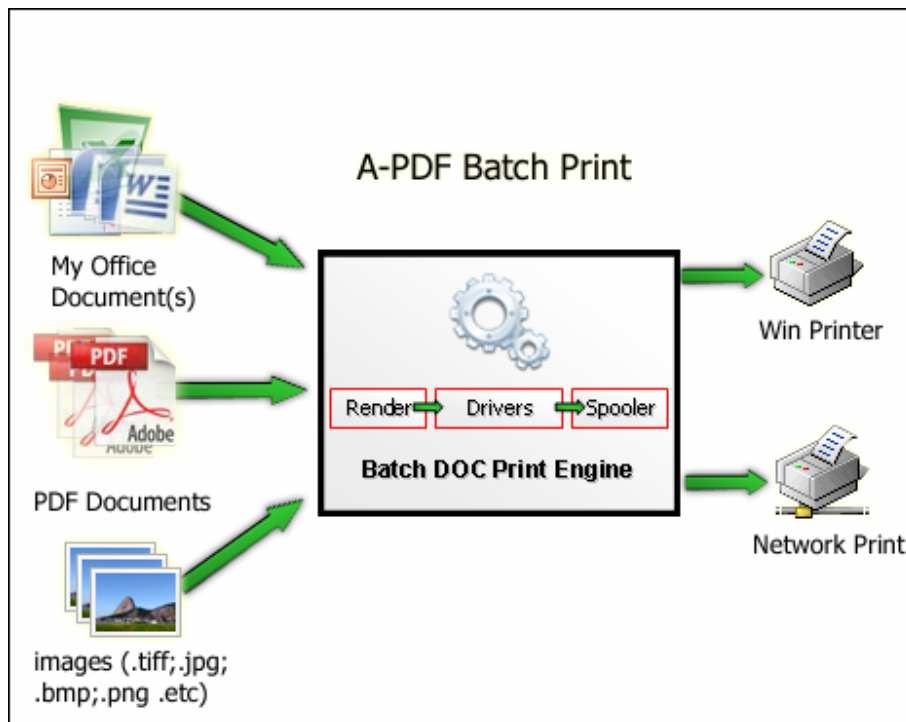---

> **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 generated pdf documents.**

About A-PDF Batch Print

A-PDF Batch Print is a fast, affordable way to batch print documents (PDF, Word, Excel, PowerPoint, Image formats and more printable documents) to any printer device that is accessible through the Windows operating system automatically. Its easy-to-use interface allows you to batch print documents in predefined batch sequence. All documents that require printing can be selected and processed at once.

A-PDF Batch Print Feature List

- Supports Windows 95, 98, ME, NT4, Windows 2000, XP, 2003 & Vista
- Drag and Drop support of files, add document by folders.
- List order organizing options.
- Separator printing dynamically generated or from a static file.
- Support MS Office Documents format (eg. *.doc; *.dot; *.rtf; *.txt; *.wri; *.ppt; *.pot; *.pps; *.xls; *.xlt; *.xla; *.xlm; *.xlc; *.xlw.)
- Support PDF file format.

➢ Support various image formats (eg. *.tif; *.tiff; *.fax; *.g3n; *.g3f; *.xif; *.gif; *.jpg; *.jpeg; *.jpe; *.jif; *.pcx; *.bmp; *.dib; *.rle; *.png; *.dcm; *.dic; *.dicom; *.wmf; *.emf; *.tga; *.targa; *.vda; *.icb; *.vst; *.pix; *.pxm; *.wbmp; *.jp2; *.j2k; *.dcx; *.crw; *.psd; *.iev; *.lyr, ect..)
➢ Support change printer settings before printing job
➢ Logging and reporting and archiving logs

