

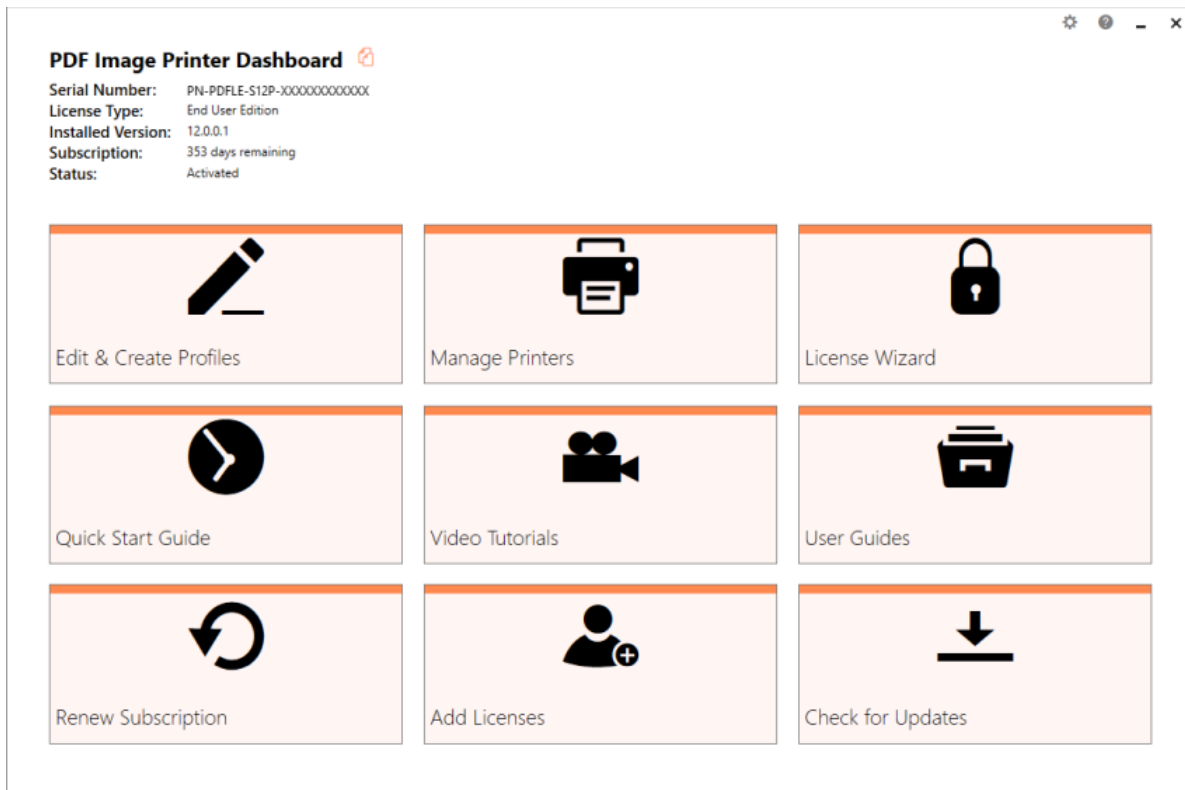
PDF Image Printer Quick Start Guide

Welcome to PDF Image Printer

This short guide will introduce you to the core features and show how to use PDF Image Printer to convert any document you can print to PDF.

The Dashboard

The Dashboard is PDF Image Printer's control center. It brings the tools for creating and editing profiles, managing printers, accessing help resources and product activation together in one place.



The dashboard is your quick access to:

License Status - The top left displays your serial number, license type, and activation and subscription status. The License Wizard tile allows you to activate your product, change your serial number, or manage your licenses.

[Profile Manager](#) - Launches the Profile Manager utility where you can create your own conversion profiles. Profiles are groups of settings used by PDF Image Printer to create the type of output file you want. Several system profiles for common output files are included to get you started.

