Win2PDF
User Guide

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Win2PDF

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Foreword

Make everything as simple as possible, but not simpler.
- Albert Einstein

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Part I

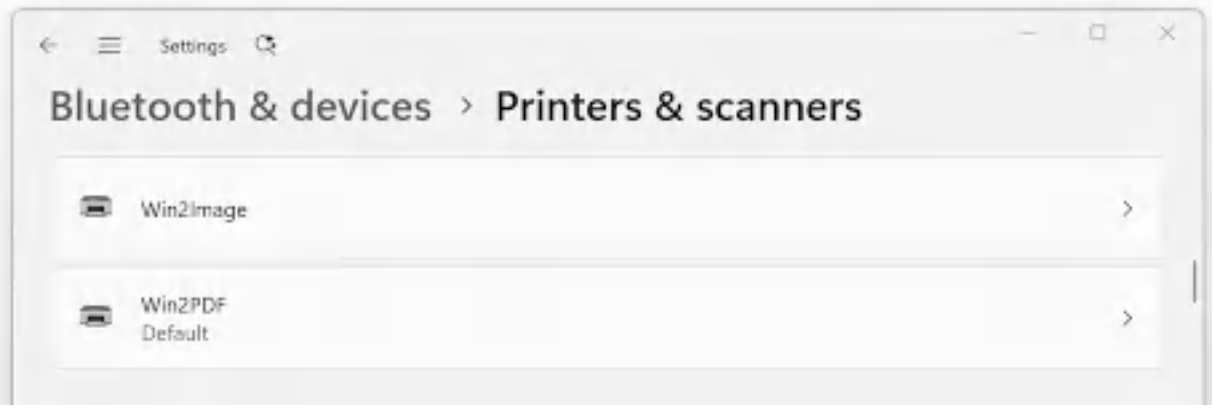
1 Installing Win2PDF

1.1 Win2PDF and Win2PDF Pro

If you are using a PC with Windows 8, please visit our help topic on "How to install Win2PDF with Windows 8".

If you are using a computer with any other version of Windows, please use the following instructions to install Win2PDF.

To install Win2PDF, download and run the Win2PDF setup program. After you run the setup program, you will have a new printer in the printers folder named "**Win2PDF**".



If you are evaluating Win2PDF, you can start creating PDF documents immediately. The evaluation version is fully functional, but every document will have an extra trailer page with Win2PDF product information. Also, a license reminder window will occasionally display. To evaluate Win2PDF or Win2PDF Pro without the trailer page, contact us for a time limited evaluation license.

The Win2PDF Pro install program can only be downloaded after you purchase the product. If you already have Win2PDF evaluation version installed, you do not need to uninstall Win2PDF before running the Win2PDF Pro install program.

If you have purchased Win2PDF, you can enter your license code by following the instructions in "Entering the Win2PDF license code".

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1.2 Win2PDF Terminal Server Edition and Win2PDF Pro Terminal Server Edition

To install Win2PDF, download and run the Win2PDF setup program. After you run the setup program, you will have a new printer in the printers folder named "**Win2PDF**". All users connecting to the server in using Windows Terminal Services, Remote Desktop Services, RemoteApp, or Citrix will have access to the Win2PDF printer on the server.

If you are evaluating Win2PDF, you can start creating PDF documents immediately. The evaluation version is fully functional, but every PDF document will have an extra trailer page with Win2PDF product information. To evaluate Win2PDF or Win2PDF Pro without the trailer page, contact us for a time limited evaluation license.

The Win2PDF Pro TSE install program can only be downloaded after you purchase the product. If you already have Win2PDF TSE evaluation version installed, you do not need to uninstall Win2PDF TSE before running the Win2PDF Pro install program.

If you have purchased Win2PDF, you can enter your license code by following the instructions in "Entering the Win2PDF license code".

Win2PDF TSE is licensed per server, so once you enter your license code all users on the server are licensed. There is no limit on the number of users accessing Win2PDF on a single server.

1.3 Overview of Win2PDF Components

Win2PDF installs a few different software components as part of the default installation. These are:

- **Win2PDF** - A printer that will **create PDF files** from any application that can print to a Windows printer.
- **Win2Image** - A printer that will **create image files** (.JPG, .GIF, .TIFF, .BMP, and .PNG) files from any application that can print to a Windows printer.

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- **Win2PDF Desktop App** - A local program that can **view and make page-leveling edits of PDF files**. This program can also be used to make some configuration settings in Win2PDF

To see a brief overview of these different components, please refer to the following slide show.

Overview of Win2PDF Software Components

Win2PDF Overview

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1.4 Deploying Win2PDF

If you are deploying Win2PDF to a large number of computers (50+), Dane Prairie Systems can create a customized version of the Win2PDF install program that will automatically enter license codes and company information for each installed copy of Win2PDF. There are also silent install flags available for the deployment, which are documented below.

The following command line options are supported by the Win2PDF setup program:

/SILENT, /VERYSILENT
Instructs Setup to be silent or very silent. When Setup is silent the wizard and the background window are not displayed but the installation progress window is. When a setup is very silent this installation progress window is not displayed. Everything else is normal so for example error messages during installation are displayed and the start up prompt is (if you haven't disabled it with the '/SP-' command line option explained above)
If a restart is necessary and the '/NORESTART' command isn't used (see below) and Setup is silent, it will display a "Reboot now?" message box. If it's very silent it will reboot without asking.

/NORESTART
Instructs Setup not to reboot even if it's necessary.

If you invoke the install with the following command line, it will bypass all user intervention, hide the progress bar, and it will not reboot even if necessary.

```
w2pdf.exe /VERYSILENT /NORESTART
```

The Win2PDF install only has to reboot if you are upgrading a previous installation of Win2PDF.

/SUPPRESSWARNINGS=nowarnings
Instructs Setup to suppress Win2PDF specific warnings that can occur when installing on terminal servers, such as the following message:
"Server operating system detected. If you decide to purchase Win2PDF and intend on using the product in a multi user server based application, you must purchase a server license of Win2PDF."

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/SUPPRESSMSGBOXES
Instructs Setup to suppress message boxes. Only has an effect when combined with '/SILENT' and '/VERYSILENT'.

The default response in situations where there's a choice is:
-Yes in a 'Keep newer file?' situation.
-No in a 'File exists, confirm overwrite.' situation.
-Abort in Abort/Retry situations.
-Cancel in Retry/Cancel situations.
-Yes (=continue) in a DiskSpaceWarning/DirExists/DirDoesntExist/NoUninstallWarning/ExitSetupMessage/ConfirmUninstall situation.
-Yes (=restart) in a FinishedRestartMessage/UninstalledAndNeedsRestart situation.

5 message boxes are not suppressible:
-The About Setup message box.
-The Exit Setup? message box.
-The FileNotInDir2 message box displayed when Setup requires a new disk to be inserted and the disk was not found.
-Any (error) message box displayed before Setup (or Uninstall) could read the command line parameters.
-Any message box displayed by [Code] support function MsgBox.

/LOG
Causes Setup to create a log file in the user's TEMP directory detailing file installation and [Run] actions taken during the installation process. This can be a helpful debugging aid. For example, if you suspect a file isn't being replaced when you believe it should be (or vice versa), the log file will tell you if the file was really skipped, and why.

The log file is created with a unique name based on the current date. (It will not overwrite or append to existing files.)

The information contained in the log file is technical in nature and therefore not intended to be understandable by end users. Nor is it designed to be machine-parse-able; the format of the file is subject to change without notice.

/LOG="filename"
Same as /LOG, except it allows you to specify a fixed path/filename to use for the log file. If a file with the specified name already exists it will be overwritten. If the file cannot be created, Setup will abort with an error message.

/NOCANCEL

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Prevents the user from canceling during the installation process, by disabling the Cancel button and ignoring clicks on the close button. Useful along with '/SILENT' or '/VERYSILENT'.

1.5 Updating Win2PDF

If you purchased a license of Win2PDF after September 2009 and have a 20-character alphanumeric license code, you can download and install the latest version of Win2PDF 11 for free at:

https://www.win2pdf.com/download/download.htm

It is not necessary to uninstall Win2PDF before running the new setup program. Win2PDF Pro users should use the "Win2PDF Pro Service Pack" download.

If you purchased a license of Win2PDF before October 2009 and have a 16-digit number license code, you can upgrade to Win2PDF 3.5 for free. The Win2PDF 3.5 download is available at:

https://www.win2pdf.com/support/updates.htm

To upgrade to Win2PDF 11 from Win2PDF 3.5 or below, there is a one-time upgrade fee. Win2PDF 11 fully supports the Windows 7, Windows 8, Windows 10, and Windows 11, and it includes additional save formats, including PDF/A, TIFF, JPEG, PNG, GIF, BMP, and Microsoft's XPS file formats. For more information on Win2PDF 11, please visit the Win2PDF 11 product page.

1.6 Adding a Win2PDF Printer

Settings for each Win2PDF printer are stored separately, so you can set up multiple copies of Win2PDF for settings required by different applications.

For example, you may have different actions for different types of documents. You may want to always save invoices to a specific folder and print a copy to a paper printer. You may want to save sales quotes to a different folder and automatically email them. At other times, you may create PDFs interactively and choose the file location in the Win2PDF "File Save" pop-up window. You can handle these cases by creating separate Win2PDF printers to handle each work flow. You could create a new printer named "Win2PDF Invoice" that is configured to automatically name PDF

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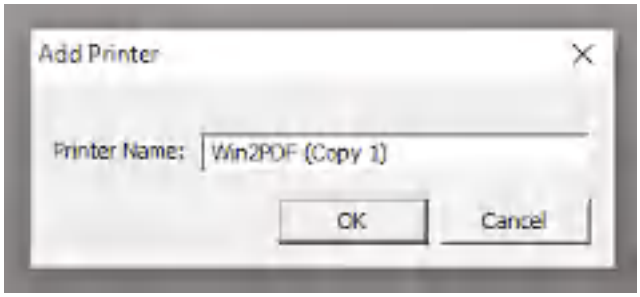
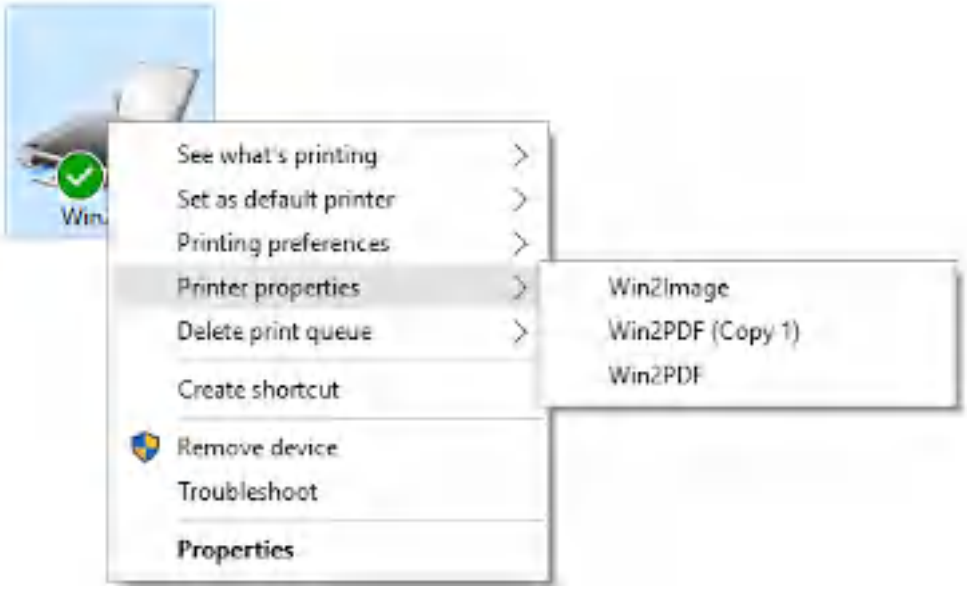
files and print, a second printer named "Win2PDF Sales Quote" that is configured automatically name to a different folder and email, and you can leave the "Auto-Name" feature off for the "Win2PDF" printer so you can still print interactively.

To add a Win2PDF printer, run the "Add Win2PDF Printer" program from the start menu under the Win2PDF program group. The following window will be displayed:



Add A Win2PDF Printer

Type a name for the new printer, or accept the default name and click OK. Win2PDF will add a new printer to the "Devices and Printers" folder. If you view printers in the "Devices and Printers" folder on Windows 8, Windows 8.1, Windows 10, or Windows 11, you will only see one Win2PDF icon even if you have multiple Win2PDF printers installed. If you right click on the Win2PDF icon, you will see all copies of Win2PDF and Win2Image as shown below:



Selecting A Win2PDF Printer

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Creating different Win2PDF printers for PDF work-flows can be very powerful when combined with the Auto-name feature.

How to add a new PDF printer that has unique save settings

There is no cost to add a new Win2PDF printer instance to the same computer. If creating many instances, you should rename each instance before configuring the instance.

1.7 Renaming a Win2PDF Printer

To rename a Win2PDF printer, open the "Printer Properties" Window from the "Devices and Printers" folder.

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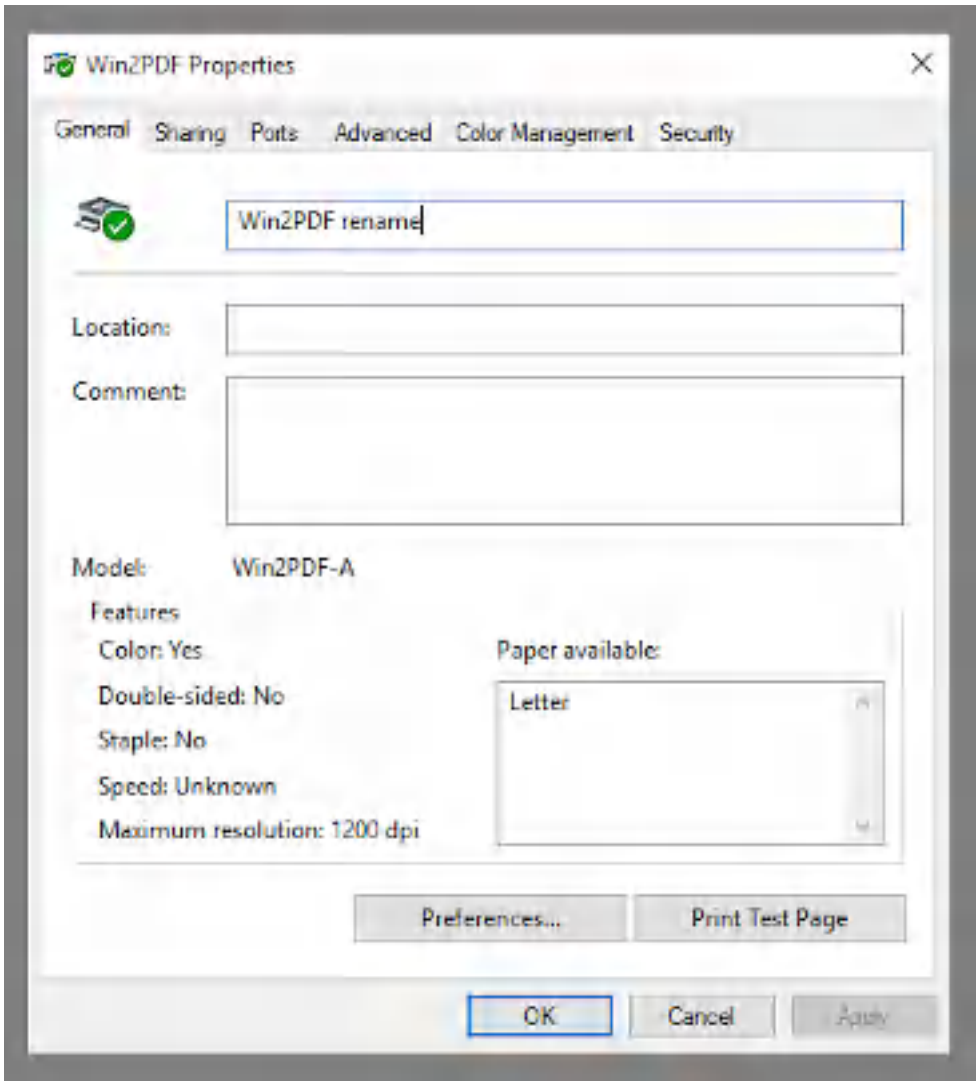

Rename Win2PDF Printer

Type the new printer name in the field at the top of the "Printer Properties" window, and click OK. When you rename a printer, any Win2PDF settings will be reset to their default values.

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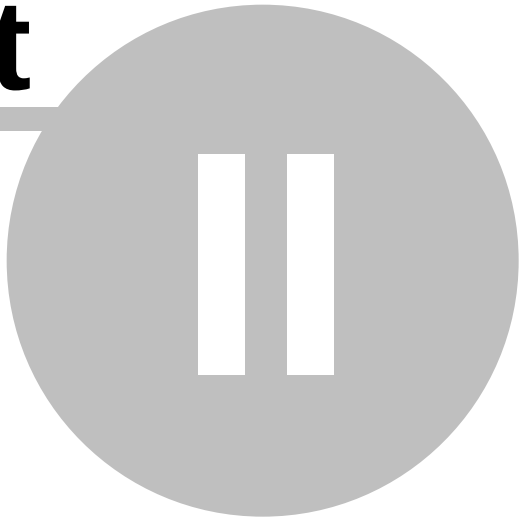
Part



2 Using Win2PDF and Win2Image

2.1 Purchasing Win2PDF

2.1.1 How to Purchase Win2PDF with a credit card

You can purchase Win2PDF online at the https://www.win2pdf.com web site. We accept all major credit cards (Visa, MasterCard, American Express, Discover, Diner's Club) and use secure order pages. The Win2PDF license is perpetual and will never expire.

After you have purchased Win2PDF, you will receive an e-mail receipt containing a license code. You enter this license code as described in "Entering the Win2PDF license code" to remove the extra page from each document.

If you are purchasing Win2PDF Pro, you will receive a link to download the Win2PDF Pro setup program as part of your email receipt. If you are purchasing Win2PDF standard, you do not need to reinstall Win2PDF.

There is a 60 day money back guarantee on all orders.

2.1.2 How to Submit a Purchase Order

To submit a purchase order or receive a sales quote, contact sales@win2pdf.com.

Our mailing address is:

Dane Prairie Systems, LLC
P.O. Box 24491
Minneapolis, MN, USA 55424-0491

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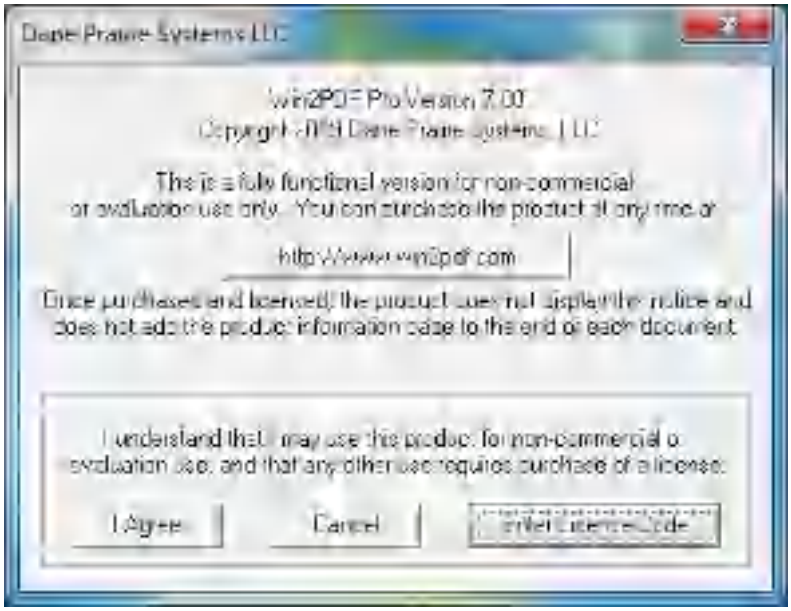
2.1.3 How to Enter the Win2PDF license code

If you are using a PC with the Windows 8 operating system, please visit our help topic on "How to license Win2PDF with Windows 8".

If you are using a computer with any other version of Windows, please use the following instructions to license your copy of Win2PDF.

After you have received a license code through email, you can enter the Win2PDF license code by running "**Start->Programs->Win2PDF->Enter Win2PDF License**". The following window will appear.



Click on the "**Enter license code**" button, and enter your name, company, and license code exactly as they are listed in your email receipt.

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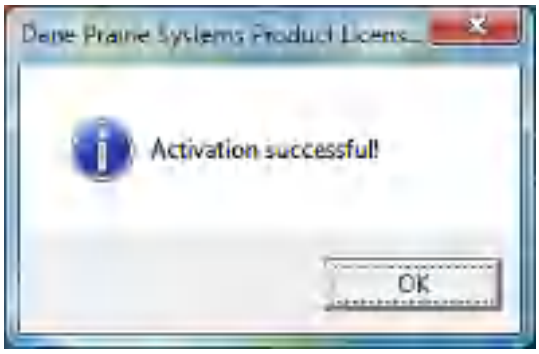
If you entered the information correctly, you should see a success message as follows.



New documents created by Win2PDF will no longer include the trailer page on each document.

You can also enter the license by running "Enter Win2PDF License" from the help menu of the Win2PDF Desktop App.

The following video shows each step of entering your license.

How to Enter the Win2PDF License Code

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2.1.3.1 Activation Error: Upgrade Required

"You entered a license for Win2PDF 3.5 or below, but you have Win2PDF 11 installed (error 10012). Visit www.win2pdf.com for upgrade information."

Licenses purchased before September 2009 are not compatible with Win2PDF 11. These licenses are compatible with Win2PDF 3.5 or below which can be downloaded for free at:

https://www.win2pdf.com/support/updates.htm

Win2PDF 3.5 is not compatible with Windows 10 or Windows 11. If you would like to upgrade to Win2PDF 11, you can purchase an upgrade at:

https://www.win2pdf.com/support/updates.htm#Win2PDFUpgradePricing

2.1.3.2 Activation Error: Invalid License Code Characters

"The license number is not valid - it contains the wrong characters. Please enter the license number again."

Double check the license number listed in your email receipt. The Win2PDF license code should contain 20 letters and numbers separated by dashes in the following format:
XXXXX-XXXXX-XXXXX-XXXXX

If you repeatedly get this error, please contact support.

2.1.3.3 Activation Error: Invalid License Code Length

"The license number is not valid - it contains the wrong number of characters. Please enter the license number again."

Double check the license number listed in your email receipt. The Win2PDF license code should contain 20 letters and numbers separated by dashes in the following format:
XXXXX-XXXXX-XXXXX-XXXXX

If you repeatedly get this error, please contact support.

2.1.3.4 Activation Error: License Code Blocked

"This Win2PDF license has been activated too many times and has been blocked (error 13903)."

The Win2PDF activation process allows for Win2PDF to be reinstalled and PCs to be upgraded, but there is a limit to how many times the license can

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be activated. If the number of activations exceeds this limit, this error will occur.

To purchase additional licenses of Win2PDF, see the Win2PDF purchase page. Volume license discounts are available.

If you only have Win2PDF installed on single PC and believe this is an error, please contact support support and provide your license code.

2.1.3.5 Activation Error: License Code Disabled

"This Win2PDF license has been activated too many times and has been disabled (error 1395)."

The Win2PDF activation process allows for Win2PDF to be reinstalled and PCs to be upgraded, but there is a limit to how many times the license can be activated. If the number of activations exceeds this limit, this error will occur.

To purchase additional licenses of Win2PDF, see the Win2PDF purchase page. Volume license discounts are available.

If you only have Win2PDF installed on single PC and believe this is an error, please contact support support and provide your license code.

2.1.3.6 Network Error: Unable to Open Session

"Network Error: Unable to Open Session (error 1312)."

Make sure you are connected to the internet. If your computer cannot be connected to the internet, contact support and supply your license code for activation instructions.

2.1.3.7 Network Error: Unable to Connect

"Network Error: Unable to Connect (error 1469)."

Make sure you are connected to the internet. If your computer cannot be connected to the internet, contact support and supply your license code for activation instructions.

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2.1.3.8 Network Error: Unable to Open Network Connection

"Network Error: Unable to Open Network Connection (error 570)"

Make sure you are connected to the internet. If your computer cannot be connected to the internet, contact support and supply your license code for activation instructions.

2.1.3.9 Network Error: Unable to Send

"Network Error: Unable to Send (error 1913)."

Make sure you are connected to the internet. If your computer cannot be connected to the internet, contact support and supply your license code for activation instructions.

2.1.3.10 Network Error: Unable to Read

"Network Error: Unable to Read (error 30)."

Make sure you are connected to the internet. If your computer cannot be connected to the internet, contact support and supply your license code for activation instructions.

2.1.3.11 Activation Error: Win2PDF Pro TSE - Standard TSE

"Win2PDF Pro TSE is installed, but a Win2PDF TSE license was entered (error 10000). Please uninstall Win2PDF Pro TSE, and download and run the Win2PDF TSE setup program."

Win2PDF TSE can be downloaded from:

https://www.win2pdf.com/download/download.htm

2.1.3.12 Activation Error: Win2PDF Pro TSE - Standard Desktop

"Win2PDF Pro TSE is installed, but a Win2PDF workstation license was entered (error 10001). You need to purchase a Win2PDF Pro TSE license for this server."

To purchase a license for Win2PDF Pro TSE, see the Win2PDF purchase page.

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2.1.3.13 Activation Error: Win2PDF Pro TSE - Pro Desktop

"Win2PDF Pro TSE is installed, but a Win2PDF Pro workstation license was entered (error 10002). You need to purchase a Win2PDF Pro TSE license for this server."

To purchase a license for Win2PDF Pro TSE, see the Win2PDF purchase page.

2.1.3.14 Activation Error: Win2PDF TSE - Pro TSE

"Win2PDF TSE is installed, but a Win2PDF Pro TSE license was entered (error 10003). Please download and run the Win2PDF Pro TSE setup program, and then re-enter your license."

The Win2PDF Pro TSE download link is included in your email receipt. You can also download the setup program here. Contact support if you have problems.

2.1.3.15 Activation Error: Win2PDF TSE - Standard Desktop

"Win2PDF TSE is installed, but a Win2PDF workstation license was entered (error 10004). You need to purchase a Win2PDF TSE license for this server."

To purchase a license for Win2PDF TSE, see the Win2PDF purchase page.

2.1.3.16 Activation Error: Win2PDF TSE - Pro Desktop

"Win2PDF TSE is installed, but a Win2PDF Pro workstation license was entered (error 10005). You need to purchase a Win2PDF TSE license for this server."

To purchase a license for Win2PDF TSE, see the Win2PDF purchase page.

2.1.3.17 Activation Error: Win2PDF Pro - Pro TSE

"Win2PDF Pro is installed, but a Win2PDF Pro TSE license was entered (error 10006)."

The Win2PDF Pro TSE download link is included in your email receipt. You can also download the setup program here. Contact support if you have problems.

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2.1.3.18 Activation Error: Win2PDF Pro - Standard TSE

"Win2PDF Pro is installed, but a Win2PDF TSE license was entered (error 10007). Please uninstall Win2PDF Pro, and download and run the Win2PDF TSE setup program."

Win2PDF TSE can be downloaded from:

https://www.win2pdf.com/download/download.htm

2.1.3.19 Activation Error: Win2PDF Pro - Standard Desktop

"Win2PDF Pro is installed, but a Win2PDF standard license was entered (error 10008). Please uninstall Win2PDF Pro, and download and run the Win2PDF standard setup program."

Win2PDF can be downloaded from:

https://www.win2pdf.com/download/download.htm

2.1.3.20 Activation Error: Win2PDF - Pro TSE

"Win2PDF is installed, but a Win2PDF Pro TSE license was entered (error 10009). Please download and run the Win2PDF Pro TSE setup program, and then re-enter your license."

The Win2PDF Pro TSE download link is included in your email receipt. You can also download the setup program here. Contact support if you have problems.

2.1.3.21 Activation Error: Win2PDF - Pro Desktop

"Win2PDF is installed, but a Win2PDF Pro license was entered (error 10010). Please download and run the Win2PDF Pro setup program, and then re-enter your license."

The Win2PDF Pro download link is included in your email receipt. You can also download the setup program here. Contact support if you have problems.

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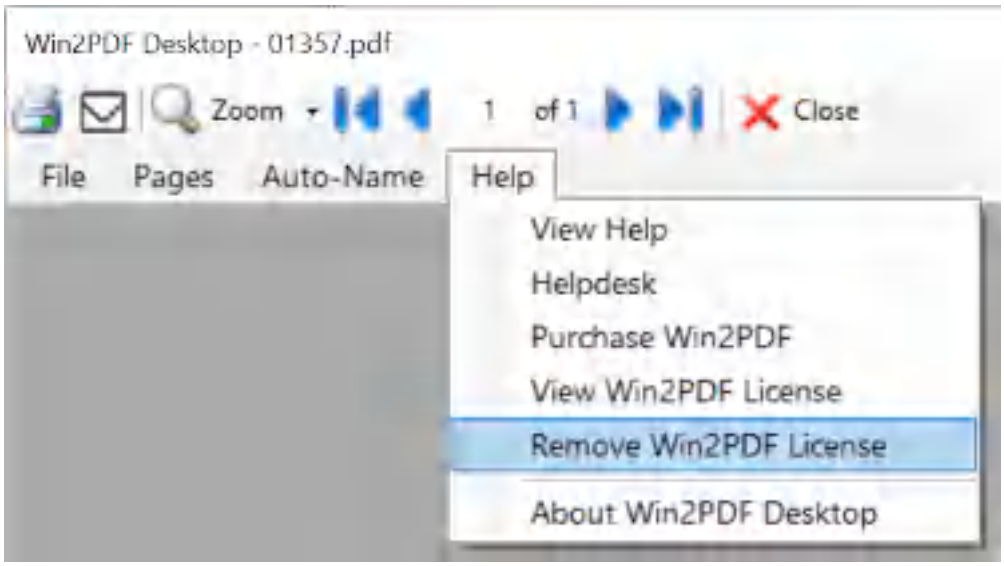
2.1.3.22 Activation Error: Win2PDF - Standard TSE

"Win2PDF is installed, but a Win2PDF TSE license was entered (error 10011)."

To purchase a license for Win2PDF, see the Win2PDF purchase page.

2.1.4 How to Remove a Win2PDF license

If you want to remove a Win2PDF license, run "Remove Win2PDF License" from the Win2PDF Desktop help menu:



Win2PDF Desktop Remove License

This can be useful after purchasing a Win2PDF license when a Win2PDF trial license is installed.

2.2 Creating a PDF File

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

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How to Create a PDF file using Win2PDF

To create a PDF document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF file save window pops up, allowing you to choose a name and location for the PDF as shown below:

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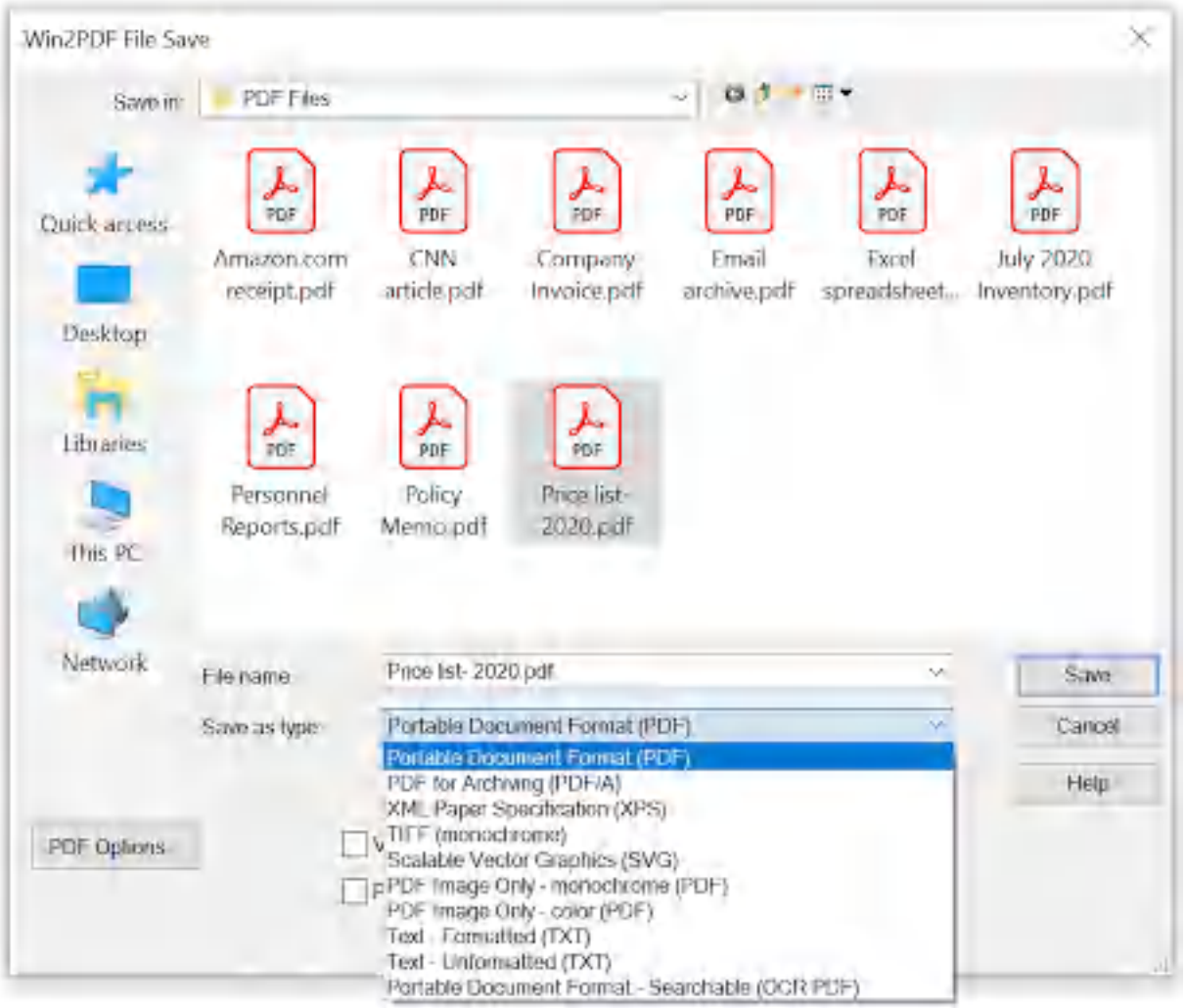

Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"Portable Document Format (PDF)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- XPS - XML Paper Specification
- TIFF (monochrome) - Tagged Image File Format
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

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You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a PDF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

2.3 Creating a PDF/A File

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a PDF/A file using Win2PDF

To create a PDF/A document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF file save window pops up, allowing you to choose a name and location for the PDF/A as shown below:

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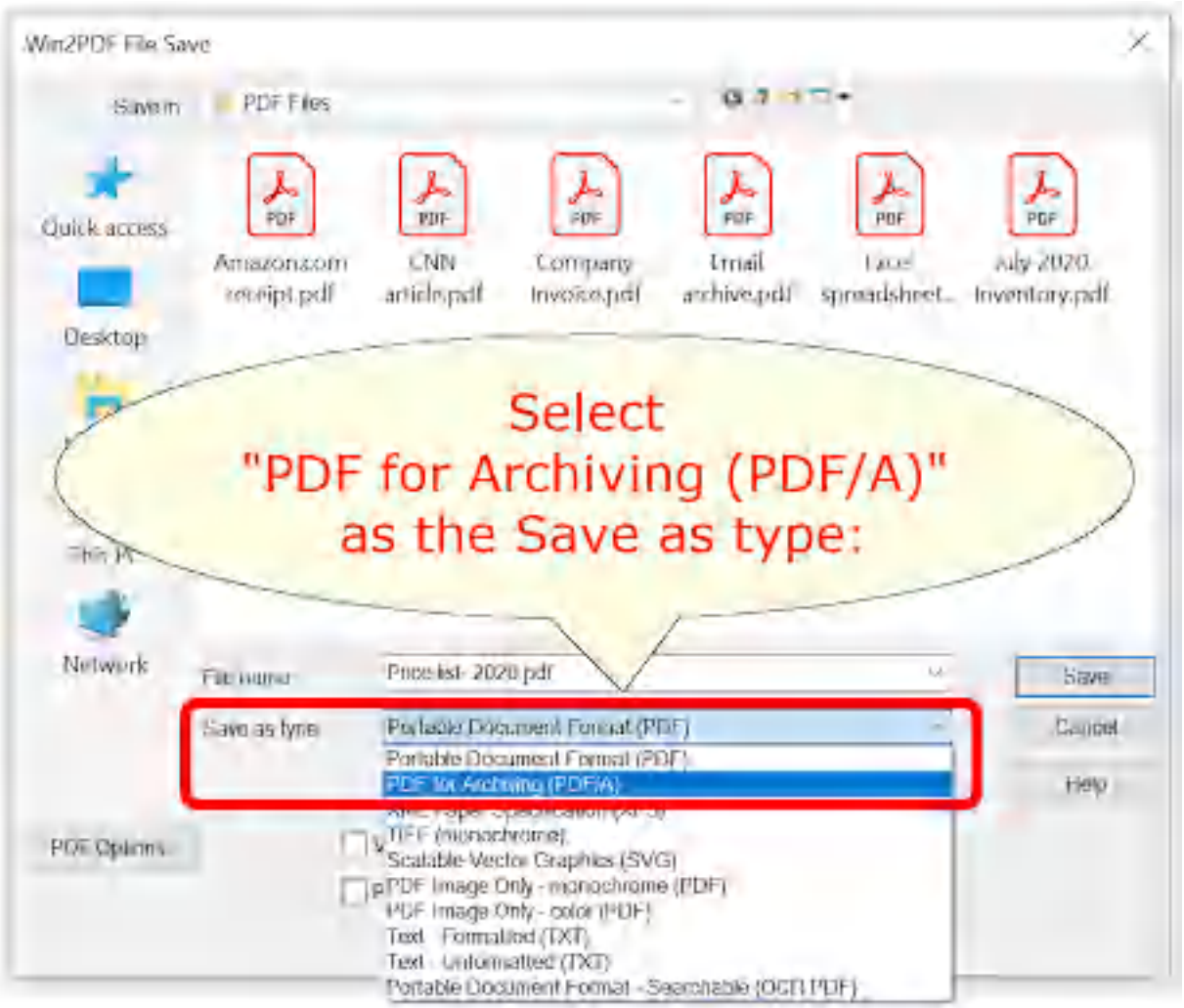

Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"PDF for Archiving (PDF/A)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- XPS - XML Paper Specification
- TIFF (monochrome) - Tagged Image File Format
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

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You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a PDF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

2.4 Creating a PDF Image Only File

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a PDF Image Only file using Win2PDF

The PDF Image Only format can be useful if you don't want the text in the PDF to be searchable. It can also be useful to speed up rendering of complex documents. To create a PDF Image Only document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer

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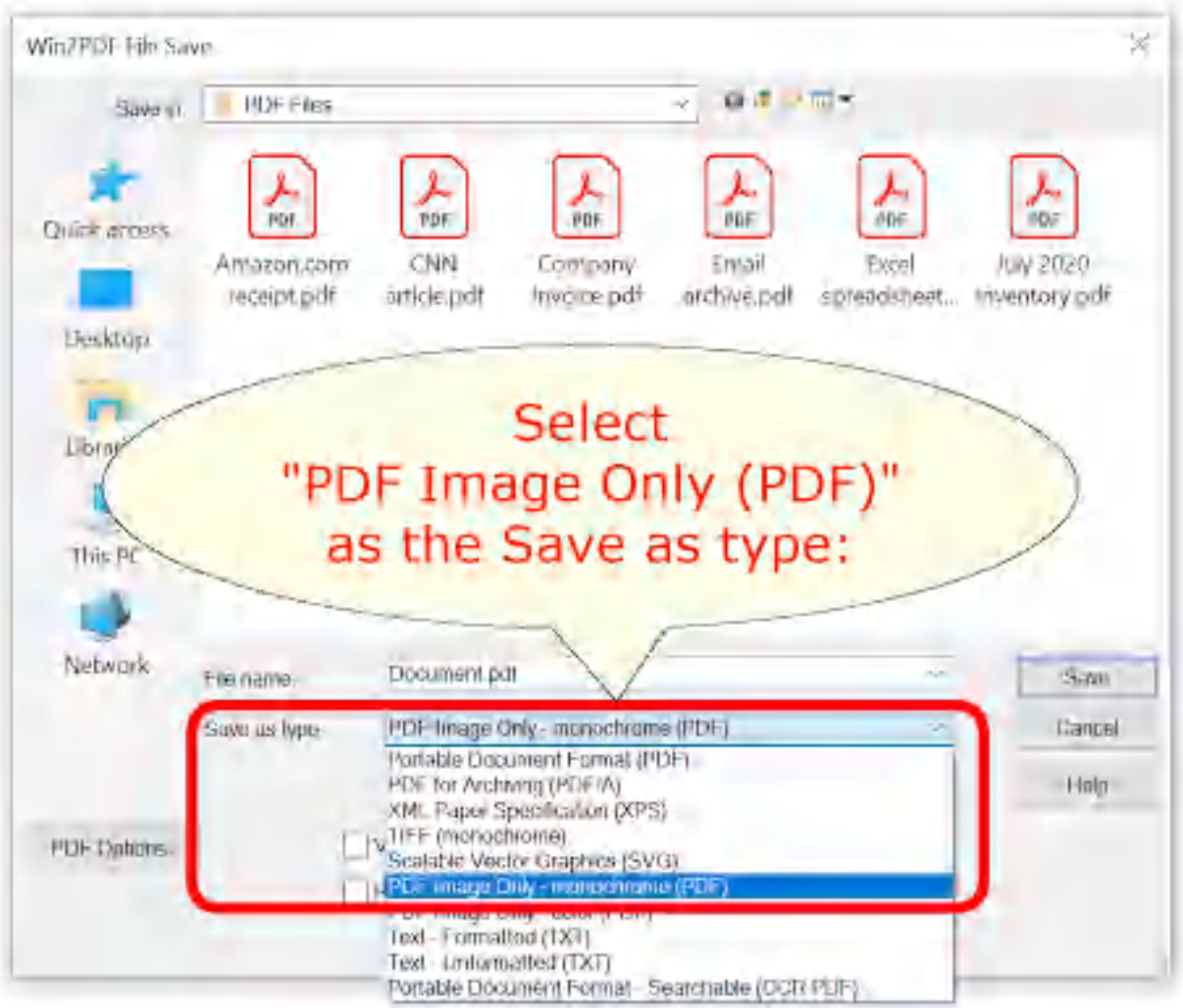
- The Win2PDF file save window pops up, allowing you to choose a name and location for the PDF as shown below:



Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"PDF for Image Only - monochrome (PDF)"** or **"PDF for Image Only - color (PDF)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- XPS - XML Paper Specification
- TIFF (monochrome) - Tagged Image File Format
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color

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- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a PDF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

To convert a PDF to PDF Image Only, you can use the Win2PDF Desktop Export PDF to PDF Image Only feature, or the imagepdf command line.

2.5 Creating an XPS File

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a XML Paper Specification (XPS) file using Win2PDF

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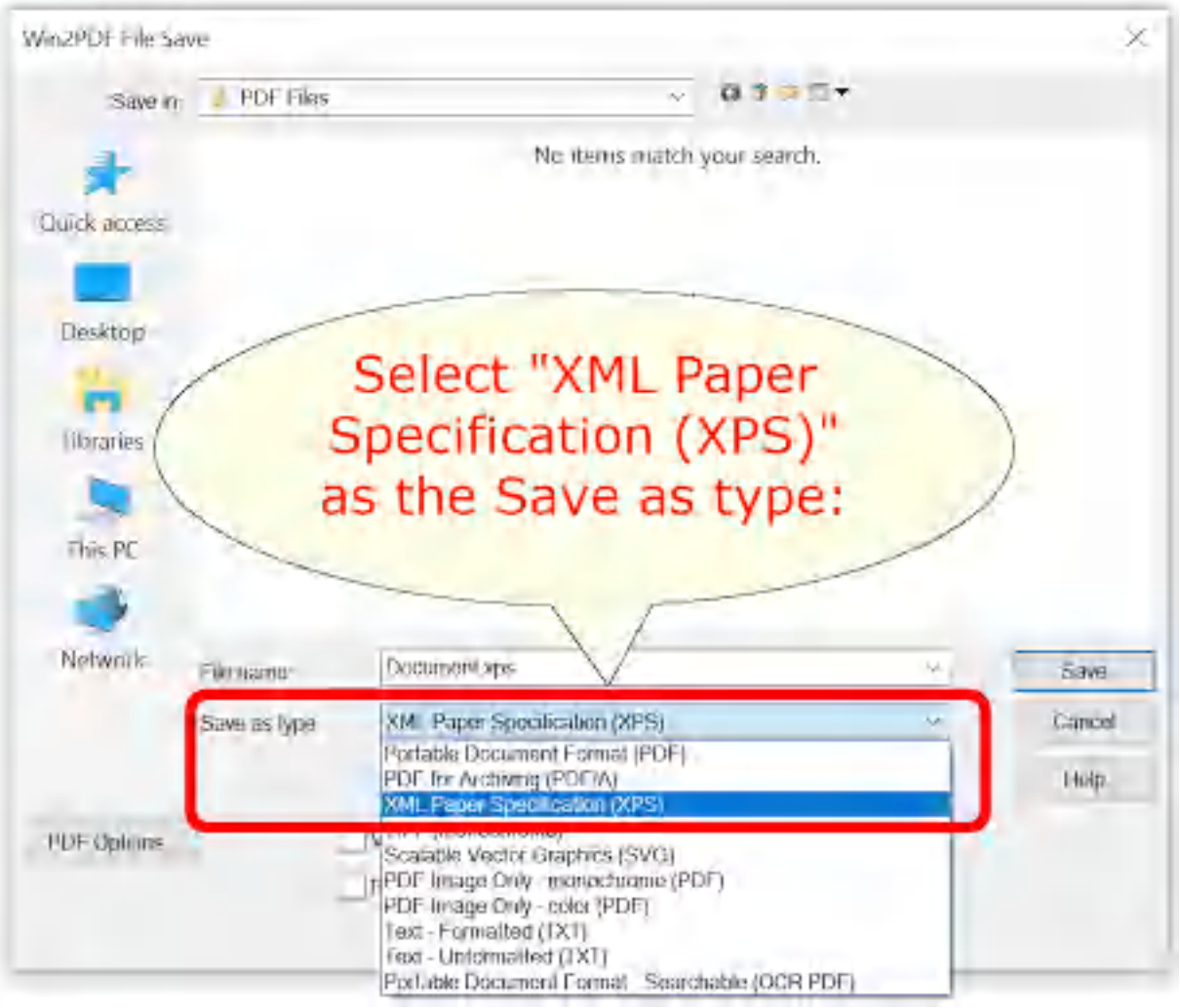
To create an XML Paper Specification (XPS) document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF file save window pops up, allowing you to choose a name and location for the XPS as shown below:



Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"XML Paper Specification (XPS)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- TIFF (monochrome) - Tagged Image File Format

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- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send an XPS using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

2.6 Creating an SVG File

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a SVG file using Win2PDF

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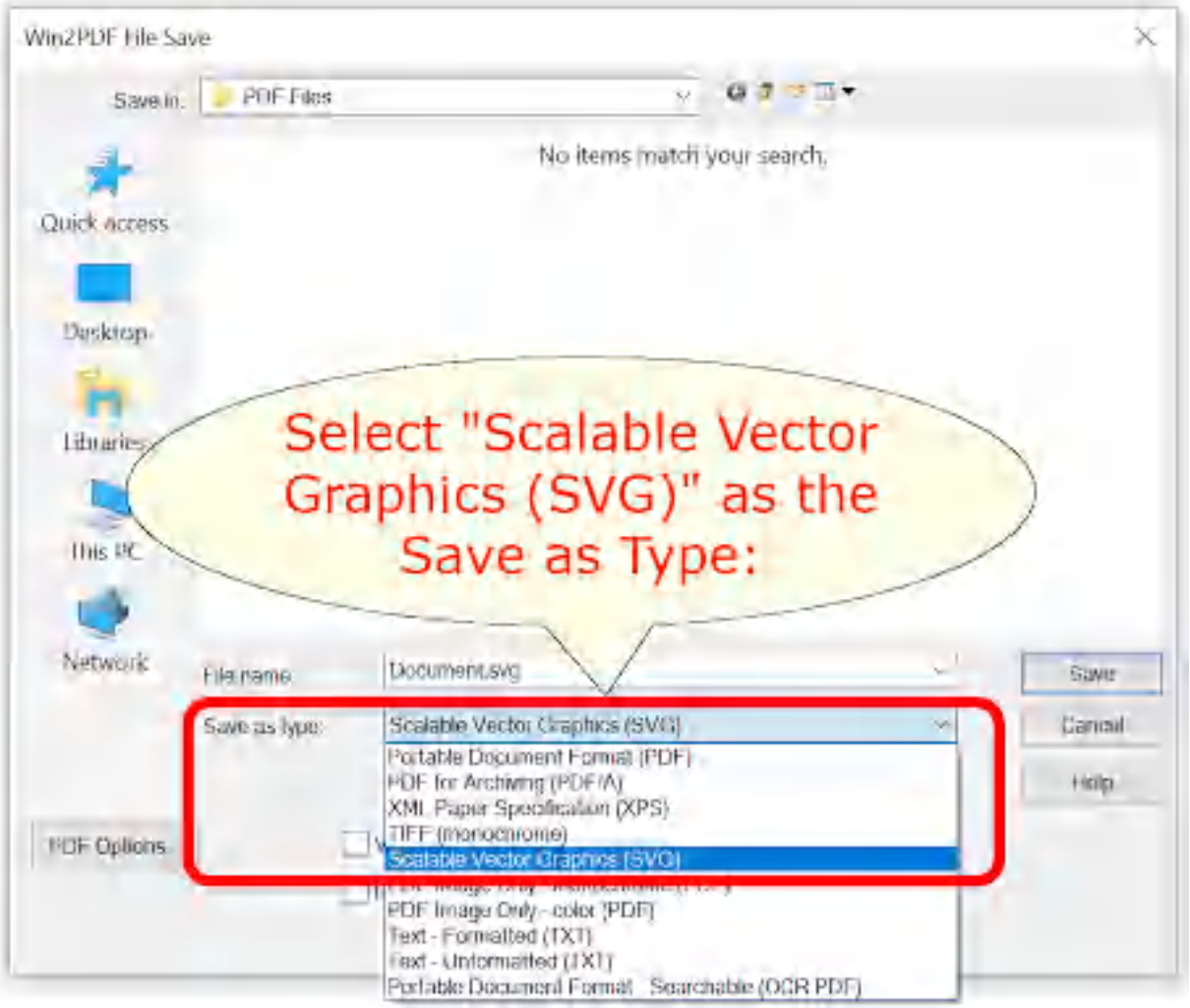
To create an SVG document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF file save window pops up, allowing you to choose a name and location for the SVG as shown below:



Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"Scalable Vector Graphics (SVG)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)

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- XPS - XML Paper Specification
- TIFF (monochrome) - Tagged Image File Format
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send an XPS using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

2.7 Creating a TIFF File

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a TIFF file using

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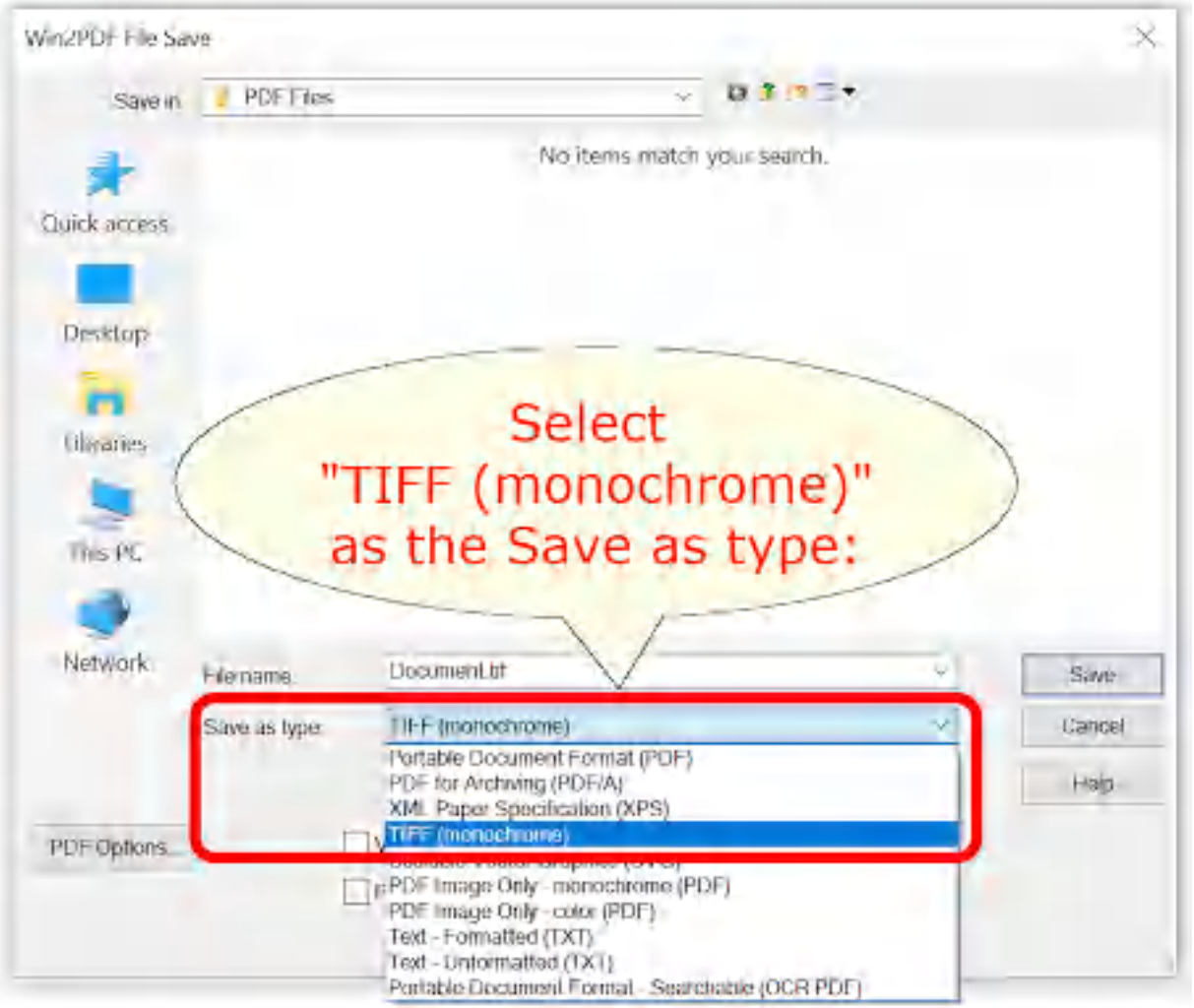
To create a TIFF document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF file save window pops up, allowing you to choose a name and location for the TIFF as shown below:



Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"TIFF (monochrome)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)

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- XPS - XML Paper Specification
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

The Win2Image printer supports TIFF (color) and TIFF (color, transparent).

You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a TIFF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

To convert a PDF to a TIFF, you can use the Win2PDF Desktop Export PDF to TIFF feature, or the pdf2tiff command line.

2.8 Creating a Text File

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

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How to Create a Text file using

To create a text only (TXT) document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF file save window pops up, allowing you to choose a name and location for the TXT file as shown below:

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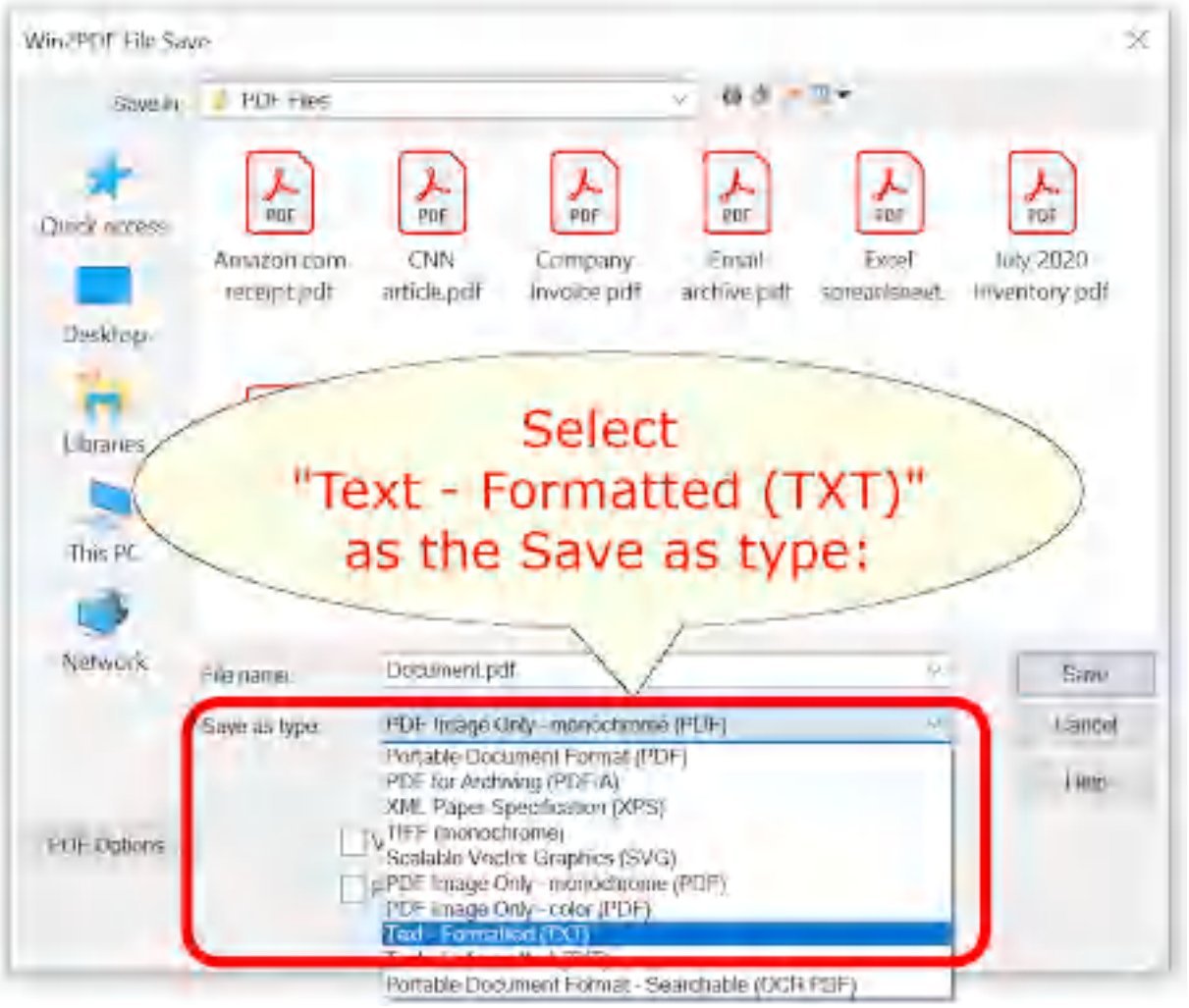

Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"Text - Formatted (TXT)"** or **"Text - Unformatted (TXT)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- XPS - XML Paper Specification
- TIFF (monochrome) - Tagged Image File Format
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color
- PDF - Searchable (OCR)

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You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a file using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

To convert a PDF to a TXT file, you can use the Win2PDF Desktop Export PDF to TXT feature, or the extracttext command line.

