica-Bold
FontSize = 20
FontColor = 255
Opacity = 50
MarginLeft = 0.25
MarginRight = 0.25
MarginVertical = 0.25
Layer = Automatic
Pages = First, Even, Last, 3, 9, 15-22
Orientation = Page

[Footer]
FontName = Times-Roman
FontSize = 30
FontColor = 16711680
Opacity = 50
TextLeft = &[Path]\&[File]<CR>&[PageID]
TextCenter = &[Date] - &[Time]
TextRight = &[Page] of &[Pages]
MarginLeft = 0.25
MarginRight = 0.25
MarginVertical = 0.25
Layer = Foreground
Pages = First, Odd, Last, 3, 9, 15-22
PageNumberingMode = MergedDocument
Orientation = Text

[PageID]
PageID = ABC-&[PageIDIncrement]-DEF
PageIDStart = 00004321
LogFolder = C:\Adlib Express\Logs
LogFilename = PageIDLog.txt
```

The Watermark Settings include the Text, Font Name, Font Size, Font Style and Layer. The user may specify one of the supported fonts listed in **Table 45 - Supported Watermark Fonts**. If you do not specify the font and size, they are defaulted to Helvetica size 10.

Table 44 - DPI Watermark Options

| Property | Values | Description |
|--------------------|---|--|
| Enabled | Yes No | Allows override of the Enable Watermark User Interface setting. Enables this User Interface setting. The default is Yes. Disables this User Interface setting. |
| Text | Text | Text for the Watermark. |
| FontName | Helvetica Helvetica-Bold Helvetica-Oblique Times-Roman Times-Italic Times-Bold Courier Courier-Oblique Courier-Bold Symbol ZapfDingbats | Name of the Font for the Watermark. Helvetica is the default font if none is specified. |
| FontNameExtended | Text | The Font Name of the font which is not a standard PDF font. This font must exist on the system. For example: Georgia Georgia Bold Georgia Italic Georgia Bold Italic Tip: Look in the Windows font folder for valid font names. |
| FontExtendedBold | Yes No | <i>Future Implementation</i> |
| FontExtendedItalic | Yes No | <i>Future Implementation</i> |
| FontSize | 1 - 4096 | Font size for the Watermark. The default is 10. |
| FontSizeMode | | Specifies if the size for the Watermark text is specified based on the FontSize property or if the font size is automatically calculated based on the page size and the orientation and length of text string. |

| Property | Values | Description |
|-------------------|---------------------------------------|---|
| | Absolute Percent | Font size is set based on FontSize property. Font Size is calculated based on available space on page and the length of the text string. The FontSizePercent property is used to control how large the calculated font size will be related to the paper size. |
| FontSizePercent | 1 – 100 | Specifies the ratio of the font size to the paper size when the FontSizeMode property is set to Percent. 100 percent represents the maximum font size. |
| Color | Numeric | RGB value for the Color of the Watermark Text. You may get the RGB values from the Watermark Settings screen. Alternatively, you may use the RGB function from programming applications such as Microsoft Visual Basic and Microsoft Visual C++ to convert the three RGB values to a single Color value (e.g. RGB(247, 198, 0) = 50935). |
| FontStyle | Outline Solid None | Specifies the FontStyle of the Text. Note that if the FontStyle is Outline or None, a Pattern may be defined using the PatternStyle property. |
| Opacity | 1 – 100 | Specifies the transparency/opacity of the Text. |
| Position | AutoCenter AbsoluteCoordinates | Specifies the position of the Watermark on the Output document. Centers the Text on the Output document based on the setting in the OrientationCenter property. Allows for User defined positioning of the Text based on the Orientation, Horizontal and Vertical Properties. |
| Orientation | Numeric ¹ | Specifies the Orientation of the Text in Degrees (e.g. 45.5). Zero Degrees places the text horizontally. You may specify the Orientation using a positive or negative value. The orientation is positive in the counter clockwise direction from the horizontal axis on the right when the Vertical coordinate value is positive and clockwise direction when the Vertical coordinate value is negative. |
| OrientationCenter | | Specifies the Orientation of the Text by position on the document page. Text is centered on the page... |

| Property | Values | Description |
|--------------------------|---|---|
| | Ascending Descending Vertical Horizontal Top Bottom Left Right | ...from the Bottom-Left to the Top-Right. ...from the Top-Left to the Bottom-Right. ...from the Top-Middle to the Bottom-Middle. ...from the Left-Middle to the Right-Middle. ...in the Top Margin. ...in the Bottom Margin. ...in the Left Margin. ...in the Right Margin. |
| Horizontal | Numeric ¹ | Specifies the absolute horizontal position of the Text from the Left edge of the page (e.g. 2.4 inches). |
| Vertical | Numeric ¹ | Specifies the absolute vertical position of the Text. It is possible to specify the vertical position with respect to the page upper or lower left corner. Express assumes the reference based on the value for the Vertical coordinate. When the Vertical coordinate value is negative, the upper left corner of the page is used as the reference. The lower left corner of the page is used when the Vertical coordinate value is positive. |
| PatternStyle | Crosshatch Dots Horizontal None Vertical | Specifies the pattern used for the Text. Note that the PatternStyle will only be visible if the FontStyle is Outline or None. |
| PatternDensity | 1 - 100 | Specifies the density of the pattern selected. |
| PatternSize | 1 - 100 | Specifies the size of the pattern selected. |
| Layer | Automatic Foreground Background | Specifies the layer where the Text will be placed. When Automatic is selected, Express inserts the Watermark on the layer (Foreground or Background) that will make it visible. |
| ApplyAfterTransformation | Yes No | Specifies whether to process the branding option before or after Transformation is applied. |
| Pages | 1, 3 5-7 10- | Specifies the pages to add the watermark. Individual pages Range of pages inclusive Range to the end of the document |

| Property | Values | Description |
|----------|-------------------------------------|---|
| | First Even Odd Last All | First page only Even pages Odd pages Last page All pages |
| | TOC | Applies Header/Footer to TOC Report. |
| | DOCN | Applies Header/Footer to the N th document. |
| | DOCN- | Applies Header/Footer from the N th document to the end of the final document. |
| | NDX | Applies Header/Footer to the index. |

1. The units are inches for the U.S. measurement system and centimeters for the Metric measurement system.

Table 45 - Supported Watermark Fonts

| Supported Fonts |
|-------------------|
| Helvetica |
| Helvetica-Bold |
| Helvetica-Oblique |
| Times-Roman |
| Times-Italic |
| Times-Bold |
| Courier |
| Courier-Oblique |
| Courier-Bold |
| Symbol |
| ZapfDingbats |

Figure 38 - DPI File Defining Watermark

