PDFeBURST

User's Manual

"The secret of getting ahead is getting started. The secret of getting started is breaking your complex overwhelming tasks into small manageable tasks, and then starting on the first one". By Mark Twain

PDFeBurst™

Welcome

Thank you for choosing PDFeBURST, the efficient, cost effective tool to automatically process and email PDF file attachments. With PDFeBURST you can deliver timely, customized information by simply embedding simple mail delivery tags into a PDF document. You then process that PDF through the PDFeBURST interface and then each page of the file is automatically sent to the appropriate recipient.

The Advantages:

- User Friendly - Easy to install and utilize.

- Time and Labor Saving.

- Cost Effective - Save on postage/ envelopes.

- Paperless – Help protect the environment.

- Sophisticated affordable system.

Sample Applications:

- A software reseller sends an annual thank you letter to each customer recapping purchases made in that year and setting the customer discount rate for the upcoming year based on those purchases.

- A fuel supply company offers reducing rates for customers who choose to have their statements sent via email rather than via post.

Introduction

PDFeBURST™ (PEB) VERSION 1.01 COPYRIGHT © 2003 is a new and unique Adobe Acrobat© Plug-in application that allows you to directly email pages within a PDF file to the appropriate email recipients.

In this Help system, you will find explanations of the features of PDFeBURST, as well as tips to guide you through the program's basic functionality.

System Requirements

PDFeBURST requires:

- Windows 95, 98, ME, NT, XP, or 2000 operating system.

- Adobe Acrobat Version 4.0 or higher.
  Must be full Acrobat version. Cannot use on systems having just the Acrobat Reader.

- Mail client software such a Microsoft Outlook.

- Any third party software that supports creation of PDF (Portable Document Format) files.

- An available internet connection (for installation/registration only).

- At least 1MB available disk space on drive C:

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8. General

You are responsible for installation, management and operations of the Software Program.

Installing PDFeBURST

System Requirements

PDFeBURST has the following system requirements for installation.

- Windows 95, 98, ME, NT, XP, or 2000 operating system.

- Adobe Acrobat Version 4.0 or higher.

  Must be **full** Acrobat version. Cannot use on systems having just the Acrobat Reader.

- Mail client software such a Microsoft Outlook.

- Any third party software that supports creation of PDF (Portable Document Format) files.

- An available Internet connection (for installation/registration only).

- At least 1MB available disk space on drive C:

Installation

Once you have verified that the system requirements have been met, you install PDFeBURST by running SETUP.EXE.

Note that the default installation directory for PDFeBurst is:

C:\PDFeBURST

This default directory CANNOT be changed in the current release.

When you run SETUP.EXE the following installation screens are presented.