2.9 Creating an OCR Searchable PDF

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a OCR Searchable PDF file using Win2PDF

Normally, when text information is sent to the Win2PDF printer, Win2PDF converts the text into a searchable PDF. Some applications such as Google Chrome or Microsoft Edge send text to the Win2PDF printer as graphics.

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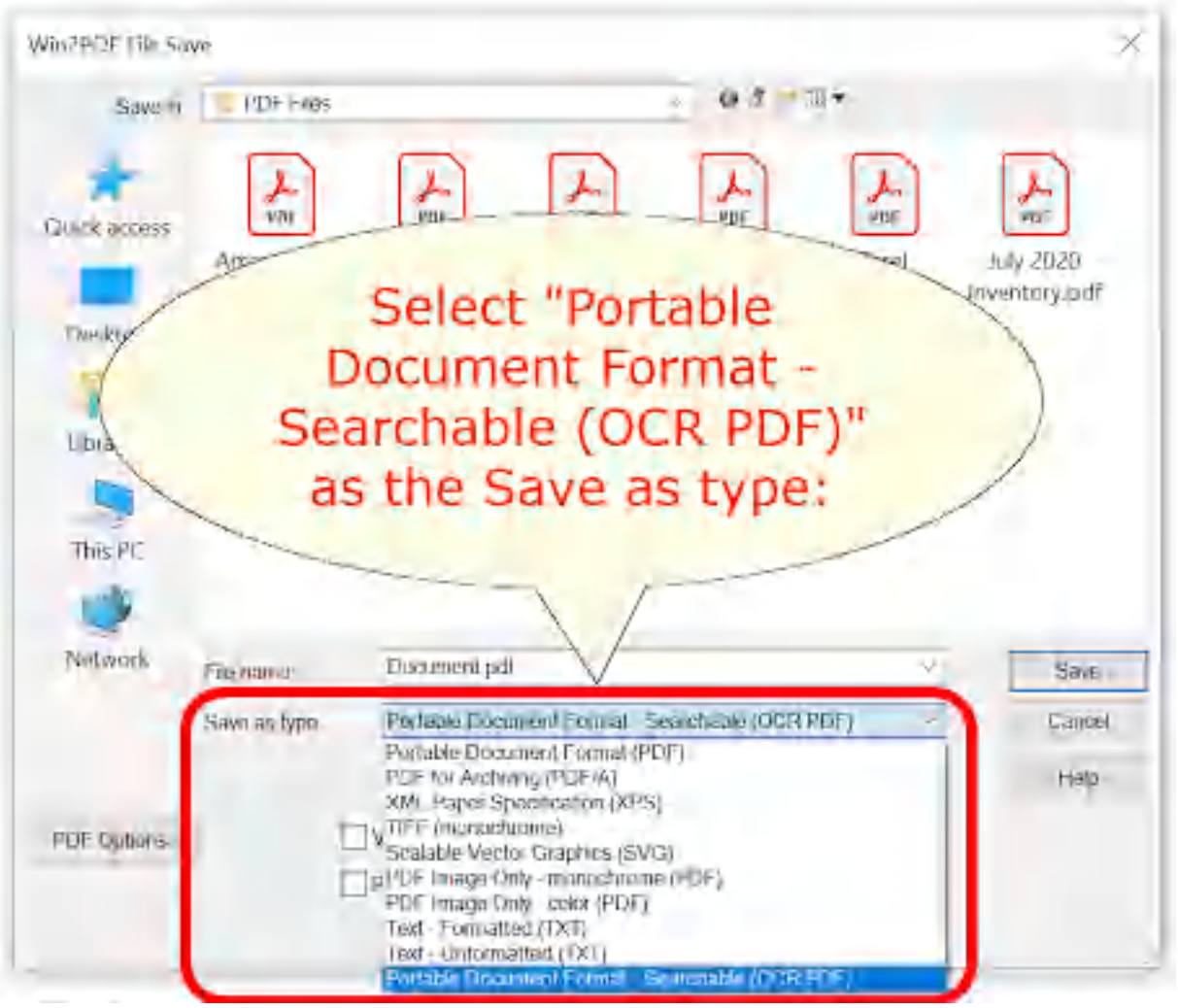
This causes the PDFs created from these applications to not be searchable. To resolve the problem, Win2PDF has an extra downloadable component called the "Win2PDF OCR Add-on" that adds optical character recognition capabilities so that Win2PDF can convert the graphics into searchable text.

To create an OCR Searchable PDF document:

- Install the "Win2PDF OCR Add-on" component.
- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF file save window pops up, allowing you to choose a name and location for the PDF as shown below:



Win2PDF File Save Window

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The default file name is supplied by the printing application. You can choose the **"Portable Document Format - Searchable (PDF)"** format from the "Save as type:" options. There are three variations of searchable PDF:

Save As Type	Description
Portable Document Format - Searchable (OCR PDF)	Recommended for most documents, vector graphics are preserved
PDF Image Only - monochrome searchable (OCR PDF)	Black and white documents with custom text encoding that prevents searching
PDF Image Only - color searchable (OCR PDF)	Color documents with custom text encoding that prevents searching

Win2PDF also supports the following formats:
- PDF - Portable Document Format
- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- XPS - XML Paper Specification
- TIFF (monochrome) - Tagged Image File Format
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted

You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a PDF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

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You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

If you need to make an existing PDF file searchable, you can use the Win2PDF Desktop Export to Searchable PDF (OCR), or the Win2PDF MAKESEARCHABLE command line.

2.10 Creating a JPEG Image File

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2Image.

How to Create a JPG file using Win2PDF

To create a image file in JPEG, TIFF, GIF, PNG, or BMP format:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document as you normally do but select the Win2Image printer
- You will be prompted to enter the name of the document, as shown on this screen:

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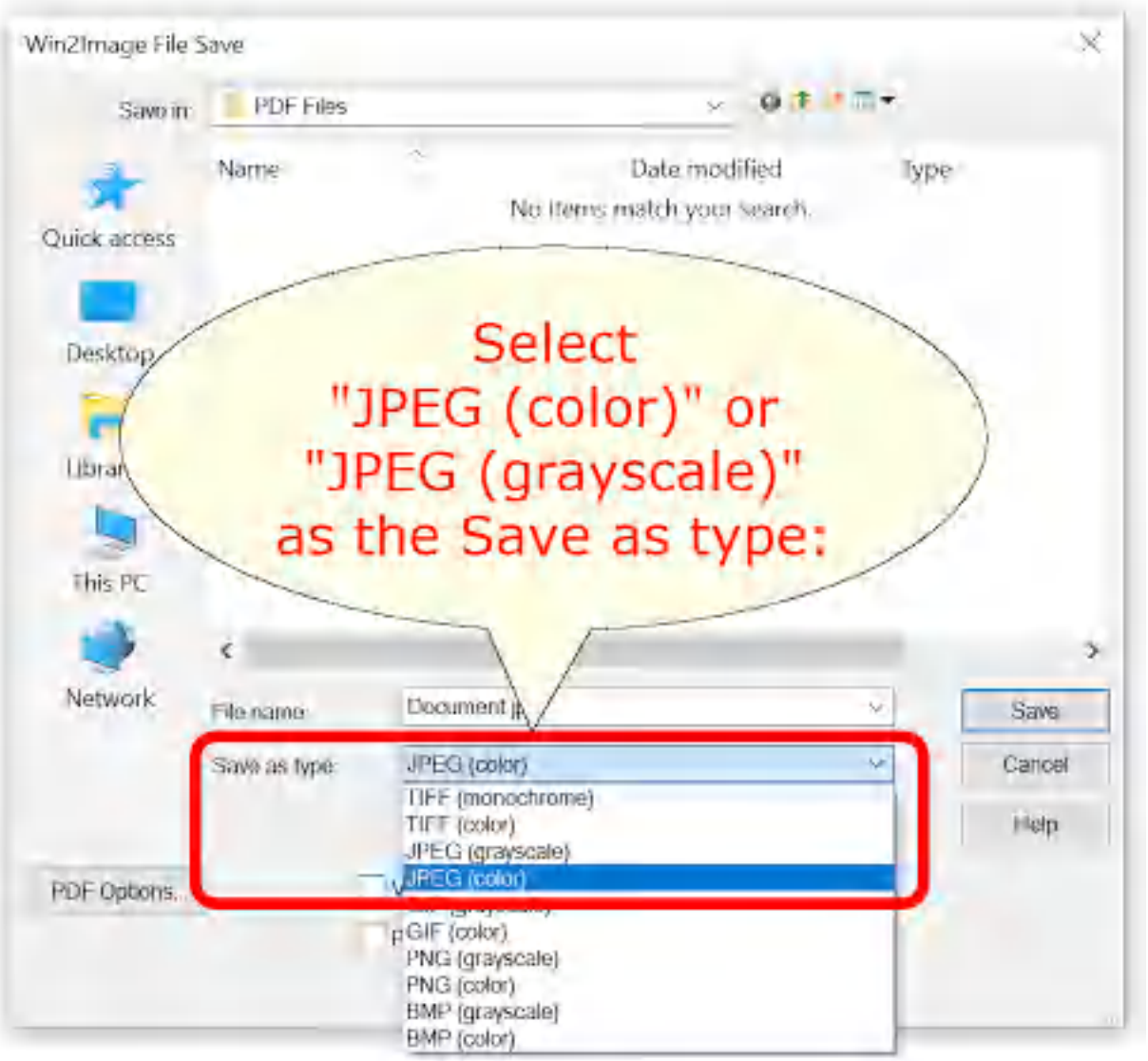

Win2Image Save As JPEG

The default file name is supplied by the sending application. You can choose the format using the "Save as type:" options. Win2Image supports the following formats in color and monochrome/grayscale:

- TIFF (monochrome, grayscale, color, or color with transparent background)
- JPEG
- GIF
- PNG (grayscale, color, grayscale with transparent background, or color with transparent background)
- BMP

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If the document contains more than one page, a separate file with a page number appended to the file name will be created for each page for all formats except TIFF.

Print to an image (JPEG, GIF, TIF, BMP, &PNG) using the Win2Image printer

You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a JPEG using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2Image remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

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To convert a PDF to a JPEG, you can use the Win2PDF Desktop Export PDF to JPEG feature, or the pdf2jpg command line.

2.11 Creating a GIF Image File

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2Image.

How to Create a GIF file using Win2PDF

To create a image file in JPEG, TIFF, GIF, PNG, or BMP format:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document as you normally do but select the Win2Image printer
- You will be prompted to enter the name of the document, as shown on this screen:

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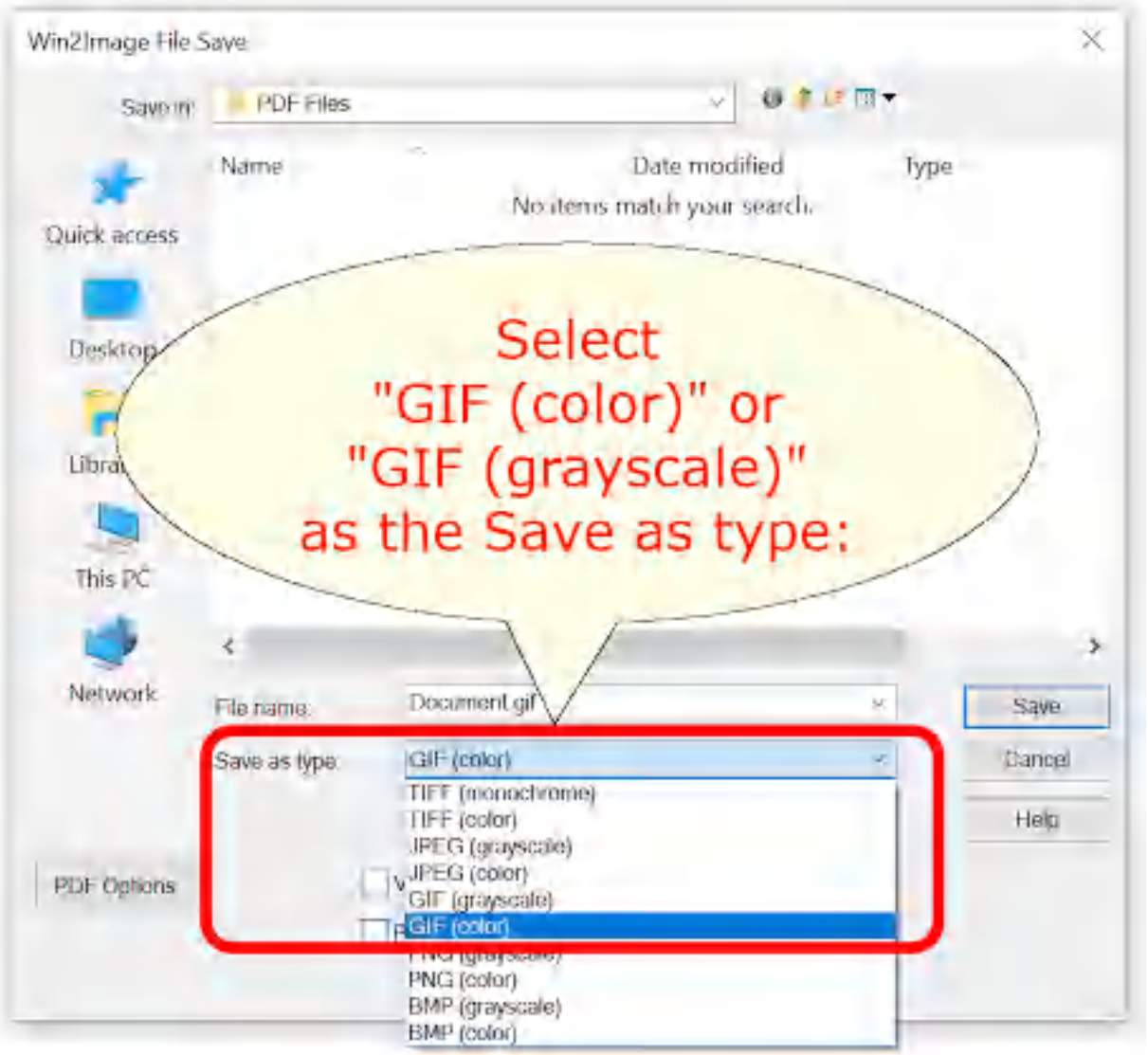

Win2Image Save As GIF

The default file name is supplied by the sending application. You can choose the format using the "Save as type:" options. Win2Image supports the following formats in color and monochrome/grayscale:

- TIFF (monochrome, grayscale, color, or color with transparent background)
- JPEG
- GIF
- PNG (grayscale, color, grayscale with transparent background, or color with transparent background)
- BMP

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If the document contains more than one page, a separate file with a page number appended to the file name will be created for each page for all formats except TIFF.

Print to an image (JPEG, GIF, TIF, BMP, &PNG) using the Win2Image printer

You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a GIF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2Image remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

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To convert a PDF to a TIFF, you can use the pdf2tiff command line.

2.12 Creating a PNG Image File

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2Image.

How to Create a PNG file using

To create a image file in JPEG, TIFF, GIF, PNG, or BMP format:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document as you normally do but select the Win2Image printer
- You will be prompted to enter the name of the document, as shown on this screen:

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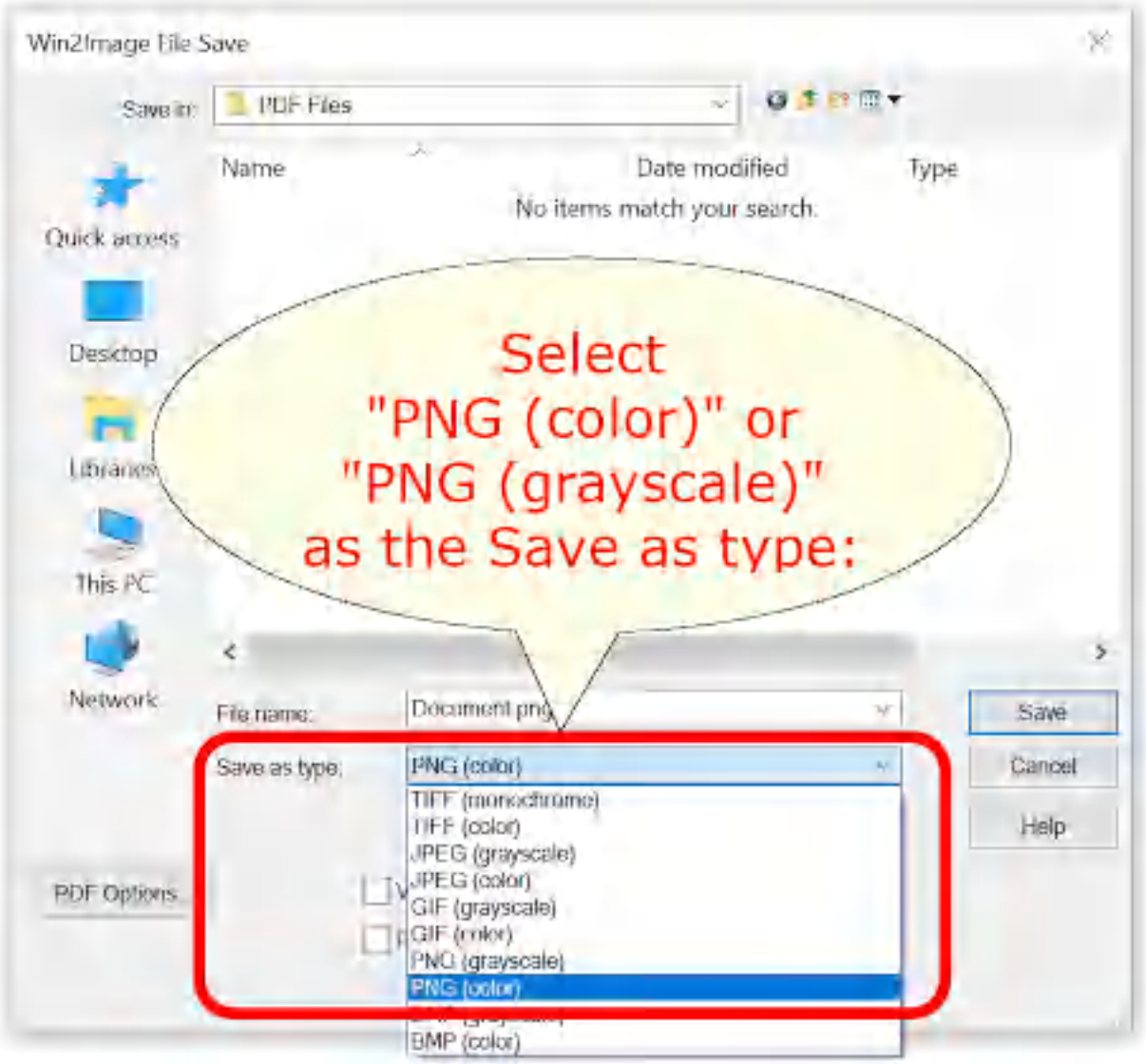

Win2Image Save As PNG

The default file name is supplied by the sending application. You can choose the format using the "Save as type:" options. Win2Image supports the following formats in color and monochrome/grayscale:

- TIFF (monochrome, grayscale, color, or color with transparent background)
- JPEG
- GIF
- PNG (grayscale, color, grayscale with transparent background, or color with transparent background)
- BMP

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If the document contains more than one page, a separate file with a page number appended to the file name will be created for each page for all formats except TIFF.

Print to an image (JPEG, GIF, TIF, BMP, &PNG) using the Win2Image printer

You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a PNG using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2Image remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

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To convert a PDF to a PNG, you can use the Win2PDF Desktop Export PDF to PNG feature, or the pdf2png command line.

2.13 Creating a BMP Image File

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2Image.

How to Create a BMP file using

To create a image file in JPEG, TIFF, GIF, PNG, or BMP format:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document as you normally do but select the Win2Image printer
- You will be prompted to enter the name of the document, as shown on this screen:

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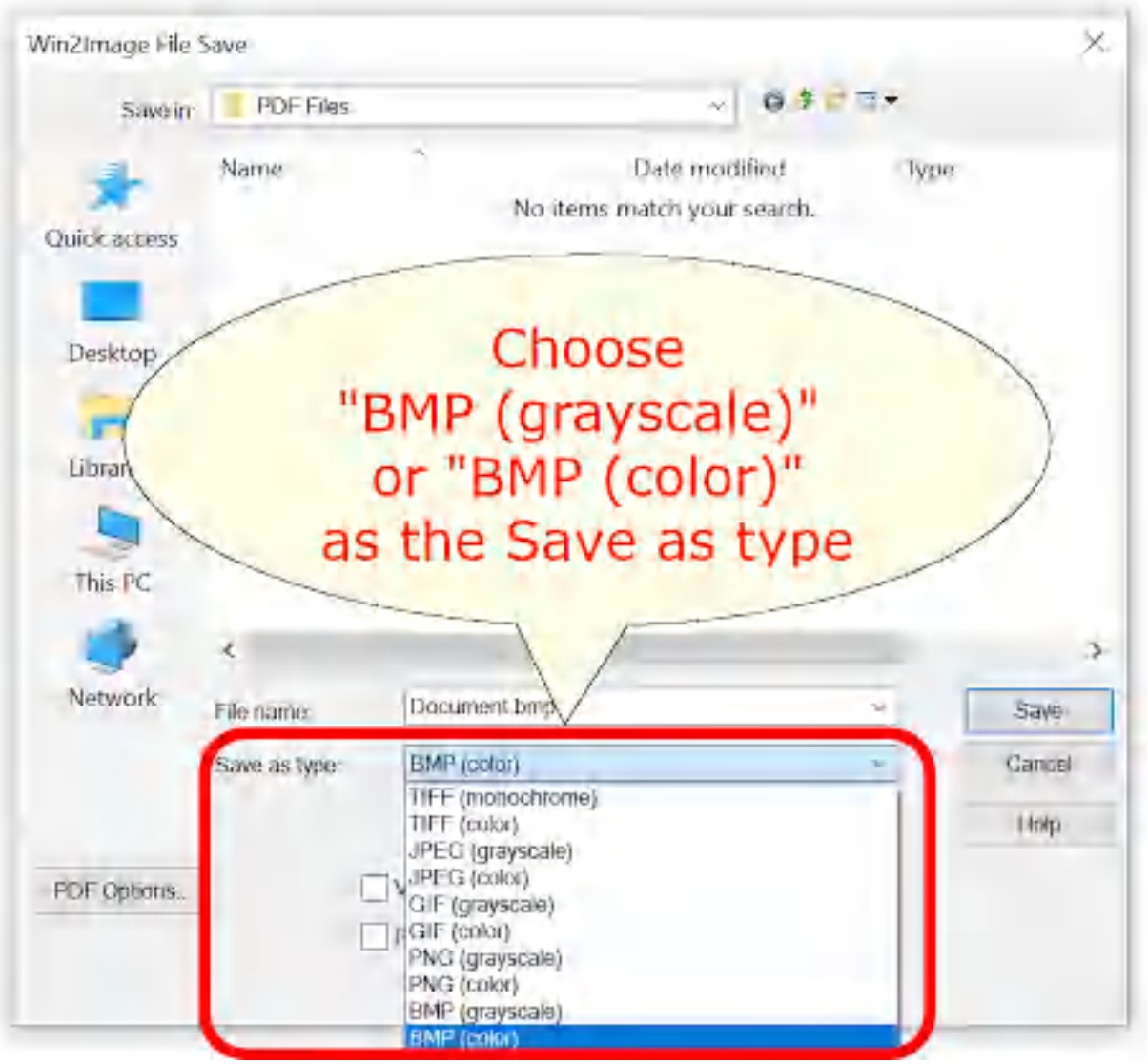

Win2Image Save As BMP

The default file name is supplied by the sending application. You can choose the format using the "Save as type:" options. Win2Image supports the following formats in color and monochrome/grayscale:

- TIFF (monochrome, grayscale, color, or color with transparent background)
- JPEG
- GIF
- PNG (grayscale, color, grayscale with transparent background, or color with transparent background)
- BMP

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If the document contains more than one page, a separate file with a page number appended to the file name will be created for each page for all formats except TIFF.

Print to an image (JPEG, GIF, TIF, BMP, &PNG) using the Win2Image printer

You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a BMP using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2Image remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

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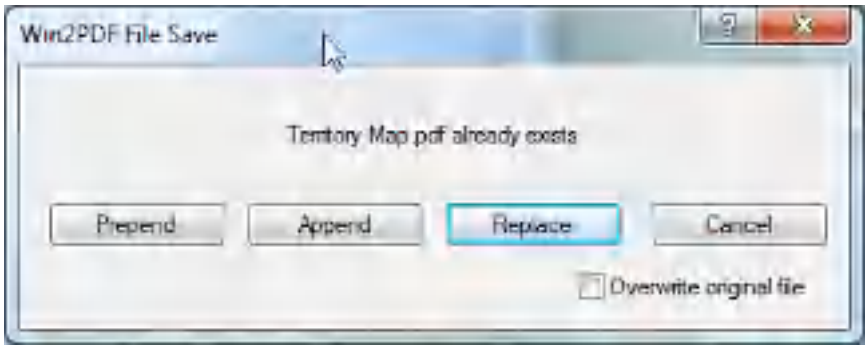
2.14 Merging to an existing PDF file

If you select a PDF file in the file save window that already exists, Win2PDF will display the following window:



pdf-prepend-append-replace

The "**Prepend**" button will create a new document containing the existing PDF file and will insert the new document information at the beginning of the file. The "**Append**" button will create a new document containing the existing PDF file and will add the new document information to the end of the file. The "**Replace**" button will overwrite the existing PDF file, and the "**Cancel**" button will cancel the PDF creation without affecting the existing PDF file. Here is a YouTube video that shows how to append to an existing PDF file.

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How to append to an existing PDF file using Win2PDF

If the "**Overwrite original file**" check box is checked, the "**Prepend**" and "**Append**" buttons will overwrite the original document with the new merged document. *This option should be used with caution since it cannot be undone.* If the "**Overwrite original file**" check box is not checked, both the "**Prepend**" and "**Append**" buttons will display an additional window to choose a new file name as shown below. In this case, the original PDF file will not be modified.

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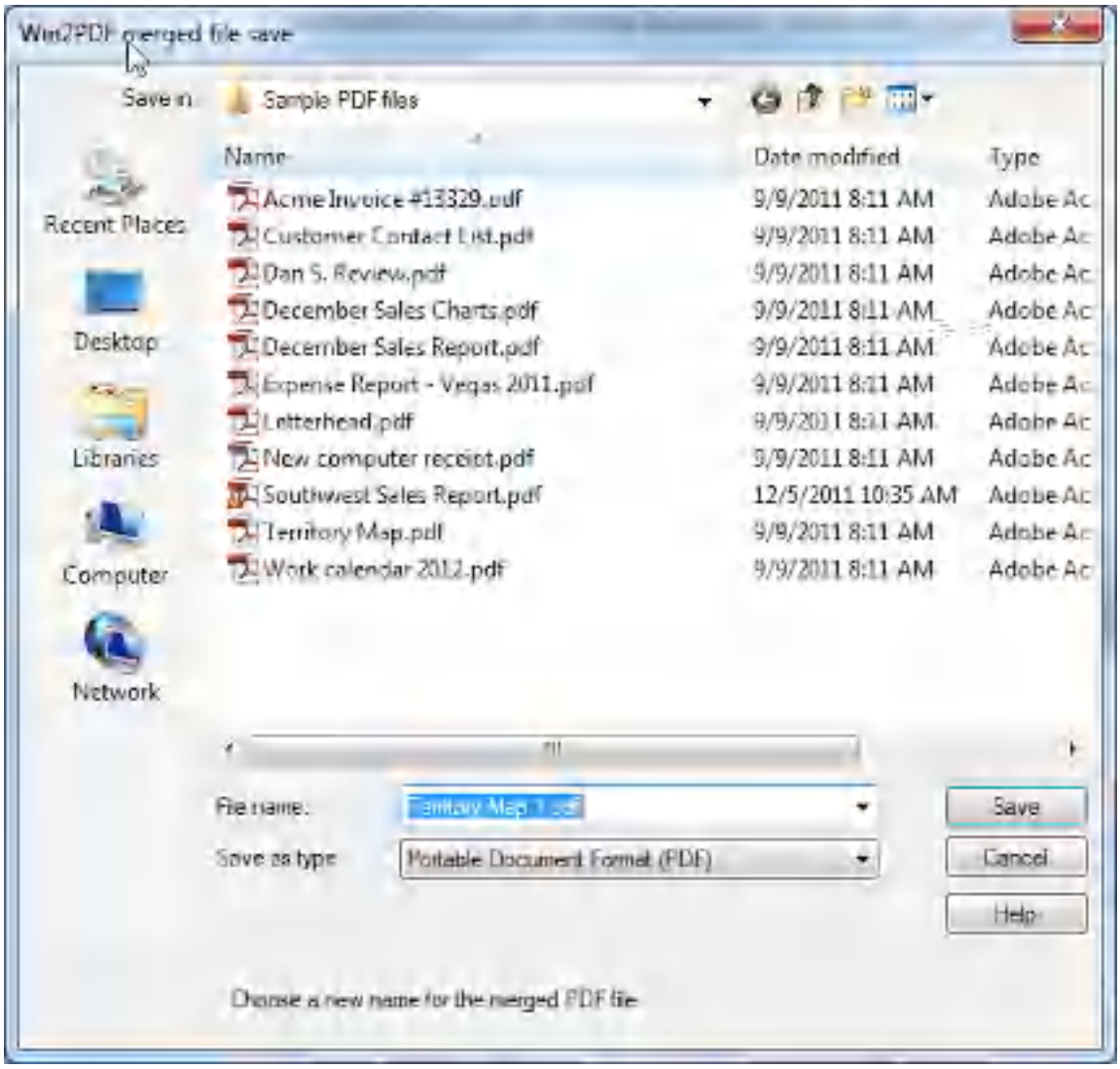

If you selected options to "**View File**", "**Print File**", or "**Send File**" in the first file save window, they will be performed after the file has been merged.

If you enabled encryption in Win2PDF Pro, the merged file will be encrypted. Win2PDF cannot append or prepend to an existing PDF file that is already encrypted.

You can also append two existing PDF files using the Win2PDF Desktop App, or using the APPEND command line. If you need to append more than two PDFs, Win2PDF Pro supports a batch merging folders of PDFs from the Win2PDF Desktop App or using the BATCHCONVERT command line.

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2.15 Fonts

When creating a standard PDF, Win2PDF 11 automatically embeds all fonts except for the 14 fonts that are built into Adobe Reader®. These include:

- Courier
- **Courier-Bold**
- *Courier-Oblique*
- ***Courier-BoldOblique***
- Helvetica
- **Helvetica-Bold**
- *Helvetica-Oblique*
- ***Helvetica-BoldOblique***
- Times-Roman
- **Times-Bold**
- *Times-Italic*
- ***Times-BoldItalic***
- Symbol
- ZapfDingbats

When the PDF/A format is selected, all fonts including the font Adobe Reader built-in fonts are automatically embedded in the PDF file.

2.16 Paper Sizes

Most applications have a "Page Setup" window for configuring the document paper size. This is best place to change the Win2PDF paper size if your application supports it.

To set the default Win2PDF paper size, open the "Devices and Printers" window, right click on the Win2PDF icon, and choose "Printing Preferences":

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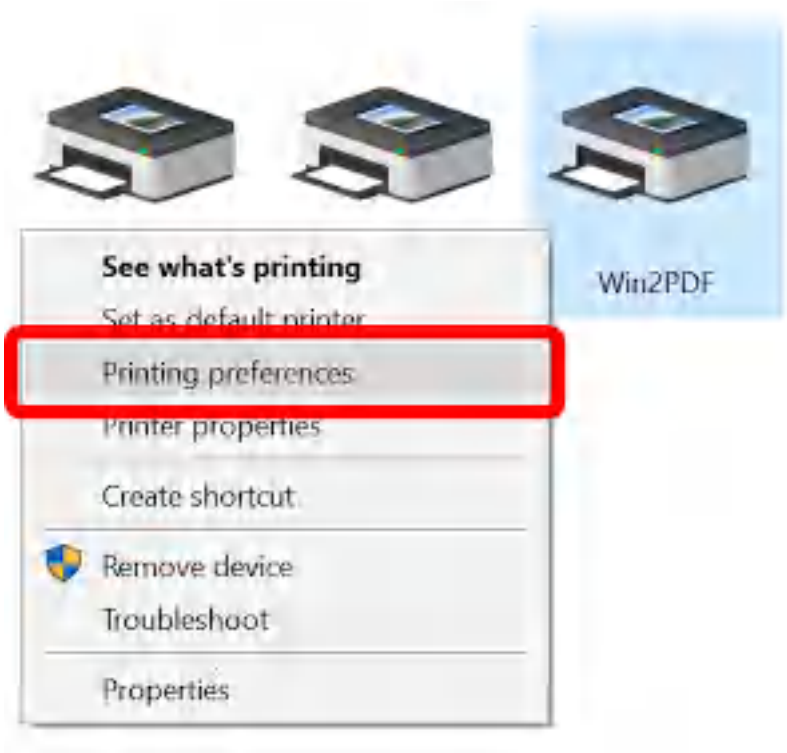

When the "Printing Preferences" window opens, click on the "Advanced" button:

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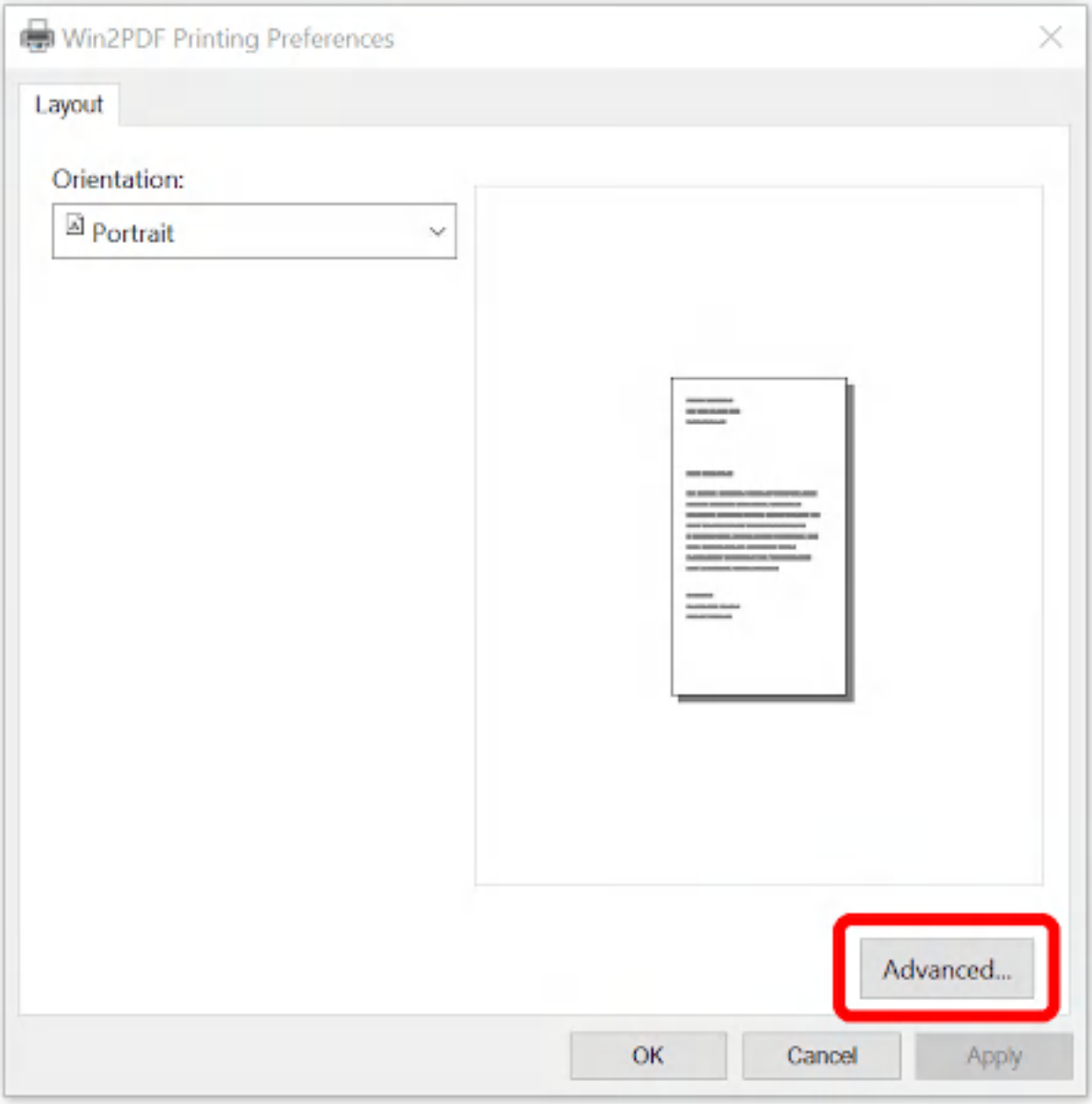

Under "Paper/Output", click on "Paper Size:" to select the default paper size.

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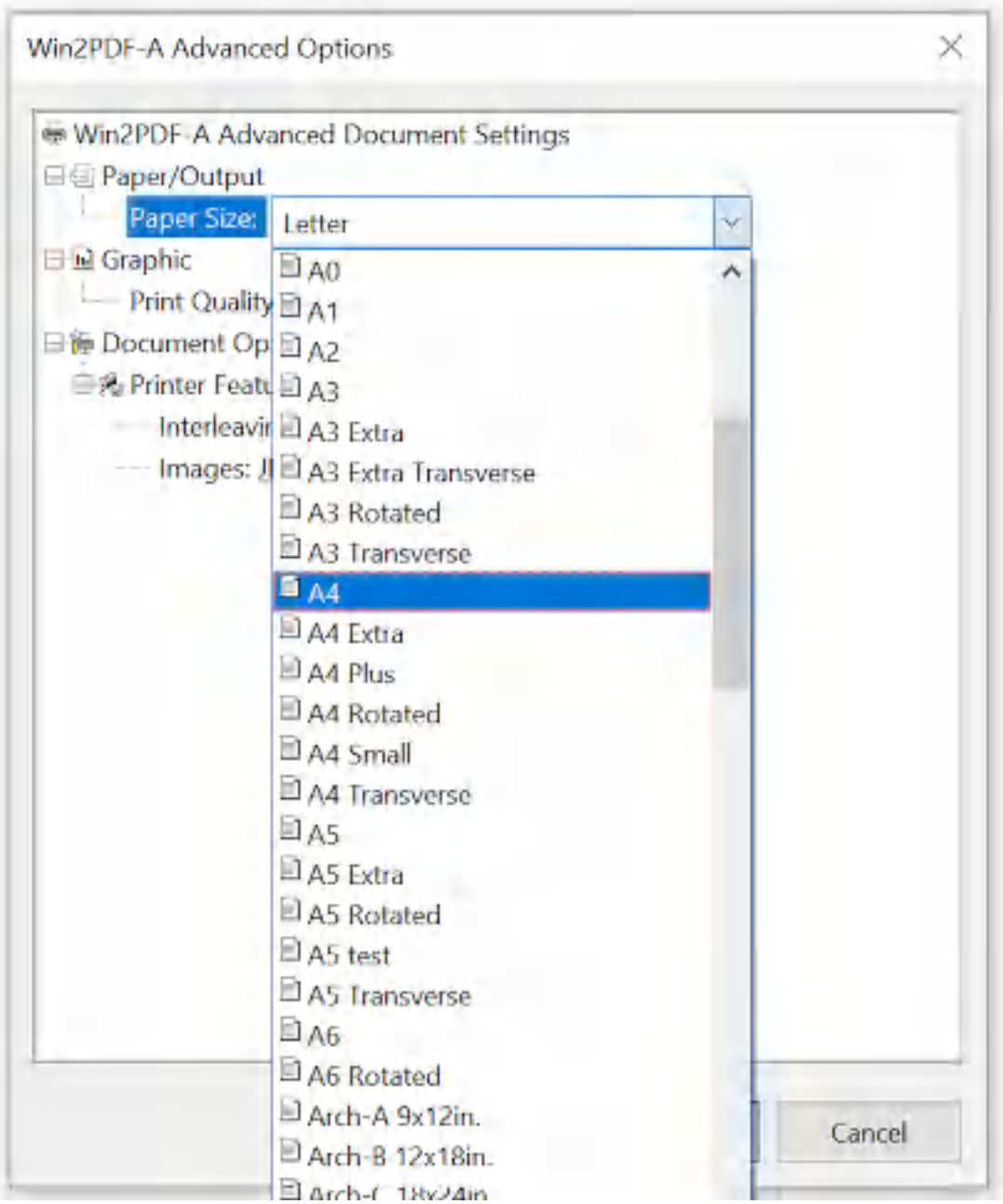

Win2PDF supports the following paper sizes:

- US Letter
- US Legal
- 4A0
- 2A0
- A0
- A1
- A2

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- A3
- A4
- B5
- US Letter Small
- A4 Small
- US Legal Small
- Ebook
- Tabloid 11x17in.
- A-Size 8.5x11in.
- B-Size 11x17in.
- C-Size 17x22in.
- D-Size 22x34in.
- E-Size 34x44in.
- Arch-A 9x12in.
- Arch-B 12x18in.
- Arch-C 18x24in.
- Arch-D 24x36in.
- Arch-E 36x48in.
- 30x42/30x42in.
- 30x48/30x48in.
- 36x60/36x60in.

In addition, Win2PDF supports user defined custom or user defined paper sizes. The steps required to create a custom paper size vary depending on the version of Windows.
How to create a custom paper size in Windows XP or Windows Server 2003
How to create a custom paper size in Windows Vista
How to create a custom paper size in Windows 7 or Windows Server 2008
How to create a custom paper size in Windows 8
How to create a custom paper size in Windows 10
How to create a custom paper size in Windows 11

2.16.1 How to create a custom paper size in Windows XP or Windows Server 2003

To create a custom page size in Windows XP or Windows Server 2003:

1. Open the "**Printers and Faxes**" folder

2. Under the "**File**" menu, select "**Server Properties**".

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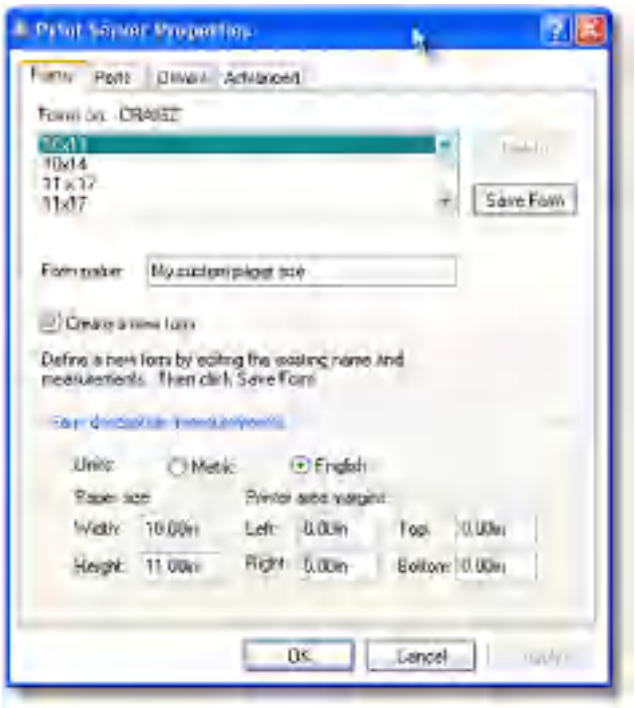
3. Select the "**Forms**" tab.



4. Check the "**Create a New Form**" box, and fill out the "**Form Description**" and "**Paper Size**" fields. It is best to leave the "**Printer Area Margins**" fields as 0.

5. Select "Save Form" and close the window. Your form should now be available to Win2PDF.

2.16.2 How to create a custom paper size in Windows Vista

To create a custom page size in Windows Vista:

1. Open the "**Printers**" folder

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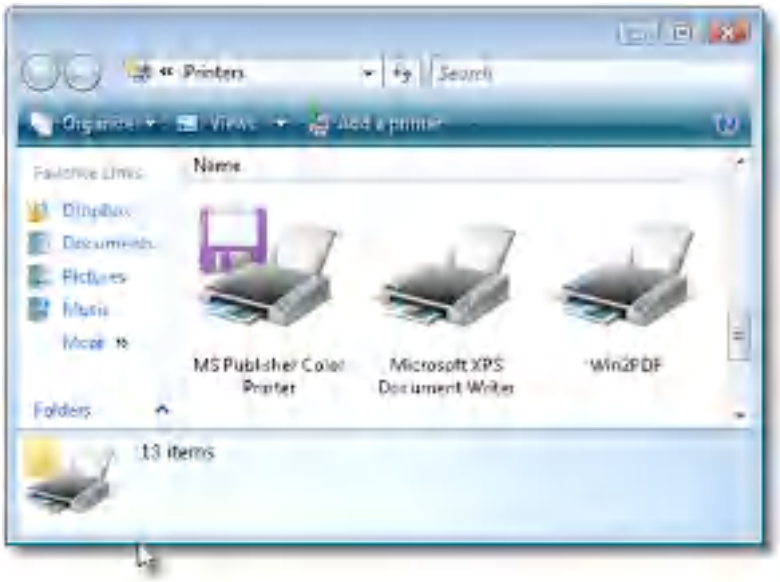
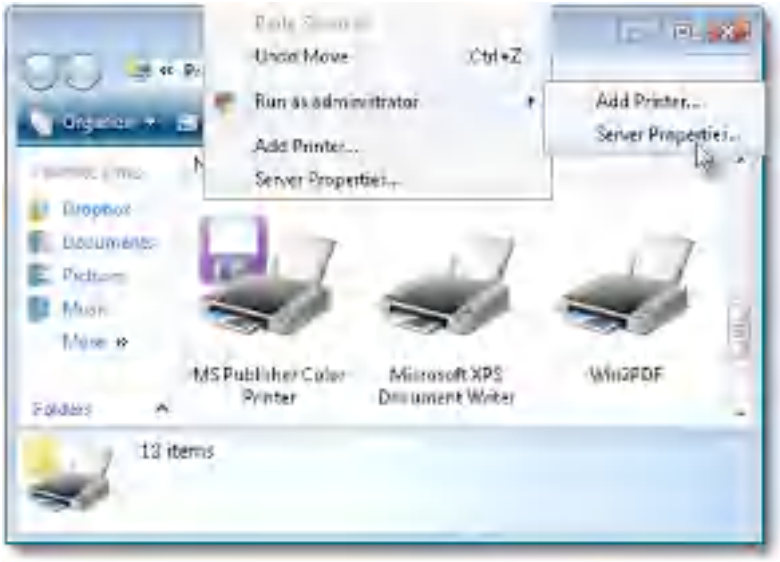


2. Right click in the background of the printers folder, and select "**Run as administrator->Server Properties...**".



3. Select the "**Forms**" tab.

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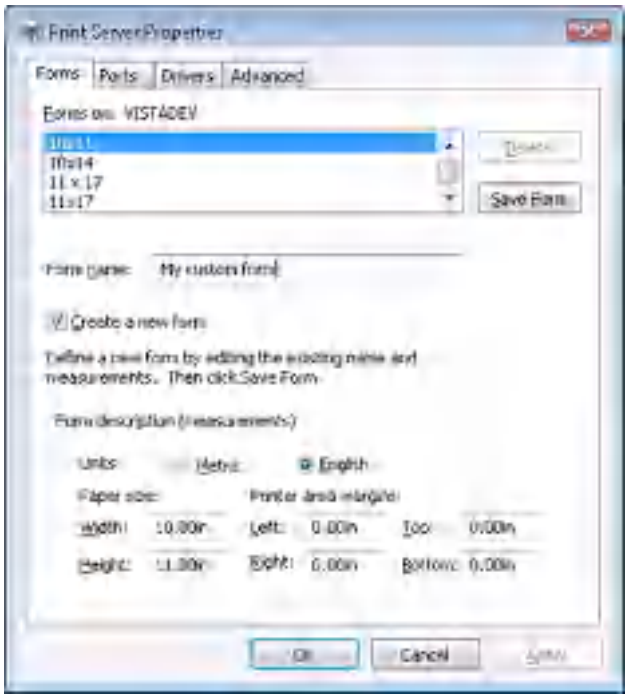

4. Check the "**Create a New Form**" box, and fill out the "**Form Description**" and "**Paper Size**" fields. It is best to leave the "**Printer Area Margins**" fields as 0.

5. Select "Save Form" and close the window. Your form should now be available to Win2PDF.

2.16.3 How to create a custom paper size in Windows 7 or Windows Server 2008

To create a custom page size in Windows 7 or Windows Server 2008:

1. Open the "**Devices and Printers**" folder from the Start menu. Select the printer named **"Win2PDF"** and then click on the menu option **"Print Server Properties"**.

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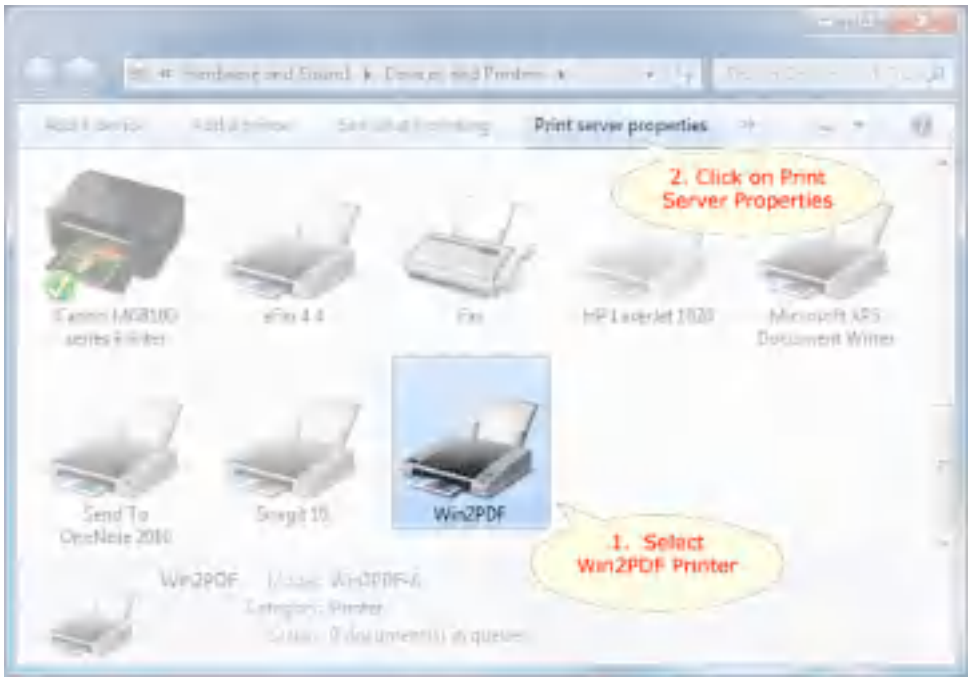
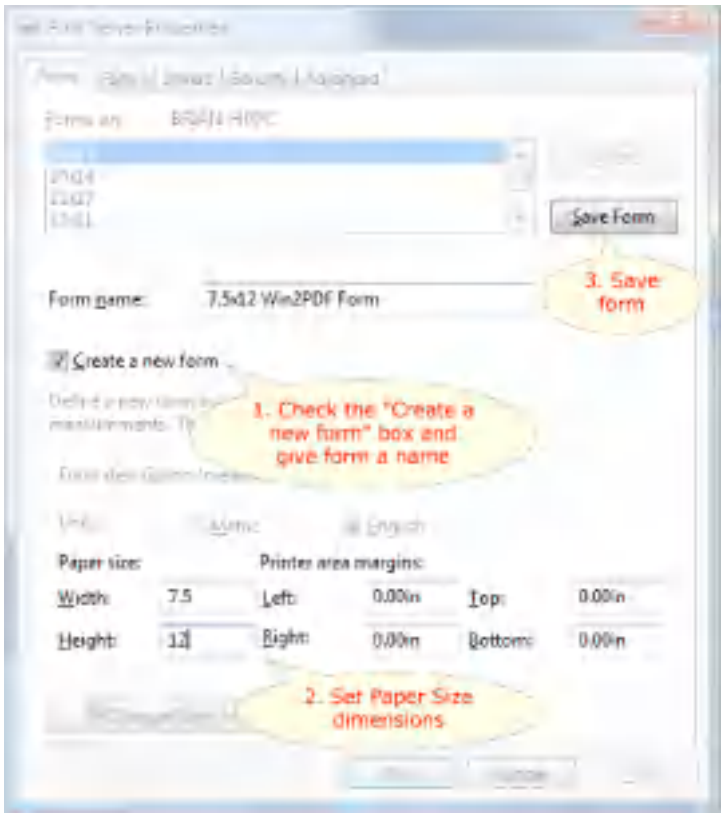


2. In the "**Print Server Properties**" window, name and set the paper size dimensions.



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3. Select **"Save Form"** and close the window. Your form should now be available to Win2PDF. Here is a short video showing how to create and use this custom paper size.

How to create a custom paper size with Windows 7

2.16.4 How to create a custom paper size in Windows 8

To create a custom page size in Windows 8, Windows 8.1, or Windows Server 2012:

1. Open the Control Panel by typing "**Control Panel**" in the start menu search box. Click "**View devices and printers**" under "**Hardware and Sound**" from the Control Panel. Select the printer named **"Win2PDF"** and then click on the menu option **"Print Server Properties"** in the window title bar.

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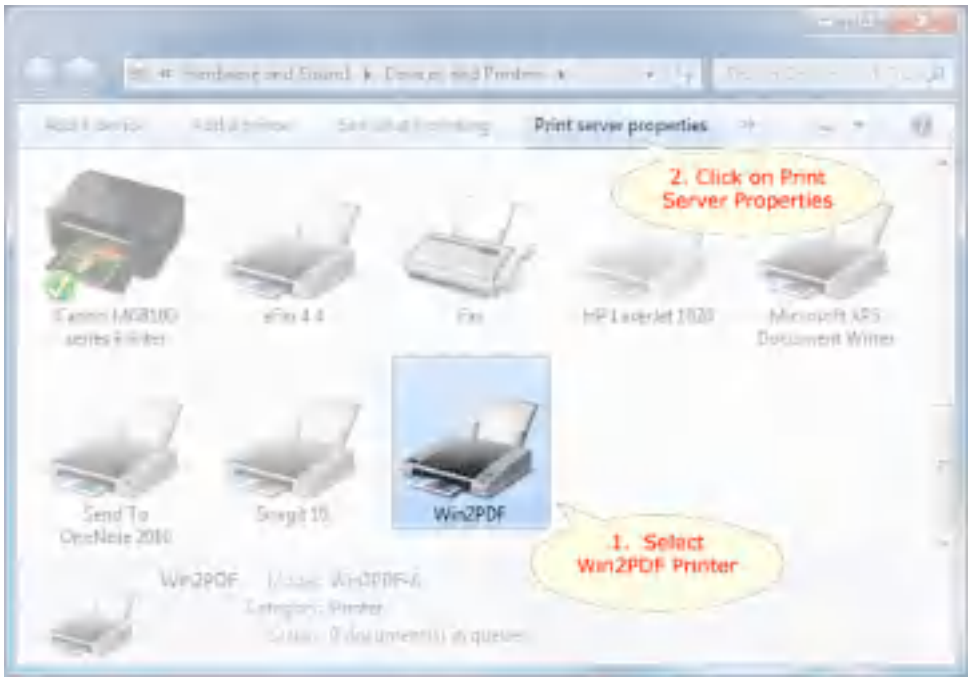
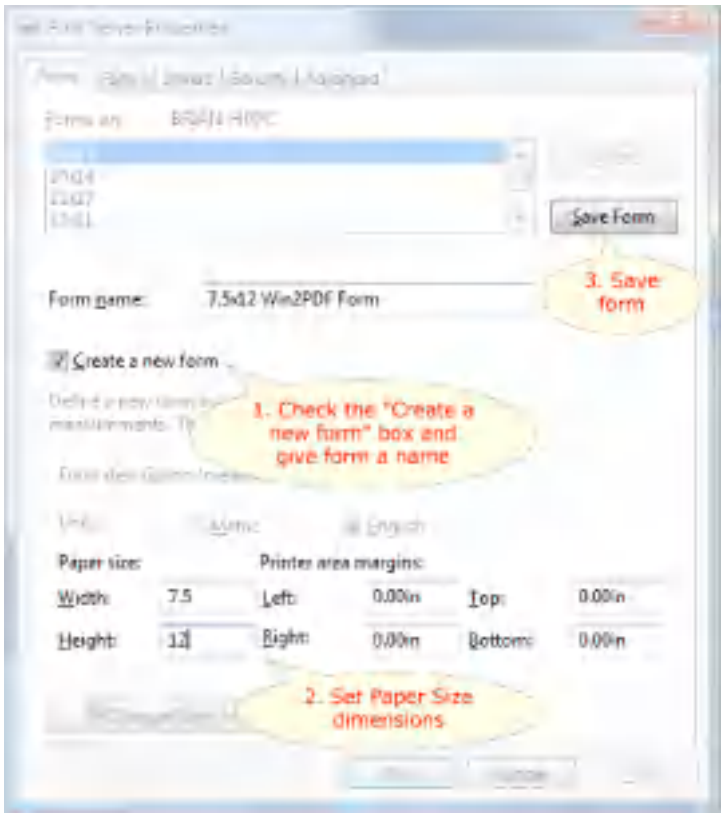


2. In the "**Print Server Properties**" window, name and set the paper size dimensions.



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3. Select **"Save Form"** and close the window. Your form should now be available to Win2PDF. Here is a short video showing how to create and use this custom paper size.

How to create a custom paper size with Windows 7

2.16.5 How to create a custom paper size in Windows 10

To create a custom page size in Windows 10:

1. Open the "**Control Panel**" from the Windows 10 "**Start -> Windows System**" menu. Click "**View devices and printers**" under "**Hardware and Sound**" from the Control Panel. Select the printer named **"Win2PDF"** and then click on the menu option **"Print Server Properties"**.