To bath print MS Office Documents using A-PDF Batch Print, Microsoft Office 97 or higher Version must be installed.
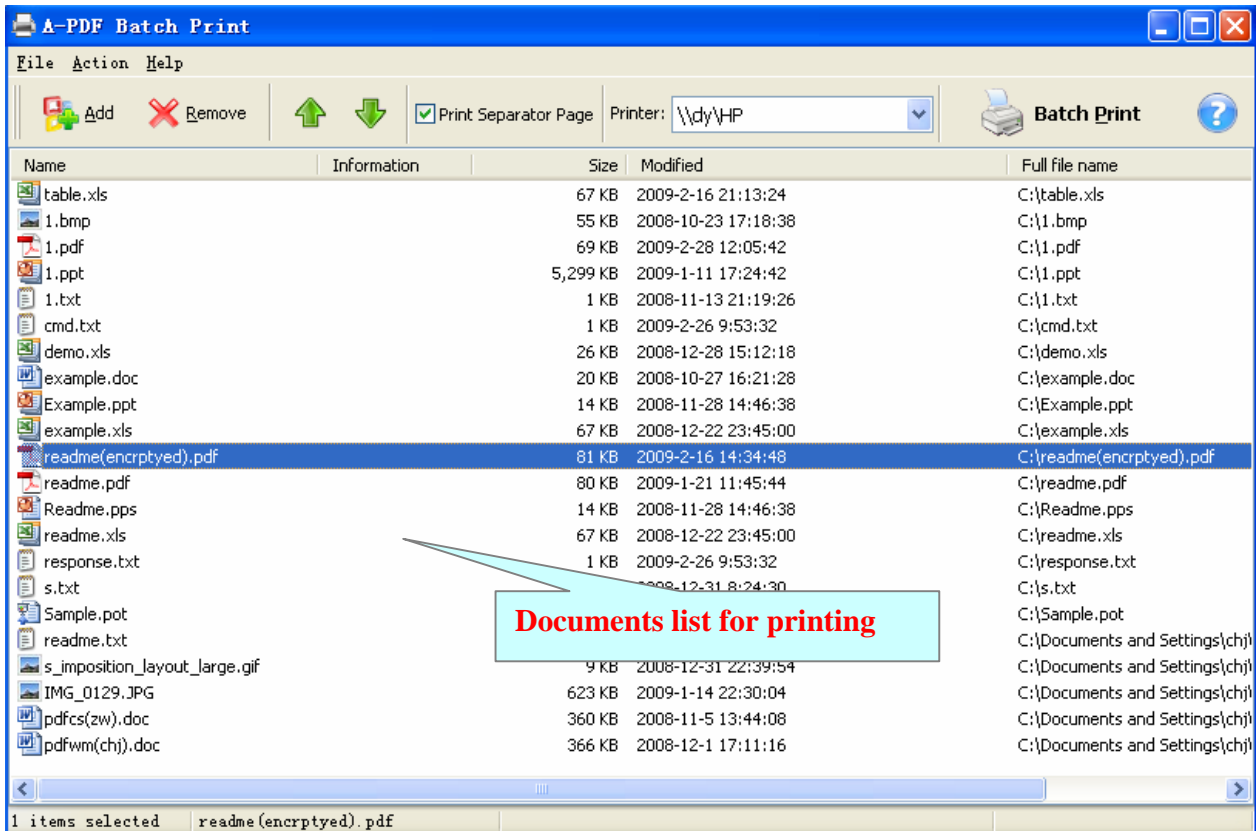
To bath print PDF Documents using A-PDF Batch Print, Adobe Acrobat reader 7.0 or higher Version must be installed.

Using A-PDF Batch Print

A-PDF Batch Print 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.

Documents list for printing

Adding Documents

Clicking the **Add** icon then 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 be worked.

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 Batch Print even allows you to select all files in a particular directory/folder by using the from File menu select **Add a directory** menu item! Adding a directory also supports sub-folders.

Each added file is displayed in the document list window. You can view any of the files in the window by 'double-clicking' them. That will open document files in your default view/edit program.
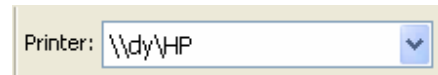
IF you want to delete selected documents(s) in the **documents list**, you can click the **Remove** item or you can clear all documents(s) in the documents list by clicking the **Clear** item from the **File** menu

Setting Printing Order

You also can select an or multiple documents in the **documents list**, then click the **Move up** item to move selected document (s) to previous position from the **Action** menu; click the **Move down** item to move selected documents(s) to next position from the **Action** menu.
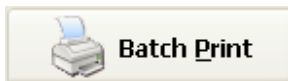
Selecting a Available Printer

Select a printer to print the documents in the **documents list**

Printer: \\dy\HP

Batch Print Documents

Click the **Batch Print** icon to batch print all of documents in the **document list**

Batch Print

Ending Your Session

When you have completed your work click the **File->Exit** menu to exit program.

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