



Demo Guide

Foxit® Complete PDF Viewer

*Powered by **Foxit MobilePDF SDK***

Android

Microsoft® Partner
Gold Independent Software Vendor (ISV)

What can you do with

Complete PDF Viewer?

Adjust PDF Views

Navigate and Find Content

Edit Pages

Annotate

Add Signatures

Fill in Forms

A sample PDF Viewer, try it and enjoy!

Adjust PDF Views

While reading a PDF file, you can enhance your PDF viewing with the following features:


- [Page Display Mode Settings](#)
- [Adjust Screen Brightness](#)
- [Night Mode](#)
- [Text Reflow](#)
- [Screen Lock](#)

Page Display Mode Settings

1. On the document pane, tap **View** on the toolbar;
2. Choose an option:
 - **Single**: Display one page at a time. You can swipe left or right to navigate through pages.
 - **Continuous**: Display the pages in a continuous vertical column. You can swipe up or down to navigate through pages.


Adjust Screen Brightness


By default, Complete PDF Viewer will adjust the brightness of the screen based on the system's brightness levels. To adjust the screen brightness manually:

1. On the document pane, tap **View** on the toolbar;
2. Tap  to disable Auto-Brightness;
3. Drag the slider to adjust the brightness.

Night Mode

Night Mode allows easier reading in low light conditions by inverting black and white in your documents, which helps to relieve eye strain as well as save the device's battery. To switch to Night Mode:

1. On the document pane, tap **View** on the toolbar;
2. Tap .







3. If you need to switch back to Day Mode, tap .

Text Reflow


To access the text reflow mode:

1. On the document pane, tap **View** on the toolbar;
2. Tap **Reflow**.

In the text reflow mode, change the settings as desired by doing the following:

1. Tap  to increase the font size;
2. Tap  to decrease the font size;
3. Tap  to jump to the previous page;
4. Tap  to jump to the next page;
5. Tap  to jump to the navigation panel;
6. Tap  to hide or show all of the pictures in the PDF file.

To exit the text reflow mode:

Tap  on the toolbar on the top.

Screen Lock

Screen Lock allows you to lock the screen in portrait or landscape mode to prevent screen rotating when your device is physically rotated. To lock the screen:

1. On the document pane, tap **View** on the toolbar;
2. Tap **Screen Lock**;
3. Choose one of the options:
 - Landscape: Lock the screen in landscape mode;
 - Portrait: Lock the screen in portrait mode.

If you need to unlock the screen orientation, tap **Screen Lock** again, and choose **Auto-rotate with screen**.

Navigate and Find Content


Complete PDF Viewer provides multiple ways to help you navigate and find content:

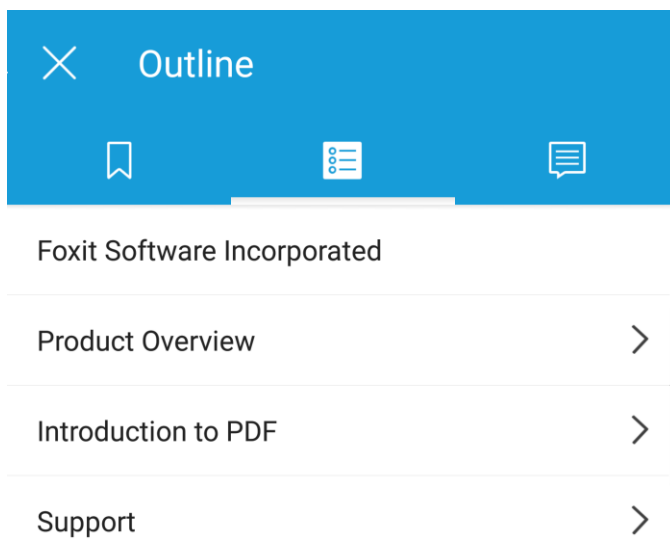
- [Navigate through a PDF File](#)
- [Jump to a Specific Chapter with Outline](#)
- [Jump to a Specific Page](#)
- [Jump to a Designated Location with Link](#)
- [Search and Find Text](#)

Navigate through a PDF File

Swipe up or down to scroll through a PDF file. In Single page display mode, you can swipe left or right to turn pages.