The first screen is the introductory Welcome screen.
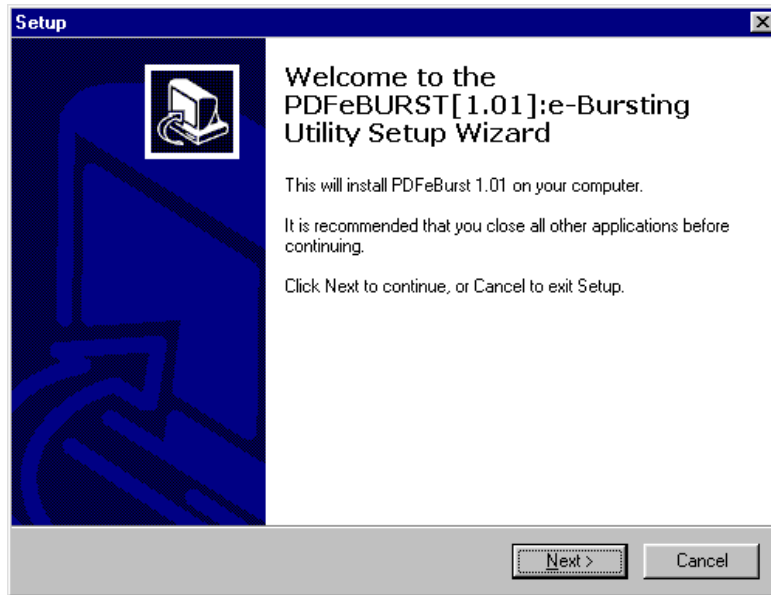
Pressing Next brings you to the Personal Information screen where you provide your name, company name and product registration key.
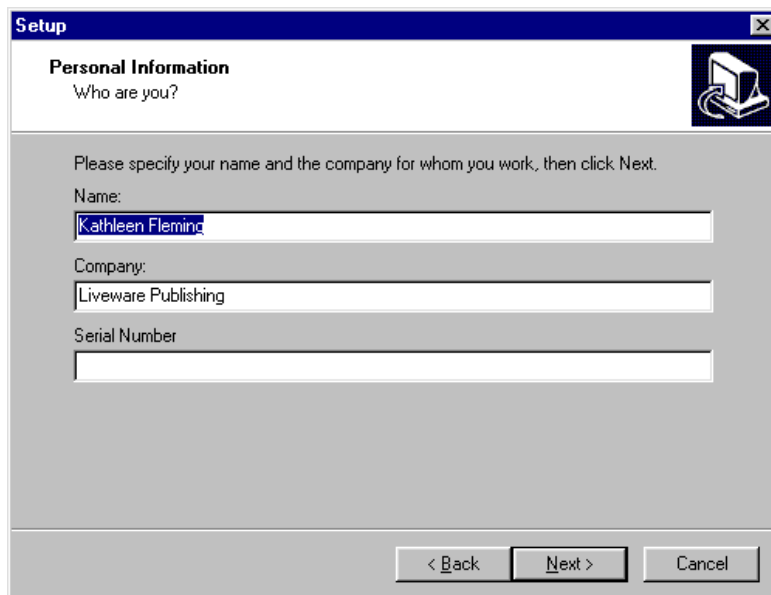
After entering your name and serial number, you must read and accept the license agreement by selecting the "**I accept the agreement**" radio button.
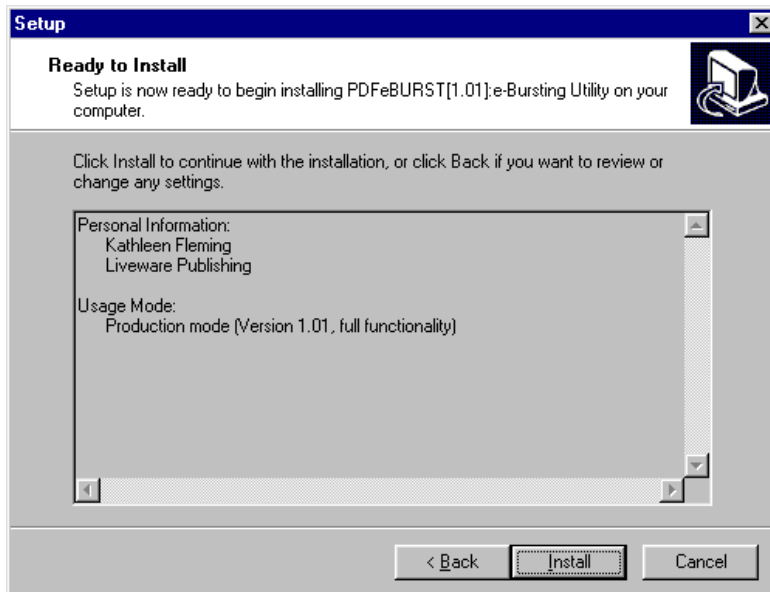

