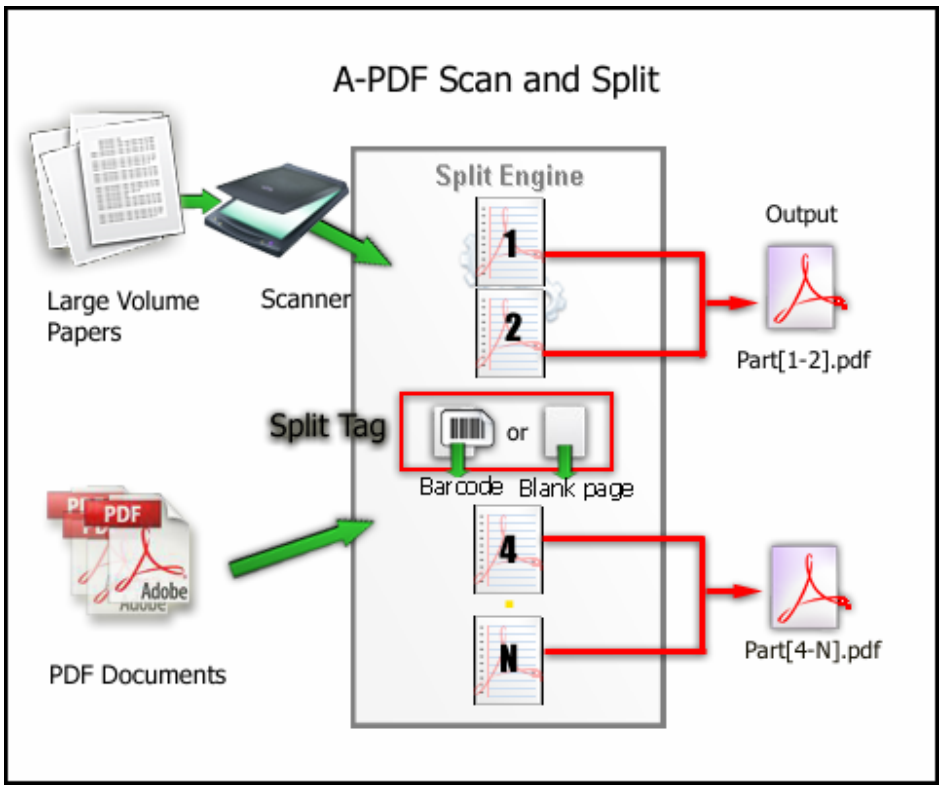
Note: This product is distributed on a 'try-before-you-buy' basis. All features described in this documentation are enabled. The registered version does not insert a watermark in your output PDF files.

About A-PDF Scan and Split

A-PDF Scan and Split is a very simple, lightning-quick desktop utility program that lets you batch scan large volumes, unrelated documents and then split (break up) the collections into smaller Acrobat PDF files automatically and directly in one step. It provides complete flexibility and user control in terms of how documents are scanned and split and how the split output files are uniquely named.

A-PDF Scan and Split provides numerous alternatives for how you define your scanned documents been split –not just by blank page, but also by printed barcode page.

PDF Scan and Split also offers split your PDFs pages to different files directly, based on blank page or barcode page within your PDFs.



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If needed, you can recombine the generated split files with other pdf files using a Utility such as A-PDF Merger to form new composite pdf files.

A-PDF Scan and Split does NOT require Adobe Acrobat, and produces documents compatible with Adobe Acrobat Reader Version 5 and above.

Using A-PDF Scan and Split

A-PDF Scan and Split can be started either by launching the application via a desktop shortcut, or directly from within Windows/Windows Explorer.

When you start the program, you will be presented with the primary screen from which all actions are taken.

The program operation is simple and intuitive, and provides helpful, context-sensitive help prompts or error messages when needed.

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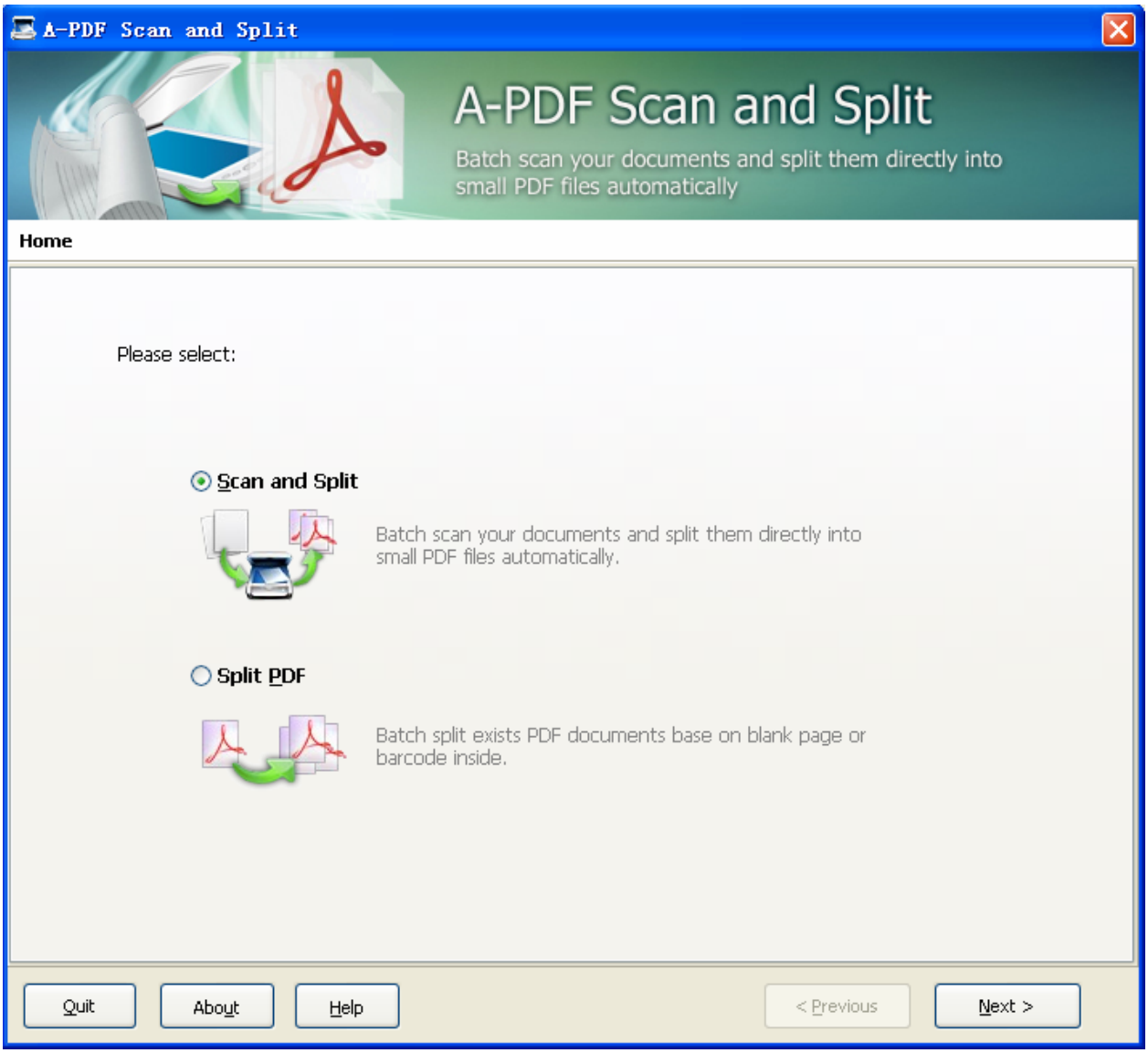

