**USER GUIDE TO READ PDFs IN BULK**

**Why this tool:**

This tool is used to get all the related data from Bulk Invoices and produces the output in TSV (Tab Separated Values) file.

This output data is used in BLUEDART to get Bulk AIRWAY BILLS automatically.

Before this tool, they used to fill the AWB forms manually but this tool is very helpful to FULFILMENT DEPARTMENT.

**How it works:**

This tool takes bulk invoice pdfs as input and reads all the data in invoices.

Outputs the related attributes like Order Id, Invoice No, Name, Address, ASIN and Weight.

**How to use this tool:**

**Step-1:-** Open **Read PDFs In Bulk tool,** Enter your name and Upload the file containing Bulk invoice pdfs.

A screenshot of a computer

Description automatically generated

**Step-2:-**Now,Click upload button and wait until the program completes.

**Step-3:-** After completion of program, it will display a message like

“Folder is successfully uploaded  
Output Result:  
Data Extraction is successful”.

A screenshot of a computer

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**Step-4:-** Now, download the file using download report button.

**Step-5:-** It will produces TSV data. Now, copy the data and paste in Excel as shown in the below image.

A close up of a text

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**Step-6:-** This output data is used in BLUEDART Flat file to generate the **AWB** automatically.

**Any Updates (If required):**

1. They requested price attribute along with all the data.