Jump to a Specific Chapter with Outline

1. On the document pane, tap **List** to open the navigation panel;
2. Tap  to open the outline panel;
3. Navigate through the outlines, and tap the outline to jump to the specific chapter.



Jump to a Specific Page

Jump to a Specific Page with Page Number

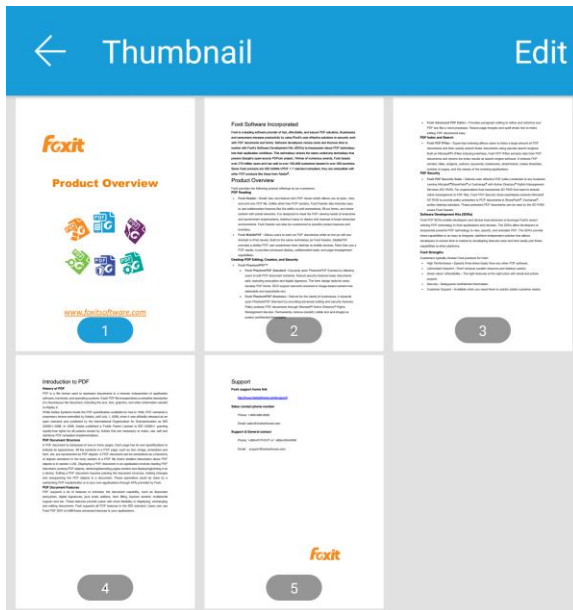
1. On the document pane, tap the page number indicator **1/5** ;
2. Enter the page number in the dialog box;
3. Tap **GO**.




Tip: If a PDF file contains logical page numbers, Complete PDF Viewer can display the logical page number on the page number indicator. You can input the corresponding physical page number to jump to the specific page.

Jump to a Specific Page with Page Thumbnail

1. Tap **View** on the document pane;
2. Tap **Thumbnail** to open the page thumbnail window;
3. Tap on a page thumbnail to jump to the selected page.




Tips:

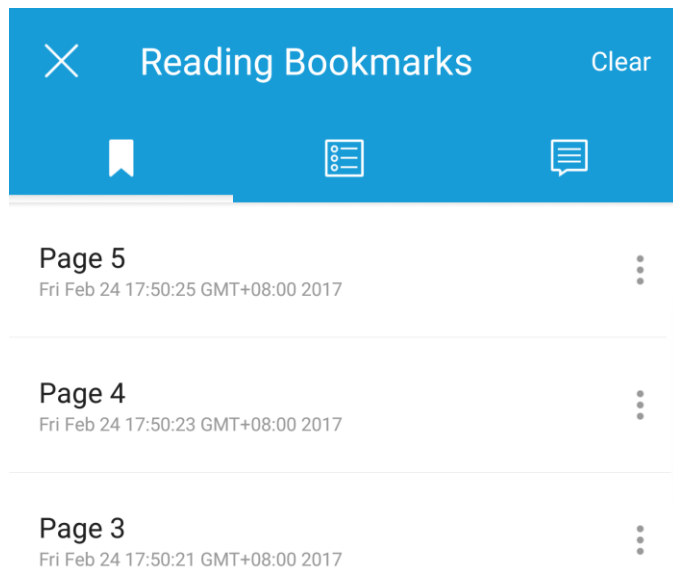
1. Before jumping to the specific page, you can tap  to close the page thumbnail window.
2. If you want to edit the pages, tap **Edit**, and then refer to "[Edit pages](#)" section for details.

Jump to a Specific Page with Reading Bookmarks

If you have saved pages as reading bookmarks, you can jump to that specific page by selecting the bookmark. Steps are as follows:

1. On the document pane, tap **List** to open the navigation panel;
2. Tap  to open the reading bookmark pane;
3. Navigate through the bookmarks, and tap the bookmark to jump to the specific page.