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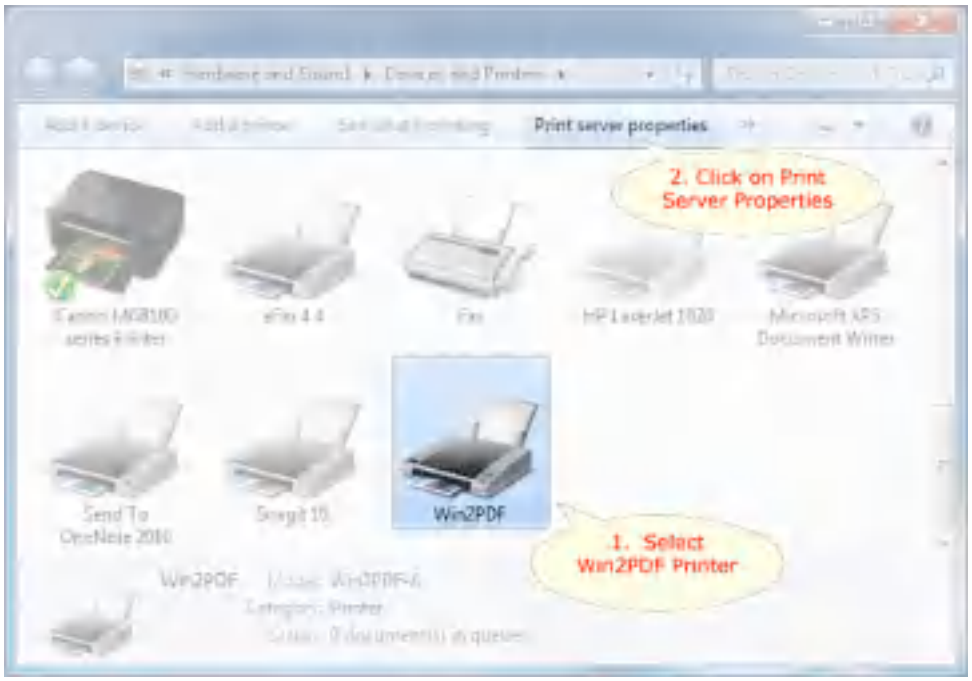
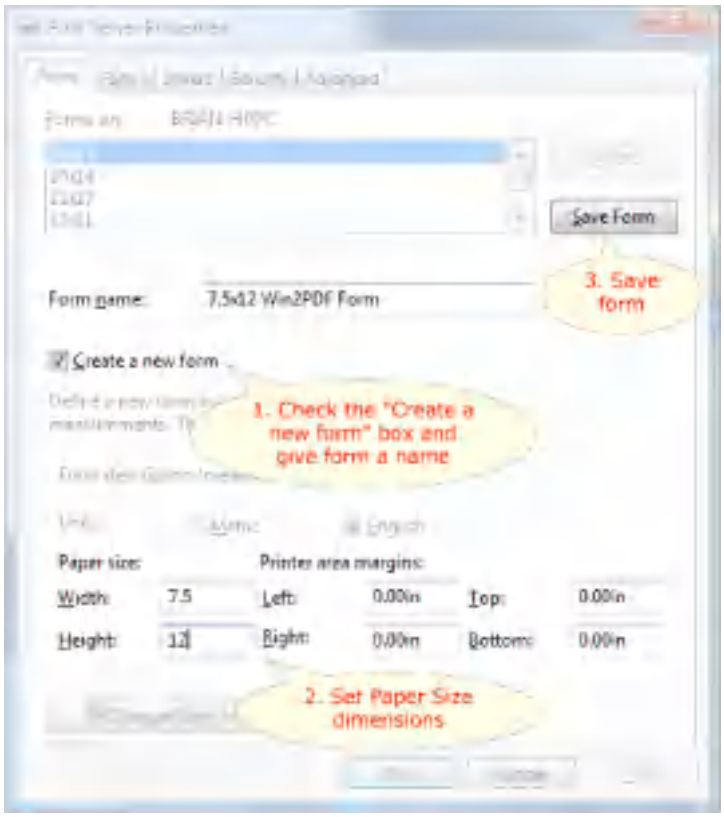


2. In the "**Print Server Properties**" window, name and set the paper size dimensions.



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3. Select **"Save Form"** and close the window. Your form should now be available to Win2PDF. Here is a short video showing how to create and use this custom paper size.

How to create a custom paper size with Windows 7

2.16.6 How to create a custom paper size in Windows 11

To create a custom page size in Windows 11:

1. Search for "**Printers & scanners**" from the Windows 11 "**Search**" menu. Scroll down to "**Related settings**" and then click on **"Print Server Properties"**.

2. In the "**Print Server Properties**" window, name and set the paper size dimensions.

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3. Select **"Save Form"** and close the window. Your form should now be available to Win2PDF. Here is a short video showing how to create and use this custom paper size.

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How to create a custom paper size with Windows 7

2.17 Application Settings Vs. Default Settings

Many applications have the ability to change the printer settings from the print window or from a page setup window. If you change a setting from an application, it will not change the default setting.

To change the default printer setting, you need to change the setting in the "**Printing Preferences**" window. You can find this by opening the printers folder, right clicking on the "Win2PDF" icon, and choosing "**Printing Preferences**".

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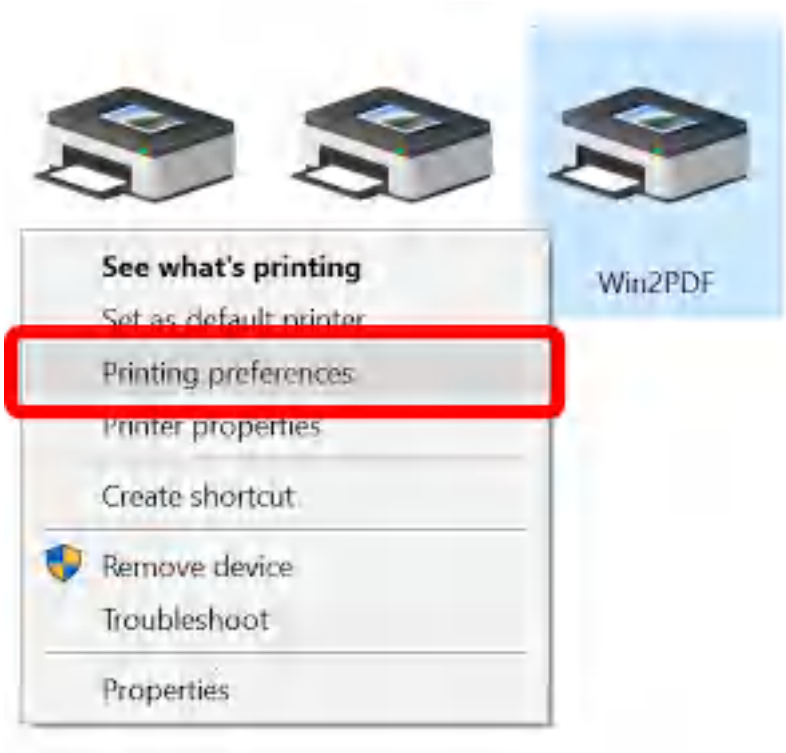

2.18 Resolution

The default resolution for images is 300 DPI. You can change the default resolution by opening the "**Printers**" folder, right clicking on the Win2PDF icon, and opening "**Printing Preferences**".

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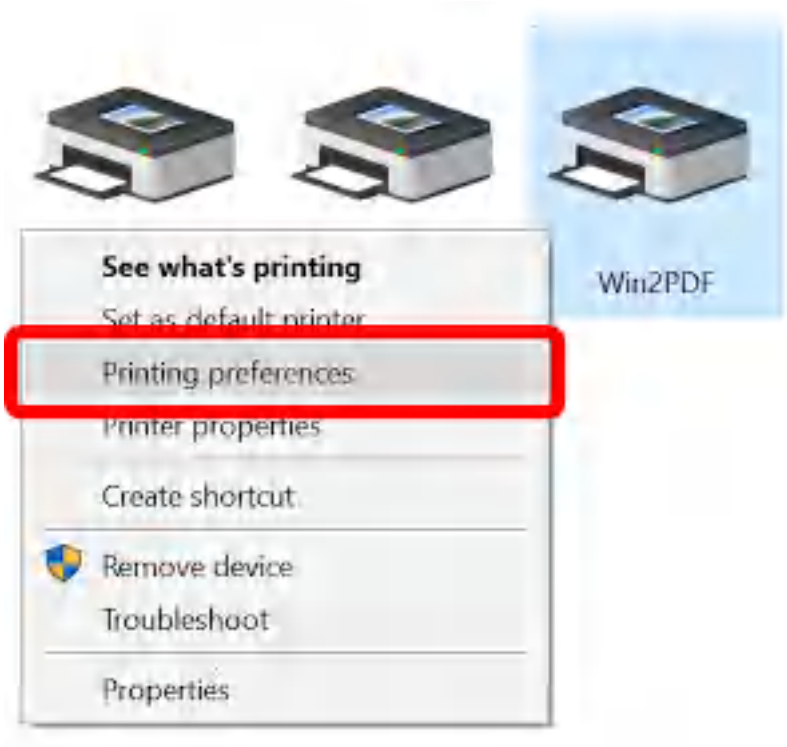

In the Printing Preferences window, click "**Advanced...**":

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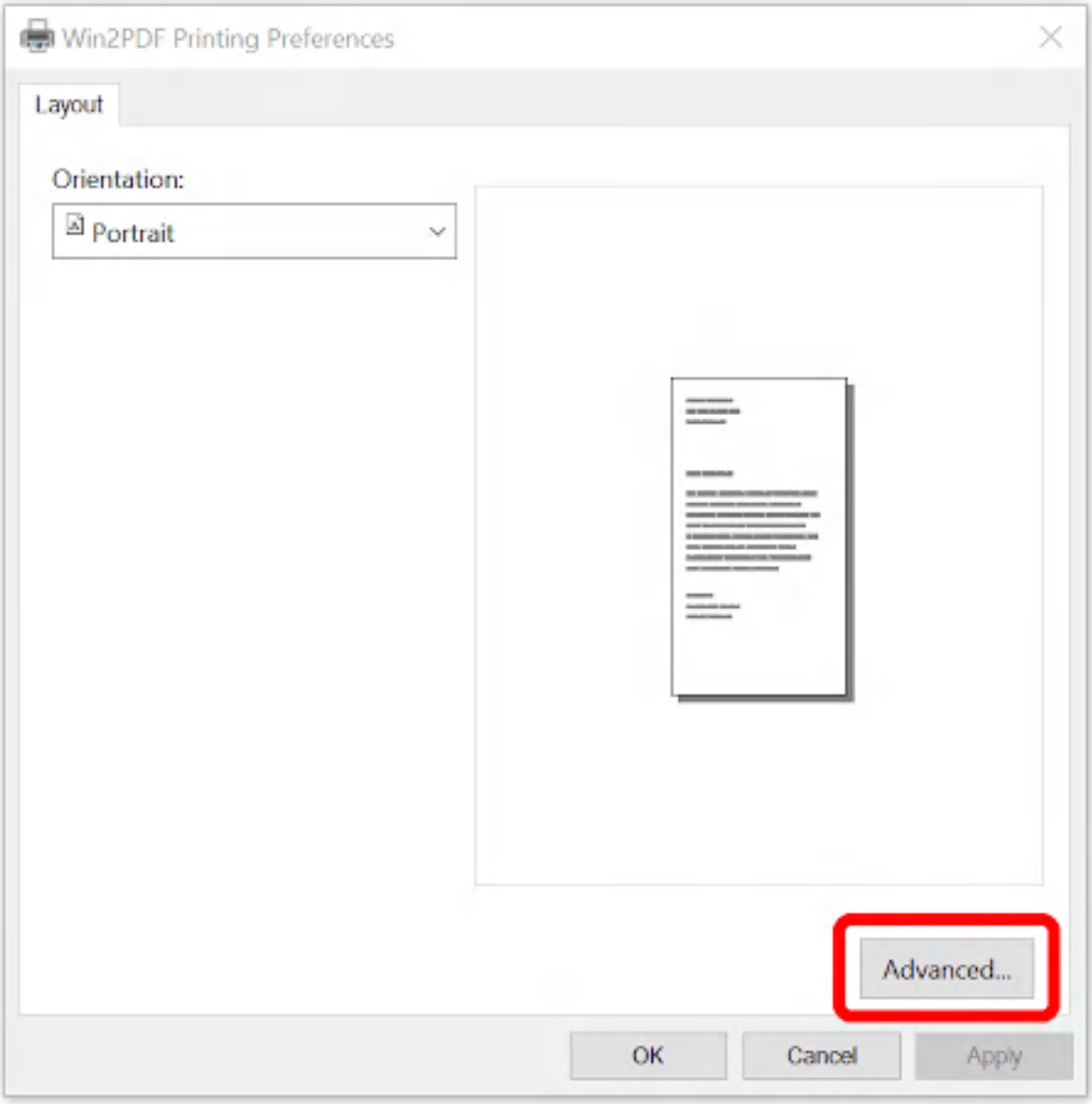

The resolution (**Print Quality**) setting us under the "**Graphic**" section of this window.

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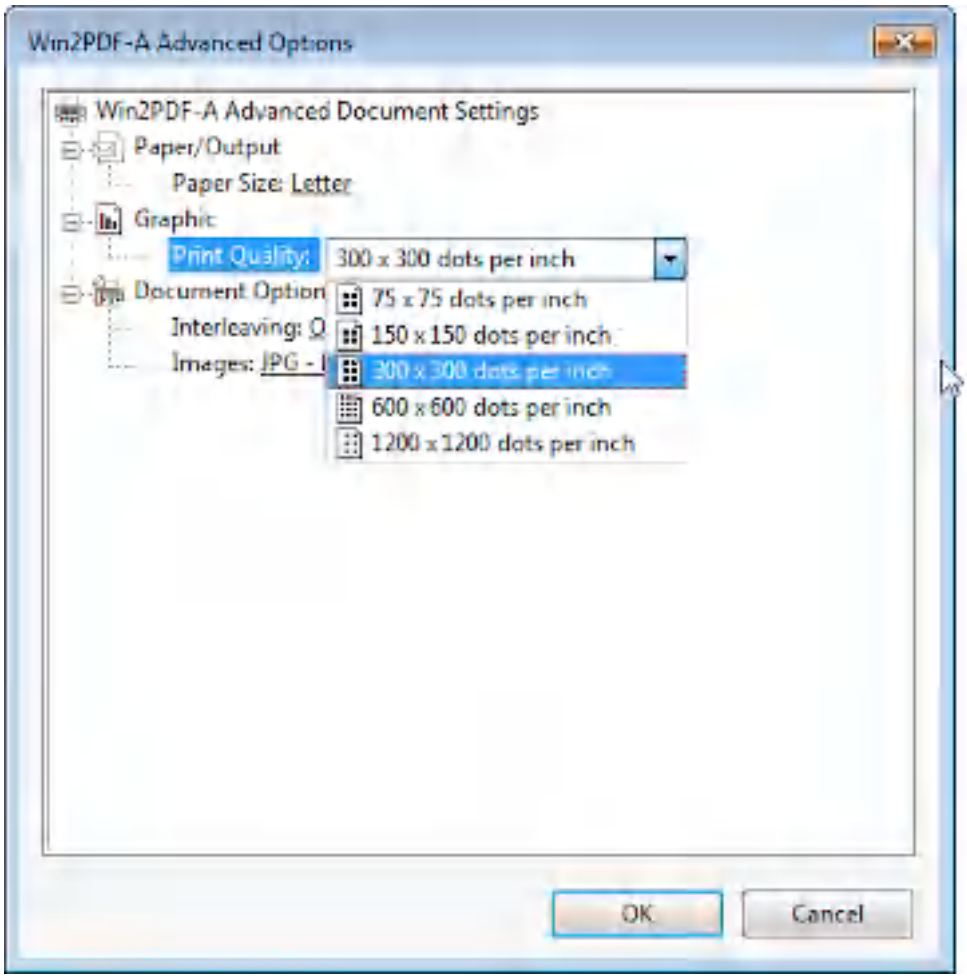

Set Printer Resolution

Available resolutions are:

- 75 DPI
- 150 DPI
- 300 DPI
- 600 DPI
- 1200 DPI
- 2400 DPI

Increasing the resolution will improve the quality of images, but it will also increase the document size.

2.19 Win2PDF Pro Settings

2.19.1 Document Information

Set Document Information Win2PDF Pro

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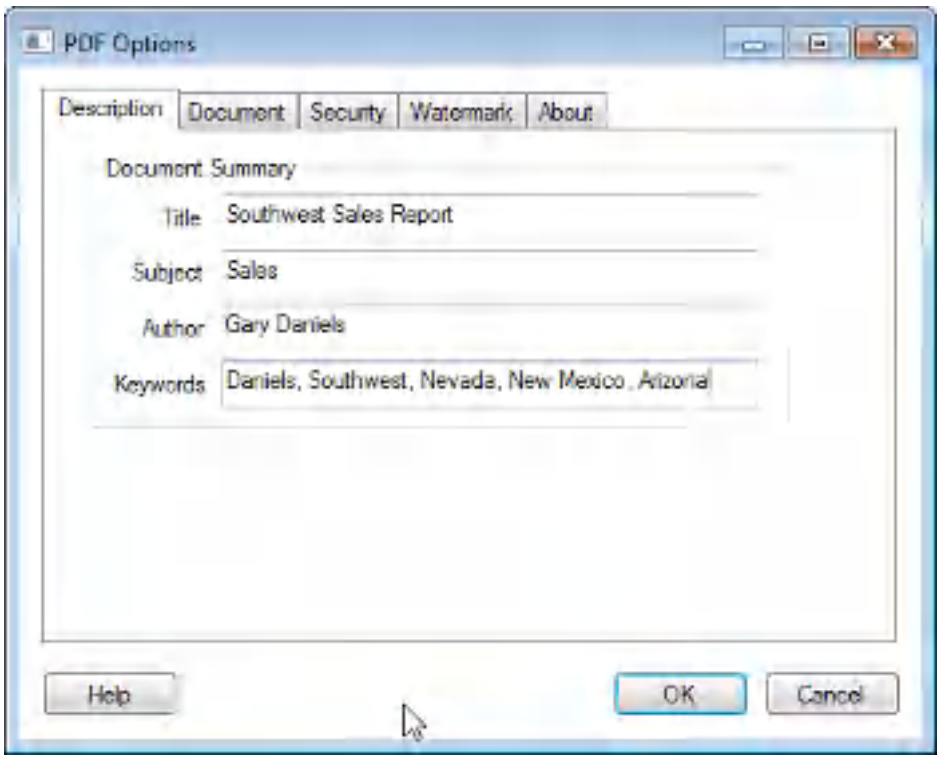
Win2PDF Pro can set the document information such as Title, Author, Subject, and Keywords. This information is entered in the "**PDF Options...**" window of the Win2PDF File Save window.



Document Summary Settings

The "**Author**" and "**Keywords**" fields are saved by Win2PDF and applied to all subsequent documents. The default value for the "**Title**" field is set by the application. The "**Subject**" field is not saved for future documents, and must be manually set for each document.

The document information can be viewed in Acrobat Reader by opening **File->Document Properties->Summary**

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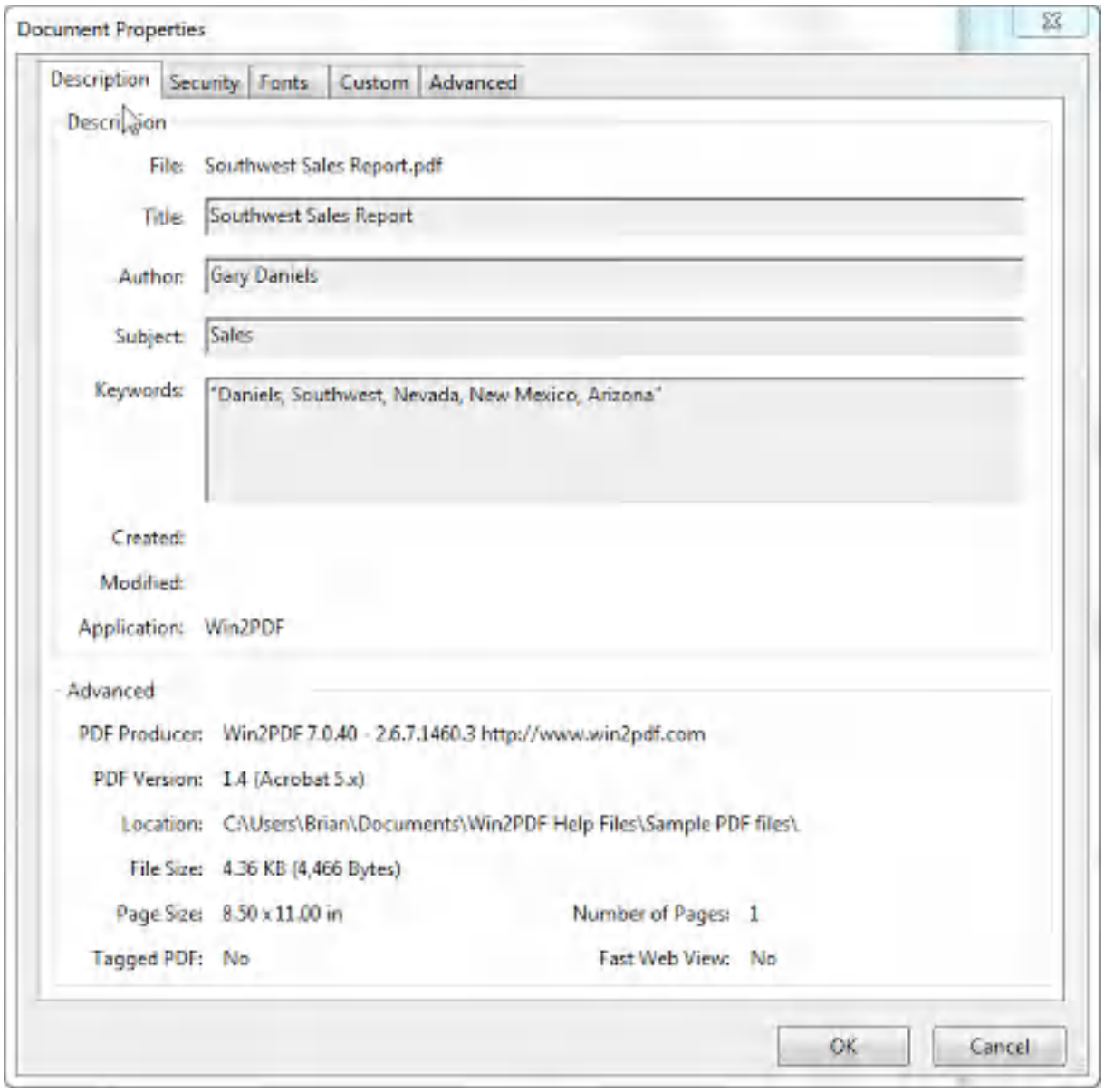

Document Properties

Information on controlling the document information from a custom application is available in "Setting Document Information" in the developer information section.

2.19.2 Document Security

Set Document Security Win2PDF Pro

Win2PDF Pro supports the standard security options and permissions available in the PDF file format. Note: security options and permissions are not valid for the PDF/A file format.

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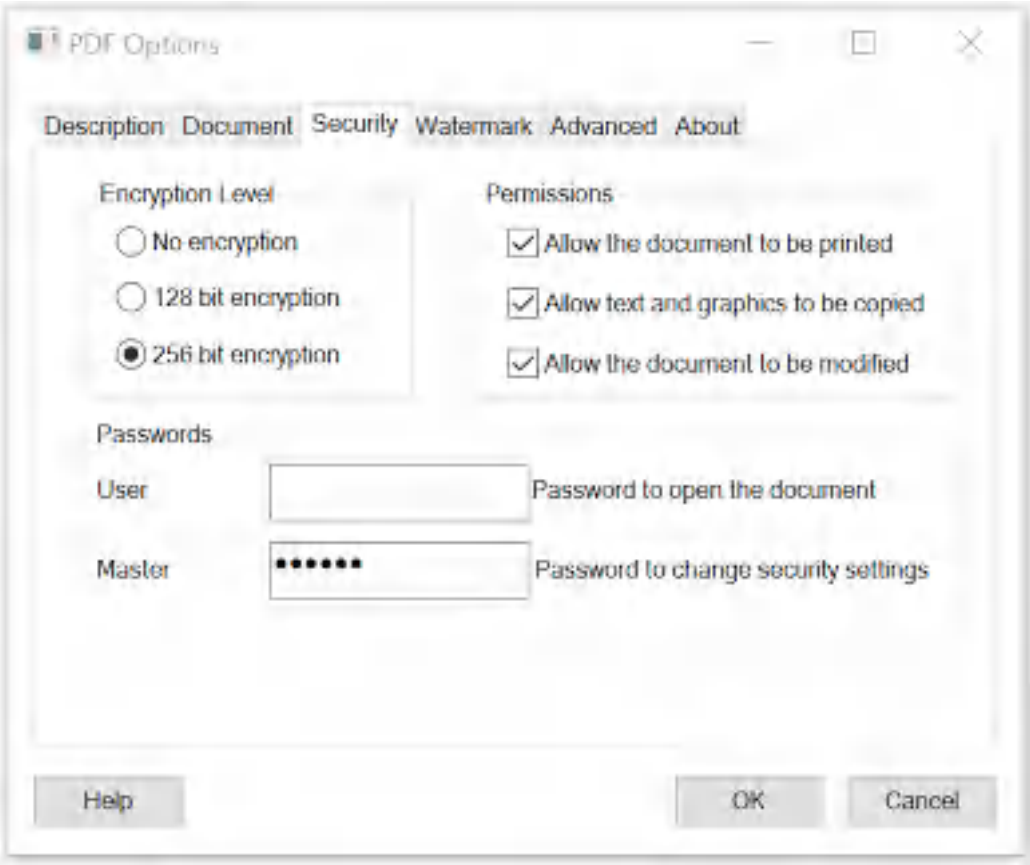

PDF Security Options

The "**Encryption Level**" setting controls the type of encryption used in the PDF file. The 128 bit AES encryption is compatible with Acrobat Reader 5.0 and above and the 256 bit AES encryption is compatible with Adobe Reader 9.0 and above. For best security, the 256 bit encryption option is recommended.

The "**Permissions**" setting controls restrictions that can be placed on the PDF file. To prevent printing of a PDF file, uncheck the "**Allow the document to be printed**" option. To prevent the text and graphics from being copied from the PDF file, uncheck the "**Allow text and graphics to be copied**" option. To prevent the document from being modified in a PDF editor, uncheck the "**Allow the document to be modified**" option.

The PDF file format allows two types of passwords, a user password and a master password. The user password is used to open the document, and the master password used to encrypt the security options. When a user password is set, Acrobat Reader displays the following prompt when you open the PDF file.

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Adobe Reader Enter Password Window

You must always enter a master password when security options are enabled or if a user password is specified. It is recommended that passwords be at least 8 characters long and contain at least 1 number.

The password and permissions options are only available when the "**Encryption Level**" is set to 128 or 256 bit encryption. Here is a YouTube video that shows how to set the security options:

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Enabling security options in PDF with Win2PDF Pro

Information on controlling the encryption options from a custom application is available in "controlling encryption options" in the developer information section.

An administrator can disable or change the default value for any of the security settings using the "**Win2PDF Admin Utility**" available for download at: https://helpdesk.win2pdf.com/index.php?/Knowledgebase/Article/View/187/15/win2pdf-admin-utility-download

You can also change PDF security using the Win2PDF Desktop App, or using the Command Line PDF Encryption.

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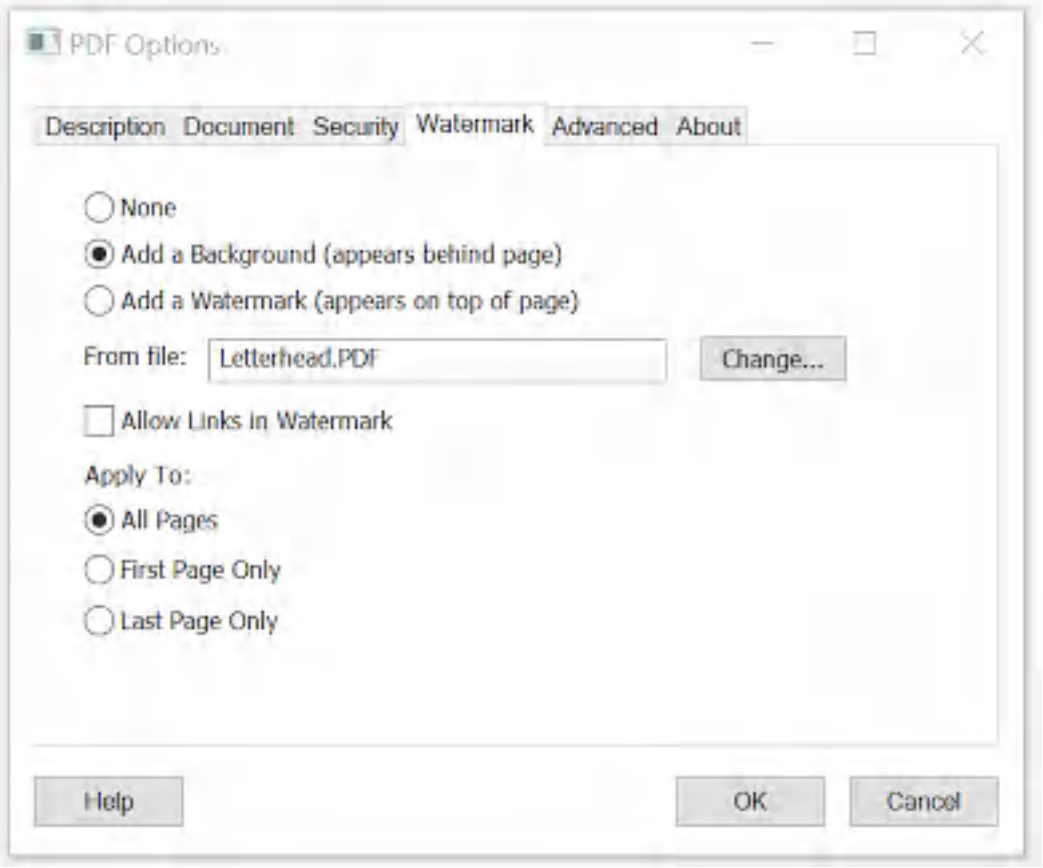
2.19.3 Applying a watermark

Applying a Watermark Win2PDF Pro

Win2PDF Pro can overlay an existing PDF file on newly created PDF files (Add a Watermark) or place an existing PDF file behind text and graphics on newly created PDF files (Add a Background). The existing watermark or background PDF file can contain any text or graphics, but it most often used to apply a "confidential" or "draft" stamp on each page of a document. To enable the watermark or background feature, select the "Add a Watermark" or "Add a Background" option in the Win2PDF "PDF Options" window.



Add a Background or Watermark

When the watermark or background options are enabled, a text box containing the name of the current watermark or background PDF file is shown below the options. If you would like to change the file, click the "Change..." button and select a new watermark or background PDF file. Win2PDF will always display the last used watermark or background PDF file when the feature is enabled.

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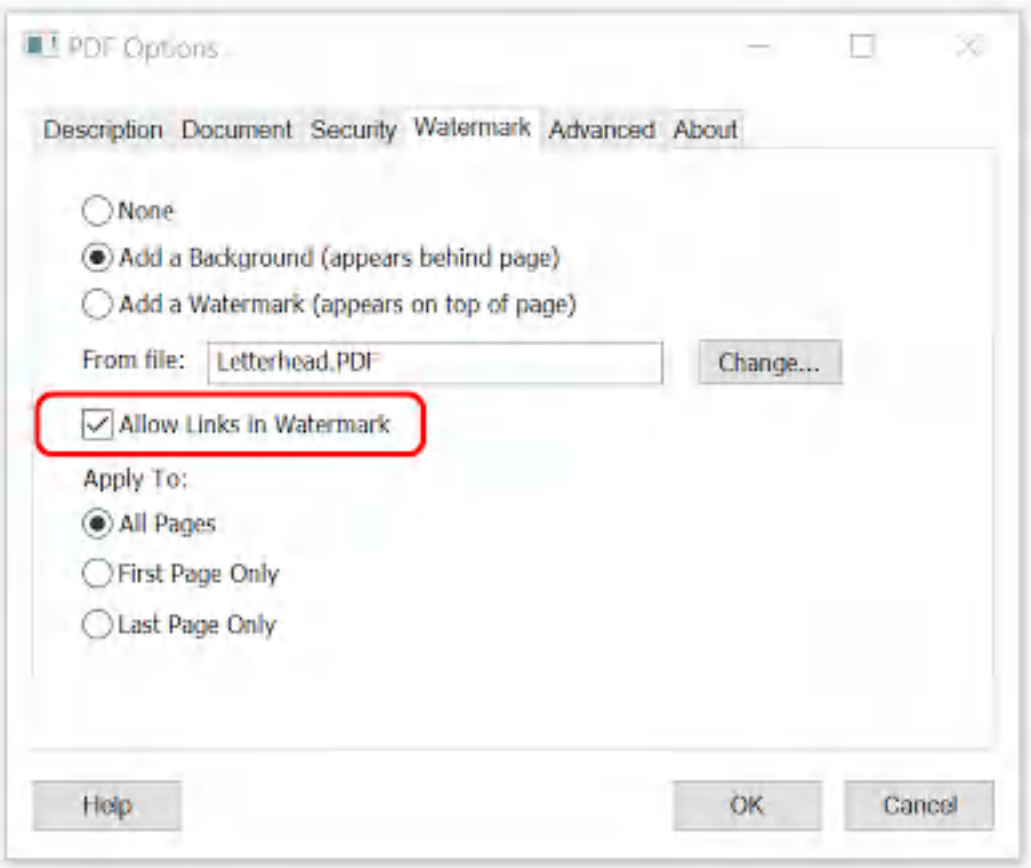
If the watermark or background PDF file contains more than one page, only the first page will be applied to each page of the new document. It's best to use a watermark or background PDF file that has the same page size as the newly created PDF file. If the watermark or background file has a different page size, it will be scaled and centered on the page of the newly created PDF file.

You can create the watermark or background PDF file using Win2PDF and any Windows application such as Microsoft Word. If you are using Win2PDF Pro, the watermark or background PDF file must not be encrypted. Some sample watermark and background PDF files and the corresponding Word documents are available on the download section of the support web site at:
https://helpdesk.win2pdf.com/index.php?/Knowledgebase/Article/View/186/17/watermark-samples

If the watermark file has click-able links, you can check the "Allow Links in Watermark" option to keep these links active in the final watermarked PDF file.



Allow Links in Watermark

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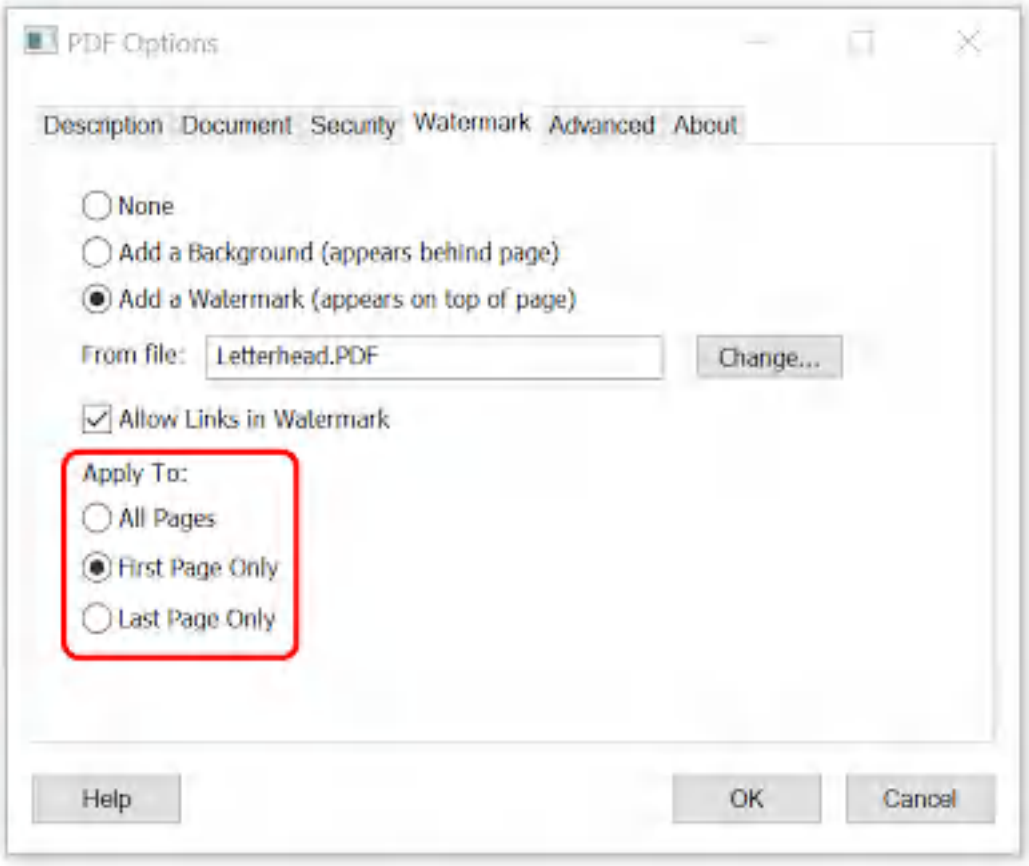
If you only want to apply the watermark or background to the first or last page, you can select the "First Page Only" or "Last Page Only" options in the "Apply To:" setting:



Apply Watermark to First or Last Page

Here is a YouTube video that shows how to set the watermark options:

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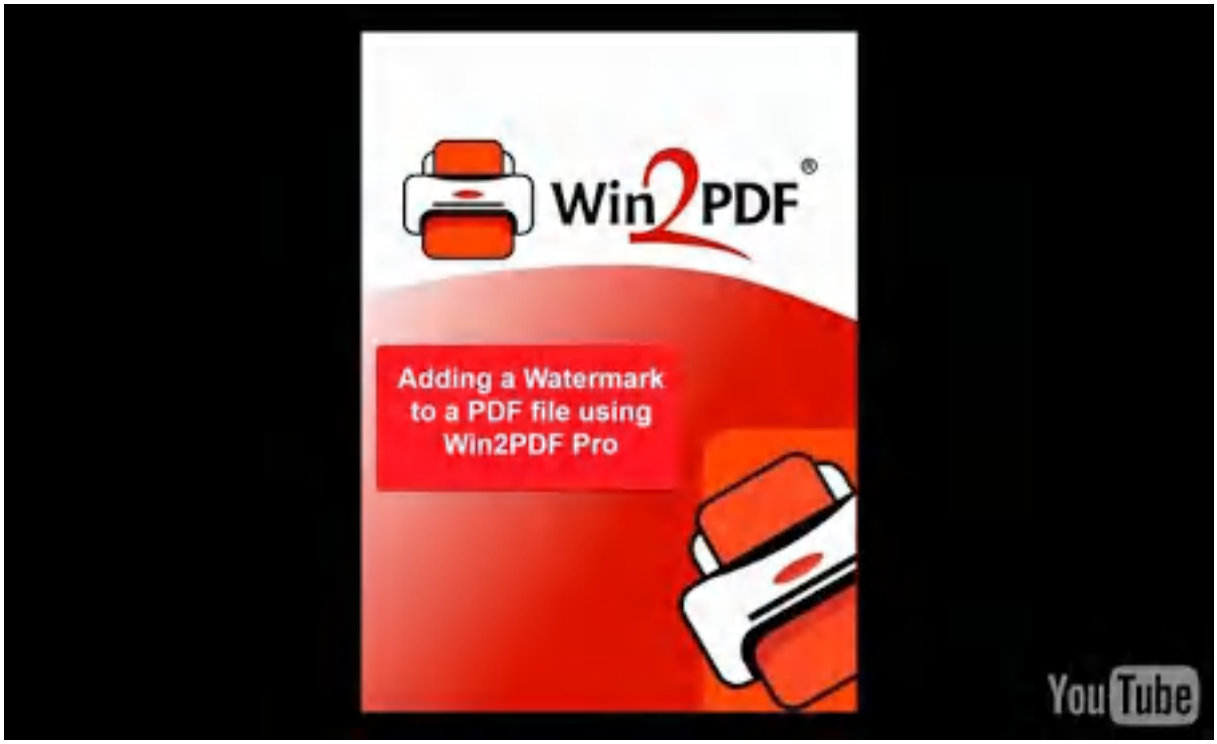

Adding a watermark to a PDF file using Win2PDF Pro

Information on controlling the watermark options from a custom application is available in "watermark options" in the developer information section.

An administrator can disable or set a default watermark PDF file for all users with the "**Win2PDF Admin Utility**" available for download at: https://helpdesk.win2pdf.com/index.php?/Knowledgebase/Article/View/187/15/win2pdf-admin-utility-download

You can also add a watermark to an existing PDF using the Win2PDF Desktop App, or using the Command Line PDF Watermark/Background.

2.20 Document Settings

2.20.1 Scaling

The first setting in the Document tab of the Win2PDF "PDF Options" window is labeled "Scaling". This option can scale the resulting PDF by a percentage specified. The scaling percent can be between 1 and 999, and the default is 100.

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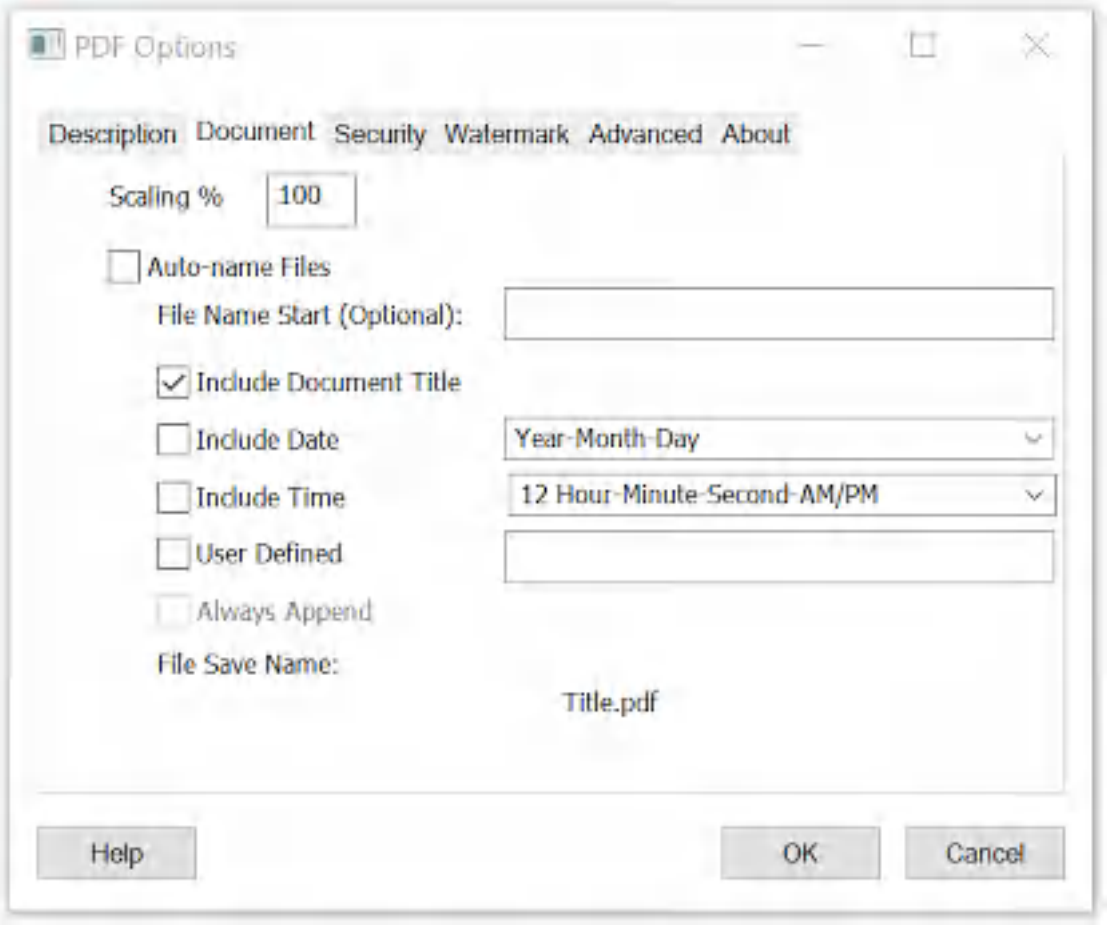

2.20.2 Auto-name Files and Configure File Save Naming

Win2PDF and Win2Image can be configured to set the default file name that is shown in the file save window. It can also be configured to automatically name files and skip the file save window.

To enable the Win2PDF auto-name feature, print to the Win2PDF printer. When the file save window pops-up, choose the auto-name folder location:

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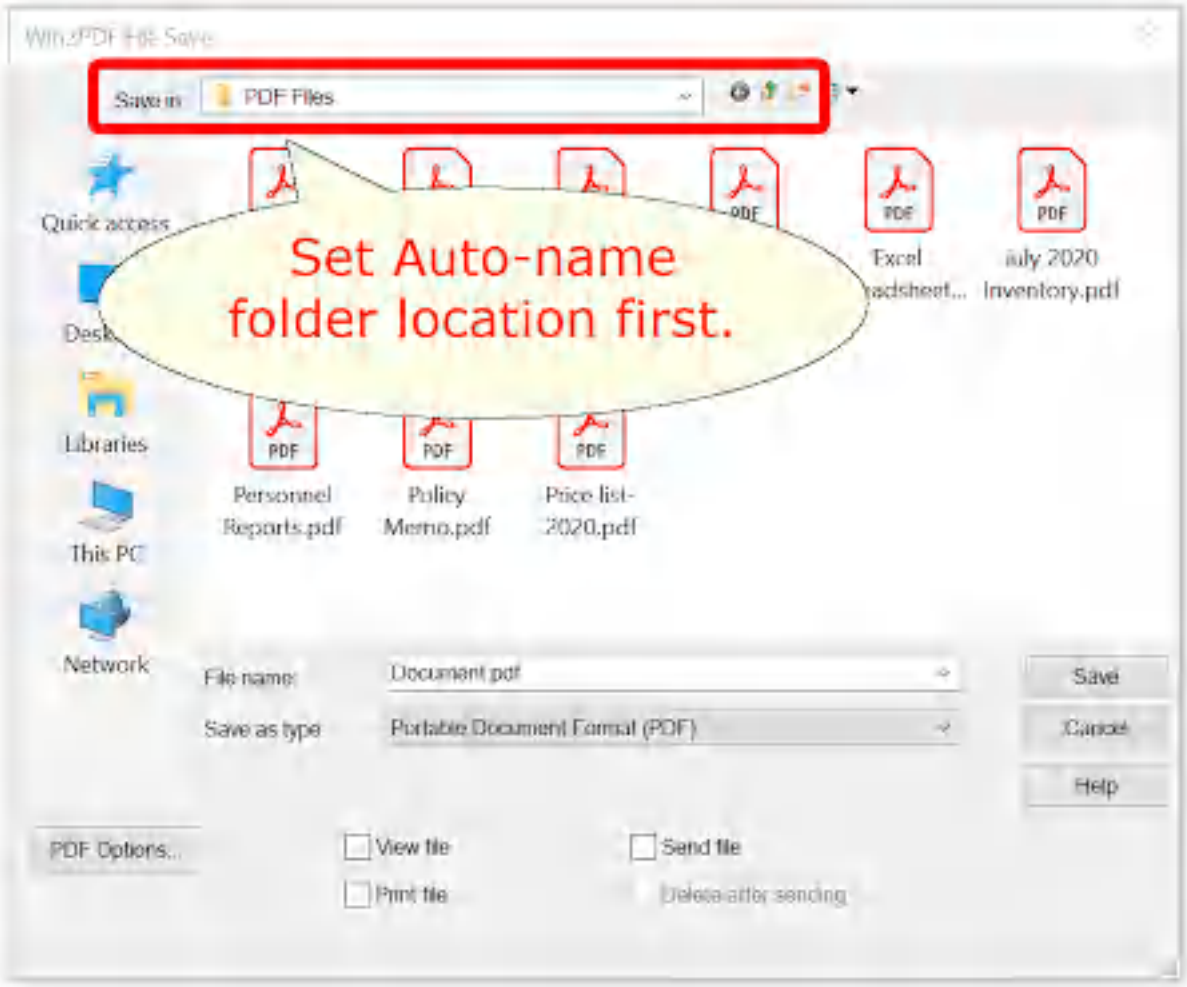

Win2PDF Auto-name set folder location

Next, click on the "PDF Options" button:

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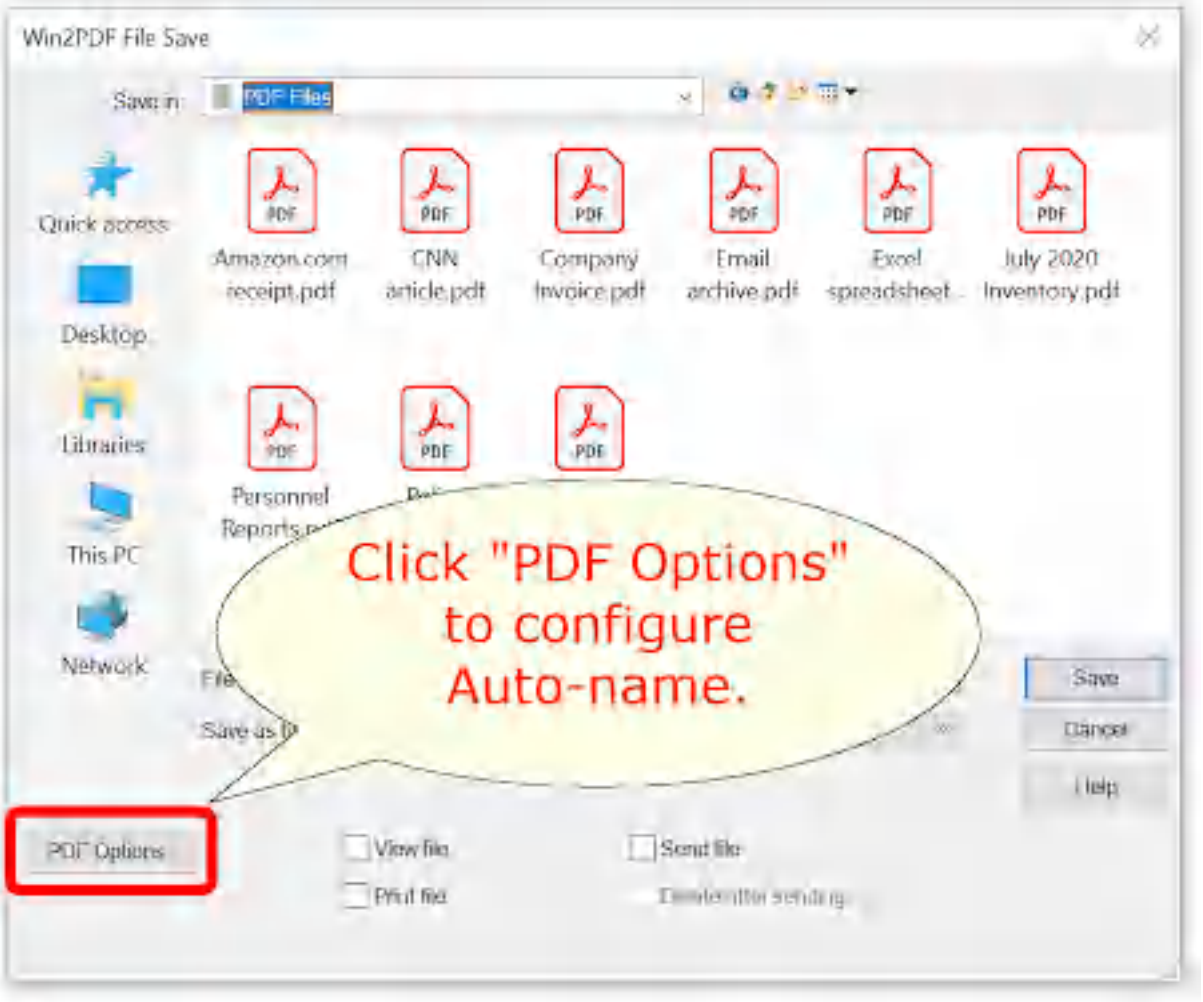

Win2PDF Open PDF Options...

Click the "**Document**" tab display the Auto-name configuration options.

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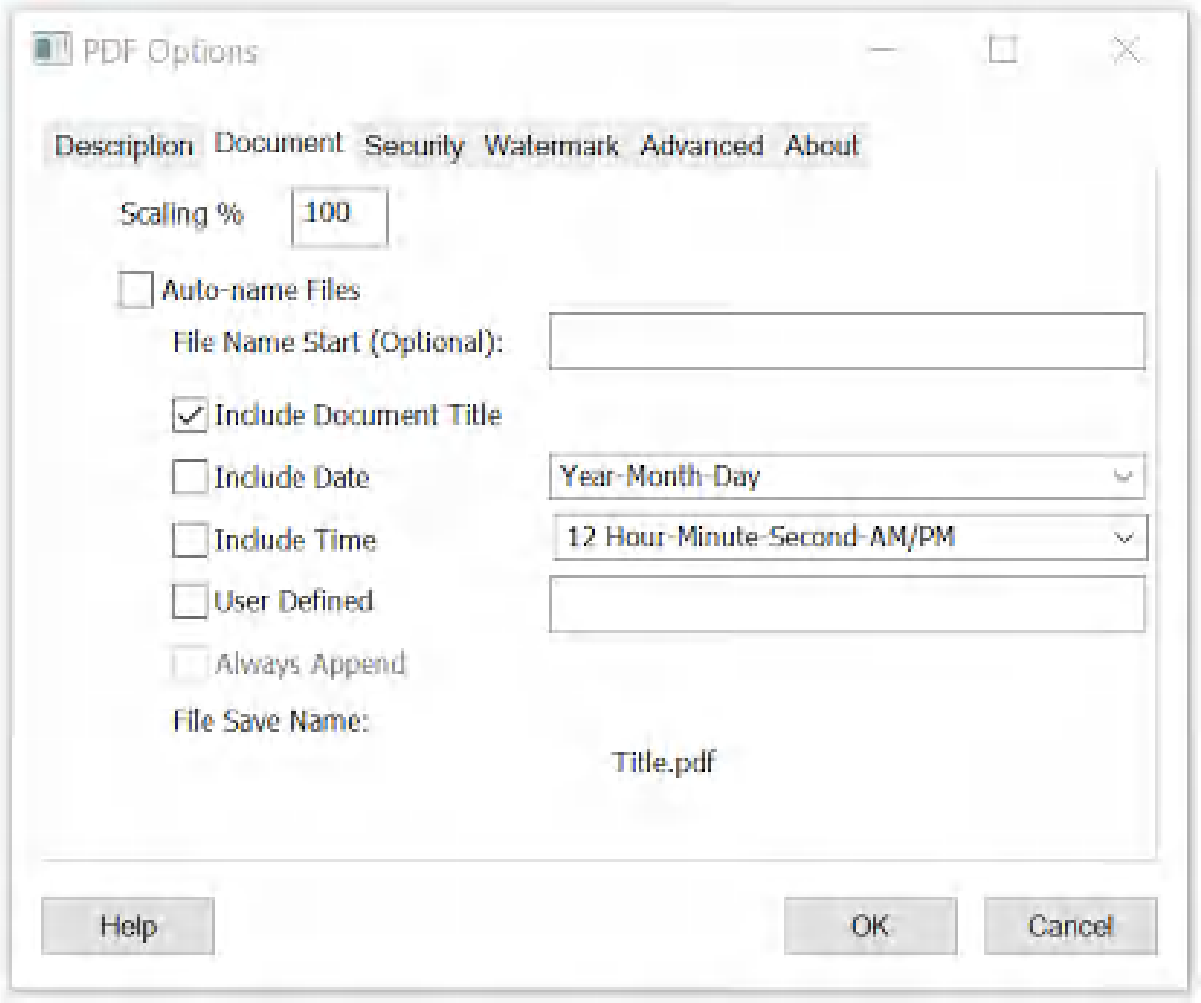

Auto-name Files and Configure File Save Naming

- **When the "Auto-name Files" option is unchecked**, the settings in this window apply to the name displayed in the Win2PDF File Save window. By default, Win2PDF uses the print document name set by the application as the PDF file name. If you want to customize the default name displayed in the Win2PDF file save window, you can add a fixed file name start, a date stamp, or a time stamp. Advanced users can customize the order of these items using the user defined setting.

- **When the "Auto-name Files" option is checked**, the settings in this window are used to automatically save the PDF file directly and Win2PDF bypasses the file save window.

The path used by the Auto-name feature is inherited from the currently selected path when you click on the "PDF Options" button in the file save window. To change the auto-name path, go back to the file save window

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and browse to the desired folder before clicking on the "PDF Options..." button.

The Auto-name feature can also be configured or updated by opening the "**Configure Win2PDF Auto-Name**" item from the "Win2PDF" group in the Windows Start menu.

The available naming options are:
Auto-name: File Name Start
Auto-name: Include Document Title
Auto-name: Include Date
Auto-name: Include Time
Auto-name: User Defined
Auto-name: Always Append
Auto-name Files: Content Based File Naming
Auto-name Files: Content Based File Naming: Search Word
Auto-name Files: Content Based File Naming: Content Field

To rename existing files, see How to Auto-Rename PDFs

Enable Win2PDF Auto-name feature

To stop the Auto-name option, run the "Stop Win2PDF Auto-name" program from the Start menu. When you save the options, the following window is displayed:

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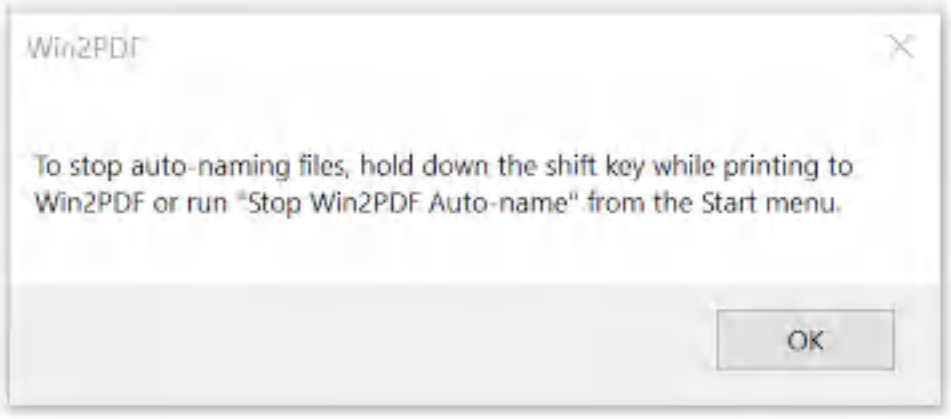

Disable Win2PDF Auto-name

Once Auto-name is enabled, you will no longer see the Win2PDF file save window when you print. To turn off the Auto-name feature and resume prompting for the PDF file save, you will need to go to the Windows Start menu and go to the Win2PDF program group. There, you will be able to select **'Stop Win2PDF Auto-name'**, as shown below.

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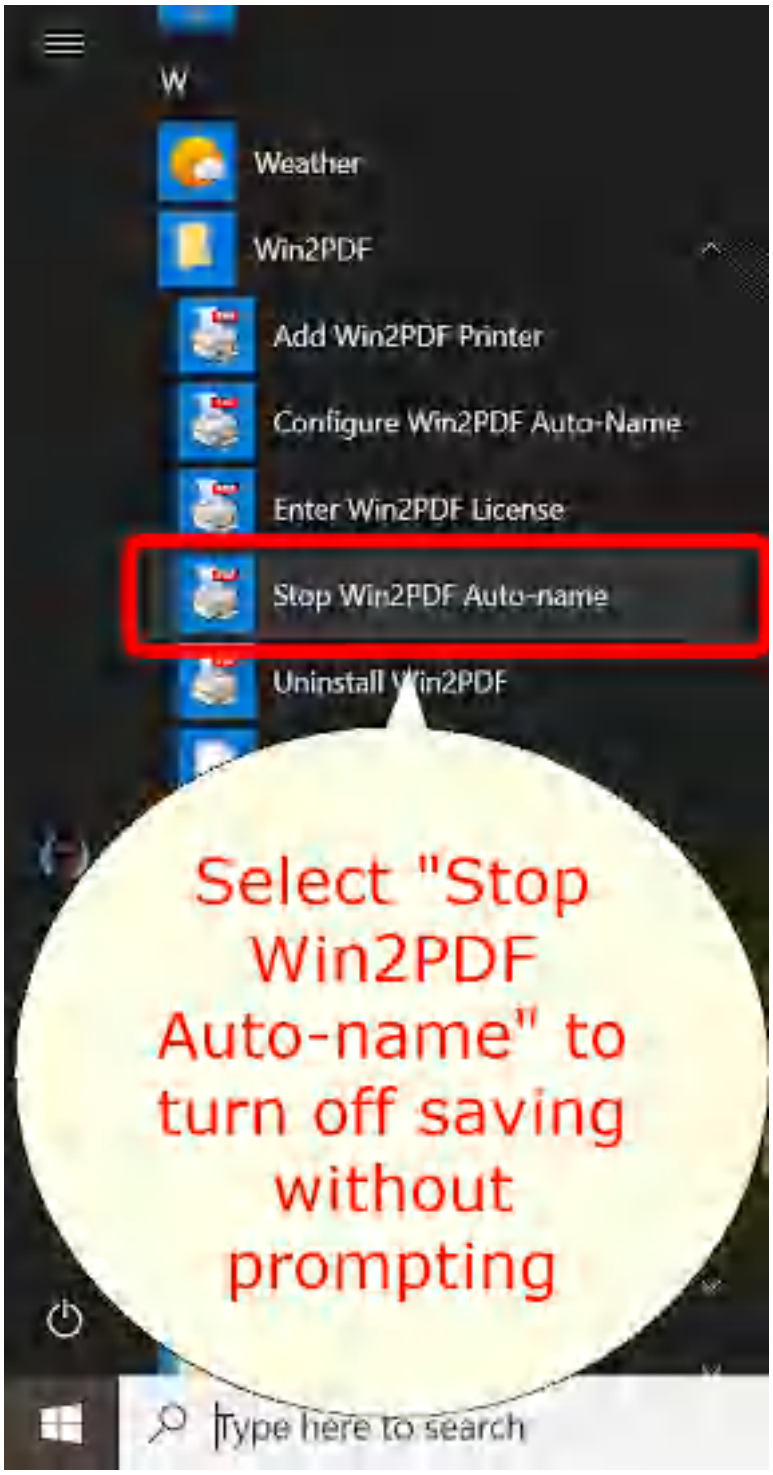

Stop Win2PDF Auto-name from the Windows Start menu

The auto-name settings only apply to the current Win2PDF printer. You can add any number of Win2PDF printers and configure each printer with different auto-name settings.

