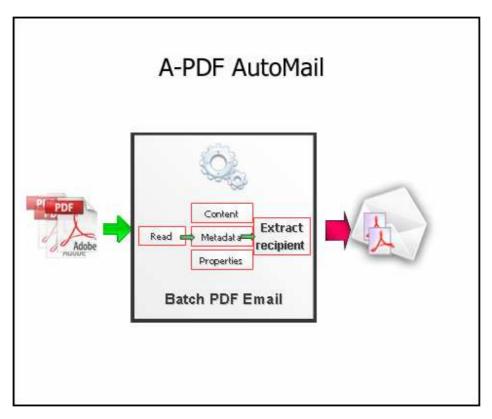


**User Documentation** 

Note: This product is distributed on a 'try-before-you-buy' basis. All features described in this documentation are enabled. The registered version does not insert a watermark in your generated pdf documents.

## About A-PDF AutoMail

A-PDF AutoMail is a PDF Bulk email software for Windows that allows you to automatically batch send your PDF documents that contain recipient email addresses as part of the document text or properties. A-PDF AutoMail can send volumes of personalized PDF documents such as invoices, statements, reports, bills and etc via email.



## **Key Feature**

## Extracting E-mail address using PDF Content text

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A-PDF Automail can extract E-mail address from PDF content and use the address to send email automatically. A-PDF Automail also can extract PDF content and use it as a part of subject and body of email

## Distribute\email Multiple PDF Files At Once

A-PDF AutoMail takes multiple PDF files as input and routes them to the correct recipients saving your valuable time and increasing your productivity. Distribute hundreds or thousands of PDF documents with simplicity of sending a single e-mail. Just select input files and the software will do the rest.

## **Use PDF Document Properties to Designate E-mail Recipients**

Use PDF document properties to add e-mail recipients and message subjects to the PDF documents that do not contain this information as part of the text. Document properties can be as Creator, Title, Subject and Keywords etc...

### **Preview and Confirm Results**

Easily preview, edit, and modify extracted email addresses, message text and subject, preview PDF attachments before sending documents out to the recipients.

#### **E-mail Support**

A-PDF AutoMail uses either your current e-mail client such as Microsoft Outlook, Outlook Express, SMTP (Simple Mail Transfer Protocol) Internet E-mail server. SMTP is the de facto standard for email transmissions across the Internet and provides functionality for sending volumes of e-mail messages without user interaction.

#### **Secure Outgoing Documents**

Optionally secure outgoing PDF documents with a "document open" and "user permission" passwords. Restrict editing, printing and content extraction. Recipients will be required to enter a "document open" password in order to view its content.

### Message Log

A-PDF AutoMail records date, time, file name, and all recipients for each outgoing email.

## Using A-PDF AutoMail

When you start the program, you will be presented with the primary screen from which all actions are taken.



#### Released: January 2010



# **User Documentation**

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## Selecting PDF File to Email

Clicking the **<u>Add PDF Document</u>** icon, or selecting **<u>File</u>** then choosing **<u>Add PDF</u> <u>Document</u>** will open the standard file browse and select window. From that window you can navigate to the folder and find the files you want to add to the list of files to be emailed from.

Alternatively, if you are using Windows Explorer to locate files, you have the convenience of being able to 'drag and drop' files into the document window.

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# **User Documentation**

A-PDF AutoMail even allows you to select all files in a particular directory/folder by using the **Add a <u>D</u>irectory** 

option from the <u>File</u> menu! Add a directory also supports sub-folders.

Add File	Add Folder		🖌 Clear All	
Filename	Size	Send to		
Acard_Alfonso Britt	35 KB	alfonso@gmail.c		
card_Gary Richard	35 KB	richard@gmail.co		

Each added file is displayed in the PDF AutoMail Top window, as seen in the example below. You can view any of the files in the window by 'double-clicking' them. That will open PDF files in your default PDF reader program (usually Adobe Reader).

## Select AutoMail Rule

**What is AutoMail Rule (Content Tag Marco)?** A AutoMail (Content Tag Marco) Rule defines text (usually be mail to address, such as demo@mail.com) **position** information within the sample PDF. A-PDF AutoMail according to the rule to search for text, compare text and then extract the text as email address for you automatically.

The Rule for applying to PDF(s) are listed in the **Email address extracting Rule Window**, where you can find rule items list in here, the current Rule you selected will to be applied to PDF(s)





#### Modify Current Selected Rule Demo Current Selected Rule Current Selected Rule Export a set of rules to file Demo Current Selected Rule Export a set of Rule Add new Rule Import a file into rule list

# Mail Address Extract Rule Tool Bar Function

## **Batch Mail PDF**

Click the **Email** button to Auto Mail all of PDF files in the PDFs document windows. A-PDF AutoMail will to email PDF files base on the selected rule.