Tip: If you want to bookmark a page, tap  on the toolbar on the document pane.







Jump to a Designated Location

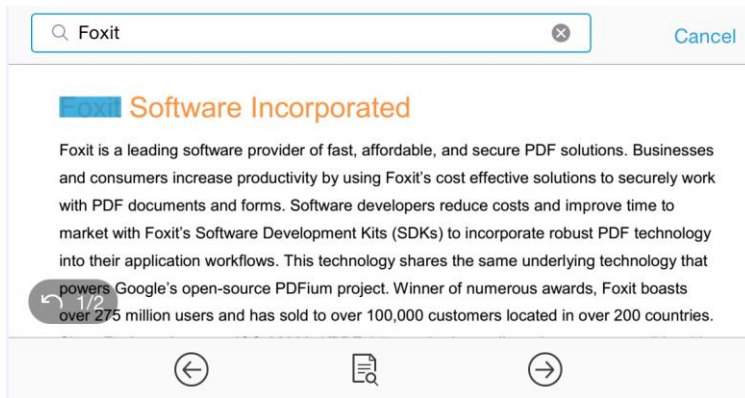
If the PDF file contains links, you can tap the link directly to jump to the designated location in the current document or website.

Search and Find Text

Search Text within the PDF file

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1. Tap  on the toolbar on the top;
2. Input the text in the search box;
3. Tap **Enter**;
4. Tap  or  to jump to the previous or next search results;
5. Tap  to display the search results;
6. Tap **Cancel** to cancel the search.




Edit Pages

Complete PDF Viewer supports editing page with the following features:


- [Insert pages](#)
- [Extract pages](#)
- [Rotate pages](#)
- [Exchange pages](#)
- [Delete pages](#)

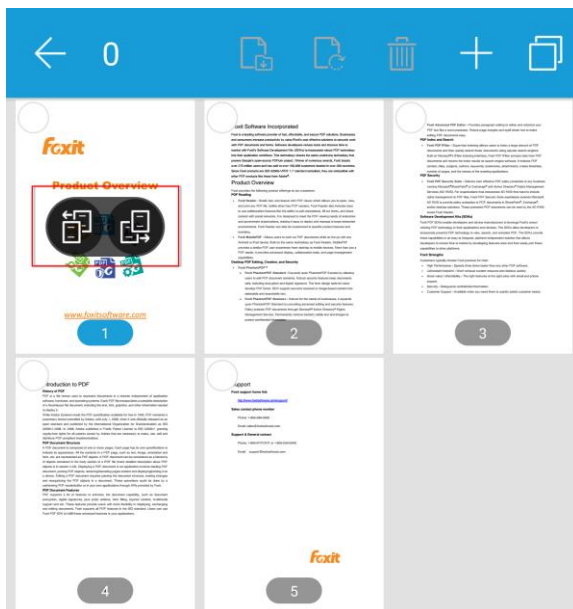
Insert Pages

1. Tap **View** on the document pane;
2. Tap **Thumbnail** to open the page thumbnail window;
3. Tap **Edit** on the toolbar on the top;
4. Choose a page, tap  to select the PDF file that you want to insert.


Note: The added PDF pages will be followed the page you choose.