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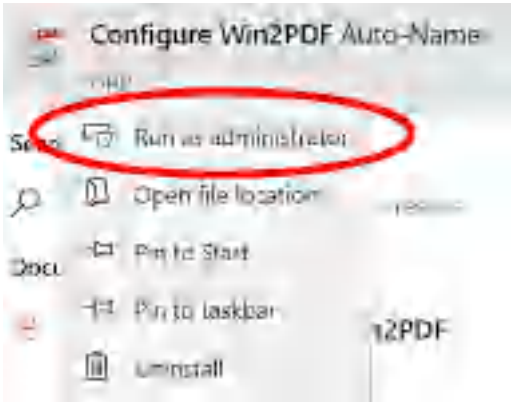
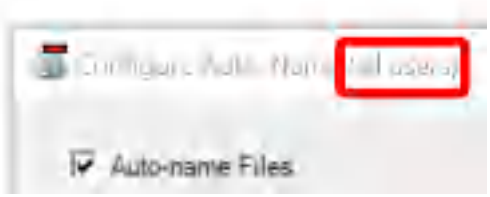
On multi-user servers, the auto-name settings only apply to the currently logged in user. If you open "Configure Win2PDF Auto-name" using "Run as administrator", the Auto-name settings will apply to all users.



Configure Win2PDF Auto-name for all users

The "Configure Win2PDF Auto-Name" window title should display "All Users":



The auto-name configuration is stopped if you hold down the shift key while printing to the Win2PDF printer. If you are printing to Win2PDF in the background while typing in another program, you may accidentally stop the auto-name if you press the shift key. If you want to prevent this from happening, you can use the Win2PDF Admin Utility "Troubleshooting" option to "Disable Auto-Name Shift Key check".

2.20.2.1 File Name Start

When the "Auto-name Files" option is enabled, you can specify fixed text that will be added to the beginning of the PDF file name.

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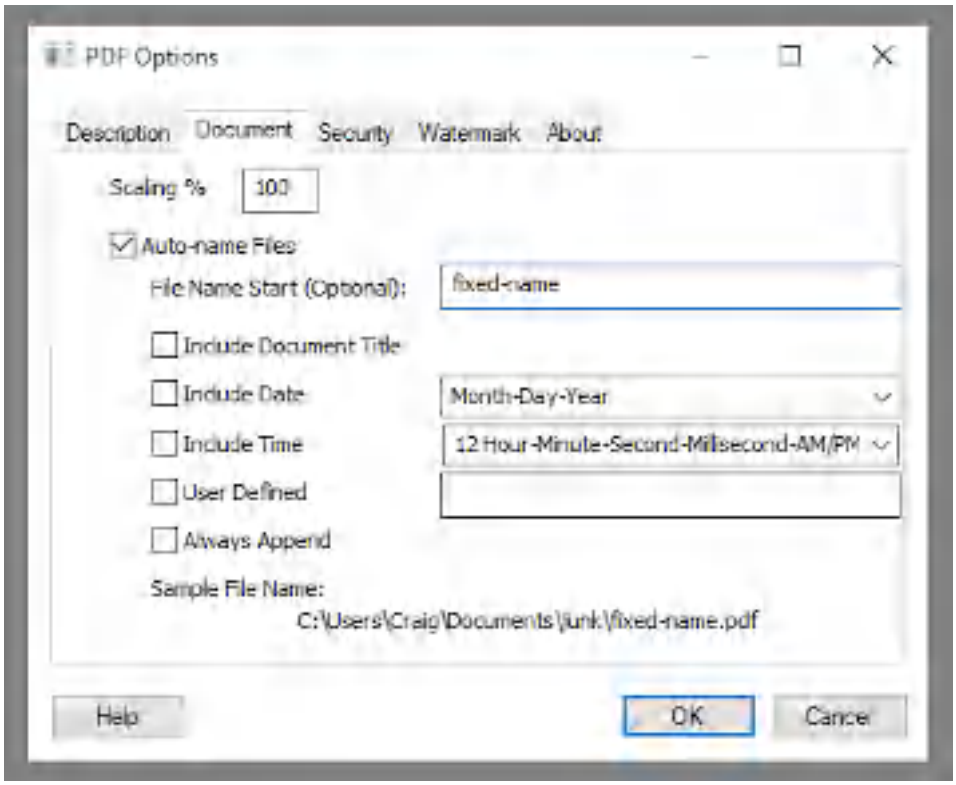

Auto-name Settings - File Name Start

The "Sample File Name" listed at the bottom of the window is updated to show what the resulting file name will be. This option can be combined with any of the other auto-name options.

2.20.2.2 Include Document Title

When the "Auto-name Files" option is enabled, you can add the document title to the file name by checking the "Include Document Title" option.

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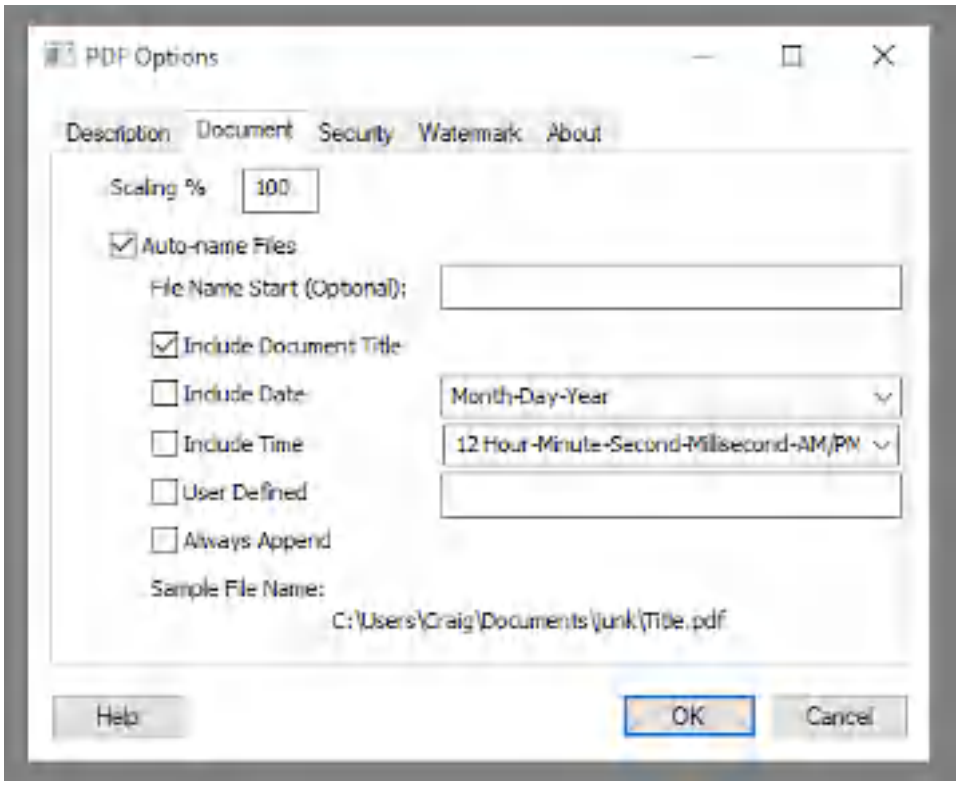

Auto Name Settings - Include Document Title

The document title is set by the calling application, and may change for each document being printed depending on the application.

The "Sample File Name" listed at the bottom of the window is updated to show the resulting file name based on the options selected using "Title" as a placeholder for the application document title. This option can be combined with any of the other auto-name options.

2.20.2.3 Include Date

When the "Auto-name Files" option is enabled, you can add a date to the file name by checking on the "Include Date" option.

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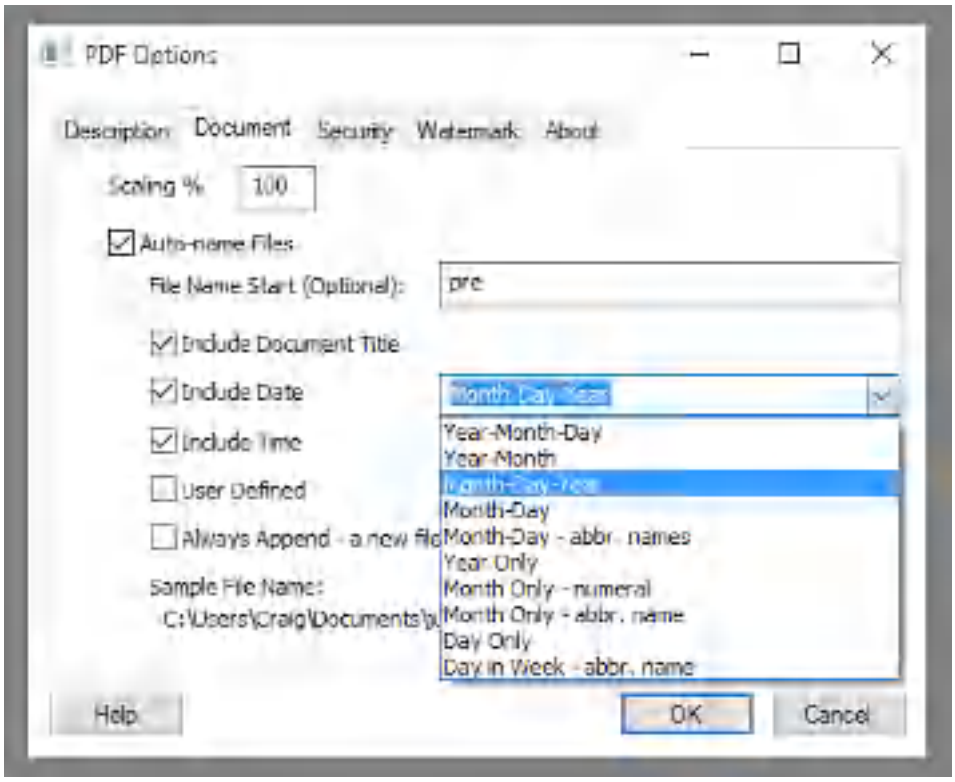

Auto-name Settings - Include Date

The date format can be selected to the right of the option, and available formats include:

- Year-Month-Day
- Year-Month
- Month-Day-Year (Default)
- Month-Day
- Month-Day - abbr. names
- Year Only
- Month Only - numeral
- Month Only - abbr. name
- Day Only
- Day in Week - abbr. name

The "Sample File Name" listed at the bottom of the window is updated to show the resulting file name based on the options selected. This option can be combined with any of the other auto-name options.

2.20.2.4 Include Time

When the "Auto-name Files" option is enabled, you can add a time to the file name by checking on the "Include Time" option.

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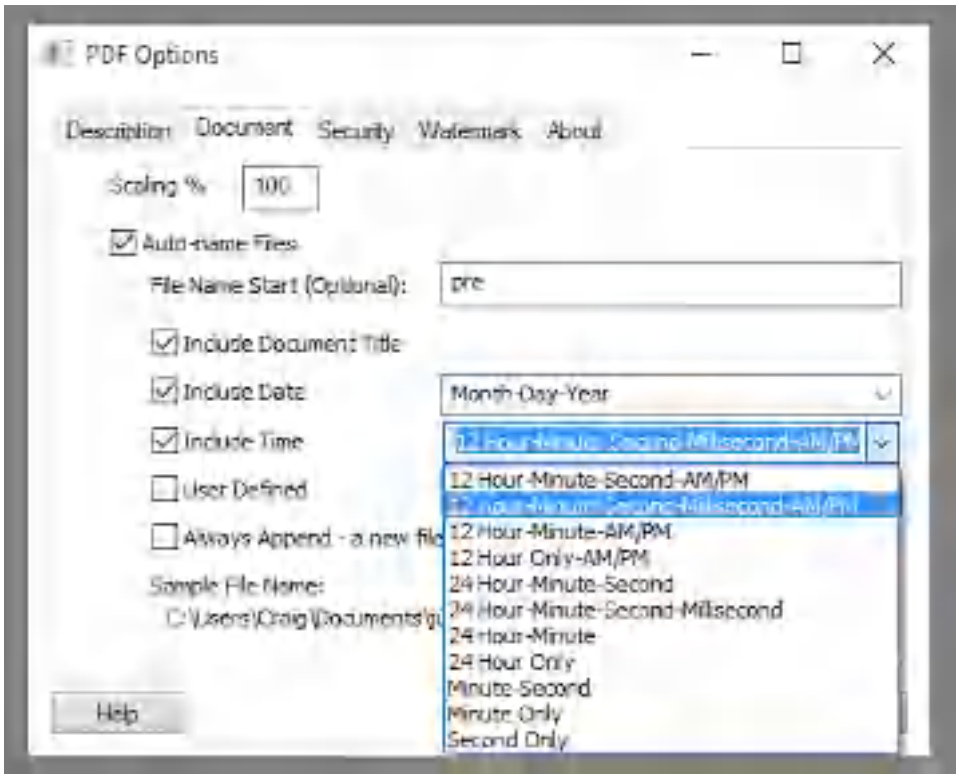

Auto-name Settings - Include Time

The time format can be selected to the right of the option, and available formats include:

- 12 Hour-Minute-Second-AM/PM
- 12 Hour-Minute-Second-Millisecond-AM/PM (default)
- 12 Hour-Minute-AM/PM
- 12 Hour Only-AM/PM
- 24 Hour-Minute-Second
- 24 Hour Minute-Second-Millisecond
- 24 Hour-Minute
- 24 Hour Only
- Minute-Second
- Minute Only
- Second Only

The "Sample File Name" listed at the bottom of the window is updated to show the resulting file name based on the options selected. This option can be combined with any of the other auto-name options.

2.20.2.5 User Defined

When the "Auto-name Files" option is enabled, advanced users can control the format of the file name using the "User Defined" option.

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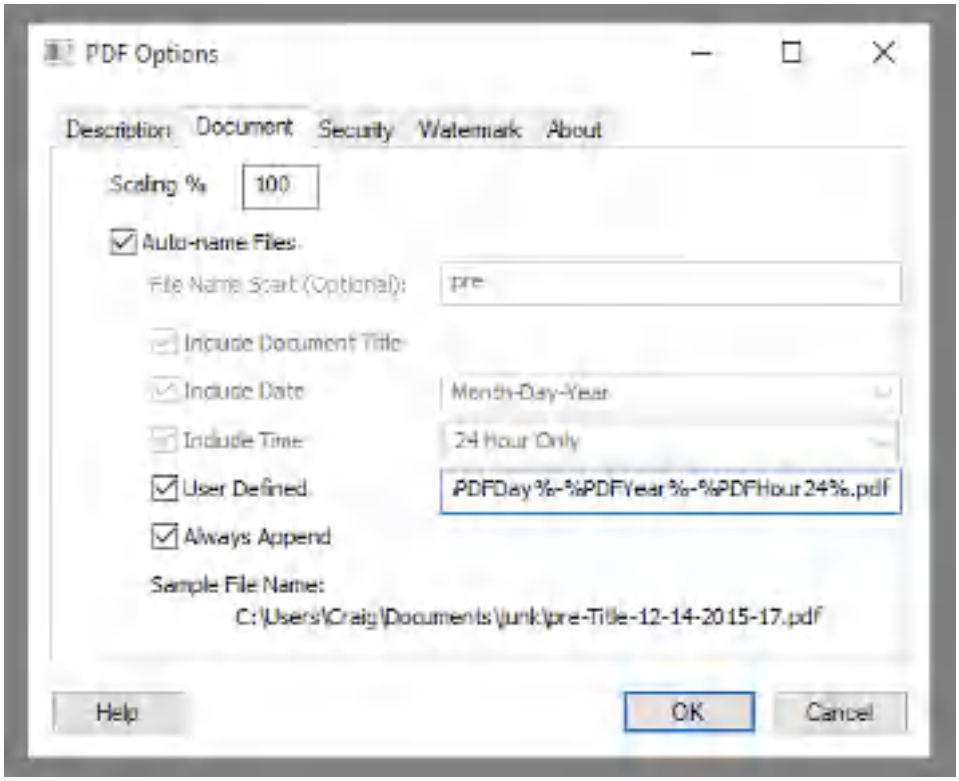

Auto-name Settings - User Defined

When the "User Defined" option is enabled, the field is filled with the currently selected options in a tag format that is delimited by % characters (e.g. %PDFHour %). Advanced users can re-order the Win2PDF tags to match their requirements, or mix and match tags to create their own file name format. The supported tags are:

%PDFTitle%	Document title set by the application including the file extension
%PDFTitleNoExtension%	Document title set by the application, excluding the 3 or 4 character file extension (if any)
%PDFDate%	Eight digit date separated by dashes in the format month-day-year (12-25-2015)
%PDFTime%	Six digit 12 hour time separated by dashes in the format hour-minute-second-AM/PM (12-59-59 PM)
%PDFYear%	Four digit number for the current year (2015)
%PDFMonth%	Two digit number for the current month (12)
%PDFMonthName%	Three character abbreviated name for the current month (Dec)
%PDFDay%	Two digit number for the current day of the month (25)
%PDFDayName%	Three character abbreviated name for the day of the week (Wed)

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%PDFDayInWeek%	One digit number for the current day of the week
%PDFHour%	Two digit number for the current hour in a 12 hour format (12)
%PDFHour24%	Two digit number for the current hour in a 24 hour format (24)
%PDFMinute%	Two digit number for the current minute within the hour (59)
%PDFMinute5%	Number for the current 5 minute interval within the hour (0, 5, 10,..55)
%PDFMinute10%	Number for the current 10 minute interval within the hour (0, 10, 20, ..50)
%PDFMinute15%	Number for the current 15 minute interval within the hour (0, 15, 30, 45)
%PDFMinute30%	Number for the current 30 minute interval within the hour (0, 30)
%PDFSecond%	Two digit number for the current second within the minute (59)
%PDFMillisecond%	Three digit number for the current millisecond (999)
%PDFTimeMarker%	Two character abbreviation for AM or PM
%PDFPrinterName%	The name of the Win2PDF printer instance
%PDFIncrement%	The %PDFIncrement% variable starts at 1, and increments by one until the expanded file name does not exist.
%PDFAutoNameContentSearch%	Used for content based file naming. Win2PDF searches the text of the current PDF for the word specified in the Win2PDF Desktop "Define Search Field" command or by the PDFAutoNameContentSearchWord registry setting. If the word is found, the auto-name variable %PDFAutoNameContentSearch% is filled with the word *after* the search word. Not supported on Windows XP.
%PDFAutoNameContentSearch2%	Used for content based file naming. Win2PDF searches the text of the current PDF for the word specified in the Win2PDF Desktop "Define Search Field" command or by the PDFAutoNameContentSearchWord2 registry setting. If the word is found, the auto-name variable %PDFAutoNameContentSearch2% is filled with the word *after* the search word. Not supported on Windows XP.
%PDFAutoNameContentSearch3%	Used for content based file naming. Win2PDF searches the text of the current PDF for the word specified in the Win2PDF Desktop "Define Search Field" command or by the PDFAutoNameContentSearchWord3 registry setting. If the word is found, the auto-name variable %PDFAutoNameContentSearch3% is filled with the word *after* the search word. Not supported on Windows XP.

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%PDFAutoNameContentField%	Used for content based file naming. Win2PDF searches the content field rectangle defined in the Win2PDF Desktop "Define Content Field" command. If text is found in the defined rectangle, the auto-name variable %PDFAutoNameContentField% is filled with found text. Not supported on Windows XP.

The "Sample File Name" listed at the bottom of the window is updated to show the resulting file name based on the options selected. This option can be combined with any of the other auto-name options.

You can specify an Auto-Name folder using any of the tags. For example, to place all PDF file in a folder based on the current month and a subfolder based on the current day in the month, you could set the "User Defined" field to:
%PDFMonth%\%PDFDay%\%PDFTitle%.pdf

If the folder doesn't exist, it will be created by Win2PDF.

2.20.2.6 Content Based File Naming

Win2PDF allows the file to be named based on the contents of the PDF file. This can be helpful if the application generating the PDF can't be changed to use the Win2PDF developer interface to name the PDF files.

There are two ways that Win2PDF can name documents based on the document contents.

- The first content based naming method can search the text of a document, and then extract a word following the target search word. It requires that document contains text with a common search word that exists in all PDF files.
- The second content based naming method uses the absolute position of the text in the document. This is defined by drawing a rectangle around the desired text using the Win2PDF Desktop Application and we will refer to it as the content field.

To determine which method will work best, you'll need to know how the auto-named files will be formatted when they are printed. If it's a form or report that has text output in **exactly** the same position on the page in each file, then the content field method will work best. If the information to be used in the file name is always preceded by the same word or sequence of characters, then the search word method will work best. In other words, the content field is good for fixed field position and length, and search word is better for variable positioning and (possibly) variable length.

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For example, suppose you have a form from an accounting system that had a fixed location for the "Invoice Number"" value in the document, but a variable length value that followed the text "Purchase Order Number:". If you wanted to name the file based on the "Purchase Order Number:", you could use search word since the purchase order number immediately follows (though it may contain a variable number of characters). It would grab everything after the search term to the next space or the end of the line. If you wanted to name the file based on the "Invoice Number:", you could use content field since it is always in the same location and with the same number of characters.

The content based file naming features depend on the text in the document being searchable. The features will not work for scanned documents, or from applications that send text to the Win2PDF printer as graphics. To see the text searched by Win2PDF for both methods, you can create a sample PDF from your application and use the "extract text" feature of the Win2PDF Desktop Application to see the search text of the PDF.

If the document or parts of the document are not searchable, you should install the "Win2PDF OCR Add-on" setup program from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html
You should also set the file name to end with a .PDFO

Note: For testing, you may try printing an existing PDF to the Win2PDF printer. Most PDF viewers such as Adobe Acrobat will convert searchable text to graphics before sending to the Win2PDF printer, and the content naming features may not work correctly. It is best to test the content features by printing directly from the reporting application.

Content based file naming cannot be used when PDF encryption is enabled.

See also:
Auto-name Files: Content Based File Naming: Search Word
Auto-name Files: Content Based File Naming: Content Field

2.20.2.6.1 Search Word

To enable the first method, the content search word is specified using the Win2PDF Desktop Application using the "Define Auto-Name Search Field" item in the "Auto-Name" menu:

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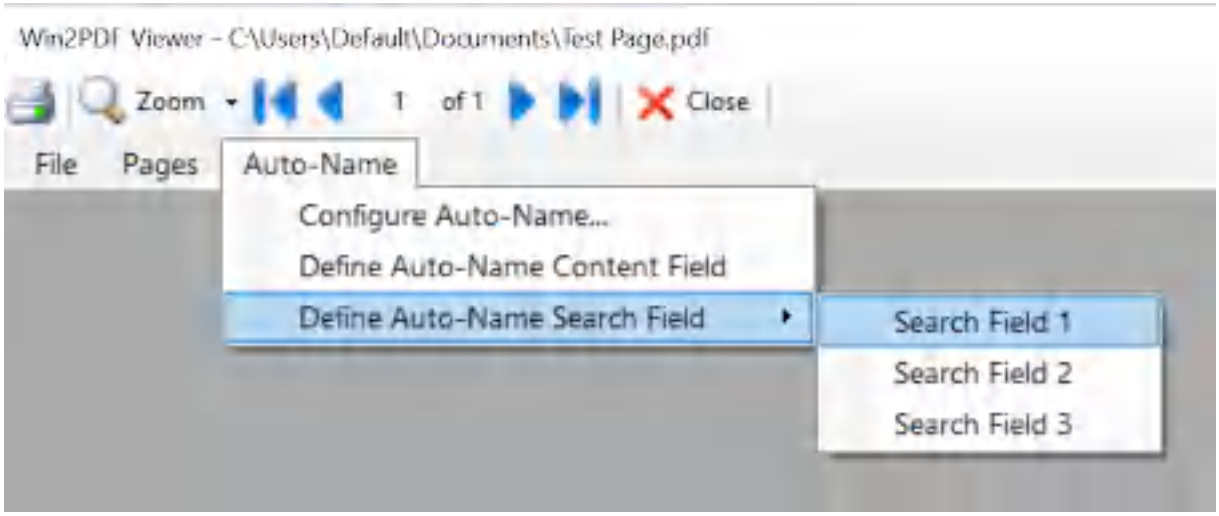
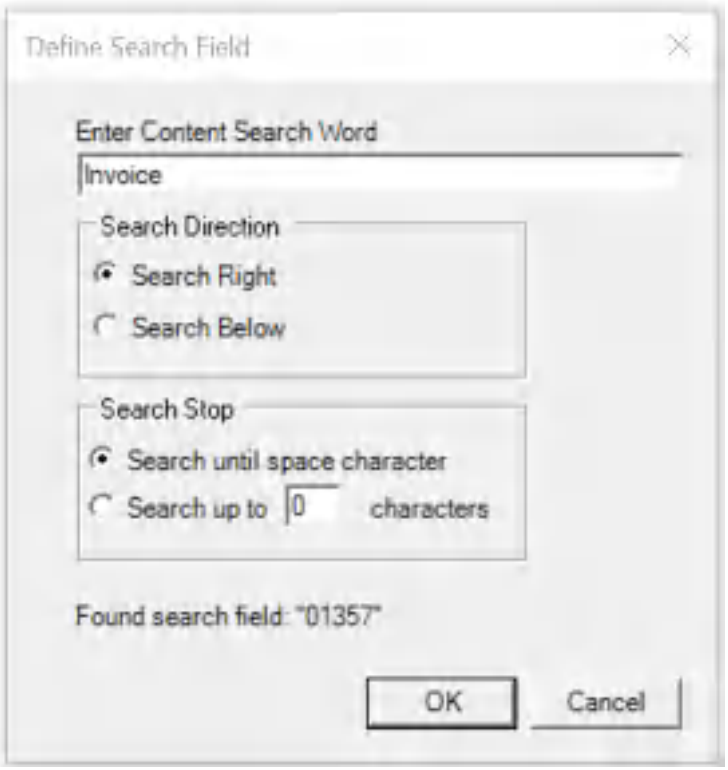


Define Auto Name Search Field

Type the search word into the window, and the field following the search word is displayed under "Found search field".



Define Search Field

Selecting the "Search Direction" controls whether Win2PDF searches to the right or just below the search term. If your search field is to the right of your search term as in:

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Invoice	01357

you should select "Search Right".

If your search field is below your search term as in:

Invoice
10357

you should select "Search Below".

Selecting the "Search until space character" option will end the search when a space, tab, or newline character occurs. Selecting the "Search until space character" option will end the search when a space, tab, or newline character occurs. Selecting "Search up to X characters" will include the specified number of characters, including any space characters. The "Found search field" sample text is updated as you type based on the current open PDF file.

You can define up to 3 different search fields, and use the fields for either file names, folder names, or email recipients. The Win2PDF Desktop "Configure Auto-Name" allows you to use the search fields in either the file name or the email recipient:

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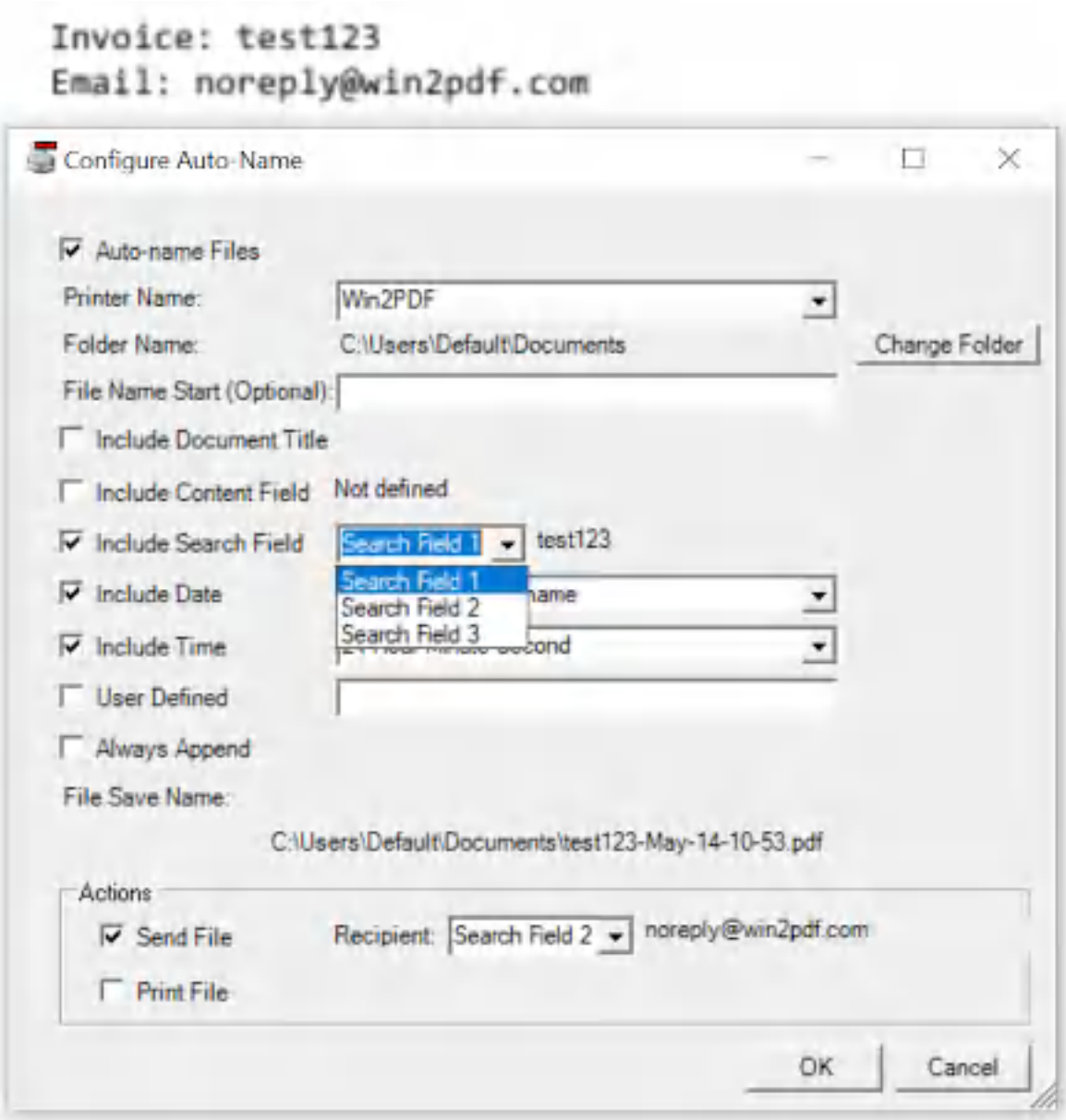

Configure Auto-Name Content Search Fields

We previously defined the "Search Field 1" as "Invoice:", so checking the "Include Search Field" option and selecting "Search Field 1" will display the search field result using the current document. The email recipient can also be configured by checking the "Send File" option and defining which field to use as the email recipient.

You can also use %PDFAutoNameContentSearch%, %PDFAutoNameContentSearch2% or %PDFAutoNameContentSearch3% in

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the "User Defined" configuration, and they can be combined with any of the other user defined variables to add a date and/or time stamp.

As an example, consider a document that contains the following text:

```
DATE 09 - 05 - 19     SOME COUNTY SHERIFF'S DEPARTMENT
                      123 Main Street
                      Anytown, MN 55555
Doc #: 398277
                      Affidavit Of Return

Paper #: 194094       To: STATE OF MINNESOTA
```

If we want to name the PDF based on the "Paper #:" field in the PDF, we would use the Win2PDF Desktop Application to define the "Search Field 1" to "Paper #:". After that, we would open the "Configure Auto-name" window in the Win2PDF Desktop Application, check the "Include Search Field" option, and set it to "Search Field 1". When the document is printed to the Win2PDF printer, the content based naming feature automatically names the PDF "194094.pdf" based on the contents of the document.

If you print a document that does not contain the search word when the content based naming is enabled, the PDF file is named with "% PDFAutoNameContentSearch%" in the file name.

See also:
Auto-name Files: Content Based File Naming: Content Field

2.20.2.6.2 Content Field

To enable the second method, the content field used for the name is defined in the Win2PDF Desktop App.

You simply start by opening a sample file in Win2PDF Desktop that is illustrative of the format of the documents that will be used in the future. In the following example, there is a "Doc #" which is unique to each printed file. To use this unique number as part of the Auto-name for future documents, make the following settings:

1. Go to **Auto-Name** menu.
2. Select **Define Auto-Name Content Field** from the menu.

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3. Use your mouse to define the area on the page where the content field resides. (Note: Each future document must have this same screen location)
4. After this has been defined, it will show you the value on the screen. Next, choose **Configure Auto-Name...** from the **Auto-Name** menu.
5. Check the box for Auto-Name and check the "**Include Content Field**" option along with any other Auto-Name settings you would like and click **OK**.

The following screen cast shows how this can be defined.

How to set the Content Name Field using Win2PDF's Auto-Name feature

See also:
Auto-name Files: Content Based File Naming: Search Word

2.20.2.7 Always Append

When the "Always Append" option is enabled, Win2PDF will automatically append to any existing document that matches the Auto-name format. This option is not available for Win2Image, or when security is enabled in Win2PDF Pro.

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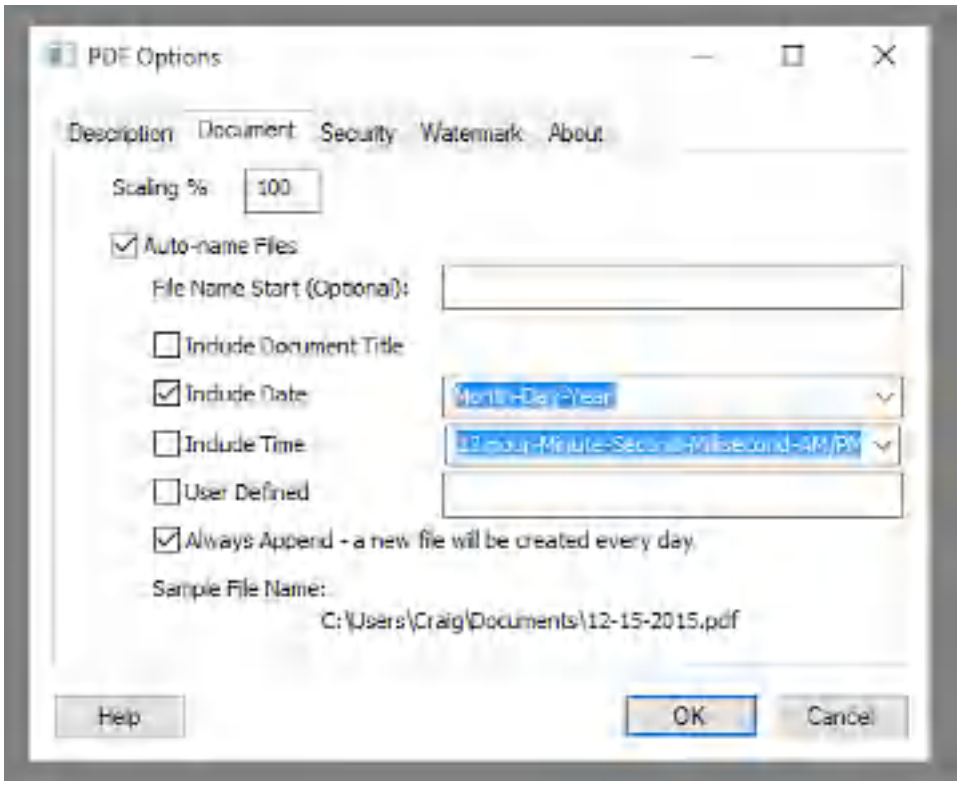

Auto Name Settings - Always Append

Depending on the other options selected, the "Always Append" option will append until the date and/or time changes, or until the file is manually renamed. A new file will be created if an existing file with the same format does not exist.

For example, if the "Include Date" option is selected with a "Month-Day-Year" format, the "Always Append" option will append to the same file when it was created on the same day. The following day, a new file will be created. If the date format is set to "Year Only", a new file will every year. If no date or time options are enabled, Win2PDF will always append to the same file until the file is manually renamed. The description following "Always Append" is updated to indicate how often a new file is created.

This option can be combined with any of the other auto-name options.

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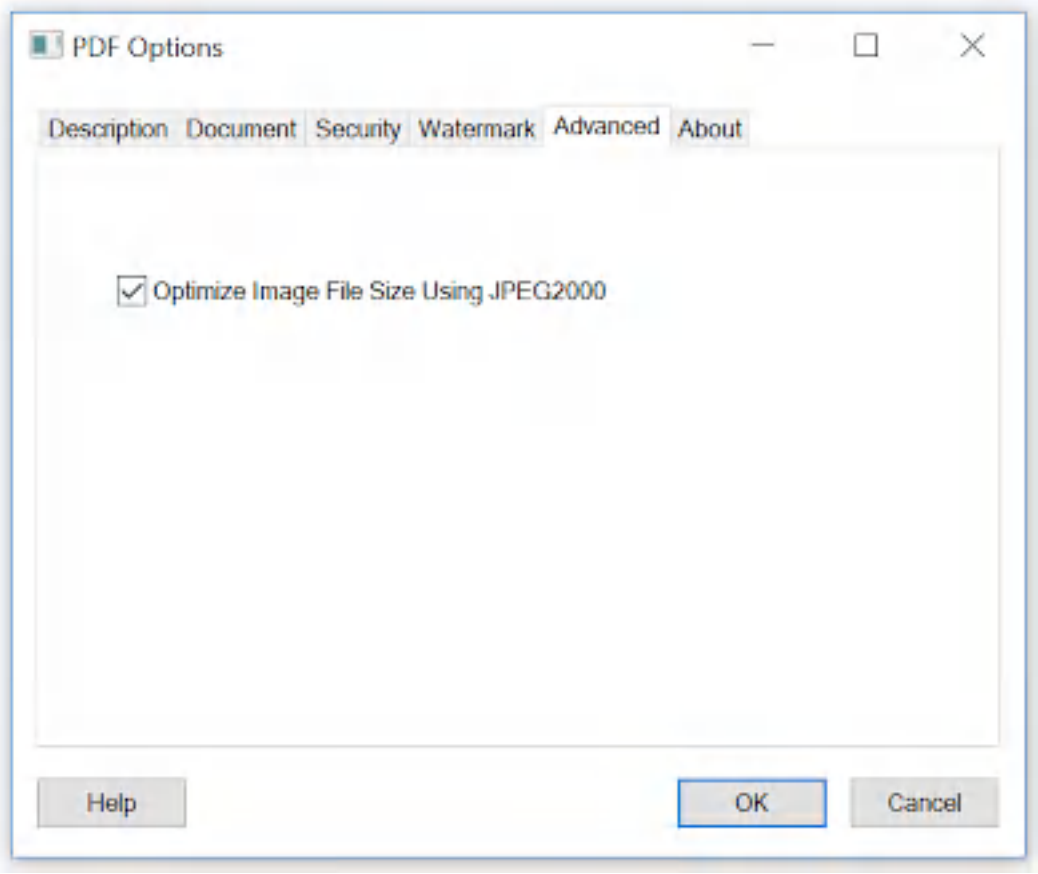
2.21 Advanced Settings

2.21.1 Optimize Image File Size using JPEG2000

The Advanced tab contains a setting for enabling or disabling JPEG2000 image compression.



Optimize Image File Size using JPEG2000

When the "Optimize Image File Size using JPEG2000" option is enabled, color images in the PDF are compressed using the JPEG 2000 format. This can result in significant reductions in file size, but can also reduce the quality of some types of color images and can slow the conversion process. The option is disabled by default.

You can also compress PDF files using the Win2PDF Desktop App, or using the COMPRESS command line.

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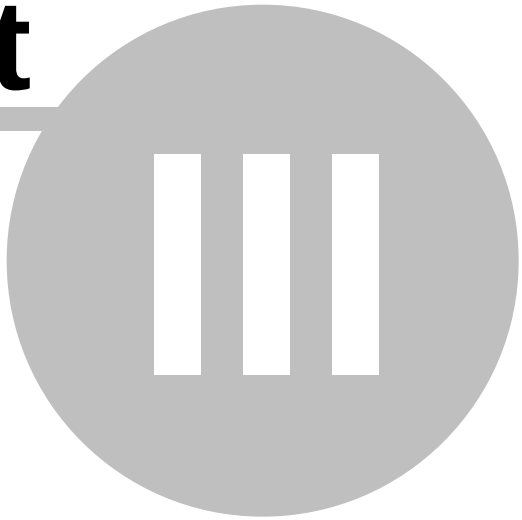
Part



3 Using the Win2PDF Desktop App

3.1 Win2PDF Desktop App PDF Viewer

The Win2PDF Desktop App is one of three main components installed with Win2PDF. It allows you to

- View a PDF or View an XPS,
- Edit PDFs at the page level (extract pages, delete pages, split pages, rotate pages, reorder pages, etc.),
- Configure Auto-name settings for Win2PDF,
- Rename PDF files
- Configure Mail settings for Win2PDF, and
- Convert/export PDF Files to other formats.
- Convert from common formats to PDF
- Batch Convert
- Watch Folder and Convert

There are multiple ways of starting the Win2PDF Desktop App.

1. You can double-click the **Win2PDF Desktop icon** from your Windows desktop,
2. You can drop a PDF file onto the **Win2PDF Desktop icon**,
3. You can right-click on a PDF or XPS document in Windows Explorer or the desktop and can choose **Open With –> Win2PDF Desktop**
4. You can right-click on a PDF or XPS document in Windows Explorer or the desktop and choose "**View with Win2PDF**".

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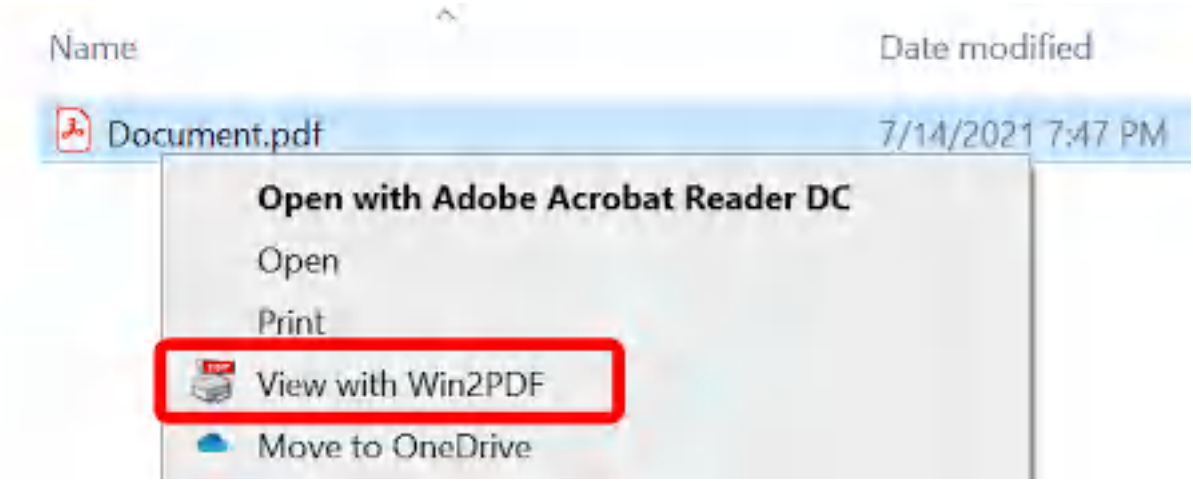

5. You can choose **Win2PDF Desktop** from the Windows Start menu

---

Once the **Win2PDF Desktop App** has been started, the PDF file will be displayed in Win2PDF Viewer mode and you will have the following options from the File menu:

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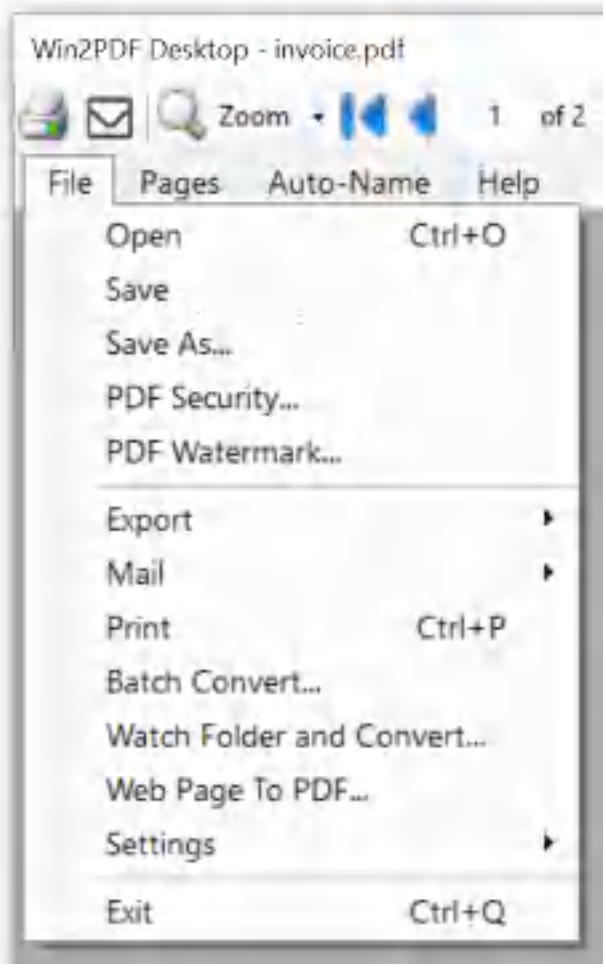

Win2PDF Desktop - File Menu

File → Open
Opens a PDF file for viewing or editing.

File → Save
Saves the currently open PDF file if changes have been made.

File → Save As...
Saves the currently open PDF to a new name.

File → PDF Security...
Allows you to set the security options for the open PDF.

File → PDF Watermark...
Allows you to apply a watermark to the open PDF.

File → Attachment

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Allows you add, save, or remove file attachments from the open PDF.

File → Export
Converts the open PDF file to a different file format (text, PDF with options, or image formats).

File → Mail
Allows you to configure Mail settings and Mail the PDF file.

File → Print
Allows you to print the open file to any printer.

File → Batch Convert...
Converts a folder of files to a new format.

File → Watch Folder and Convert...
Converts a folder of files to a new format.

File → Web Page To PDF
Converts an online web page to PDF.

File → Settings
Export current settings, or import previously saved settings.

File → Exit
Closes the Win2PDF Viewer window and exits the Win2PDF Desktop program.

Help for Win2PDF Desktop can be accessed through the **Help** menu:

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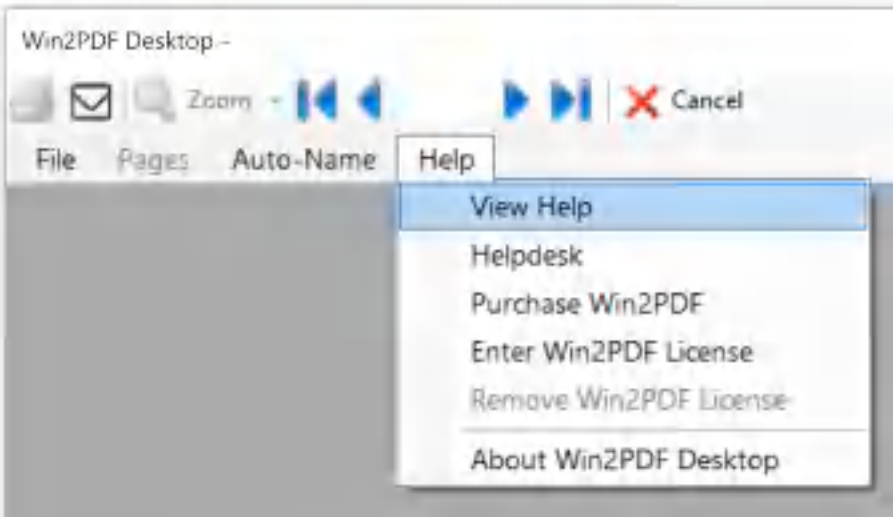


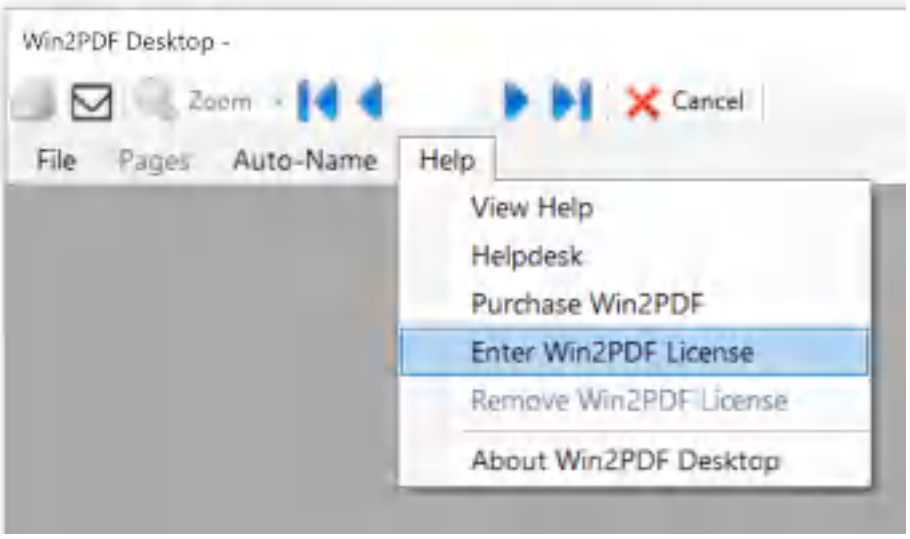
Win2PDF Desktop - Help Menu

Help → View Help
Opens Win2PDF online support guide in a web-browser

Help → Helpdesk
Opens Win2PDF Helpdesk for access to technical support, knowledgebase articles, and product downloads

Help → Purchase Win2PDF License
Opens Win2PDF purchase page for ordering licenses

Help → View Win2PDF License
Displays Win2PDF License code and version number. Only available if Win2PDF has been licensed.



Win2PDF Desktop - Enter Win2PDF License

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Help → Enter Win2PDF License
Opens a window to enter a Win2PDF License code. Only available if Win2PDF has not been licensed.

Help → Remove Win2PDF License
Removes the current Win2PDFLicense code

Help → About Win2PDF Desktop
Displays version information about Win2PDF Desktop App

Additionally, you can use the Win2PDF Desktop App to do the following:

- If you to drag and drop a document (or a group of documents) onto the Win2PDF Desktop icon, Win2PDF will automatically convert the document to PDF using the default application for the document type. You can drag and drop multiple files onto the Win2PDF Desktop icon to convert them to PDF, and you can use the Win2PDF Auto-name feature to automatically name the PDF files.

- If the Windows clipboard contains an image, you can convert the clipboard to a PDF.

- Use Win2PDF Desktop with command line options from a command prompt to automate Win2PDF Desktop features or integrate with other applications or process flows.

3.1.1 PDF Viewer

To view a PDF, open a PDF file using "**File -> Open**" or drag-and-dropping a PDF file onto the Win2PDF Desktop icon. The Win2PDF Desktop viewer will show a preview of the PDF.

You can also right-click on a PDF document in Windows Explorer or the desktop and can choose "**Open With –> Win2PDF Desktop**", or "**Win2PDF -> View**".

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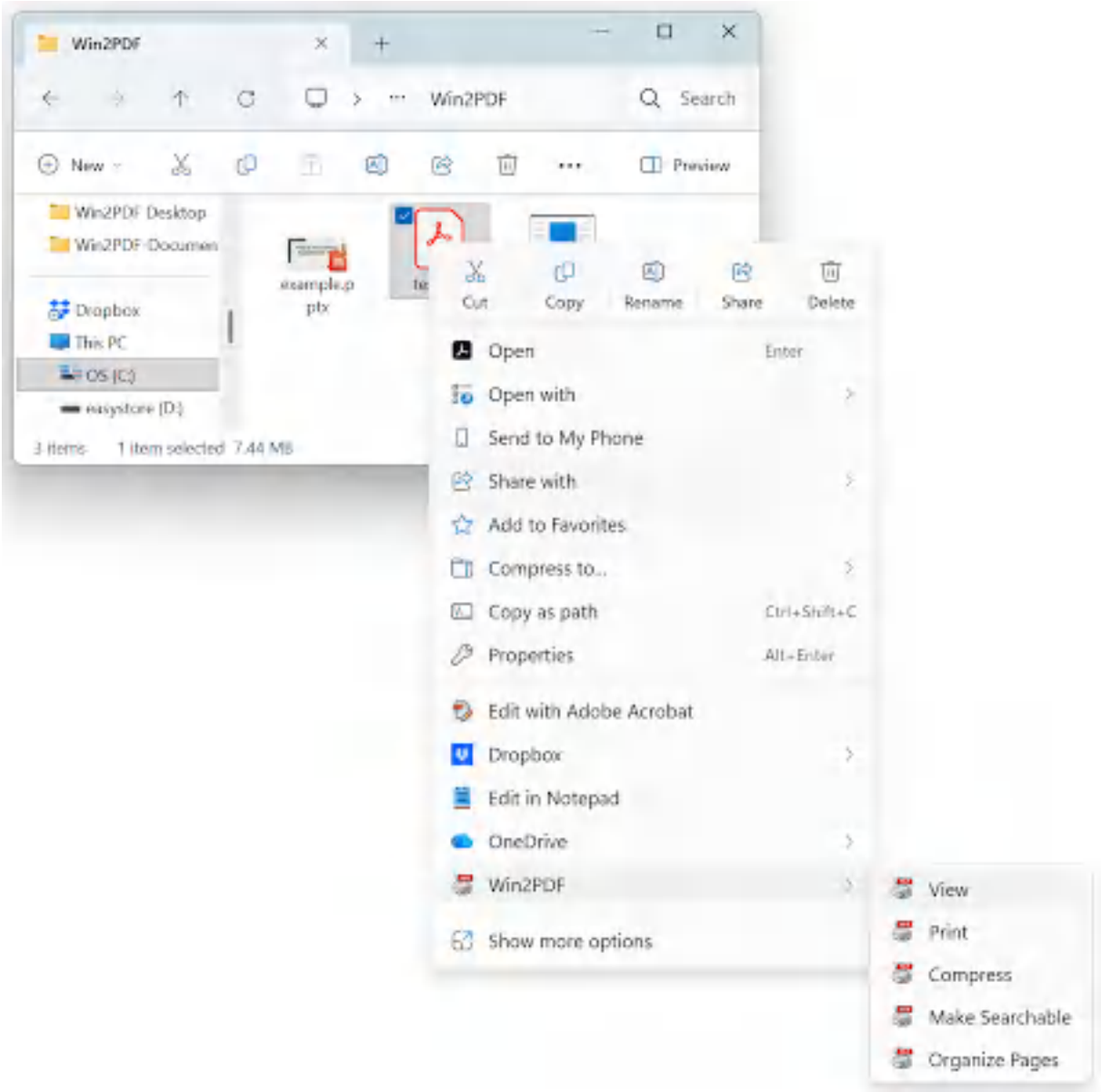

Win2PDF Desktop -> View with Win2PDF on Windows 11

The PDF is opened in a viewer with toolbar icons for navigation and common actions.

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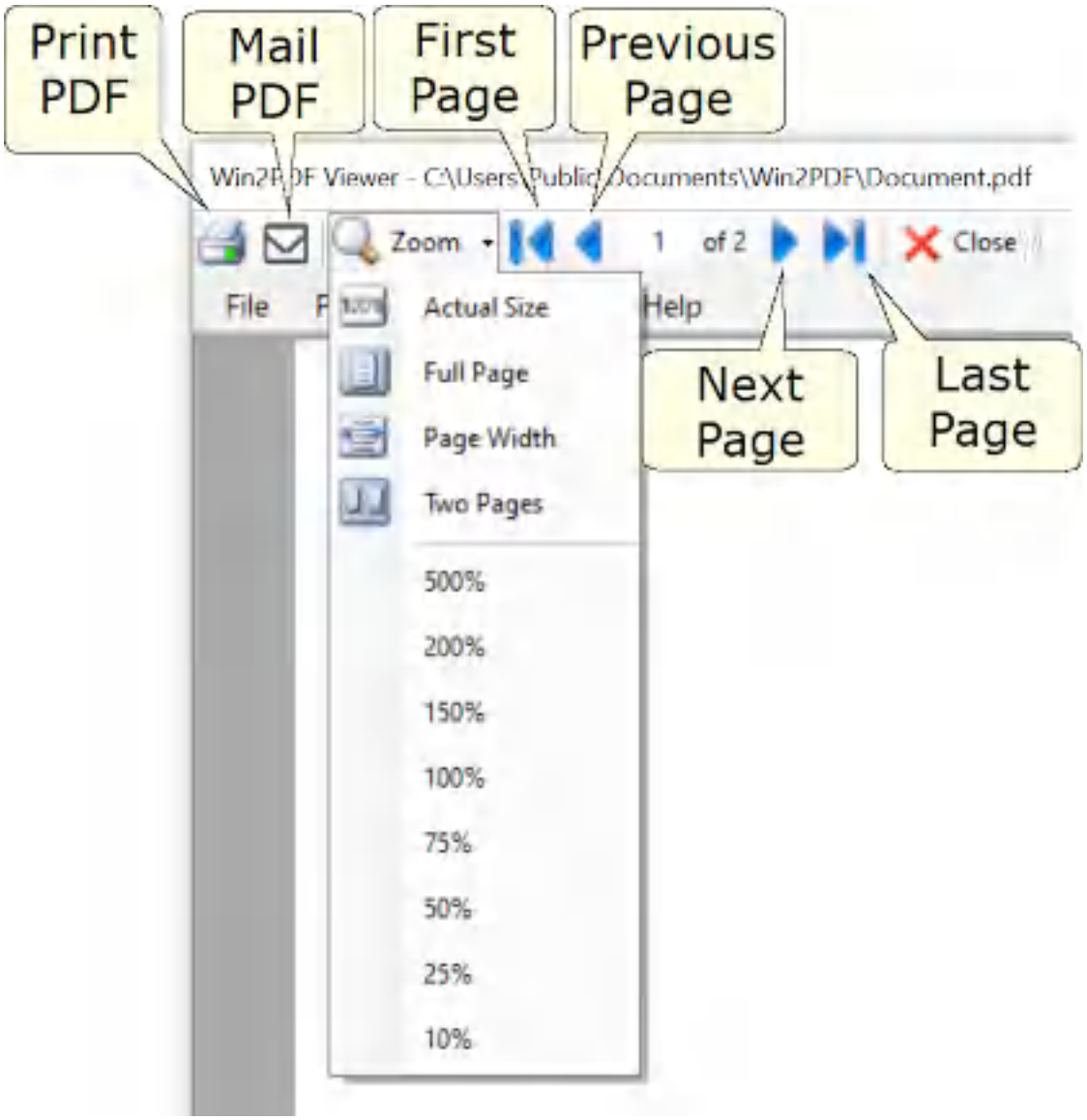

Win2PDF Desktop - PDF Viewer Controls

3.1.2 XPS Viewer

To view an XPS, open a XPS file using "**File -> Open**" or drag-and-dropping a XPS file onto the Win2PDF Desktop icon. The Win2PDF Desktop viewer will show a preview of the XPS.