The next screen lets you select the start menu folder for the product shortcut. The default is PDFeBURST.
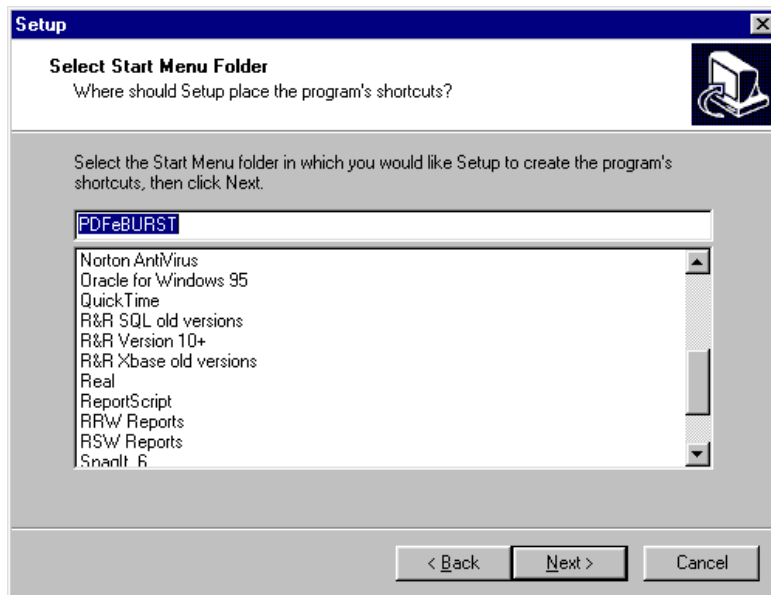
You can optionally add a shortcut to PDFeBURST to your windows desktop.
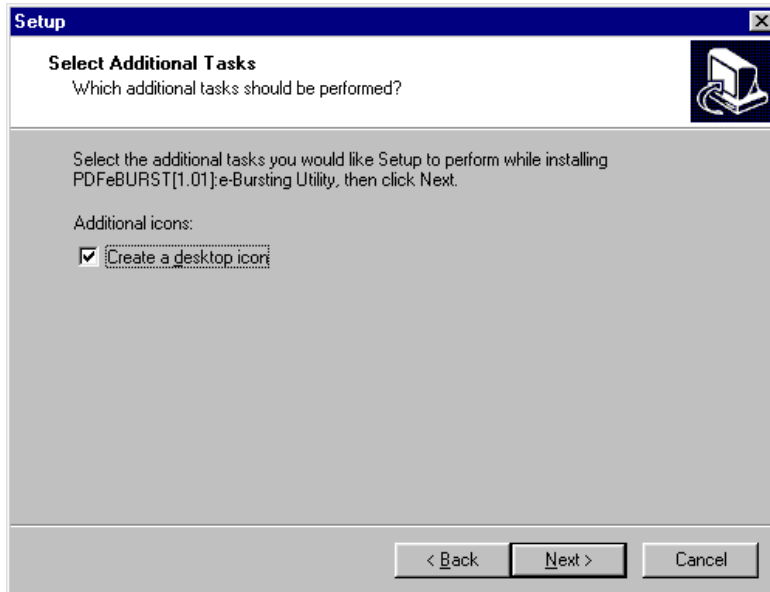
Once your selections are made a final screen displays those choices. Press Install to proceed with installation.

When Setup completes file installation, a final screen contains a checkbox to launch PDFeBurst. Clicking Finish completes the installation process.
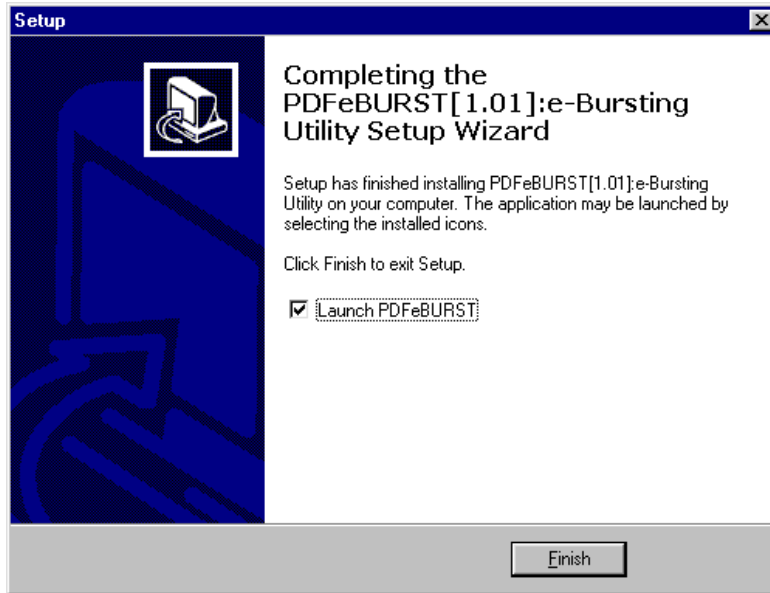
You are then presented with a product registration box. This information is then sent via your Internet connection to the PDFeBURST web site.
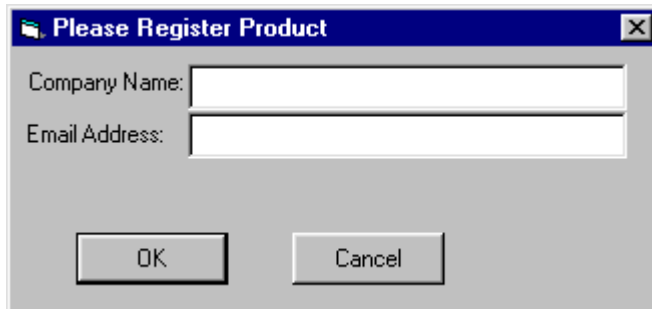
If registration is successful, you will see the following status message.