```
MyFile1.doc
MyFile2.doc

[Watermark]
Text = Confidential
FontName = Helvetica
FontStyle = Solid
Color = 6447714
Opacity = 50
FontSizeMode = Percent
FontSizePercent = 90
Position = AutoCenter
OrientationCenter = Ascending
Layer = Automatic
Pages = First, Even, Last, 3, 9, 15-22
```

The Overlay allows users to overlay a PDF on top of every page of the documents converted to PDF (see **Figure 39 - DPI File Defining Overlay**). The Overlay PDF can contain Images, text and PDF Fields of Type Text. The Overlay PDF can also contain JavaScript. The PDF Text Fields may also contain custom JavaScript.

Table 46 - DPI Overlay Options

| Property | Values | Description |
|--------------------------|---|---|
| Enabled | Yes No | Allows override of the Enable Overlay User Interface setting. Enables this User Interface setting. The default is Yes. Disables this User Interface setting. |
| Path | Path | Specifies the path of the Overlay file. Multiple Overlays may be specified by adding a suffix to each property group. (e.g. Path1, Layer1, Alignment1, Pages1, ...) |
| Layer | Automatic Foreground Background | Specifies the layer where the Overlay will be placed. When Automatic is selected, Express inserts the Overlay on the layer (Foreground or Background) that will make it visible. |
| ApplyAfterTransformation | Yes No | Specifies whether to process the branding option before or after Transformation is applied. |
| Alignment | Bottom-Left Bottom-Center Bottom-Right Center-Left Center-Center Center-Right Top-Left Top-Center Top-Right | Specifies the position where the overlay will be inserted. |
| Horizontal | Numeric ¹ | Specifies the absolute horizontal position of the Text from the point on the page specified by the Alignment property. A positive value is measured from the left to right and a negative value is measured from right to left. |
| Vertical | Numeric ¹ | Specifies the absolute vertical position of the Text from the point on the page specified by the Alignment property. A positive value is measured from bottom to top and a negative value is measured from top to bottom. |
| Pages | | Specifies the pages to add the overlay. |

| | | |
|--|-------------------------------------|--|
| | 1, 3 5-7 10- | Individual pages Range of pages inclusive Range to the end of the document |
| | First Even Odd Last All | First page only Even pages Odd pages Last page All pages |

1. The units are inches for the U.S. measurement system and centimeters for the Metric measurement system.

Figure 39 - DPI File Defining Overlay

```

MyFile1.doc
MyFile2.doc

[Overlay]
Path = C:\MyFolder\Overlay.pdf
Layer = Automatic
Alignment = Top-Right
Vertical = -1
Horizontal = -2
Pages = First, Even, Last, 3, 9, 15-22