You can also right-click on a XPS document in Windows Explorer or the desktop and can choose "**Open With –> Win2PDF Desktop**", or "**Win2PDF -> View**".

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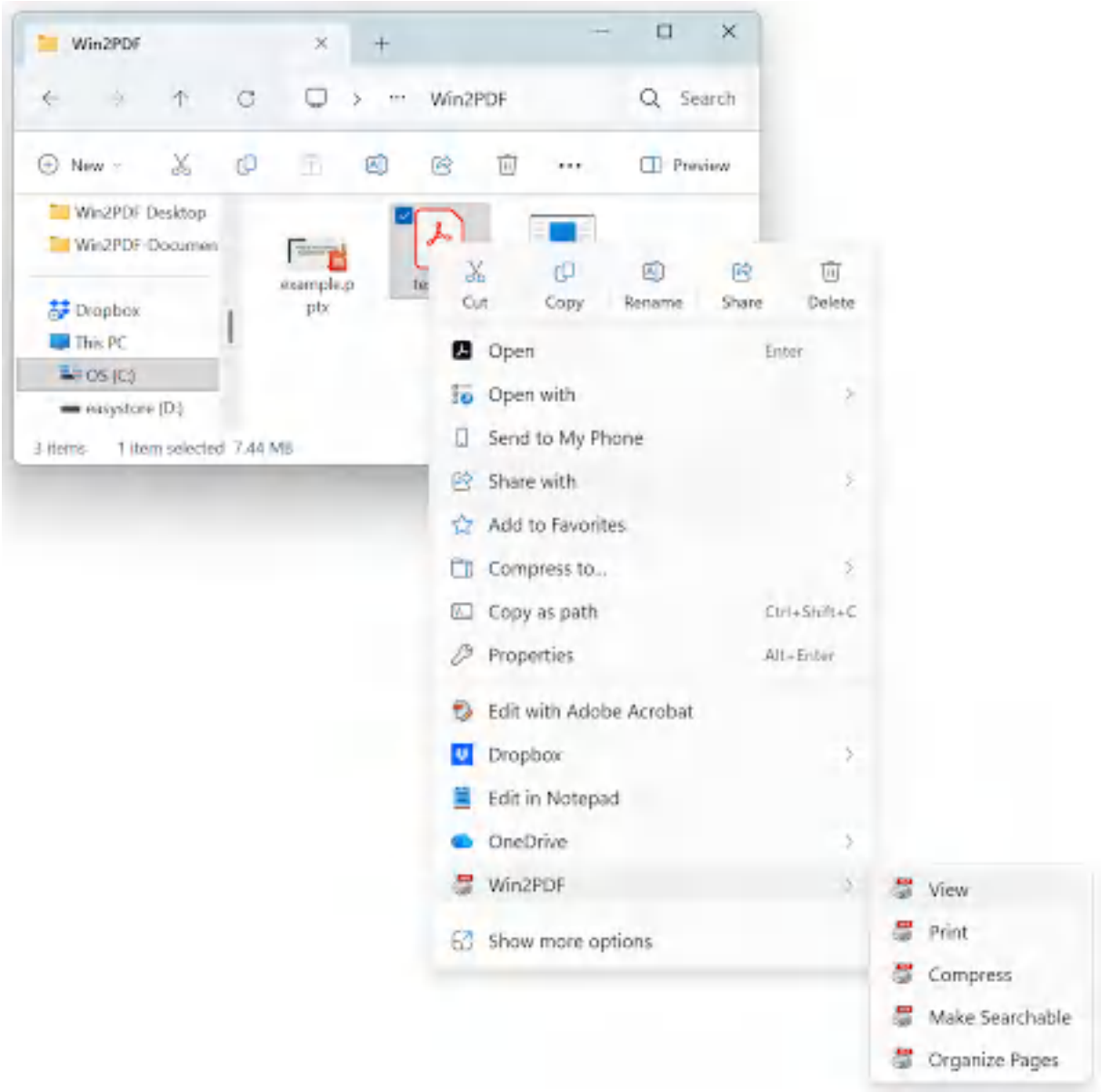

Win2PDF Desktop -> View with Win2PDF on Windows 11

The XPS is opened in a viewer with toolbar icons for navigation and common actions.

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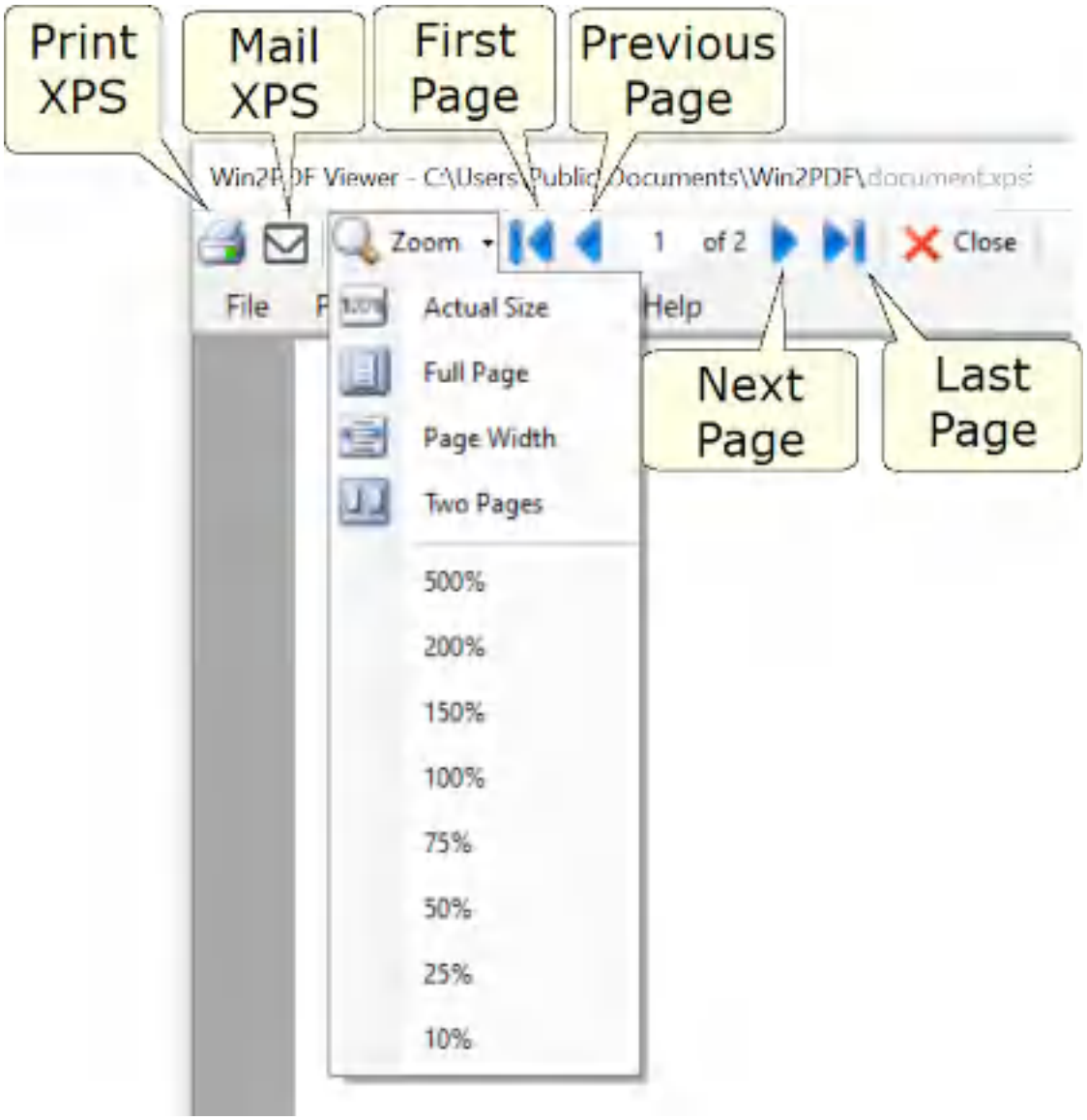

Win2PDF Desktop - XPS Viewer Controls

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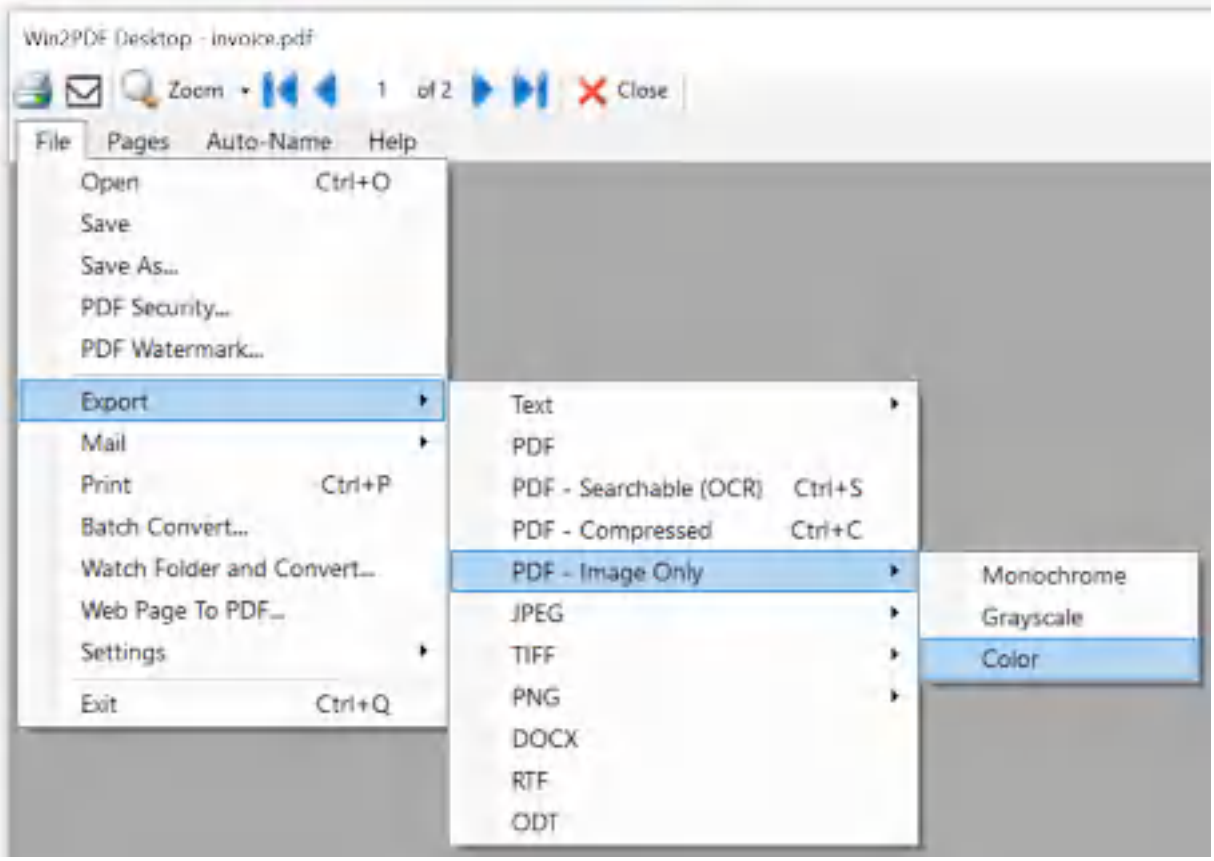
3.1.3 Export Options



Win2PDF Desktop - Export Options

File → Export → Text
Converts PDF file to either an "Unformatted" or "Formatted" Text file.

File → Export → PDF - Searchable (OCR)
Converts PDF file to a Searchable PDF file. [This option only appears when the Win2PDF OCR Add-on is installed].

File → Export → PDF - Compressed
Converts PDF file to a compressed PDF file.

File → Export → PDF - Image Only
Converts PDF file to Monochrome, Grayscale, or Color Image-Only PDF file. An Image Only PDF file will not have searchable text.

File → Export → JPEG

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Converts PDF file to Monochrome, Grayscale, or Color Image-Only JPEG image file.

File → Export → TIFF
Converts PDF file to Monochrome, Grayscale, or Color Image-Only TIFF image file.

File → Export → PNG
Converts PDF file to Monochrome, Grayscale, or Color Image-Only PNG image file.

File → Export → DOCX
Converts PDF file to a Microsoft Word DOCX document.

File → Export → RTF
Converts PDF file to an RTF document.

File → Export → ODT
Converts PDF file to an OpenDocument Text file.

3.1.4 PDF Security

Win2PDF Desktop PDF Security Win2PDF Pro

To password protect or set permissions on an existing PDF, open a PDF file using "**File -> Open**" or drag-and-dropping a PDF file onto the Win2PDF Desktop icon and then select "**File-> PDF Security...**":

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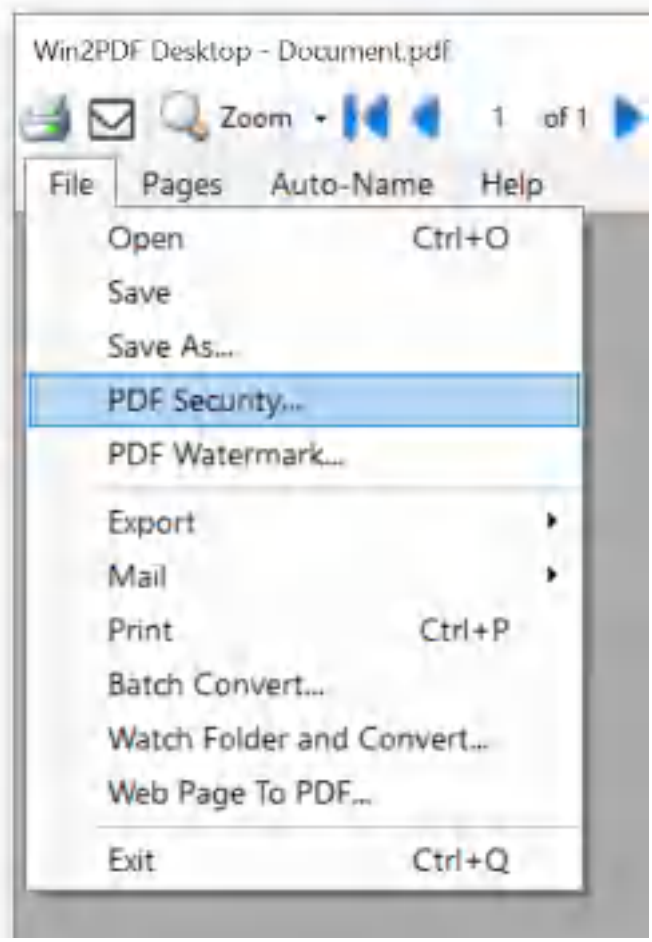

Win2PDF Desktop - PDF Security Menu

File → PDF Security
Changes PDF Security options including passwords and permissions.

3.1.5 PDF Watermark

Win2PDF Desktop PDF Watermark Win2PDF Pro

To password protect or set permissions on an existing PDF, open a PDF file using "**File -> Open**" or drag-and-dropping a PDF file onto the Win2PDF Desktop icon and then select "**File-> PDF Watermark...**":

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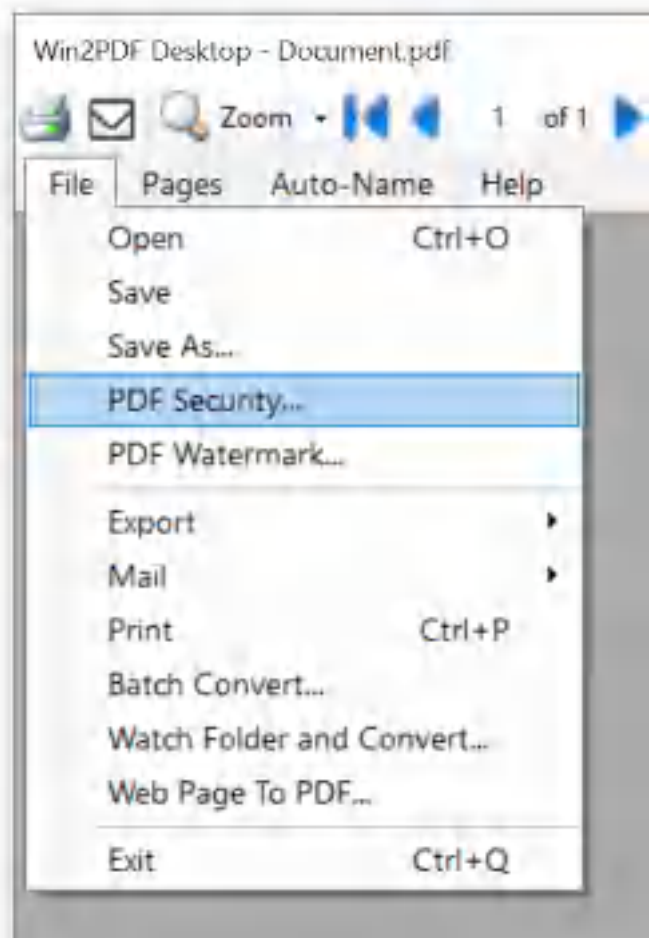

Win2PDF Desktop - PDF Security Menu

File → PDF Watermark
Adds a PDF Watermark or Background to an existing PDF

3.1.6 Attachment

Win2PDF Desktop Manage Attachments Win2PDF Pro

To add, save, or remove attachments from an existing PDF, open a PDF file using "**File -> Open**" or drag-and-dropping a PDF file onto the Win2PDF Desktop icon and then select "**File-> Attachment**":

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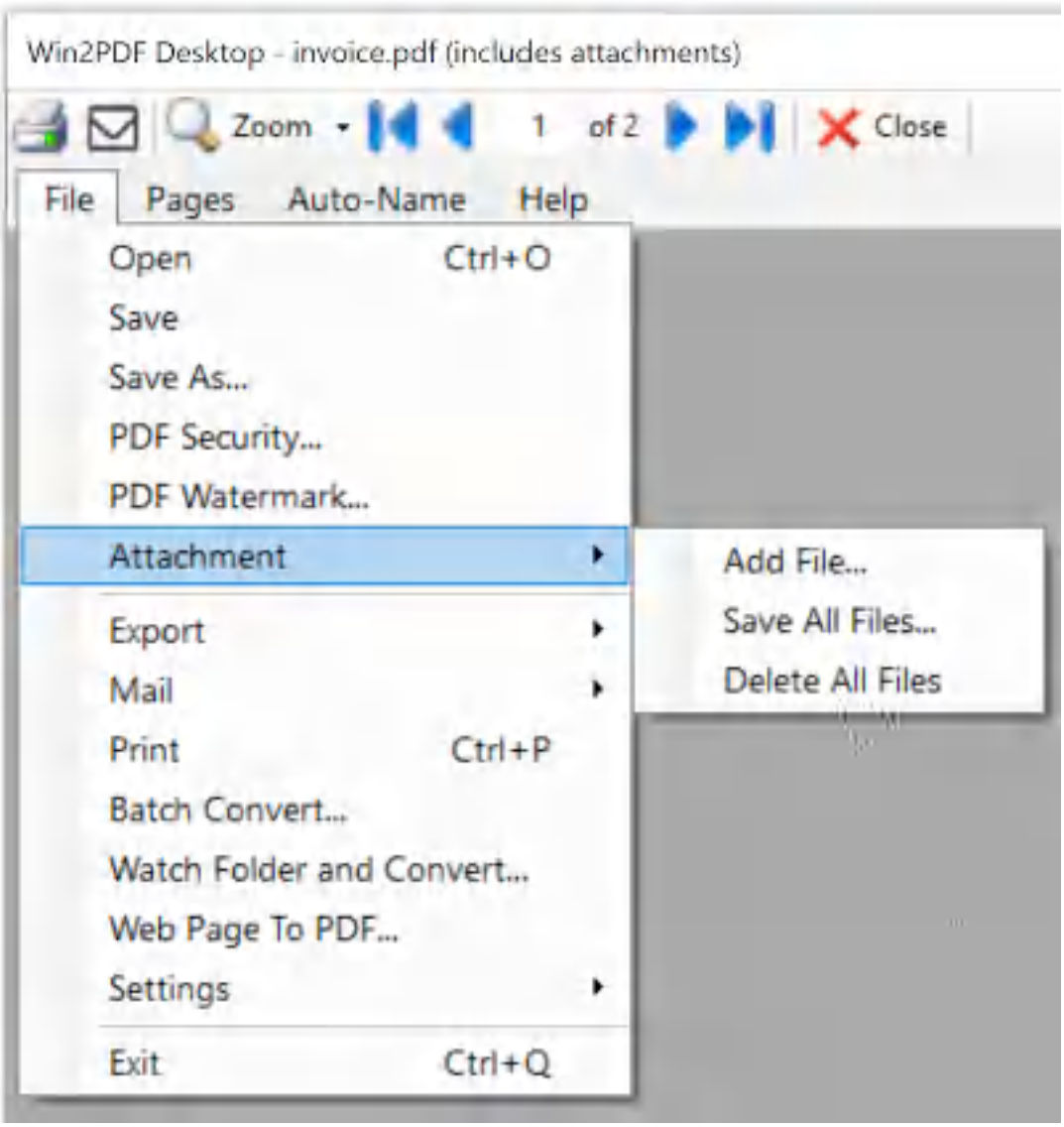

Win2PDF Desktop - Attachment Menu

File → Attachment → Add File...
Adds a file attachment to an existing PDF

File → Attachment → Save All Files...
Saves all file attachments from an existing PDF

File → Attachment → Delete All Files...
Deletes all file attachments from an existing PDF

3.1.7 Batch Convert

Win2PDF Desktop Batch Convert Win2PDF Pro

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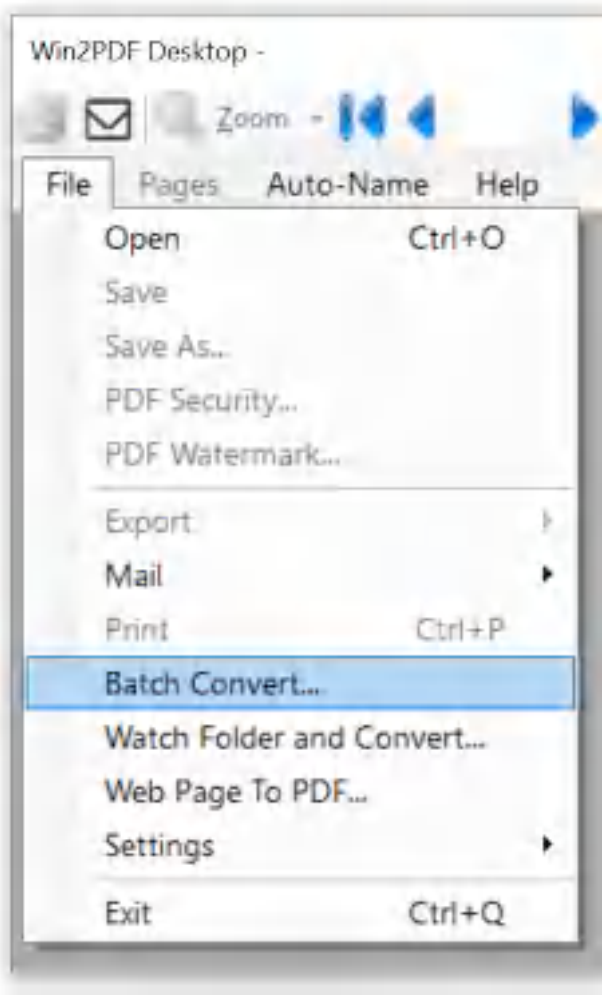
To batch convert a folder of documents to a specified format, open the Win2PDF Desktop application and then select "**File-> Batch Convert...**":



Win2PDF Desktop - Batch Convert Menu

File → Batch Convert
Convert a folder of documents to a different format

3.1.8 Watch Folder and Convert

Win2PDF Desktop Watch Folder and Convert

Win2PDF Pro

To watch a folder and convert any documents placed in the folder to a specified format, open the Win2PDF Desktop application and then select "**File-> Watch Folder and Convert...**":

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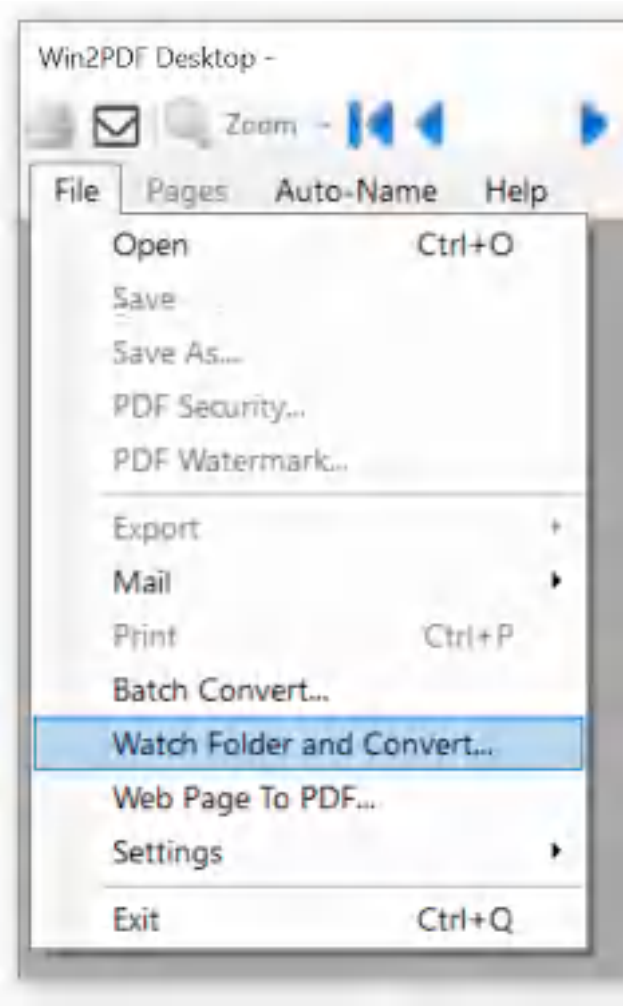

Win2PDF Desktop - Watch Folder and Convert Menu

File → Watch Folder and Convert
Watch a folder and convert to a different format

3.1.9 Web Page to PDF

To convert a web page specified by a URL to a PDF, open the Win2PDF Desktop application and then select "**File-> Web Page To PDF...**":

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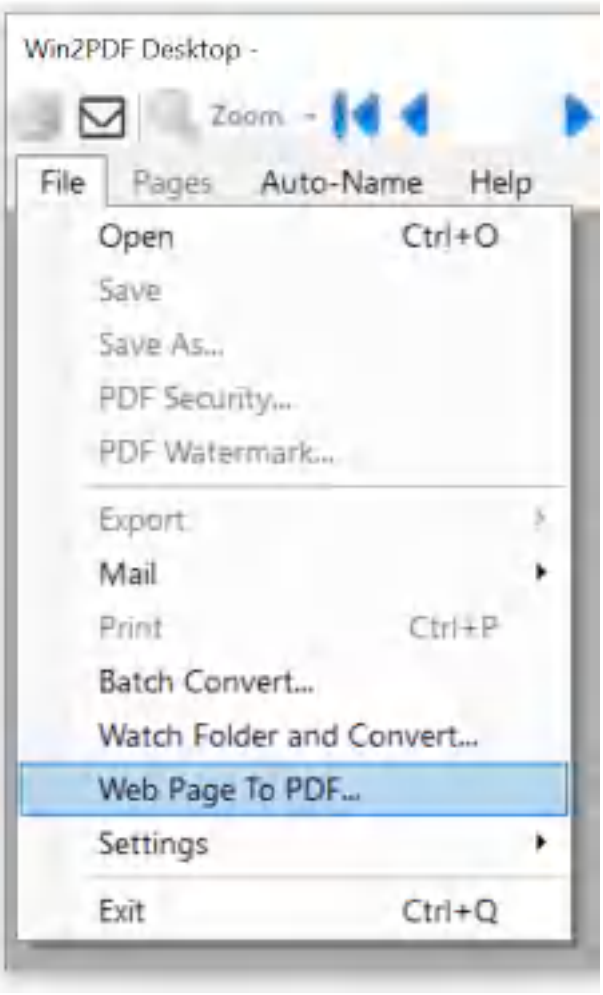

Win2PDF Desktop - Web Page To PDF Menu

File → Web Page To PDF
Convert a URL to PDF

3.1.10 Editing Pages

There are several editing features that can be accessed through the **Pages** menu.

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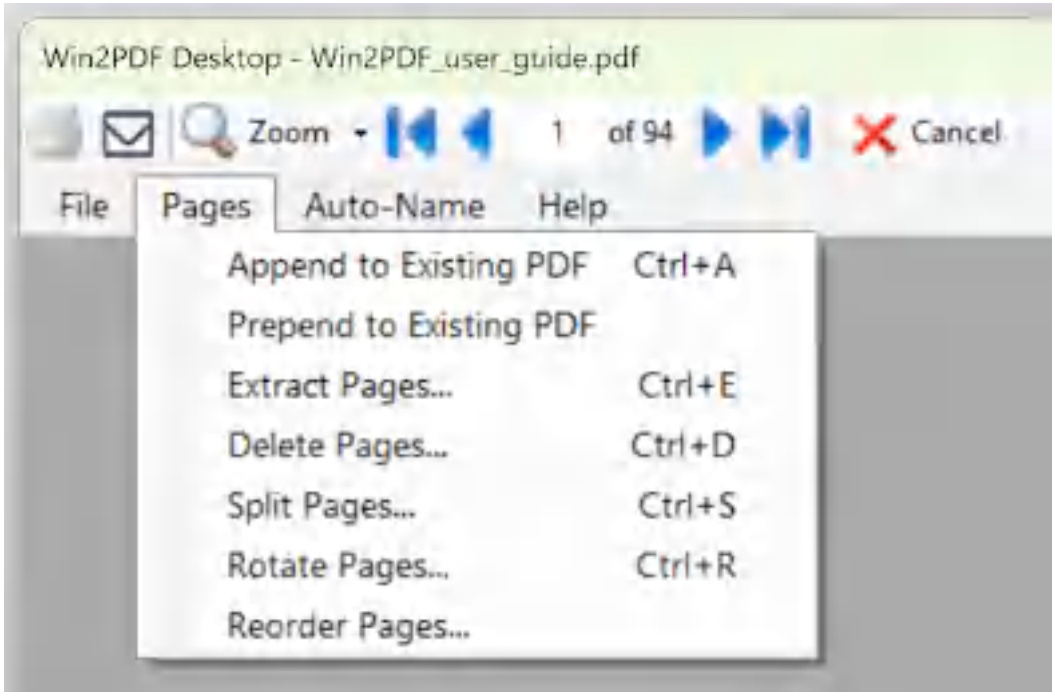

Win2PDF Desktop - Append to an Existing PDF

Pages → Append to Existing PDF
How to append to an existing PDF

Pages → Prepend to Existing PDF
How to prepend to an existing PDF

Pages → Extract Pages...
How to extract pages

Pages → Delete Pages...
How to delete pages

Pages → Split Pages...
How to split pages

Pages → Rotate Pages...
Hot to rotate pages

Pages → Reorder Pages...
Hot to reorder pages

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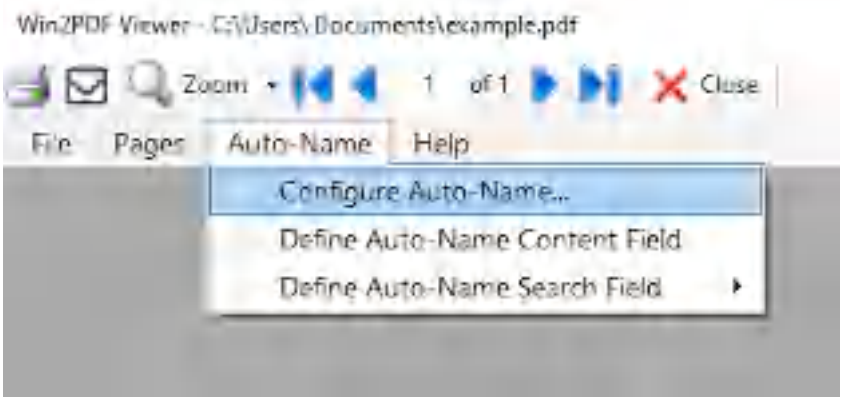
3.1.11 Configuring Auto-Name

The Win2PDF Auto-Name feature can be configured through the **Auto-Name** menu.



Win2PDF Desktop - Configuring Auto-Name

Auto-Name → Configure Auto-Name...
How to configure auto-name

Auto-Name → Define Auto-Name Content Field
How to define auto-name content field

Auto-Name → Define Auto-Name Search Field
How to define auto-name search field

3.1.12 Auto-Rename PDFs

The Win2PDF Auto-Rename feature can be configured through the **Auto-Name** menu.

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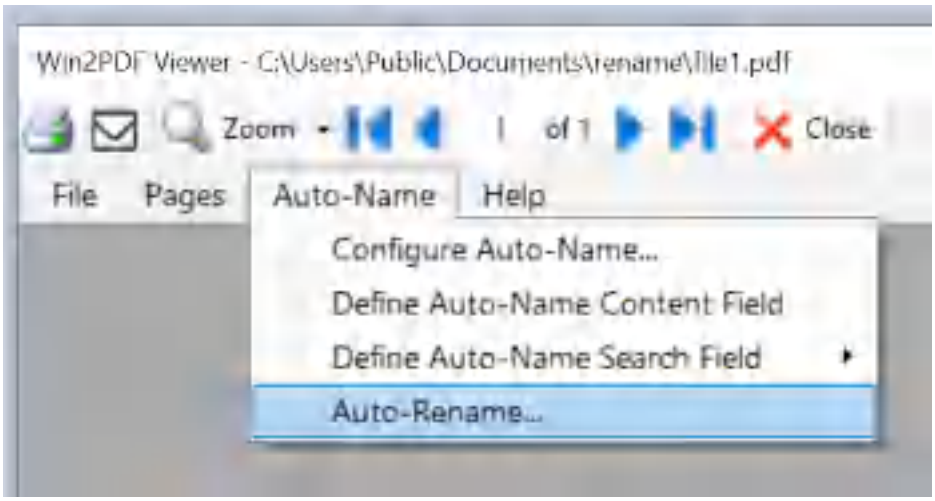


Win2PDF Desktop - Auto-Rename PDFs

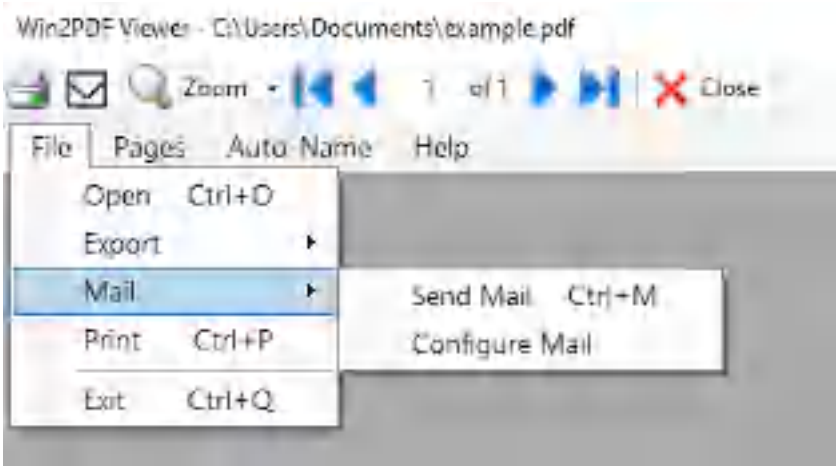
Auto-Name → Configure Auto-Name...
How to configure auto-name

Auto-Name → Define Auto-Name Content Field
How to define auto-name content field

Auto-Name → Auto-Rename
How to Auto-Rename PDFs

3.1.13 Email Options

The Win2PDF Auto-Name feature can be configured through the **Auto-Name** menu.



Win2PDF Desktop - Email Options

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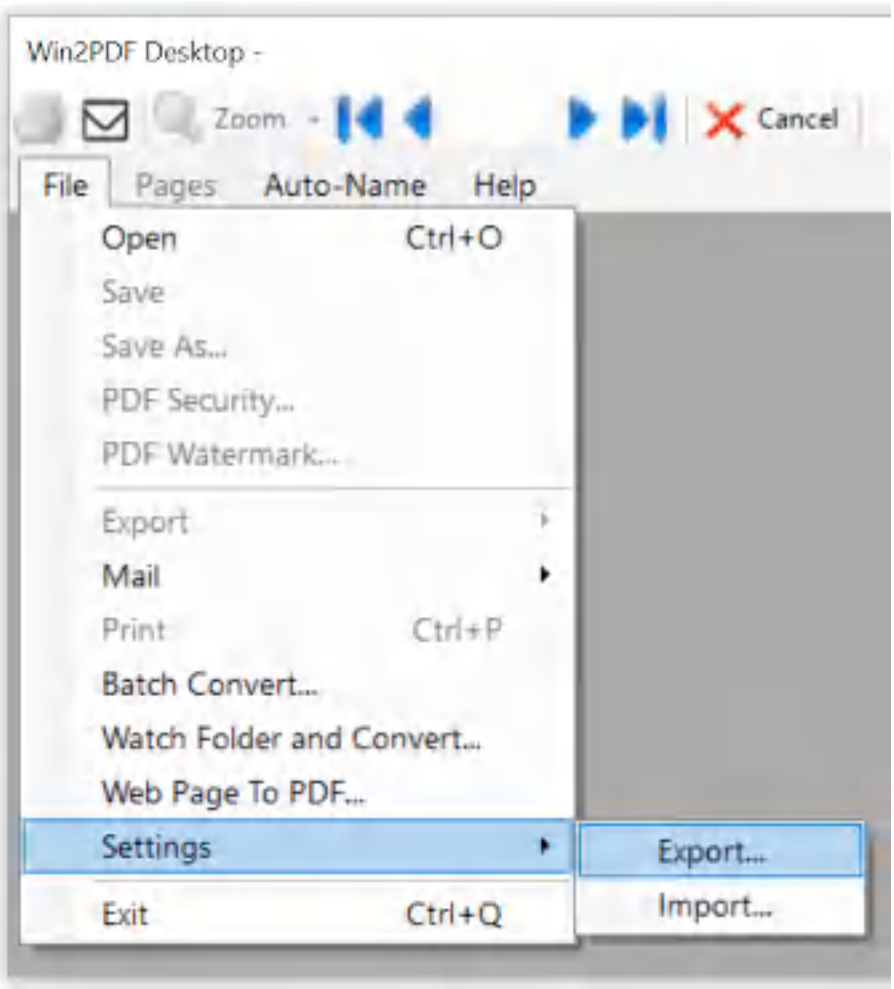
File → Mail → Send Mail
Sends the PDF file through email using the current Mail settings.

File → Mail → Configure Mail
Configures the Mail options to use when sending a PDF file through email.

3.1.14 Export/Import Settings

All Win2PDF Settings can be backed up and restored using the **Settings → Export..** and **Settings → Import...** command



Win2PDF Desktop - Export/Import Settings

File → Settings → Export...
How To Export Settings

File → Settings → Import...
How To Import Settings

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3.2 Win2PDF Desktop App Converter

The Win2PDF Desktop App is one of three main components installed with Win2PDF. If you open it with a PDF file, it will allow you to view a PDF, edit PDFs at the page level (extract pages, delete pages, split pages, rotate pages, reorder pages, etc.), configure Auto-name settings for Win2PDF, configure mail settings for Win2PDF, and convert/export PDF files to other formats including batch convert and watch convert features.

The Win2PDF Desktop App can also directly open and convert many image formats to PDF. The following formats are supported:

- JPG to PDF
- PNG to PDF
- TIFF to PDF
- BMP to PDF
- GIF to PDF
- Web Page to PDF
- XPS to PDF
- Markdown to PDF
- Any to PDF

You can also export a PDF to other formats including:

- PDF to PDF Image Only
- PDF to JPEG
- PDF to TIFF
- PDF to PNG
- PDF to Searchable PDF (OCR)
- PDF to DOCX (Win2PDF Pro)
- PDF to RTF (Win2PDF Pro)
- PDF to ODT (Win2PDF Pro)
- XPS to PDF
- XPS to PDF Image Only
- XPS to JPEG
- XPS to TIFF
- XPS to PNG
- XPS to Searchable PDF (OCR)
- XPS to DOCX (Win2PDF Pro)
- XPS to RTF (Win2PDF Pro)
- XPS to ODT (Win2PDF Pro)

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There are multiple ways of starting the Win2PDF Desktop App.

1. You can double-click the **Win2PDF Desktop icon** from your Windows desktop,

2. You can drop a PDF file onto the **Win2PDF Desktop icon**,

3. You can right-click on a document in the Windows Explorer or the desktop, you can choose **Open With –> Win2PDF Desktop**

4. You can choose **Win2PDF Desktop** from the Windows Start menu

5. You can right click on the file in Windows Explorer and choose "**Convert with Win2PDF**".

3.2.1 JPG To PDF

To convert a JPG to PDF using Win2PDF Desktop, open a JPG file using "**File -> Open**" or drag-and-dropping a JPG file on the Win2PDF Desktop icon. The Win2PDF Desktop converter will show a preview of the JPG file. To save as a PDF, choose "**File -> Export -> PDF**".

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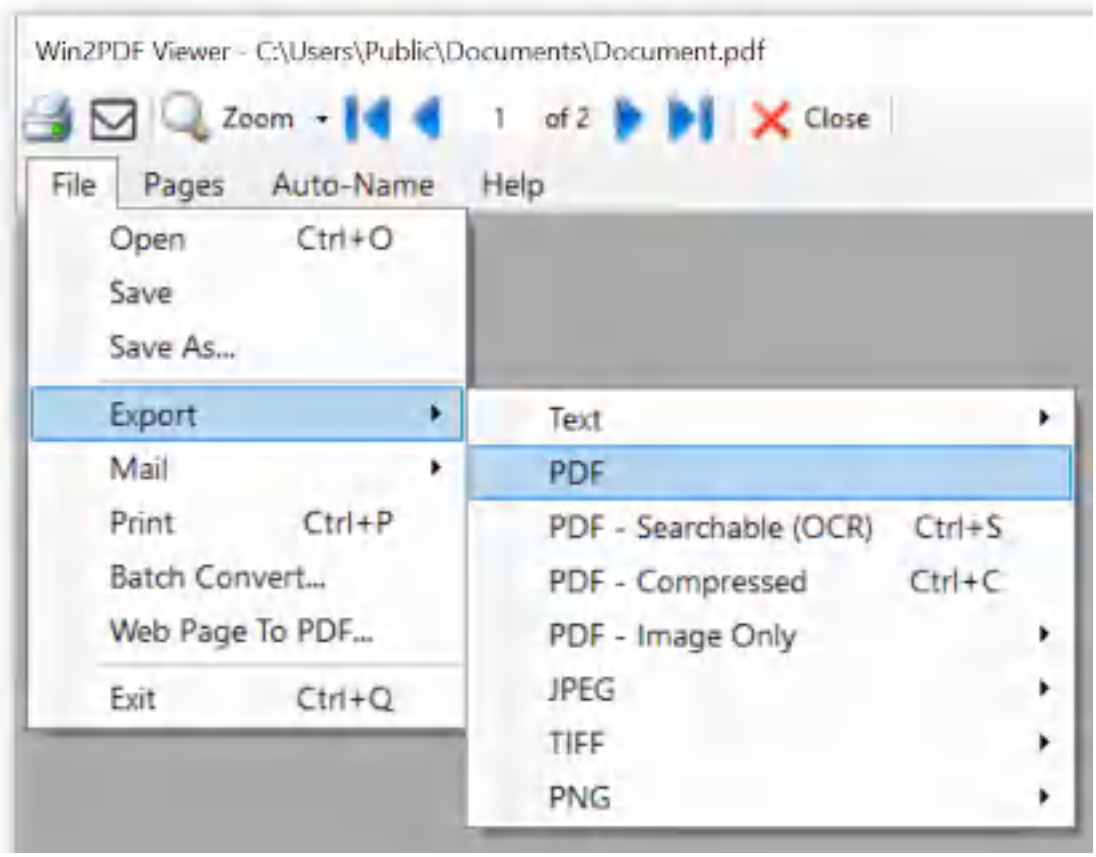

Win2PDF Desktop - Export JPG to PDF

Win2PDF will open a "Save File" window that lets you choose the name and location for the converted PDF file.

If you want to convert to PDF in the same folder as the JPG file, you can also right click on a JPG file in Windows Explorer and choose "**Win2PDF -> Convert to PDF**".

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

You can also convert from JPG to PDF using the batch convert JPG to PDF feature or the JPG2PDF command line.

3.2.2 PNG to PDF

To convert a PNG to PDF using Win2PDF Desktop, open a PNG file using "**File -> Open**" or drag-and-dropping a PNG file on the Win2PDF Desktop icon. The Win2PDF Desktop converter will show a preview of the PNG file. To save as a PDF, choose "**File -> Export -> PDF**".

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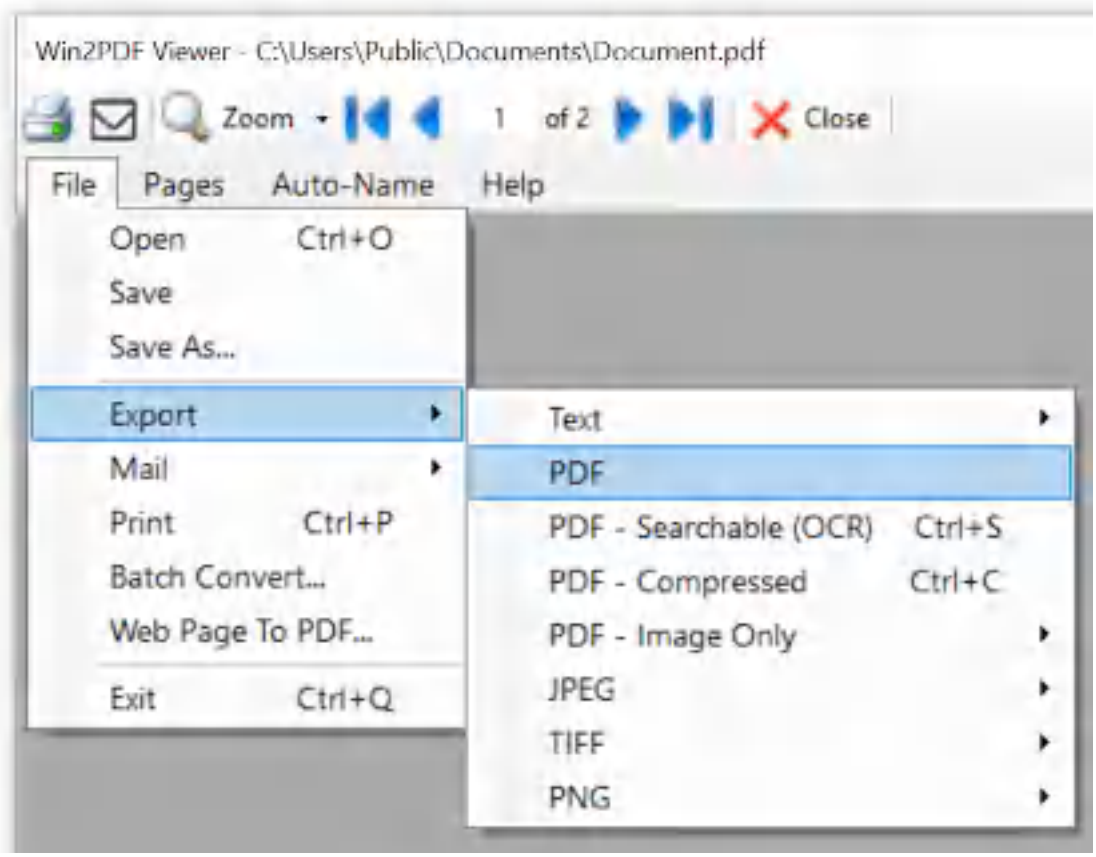

Win2PDF Desktop - Export PNG to PDF

Win2PDF will open a "Save File" window that lets you choose the name and location for the converted PDF file.

If you want to convert to PDF in the same folder as the PNG file, you can also right click on a PNG file in Windows Explorer and choose "**Win2PDF -> Convert to PDF**".

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

You can also convert from PNG to PDF using the batch convert PNG to PDF feature or the PNG2PDF command line.

3.2.3 TIFF to PDF

To convert a TIFF to PDF using Win2PDF Desktop, open a TIFF file using "**File -> Open**" or drag-and-dropping a TIFF file on the Win2PDF Desktop icon. The Win2PDF Desktop converter will show a preview of the TIFF file. To save as a PDF, choose "**File -> Export -> PDF**".

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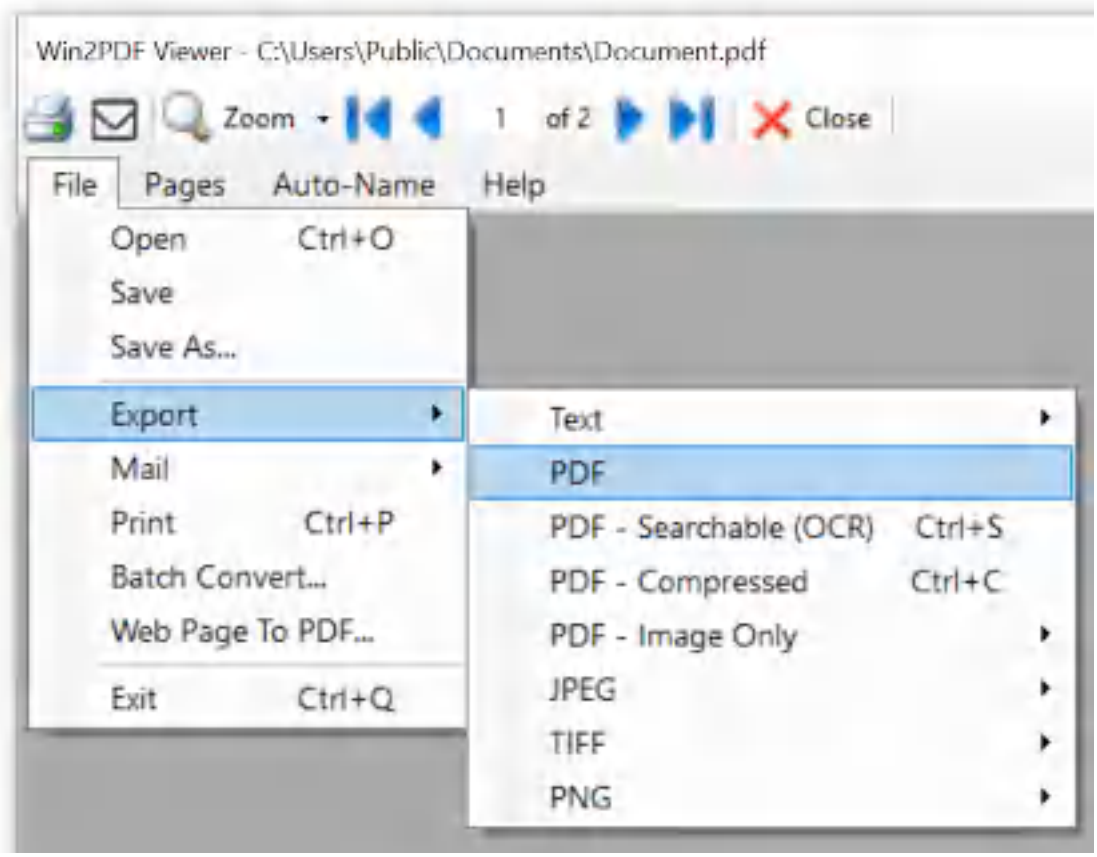

Win2PDF Desktop - Export TIFF to PDF

If you want to convert to PDF in the same folder as the TIFF file, you can also right click on a TIFF file in Windows Explorer and choose "**Win2PDF -> Convert to PDF**".

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

You can also convert from TIFF to PDF using the batch convert TIFF to PDF feature or the TIFF2PDF command line.

3.2.4 BMP to PDF

To convert a BMP to PDF using Win2PDF Desktop, open a BMP file using "**File -> Open**" or drag-and-dropping a BMP file on the Win2PDF Desktop icon. The Win2PDF Desktop converter will show a preview of the BMP file. To save as a PDF, choose "**File -> Export -> PDF**".

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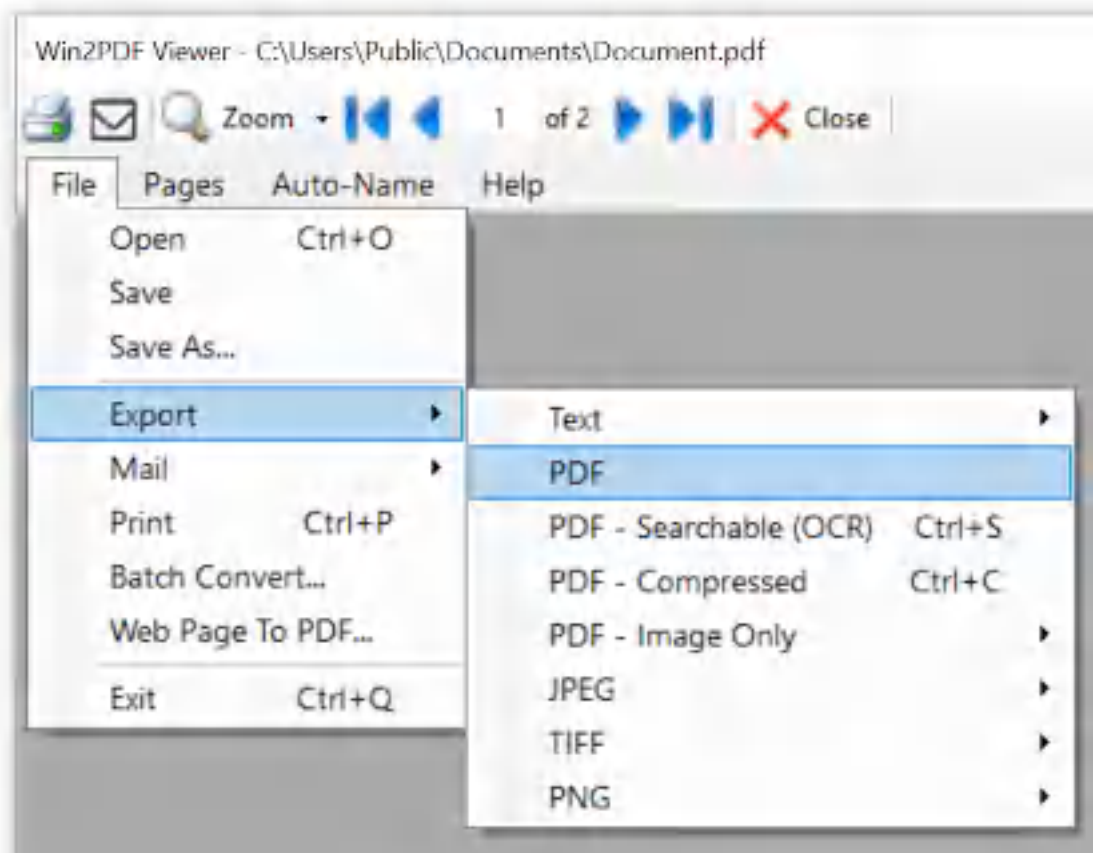

Win2PDF Desktop - Export BMP to PDF

If you want to convert to PDF in the same folder as the BMP file, you can also right click on a BMP file in Windows Explorer and choose "**Win2PDF -> Convert to PDF**".

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

You can also convert from BMP to PDF using the batch convert BMP to PDF feature or the BMP2PDF command line.

3.2.5 GIF to PDF

To convert a GIF to PDF using Win2PDF Desktop, open a GIF file using "**File -> Open**" or drag-and-dropping a GIF file on the Win2PDF Desktop icon. The Win2PDF Desktop converter will show a preview of the GIF file. To save as a PDF, choose "**File -> Export -> PDF**".

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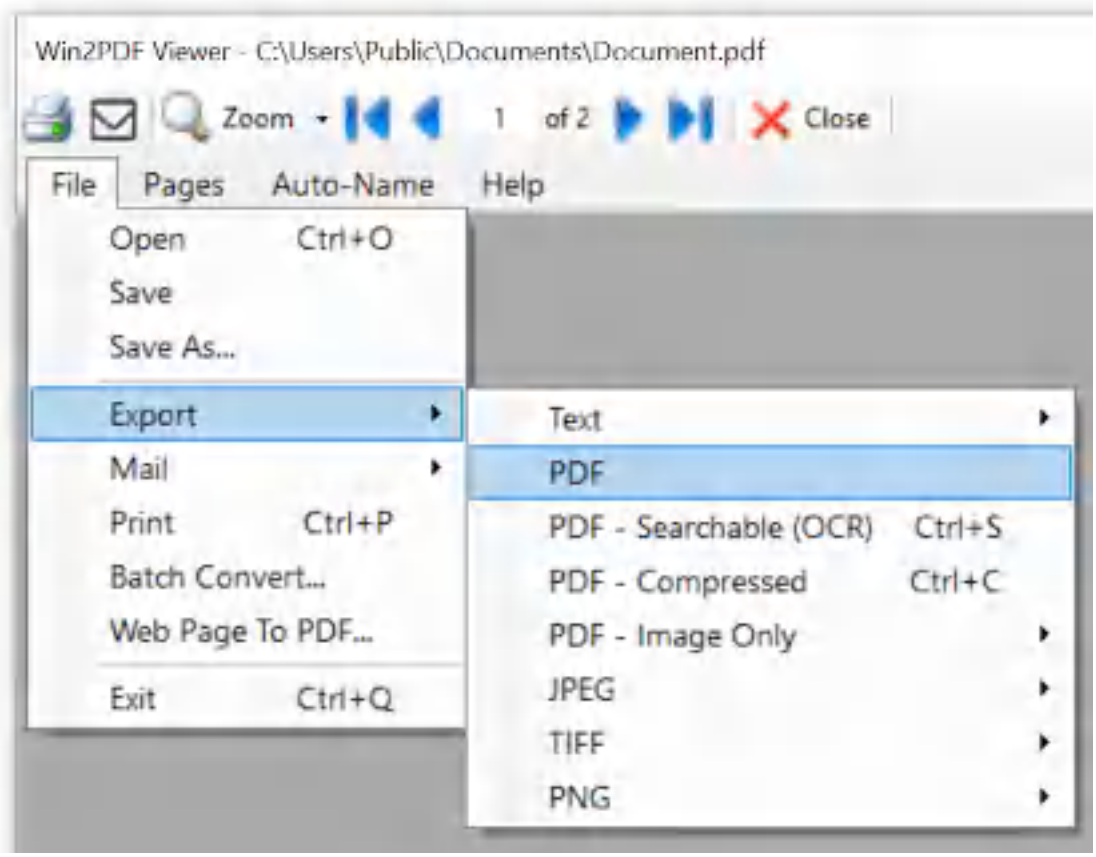

Win2PDF Desktop - Export GIF to PDF

If you want to convert to PDF in the same folder as the GIF file, you can also right click on a GIF file in Windows Explorer and choose "**Win2PDF -> Convert to PDF**".