If you checked the launch PDFeBurst box, c:\PDFeBURST\PDFeBURST.EXE is invoked and you will see the application window.
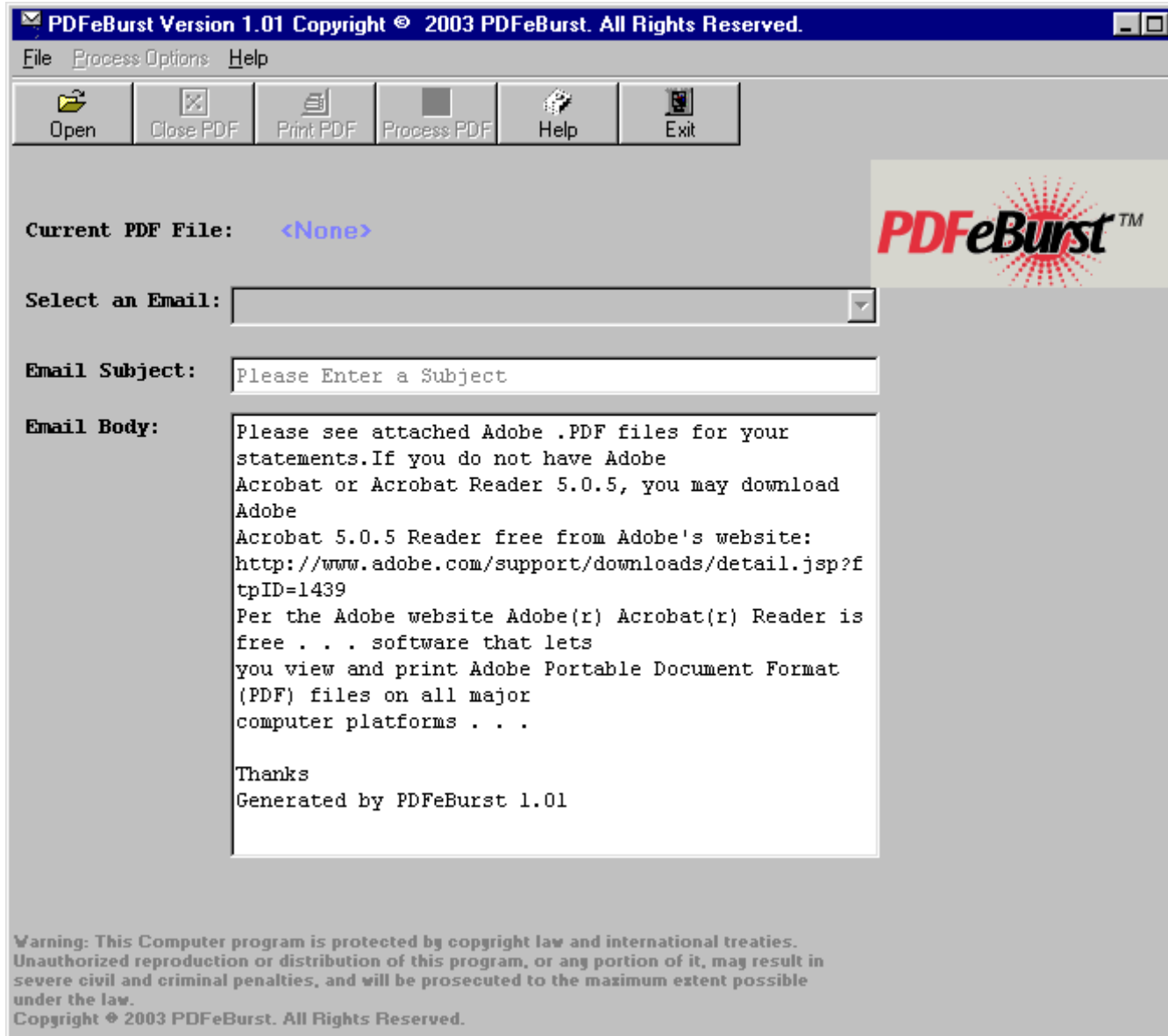
You are now ready to use PDFeBURST.

