How to Search for PDF File Content

PDF documents are probably the most commonly used set of documents in most offices today because of its ability to avoid accidental changes or modifications by unauthorized users. However, it's a lot easier to find something you're looking for in a Word document than it is for a PDF document because by default Windows search indexes all of the text inside of a Word document, thus making it easy to search all documents quickly.

The text inside PDF documents are not indexed by Windows or by other desktop search programs like Google Desktop, so most of the time if you need to find a particular PDF doc, you have to manually open each one and perform a search. If you're simply looking for some text in one PDF, it's not a problem, but if you need to scan through a bunch of PDF documents in a directory, you can use the **Advanced PDF search features** in Adobe.

With the advanced search, you can search all PDF files in a directory and it's sub-directories in a single go. By default, if you open Adobe Reader and press **CTRL + F**, you'll get the normal search box. It is located at the top right in the menu bar.


To use the advanced PDF search option, you can choose **Open Full Reader Search** in the drop down menu of the search box or press **SHIFT + CTRL + F**.

Go ahead and enter the phrase you are searching for in the search box. Next choose the **All PDF Documents In** option under **Where would you like to search** heading.
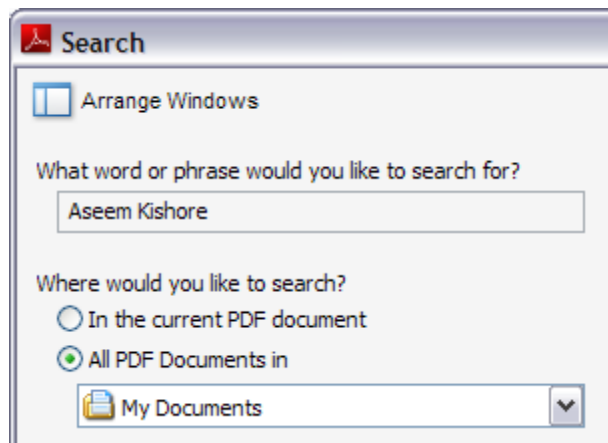
Browse to the folder where all of your PDF documents are stored and then choose the options for the search. These include **Whole words only, Case-Sensitive, Include Bookmarks, and Include Comments**.
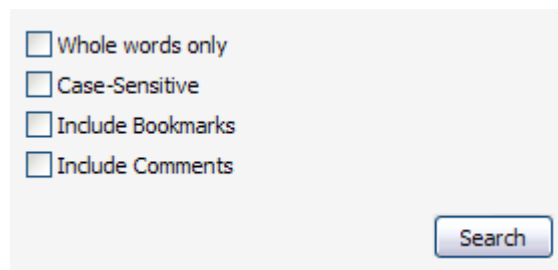
Click **Search** and all PDFs under the current folder will be scanned for your term. Just click on the hyperlink in the results to open the file.

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