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

You can also convert from GIF to PDF using the batch convert GIF to PDF feature or the GIF2PDF command line.

3.2.6 Web Page to PDF

There are multiple ways of starting the Win2PDF Desktop App to convert an HTML file to PDF.

1. You can open the Win2PDF Desktop application and choose **Web Page To PDF...** from the Windows Start menu.

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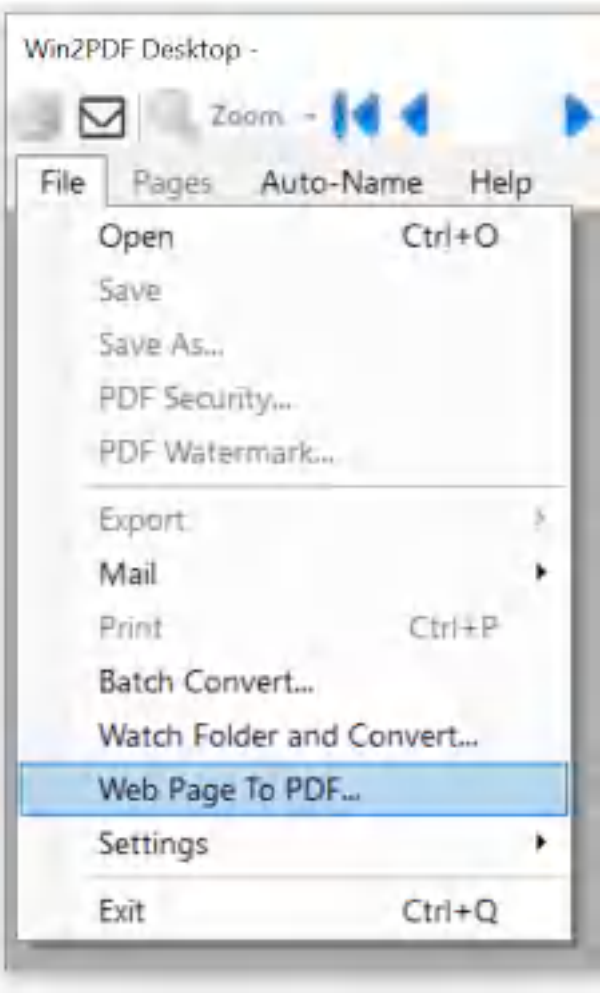

Win2PDF Desktop - Web Page to PDF Menu

Type the web address of the page that you would like converted to PDF.

Win2PDF Desktop - Web Page to PDF

2. You can open the **Win2PDF Desktop** application and then choose an HTML file on your computer in the "Open File" window.

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3. You can drop an HTML file onto the **Win2PDF Desktop icon.**

4. You can right click on the file in Windows Explorer and choose "**Win2PDF -> Convert to PDF**".

The Win2PDF Desktop converter will open a "Save File" window that lets you choose the name and location of the converted PDF file. The default PDF file name is the path and name of the HTML file. If the Win2PDF Auto-name feature is enabled, the converted PDF file will be named based on the configuration of the Auto-name settings.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

You can also convert from HTML to PDF using the HTML2PDF command line.

3.2.7 XPS to PDF

To convert a XPS to PDF using Win2PDF Desktop, open a XPS file using "**File -> Open**" or drag-and-dropping a XPS file on the Win2PDF Desktop icon. The Win2PDF Desktop converter will show a preview of the XPS file. To save as a PDF, choose "**File -> Export -> PDF**".

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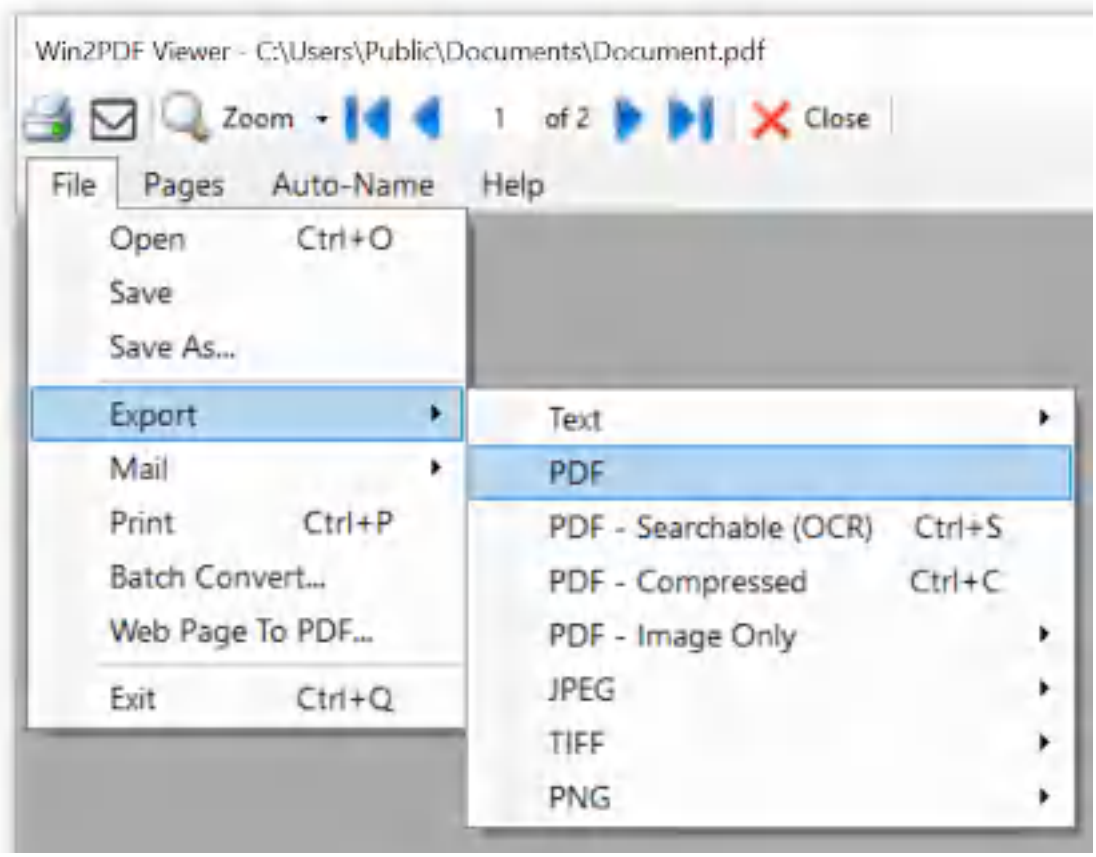

Win2PDF Desktop - Export XPS to PDF

If you want to convert to PDF in the same folder as the XPS file, you can also right click on a XPS file in Windows Explorer and choose "**Win2PDF -> Convert to PDF**".

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

You can also convert from XPS to PDF using the batch convert XPS to PDF feature or the XPS2PDF command line.

3.2.8 Markdown to PDF

To convert a XPS to PDF using Win2PDF Desktop, open a markdown file using "**File -> Open**" or drag-and-dropping a markdown file on the Win2PDF Desktop icon. The Win2PDF Desktop converter will show a preview of the markdown file. To save as a PDF, choose "**File -> Export -> PDF**".

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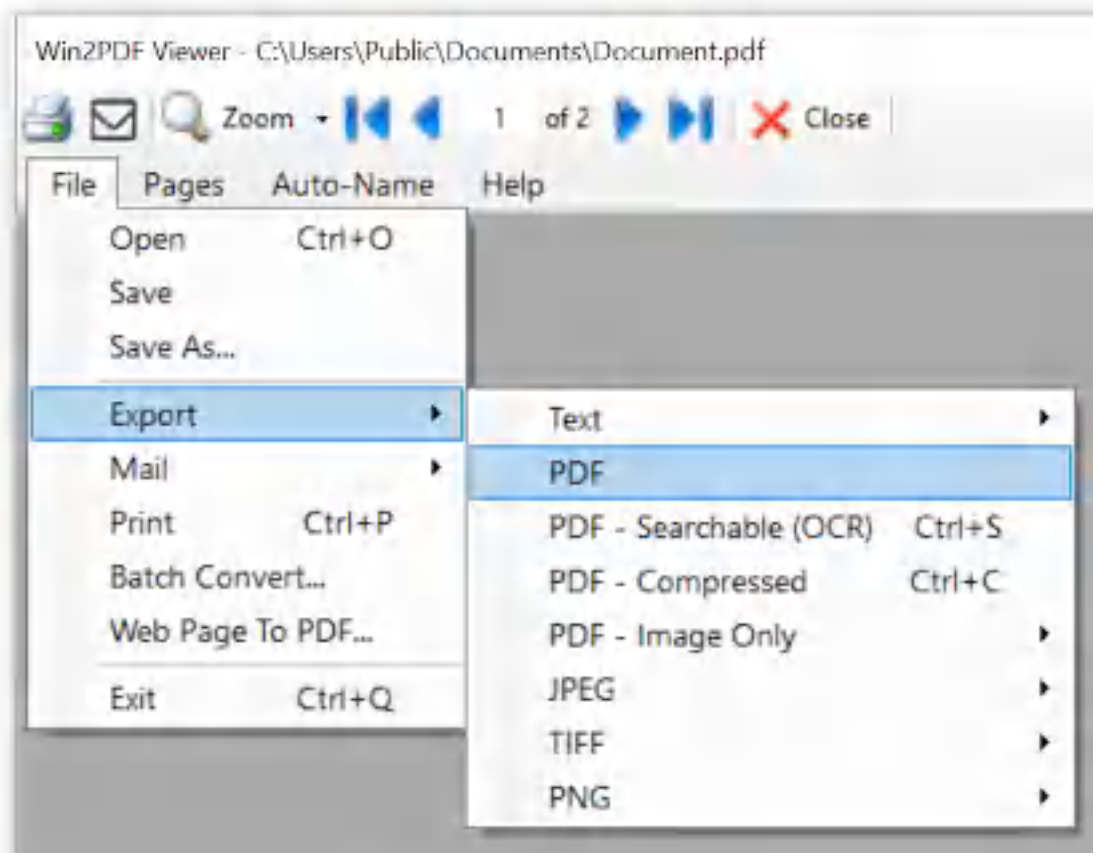

Win2PDF Desktop - Export Markdown to PDF

If you want to convert to PDF in the same folder as the markdown file, you can also right click on a markdown file in Windows Explorer and choose "**Win2PDF -> Convert to PDF**".

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

You can also convert from XPS to PDF using the batch convert Markdown to PDF feature or the MARKDOWN2PDF command line.

3.2.9 DOCX to PDF

Win2PDF Desktop Convert DOCX to PDF Win2PDF Pro

To convert a DOCX to PDF using Win2PDF Desktop, open a DOCX file using "**File -> Open**" or drag-and-dropping a XPS file on the Win2PDF Desktop icon. The Win2PDF Desktop converter will show a preview of the DOCX file. To save as a PDF, choose "**File -> Export -> PDF**".

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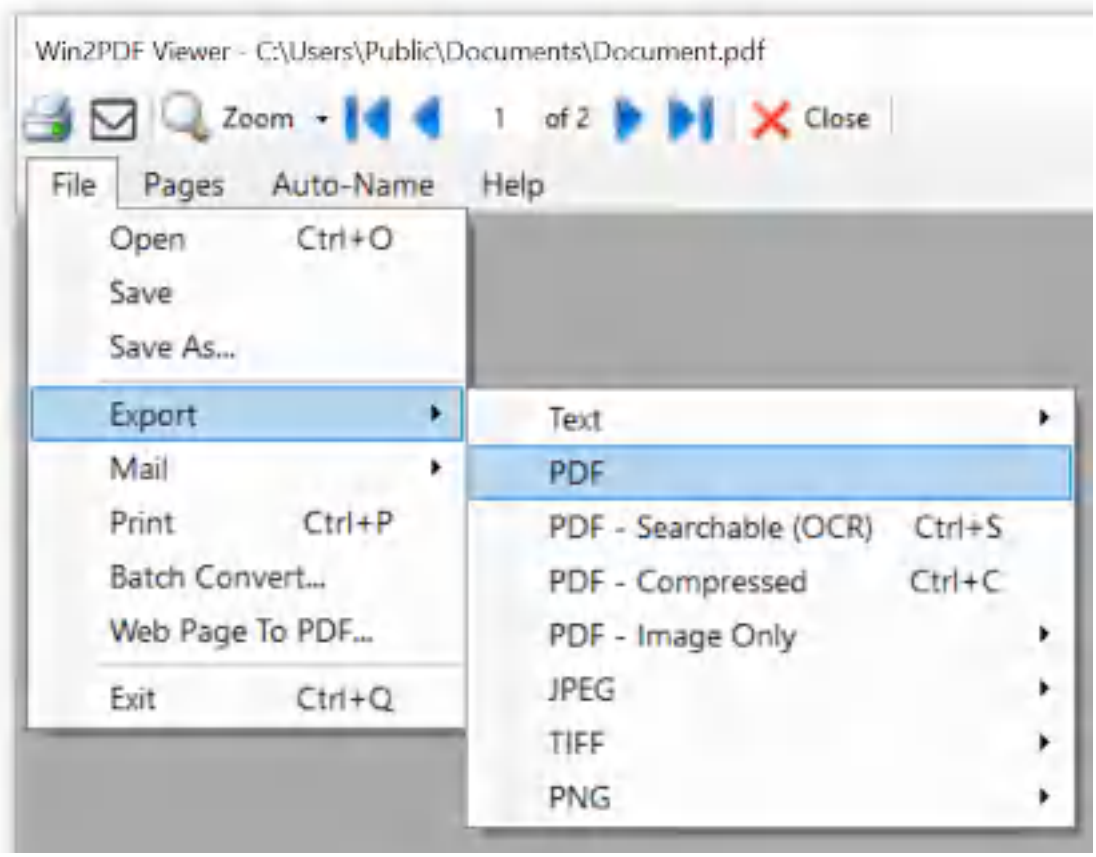

Win2PDF Desktop - Export DOCX to PDF

If you want to convert to PDF in the same folder as the DOCX file, you can also right click on a XPS file in Windows Explorer and choose "**Win2PDF -> Convert to PDF**".

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

You can also convert from DOCX to PDF using the batch convert DOCX to PDF feature or the DOCX2PDF command line.

3.2.10 PPTX to PDF

Win2PDF Desktop Convert PPTX to PDF Win2PDF Pro

To convert a PPTX to PDF using Win2PDF Desktop, open a DOCX file using "**File -> Open**" or drag-and-dropping a XPS file on the Win2PDF Desktop icon. The Win2PDF Desktop converter will show a preview of the PPTX file. To save as a PDF, choose "**File -> Export -> PDF**".

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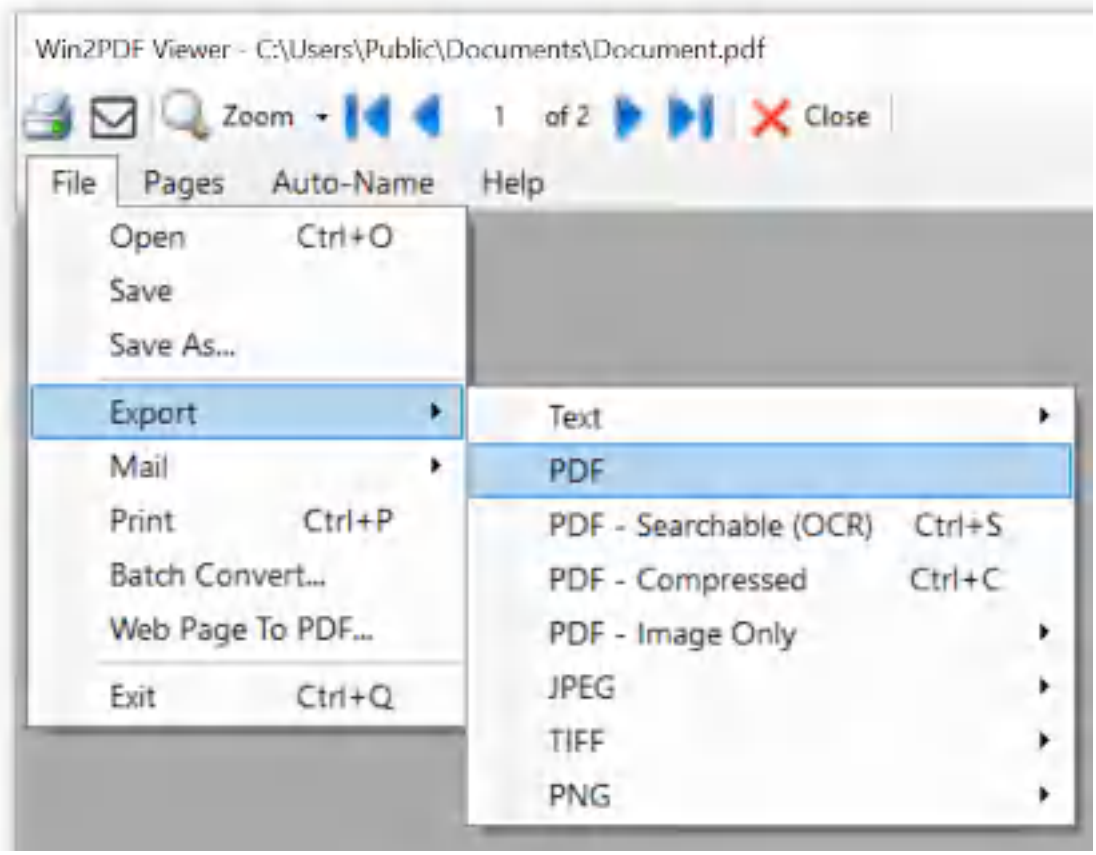

Win2PDF Desktop - Export PPTX to PDF

If you want to convert to PDF in the same folder as the PPTX file, you can also right click on a XPS file in Windows Explorer and choose "**Win2PDF -> Convert to PDF**".

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

You can also convert from DOCX to PDF using the batch convert PPTX to PDF feature or the PPTX2PDF command line.

3.2.11 Any to PDF

The Win2PDF Desktop converter can directly convert image formats in JPG, PNG, TIFF, BMP, and GIF to PDF, but it can also convert any other document to PDF using Windows file associations. As long as you have a program installed in Windows that can open and print the document, Win2PDF can convert it by opening the program and using the program to print to the Win2PDF printer.

There are multiple ways of starting the Win2PDF Desktop App to convert any document to PDF.

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1. You can double-click the **Win2PDF Desktop icon** from your Windows desktop, and then choose the document in the "Open File" window.

2. You can drop a document onto the **Win2PDF Desktop icon.**

3. You can choose **Win2PDF Desktop** from the Windows Start menu, and then choose the document the "Open File" window.

If the Win2PDF Auto-name feature is enabled, the converted PDF file will be named based on the configuration of the Auto-name settings. Otherwise, Win2PDF will open a "Save File" window that lets you choose the name and location of the converted PDF file.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

You can also convert to PDF using the CONVERT command line.

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Part

4 How To Articles

4.1 How to install Win2PDF

4.1.1 How to Download a PDF converter

You can download the latest versions of the Win2PDF and Win2PDF Terminal Server Edition PDF converters from our web page here:

https://www.win2pdf.com/download/download.htm

The trial versions of this PDF converter are available for free, and are not time limited. The trial version will add an extra page to each printed PDF file until the software is purchased, and then the extra page will be removed from any new PDF files. To evaluate Win2PDF or Win2PDF Pro without the trailer page, contact us for a 30 day demo license.

4.1.2 How to Install a PDF writer

First you'll need to download the Win2PDF PDF writer software. You can download the latest versions of the Win2PDF and Win2PDF Terminal Server Edition PDF converters from our web page here:

https://www.win2pdf.com/download/download.htm

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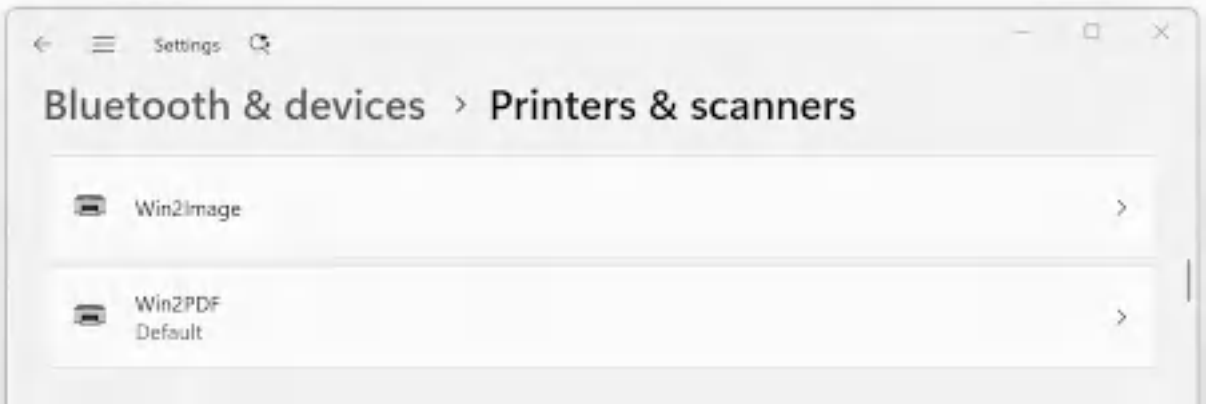
After you have downloaded the setup file for the Win2PDF PDF writer to your hard disk, double-click on the file to start the installation wizard.

Click on the **'Next >**' button and follow the prompts to install the software. After it has been installed, you will see a printer named **'Win2PDF'** in the printers folders.



To use Win2PDF , just select **Print** from any application and then choose the printer named Win2PDF. You will then be able so save the document as a PDF file.

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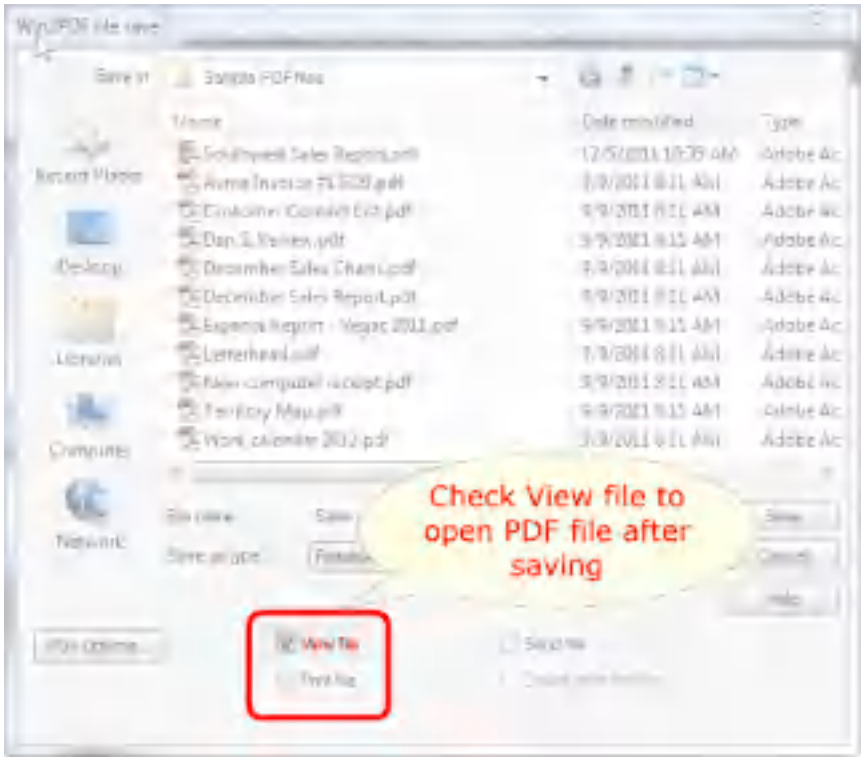
4.2 How to use Win2PDF

4.2.1 How to View a PDF file after creating it

To view a PDF file after creating it, just select the **'View file'** option on the Win2PDF file save window.



When you save the PDF file, the file will automatically be opened with your default PDF viewer application, which is typically the free Adobe Reader software.

4.2.2 How to Print a PDF file after creating it

To print a copy of the PDF file to a paper printer after creating it, just select the **'Print file'** option on the Win2PDF file save window.

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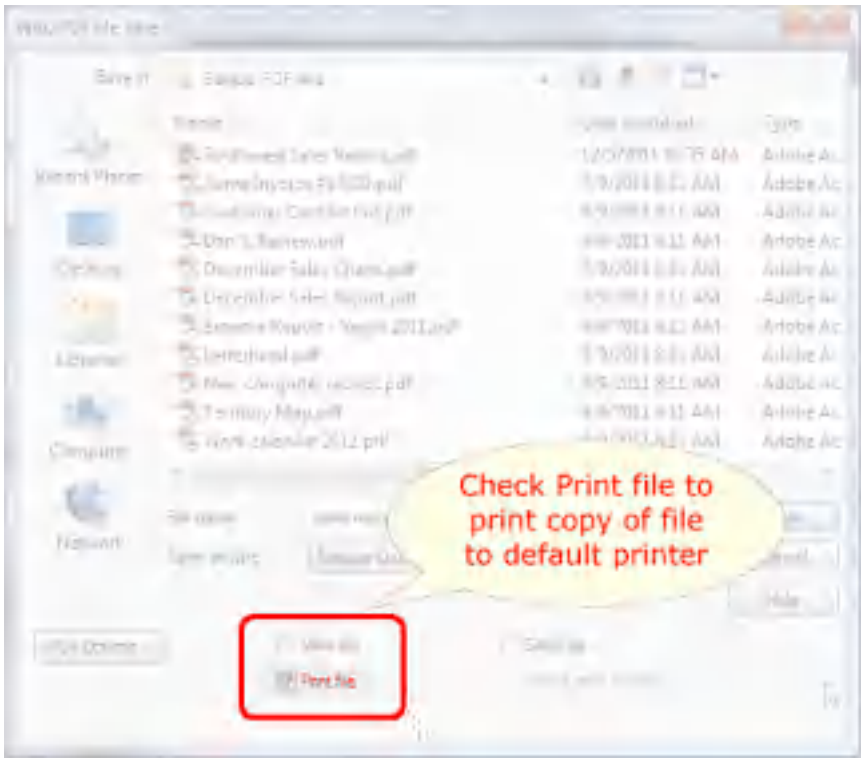
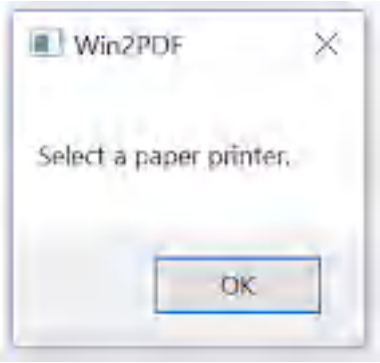


When you check the "Print file" option, the you will be prompted to select a paper printer.



Select the paper printer where you want the hard copy sent.

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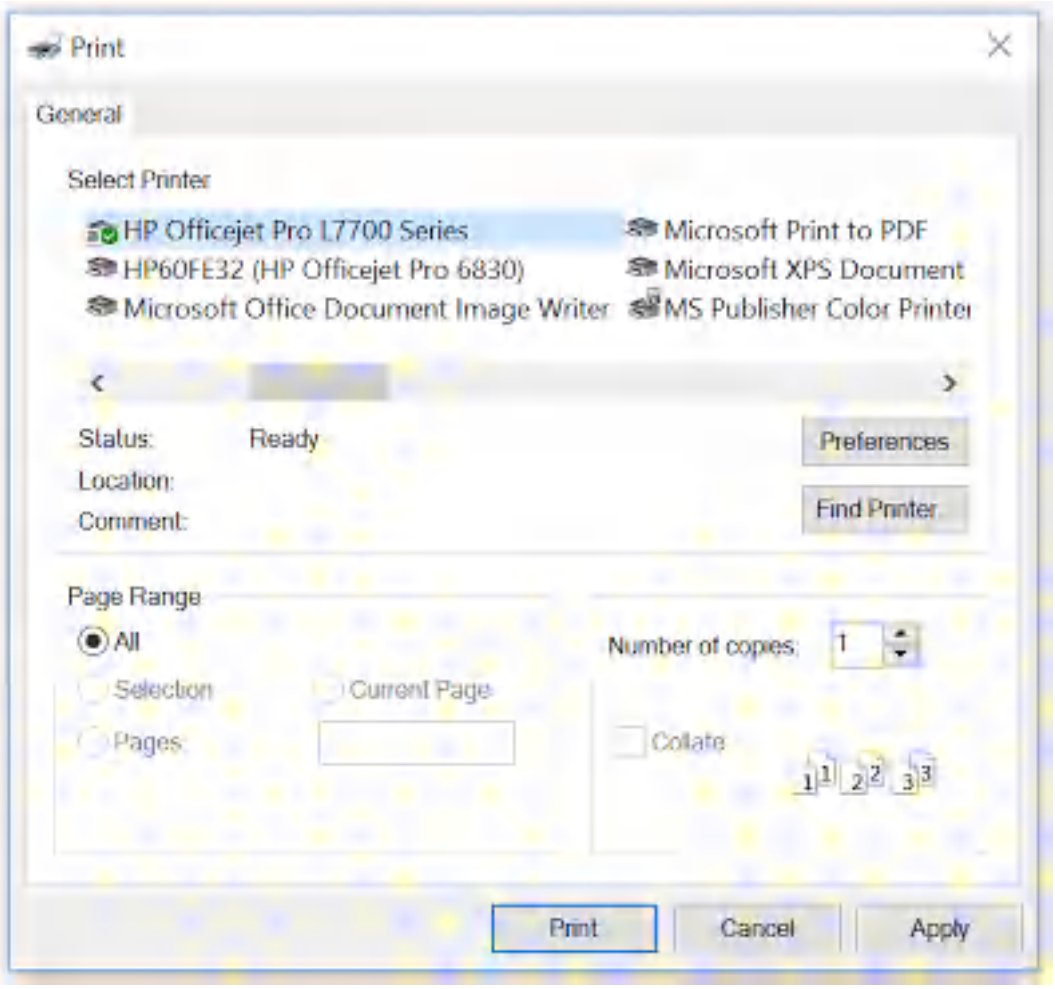

When you save the PDF file, the file will automatically be sent to your selected printer.

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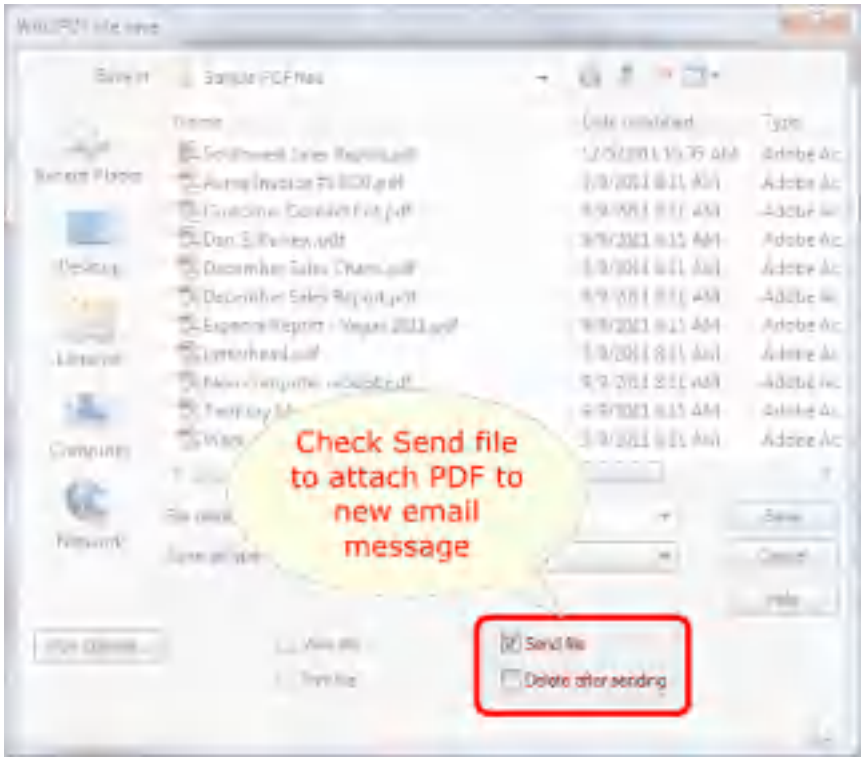
How to print a hard copy to a paper printer when saving a PDF file using the Win2PDF printer

4.2.3 How to Email a PDF file after creating it

To email the PDF file after creating it, just select the **'Send file'** option on the Win2PDF file save window.



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When you save the PDF file, the file will automatically be attached as a new PDF file to your default MAPI e-mail client (e.g. Microsoft Outlook). You can then address the e-mail and send it as a file attachment.

You can also configure Win2PDF to send a PDF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.

If the **'Delete after sending'** option is checked, the PDF file will be deleted from your hard disk after the e-mail has been sent.

4.2.4 How to Create a PDF/A file

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a PDF/A file using Win2PDF

To create a PDF/A document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF file save window pops up, allowing you to choose a name and location for the PDF/A as shown below:

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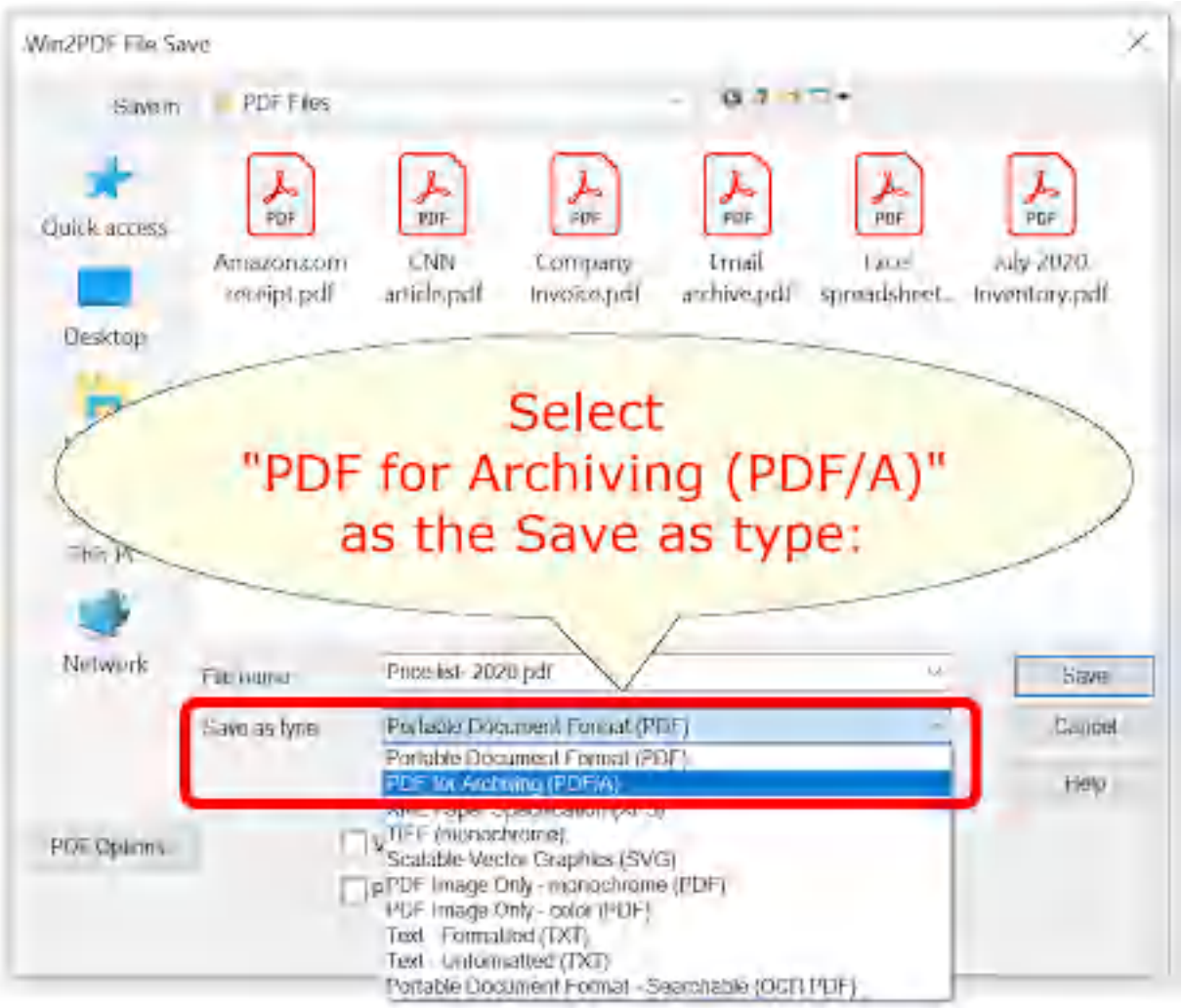

Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"PDF for Archiving (PDF/A)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- XPS - XML Paper Specification
- TIFF (monochrome) - Tagged Image File Format
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

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- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a PDF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

4.2.5 How to Create an XPS file

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a XML Paper Specification (XPS) file using Win2PDF

To create an XML Paper Specification (XPS) document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF file save window pops up, allowing you to choose a name and location for the XPS as shown below:

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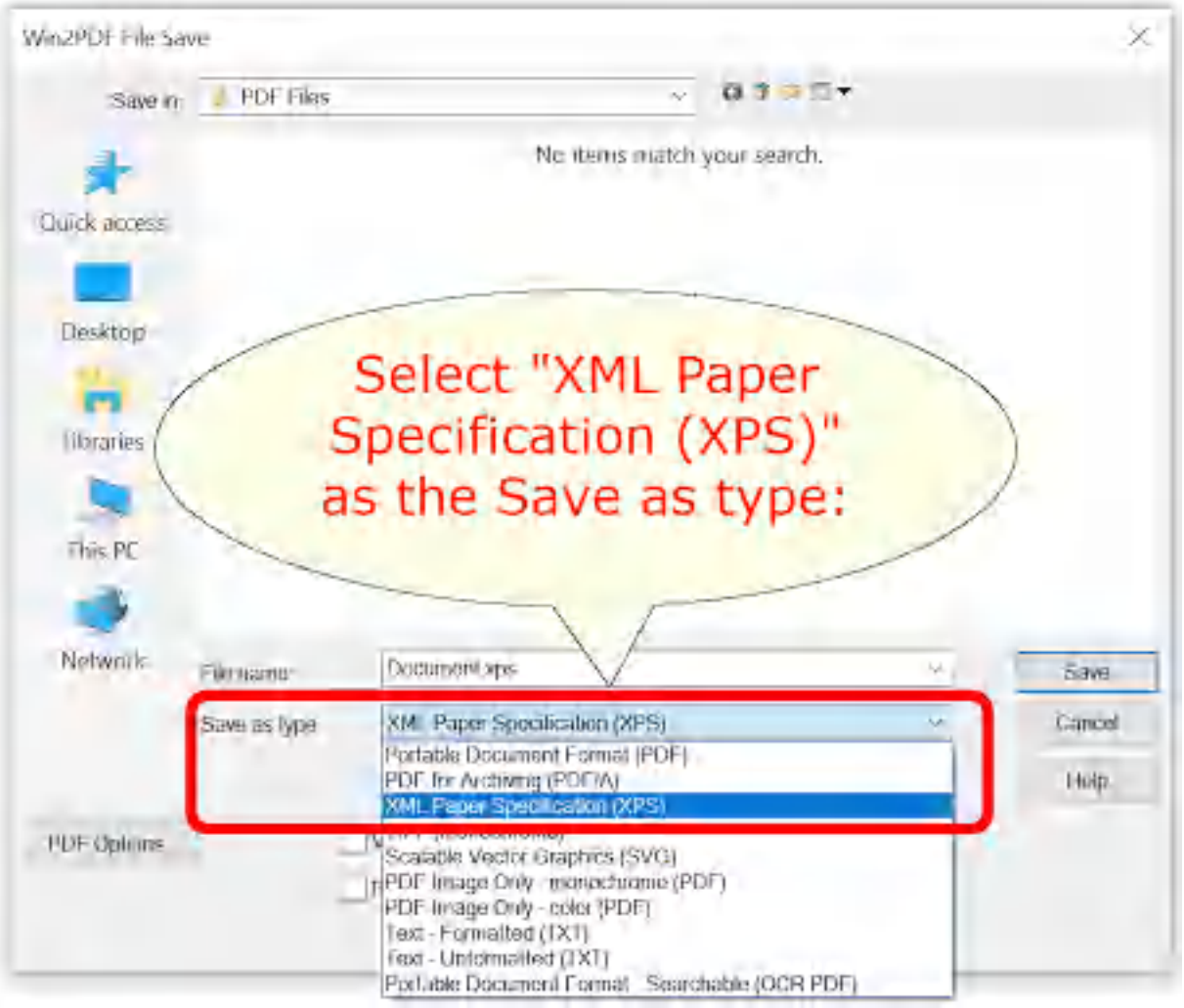

Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"XML Paper Specification (XPS)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- TIFF (monochrome) - Tagged Image File Format
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

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You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send an XPS using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

4.2.6 How to Create a TIFF file

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a TIFF file using

To create a TIFF document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF file save window pops up, allowing you to choose a name and location for the TIFF as shown below:

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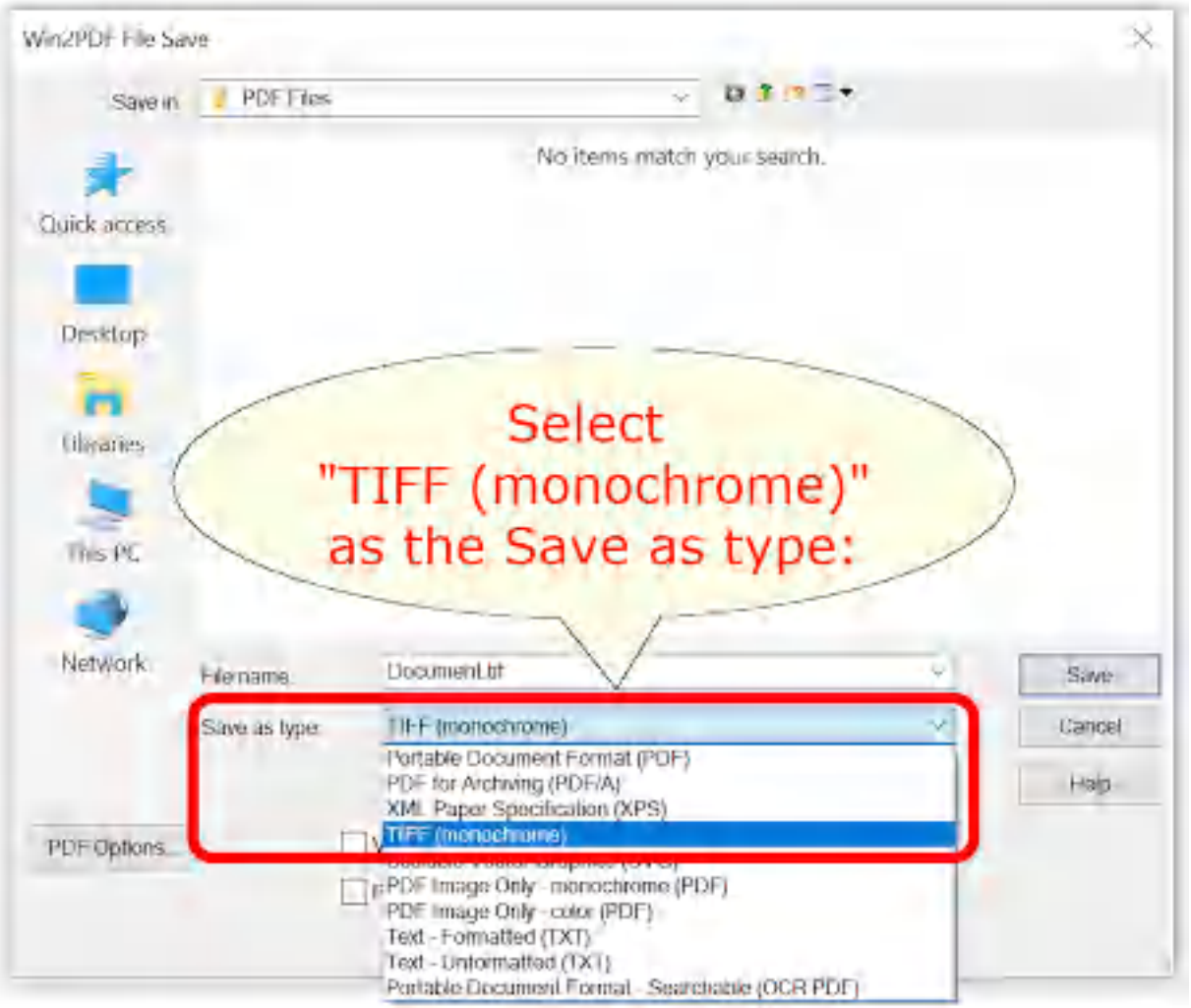

Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"TIFF (monochrome)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- XPS - XML Paper Specification
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

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You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a TIFF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

4.2.7 How to Create an SVG file

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a SVG file using Win2PDF

To create an SVG document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF file save window pops up, allowing you to choose a name and location for the SVG as shown below:

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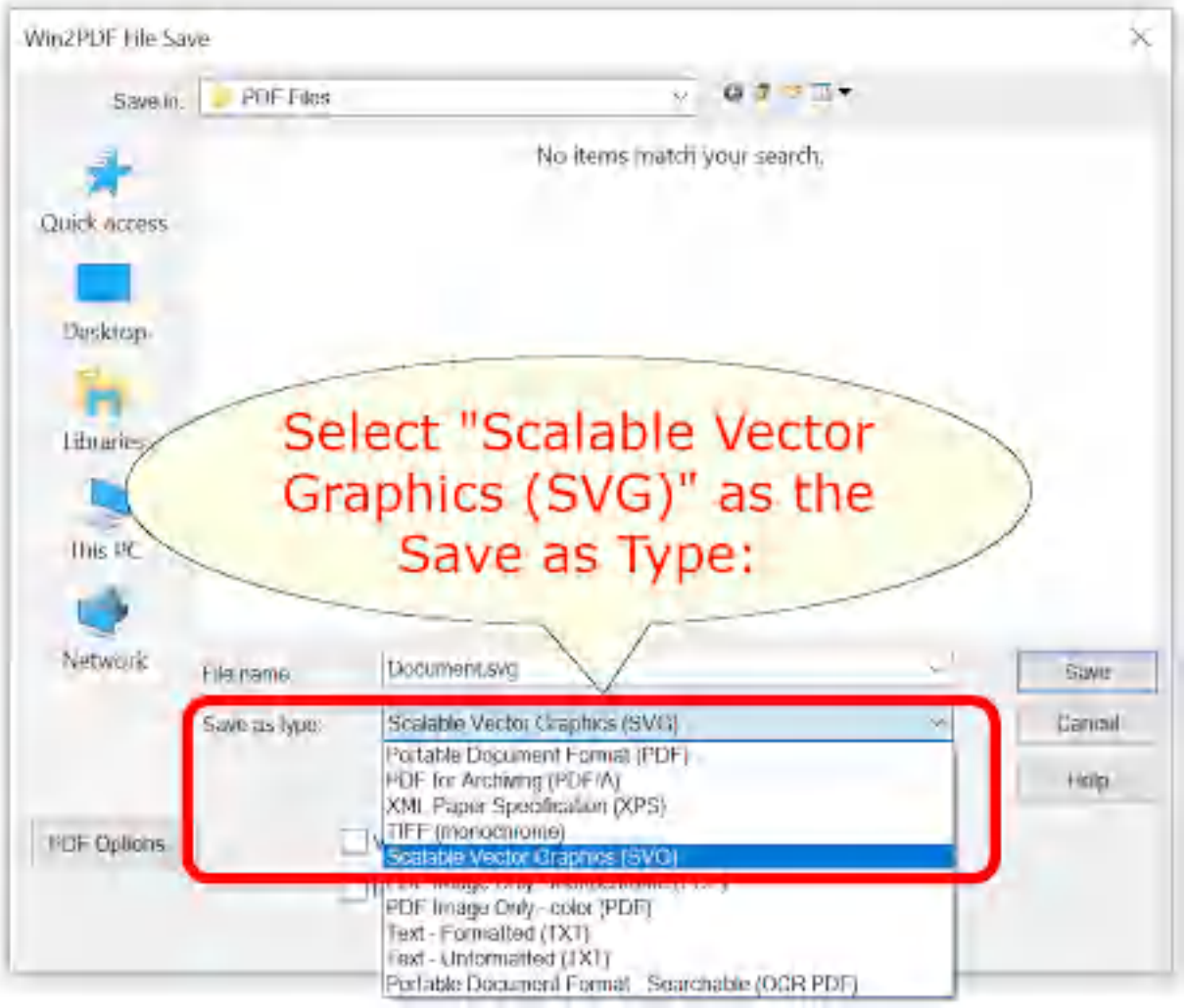

Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"Scalable Vector Graphics (SVG)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- XPS - XML Paper Specification
- TIFF (monochrome) - Tagged Image File Format
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

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You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send an XPS using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

4.2.8 How to Create a non-searchable (image only) PDF file?

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a PDF Image Only file using Win2PDF

To create a PDF Image Only document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF file save window pops up, allowing you to choose a name and location for the PDF as shown below:

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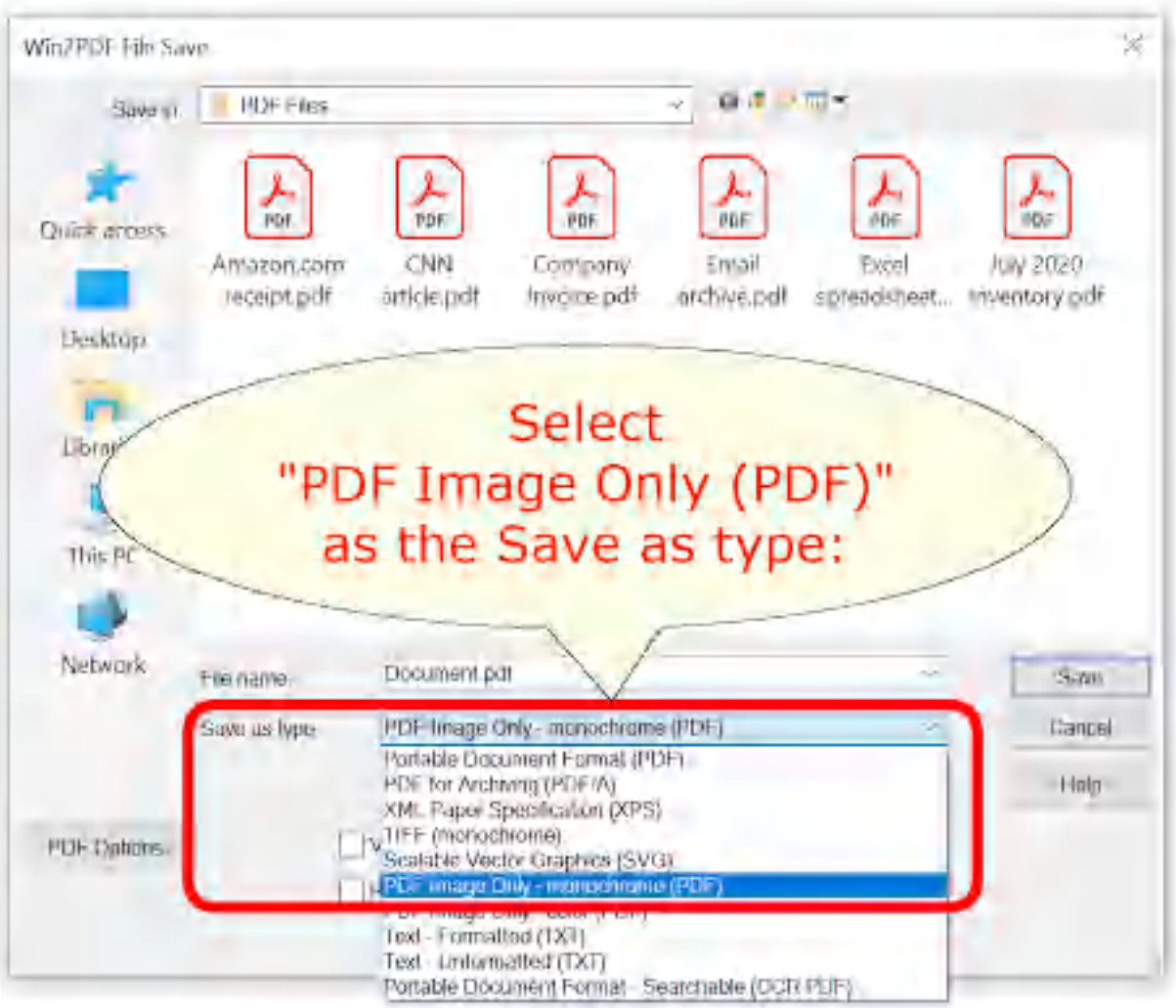

Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"PDF for Image Only - monochrome (PDF)"** or **"PDF for Image Only - color (PDF)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- XPS - XML Paper Specification
- TIFF (monochrome) - Tagged Image File Format
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted

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- PDF - Searchable (OCR)

You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a PDF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

4.2.9 How to Automatically Name PDF files

Win2PDF and Win2Image can be configured to automatically name files and skip the file save window. There are 3 ways to configure this:

1. You can run the "**Configure Win2PDF Auto-Name**" shortcut from the Windows Start menu at "Start -> Win2PDF -> Configure Win2PDF Auto-Name".

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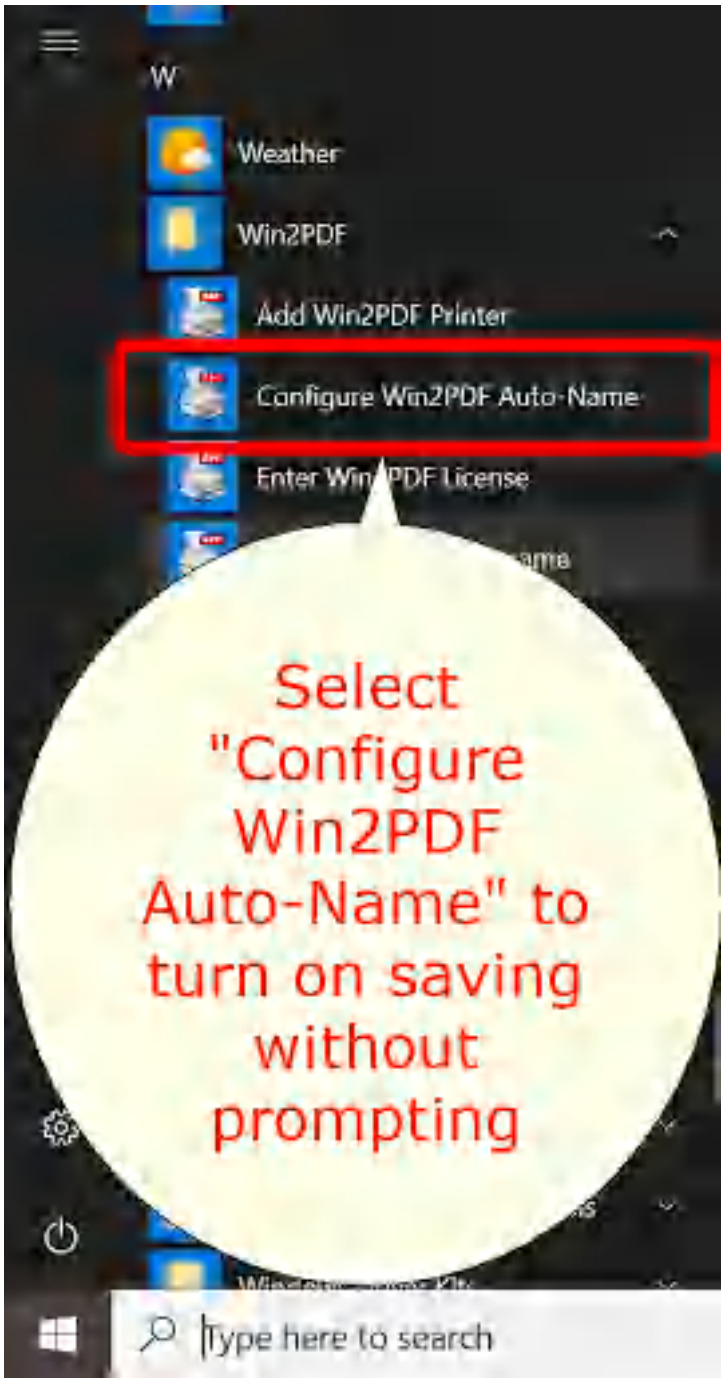

Start Menu Configure Win2PDF Auto-Name

2. You can open "**Configure Win2PDF Auto-Name**" from the "Auto-Name" menu of the Win2PDF Desktop App.

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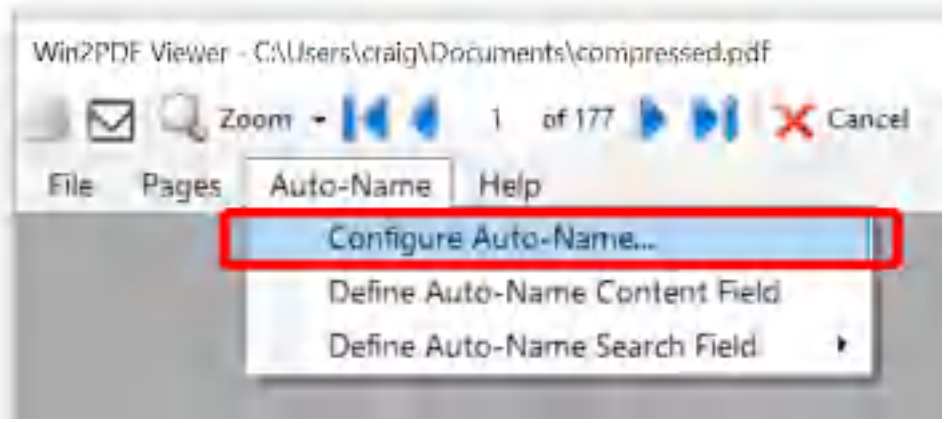
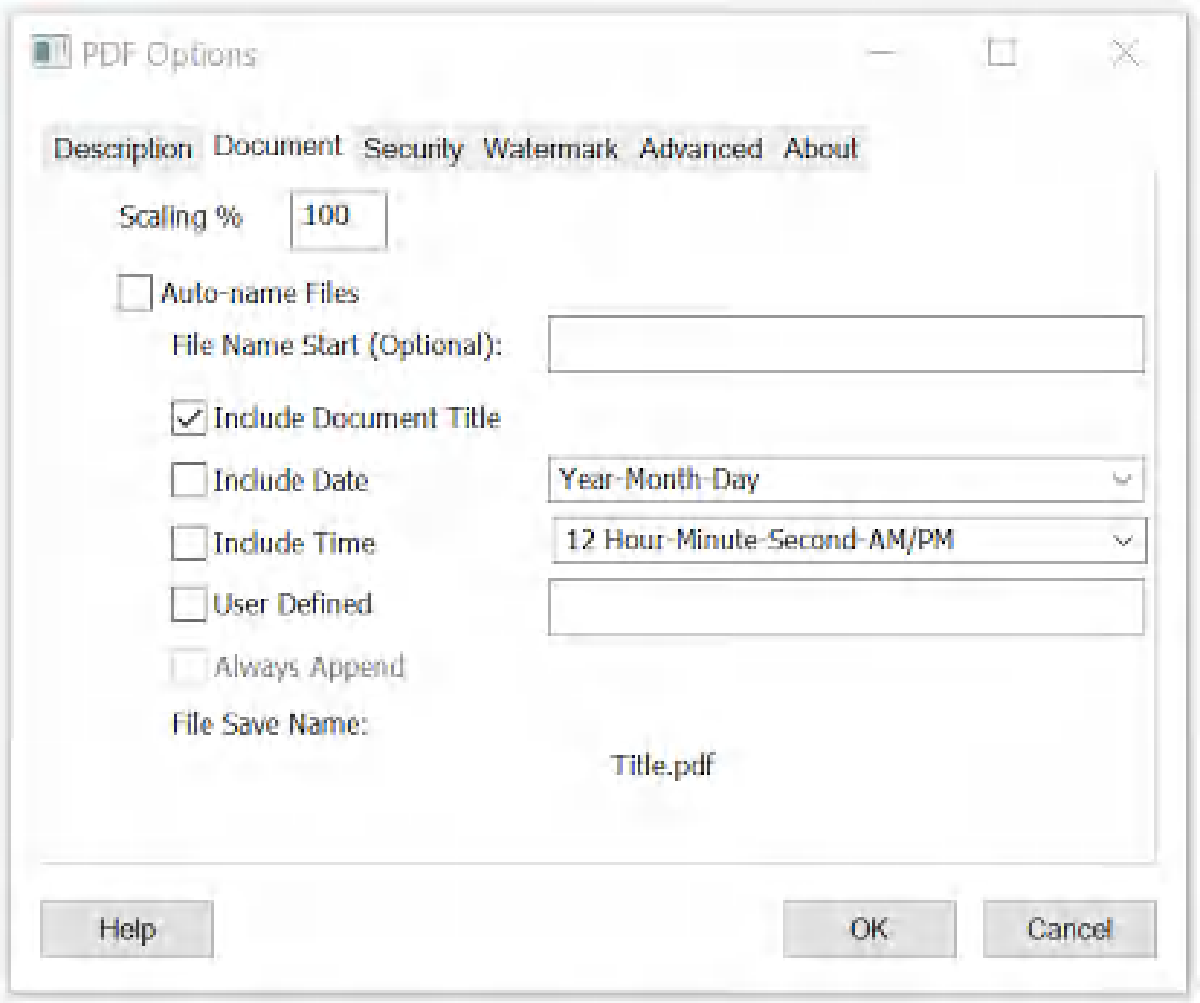


Win2PDF Desktop Open Configure Win2PDF Auto-Name

3. You can print to the Win2PDF printer, and open the "Document" tab of PDF Options when you print to the Win2PDF printer.