*** Additional Overlays may be specified by adding
a suffix to each property group.

Path1 = C:\MyFolder\CompanyLogo.pdf
Layer1 = Automatic
Alignment1 = Top-Left
Pages1 = First
    
```

Index

(Requires Advanced Publishing Add-on)

An Index lists the terms and topics discussed in a document, along with the pages they appear on. Express extracts all words and the corresponding page numbers from a document and then excludes the terms that are contained in a Stop Word list. The resulting Index terms are sorted alphabetically and formatted in one or more columns. Each term is followed by a list of page numbers where the term is located. Each page number is hyperlinked to the location of the term on the specified page.

Once the Index words and page numbers are extracted, an Index Report is created based on the specified page size, margins and number of columns. The font for words and for page numbers can be specified independently. The resulting Index Report is then appended to the end of the document. (See **Figure 40 - DPI File Defining Index Settings.**)

If desired, all Index words and their respective page references may also be created as Bookmarks and are appended to the end of the document.

A standard Stop Word file (IndexStopWords.txt) is distributed with Express and resides in the installed in the Resources folder of the Express installation folder (e.g. C:\Program Files\Adlib\Express\Resources).

Table 47 - DPI Index Options

| Property | Values | Description |
|-----------------------|---|---|
| Enabled | Yes No | Enables this setting. The default is Yes. Disables this setting. |
| Columns | Numeric | Sets the number of columns for the Index. |
| ColumnSpacing | Numeric ¹ | Sets the spacing between columns. |
| InsertionPageNumber | Last | Sets the page number where the Index is inserted into the document. Currently adding the Index to the after the last page of the document is the only supported point where an Index may be inserted into a Document. |
| HyperlinkDisplayStyle | None Invisible OutlineBlackSolid OutlineBlueDotted OutlineBlueSolid OutlineGreenDotted OutlineGreenSolid OutlineRedDotted OutlineRedSolid | Specifies how Index Items will be displayed as hyperlinks. |
| TabLeaderStyle | None DottedLine | Specifies how the Tab Leader will be displayed for each TOC Item. |

| | | |
|--------------------|---|---|
| | DashedLine Underline | |
| PageSize | Automatic Letter Legal Tabloid A Size B Size C Size D Size E Size F Size G Size A0 A1 A2 A3 A4 A5 | Specifies the size of the TOC Page. Automatic will match the size of the TOC Page to the first page of the document. |
| PageOrientation | Portrait Landscape | Specifies the orientation of the TOC Page. |
| MarginTop | Numeric ¹ | Specifies the top margin. |
| MarginBottom | Numeric ¹ | Specifies the bottom margin. |
| MarginLeft | Numeric ¹ | Specifies the left margin. |
| MarginRight | Numeric ¹ | Specifies the right margin. |
| WordStyleFontName | Helvetica Helvetica-Bold Helvetica-Oblique Times-Roman Times-Italic Times-Bold Courier Courier-Oblique Courier-Bold Symbol ZapfDingbats | Font name for the Word terms. Helvetica is the default font if none is specified. |
| WordStyleFontSize | 1-4096 | Font size for the Word terms. The default font size is 10 |
| WordStyleFontColor | Numeric | RGB value for the Color of the Word term. You may use the function from programming applications such as Microsoft Visual Basic and Microsoft Visual C++ to convert the three RGB values to a single Color value (e.g. RGB(247, 198, 0) = 50935). |

| | | |
|-------------------------|---|--|
| ReferenceStyleFontName | Helvetica Helvetica-Bold Helvetica-Oblique Times-Roman Times-Italic Times-Bold Courier Courier-Oblique Courier-Bold Symbol ZapfDingbats | Font name for the Reference Text. Helvetica is the default font if none is specified. |
| ReferenceStyleFontSize | 1-4096 | Font size for the Reference Text. The default font size is 10 |
| ReferenceStyleFontColor | Numeric | RGB value for the Color of the Reference Text. You may use the function from programming applications such as Microsoft Visual Basic and Microsoft Visual C++ to convert the three RGB values to a single Color value (e.g. RGB(247, 198, 0) = 50935). |
| CreateBookmarks | Yes No | Specifies whether or not to create bookmarks based on the results of the index. |
| StopWordsPath | Path | Path to StopWords file. (e.g. C:\Express\MyStopWords.txt) A StopWords file contains a list of all words that are to be excluded from the Index that is generated. |

1. The units are inches for the U.S. measurement System and centimeters for the Metric measurement System.

Figure 40 - DPI File Defining Index Settings