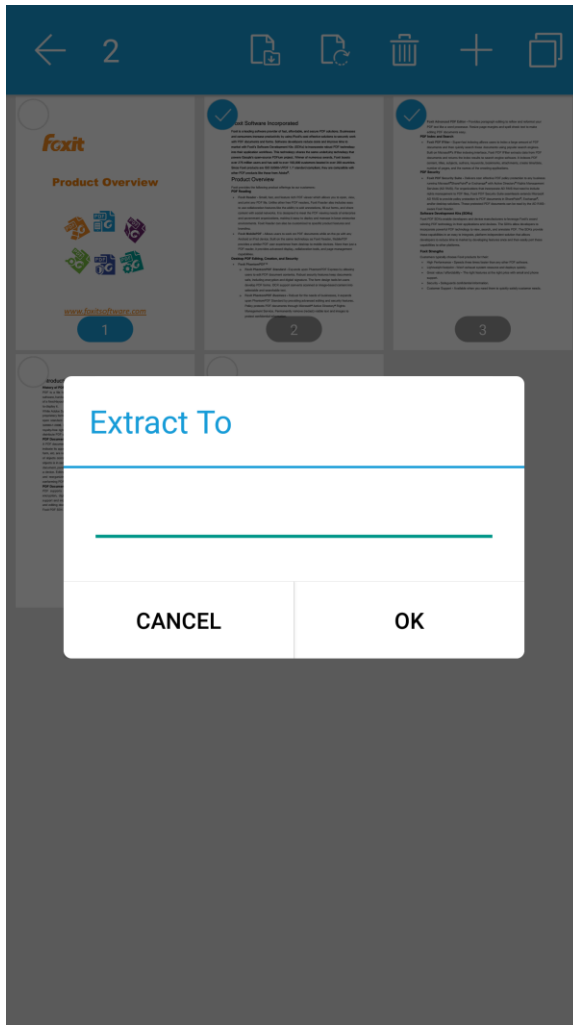
Tips: you can swipe left on a page to popup the insert menu, tap  to insert the selected PDF file

before the page, tap  to insert the selected PDF pages after the page.






Extract pages

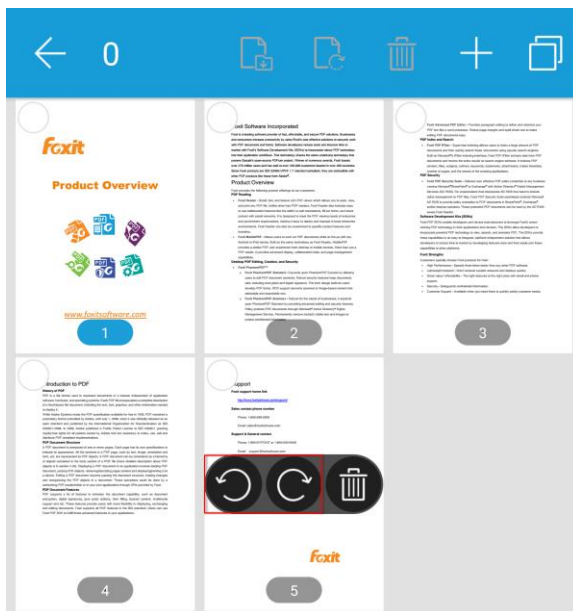
1. Tap **View** on the document pane;
2. Tap **Thumbnail** to open the page thumbnail window;
3. Tap **Edit** on the toolbar on the top;
4. Choose the pages that you want to extract;
5. Tap ;
6. Select a folder where you want to store the pages, and tap **OK**;
7. Input the file name;
8. Tap **OK**.



Rotate pages

1. Tap **View** on the document pane;
2. Tap **Thumbnail** to open the page thumbnail window;
3. Tap **Edit** on the toolbar on the top;
4. Choose the pages that you want to rotate;
5. Tap  to rotate the selected pages clockwise.

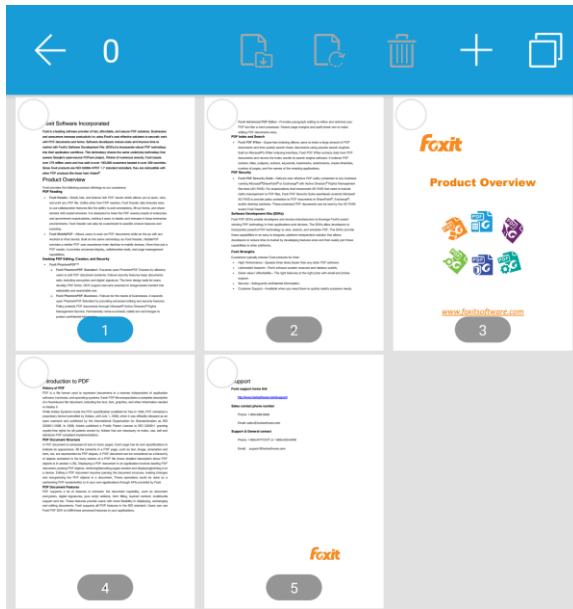
Tips: you can swipe right on a page to popup the rotation menu, tap  to rotate the page counterclockwise, and tap  to rotate the page clockwise.