Un-installing PDFeBurst

You can un-install PDFeBURST from your machine by using the Windows Control Panel Add/Remove Programs. Select PDFeBURST from the installed programs list and then click the Add/Remove button.

Using PDFeBURST PDF

There are just 3 simple steps to using PDFeBURST.

Step 1.

Create a PDF file and add an EBURST:<emailaddress> address tag to each page.

Step 2.

Launch PDFeBURSTand open the PDF file for processing.

Step 3.

Enter a subject and body for the email. Then press the Process PDF button. PDFeBURST searches the PDF file for EBURST tags. It then automatically sends an email message to each tagged recipient that includes a PDF file attachment with just his or her pages. These email messages are sent automatically to your email outbox for processing. No user intervention is required.

Creating a PDF file for use with PDFeBURST

You can use any available software application that supports PDF file output to create files for use with PDFeBURST. R&R Report Writer from Liveware Publishing is a great companion product to use with PDFeBURST.

Embedding EBURST tags with a PDF

On each page of your PDF document, you need to add a tagged email address that will determine who should receive that page.

The required format for this tagged email address is shown below:

EBURST: recipientname@recipientdomain

The first part of the required expression is the tag **EBURST**:

After the tag, you then provide the recipient's email address.

Examples:

EBURST:JoeTech@TechZone1.com

EBURST: MaryS@netscape.net

Important Notes on formatting your PDF files

- The EBURST tag is *not* case sensitive so you may use any combination of upper and lower case letters such as EBURST: or EBurst: or eburst:

- The final colon : is mandatory.

- The EBURST: tag can appear anywhere on the page. It can also appear in the middle of a line of text. You can leave as much white space as you wish between the tag and actual email address.

- If you want "hide" the tag or email address so that it does not appear visible when the user views or prints the file, you can set the font color to white when you create the PDF file.

- Any page without an EBURST: tag will be ignored.

- If multiple pages from the source PDF contain the same email tag, they will be consolidated to a single email message. So if page 2 and page 12 are both contain EBURST:hboyer@boyerprod.net, a single PDF file containing page 2 and 12 will be sent to hboyer@boyerprod.net.

- You must use a standard email address rather than the name of any email list or alias that is available in your mail system.

- In the current release, a page can only be sent to a single recipient. You *cannot* use a list of email addresses (such as EBURST:jim@desco.net;Jane@desco.net) and any page containing more than one EBURST tag will *only* be sent to the first tagged address on the page.

Handling pages without corresponding email recipients

There may be circumstances where your PDF document contains pages where the chosen delivery method may be to send a hard copy printed document rather than sending a PDF via email. PDFeBURST handles this possibility by provides a special print address that can be used in place of an email address.

The format for a tag that will send a page to print is:

EBURST:print

Any page containing the print tag will be sent to the file PRINT.PDF. This file can then be separately printed and distributed.

Pages with empty eburst: tags

Any page containing an EBURST: tag without a corresponding print or email address entry will return an Adobe Acrobat error stating "An unknown recipient is specified!"

Understanding the PDFeBURST Window

When PDFeBURST is installed, it creates a program group that includes an item to launch the PDFeBURST executable program, PDFeBURST.EXE. The installer optionally will create an icon to launch PDFeBURST from your desktop. You can use Windows Explorer to browse to the C:\PDFeBURST subdirectory where you can double click launch PDFeBURST.EXE..