```
MyFile1.doc
MyFile2.doc

[IndexSettings]
Enabled = Yes

Columns = 2
ColumnSpacing = 0.125

HyperlinkDisplayStyle = Invisible
InsertionPageNumber = Last
TabLeaderStyle = DottedLine

MarginTop = 1.5
MarginBottom = 1.5
MarginLeft = 0.5
MarginRight = 0.5

PageOrientation = Portrait
PageSize = Automatic

StopWordsPath = C:\Adlib eXpress\Index\StopWords.txt

ReferenceStyleFontName = Helvetica
ReferenceStyleFontSize = 10
ReferenceStyleFontColor = 16711680

WordStyleFontName = Helvetica-Bold
WordStyleFontSize = 10
WordStyleFontColor = 0

CreateBookmarks = Yes
```

Figure 41 – Index – Sample StopWords File

```
a
all
am
an
and
any
are
as
at
.
.
.
.
.
was
way
we
what
when
where
which
who
why
will
would
yes
yet
you
```

Native Application Settings

Ghostscript

DPI Files may be used to specify how postscript (.EPS) files are processed.

Table 48 - DPI Ghostscript Options

| Property | Values | Description |
|--------------|---------------------|--|
| EPSFitToPage | Yes (Default) No | Specifies if EPS files are scaled to fit the page. |

Figure 42 - DPI File Defining Ghostscript Options

```
MyFile.eps

[Ghostscript]
EPSFitToPage = Yes
```

MS Excel

DPI Files may be used to specify how Microsoft Excel (.XLS) files are processed.

Table 49 - DPI MS Excel Options

| Property | Values | Description |
|----------|---------|-------------------------------------|
| PageFrom | Numeric | Specifies the first page to render. |
| PageTo | Numeric | Specifies the last page to render. |

Figure 43 - DPI File Defining MS Excel Options

```
MySpreadsheet.xls

[MSExcel]
PageFrom = 2
PageTo = 4
```

Lotus Notes

DPI Files may be used to specify how Lotus Notes (.NSF) files are processed. (see **Figure 44 - DPI File Defining Lotus Notes Options**).

Table 50 - DPI Lotus Notes Options

| Property | Values | Description |
|--------------------|--------|---|
| ProcessAttachments | | Specifies if email message attachments are to be extracted, processed and appended to the processed .msg file. If output to PDF is specified, then a Bookmark is automatically created that references the first page of each attachment. |
| | Yes | Enables this setting. The default is Yes. |
| | No | Disables this setting. |

Figure 44 - DPI File Defining Lotus Notes Options

```
MyEMail1.msg

[LotusNotes]
ProcessAttachments = Yes
```

MS PowerPoint Reports

DPI Files may be used to specify the report printed from PowerPoint (see **Figure 45 - DPI File Defining MS PowerPoint Options**).

Table 51 - DPI MS PowerPoint Report Options

| Property | Values | Description |
|-------------|--------------------|--|
| PrintReport | | Specifies the report format (see below). |
| | Slides | Prints the Slides report. |
| | Notes | Prints the Notes Pages report. |
| | Outline | Prints the Outline View report. |
| | OneSlideHandouts | Prints the Handouts One Slide per page report. |
| | TwoSlideHandouts | Prints the Handouts Two Slide per page report. |
| | ThreeSlideHandouts | Prints the Handouts Three Slide per page report. |
| | FourSlideHandouts | Prints the Handouts Four Slide per page report. |

| | | |
|-------------------|-------------------|---|
| | SixSlideHandouts | Prints the Handouts Six Slide per page report |
| | NineSlideHandouts | Prints the Handouts Nine Slide per page report |
| PrintHiddenSlides | Yes | Specifies if hidden slides shall be printed. Enables this setting. The default is Yes. |
| | No | Disables this setting. |

Figure 45 - DPI File Defining MS PowerPoint Options

```
MyFile1.ppt

[MSPowerPoint]
PrintReport = SixSlideHandouts
PrintHiddenSlides = No
```

MS Outlook

DPI Files may be used to specify the how MS Outlook (.MSG) files are processed. (see **Figure 46 - DPI File Defining MS Outlook Options**).

Table 52 - DPI MS Outlook Options

| Property | Values | Description |
|---------------------------|-----------------------------|---|
| ProcessAttachments | Yes No | Specifies if email message attachments are to be extracted, processed and appended to the processed msg file. If output to PDF is specified, then a Bookmark is automatically created that references the first page of each attachment. Enables this setting. The default is Yes. Disables this setting. |
| ConversionMode | IFTS MSOutlook (Default) | Specifies that IFTS will be used to render MSG files. Specifies that MS Outlook will be used to render MSG files. |
| CreateXMLLog | Yes No (Default) | Creates a XML log file of the MSG metadata. (To, From, Subject, etc.) |
| PDFAttachmentDocumentType | Original | Specifies that the original attachment will be embedded in the output PDF. Specifies that the original attachment will be |

| | | |
|--------------------|---------------------|---|
| | PDF(Default) | rendered to PDF before being embedded in the output PDF. |
| ProcessAttachments | Yes (Default) No | Specifies if attachments found in Microsoft Outlook mail files are to be processed. |

Figure 46 - DPI File Defining MS Outlook Options