Auto-name Files and Configure File Save Naming

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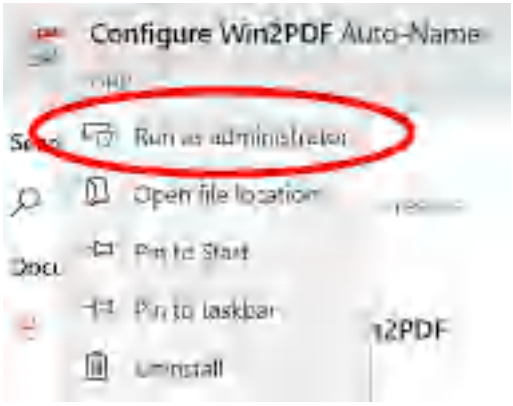
Options 1 and 2 are best if you need to change an existing auto-name configuration, add a new printer with auto-name enabled, use content based naming, or configure auto-name for all users. Option 3 is best if you need to enable Win2PDF Pro document security or watermark settings as part of the auto-name settings.

If you previously configured Auto-Name through the "Document" tab of PDF Options, the settings will be reflected in the Configure Win2PDF Auto-Name window.

Checking the "Auto-name Files" option enables the auto-name feature for the printer selected under "Printer Name". To turn off the auto-name feature and configure Win2PDF to display a file save window, un-check the "Auto-name Files" option.

The auto-name configuration is also stopped if you hold down the shift key while printing to the Win2PDF printer. If you are printing to Win2PDF in the background while typing in another program, you may accidentally stop the auto-name if you press the shift key. If you want to prevent this from happening, you can use the Win2PDF Admin Utility "Troubleshooting" option to "Disable Auto-Name Shift Key check".

The auto-name settings in this window only apply to the currently logged in user. Administrators can enable Auto-Name for all users by right clicking on the "Configure Auto-Name" shortcut and select "Run As Administrator".



Configure Win2PDF Auto-name for all users

The "Configure Win2PDF Auto-Name" window title should display "All Users":

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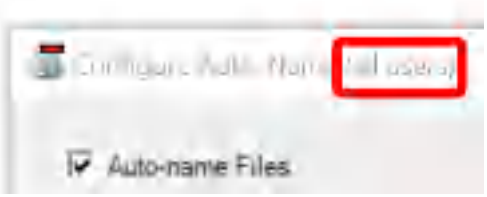

The available naming options are:
Auto-name: Printer Name
Auto-name: Folder Name
Auto-name: File Type
Auto-name: File Name Start
Auto-name: Include Document Title
Auto-name: Include Content Field
Auto-name: Include Search Field
Auto-name: Include Date
Auto-name: Include Time
Auto-name: User Defined
Auto-name: Always Append
Auto-name Actions: Send File
Auto-name Actions: Print File

To rename existing files, see How to Auto-Rename PDFs

4.2.10 How to Email a PDF to Kindle

The Amazon Kindle ebook reader supports PDF files through Amazon's Kindle Personal Documents Service. Win2PDF offers a convenient way to add documents to your Kindle by emailing PDF files directly to your Kindle.

In order to use this service, you must first tell Amazon to accept email from your email address. Use the following steps to enable email to your Kindle:

1. Log in to amazon.com and go to **Manage Your Content and Devices** and click on the **Preferences** tab.

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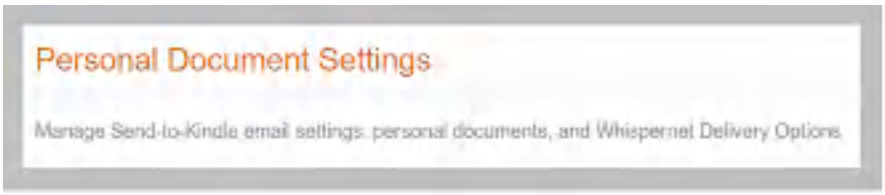
2. Scroll down and click on **Personal Document Settings**.



3. Under **Approved Personal Document E-mail List**, click on **Add a new approved e-mail address** and add your email address.

4. Under **Send-to-Kindle E-Mail Settings**, find and record your Kindle's email address. This address should end in "@kindle.com". This is the address that you will use to email PDF files to your kindle.

Once the Amazon Personal Document Settings have been configured, you can send PDF files directly to your Kindle by following the instructions under "How to email a PDF file after creating it?" and specifying the Kindle address recorded in step 4 as the email recipient.

Amazon charges fees for sending files to your Kindle for some devices.

- For Kindle devices with WiFi only (no 3G), there is no charge to receive PDF files. The Kindle must be connected to a WiFi network to receive PDF files.
- For Kindle devices with 3G, Amazon charges a small fee to deliver the PDF files over 3G if the Kindle is not currently connected to a WiFi network. To avoid fees on 3G Kindles, you can use "@free.kindle.com" as the email address to prevent PDF files from being delivered over 3G.

4.2.11 How to Transfer a PDF to an Apple iPhone

The Apple iOS devices (iPhone and iPad) support viewing PDF files through their iBooks application, and through a variety of other 3rd party apps

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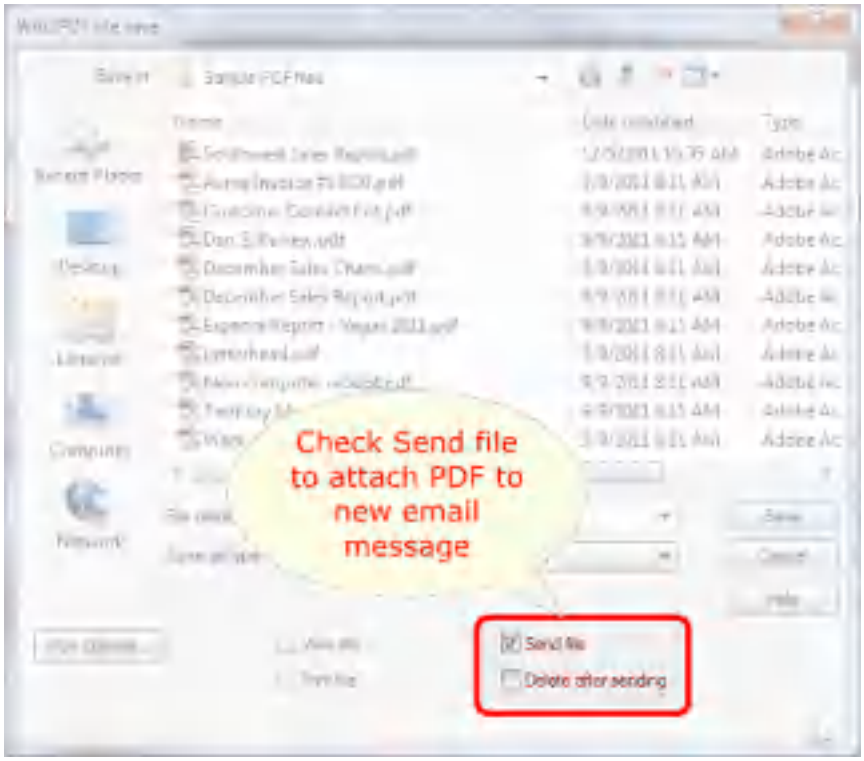
(such as the Adobe Reader for iOS app). Win2PDF offers a convenient way to add documents to your iPhone by emailing PDF files directly to yourself. If you follow these steps, you will be able to create and transfer PDF files to your iPhone.

1. Create a PDF file using Win2PDF, and check the Send file option to send an email to yourself (using any email account you can access through the native iPhone Mail app).



2. After you have sent the email with the PDF file to yourself, then open the Mail app on the iPhone. Touch the PDF file attachment to open the PDF file. It will look something like this:

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3. The PDF file can be opened and viewed with the iBooks app, or you can use any number of other PDF capable viewers (provided you have previously downloaded these apps to your device through the iTunes app store).

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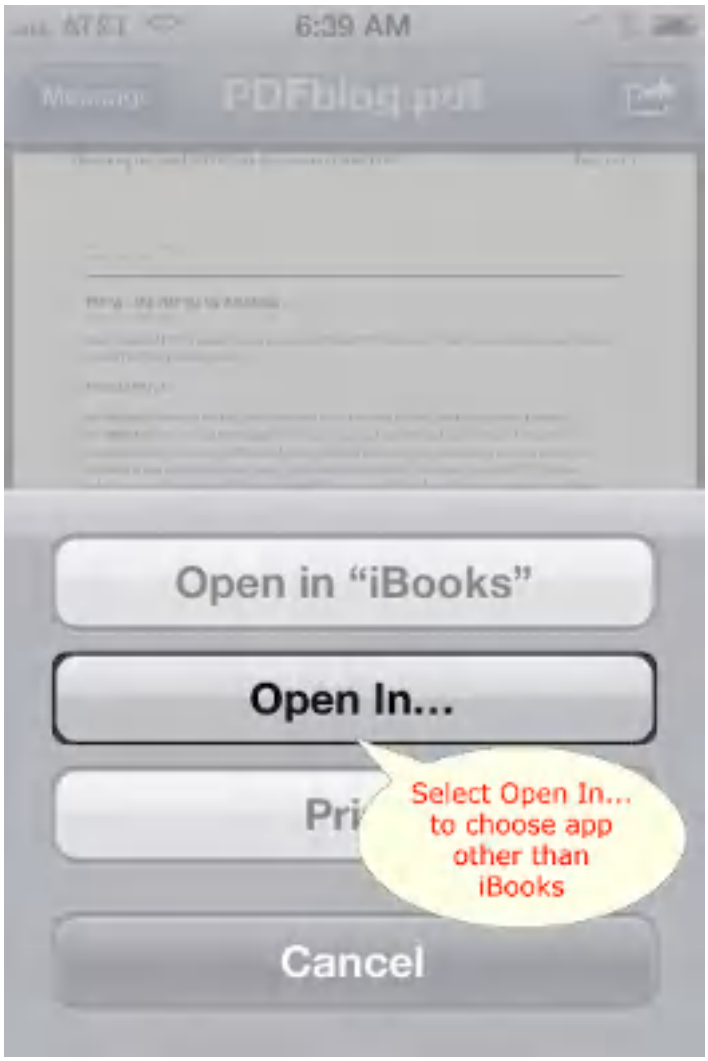

4. If you want to use Adobe Reader, for example, just click on the "Open In..." button and then you will be able to select Adobe Reader from the list of available apps.

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4.2.12 How to Transfer a PDF to an Apple iPad

The Apple iOS devices (iPhone and iPad) support viewing PDF files through their iBooks application, and through a variety of other 3rd party apps (such as the Adobe Reader for iOS app). Win2PDF offers a convenient way to add documents to your iPad by emailing PDF files directly to yourself. If you follow these steps, you will be able to create and transfer PDF files to your iPad.

1. Create a PDF file using Win2PDF, and check the Send file option to send an email to yourself (using any email account you can access through the native iPad Mail app).

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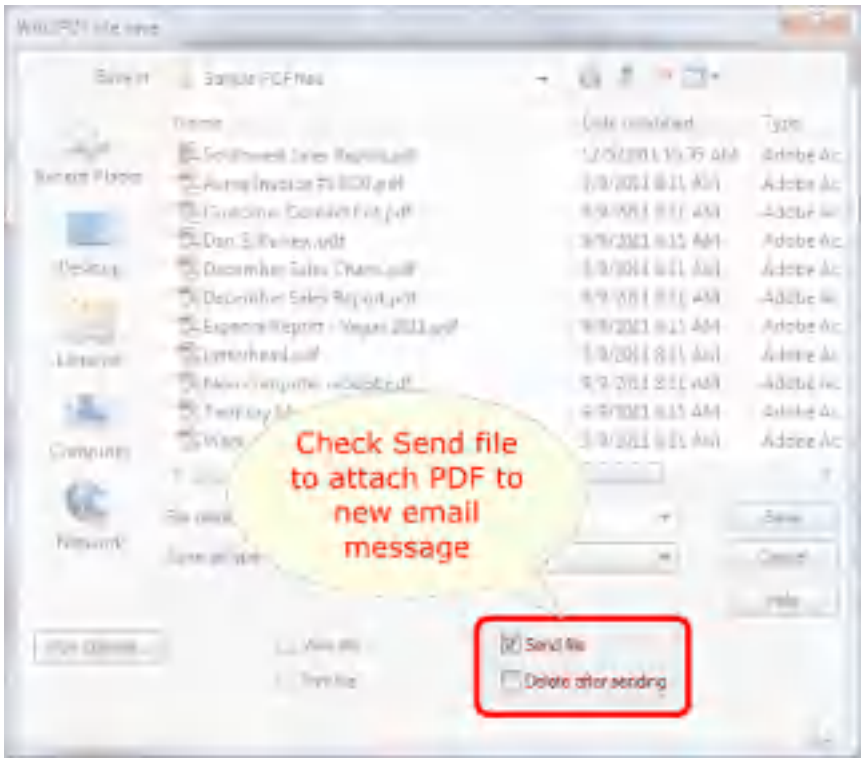

2. After you have sent the email with the PDF file to yourself, then open the Mail app on the iPad. Touch the PDF file attachment to open the PDF file. It will look something like this:

3. The PDF file can be opened and viewed with the iBooks app, or you can use any number of other PDF capable viewers (provided you have previously downloaded these apps to your device through the iTunes app store).

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4. If you want to use Adobe Reader, for example, just click on the "Open In..." button and then you will be able to select Adobe Reader from the list of available apps.

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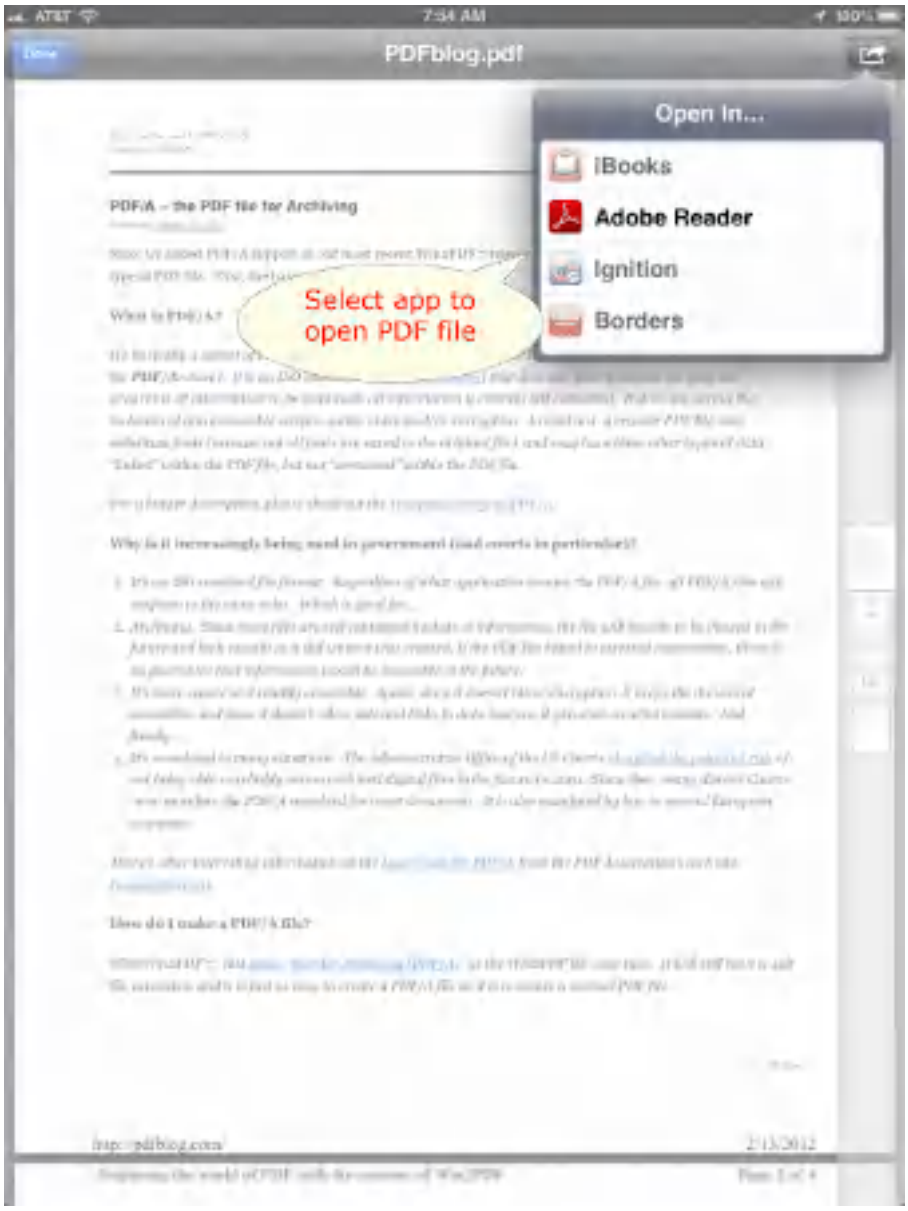

4.2.13 How to Email using web-based email

Win2PDF has a feature to "Send file" that can be enabled on the file save window (see below).

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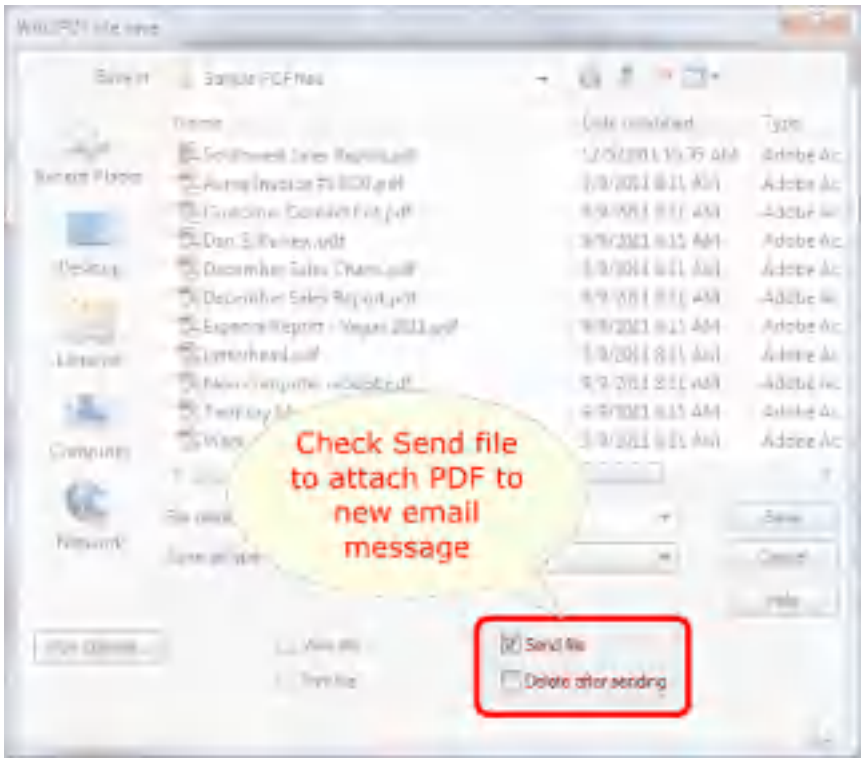

When this option is checked, Win2PDF will create the PDF file and automatically attach it to a new email message using the computer's default MAPI email client (which is typically Microsoft Outlook or Windows Live Mail).

If you do not use a full MAPI email client like Outlook and rely on web-based email, Win2PDF can also be configured to send a PDF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.

You can also use a third party program called Affixa for users that want to use the "Send file" feature with a web-based email program. Affixa resides in the background and acts as a connector to these web-based email services. When you use the "Send file" feature in Win2PDF it automatically creates a web email message with the PDF attached.

More information on Affixa and its products can be found at www.affixa.com

4.2.14 How to Extract pages from a PDF file

See also: How to extract pages from an existing PDF using the Win2PDF Desktop app.

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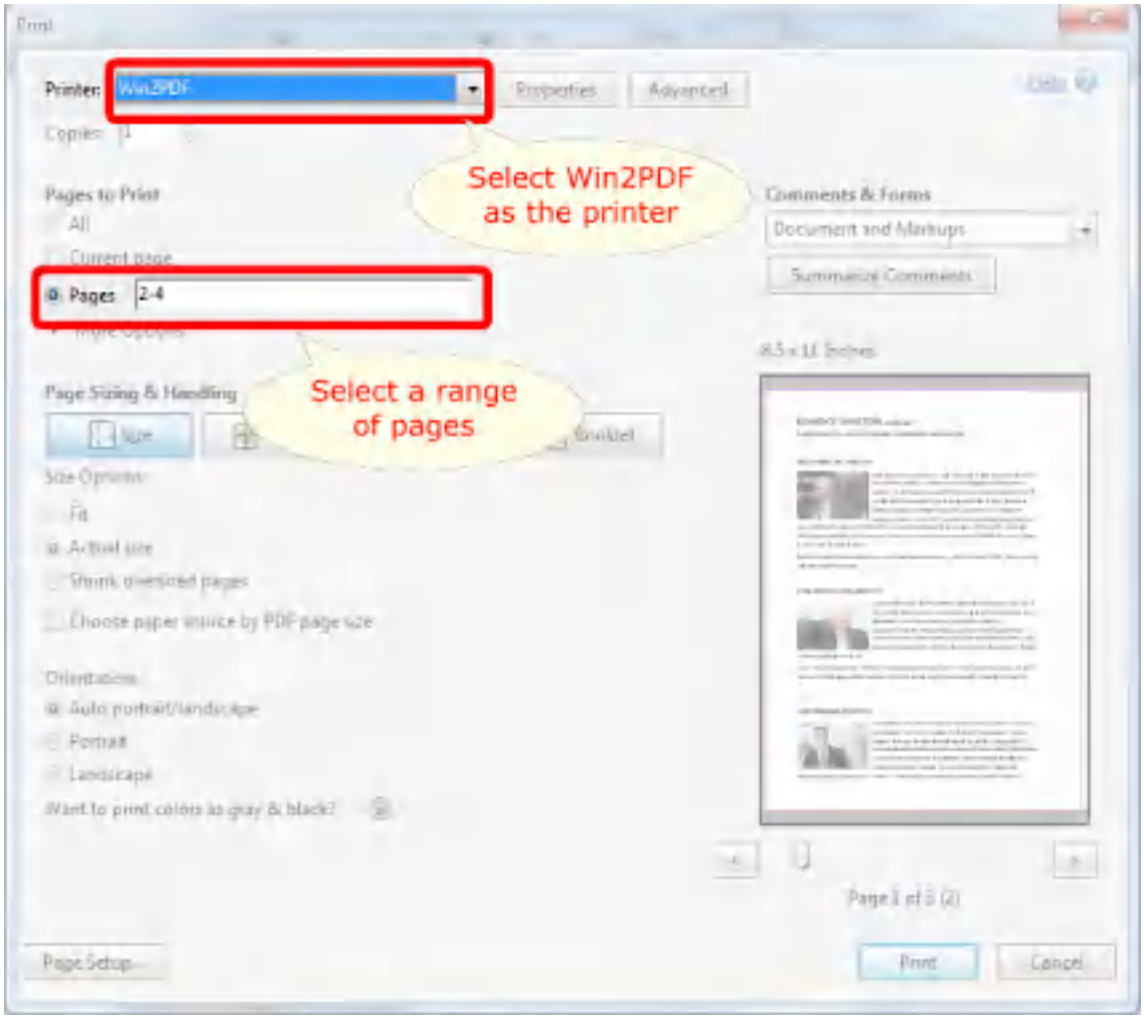
Because Win2PDF installs as printer, it does not have a native editing program. However, you can use the printing capability with a PDF Reader application to extract a page or series of pages in a PDF file. Here is the general procedure to use:

1). Open the original PDF file in Adobe Reader, or in another PDF Reader application

2). Select **'Print'** and choose a range of pages and Win2PDF as the printer



3). Save the results of this subset of pages as a new PDF file (e.g., "newfile.pdf")

Using this technique, you can effectively extract the pages of an existing PDF file and save the results to a new PDF file. The following video shows how this is done.

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4.2.15 How to Delete pages from a PDF file

See also: How to delete pages from an existing PDF using the Win2PDF Desktop app.

You can use the printing capability with a PDF Reader application to delete a page or series of pages in a PDF file. Here is the general procedure to use:

1). Open the original PDF file in Adobe Reader, or in another PDF Reader application

2). Select **'Print'** and choose a range of pages EXCLUDING the pages you want to delete, and select Win2PDF as the printer.

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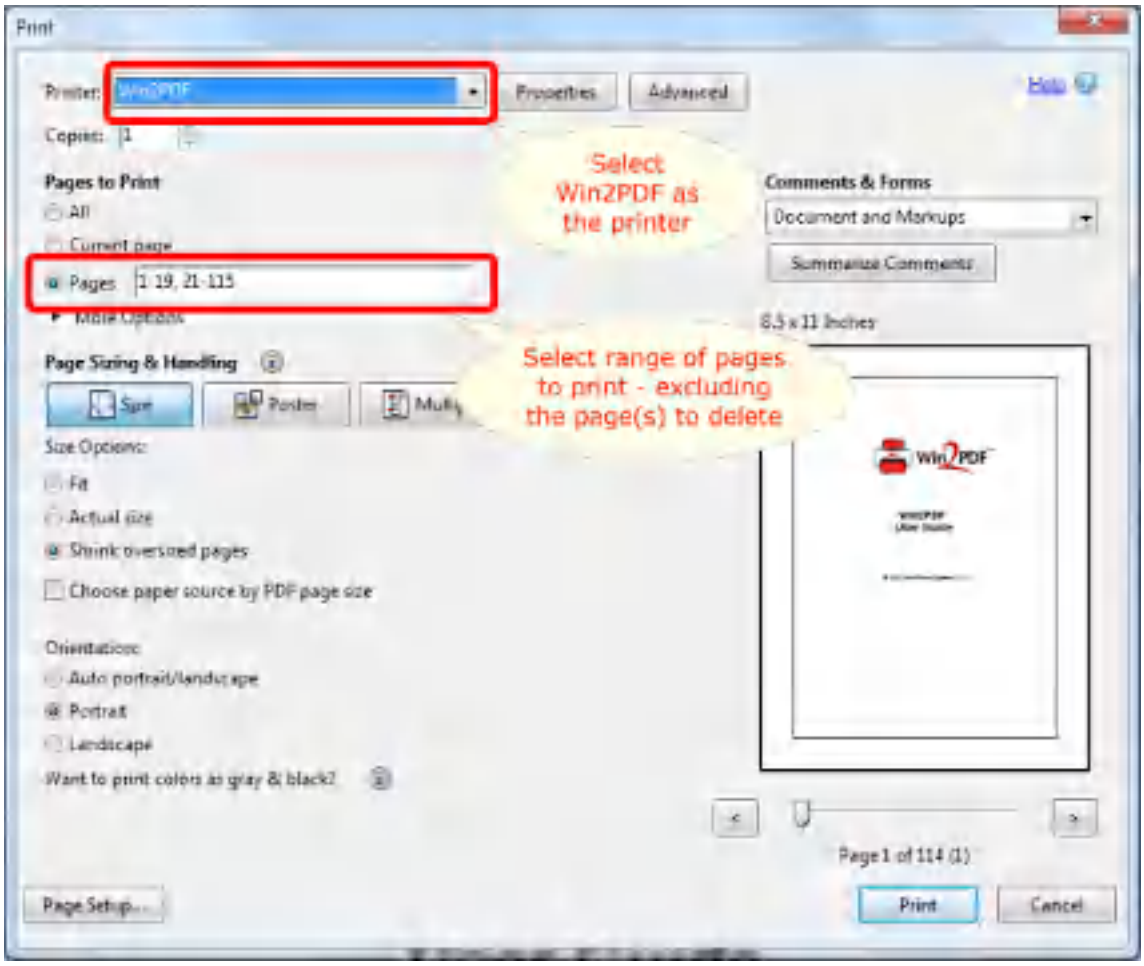

In this screen shot example, the application will print pages 1 through 19, and then pages 21 through 115 -- effectively "deleting" page 20 from the new PDF document.

3). Save the results of this subset of pages as a new PDF file (e.g., "newfile.pdf")

Using this technique, you can effectively delete pages of an existing PDF file and save the results to a new PDF file. The following video shows how this is done.

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4.2.16 How to Reorder or Rearrange pages in a PDF file

See also: How to reorder pages from an existing PDF using the Win2PDF Desktop app.

You can use the printing capability with a PDF Reader application to reorder or rearrange pages in a PDF file. Here is the general procedure to use:

1). Open the original PDF file in Adobe Reader, or in another PDF Reader application

2). Select **'Print'** and choose a range of pages and Win2PDF as the printer.

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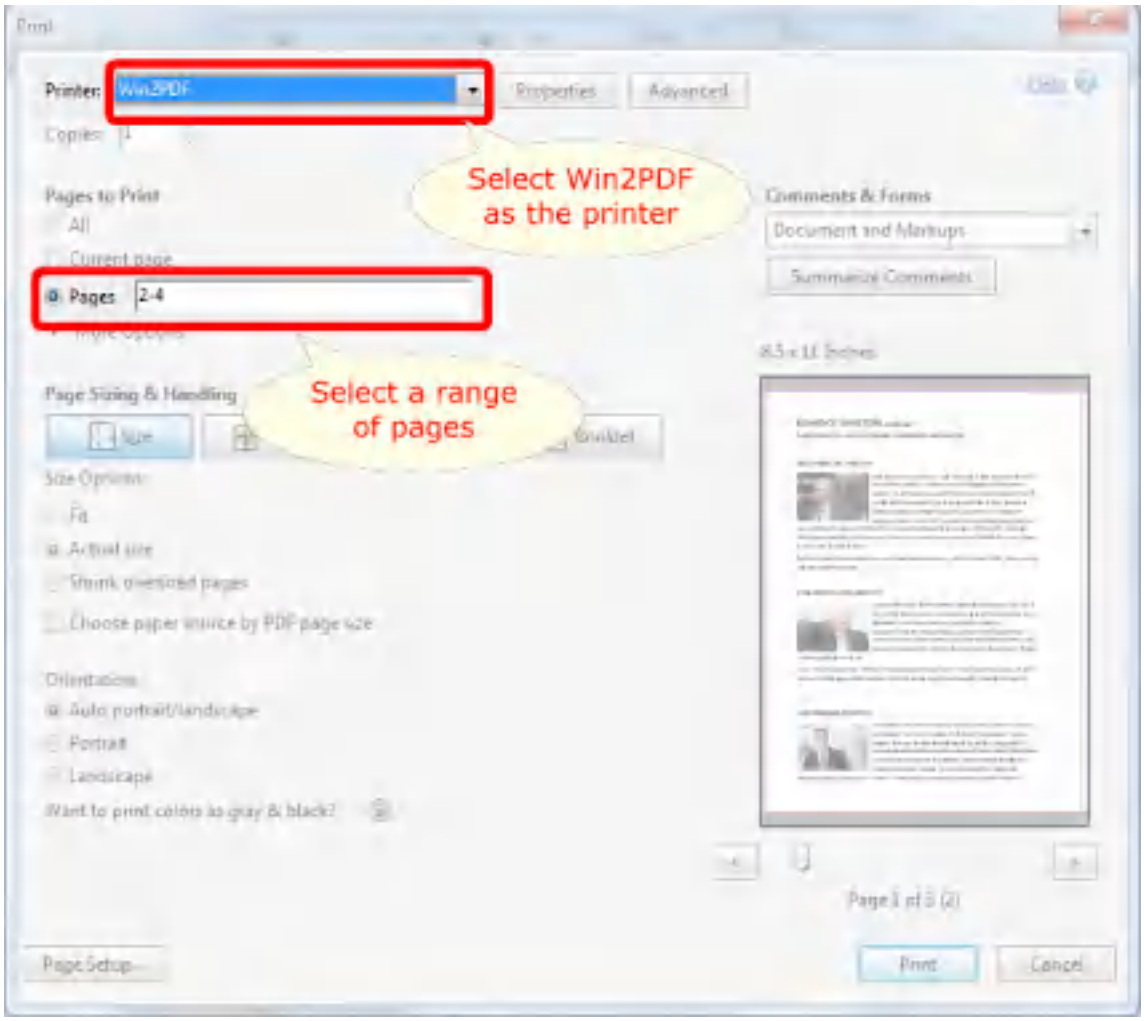

In the above screen shot, pages 2 through 4 of the original document will be saved as a new PDF file. This is effectively "extracting" these pages and saving them to a new PDF file.

A more complicated operation might include rearranging the pages as well. For instance, consider the following screen shot:

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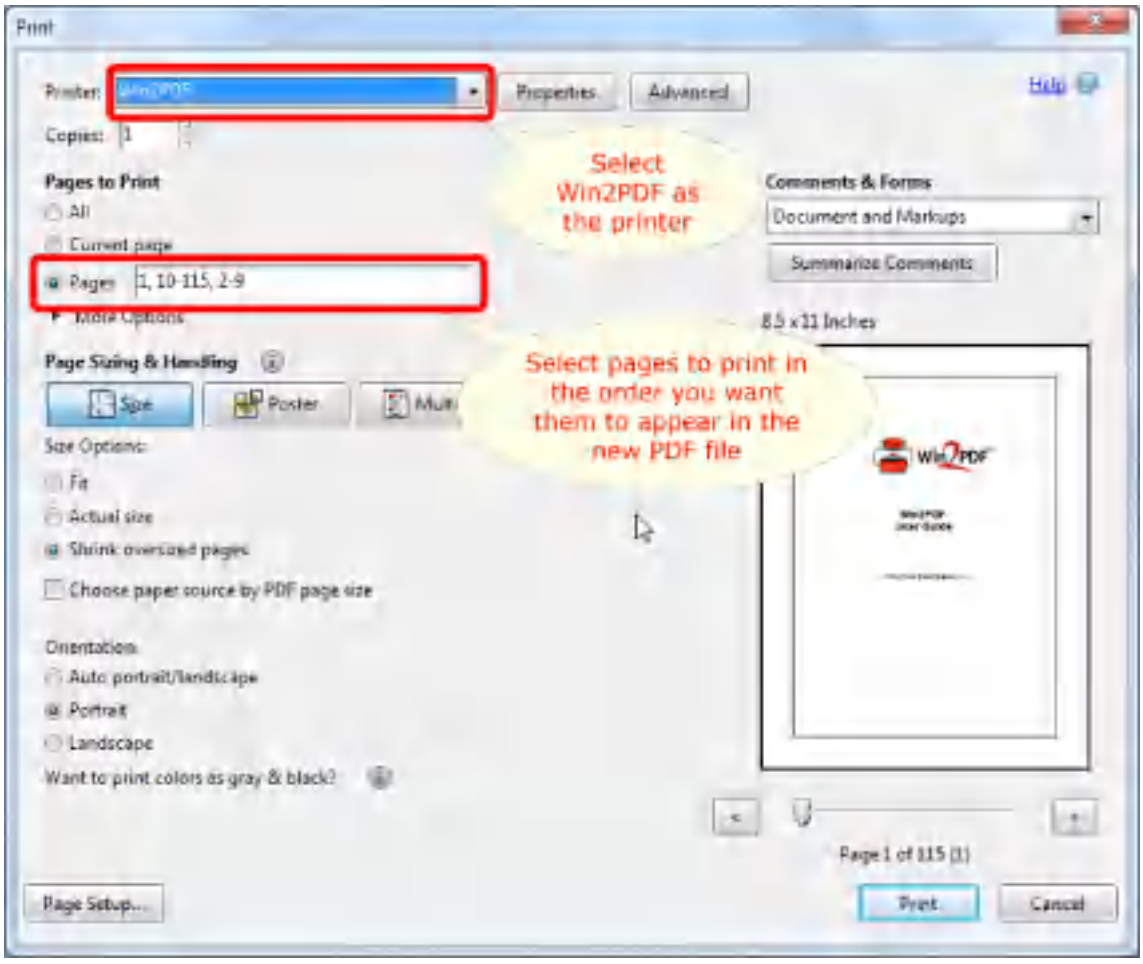

In this example, the new PDF file will have the pages rearranged so that page 1 will appear first, followed by pages 10 through 115, and then pages 2 through 9 will be added to the end.

3). Save the results of this subset of pages as a new PDF file (e.g., "newfile.pdf")

4). (Optional) If you want to rearrange pages from multiple documents, repeat step 2) using the 2nd PDF document

5). Save the results of the new subset of page(s) and select the **same** file name (e.g., "newfile.pdf")

6). When prompted, you can either append (add to the end) or prepend (add to the beginning) to merge your new pages with the first set of pages you printed.

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Using this technique, you can effectively reorder or rearrange the pages of an existing PDF file (or multiple files) and save the results to a new PDF file. The following video shows how this is done.

4.2.17 How to Combine existing PDF files using Adobe Reader

See also: How to append to an existing PDF, How to prepend to an existing PDF, and How to batch merge PDFs using the Win2PDF Desktop App.

You can use the printing capability with a PDF Reader application to merge or combine two or more PDF files. Here is the general procedure to use if you wanted to combine "sample1.pdf" and "sample2.pdf" into a new document called "newsample.pdf":

1). Open the "sample2.pdf" file in Adobe Reader

2). Select **'Print'** and choose a range of pages (if desired) and Win2PDF as the printer

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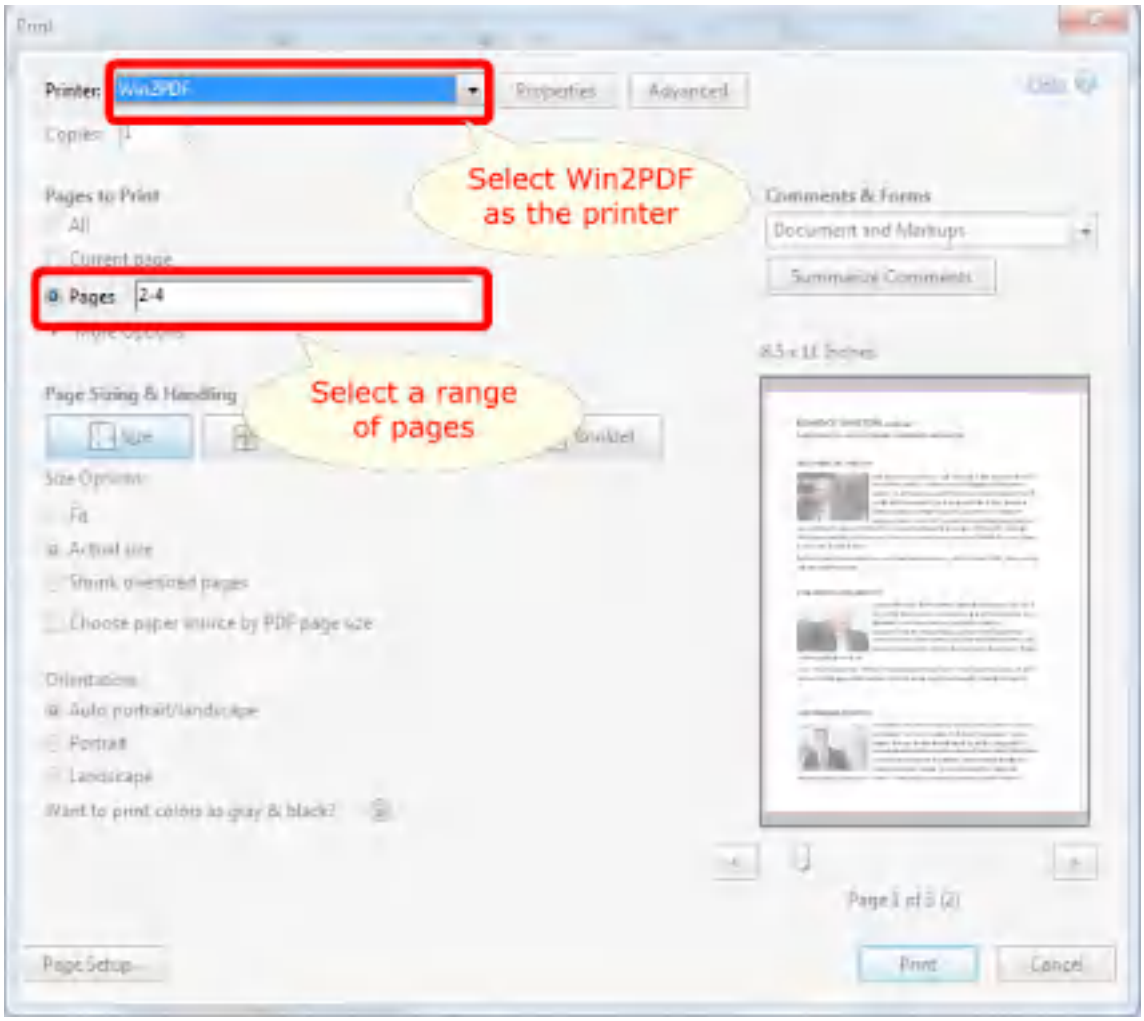

3). Save the results of this print and select the first file name -- "sample1.pdf"

4). When prompted, you can either append (add to the end) or prepend (add to the beginning) to merge your new pages with the first set of pages you printed. Select Append and choose the file name "newsample.pdf"

Using this technique, you can effectively combine both files -- "sample1.pdf" and "sample2.pdf" -- into a new PDF file called "newsample.pdf". The following video shows how this is done.

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4.2.18 How To Flatten a PDF

It is sometimes desirable to flatten PDF form fields and combine the form field layers into a single layer. This prevents active form fields from being modified, and can fix display problems when viewing filled forms on some PDF viewers.

The easiest way to flatten a PDF using Win2PDF is to open the PDF in a PDF viewer such as "Adobe Acrobat Reader DC" and print the PDF to the Win2PDF printer. You can choose either standard PDF, or PDF Image Only as the "Save As Type". The resulting PDF will be a flattened PDF that can be viewed in any PDF viewer.

After you print from a PDF viewer to Win2PDF, the resulting flattened PDF will no longer be searchable. If you want the flattened PDF to be searchable, you can download and install the "Win2PDF OCR Add-on" add-on and select "Portable Document Format - Searchable" as the Win2PDF "Save As Type".

You can also open the PDF file in the Win2PDF Desktop app, and choose "Export -> PDF Image Only -> Monochrome", "Export -> PDF Image Only -> Grayscale", or "Export -> PDF Image Only -> Color" you will be prompted to save as a flattened Image Only PDF file.

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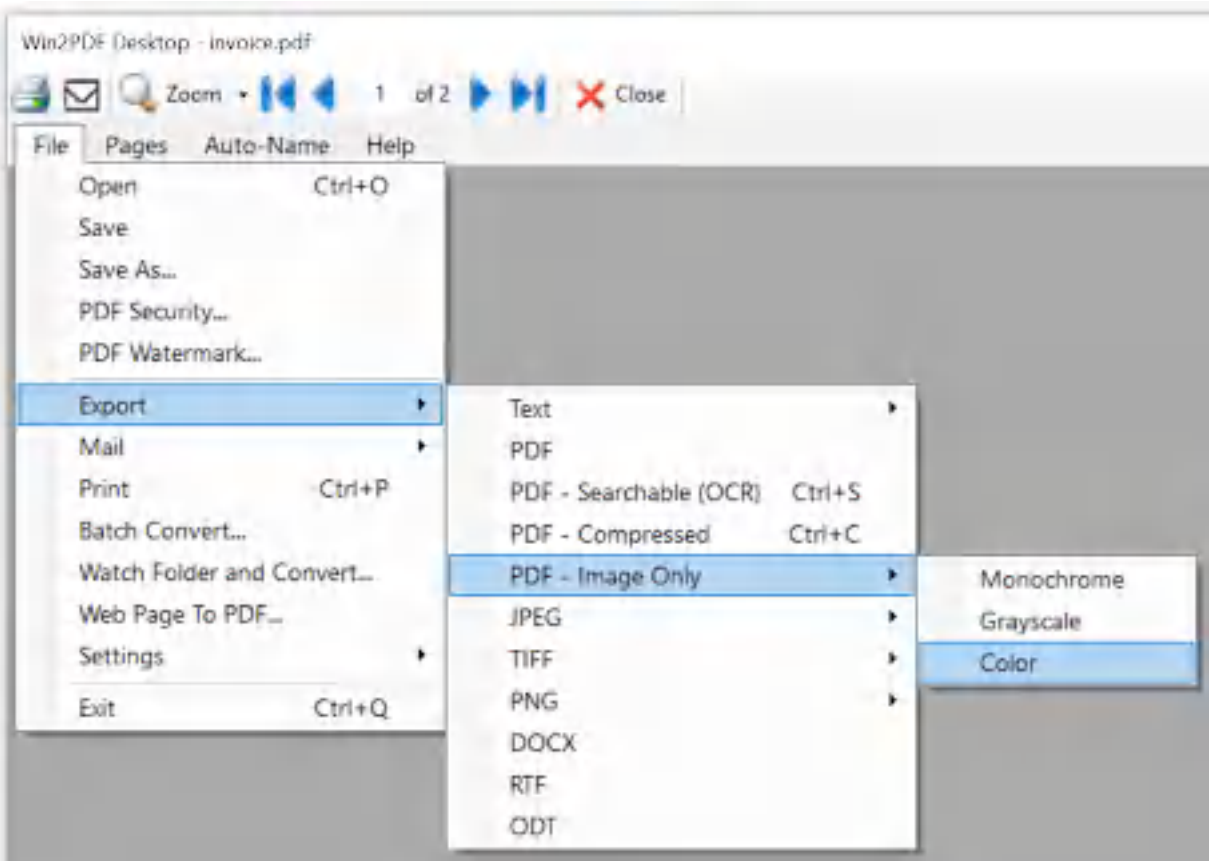

Win2PDF Desktop - Export PDF Image Only Menu

If you want to apply other PDF operations to the PDF such as appending an existing PDF or applying a watermark, you can use the "Flatten PDF Layers and Save as Image Only PDF" plug-in to flatten the PDF as the last step in the process.

4.3 How to use the Win2PDF Desktop App

4.3.1 How to install the Win2PDF Desktop App on Windows XP, Vista, & Windows 7

The Win2PDF Desktop is installed with the Win2PDF setup program on Windows 10 and Windows 11. To install the Win2PDF Desktop App on Windows 7, you can download the setup file here:

https://helpdesk.win2pdf.com/index.php?/default_import/Knowledgebase/Article/View/197/0/win2pdf-desktop-download

Double-click on the **win2pdf-desktop-setup.exe** file to install. If you do not have Win2PDF installed, it will automatically be downloaded with this setup. Win2PDF is required for this Desktop App add-on.

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The Win2PDF Desktop app and features are not supported on Windows XP and Windows Vista.

4.3.2 How to use the Win2PDF Desktop App

The Win2PDF Desktop App is one of three main components installed with Win2PDF. It allows you to

- View a PDF or View an XPS,
- Edit PDFs at the page level (extract pages, delete pages, split pages, rotate pages, reorder pages, etc.),
- Configure Auto-name settings for Win2PDF,
- Rename PDF files
- Configure Mail settings for Win2PDF, and
- Convert/export PDF Files to other formats.
- Convert from common formats to PDF
- Batch Convert Win2PDF Pro
- Watch Convert Win2PDF Pro

There are multiple ways of starting the Win2PDF Desktop App.

1. You can double-click the **Win2PDF Desktop icon** from your Windows desktop,
2. You can drop a PDF file onto the **Win2PDF Desktop icon**,
3. You can right-click on a PDF or XPS document in Windows Explorer or the desktop and can choose **Open With –> Win2PDF Desktop**
4. You can right-click on a PDF or XPS documetn in Windows Explorer or the desktop and choose "**View with Win2PDF**".

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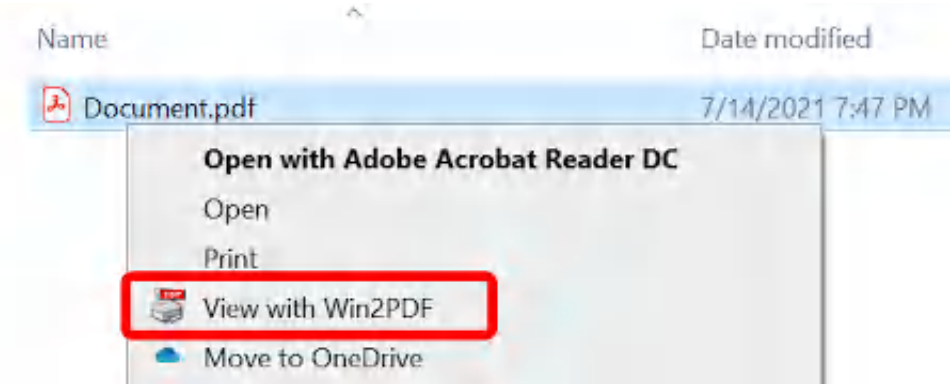
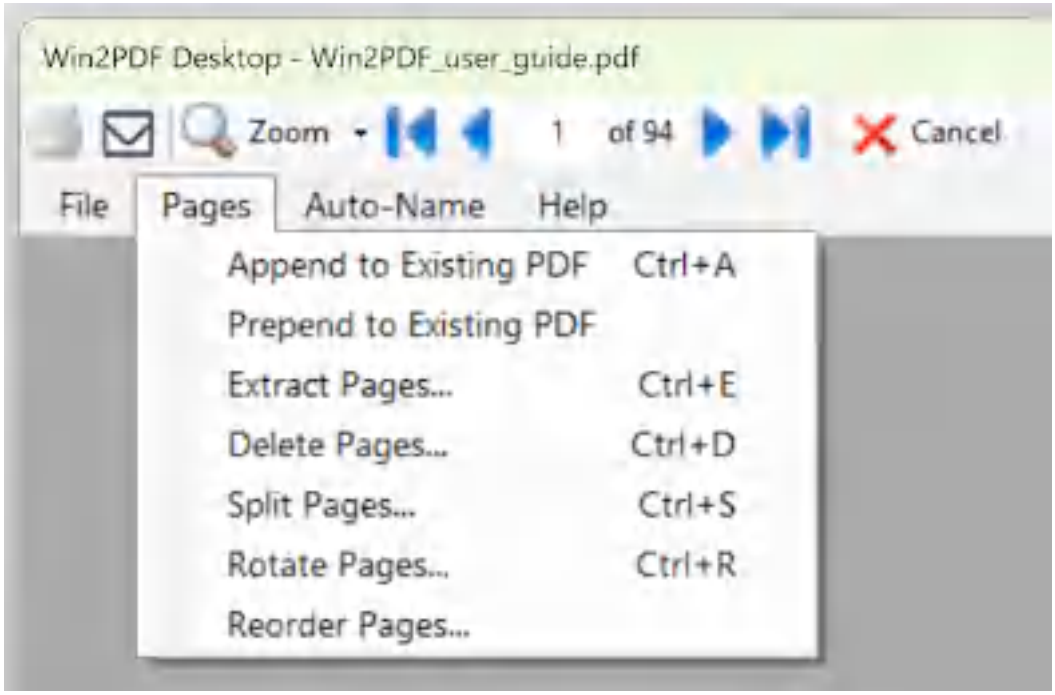


5. You can choose **Win2PDF Desktop** from the Windows Start menu

4.3.3 How to append to an existing PDF

Win2PDF Desktop Append to PDF

If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "Pages" menu:



Win2PDF Desktop - Append to an Existing PDF

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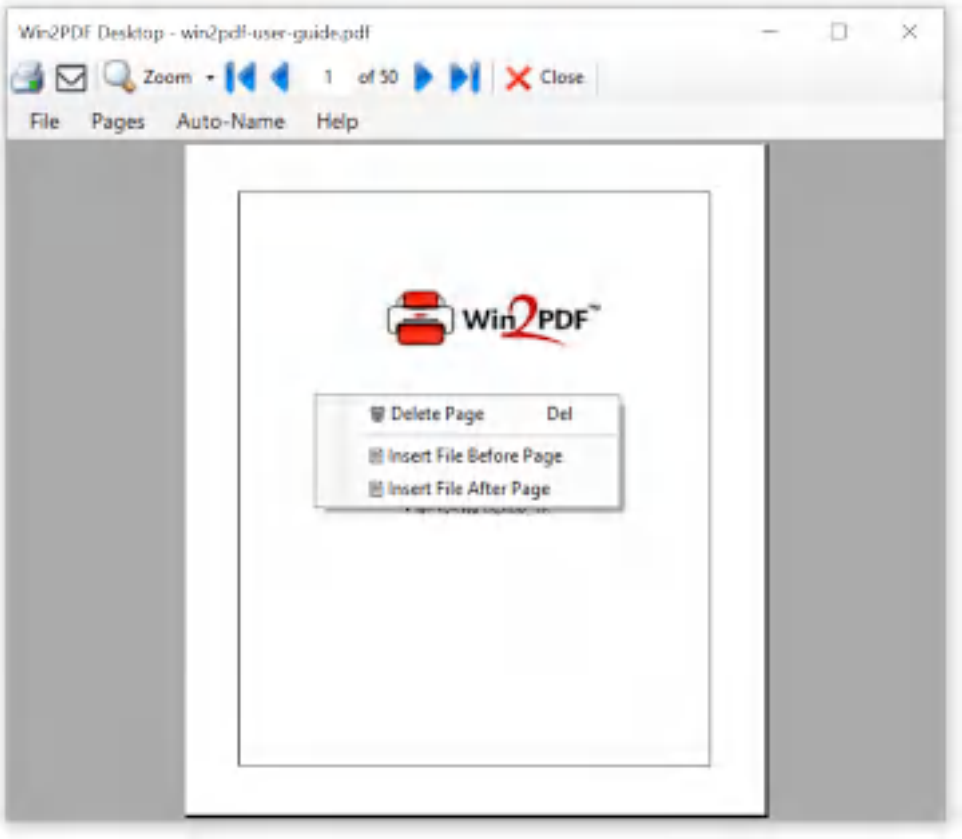
To append (add to the end of the existing PDF), choose "Append to Existing PDF" and click "Continue". A file open Window will be displayed allowing you to select the existing PDF to append to.

You can also right click on any page, and a pop up menu will be displayed.



Win2PDF Desktop - Insert File Menu

Selecting "Insert File Before Page" or "Insert File After Page" will display a file open Window to select a file to insert before or after the current page. The inserted file can be in any format supported by Win2PDF (PDF, XPS, JPG, TIFF, PNG, GIF, BMP) or Win2PDF Pro (DOCX, RTF, XLSX, HTML, TXT, ODT).

This is also available using the APPEND command line. If you need to append more than two PDFs, Win2PDF Pro supports a batch merging folders of PDFs from the Win2PDF Desktop App or using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

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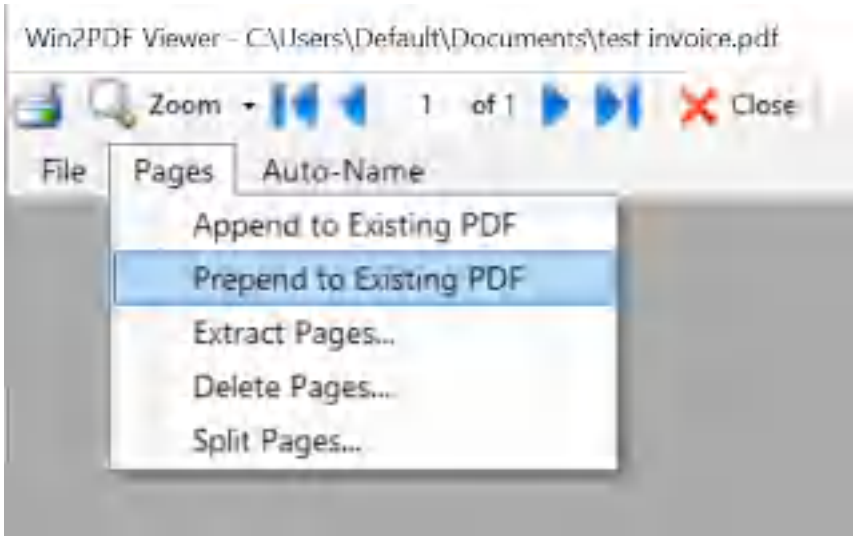
4.3.4 How to prepend to an existing PDF

Win2PDF Desktop Prepend to PDF

If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "Pages" menu:



Win2PDF Desktop - Prepend to an Existing PDF

To prepend (add to the beginning of the existing PDF), choose "Prepend to Existing PDF" and click "Continue". A file open Window will be displayed allowing you to select the existing PDF to prepend to.