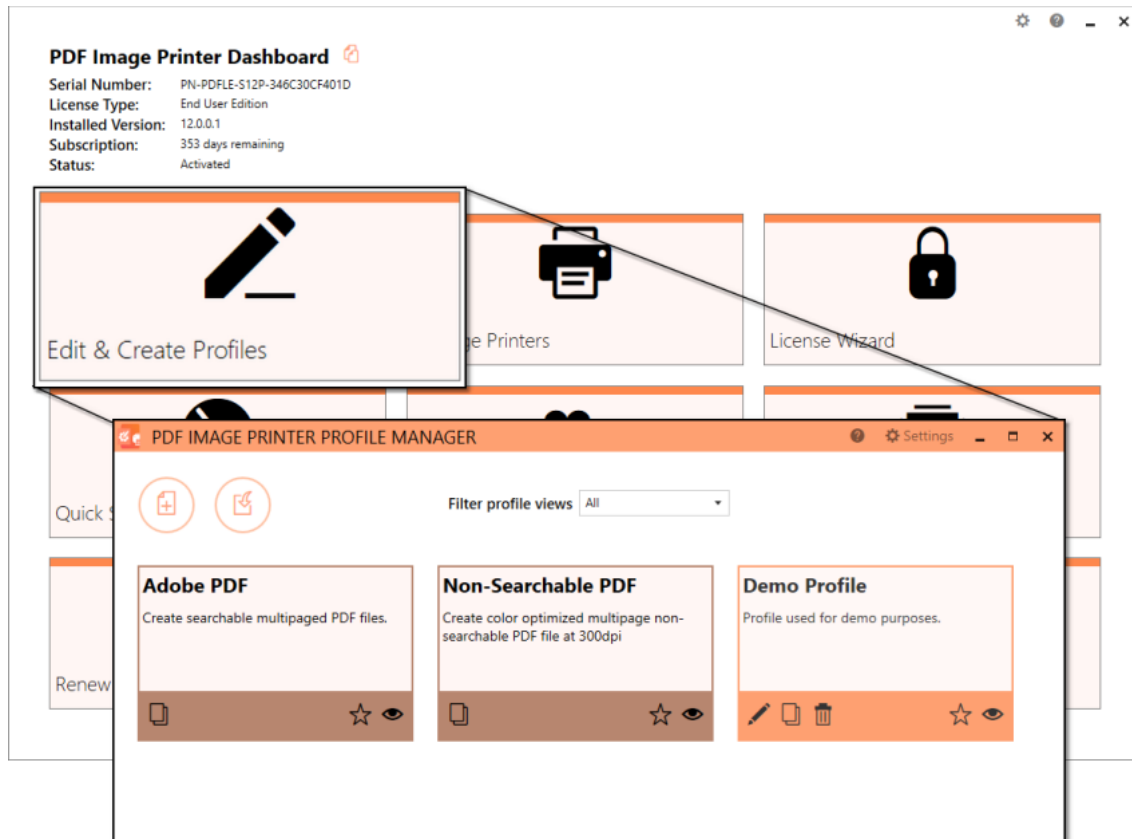
[Printer Management](#) - A quick access screen to set the default conversion profile used by the PDF Image Printer 12 printer as well as to create, copy or rename printers.

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The Profile Manager

The Profile Manager allows you to edit and create profiles. Profiles are used by the PDF Image Printer printer to create output files. From here you can copy and edit the system profiles, create personal profiles, mark profiles as favorite or hidden, and filter which ones you see.

Launch Profile Manager from the Dashboard by clicking on the **Edit & Create Profiles** tile.



The system profiles that come with the printer are shown in a darker color and cannot be edited, only copied. Personal profiles are a lighter color and are created by copying system profiles and creating new profiles using the Add Profile button in the upper left. Personal profiles can also be copied.



Create (add) a new profile



Creates a copy of the profile you can edit



Edit the profile to make changes.