Below is a screen shot of the application window.
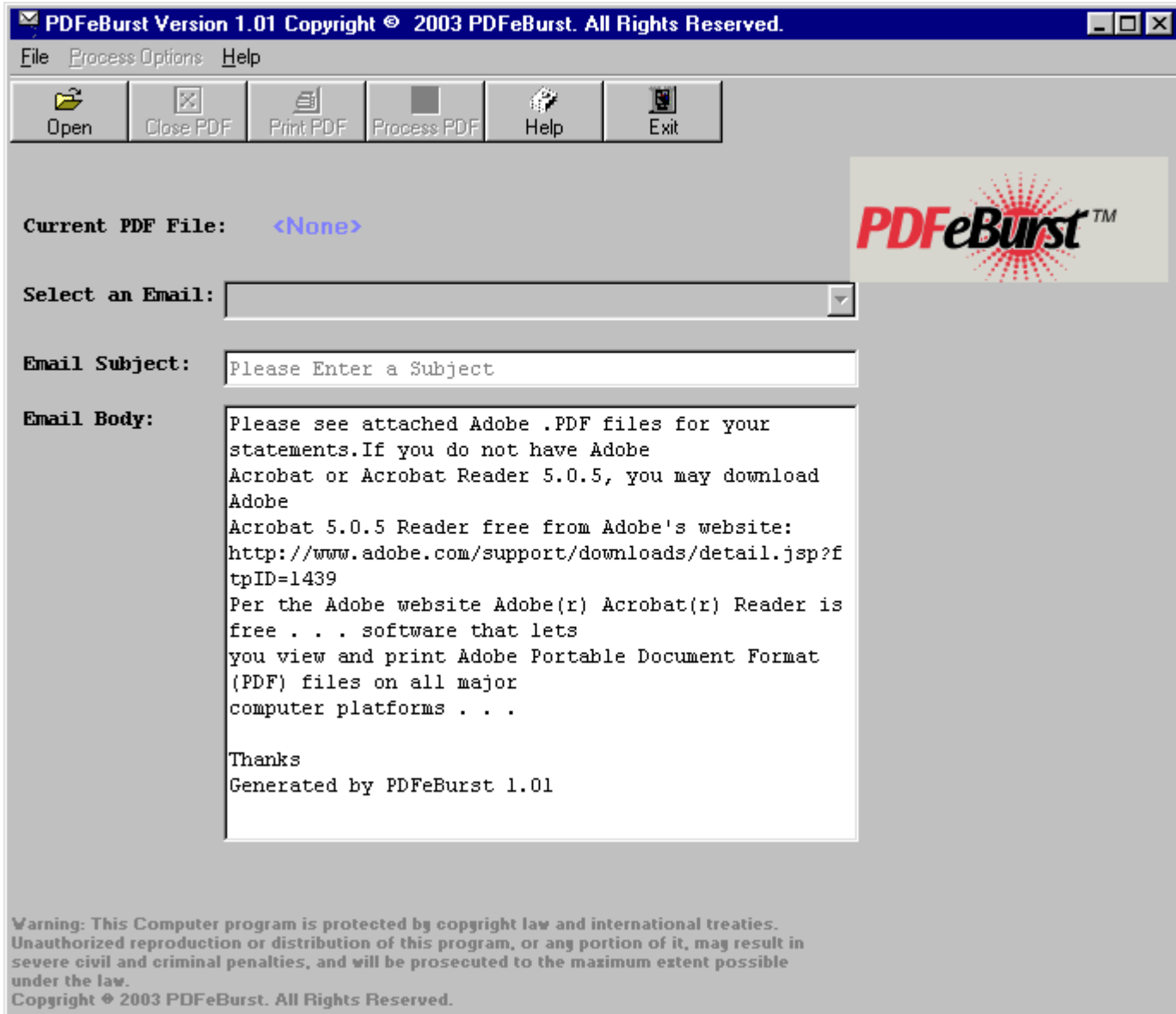
There are 4 main areas in the application window.

1) At the top of the window there is a menu bar.

2) Below the menu bar is a series of action buttons.

3) Below the action buttons the name of the currently selected PDF file is displayed. If manual processing is enabled, the text Manual Process ON will appear below the filename.

4) Below the filename there is a email address list box that is enabled only when Manual Process is on and two text boxes where you enter the Subject and Body that will be used for the email messages that are created by PDFeBURST.