Exchange pages


1. Tap **View** on the document pane;
2. Tap **Thumbnail** to open the page thumbnail window;
3. Tap **Edit** on the toolbar on the top;
4. Choose a page, drag and drop it to the place as desired.

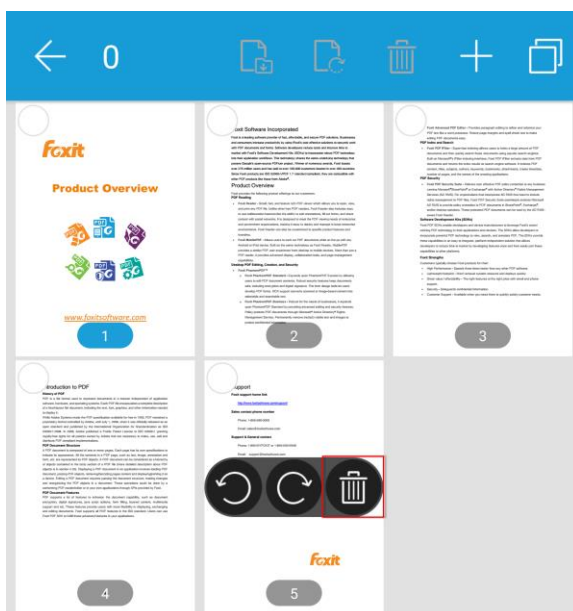
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Delete pages

1. Tap **View** on the document pane;
2. Tap **Thumbnail** to open the page thumbnail window;
3. Tap **Edit** on the toolbar on the top;
4. Select the pages that you want to delete, tap , and then tap **OK** on the pop-up window.


Tips: you can swipe right on a page to popup the delete menu, tap  to delete the page.



Annotate

Complete PDF Viewer provides feature-rich annotation tools to help you comment on PDF files.

- [Add a Text Markup](#)
- [Add a Drawing Markup](#)
- [Add Text Comment](#)
- [Add a Note Comment](#)
- [Add a File Attachment](#)
- [Add a Stamp](#)
- [Undo and Redo the Last Action](#)
- [Exit the Comment Mode](#)
- [Work on Comments](#)

Tip: On the document pane, tap Comment and then tap  to view all of the supported annotations as shown below: (it includes Text Markup tools, Drawing tools, Typewriter tool, Note tool, Attachment tool and Stamp tool).

Text Markup



Drawing



Others



Typewriter



Note



Stamp



Attachment



Highlight text



Line



Underline text













Arrow



Squiggle underline text





Pencil

	Strikeout text		Eraser
	Replace text		Typewriter
	Insert text		Note/Comment
	Rectangle		Attachment
	Oval		Stamp

Add a Text Markup






Highlight Text

1. Tap **Comment** on the toolbar;
2. Tap ;
3. Choose the color and opacity as desired from the toolbar. If you need to keep the tool selected to highlight text continuously, tap ;
4. Drag over text to highlight the selected text.

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Add an Underline, Squiggly Underline, or Strikeout





1. Tap **Comment** on the toolbar;
2. Tap ;
3. Choose the **Underline** tool , **Squiggly Underline** tool , or **Strikeout** tool  as desired;
4. Choose the color and opacity as desired from the toolbar. If you need to keep the tool selected to markup text continuously, tap ;

5. Drag over text to add an underline, squiggly underline or strikethrough to the selected text.

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Insert or Replace Text

1. Tap **Comment** on the toolbar;
2. Tap ;
3. Choose the **Insert** tool , or **Replace** tool  as desired;
4. Choose the color and opacity as desired from the toolbar. If you need to keep the tool selected to mark up text continuously, tap ;
5. To insert text, tap on the document where you want to insert the text;
To replace text, drag over text to select the text that you want to replace;
6. Input the text in the pop-up window, and tap **OK**.

