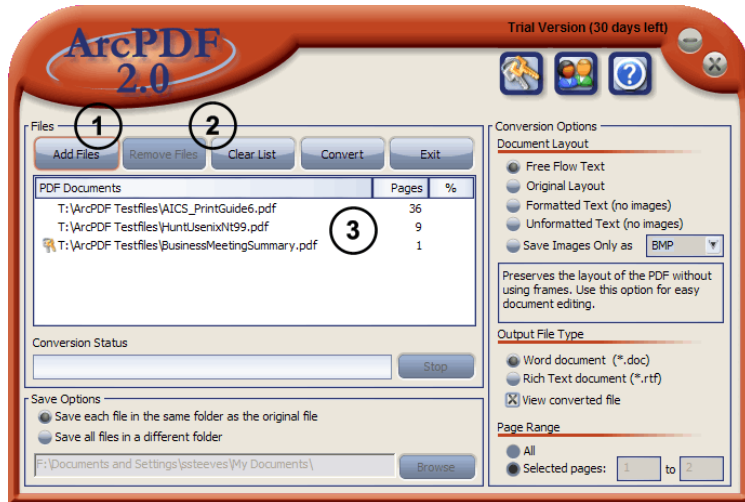


Thank you for choosing ArcPDF. It has been successfully installed on your computer. It is available from the ArcPDF 2.0 shortcut placed on your desktop or from your Start menu by going to Start – Programs – ArcPDF 2.0

Converting PDF files to Word or RTF documents using ArcPDF is simple – **add** your files, select your **options** and then click **Convert** to start.

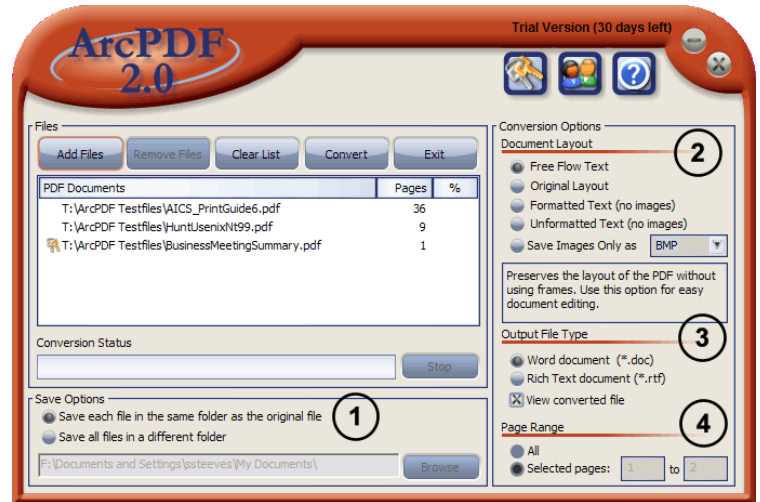
1. ADD FILES



1. Use the **Add Files** button to browse your computer and find the PDF files you want to convert. You can also add files by dragging and dropping PDF files directly onto the application.
2. Remove individual files from the list by selecting them and clicking the **Remove Files** button. You can also empty the entire list with the **Clear List** button.
3. All files are listed in this area. Any files marked with the keys icon (🔑) are password protected PDF files. When a password protected file is added, the Password Manager dialog will prompt for the document password. All passwords entered are saved and used each time a secure PDF is opened.



2. SELECT OPTIONS

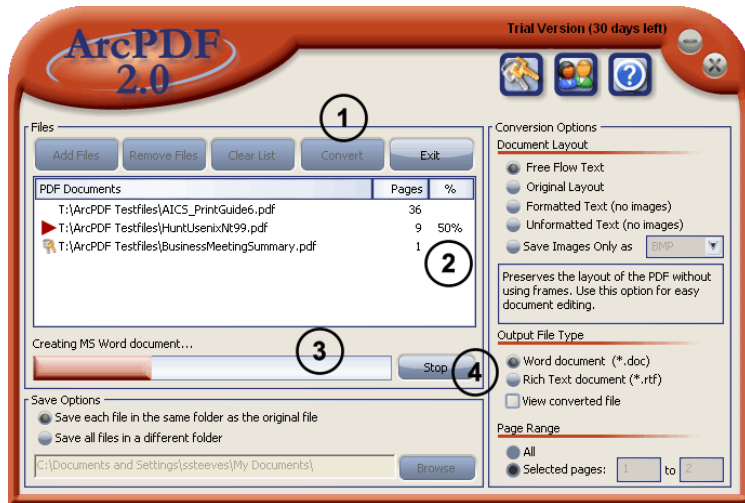


1. Choose the folder where you want to save the Word or RTF file. The default is to save the file in the same location as the PDF document, but you can also specify a different folder.
2. There are five document layout options.

Free Flow Text	Creates text without frames for easier editing.
Original Layout	Creates a Word document using frames to preserve the layout.
Formatted Text	Extracts only the text while keeping the text formatting.
Unformatted Text	Extracts only the text with no formatting.
Images Only	Extracts only the images from the PDF. A folder is created for each page, and the images are named imagefile1, imagefile2, etc...

3. Select the type of document to create – a Microsoft Word document (*.doc) or a Rich Text document (*.rtf).
4. Select the page range. When in evaluation mode, this option is disabled.

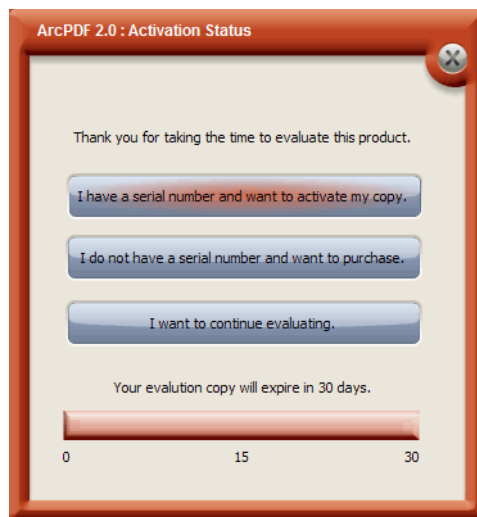
3. CONVERT



1. Click the **Convert** button to begin converting your PDF files. Your Word or RTF documents are created as you watch.
2. The percentage (%) column shows the progress of each file as it is converted.
3. Status messages are displayed above the overall progress bar.
4. The conversion can be stopped at any point by clicking the **Stop** button

PRODUCT ACTIVATION

The product automatically enters trial mode when first installed. An activation prompt will display each time the software is run until it is activated with your serial number, or the trial expires. Select **"I have a serial number and want to activate my copy"** to start.



You can also activate the product using the keys icon in the upper right of the screen.

HINTS AND TIPS

Visit the [PEERNET Forum](#) to search our knowledge base of frequently asked questions, or contact the [PEERNET Technical Support](#) team with your question.

CONTACT INFORMATION

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