The Menu Bar

The menu bar contains 3 top-level choices, each having a sub menu of options.

File

Open	Invokes a File Open dialog to select a PDF file
Process PDF	Processes current selected PDF file
Close PDF	Closes the currently selected PDF file
Print PDF	Processes currently selected PDF file for EBURST: print tags only
Exit	Closes the PDFeBURST application window

Process Options (only available when a PDF file is selected. Current mode is checked.)

Automatic	Automatically process all EBURST tags
Manual	Only process EBURST tags for selected email address

Help

Help on Using PDFeBurst	Invokes this help file
About PDFeBurst	Displays licensing and system information

Action Buttons

Below the menu bar are a series of action buttons that provide shortcuts to menu operations.

When the PDFeBURST.EXE program launches, it will also invoke Adobe Acrobat in a separate window. When a PDF file is selected for processing, you can view it in the Acrobat window.

Selecting a PDF file for processing

The first step is to select a file for processing. When you select File->Open or click the Open button, you are given an Open File dialog to select a file of type PDF. Browse to the location of your source PDF, select your file and then press OK. This returns you to the PDFeBURST screen where your selected file name is now displayed as the Current PDF file.

After selecting your file, you are now ready to proceed to processing your selected file.

Processing a PDF

Once you have selected a PDF file, your next step to provide the Email subject and message body that will be used when the email messages are created. The PDFeBURST screen contains fields for entering subject and body. The same subject and body will be used for each email that is generated. You can if you wish leave either or both of these fields blank.

Once you have created the subject and body, you then use Process PDF to initiate processing of the file.

The first step in processing the source file is to open the file HEADER.PDF that is in the PDFeBURST program directory. When a PDF file is processed, the contents of HEADER.PDF are included as the first page of the generated PDF output file. A default HEADER.PDF is supplied but you can replace the standard file with your own HEADER.PDF if you wish.

PDFeBURST then scans each page of the source PDF file and creates a list of tag elements that are found in the file. As it finds entries, the PDFeBURST status box displays each found entry as it is processed and also displays a status line indicating the number of elements found. Once this array of entries is built, the list is processed against the file. For each entry a PDF file is created in the PDFeBURST directory. Each output file contains the HEADER.PDF page followed by the pages from the source file that were tagged for that recipient. These files have the recipient email address as the file name and PDF as the file extension. When processing is performed, any existing file will be overwritten. So if you are processing a file containing the tags:

EBURST:petergale@yahoo.com

EBURST:print

The generated files will be named petergale@yahoo.com.pdf and print.pdf. If either name already existed, it would be replaced with content from the currently processed PDF.

In the final step, PDFeBURST creates an email message that is addressed to the named recipient, adds the subject and body line, attaches the PDF file and automatically sends each mail message.

The only exception is for the file PRINT.PDF. This file is not sent via email but must be opened and printed outside of the PDFeBURST application.

See the following sections for information on using the optional Manual Processing and Print selections.

Using Manual Processing

The default behavior when you open and process a PDF is to process every page of the selected PDF file. If there are cases where you only want to process output to a single email recipient rather than processing the entire file, you can select Manual from the Process Options menu. When you select Manual as the processing type, the text Manual Process ON will appear below the Current PDF File: name. Additionally, the Select and Email: list box will be enabled. PDFeBURST scans the PDF file and builds a listing of tagged email recipients that are contained in the selected file. You must then select a name from the list. Once the name is selected, you use can use Process PDF. This will create and send an output PDF file for that address only.

Printing a PDF

When you open a PDF file, the Print PDF button is activated. This button does **not** however send the currently select PDF file to a Windows printer. Instead what is does is to scan the currently selected PDF file for pages containing an EBURST:print tag and then send those pages to the file C:\PDFeBURST\Print.PDF.
You can then send the PRINT.PDF to your windows printer and manually distribute the pages to the appropriate recipient.

This print function is really a counterpart to the manual processing button in that it is used to selectively extract pages from the currently open PDF file.

Frequently Asked Questions

Q: Why do I need to have a full copy of Adobe Acrobat rather than the Adobe Acrobat Reader that is freely available?