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


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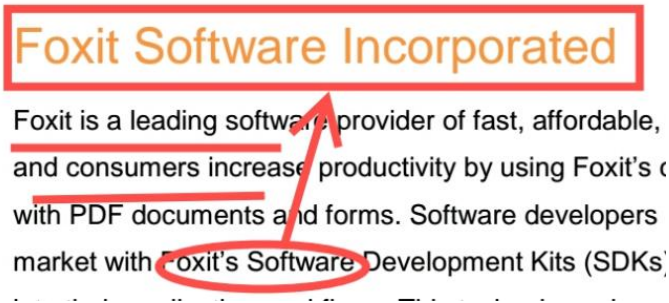
Add a Drawing Markup

Drawing tools help you make comments with drawings in line, rectangle, oval, arrow, and free-form figures.



Add a Line, Rectangle, Oval, or Arrow

1. Tap **Comment** on the toolbar;
2. Tap ;



3. Choose the **Line** tool , **Rectangle** tool , **Oval** tool , or **Arrow** tool  as desired;
4. Tap  to choose the color, linewidth, and opacity as desired. If you need to keep the tool selected to add markups continuously, tap ;
5. Drag over on the document to add the markup.



Add a Free-from Shape

1. Tap **Comment** on the toolbar;
2. Tap  ;
3. Tap  to choose the color, linewidth, and opacity as desired;
4. Draw on the document to add shapes as desired.




To erase the free-form shape during drawing:

1. Tap  ;
2. Tap  ;
3. Drag over the shape that you want to erase.

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Add Text Comment

1. Tap **Comment** on the toolbar;
2. Tap ;
3. Tap  to choose the font, font size, font color, and font opacity. If you need to keep the tool selected to add commenting markups continuously, tap ;
4. Tap the area on the document where you want the text comment added to;
5. Input the text as desired.

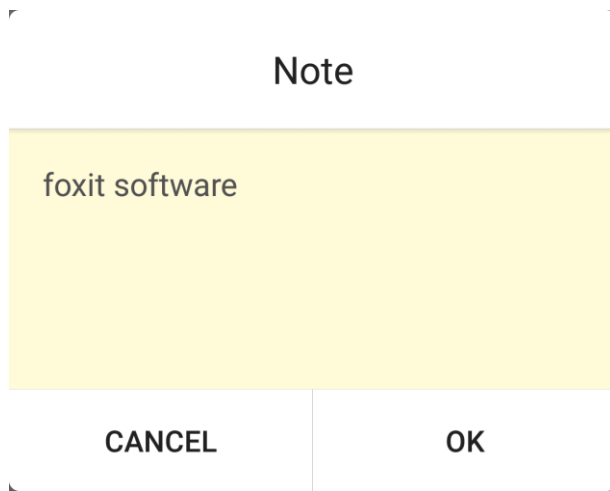
upon PhantomPDF Standard by providing advanced Policy protects PDF documents through Microsoft® A Management Service. Permanently remove (redact) protect confidential information.

I'm adding a line of new text





Add a Note Comment

1. Tap **Comment** on the toolbar;
2. Tap ;
3. Tap  to choose the note icon, fill color, and opacity. If you need to keep the tool selected to add notes continuously, tap ;
4. Tap on the document where you want to add the note comment;

5. Input the comment in the pop-up window;
6. Tap **OK**.



Add a File Attachment



1. On the document pane, tap **Comment** on the toolbar;
2. Tap ;
3. Tap ;
4. Tap  to choose the style, fill color, and opacity of the attachment icon as desired from the toolbar. If you need to keep the tool selected to add files as comments continuously, tap ;
5. Tap on the document where you want to add the attachment;
6. Select one file, and tap **OK**.