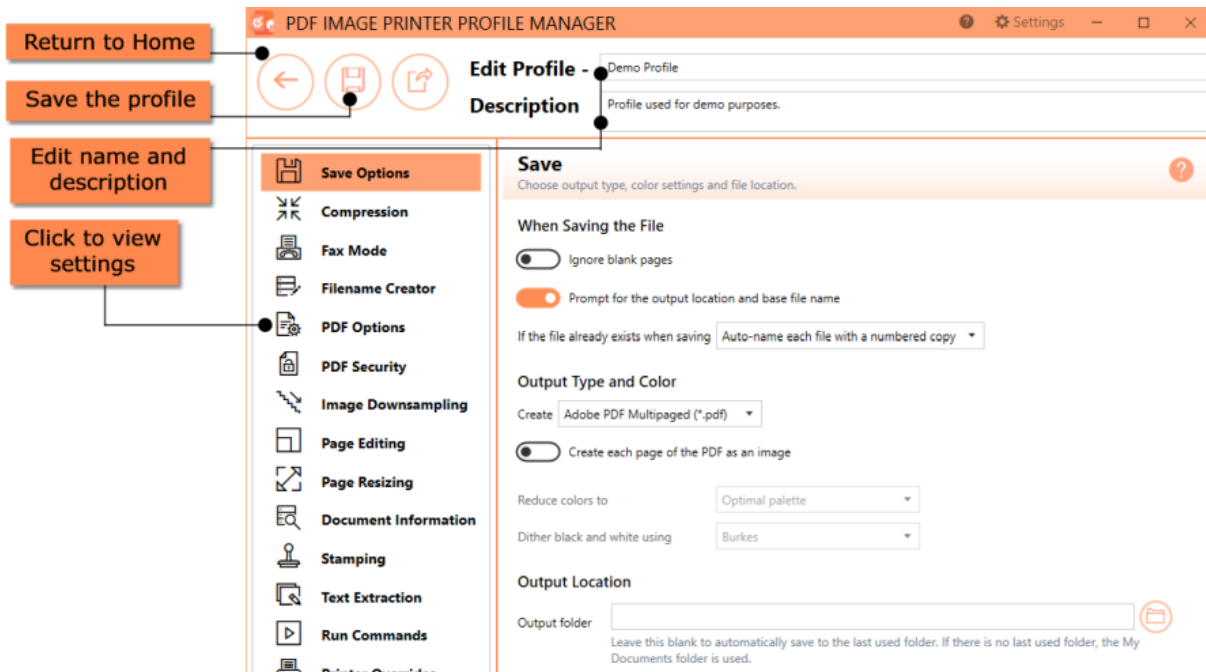
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Editing Profiles

Creating a new profile, or copying an existing one will open it in *profile editing view*.

From here you can set your profile name and description, as well as view and change any of the profile settings. Clicking on the categories on the left hand side will change the view to those settings.

Once finished, you can save your profile. At any point you can discard your changes and return to the profile manager home screen.