Filename	Size	Send to	C Subject	SendResult
🛷 card_Alfonso Britt	35 KB	alfonso@gmail.com	Customer Ne	Mail Success
🛷 card_Gary Richard	35 KB	richard@gmail.com	Customer Ne	Mail Success

The log splitting will be shown in log list.

## **Define email extract Rule**

A-PDF AutoMail allow you Auto-email you PDF document based on content\text (usually be mail to address, such as demo@mail.com) find, within your Source PDF to be emailed, you can define content tag macro at your will, It provides a power Mail address Marco editor to allow you extract mail address information from the source PDF files.



## **User Documentation**

## Example for creating an Content Tag Marco

**Step 1,** In **A-PDF AutoMail main window**, click the Rule->New Rule to open the Content Tag Marco Editor window. You can configure the Content Tag Marco properties here. Once you set the desired options for the Marco, you can click **Save** Button to save it.

<u>F</u> ile	Rule	Ac <u>t</u> ion	Help	P
0	New	Rule		
	<u>E</u> di	t Rule		
	<u>R</u> еп	nove Rule		vdd F <u>o</u> lder
Filena		ort		Size
<mark>, ∕</mark> -car	Exp	ort		35 KB
<mark>, ∕</mark> kar	d_Gary	Richard		35 KB

**Step 2,** Click the **Browse** button in configuration window. You can select a PDF file (for example: "card\_Alfonso Britt.pdf") as sampling document. Normally the sampling document can be the PDF document that you want to auto-email.

Step 3, In the opened sample PDF view.
You can find the Email address words (for example the sample words is:
Email:alfonso@Gmail.com) in it. Click left mouse button to select it. Then you will find have a Red dashed border on it.

	Sampling words
Alfonso Britt	
Sales	
Phone: 098-312-23	56
Fax: 253-690-7820	
Email: alfonso@gm	ail.com
Website: a-pdf.c	dd to Macro Tag ->
A <sub>2</sub>	<u>d</u> d to "Mail to" ->
A	dd <u>t</u> o "CC" ->
Â,	dd t <u>o</u> "BCC"->
A	dd to " <u>S</u> ubject"->



# **User Documentation**

**Step 4,** Right-Click on the mouse, select "Get content by Position" item from Pop-Up Menus, to add the **Position** of selected sample words to Content Tag list. It will open the **Add content Marco Tag** configuration window. You can adjust the **Position deviation (X,Y)** to mitigate the impact of position deviation in sample PDF. If the text align of sampling is left. The **Samples Align** value should be "**Left**" If the text align of sampling is middle. The **Samples Align** value should be "**middle**" and if the text align of sampling is right, the **Samples Align** value should be "**right**".

💁 Add Hacro		×
General Transform Vali	idate	
Samples: Email: alf	fonso@gmail.com	
Samples Position		
Position: (88,431)	Page: 1	
Position Deviation(	(0 - 15 recommend)	
<u>X</u> : 3	<u>Y</u> : 3	
Samples <u>A</u> lign: <u>M</u> acro Name	Macro_1	_

### Transform Macro (Optional):

You can transform Macro by script before you use the Macro, The benefits of transform is: you can split out the your expect results from the more complex PDF, such as I would like to just take the first three characters from Macro and use it to separate source PDF

Example : tag:=leftstr(tag,3); //take the first three characters from Macro

See more examples by clicking **Example button** 

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Var p :Integ	1	/e as	🔯 Load	<u>E</u> xample	<u>G</u> en	Contact us
Var p :Integ Begin p := Pos	er; s(ReverseStr		), ReverseString		<u>G</u> en	
Var p :Integi Begin p := Pos if p > 01	er; s(ReverseStr	ing('Email: ')			Gen	Contact us
Var p :Integi Begin p := Pos if p > 01	er; s(ReverseStr	ing('Email: ')			Gen	Contact us
Var p:Integi Begin p:= Pos if p > 0 t Tag := F	er; s(ReverseStr	ing('Email: ')			Gen	Contact us
Var p:Integi Begin p:= Pos if p > 0 t Tag := F	er; s(ReverseStr	ing('Email: ')			<u>G</u> en	Contact us
Var p:Integin Begin p:= Pos if p > 0 t Tag := F End.	er; s(ReverseStr	ing('Email: ') , p - 1); !			Gen	Contact us

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### Validate Macro (Optional):

You also can verify Macro by script before you use the Macro, the result is only valid can be used as input split tag conditions

The benefits of Validate is: You can filter the Macro line with the conditions, such as I would like to verify first three characters of Macro is the '010'

Example :

validate:=(LeftStr(tag,3)='010');// If
the Macro of the first three
characters is the'010', then the
return value is true, otherwise,
return false

General Transform Validate	
Applying Validate Splittag before triger	
Result True	
	_
▶ 🗐 Save as 🔯 Load Example Contact us	
Begin validate:=(tag<>") end.	^
	<
Compiled succesfully! Succesfully executed!	~ ~

Next Click the **Ok** button to add the Samples to tag list (That means the mail information extracting condition (in this case): **Finding unique** 