```

MyEMail1.msg

[MSOutlook]
ProcessAttachments = Yes
ConversionMode = MSOutlook
CreateXMLLog = No
PDFAttachmentDocumentType = PDF
ProcessAttachments = Yes
    
```

MS Word

DPI Files may be used to specify the how MS Word (.DOC) files are processed.

Table 53 - DPI MS Word Options

| Property | Values | Description |
|-----------------------------|--|---|
| AllowA4PaperResize | Yes No Automatic(Default) | Automatically adjusts documents to fit your locale's standard paper size. Some locales use A4 as their standard paper size, and some use Letter as their standard paper size. |
| UsePrinterMetrics | Yes (Default) No | Specifies that the Adlib printer metrics are used to lay out the document. |
| UseHTMLParagraphAutoSpacing | Yes(Default) No Automatic | Specifies the HTML paragraph auto-spacing feature in MS Word. |
| FlattenFormFields | Yes (Default) No | Specifies that all form fields will be flatten to prevent them from updating or prompting for data during the rendering stage |
| PrintType | DocumentContent (Default) Properties Comments Styles AutoTextEntries KeyAssignments DocumentWithMarkup | Specifies what to render when converting Word documents. |

Figure 47 - DPI File Defining MS Word Options

```

MyFile.doc

[MSWord]
AllowA4PaperResize = Yes
UsePrinterMetrics = Yes
UseHTMLParagraphAutoSpacing = Yes
FlattenFormFields = Yes
PrintType = DocumentContent
    
```

Symantec WinFAX

DPI Files may be used to specify the how Symantec WinFAX (.FXR) files are processed.

Table 54 - DPI Symantec WinFAX Options

| Property | Values | Description |
|--------------------|---|---------------------------------|
| AllowA4PaperResize | Portrait(Default) Landscape | Specifies the page orientation. |
| UsePrinterMetrics | Letter (Default) Legal Tabloid ASize BSize CSize DSize ESize FSize GSize A0 A1 A2 A3 A4 A5 | Specifies the page size. |

Figure 48 - DPI File Defining Symantec WinFAX Options

```

MyFile.fxr

[MSWord]
AllowA4PaperResize = Yes
UsePrinterMetrics = Yes
    
```

Document Validation

DPI Files may be used to specify Document Validation settings (see **Table 55 - DPI Defining Document Validation Options**).

Table 55 - DPI Defining Document Validation Options

| Property | Values | Description |
|------------------------------|---------------|---|
| Enabled | Yes | Allows override of the Document Validation User Interface setting. |
| | No | Enables this User Interface setting. The default is Yes. |
| | | Disables this User Interface setting. |
| CancelOnMissingResources | Yes No | Cancels Document Processing if resources such as images are missing from the document. |
| MissingResourcesFileHandling | DeleteFile | Controls how files are handling if there are Missing Resources. Deletes the PDF document and moves the input document to the Error Folder. |
| | DefinedFolder | Moves the PDF as specified by the PDF File Handling. Moves the input document as specified by the Input File Handling. |
| | ErrorFolder | Moves the PDF and the input document to the Error Folder |
| CancelOnMissingFonts | Yes No | Cancels Document Processing if fonts are missing from the document. |
| MissingFontsFileHandling | DeleteFile | Controls how files are handling if there are Missing Fonts. Deletes the PDF document and moves the input document to the Error Folder. |
| | DefinedFolder | Moves the PDF as specified by the PDF File Handling. Moves the input document as specified by the Input File Handling. |
| | ErrorFolder | Moves the PDF and the input document to the Error Folder |

| | | |
|-------------------------|---|--|
| CancelOnPagingError | Yes No | <p>Cancels Document Processing if Paging Errors are found.</p> <p>The user can set the Paging Error Threshold to set the percentage of mismatched pages for the complete document. A Paging Error Threshold of 5% will error the document if 5 or more pages of a 100 page document do not match.</p> |
| PagingErrorFileHandling | <p>DeleteFile</p> <p>DefinedFolder</p> <p>ErrorFolder</p> | <p>Controls how files are handling if there are Paging Errors.</p> <p>Deletes the PDF document and moves the input document to the Error Folder.</p> <p>Moves the PDF as specified by the PDF File Handling. Moves the input document as specified by the Input File Handling.</p> <p>Moves the PDF and the input document to the Error Folder</p> |
| PagingErrorThreshold | 1-100 | <p>The user can set the Paging Error Threshold to set the percentage of mismatched pages for the complete document. A Paging Error Threshold of 5% will error the document if 5 or more pages of a 100 page document do not match.</p> |

Figure 49 - DPI File Defining Document Validation

