## **PEERNET PDF Creator Plus 8**



How To Convert Publisher to PDF With PDF Creator Plus

### **OVERVIEW**

Converting **PUB to PDF** is a snap with this budget-friendly and intuitive PDF creation software that works with any Windows application that can print. With many built-in features, <u>PDF Creator Plus</u> is a complete solution for all your <u>file conversion needs</u> that can create **Adobe PDF** files and **TIFF, JPEG, and other image formats**.

### **TUTORIAL VIDEO**

Watch on YouTube: https://www.youtube.com/watch?v=73Gf3ogKsVo

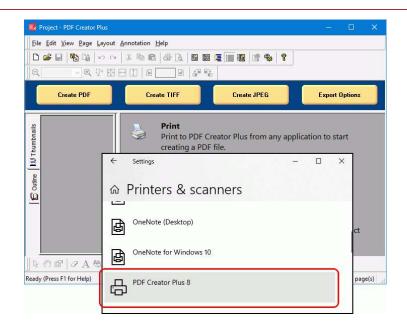
### PDF CREATOR PLUS FEATURE SPOTLIGHT

- Easily combine multiple Publisher files into a single PDF.
- > Drag and drop PDF files to quickly merge them with your Publisher files.
- Preserve the fonts and formatting of your Publisher file when converting to PDF.
- > PDF files are generally smaller than the original Publisher file and are viewable almost everywhere without downloading special software.
- > Converting Publisher to PDF allows for secure distribution via email or the Internet.
- > More than just PDF, PDF Creator Plus can also create TIFF, JPEG, and BMP images.

# **HOW TO CONVERT PUB TO PDF**

1. <u>Download and install a free trial</u> to try it out, or install <u>install and activate your purchased copy</u>. The setup program will install the **PDF Creator Plus app** and **PDF Creator Plus 8** virtual printer to your computer.

PDF Creator Plus can merge and convert PUB to PDF by printing Publisher files to the PDF Creator Plus 8 virtual printer instead of your regular printer.



**2.** Open your **PUB** file in Microsoft Publisher and select **File->Print** from the application menu.

In the **Print** options screen, pick **PDF Creator Plus 8** from the printer options and then proceed by clicking the **Print** button to convert PUB to PDF.

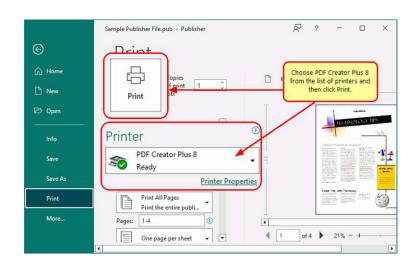
**3.** The **PDF Creator Plus 8** printer sends the pages from your **PUB** file to the **PDF Creator Plus app**. In the app, you can add, move, rotate, or delete pages before creating your PDF file. Use the included tools to annotate the pages with text, shape, and images.

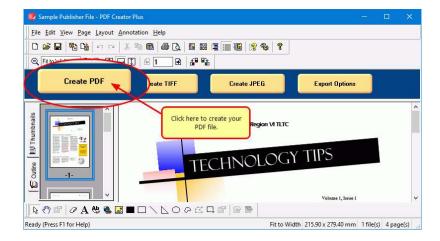
You now have two options: create your PDF by clicking the **Create PDF** button or add more pages by merging PDF files and printing additional documents from Publisher and other apps.

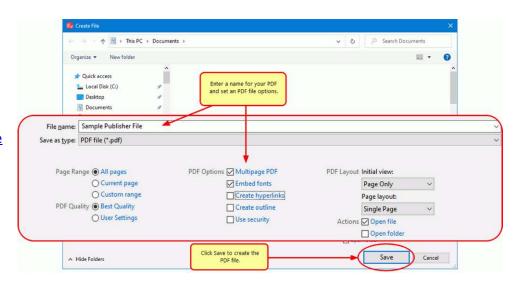
- **4.** In the **Create File** dialog, edit the name for your new PDF file and choose where to save it. The next step is to choose options for your PDF file:
  - a. Select **PDF file (\*.pdf)** as the Save as type,
  - b. Check the **Multipaged PDF** and **Embed fonts** options.
  - c. If you <u>added hyperlinks or outline</u> <u>information annotations</u>, check the options for **Create hyper-links**, **Create outlines**, or both.
  - d. Keep the **Open file** option enabled to open the PDF automatically upon creation.

e.

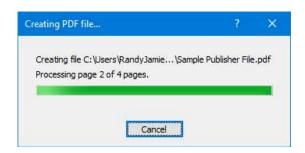
Click the **Save** button when you are ready to convert PUB to PDF.







**5.** A progress dialog will appear as PDF Creator Plus creates your new PDF. If you need to change your PDF, use the Cancel button to stop the process. You can then make your changes and start again.



## A NOTE ON OUTLINES AND HYPERLINKS

Although printed pages from Excel do not keep any outline or hyperlink information, there are annotation tools for adding outline headings and hyperlinks back on your pages. See <u>Creating an Outline/Bookmarks in PDF Creator Plus</u> to learn how to add outline information to your pages before creating your PDF. Subsequently, for hyperlinks, see our article <u>How do I add a hyperlink to a PDF Creator Plus project</u>.