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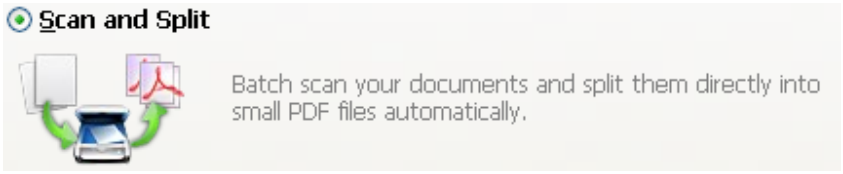
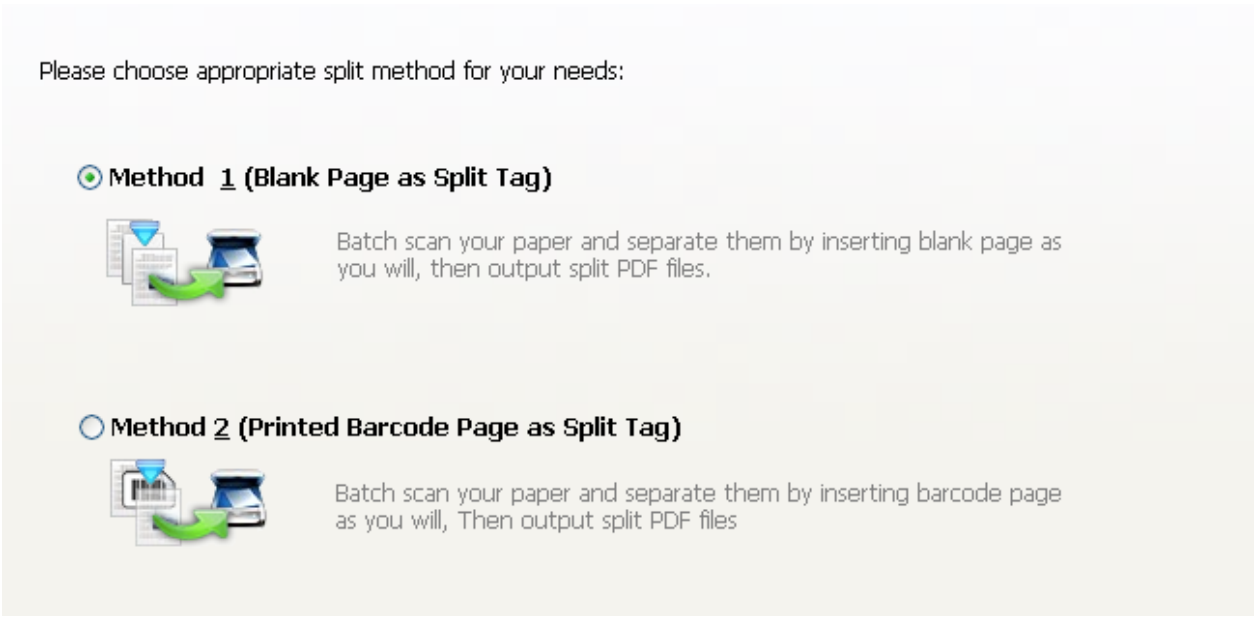
Simple examples of how A-PDF Scan and Split is used will demonstrate how easy and Convenient this utility is for scanning and splitting pdf files into parts autumnally and directly.

In main wizard window, if you need to scan many documents and split them to smaller PDF parts directly, you can select **"Scan and Split"** mode

Select Scan and Split Mode

Select the option **Scan and Split** and push the button **Next >**, A-PDF Scan and Split wizard window will be opened.





In Scan and Split wizard window, you can select 2 methods for scanning and splitting