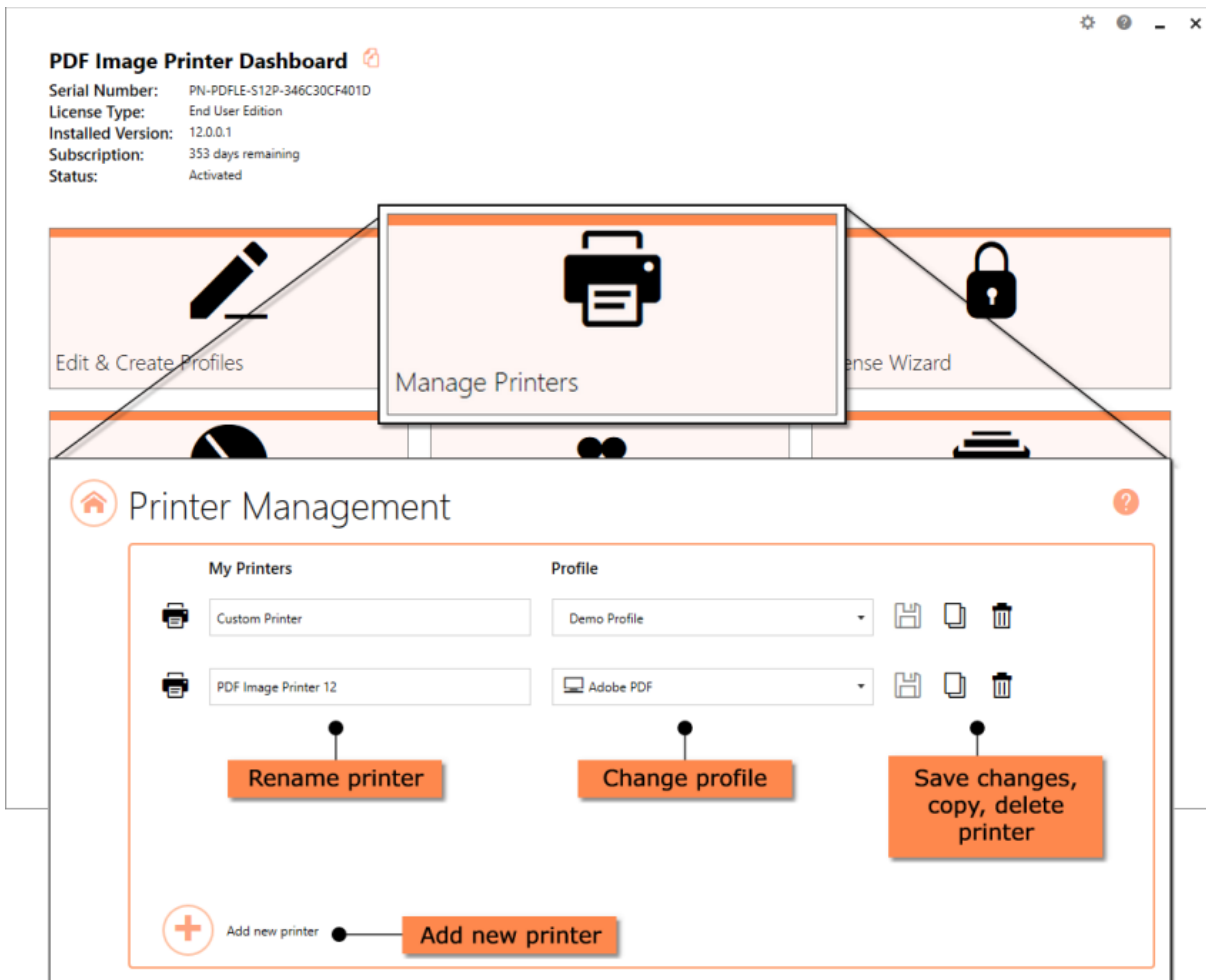


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Printer Management

Printer Management is a quick and easy tool that allows users to change the default profile PDF Image Printer uses to create output files.

This new utility also provides easy access to adding new copies of the printer, as well as renaming and deleting existing printers.

