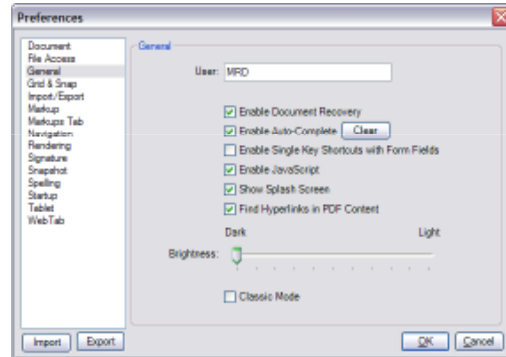


Revu Tutorial: Setting Preferences

The Preferences dialog allows you to customize Revu by changing the default settings for 15 features and functions.

Access the Preferences dialog by going to *Edit/Preferences* or using keyboard shortcut "Ctrl + K". The Preferences dialog displays each set of features in a list on the left-hand side. After selecting a category with your mouse, the right-hand side of the dialog will display all of the settings that can be controlled.

The information below gives a basic overview of the 15 features and functions that can be adjusted in the Preferences dialog.



Document – Choose the mode in which Revu saves and displays PDF files. You can choose to save PDFs with revisions, without revisions or as a PDF 1.5 compressed. Additionally, choose the default Page Layout (Single Page, Side by Side, etc.) and Page Display (Fit width or Fit Page).

File Access – Select basic settings for how your PDFs appear in the Recents tab and how documents are opened from and returned to your Document Management Systems.

General – Control basic settings in Revu including the user name, TIFF image DPI, document recovery and more. Additionally, this option allows you to adjust the brightness of the version 8 interface or revert back to the Classic Mode and display the interface in the colors from v 7.2.1 and older.

Grid & Snap – Select basic settings for measurement annotations and grid display. Choose Imperial or Metric as the default application unit, enable Revu to snap to underlying PDF content and adjust grid unit size.

Import/Export – Adjust settings that affect how an image is converted to PDF, or how a PDF is converted to an image.

Markup – Adjust various settings that affect markup appearance and placement. For example, choose to automatically resize text boxes, or turn on the Reuse button by default so you can automatically reuse the same tool when adding markups to a PDF document.

Markups Tab – Control how markups and text are displayed in the Markups tab

Navigation – Define mouse wheel behavior for scrolling and zooming, enable/disable the horizontal scrollbar and choose synchronization options when viewing either multiple PDFs or multiple views simultaneously.

Rendering – Make selections to optimize PDF rendering including rendering style, rate and resolution. The default settings are pre-selected for average sized PDF drawings.

Signature – Manage digital signature settings such as length of time before a password times out. Also change local or network locations for storing digital IDs and trusted identities.

Snapshot – Change default resolution settings for snapshot annotations and choose whether or not to copy vector data or markups in all snapshot annotations.

Spelling – Select basic settings for spell check such as the underline color of misspelled words or the option to check the spelling of uppercase words. Import an alternate dictionary for spell check.

Startup – Choose whether or not to display the Revu startup page, a WebTab™ or a blank PDF every time you open a new session of Revu. If the Revu Start page is selected, adjust the frequency in which updates are performed and displayed.

Tablet – Optimize Revu for tablet PC use by defining zoom and text highlighting options. Also choose to copy and paste ink into other tablet PC compatible applications such as MS Journal and MS OneNote.

WebTab – Decide how you want to search the Internet from within Revu. Change how Revu opens WebTabs and PDF files that are downloaded from the Internet and opened directly in Revu.