- **Method #1 (Blank Page as Split Tag)**

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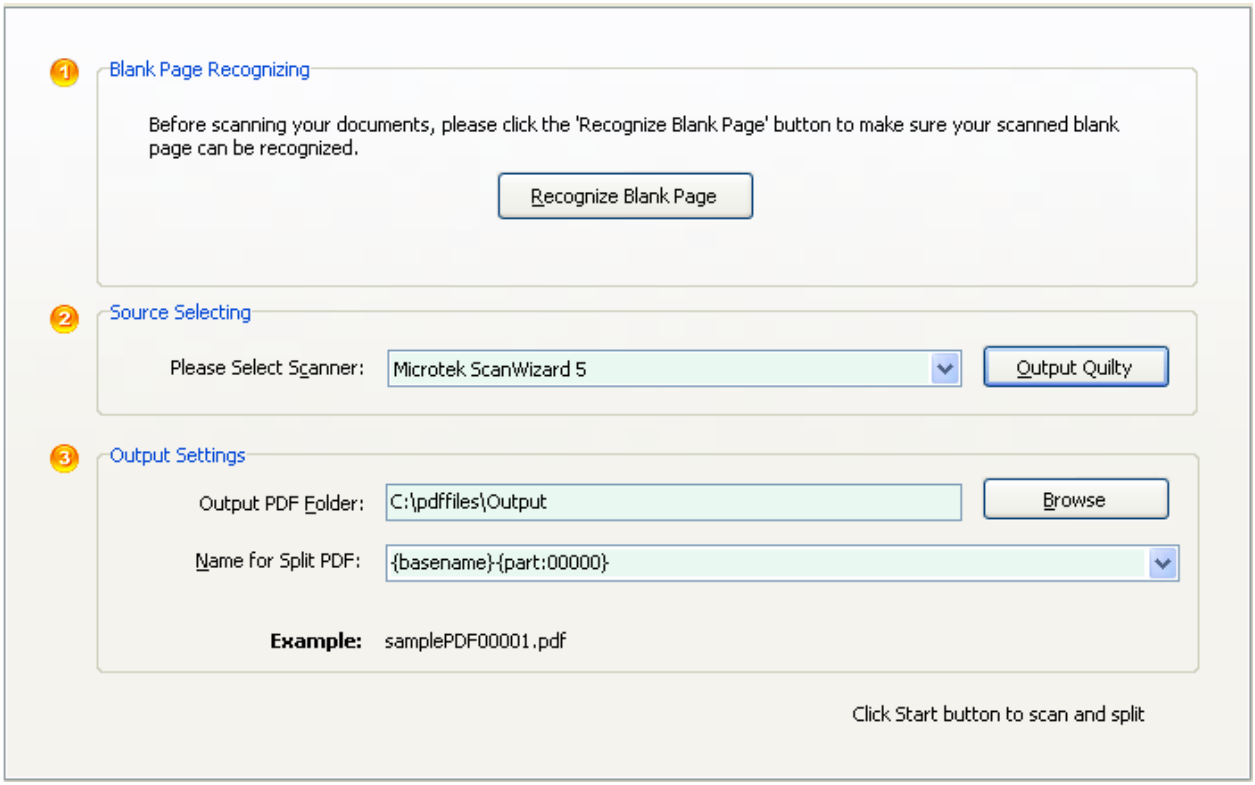
Batch scan your documents and separate them by inserting blank page as you will, the finally outputs are split PDFs

- **Method #2 (Printed Barcode Labels Page as Split Tag)**

Batch scan your documents and separate them by inserting barcode page as you will, the finally outputs are split PDFs

Method #1
Scan and Split Settings --> Insert Blank Page as Split Tag

If you select **Method #1 (Blank Page as Split Tag)** option, then a Scan and Split Settings (based on Blank) window will be opened, you can scan and split (based on blank page) with only 3 steps



Step 1: Blank page Recognizing: Before you scanning your documents and split them based on blank, we recommend you to click the 'Recognize Blank Page' button to make sure your scanned blank page can be recognized...

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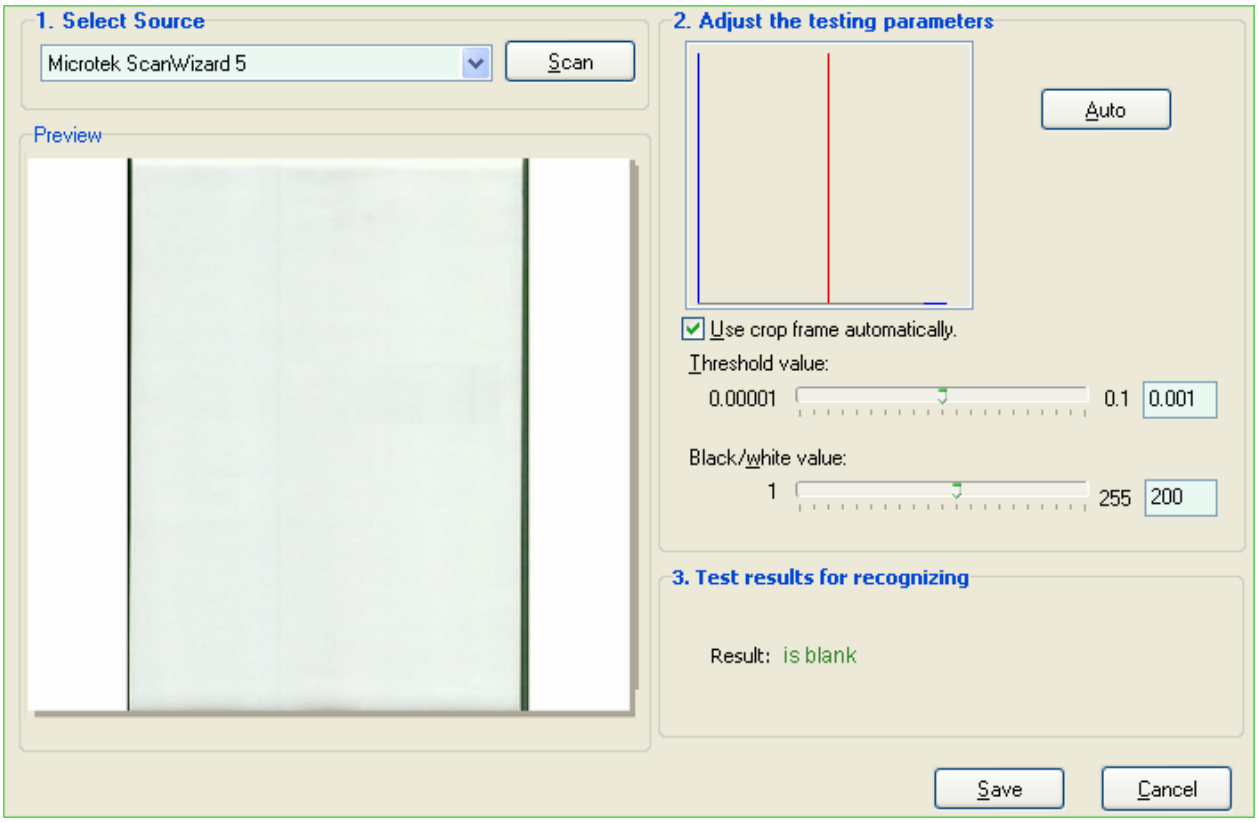

To make your blank page can be recognized, please follow the instructions below:
1: Scan a test document which is blank(we recommend all scanned images be at least 100 DPI Color 16 bit / Gray scale 8 bit)
2: Adjust the parameters for Threshold and black\white until finding out a blank page
3: Click Save button to save the settings

Step 2: Select a scanner: select an available scanner to scan your documents,

Note: Before you scan your documents, you need to insert the blank page in some place where need to be marked as separated tag