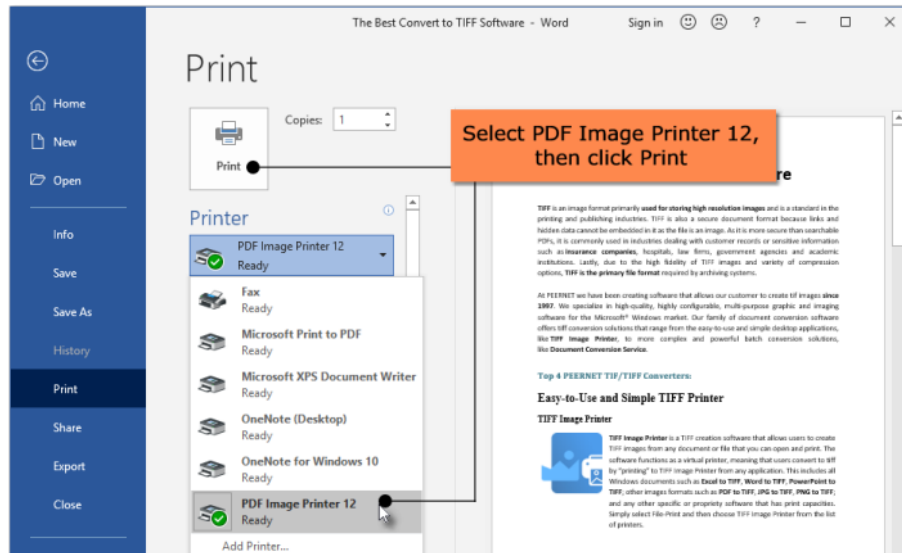


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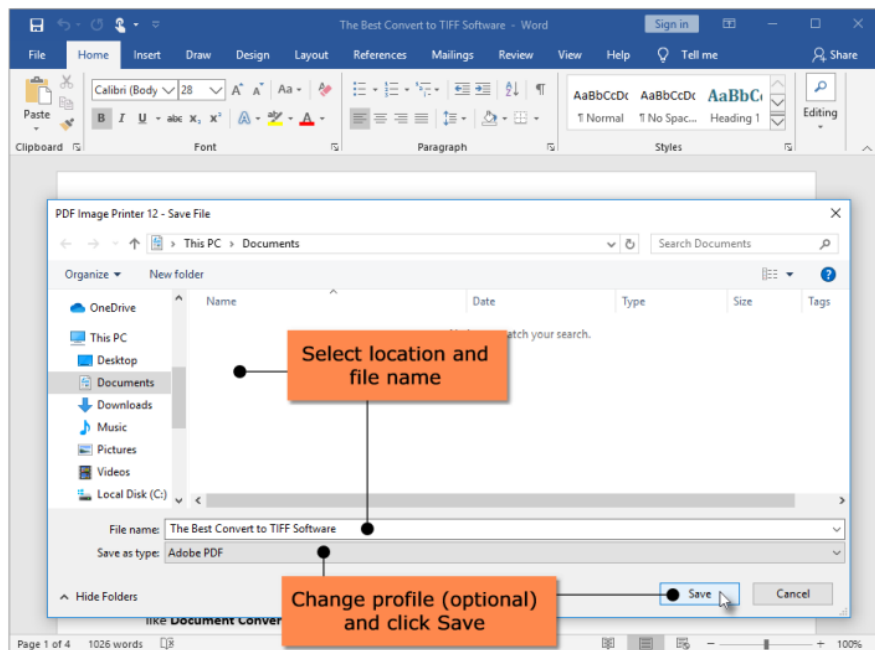
Creating Searchable PDF Files

To create a PDF document, you need to be able to open and print your original file to PDF Image Printer 12. Here we are opening and printing a Microsoft Word document.

Select **File - Print** from your application, and select PDF Image Printer 12 from the list of printers. Then click **Print**.



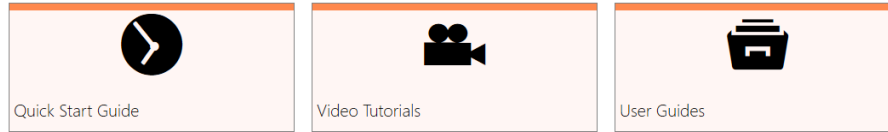
Then set the name and save location of your new PDF file, and click **Save**.



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Additional Online Help Resources

Access help resources directly from the Dashboard by clicking on the **Quick Start Guide** tile to launch this guide, the **Video Tutorials** tile to visit our PDF Image Printer tutorials web page, or the **User Guide** tile to visit our PDF Image Printer guides web page.



Our [Tutorials](#) section contains a range of video tutorials covering topics like installing and activating PDF Image Printer, new features available in PDF Image Printer, step-by-step instructions for basic conversions, and tutorials on using Profile Manager to create and edit personal profiles.

Our [How-Tos](#) page offers videos and articles on the commonly asked questions and tasks while the Guides section lists all our quick start, user guides and online documentation.