```

MyFile1.doc
MyFile2.doc

[DocumentValidation]
Enabled = Yes
CancelOnMissingResources = Yes
MissingResourcesFileHandling = ErrorFolder
CancelOnMissingFonts = Yes
MissingFontsFileHandling = ErrorFolder
CancelOnPagingError = Yes
PagingErrorFileHandling = ErrorFolder
PagingErrorThreshold = 5
    
```

Log Settings

DPI Files may be used to specify the Process Log and Document Log settings (see **Figure 50 - DPI File Defining Process Log Options**).

Table 56 - DPI Process Log Options

| Property | Values | Description |
|--------------------------|------------|---|
| Enabled | Yes | Enables this setting. The default is Yes. |
| | No | Disables this setting. |
| RetentionPeriod | | Contains the period of days which the process log will be appended to before log maintenance is performed. |
| ProcessLogEnabled | Yes No | Enables/Disables the creation of the Process Log |
| ProcessLogFormat | TXT XML | Specifies the format of the Process Log. |
| ProcessLogFolder | Path | Contains the path to which the Process Log will be created/appended |
| ProcessLogMaxFileSize | Numeric | Contains the maximum file size which the process log will be appended to before log maintenance is performed. |
| ProcessLogRetainHistory | Yes No | Enables/Disables the retention of Process Log information when log maintenance occurs. Any information to be retained will be backed up in a dated Process Log file. (e.g. Adlib Express Process Log_050601.txt) |
| ProcessLogCompressToZIP | Yes No | Enables/Disables the compression to a .ZIP file of any Process Log information to be retained. |
| DocumentLogEnabled | Yes No | Enables/Disables the creation of the Document Log |
| DocumentLogFormat | TXT XML | Specifies the format of the Document Log. |
| DocumentLogFolder | Path | Contains the path to which the Document Log will be created/appended |
| DocumentLogFilename | File | Contains the filename of the Document Log to be created/appended. |
| DocumentLogRetainHistory | Yes No | Enables/Disables the retention of each Document Log. |
| DocumentLogCompressToZIP | Yes No | Enables/Disables the compression to .ZIP file for each Document Log. |

| | | |
|-------------------|------------------|---|
| EmailNotification | Yes No | Enables/Disables the emailing the log(s) to the specified email address |
| EmailTo | email Address | email address of the recipient where the log is sent. Multiple email addresses may be specified by separating them with the semicolon (;) character. |
| EmailFrom | email Address | email address of the sender of the log. |
| EmailCC | email Address | The email address where a Carbon Copy of the email is sent. Multiple email addresses may be specified by separating them with the semicolon (;) character. |
| EmailSubject | Text | The subject of the email message |
| EmailMessage | Text | The message for the email. Multiple lines may be specified by inserting the double pipe () characters. The double pipes will be automatically removed and replaced with a carriage return line feed (CRLF) in the email message. email messages are limited to 1024 characters. |
| EmailSMTPServer | Server Name | Specifies the SMTP Server name when using SMTP to send the message. |
| EmailSMTPPort | Port | Specifies the SMTP Server port when using SMTP to send the message. |
| EmailSMTPUserName | User Name | Specifies the SMTP Server user name when using SMTP to send the message. |
| EmailSMTPPassword | Password | Specifies the SMTP Server user password when using SMTP to send the message. |

Figure 50 - DPI File Defining Process Log Options

