

## Configuring

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## Pre-defined rules

RICOH ProcessDirector Plug-in for Adobe Acrobat has 11 pre-defined rules that apply markup to, set media and finishing options for, or extract data from specific pages within each document in a PDF file. For example, you can use a pre-defined rule to place an image on all front pages in each document.

The table below describes each pre-defined rule.

### Pre-defined rules

Rule	Definition
All Front Pages	All front-facing pages in each page group. If the rule is used to define a document property, the value extracted is from the last front page in a page group.
All Back Pages	All back-facing pages in each page group. This rule does not apply to a simplex job. If the rule is used to define a document property in a duplex job, the value extracted is from the last back page in a page group.
All Pages	Markup prints on all pages in each page group. Document properties values are extracted from the last page (either front or back) in a page group. If a rule does not have a condition with a pre-defined rule, RICOH ProcessDirector Plug-in for Adobe Acrobat applies the rule to All Pages.
First Front Only	First page in each page group.
First Back Only	First back page in each page group. This rule does not apply to simplex jobs.
Second Front Only	Second front-facing page in each page group.
Second Back Only	Second back-facing page in each page group. This rule does not apply to simplex jobs or to jobs that do not have a second back page.
Last Front Only	Last front-facing page in each page group.
Last Back Only	Last back of each page group. This rule does not apply to simplex jobs.
Last Page Only	Last page of each page group (front or back is not a factor).
No Pages	No pages. To keep a rule from being applied, you can add a condition with <b>No Pages = True</b> .

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