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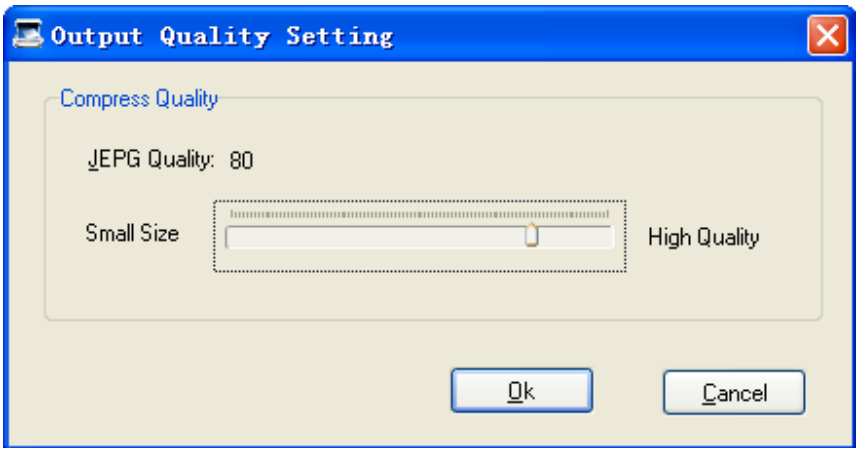
You can click “Output Quality” button to set compress quality for output PDF.



Step 3: Output settings:

Name for split PDFs: select output name patterns for split files will be named, more detail please refer to **Output Name patterns**

Spitted PDF Folder: You can browse a destination folder to save output

After finished, click **“Start”** button to Scan and split base on blank page

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A-PDF Scan and Split will display the progress of scanning and splitting process on real-time, after you finished scan a batch of documents, you can by clicking the "Scan Next" button to continue scan the next batch of documents until all of the documents scanning is finished, at last you can click on "Scan Finish" to finish the all documents scanning, A-PDF Scan and Split will automatically split them according to your requirements to and preserve the output to specified folder.

Method #2

Scan and Split Settings --> Insert Printed Barcode Labels Page as Split Tag

If you select **Method #2 (Printed Barcode Labels Page as Split Tag)** then a Scan and Split Settings (based on barcode) window will be opened, you can scan and split (based on barcode page) with only 3 steps

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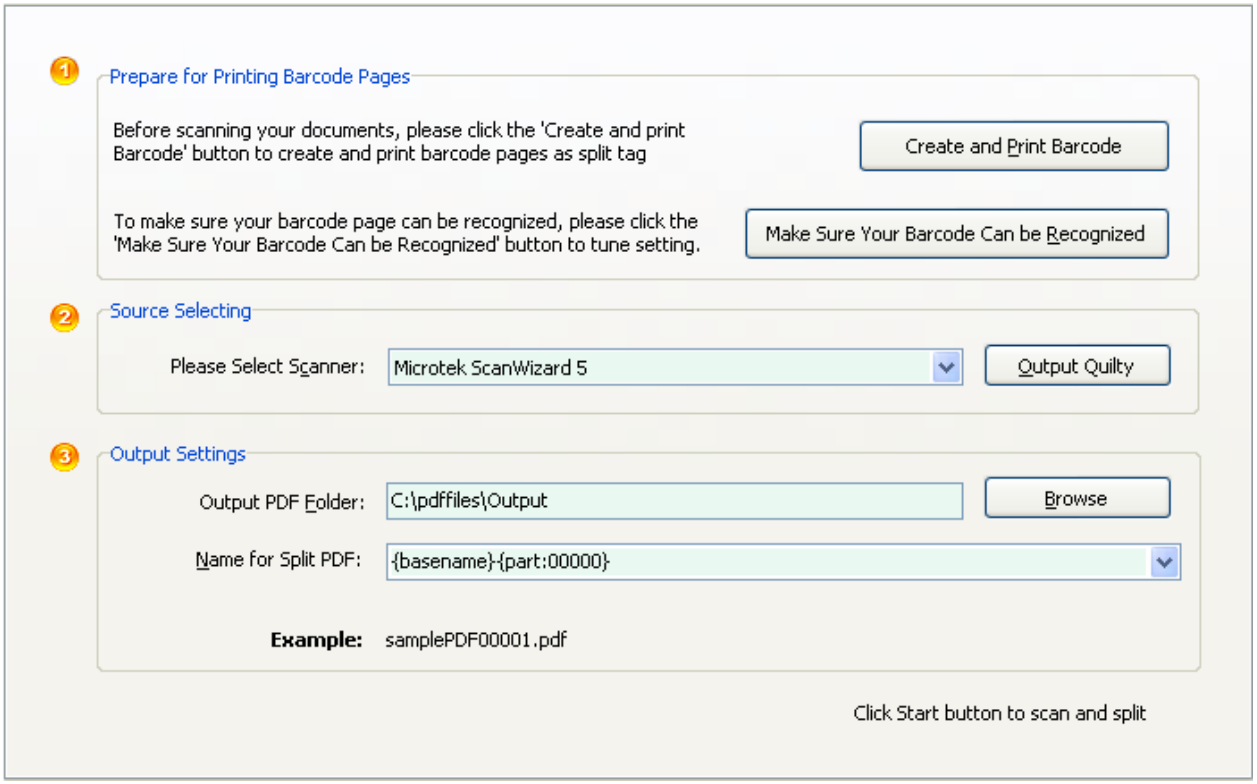

Step 1: Creating and Printing Barcode: Before scanning your documents, please click the 'Creating and printing Barcode' button to create and print barcode pages as spitted tag.
To make sure your barcode page can be recognized, please click the 'Make Sure Your Barcode Can be Recognized' button to test