A: PDFeBURST uses the Acrobat SDK (Software Development Kit) that is provided by Adobe in order to process a PDF file. This SDK calls functions that are only available with the full Acrobat product and cannot be called via the Acrobat Reader. When Adobe makes this functionality available for developers, we will be among the first to take advantage of it.

Q: How easy is to use PDFeBURST?

A: Very Easy!! The first step is to put the EBURST tag with the customer email address on each page of the PDF document that you'd like to process. Add EBURST:joe_tech@joetech.com on all those pages on PDF that belongs to Joe. Step 2. Start the PDFeBURST.exe and open the PDF that needs to be processed. Step 3. Press the Process PDF button and voila! All the pages in the PDF will automatically get sorted based on the email addresses and will be emailed to each individual customer as an attachment.

Q: What is the function of Manual processing?

A: The default behavior when you open and process a PDF is to process every page of the selected PDF file. If there are cases where you only want to process output to a single email recipient, you can select Manual from the Process Options menu. When you select manual as your processing type, PDFeBURST scans the PDF file and builds a listing of tagged email recipients. You can then select a single name from the list and then select Process PDF. PDFeBURST will then process just the pages for that selected address.

Q: What files does PDFeBURST use and create?

A: The first file used by PDFeBURST is the PDF file you select for processing. You can select this PDF file from any location to which you have access. PDFeBURST will read your source file from that location. It will only read from this file and will not alter it in any way.

The second file is HEADER.PDF which is located in the PDFeBURST program directory. When a PDF file is processed, the contents of HEADER.PDF are included as the first page of the generated PDF file. A default HEADER.PDF is supplied but you can replace the standard file with your own HEADER.PDF if you wish.

The final set of files is each of the individual PDF files created by PDFeBURST during processing. These use the recipient email address as the file name and PDF as the file extension. When processing is performed, any existing file will be overwritten. So if you are processing a file containing the tags:

EBURST:petergale@yahoo.com

EBURST:print

The generated files will be named petergale@yahoo.com.pdf and print.pdf. If either name already existed, it would be replaced with content from the currently processed PDF.

You can safely delete these files from you disk once processing is complete.

Q: How do I un-install PDFeBURST?

A: You can remove PDFeBURST using the Windows Control Panel Add/Remove Programs. Select PDFeBURST from the installed programs list and then click the Add/Remove button.

Error Messages

Cannot process <filename>File contains no valid eburst tags

This error will occur if the file selected through Open PDF file is contains no EBURST: tags.

Failed to open <filename>

This error will occur if the file selected through Open PDF file is not in PDF format or does not exist. You can OK this error and then select a different filename.

Please ensure that you have HEADER.PDF is the PDFeBURST folder.

You must have a valid HEADER.PDF in the PDeBURST program directory.

Please enter a subject heading before processing.

You must make an entry to the Email Subject text box before using Process PDF.

Please enter a valid Serial Number for PDFeBurst.

You must enter a valid PDFeBurst serial number in the Personal Information screen during installation.

Please open a PDF file.

This error will occur if you select Print PDF when a PDF file has not yet been selected.

Please select an email address.

When the Manual Email Process button is checked, you must select an email address from the drop down list prior to chosing Process PDF.

Run-time error 13. Type mismatch.

This error will occur when the installation program attempts to register the product and your machine does not contain a full product installation of Acrobat. You need to have a full copy of Acrobat (not simply the Acrobat viewe) to install and run PDFeBURST.

Run-time error 339. Component MSINET.OCX or one of its dependencies not correctly registered. A file is missing or invalid.

The ActiveX control MSINET.OCX (Microsoft Internet Transfer Control) is missing from your machine. You can contact technical support to obtain a copy.

Contacting Us

Sales

For more information, please visit our website:

http://www.PDFeBURST.com/

or send email to:

sales@PDFeBURST.com

We welcome all queries, comments and suggestions. We hope you enjoy using our software. Our corporate location is:

PDFeBURST LLC.
6565 Hollister Street
Suite 1211
Houston, TX 77040

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For more information regarding R&R, you may contact Liveware at:

Website: http://www.livewarepub.com

Email: livesales@livewarepub.com

Telephone: 800-936-6202

Technical Support

Should you have any technical questions that are not answered within this help file, you can email us at: support@PDFeBURST.com