```
MyFile1.doc
MyFile2.doc

[ProcessLogSettings]
CreateProcessLog = Yes
ProcessLogFolder = C:\Express\Error
EmailProcessLog = Yes
EmailTo = administrator@acme.com
EmailCC = jane.doe@acme.com
EmailFrom = jane.smith@acme.com
EmailSubject = Express Document Conversion Error
EmailMessage = An error was encountered when converting a
document.<CR><CR> Please see the attached Document Log for details.
EmailSMTPServer = mail.abc.com
EmailSMTPPort = 25
EmailSMTPUserName = jdoe
EmailSMTPPassword = abc242
```

DPI Files may be used to execute a PreDocument and/or PostDocument scripts during the processing (see **Table 57 - DPI Defining Scripting Options**).

Table 57 - DPI Defining Scripting Options

| Property | Values | Description |
|---------------------------|----------------------------|---|
| Enabled | | Allows override of the Enable Scripting User Interface setting. |
| | Yes | Enables this User Interface setting. The default is Yes. |
| | No | Disables this User Interface setting. |
| PreDocument | Path | Path to PreDocument script file. (e.g. C:\Express\Scripts\PreDoc.vbs) |
| PostDocument | Path | Path to PostDocument script file. (e.g. C:\Express\Scripts\PostDoc.vbs) |
| PostDocumentScriptOnError | | Allows control of the script execution when a document conversion error is encountered. |
| | Yes | Express will execute the script when a conversion error is encountered. |
| | No | Express will not execute the script when a conversion error is encountered. |
| PostDocumentScriptMode | BeforeFilesMoved (Default) | Script is run before DocInputs and Job Ticket are moved. |
| | AfterFilesMoved | Script is run after DocInputs and Job Ticket are moved. |

Figure 51 - DPI File Defining Scripting

```

MyFile1.doc
MyFile2.doc

[Scripting]
PreDocument = C:\Express\Scripts\PreDoc.vbs
PostDocument = C:\Express\Scripts\PostDoc.vbs
PostDocumentScriptOnError = Yes

```

Appendix A - DPI Version History

Version 3.5

- Added settings to [Header]
 - Added FontNameExtended
 - Added FontExtendedBold
 - Added FontExtendedItalic
- Added settings to [Footer]
 - Added FontNameExtended
 - Added FontExtendedBold
 - Added FontExtendedItalic
- Added settings to [Watermark]
 - Added FontNameExtended
 - Added FontExtendedBold
 - Added FontExtendedItalic
- Added settings to [Settings]
 - Added Merge
- Added PostDocumentScriptMode to [ScriptSettings]
- Added options BeforeFilesMoved, AfterFilesMoved to PostDocumentScriptMode
- Added settings to [OCRSettings]
 - Added SplitMode
 - Added PagesPerSplitSection
- Added Pages to [Transformation]
- Added settings to [PDFSettings]
 - Added ColorModel
 - Added IncrementalSave
- Added ActualPageSize to [CADConversion]
- Added DocumentTitle option to DocumentBookmarkTextMode for [Bookmarks], [Bookmark], [TOC], [TOCItem]
- Added [MSExcel] to [NativeAppSettings]
- Added settings to [MSExcel]
 - Added PageTo
 - Added PageFrom
- Added Pages to [MSPowerpoint]
- Added settings to [PDFInfoFiles]
 - Added Path
 - Added Type
- Added NoSourceTextHandling [TextSettings]
- Removed Envelope option from the PrintType settings for [MSWord]
- Added settings to [LogSettings]
 - Added ProcessLogFormat
 - Added ProcessLogRetentionMode
- Added [Ghostscript] to [NativeAppSettings]
- Added EPSFitToPage to [Ghostscript]
- Added [MSWord] to [NativeAppSettings]
- Added settings to [MSWord]
 - Added AllowA4LetterPageSize
 - Added UsePrinterMetrics
 - Added UseHTMLParagraphAutoSpacing
 - Added FlattenFormFields
 - Added PrintType
 - Added Orientation

- Added PageSize
- Added [SymWinFax] to [NativeAppSettings]
- Added settings to [SymWinFax]
 - Added AllowA4PaperResize
 - Added UsePrinterMetrics
- Added settings to [LogSettings]
 - Added DocumentLogFormat
 - Added ProcessLogRetentionMode
- Added settings to [EmailProcessing]
 - Added IncludeMessageBody
 - Added OnlyProcessEmailsWithAttachments

Appendix B - Sample DPI Job Ticket File

```
<Introduction to Document Workflow><1>
Document1.doc <Cover Page><2>
Document2.xls <Introduction><3>
Document3.ppt <Presentation><3>
Document4.dwg <Process Map><3>
Document5.txt <Department list><3>
```

```
[Settings]
Merge = No
MergeBlankPages = No
```

```
[PDFSettings]
PDFVersion = 1.2
ConvertUsingNAS = Yes
DocumentHyperlinks = Yes
DocumentBookmarks = Yes
```

```
MultiLanguage = Yes
EmbedFonts = Yes
EmbedStandardFonts = Yes
EmbedLicensedFonts = Yes
EmbedPartialFonts = Yes
```

```
Optimize = Yes
Resolution = 1200
ImageComp = Auto
JPEGCompLevel = MAX
CompLevel = MAX
```