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Tip: The added files will be displayed as attachment icons in the document page, you can open them by tapping the file attachment icon directly.

Add a Stamp



1. Tap **Comment** on the toolbar;
2. Tap , and choose ;
3. Select a stamp from the preset list;
4. Tap on the document where you want to add the stamp.

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and consumers increase productivity by using Foxit's c
with PDF docume
market with Foxit
into their application workflows. This technology shares



Undo and Redo the Last Action

Simply tap  or  on the toolbar on the top while adding comments.

Exit the Comment Mode

Simply tap  on the toolbar on the top when in the comment mode.

Work on Comments

Change the Appearance of an Existing Comment

- For text markups/drawing markups/new text comments, tap the comment first, and then choose **Appearance** from the pop-up menu.
- For note comments: tap and hold on the comment first, and then choose **Appearance** from the pop-up menu.

Tip: Stamps are preset by Complete PDF Viewer. You cannot change the appearance of stamps.

Resize a Comment (Drawing Markups and Stamps)

Tap the comment first, and then drag any of the handles to resize it.

Move a Comment

- For drawing markups, new text comments and stamps, tap the comment first, and then drag it to the desired place.
- For note comments and attachments, tap and hold on the comment first, and then drag it to the desired place.

Delete a Comment

Tap the comment first, and then choose **Delete** from the pop-up menu.




Tip: To Highlight, Underline, or Strikeout text, simply Press and Hold on any TEXT. To bring up the Annotation popup menu, just Press and Hold an empty area of a document.

Add Signatures

Complete PDF Viewer provides a simple but useful signing tool to let you sign a PDF document with your personal signature.

- [Create a Signature](#)
- [Sign a Document](#)
- [Verify a Digital Signature](#)
- [Edit a Saved Signature](#)
- [Clear a Saved Signature](#)


Create a Signature

1. Tap **Sign** on the toolbar;
2. Tap  to choose the color and thickness as desired;
3. Draw your signature in the pane; you can tap  to remove the signature;
4. If you want to create a signature with a digital certificate, follow the steps below:
 - Tap **Select and add certificate**;
 - Select a certificate from the list, input the password, and then confirm it;
 - Tap **OK**;
5. Tap  to save the signature.



Tip:

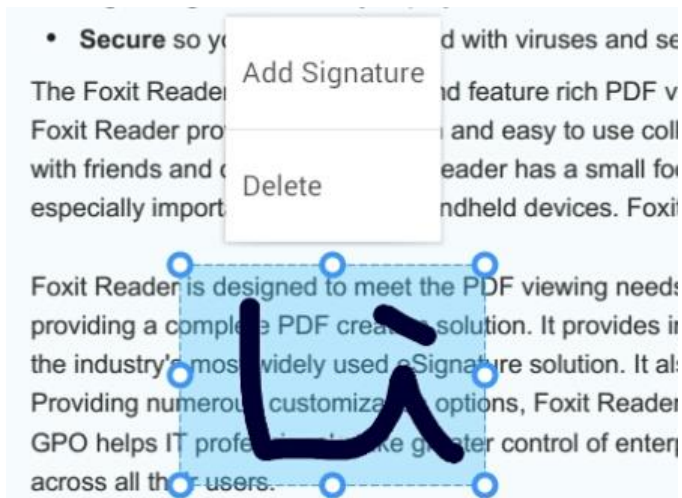
1. If you have created and saved signatures previously in Complete PDF Viewer, you should tap **Sign** >

Signature List > Create icon  when you want to create a new signature.

2. To create a signature with a digital certificate in Complete PDF Viewer, you need to save the digital certificate on your device before creating the signature.