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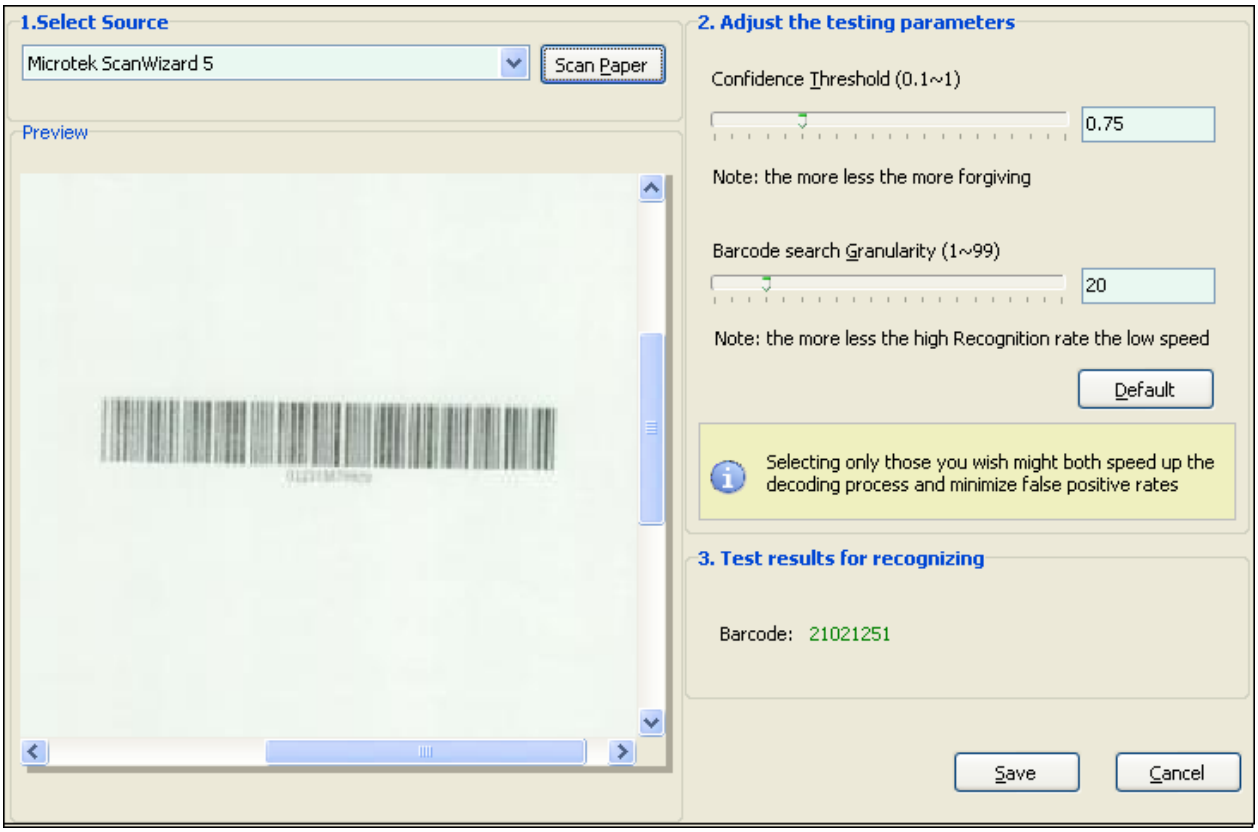

To make your Barcode can be recognized, please follow the instructions below:
1: Scan a test document which include Barcode (we recommend all scanned images be at least 100 DPI Color 16 bit / Gray scale 8 bit)
2: Adjust the parameters for confidence and granularity until find the barcode
3: Click Save button to save the settings

Step 2: Select a scanner: select an available scanner to scan your documents

Note: Before you scan your documents, you need to insert the Barcode page in some place where need to be marked as separated tag

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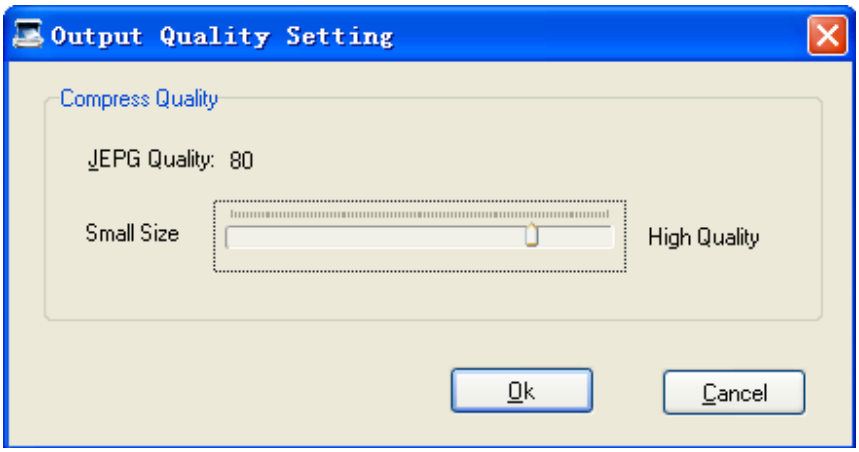
You can click “Output Quality” button to set compress quality for output PDF.



Step 3: Output settings:

Name for split PDFs: select output name patterns for split files will be named, more detail please refer to **Output Name patterns**

Spitted PDF Folder: You can browse a destination folder to save output,
After finished, click **“Start”** button to Scan and split base on barcode page

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A-PDF Scan and Split will display the progress of scanning and splitting process on real-time, after you finished scan a batch of documents, you can by clicking the "Scan Next" button to continue scan the next batch of documents until all of the documents scanning is finished, at last you can click on "Scan Finish" to finish the all documents scanning, A-PDF Scan and Split will automatically split them according to your requirements to and preserve the output to specified folder.

Select Split PDF Mode

If you need split exists PDF (exists blank or barcode (as split tag) within pdf pages), you can select "**Split PDF**" mode

Select the option **Split PDF** and push the button **Next >**, A-PDF

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Split PDF wizard window will be opened.

In Split PDF wizard window, you can select 2 split methods for splitting

- **Split Base on Blank Page within your PDF Document**

Batch split your PDF document into small parts; the blank page within PDF will be used as split tag

- **Split Base on Barcode within PDF pages**

Batch split your PDF document into small parts; the barcode within the PDF will be used as split tag

Method #1
Split PDF Settings --> Split Base on Blank Page within your PDF Document