```
ConvertToGrayscale = No
```

```
[CADConversion]
CADConvertColorToBlack = No
CADPageSizeLandscape = B Size
CADPageSizePortrait = A Size
CADMarginVertical = 0.5
CADMarginHorizontal = 0.5
CADHPGLNativeApplication = No
```

```
[HTMLConversion]
HTMLOrientation = Landscape
HTMLPageSize = Tabloid
HTMLMarginTop = 0.5
HTMLMarginBottom = 0.5
HTMLMarginLeft = 0.5
HTMLMarginRight = 0.5
```

```
[TextConversion]
TextOrientation = Portrait
TextPageSize = Legal
TextFontName = Courier New Bold
TextFontSize = 15
TextMarginVertical = 0.5
TextMarginHorizontal = 0.5
```

Bookmarks = No

[Header]

TextLeft = Header Left Line 1<CR>Header Left Line 2
TextCenter = Header Center Line 1<CR>Header Center Line 2
TextRight = Header Right Line 1<CR>Header Right Line 2
FontName = Courier
FontSize = 10
FontColor = 6447714
MarginLeft = 0.25
MarginRight = 0.25
MarginVertical = 0.25
PageNumberingMode = MergedDocument
Pages = Odd
Layer = Automatic

[Footer]

TextLeft = &[Path]\&[File]<CR>&[PageID]
TextCenter = &[Date] - &[Time]
TextRight = &[Page] of &[Pages]
FontName = Helvetica-Bold
FontSize = 10
FontColor = 0
MarginLeft = 0.25
MarginRight = 0.25
MarginVertical = 0.25
PageNumberingMode = MergedDocument
Pages = Odd
Layer = Automatic

[PageID]

PageID = ABC-&[PageIDIncrement]-DEF
PageIDStart = 00004321

[Watermark]

Text = Express Watermark
Pages = Odd
Color = 6447714
FontName = Arial
FontSize = 12
FontStyle = None
Position = AutoCenter
Orientation = 290
OrientationCenter = Descending
Horizontal = 1.1
Vertical = -10.25
Layer = Foreground
PatternStyle = Dots
PatternDensity = 50
PatternSize = 80
Opacity = 50

[ProcessLogSettings]

CreateProcessLog = Yes
ProcessLogFormat = XML
ProcessLogFolder = C:\Express\MyError

```
[PDFDocInfo]
Title = My Document Title
Subject = My Document Title
Author = John Smith
Keywords = PDF, Document Conversion, Electronic Document, Workflow
UserDefinedField1 = User Defined Field Value 1
UserDefinedField2 = User Defined Field Value 2
```

```
[Overlay]
Path = C:\Express\Overlays\Overlay.pdf
Layer = Foreground
Pages = Even
```

```
[PDFOpenOptions]
PageMode = Page
PageNumber = 2
Magnification = Zoom300
PageLayout = ContinuousFacing
HideMenubar = Yes
HideToolbar = Yes
```

```
[OCR]
Accuracy = Speed
Despeckle = Yes
Deskew = Automatic
Rotate = Automatic
Invert = Automatic
Languages = English
LanguageDictionaryCorrection = Yes
ImageProcessing = Yes
ImageColor = Monochrome
PDFProcessing = No
PDFType = All
PDFColor = Monochrome
DocumentProcessing = No
DocumentType = All
DocumentColor = Monochrome
ErrorThreshold = 50
ErrorThresholdFileHandling = ErrorFolder
Timeout = 180
UserDictionary = C:\Express\MyDictionary.oud
```

```
[OutputPDF]
Path = C:\Express\Output\Merged PDF.PDF
Folder = C:\Express\Output\Folder\PDF
```

```
[OutputText]
Path = C:\Express\Output\Merged Text.txt
Folder = C:\Express\Output\Folder\Text
```

```
[TextSettings]
FormatStyle = Spacial
MinVertWhiteSpace = Yes
MinHoriWhiteSpace = Yes
OCRToExtractText = Yes
```

```
[DocumentValidation]
Enabled = Yes
CancelOnMissingResources = Yes
MissingResourcesFileHandling = ErrorFolder
CancelOnMissingFonts = Yes
MissingFontsFileHandling = ErrorFolder
CancelOnPaginationError = Yes
PaginationErrorFileHandling = ErrorFolder
PaginationErrorThreshold = 5
```

```
[OutputImage]
Path = C:\Express\Output\Merged Image.tif
Folder = C:\Express\Output\Folder\Image
```

Appendix C - Contact Adlib Software

Please contact Adlib Software if you have any questions or comments.

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Email: info@adlibsoftware.com for General Inquiries
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support@adlibsoftware.com for Technical Support

Phone: 905-631-2875

Fax: 905-639-3540

Toll Free:

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