Sign a Document

1. Tap **Sign** on the toolbar;
2. Tap on the document where you want to add the signature to. If you haven't saved a signature on the device previously, the **Tap to create a new signature panel** will appear. Please follow the steps in [Create a Signature](#) to create a signature first;
3. If necessary, drag the corner handle to resize the signature, or drag the signature to move it to the desired location;
4. Tap **Add Signature** to apply the signature;





Tip: Once applied, the signature cannot be edited or moved. The signature and all other changes made to the document will be saved.

Verify a Digital Signature


If a PDF document contains a digital signature, you can verify the digital signature to ensure that it is valid. The steps are as follows:

1. Open the signed PDF document with Complete PDF Viewer;
2. Tap the digital signature, and then select **Verify Signature**.

Edit a Saved Signature

1. Tap **Sign** on the toolbar;
2. Tap **Signature List** on the toolbar at the bottom to open the **Signature List** panel;
3. Tap  beside the signature that you want to edit, and choose **Edit**;
4. Edit the signature in the pop-up panel as desired, and tap  to save it.

Clear a Saved Signature



1. Tap **Sign** on the toolbar;
2. Tap **Signature List** on the toolbar at the bottom to open the **Signature List** panel;
3. Tap  beside the signature that you want to delete, and choose **Delete**.

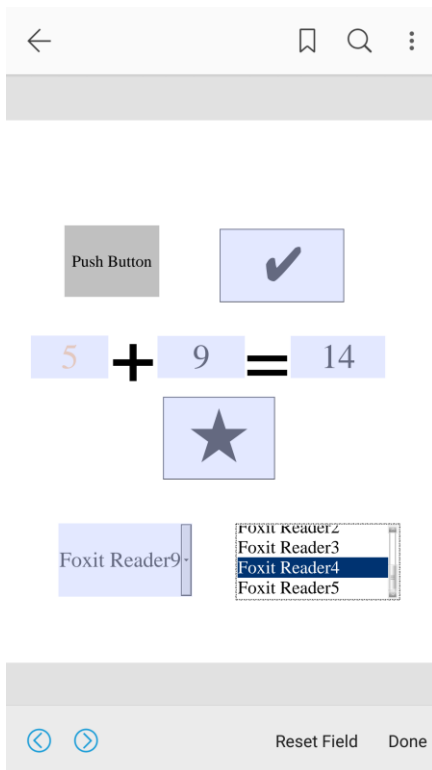
Fill in Forms

Complete PDF Viewer supports the following PDF form features:

- [Fill Out PDF Form](#)
- [Reset Form Fields](#)
- [Import and Export Form Data](#)


Fill Out PDF Form

1. Tap the fillable form field, and input the text; you can tap  or  to navigate through the form fields;
2. Upon completion, tap **Done** on the toolbar to save the PDF form.




Reset Form Fields

- To reset the current form field, tap **Reset Field** on the toolbar on the bottom;


- To reset all the form fields, tap  on the toolbar on the top, and choose **Reset Form Fields** under the **Form** group.

Import and Export Form Data

To import form data:

1. On the document pane, tap  on the toolbar on the top;
2. Tap **Import Form Data** under the **Form** group;
3. Select the form data file (.xml file), and tap **OK**.

To export form data:

1. On the document pane, tap  on the toolbar on the top;
2. Tap **Export Form Data** under the **Form** group;
3. Input the file name;
4. Tap **OK**.

Contact US

Complete PDF Viewer is built using Foxit MobilePDF SDK which is a Rapid Development Kit for mobile platforms that focuses on helping developers easily integrate powerful Foxit PDF technology into their own Android and iOS apps. For more details, please visit Foxit website at <http://www.foxitsdk.com/mobile-pdf-sdk-landing/>.

Feel free to contact us should you need any information or have any problems with our products. We are always here, ready to serve you better.

Contact Information

You can contact Foxit directly, please use the contact information as follows:

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- <http://www.foxitsoftware.com/support/>

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- Phone: 1-866-680-3668
- Email: sales@foxitsoftware.com

Support & General Contact:

- Phone: 1-866-MYFOXIT or 1-866-693-6948
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