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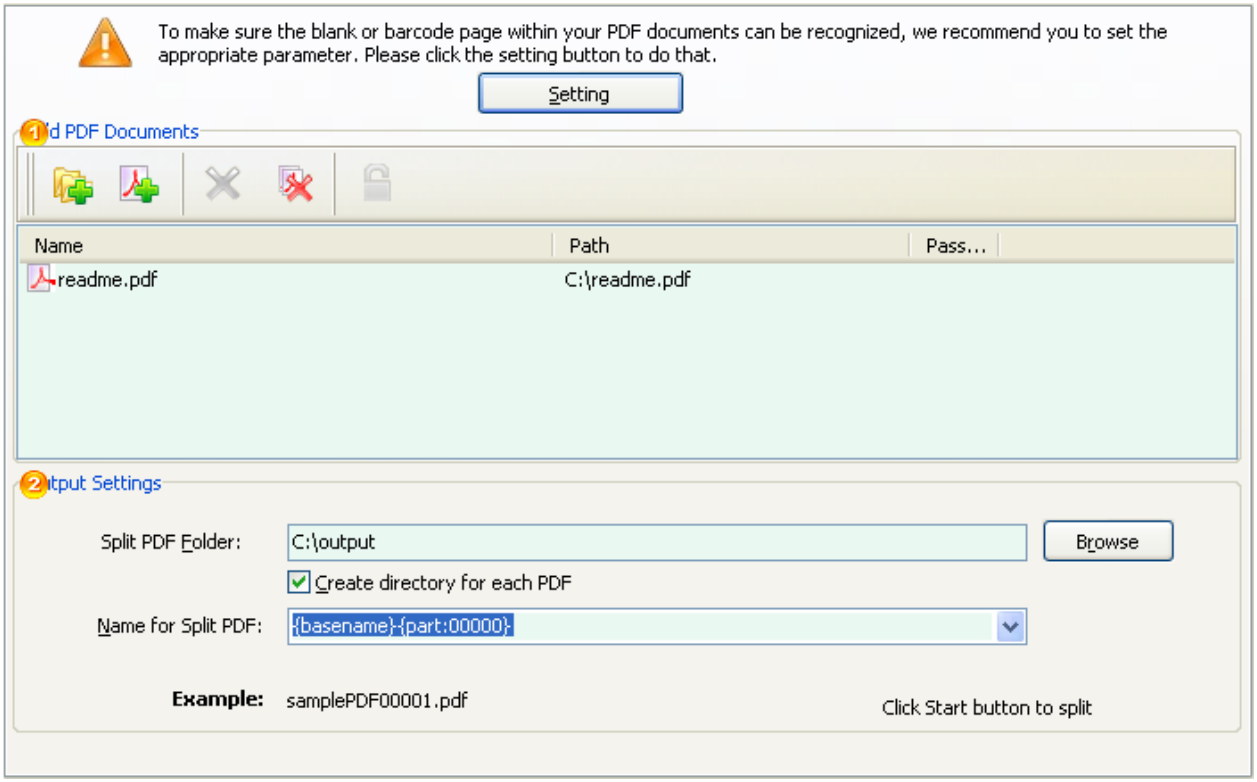
If you select **Split Method #1 (Split Base on Blank Page within your PDF Document)** then a Split PDF Settings (based on Blank) window will be opened, you can split PDF (based on blank page) with only 3 steps



Step 1: To make sure the blank page within your PDF documents can be recognized, you need to set the purpose parameter, to do this, please click the **"setting"** button, then a blank page recognize testing window will be opened

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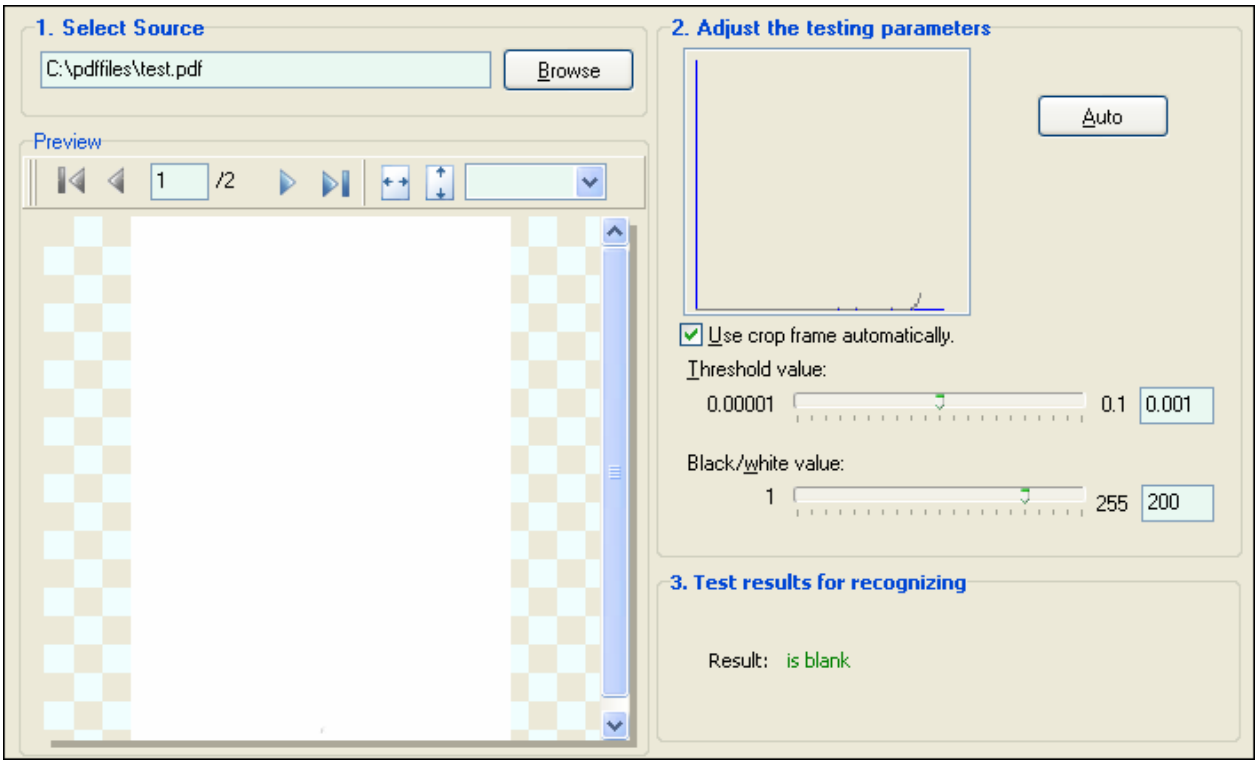
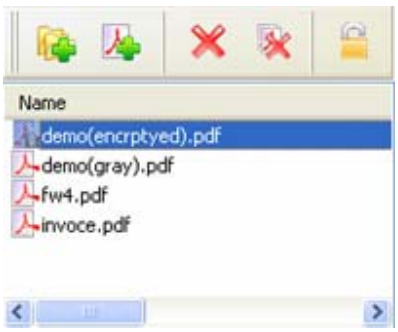


To make your blank page can be recognized, please follow the instructions below:
1: Open a PDF document which include blank page, and navigate to the blank page
2: Adjust the parameters for Threshold and black\white **until finding out a blank page**
3: Click Save button to save the settings

Step 2: Selecting PDF File to be split

Clicking the **Add PDF Document** icon, or selecting **File** then choosing **Add PDF Document** will open the standard file browse and select window. From that window you can navigate to the folder and find the files you want to add to the list of files to split.
Alternatively, if you are using Windows Explorer to locate files, you have the convenience of being able to 'drag and drop' files into the document window.



