



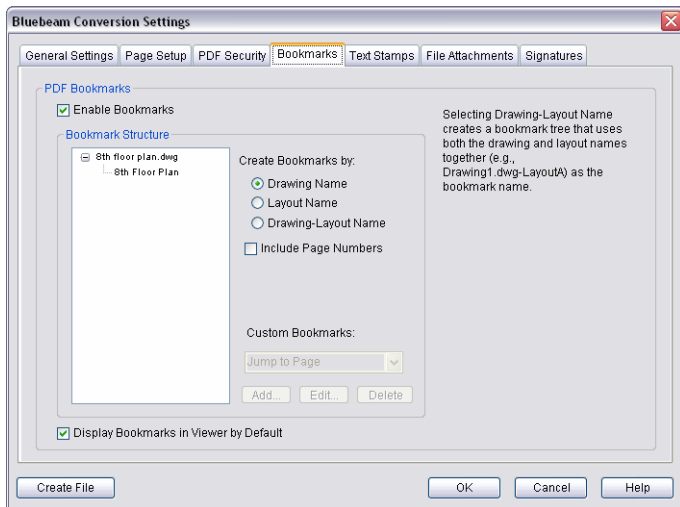
PDF Bookmarks

Enabling Bookmarks will create an outline of pages, views or objects in the PDF File that will be displayed in the viewer along side the drawing (*available in AutoCAD and SolidWorks plugins only*).

A basic bookmark structure can be auto-generated by selecting one of the three pre-define options (Drawing, Layout, Drawing-Layout).

Custom bookmarks can be added to 1) go to a specific window or view, 2) open a file, 3) open a hyperlink, or 4) go to a specific page.

1. To generate a custom bookmark, select a general bookmark in the *Bookmark Structure*, select an option from the *Custom Bookmarks* drop-down menu, and click *Add*.
2. Depending on your custom bookmark selection, you will be prompted to input a *Title* for the bookmark and the *Functionality*.



The **Enable Bookmarks** check box controls the generation of the basic bookmarks, which are typically named after the AutoCAD layouts.

The names and structure of bookmarks can be customized using the **Create Bookmarks by** and **Include Page Numbers** options.



Display Bookmarks in Viewer by Default will set the PDF to open with bookmarks visible by default. This information is saved in the file so it will apply every time the file is opened.

The main section of the window shows the **Bookmark Structure**. This displays how the bookmarks will appear in the PDF. The automatically generated bookmarks can be arranged in one of three ways by using the **Create Bookmarks by** option. Clicking **Drawing Name** will cause the drawing name to be the root node with the layouts listed in a subtree beneath it. This selection is very useful for drawings intended to be used in **Batch Mode (only available in the AutoCAD plugin)**, since each drawing will have its own subtree.

Layout Name will leave out the drawing name and put all the layouts at the top level. **Drawing-Layout Name** will put all the layouts at the top level, like above, except it will pre-pend the drawing name to each one. **Include Page Numbers** will append a ", page x" to each bookmark.

Custom Bookmarks

Clicking on a bookmark will make the **Add** button accessible and bring up the **Custom Bookmark** dialog. The bookmark's function can be selected using the menu above the **Add** button or on the **Custom Bookmark** dialog. Click **Edit** to modify a bookmark or **Delete** to remove one.

Custom Bookmark

Step 1: Bookmark Appearance

Title:

Style:

Color:

Step 2: Bookmark Functionality

Snapshot View:

Snapshot View Rectangle:

X1: X2:

Y1: Y2:

Layout Tab:

There are two steps required in order to create a custom bookmark.



Step 1: Type a **Title** in the appropriate box and select a font **Style** from the menu. Clicking **Color** will open a standard Windows color palette for the font color.

Step 2: Select a bookmark. Currently there are four options: *Snapshot View*, *Open a File*, *Hyperlink*, and *Jump to Page*.

Snapshot View creates a view of a designated rectangle. Select the **Layout Tab** then click the **Get Rect** to select a rectangle directly from the active file. The coordinate (**X1**, **Y1**) is the upper-left corner, and (**X2**, **Y2**) is the lower-right.

Open a File creates a bookmark that will open a file in its default viewer when it is clicked. To choose a file, click **Browse** or type in the path. Note that these files are linked to the PDF only. Use **File Attachment** to embed a file.

Hyperlink creates a link to a web page. To create one, type the desired URL in the text box.

Jump to Page will cause the PDF viewer to move to the designated page. The pages currently set up in the PDF are listed in the **Page** menu. To set up the bookmark, click the desired page.

PDF Bookmarks for Microsoft Office

For **MS Word** files, the **Table of Contents** will transfer as bookmarks. For **Excel** files, bookmarks will be automatically created for each **worksheet** and for **PowerPoint** files, a bookmark will be created for each **slide**.