Macro Tags	
Macro Name	Details
Macro_Mailto	salvador@gmail.com

"Email:alfonso@Gmail.com" using text position searches (in same position (90,168) and in each page) and transform to "alfonso@Gmail.com" as email address



# **User Documentation**

<b>Step 5</b> , Using <b>"Marco_mailto"</b> Marco: in Mail settings tab.	Mail settings		
Click Mail to Marco button , select <b>"Marco_mailto"</b> Marco from pop menu	<u>M</u> ail to: CC:	{Macro_Mailto}	Filename Filesize Filefullname Macro Foldername
	S <u>u</u> bject:	Customer Newsletter {Macro_1}	PageCount Macro
	Mess <u>a</u> ge:	Dear Subsriber Please find attached newletter Support Team {Date}	Title Author Subject Keywords CreateDate ModifyDate Date Time Signature Macro
			Macro_Mailto
Step 6, Next click save button	<u>Save</u> to	o save the <b>`Marco_mail</b>	<b>to</b> ' Rule.



## **User Documentation**

ptions         imail Settings       Security         Select How to Send Email Message         Imail Settings       Select How to Send Email Message         Imail Settings       Use current email application (i.e. Outlook Winmail and etc)         Imail Due Windows security limitations, you may be prompted to confirm each outgoing email message. use SMTP e-mail server if you need to send large numbers of emails.         Imail Server(SMTP)         Internet E-mail Server(SMTP)         Internet E-mail Server(SMTP)         Server information         Outgoing SMTP mail server:         Server port number:         25	6
Select How to Send Email Message         Image: Select How to Send Email Message         Image: Select How to Send Email Application (i.e. Outlook Winmail and etc)         Image: Select How to Send Email Application (i.e. Outlook Winmail and etc)         Image: Select How to Send Email Application (i.e. Outlook Winmail and etc)         Image: Select How to Send Email Application (i.e. Outlook Winmail and etc)         Image: Select How to Send Email Server (SMTP)         Internet E-mail Server(SMTP) account settings         Server information         Outgoing SMTP mail server:         Smtp.163.com	
Ouse current email application (i.e. Outlook Winmail and etc)         Due Windows security limitations, you may be prompted to confirm each outgoing email message. use SMTP e-mail server if you need to send large numbers of emails.         Image: Outgoing SMTP account settings         Server information         Outgoing SMTP mail server:         Server information         User name:         apdftest	
Internet E-mail Server(SMTP) account settings Server information Outgoing SMTP mail server: smtp.163.com User name: apdftest	
Outgoing SMTP mail server: smtp.163.com User name: apdftest	
Server port number: 25 Password: ******	
User information Send a test mail	
Your name: apdftest@163.com	
Email Address: apdftest@163.com	
	⊆ancel

## **Options-Email Settings**

#### E-mail Support

The software uses either your current e-mail client such as Microsoft Outlook, Outlook Express, Mozilla Thunderbird or SMTP (Simple Mail Transfer Protocol) Internet E-mail server. SMTP is the de facto standard for email transmissions across the Internet and provides functionality for sending volumes of e-mail messages without user interaction.



# **User Documentation**

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Security Level       high(128-bit; Acrobat 5.0 and above)       Image: Printing (High Resolution 2000)         Image: Printing Open Password to open the document       Image: Printing Open Password 123       Image: Printing Open Password 123         Image: Permissions       Image: Printing Open Password to restrict permissions       Image: Printing Open Password to restrict permissions       Image: Printing Open Password to restrict permissions         Image: Permissions Password:       Image: Print Allowed:       Image: Printing Open Password:       Image: Print Allowed:         Image: Print Allowed:       Image: Print Allowed:       Image: Printing Open Password:       Image: Printing Open Password:         Image: Print Allowed:       Image: Printing Open Password:       Image: Printing Open Password:       Image: Printing Open Password:         Image: Print Allowed:       Image: Printing Open Password:       Image: Printing Open Password:       Image: Printing Open Password:         Image: Print Allowed:       Image: Printing Open Password:       Image: Printing Open Password:       Image: Printing Open Password:         Image: Print Allowed:       Image: Printing Open Password:       Image: Printing Open Password:       Image: Printing Open Password:         Image: Print Allowed:       Image: Printing Open Password:       Image: Printing Open Password:       Image: Printing Open Password:       Image: Printing Open Password:         Image: Print Allowed:		112-	Options	
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#### **Secure Outgoing Documents**

Optionally secure outgoing PDF documents with a "document open" and "user permission" passwords. Restrict editing, printing and content extraction. Recipients will be required to enter a "document open" password in order to view its content. The plug-in provides three different ways of password protection: a "global" password that is the same for all outgoing documents, or a document-specific password that is extracted from document's text (and text annotations) using a "password" keyword (For example: password: 123), or is read from document's properties (custom "Password" property is used to specify a password).

For more information: <u>http://www.a-pdf.com</u>

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