A-PDF Scan and Split even allows you to select all files

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in a particular directory/folder by using the **Add a Directory** option from the **File** menu! Add a directory also supports sub-folders.

Each added file is displayed in the PDF File List window, as seen in the example below. You can view any of the files in the window by 'double-clicking' them. That will open pdf files in your default pdf reader program (usually Adobe Reader).

Step 3: Output settings:

Name for split PDFs: select output name patterns for split files will be named, more detail refer to **Output Name patterns**

Spitted PDF Folder: You can browse a destination folder to save output

After finished, click **"Start"** button to split PDF base on blank page

Method #2

Split PDF Settings --> Split Base on Barcode Page within your PDF Document

If you select **Split Method #2 (Split Base on Barcode Page within your PDF Document)** then a Split PDF Settings (based on Barcode) window will be opened, you can split PDF (based on Barcode) with only 3 steps

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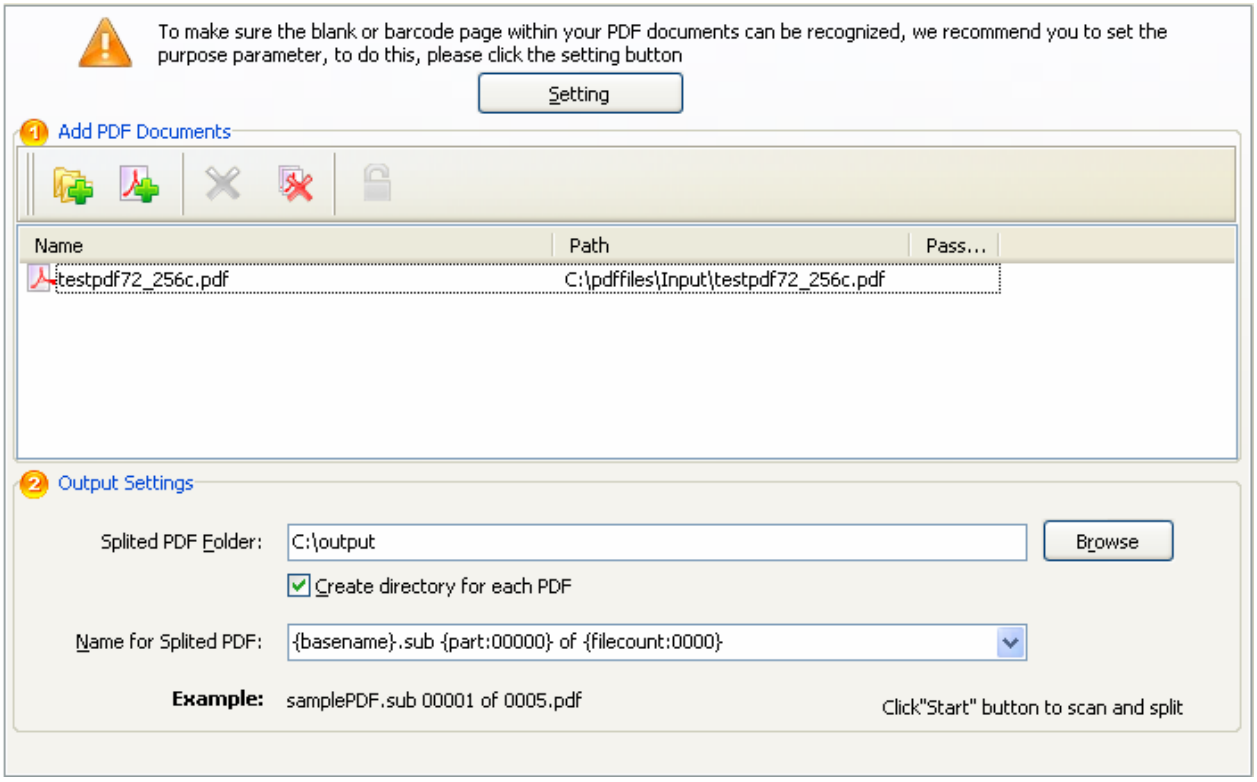

Step 1: To make sure the barcode page within your PDF documents can be recognized, you need to set the purpose parameter, to do this, please click the setting button, then a barcode page recognize testing window will be opened

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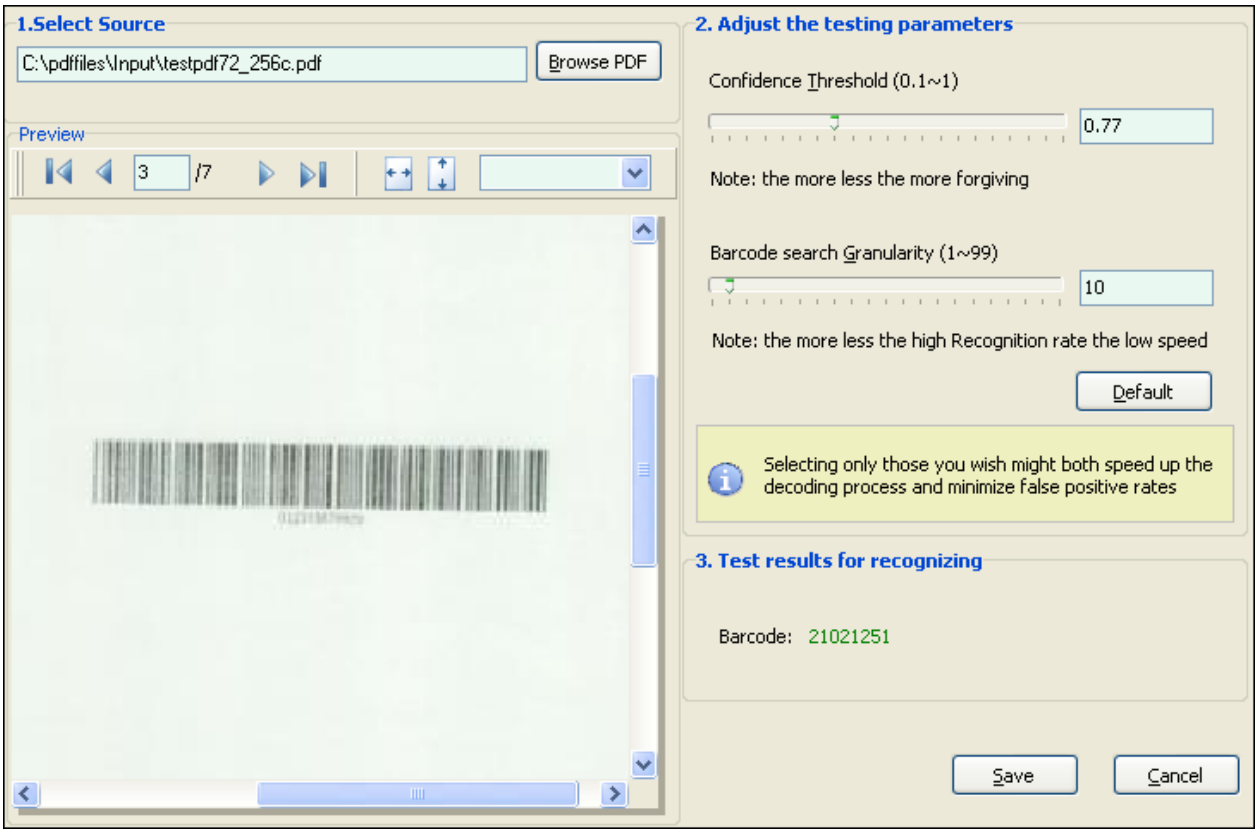


To make your barcode page can be recognized, please follow the instructions below:

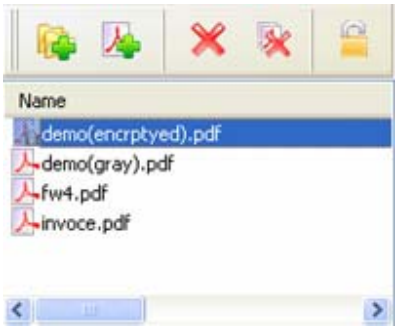
1: Open a PDF document which include barcode page, and navigate to the barcode page

2: Adjust the parameters for Threshold and black\white **until finding out a barcode**

3: Click Save button to save the settings

Step 2: Selecting PDF File to be split

Clicking the **Add PDF Document** icon, or selecting **File** then choosing **Add PDF Document** will open the standard file browse and select window. From that window you can navigate to the folder and find the files you want to add to the list of files to split. Alternatively, if you are using Windows Explorer to locate files, you have the convenience of being able to 'drag and drop' files into the document window.



A-PDF Scan and Split even allows you to select all files

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in a particular directory/folder by using the **Add a Directory** option from the **File** menu! Add a directory also supports sub-folders.

Each added file is displayed in the PDF File List window, as seen in the example below. You can view any of the files in the window by 'double-clicking' them. That will open pdf files in your default pdf reader program (usually Adobe Reader).

Step 3: Output settings:

Name for split PDFs: select output name patterns for split files will be named, more detail refer to **Output Name patterns**

Spitted PDF Folder: You can browse a destination folder to save output,

After finished, click **"Start"** button to split PDF base on barcode page

Output Name patterns

A-PDF Scan and Split allows you to choose how the split files will be named. The 'Name for split PDF' dropdown lets you choose from several 'patterns' of nomenclature so that each of the split files is logically named and can be easily identified later. This is particularly useful when you are recombining them with other PDFs using a tool like the A-PDF Merger utility.
These name patterns are macros that automatically increment as necessary for the final split files.

For example, choosing the {basename}.{part:0000} macro will name your split files from the unsplit filename and add sequential part numbers for each split file. 0000 is a place-holder and can be substituted with your own choice of size and starting part number. An example of this pattern and macro could name split files like example. part 0002.pdf. Choosing {basename}.{pagebegin:0000]—{pageend:0000}
will generate split files which include the start and end page of the original unsplit file that each split file contains.

For even more flexibility, you can enter your own macro selection to give split files any rational name and sequence you want.

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MACRO	DESCRIPTION
{basename}	The unsplit file name without extension name. Only applicable to “Split PDF Mode”.
{barcode}	The barcode value. Only applicable to “Split based on barcode Mode”.
{part:0...0}	A sequential number from 1. 0...0 is place-holder. For example, you are using {part:0000}, will get 0001, 0002 etc. You can use other place-holder: A..A : the number will be uppercase letter, instead of digit, such as: A, B, C B..B: The number will be lowercase letter. Such as: a,b,c R..R: The number will be uppercase roman letter. Such as: I, II, III M..M: The number will be lowercase roman letter. Such as: i, ii, iii
{filecount:0..0}	The count of resultant files. The place-holder is same as above. Only applicable to “Split PDF Mode”.
{pagebegin:0...0}	The output file begin page number in original file. The place-holder is same as above.
{pageend:0...0}	The output file end page number in original file. The place-holder is same as above.
{pagecount:0..0}	The page count in the output file. The place-holder is same as above.
{pagerange}	The output file page range in original file. For example, 10-15.

Ending Your Session

When you have completed your work, click the “**Quit**” button to exit.

For more information: http://www.a-pdf.com

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Using A-PDF Scan and Split in command line

A-PDF Scan and Split can be used in command line also.

Usage:

```
PSASCMD <Split Method> <Input File> [options]

Parameters:
  <Split Method>  : it can only be either BLANK or BARCODE.
  <Input File>    : The PDF file to be split.

Options:
  -P<Name Pattern>: The output name pattern, such as "{basename}_{part}".
  -O<Output Path> : The output directory. Default is same as the input file.
  -B<Method>      : How to process separator page. The method can be 1,2,3.
                      1 : Discard the separator page. It is the default.
                      2 : Add the separator page to previous split part.
                      3 : Add the separator page to next split part.
  -S<Password>    : If the source file need password to open, use this option
                    to pass the password.


Examples:
  PSASCMD BLANK "C:\pdfs\source.pdf"
  PSASCMD BARCODE "C:\pdfs\invoices.pdf" -B2 -O"C:\output" -P"{barcode}"

Return code:
  0: Success
  1: Help shown
  2: Parameters error
  3: Input PDF file can not be found
  4: Load input file failed
  5: Split method error
  6: Split failed
  7: Output directory can not be found
  8: Separator page method error
  9: Install incorrectly. Please try to reinstall.
  99: Unexpected error
```

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