This is also available using the APPEND command line. If you need to append more than two PDFs, Win2PDF Pro supports a batch merging folders of PDFs from the Win2PDF Desktop App or using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

4.3.5 How to extract pages from an existing PDF

Win2PDF Desktop Extract Pages

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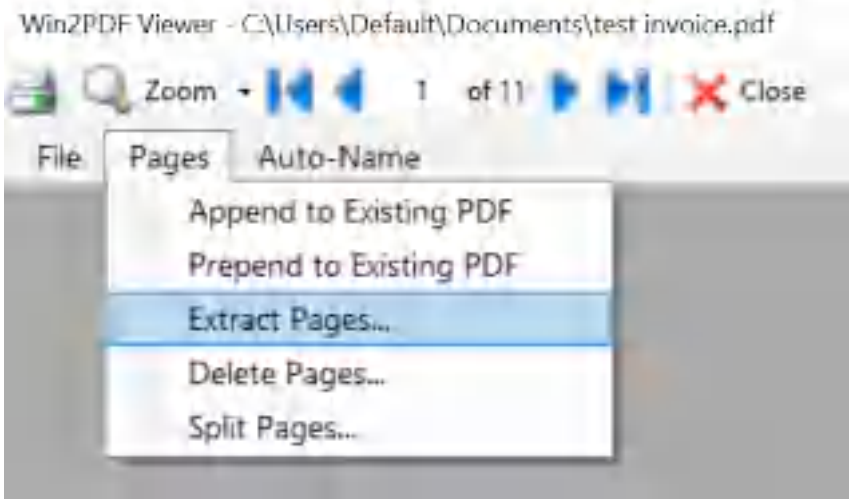
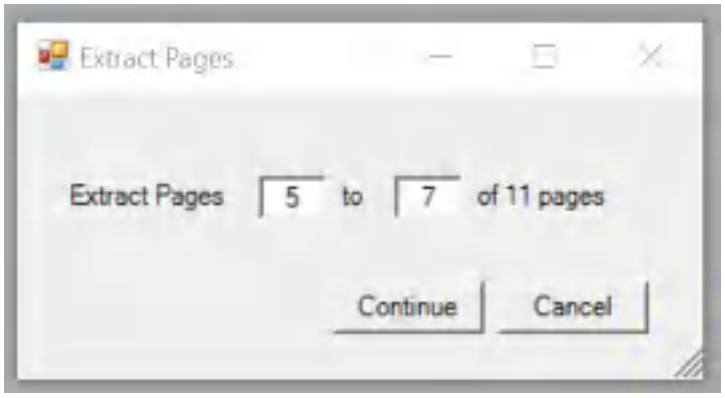
If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "Pages" menu:



Win2PDF Desktop - Extract Pages Menu

Selecting "Extract Pages..." will open the following window:



Win2PDF Desktop - Extract Pages from an Existing PDF

Enter a page range to extract pages from the document. The total number of pages in the document are listed. To extract a single page, enter the same page number in both boxes. If the document only contains one page, the extract pages item is not available.

This is also available using the EXTRACTPAGES command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

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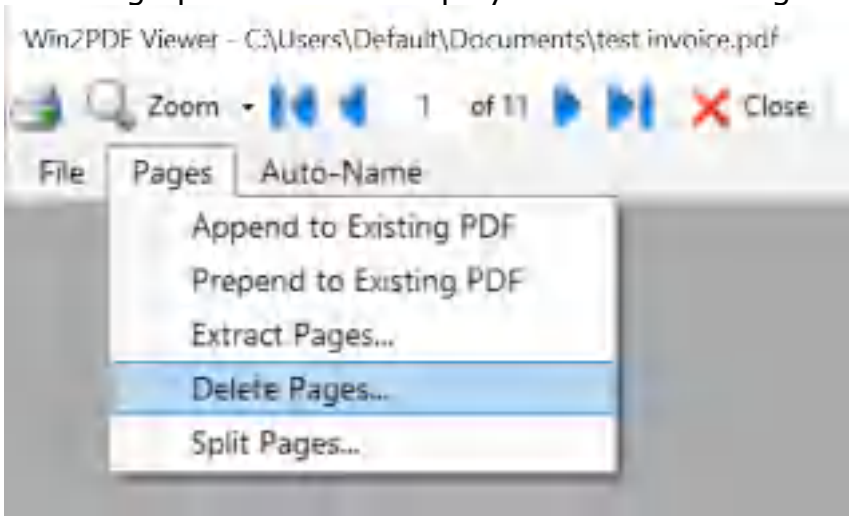
4.3.6 How to delete pages from an existing PDF

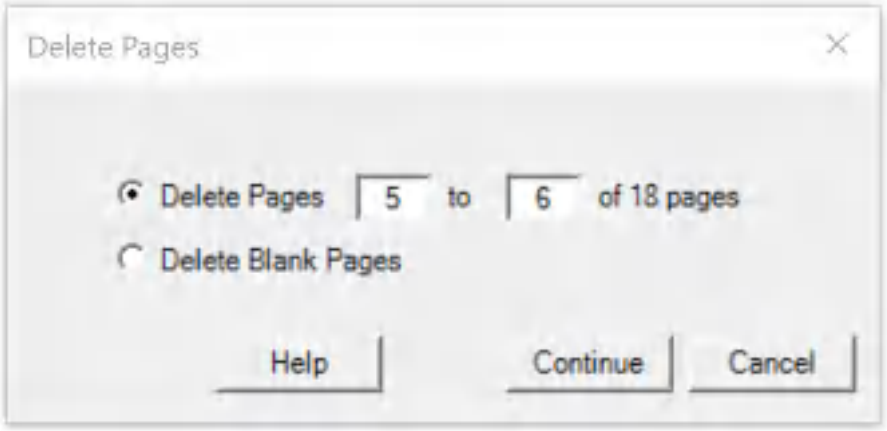
Win2PDF Desktop Delete Pages

If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "Pages" menu:



Win2PDF Desktop - Delete Pages Menu

Selecting "Extract Pages..." will open the following window:



Win2PDF Desktop - Delete Pages

Enter a page range to delete pages from the document. The total number of pages in the document are listed. To delete a single page, enter the same page number in both boxes. If the document only contains one page, the delete pages item is not available.

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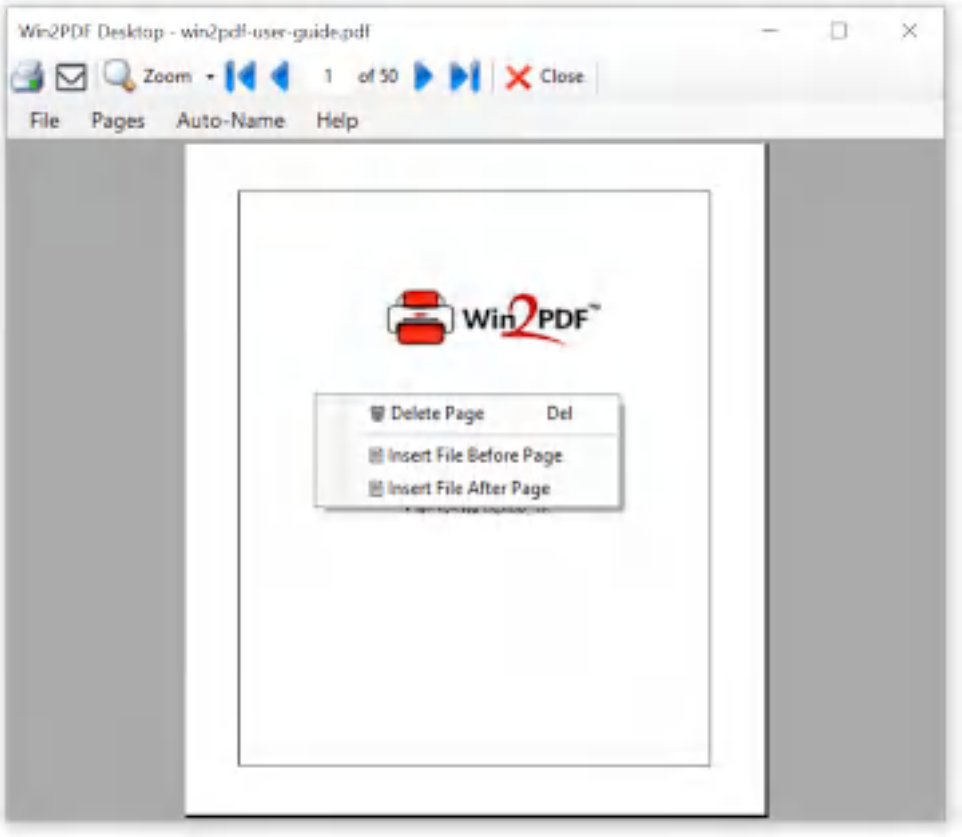
If you select "Delete Blank Pages", Win2PDF will automatically detect blank or empty pages and delete them.

You can also right click on any page, and a pop up menu will be displayed.



Win2PDF Desktop - Delete Page Menu

Selecting "Delete Page" from the pop up menu will delete the current page.

These features are also available using the DELETEPAGES command line or the DELETEBLANKPAGES command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

4.3.7 How to split pages from an existing PDF

Win2PDF Desktop Split Pages

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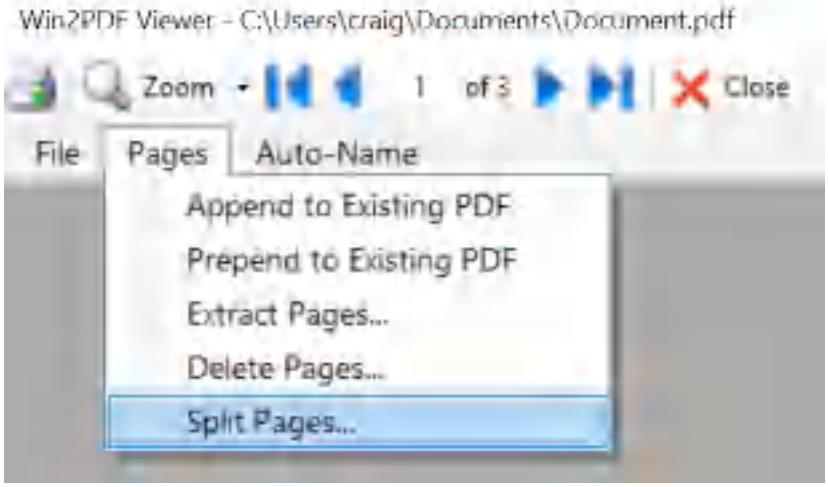
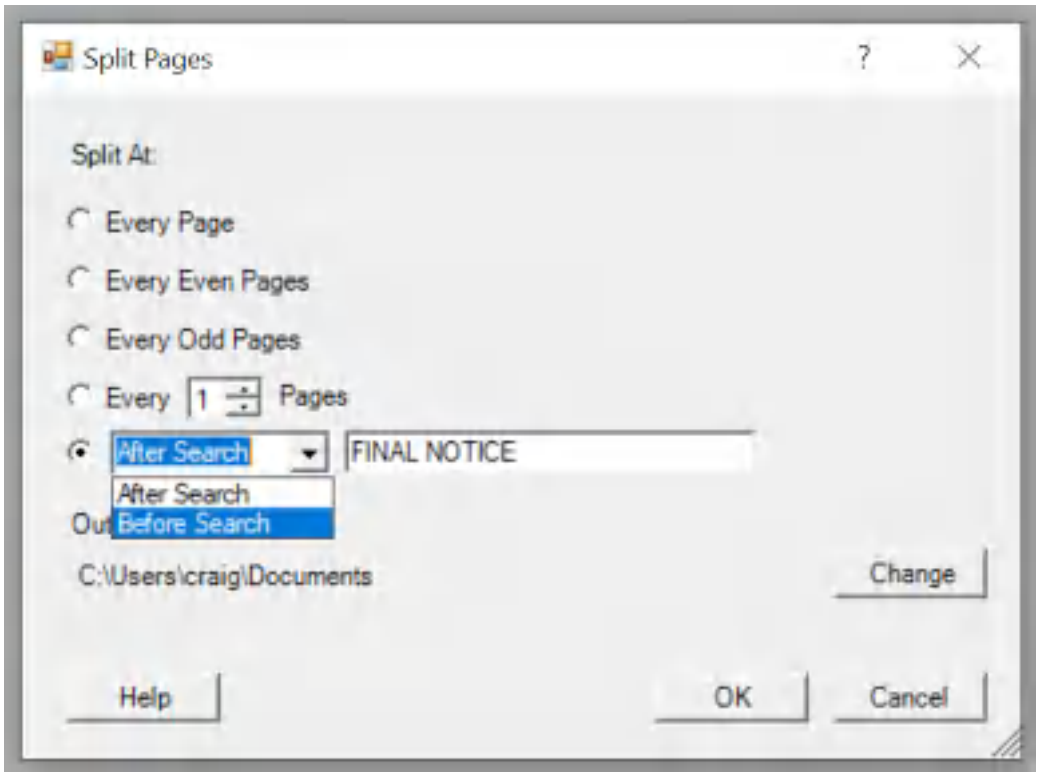
If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "Pages" menu:



Win2PDF Desktop - Split Pages Menu

Selecting "Split Pages..." will open the following window:



Win2PDF Desktop - Split Pages

The split files are placed in the folder specified by the "Output Folder".

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The "Split At" options are:

- Every Page - each page is saved to a separate file with the format filename.1.pdf, filename.2.pdf, filename.3.pdf, etc.
- Every Even Pages - each 2 pages is saved to a separate file with the format filename.1.pdf, filename.3.pdf, filename.5.pdf, etc.
- Every Odd Pages - each 2 pages is saved to a separate file with the format filename.1.pdf, filename.2.pdf, filename.4.pdf, etc. Useful for documents with a separate cover page.
- Every N Pages - each N pages is saved to a separate file with the format filename.1.pdf, filename.N+1.pdf, etc.
- Before Search - split pages before the text specified in the search box is encountered.
- After Search - split pages after the text specified in the search box is encountered.

The "Before Search" and "After Search" options are useful if you want to split a PDF into variable length PDFs based on the content of the PDF.

This is also available using the SPLITPAGES command line, SPLITPAGESBEFORESEARCH command line, and SPLITPAGESAFTERSEARCH command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

4.3.8 How to rotate pages from an existing PDF

Win2PDF Desktop Rotate Pages

If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "Pages" menu:

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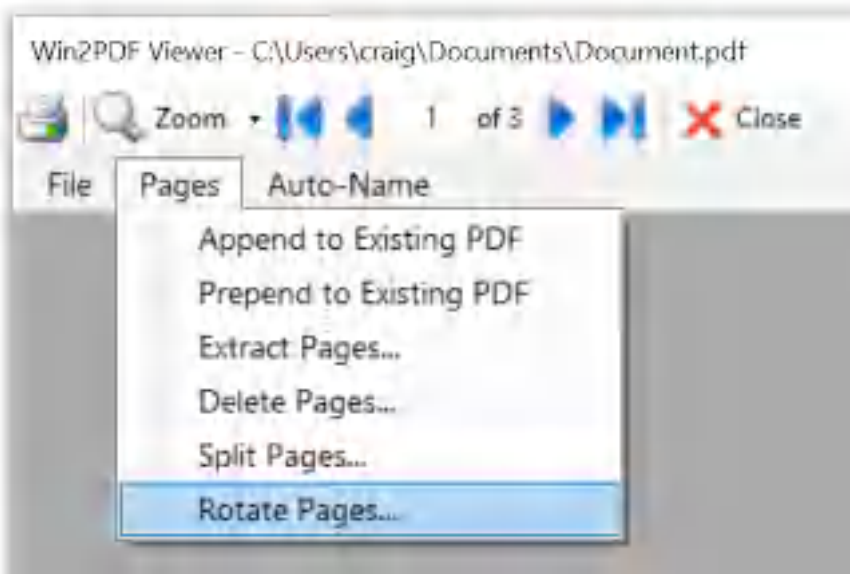
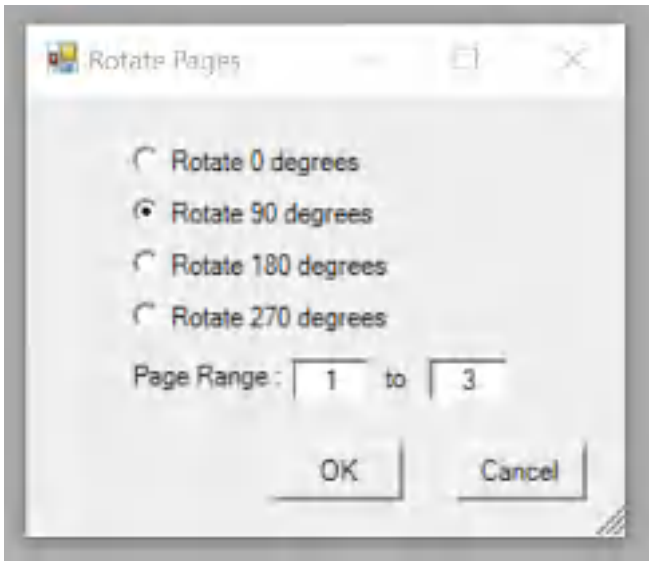


Win2PDF Desktop - Rotate Pages Menu

Selecting "Rotate Pages..." will open the following window:



Win2PDF Desktop - Rotate Pages

Select the desired rotation amount and page range, and click OK. You will be prompted to save a new PDF with the rotation applied.

The rotation is absolute, not relative. If a page is already rotated by 90 degrees, rotating the page again by 90 degrees will have no affect.

This is also available using the ROTATEPAGES command line.

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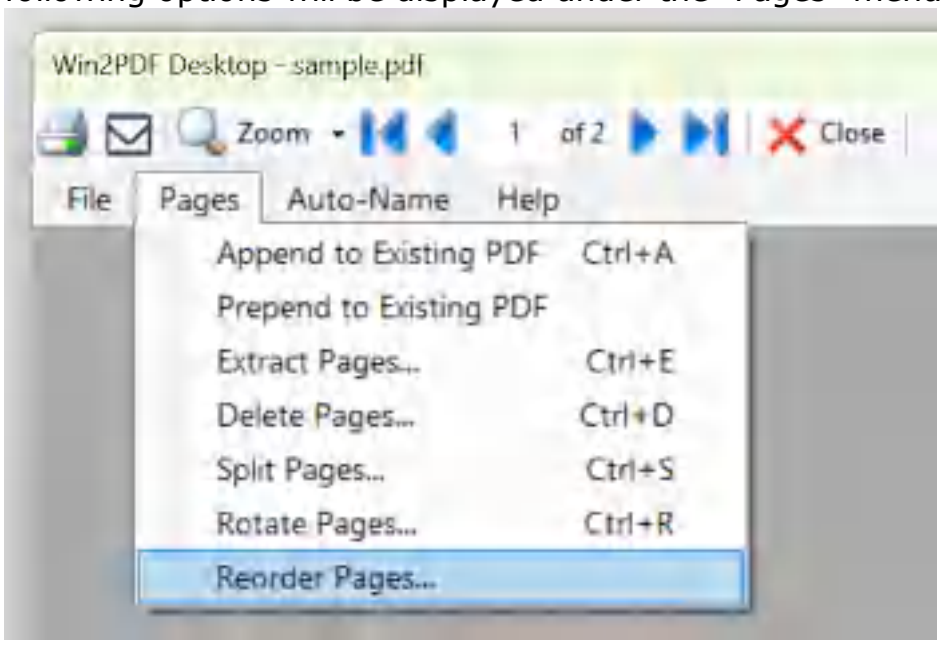
This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

4.3.9 How to reorder pages from an existing PDF

Win2PDF Desktop Reorder Pages

If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "Pages" menu:



Win2PDF Desktop - Reorder Pages Menu

Selecting "Reorder Pages..." will open the "Reorder PDF Pages" window with pages displayed as thumbnail images:

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Win2PDF Desktop - Reorder Pages

You can drag and drop the thumbnail images to change the order of pages. To see more pages in the preview, select the "-" button in the toolbar to reduce the magnification. To see a magnified view of an individual page, hover your mouse over the page and a magnified view will pop up after a short delay.

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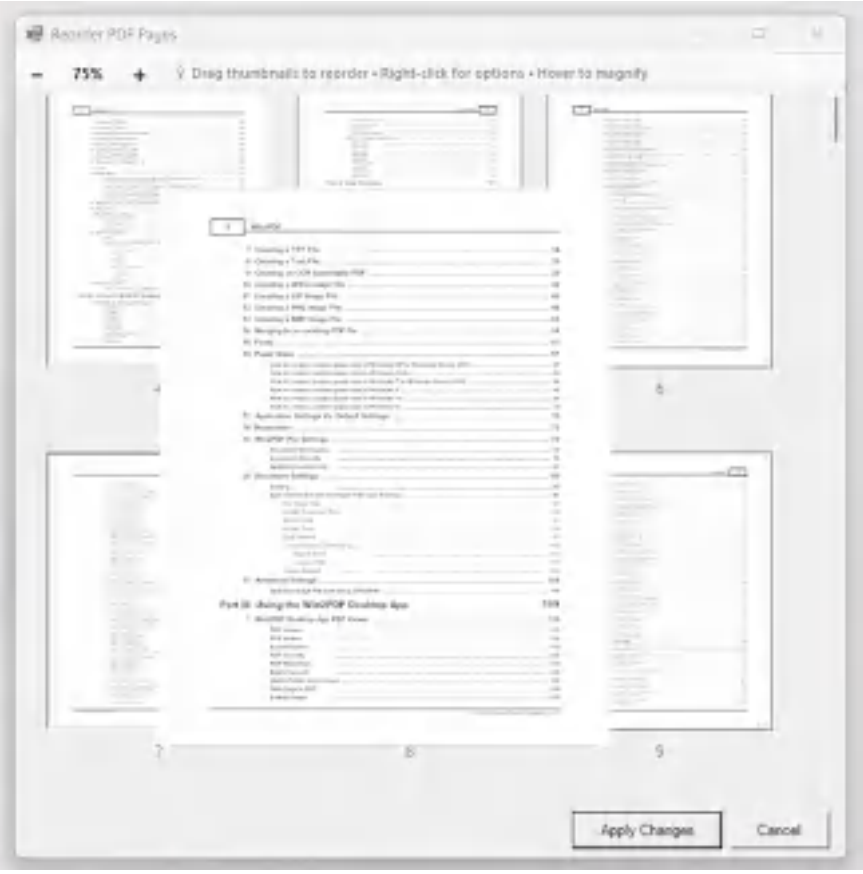

Win2PDF Desktop - Reorder Pages Magnified View

If you right click on any page, you'll see a pop-up menu with additional page options.

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Win2PDF Desktop - Reorder Pages Pop-up Menu

Selecting "Delete Page" deletes the current page. "Insert File Before Page" and "Insert File After Page" will insert a document before or after the current page. The inserted file can be in any format supported by Win2PDF (PDF, XPS, JPG, TIFF, PNG, GIF, BMP) or Win2PDF Pro (DOCX, RTF, XLSX, HTML, TXT, ODT).

Clicking "Apply Changes" returns to the Win2PDF Desktop preview window using the modified page order. To save the changes, select "Save" or "Save As..." from the "File" menu.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

4.3.10 How to create a PDF from the clipboard

Win2PDF Desktop Create PDF from Clipboard

If the Windows clipboard contains an image when the Win2PDF Desktop app is launched, the following screen will be displayed:

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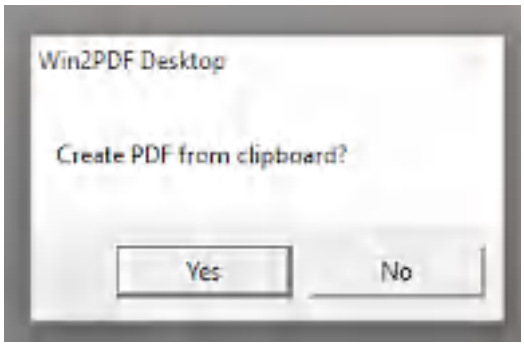

Win2PDF Desktop - Create PDF from clipboard

If you choose "Yes", the Window PDF file save window will open and allow you to choose a name of the converted PDF.

4.3.11 How to Extract Text from an existing PDF

Win2PDF Desktop Extract Text

If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:

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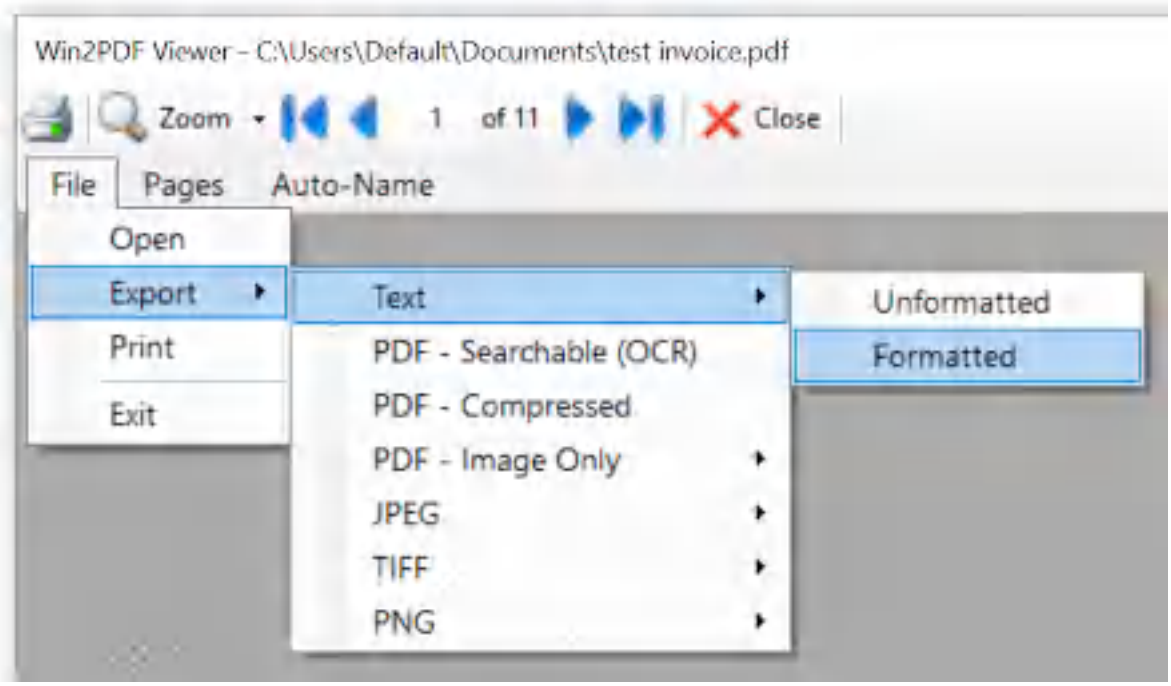

Extract Text

After selecting "Export -> Text -> Unformatted" or "Export -> Text -> Formatted", you will be prompted to save the extracted text to a file.

This is also available using the EXTRACTTEXT command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

4.3.12 How To Compress an existing PDF

Win2PDF Desktop Compress PDF

If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:

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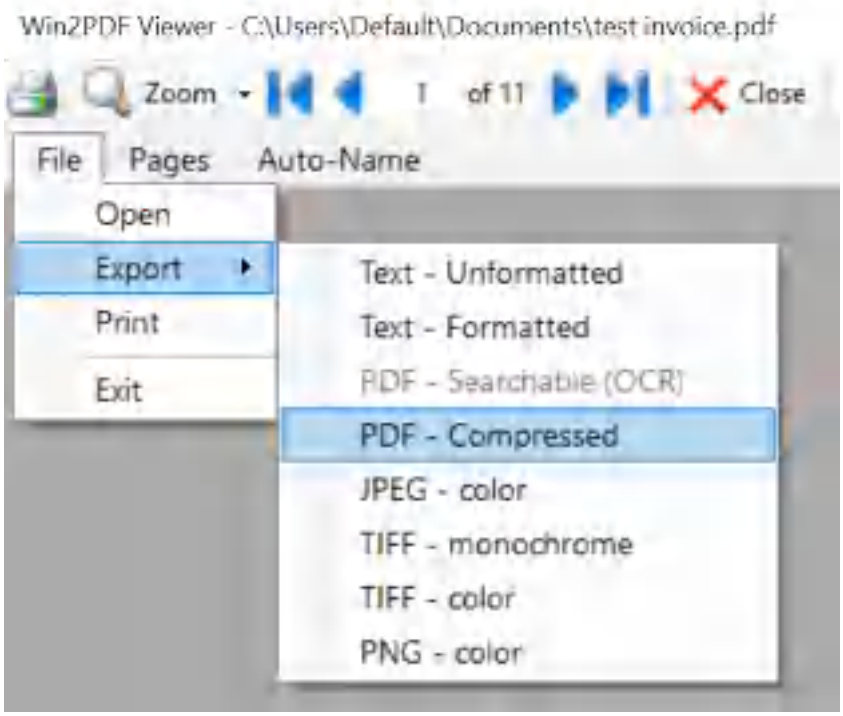

Win2PDF Desktop - Compress PDF Menu

After selecting "Export -> PDF - Compressed", you will be prompted to save compressed PDF file. After saving the file, you will be given a summary of the compression results:

Win2PDF Desktop - Compress PDF Results

The compression savings will vary depending on the document, but files with color images will benefit the most from compression.

This is also available using the COMPRESS command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

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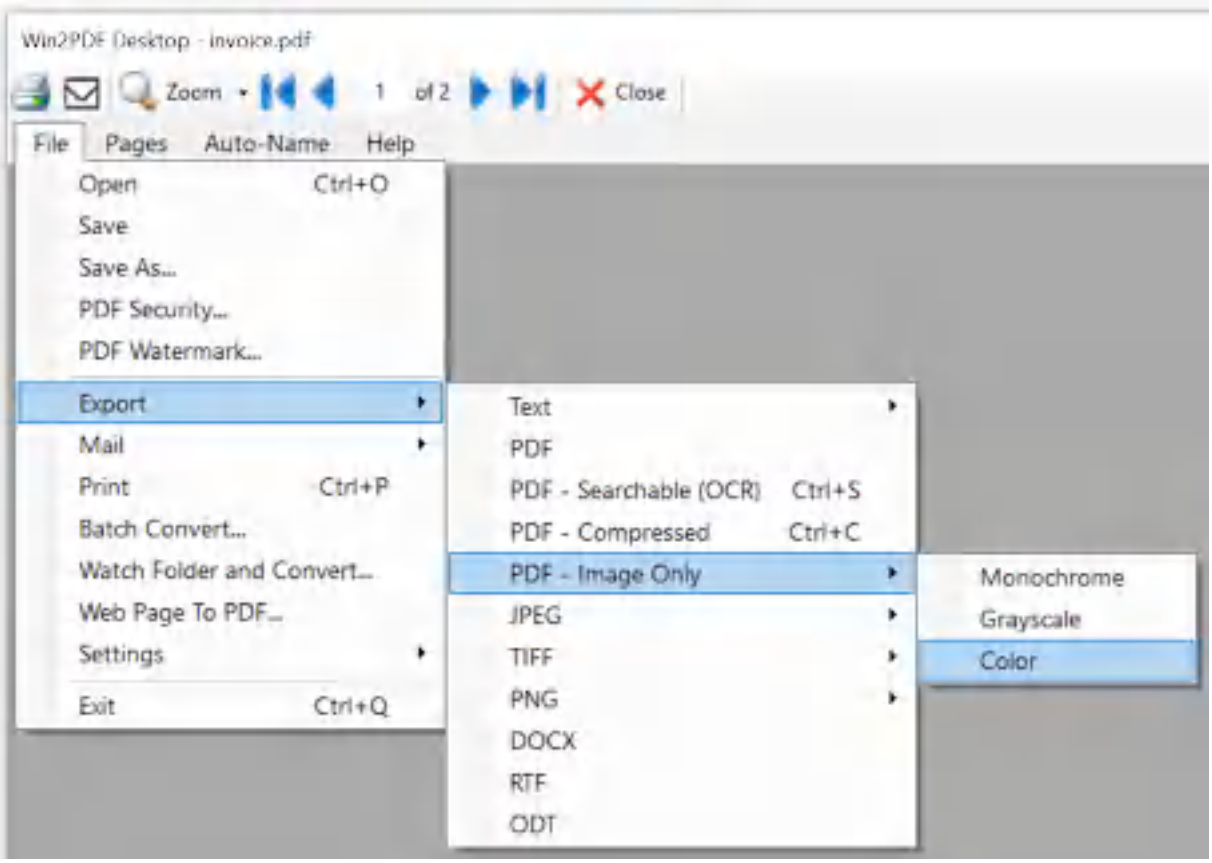
4.3.13 How To Export as PDF Image Only

Win2PDF Desktop Export PDF Image Only

If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:



Win2PDF Desktop - Export PDF Image Only Menu

After selecting "Export -> PDF Image Only -> Monochrome", "Export -> PDF Image Only -> Grayscale", or "Export -> PDF Image Only -> Color" you will be prompted to save as an Image Only PDF file.

This is also available using the IMAGEPDF command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

4.3.14 How To Export a PDF to JPEG

Win2PDF Desktop Export PDF to JPEG

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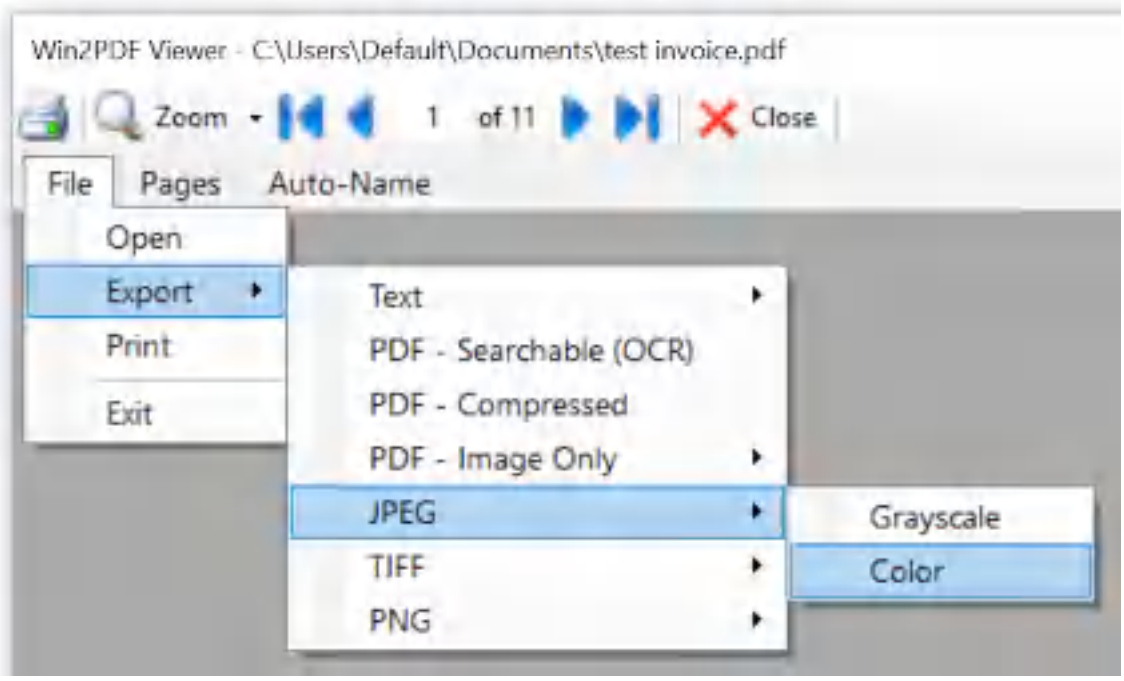
If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:



Win2PDF Desktop - Export PDF to JPEG

After selecting "Export -> JPEG -> Color" or "Export -> JPEG -> Grayscale", you will be prompted to save the JPEG file.

If the document contains more than one page, a separate file with a page number appended to the file name will be created for each page.

This is also available using the PDF2JPG command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

4.3.15 How To Export a PDF to TIFF

Win2PDF Desktop Export PDF to TIFF

If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:

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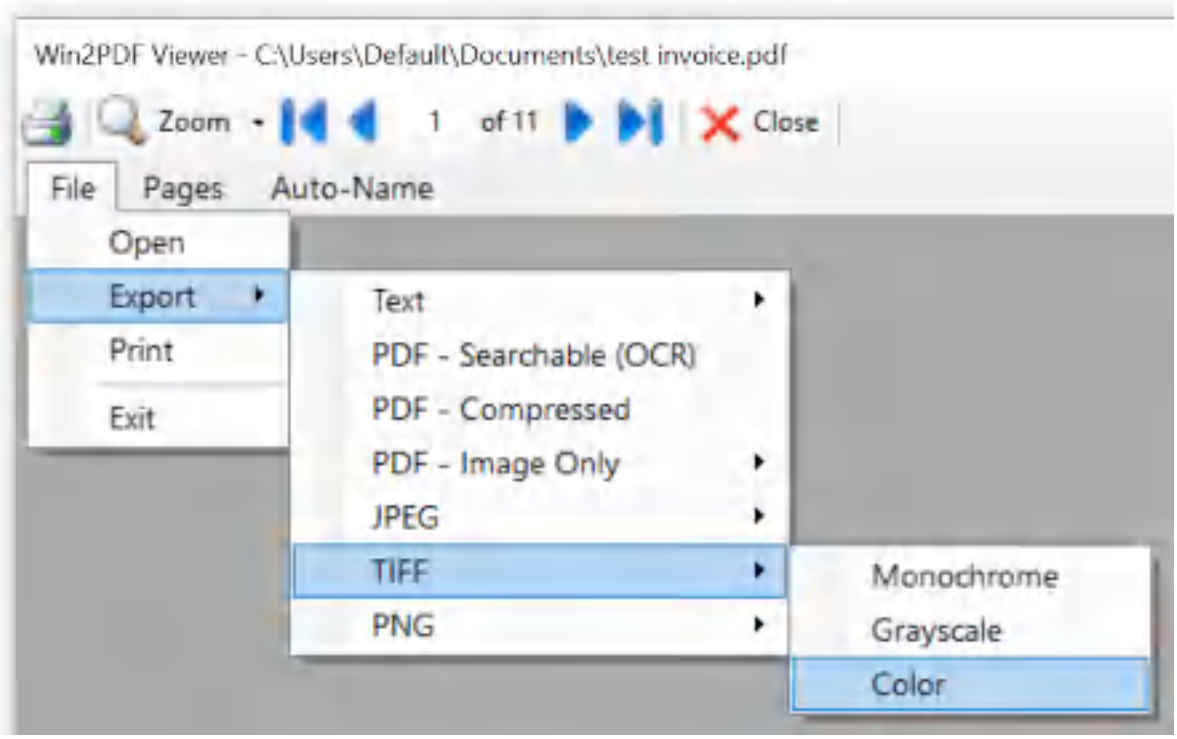

Win2PDF Desktop - Export PDF to TIFF menu

After selecting "Export -> TIFF -> Monochrome", "Export -> TIFF -> Grayscale", "Export -> TIFF -> Color", or "Export -> TIFF -> Color with Transparent Background", you will be prompted to save the multi-page TIFF file.

This is also available using the PDF2TIFF command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

4.3.16 How To Export a PDF to PNG

Win2PDF Desktop Export PDF to PNG

If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:

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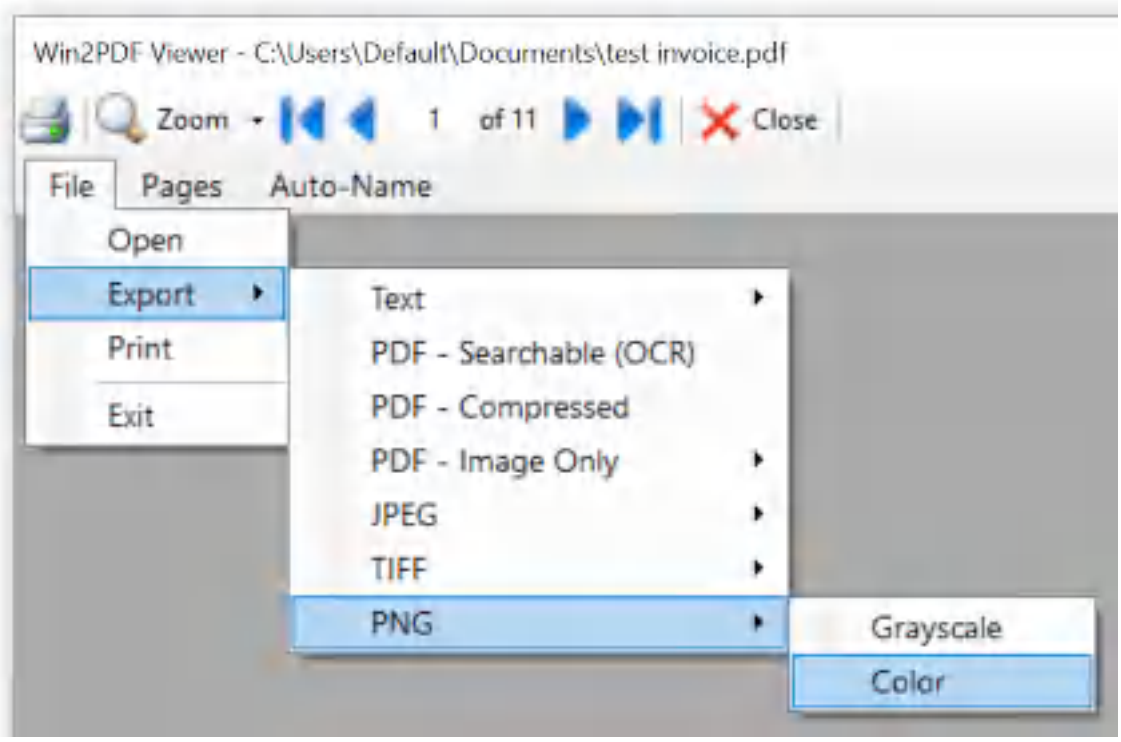

Win2PDF Desktop - Export PDF to PNG

After selecting "Export -> PNG - Color" or "Export -> PNG - Grayscale", "Export -> PNG - Color with Transparent Background" or "Export -> PNG - Grayscale with Transparent Background", you will be prompted to save the PNG file.

If the document contains more than one page, a separate file with a page number appended to the file name will be created for each page.

This is also available using the PDF2PNG command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

4.3.17 How to make a PDF Searchable (OCR)

Win2PDF Desktop Export PDF to Searchable PDF

If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:

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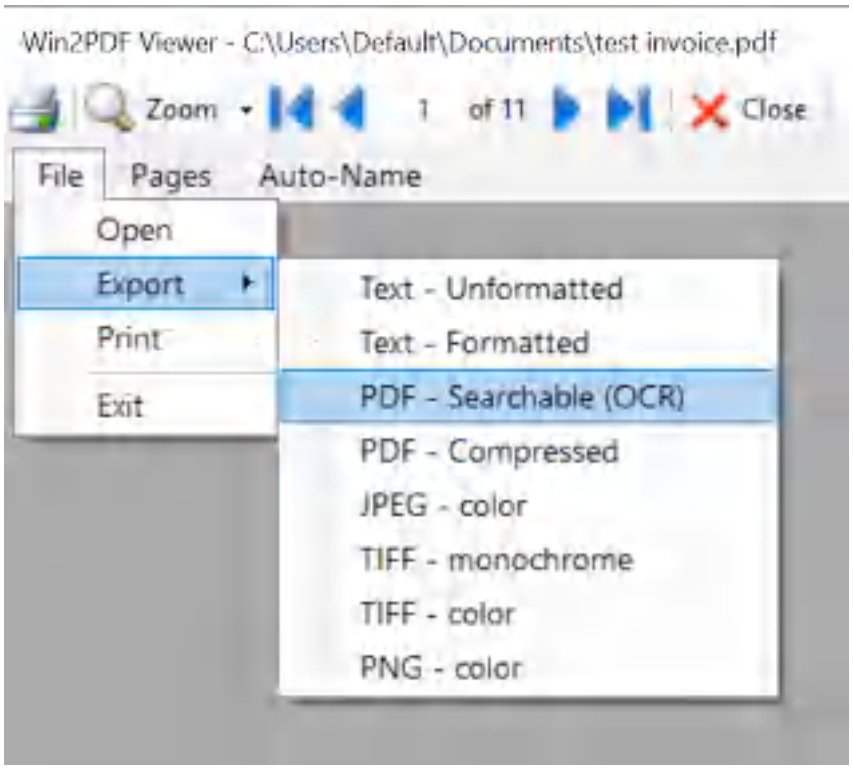

Win2PDF Desktop - Make PDF Searchable

After selecting "Export -> PDF - Searchable (OCR)", you will be prompted to save the searchable PDF file. If the option is grayed out, you need to download and install the "Win2PDF OCR Add-on" from: https://www.win2pdf.com/download/download-win2pdf-ocr.html

Win2PDF will recognize text from images and graphics using Optical Character Recognition (OCR), and will save the text information in an invisible text layer to make the PDF searchable.

This is also available using the MAKESEARCHABLE command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

4.3.18 How To Export a PDF to DOCX

Win2PDF Desktop Export PDF to DOCX Win2PDF Pro

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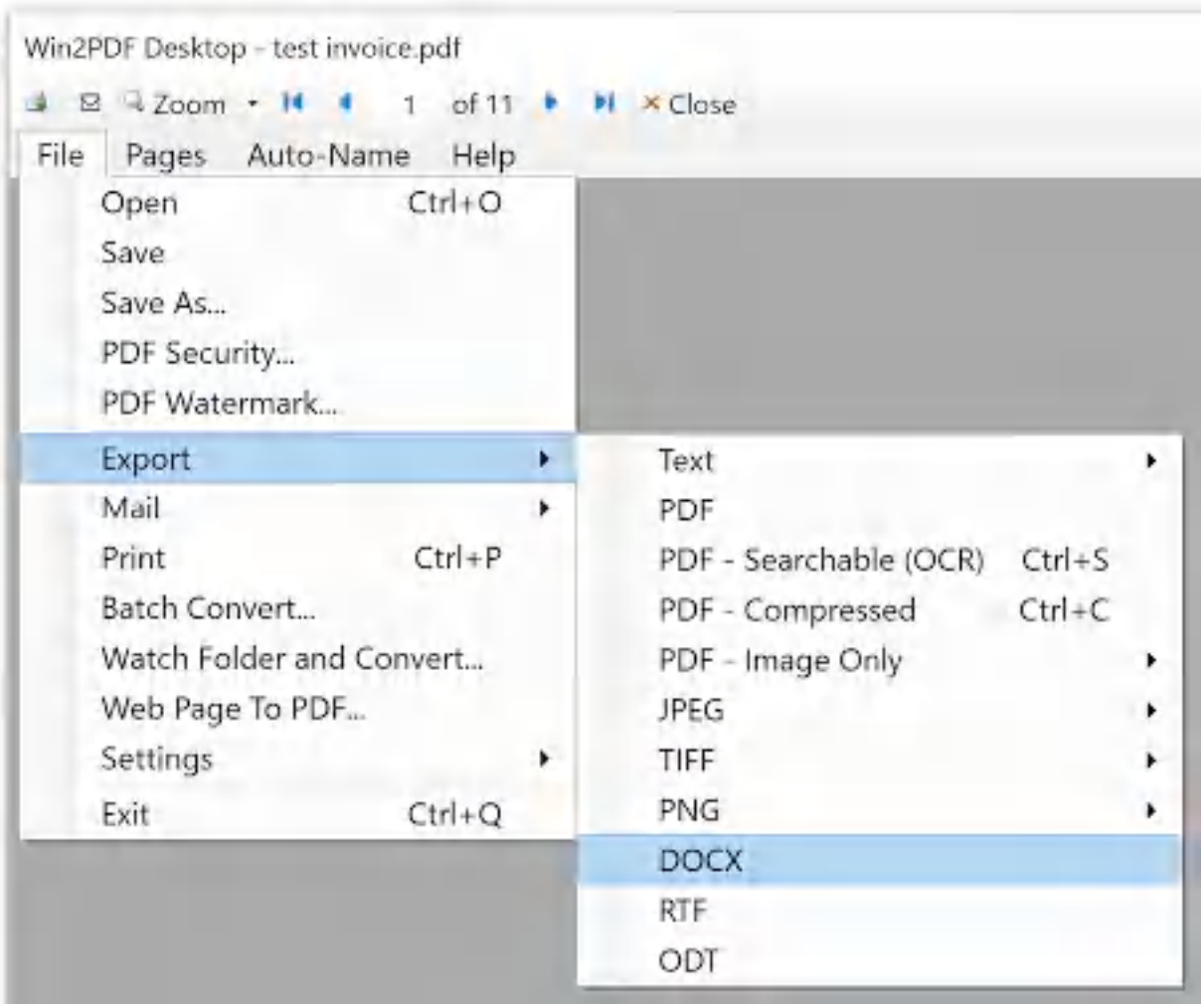
If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:



Win2PDF Desktop - Export PDF to DOCX

After selecting "Export -> DOCX", you will be prompted to save the DOCX file.

This is also available using the PDF2DOCX command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.19 How To Export a PDF to RTF

Win2PDF Desktop Export PDF to RTF Win2PDF Pro

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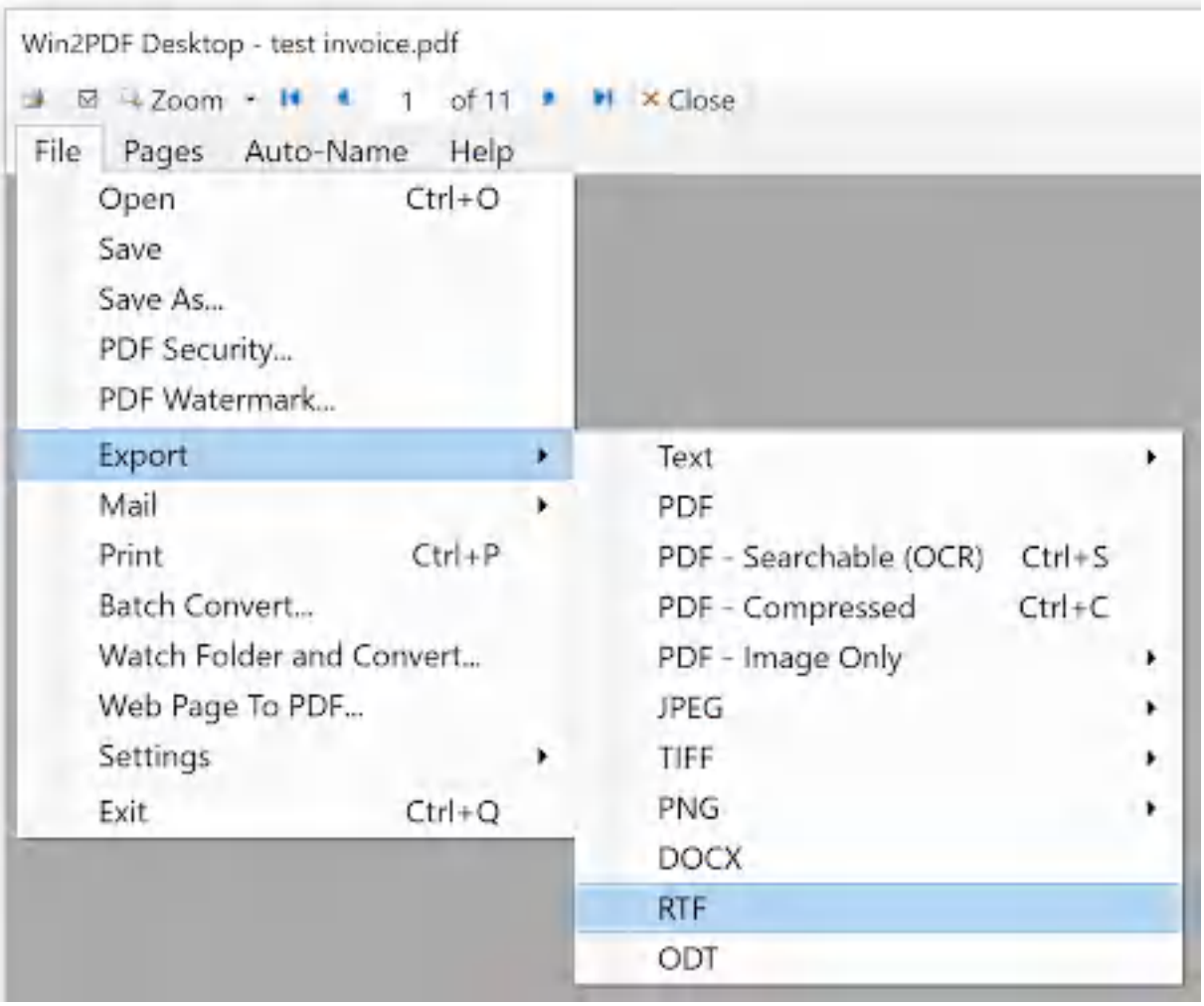
If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:



Win2PDF Desktop - Export PDF to RTF

After selecting "Export -> RTF", you will be prompted to save the RTF file.

This is also available using the PDF2RTF command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.20 How To Export a PDF to ODT

Win2PDF Desktop Export PDF to ODT Win2PDF Pro

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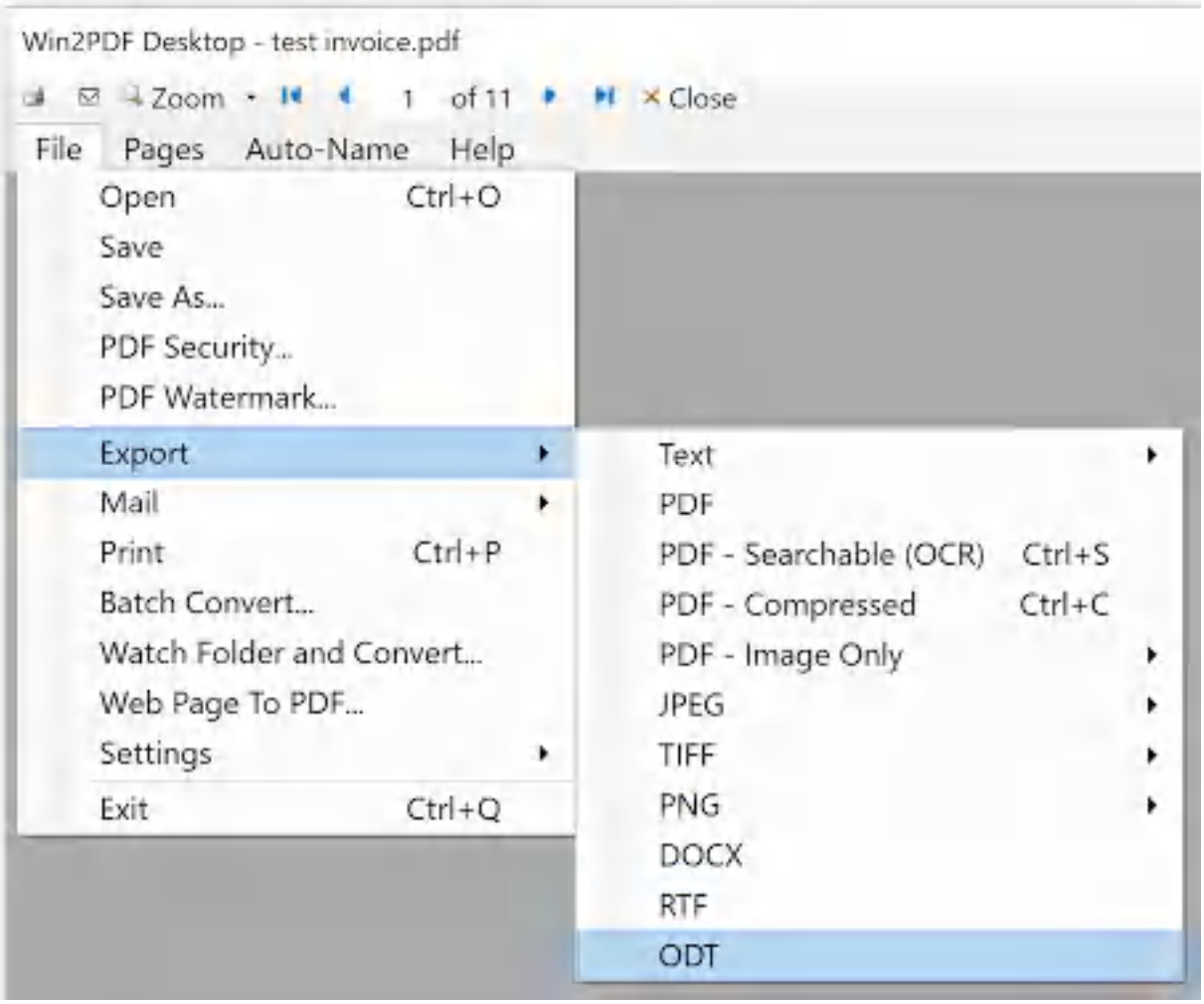
If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:



Win2PDF Desktop - Export PDF to ODT

After selecting "Export -> ODT", you will be prompted to save the ODT file.

This is also available using the PDF2ODT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.21 How To Export an XPS to PDF

Win2PDF Desktop Export XPS to PDF

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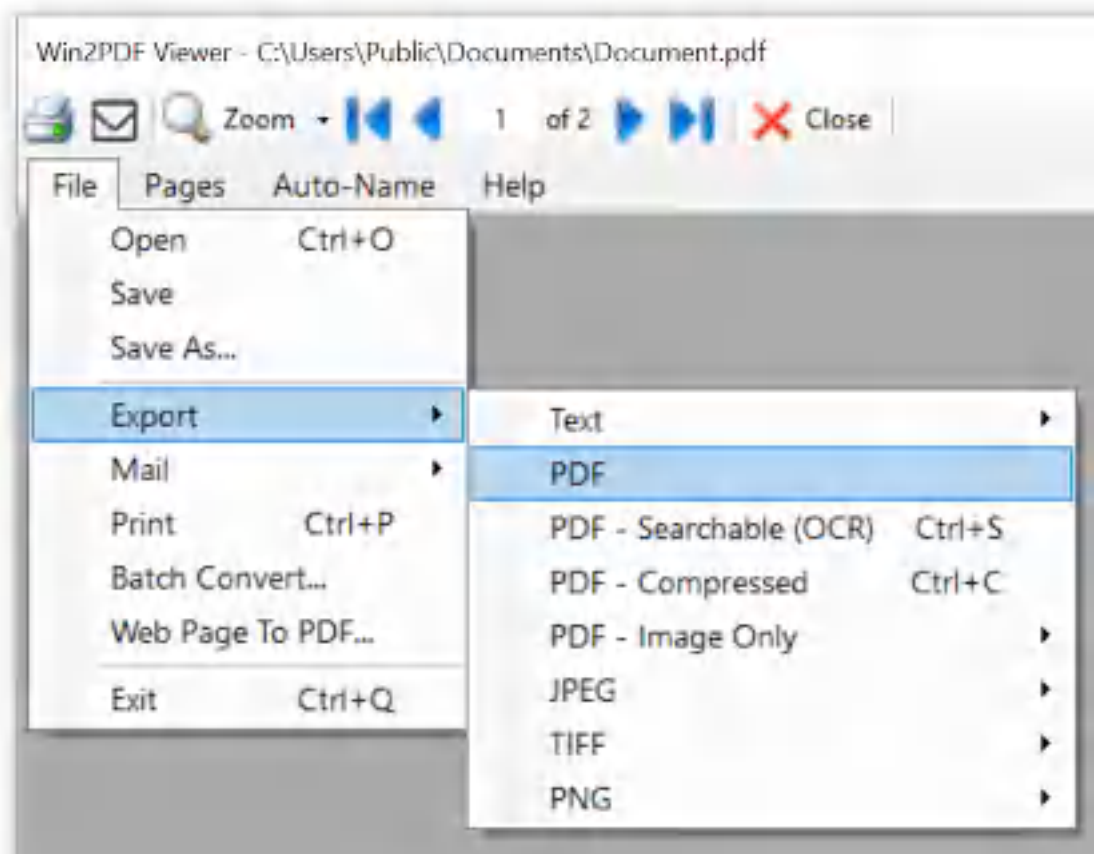
If you drag a XPS to the Win2PDF Desktop icon, or select an XPS from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:



Win2PDF Desktop - Export XPS to PDF

After selecting "Export -> PDF" you will be prompted to save as a PDF file.

This is also available using the XPS2PDF command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

4.3.22 How To Export an XPS to PDF Image Only

Win2PDF Desktop Export XPS to PDF Image Only

If you drag an XPS to the Win2PDF Desktop icon, or select an XPS from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:

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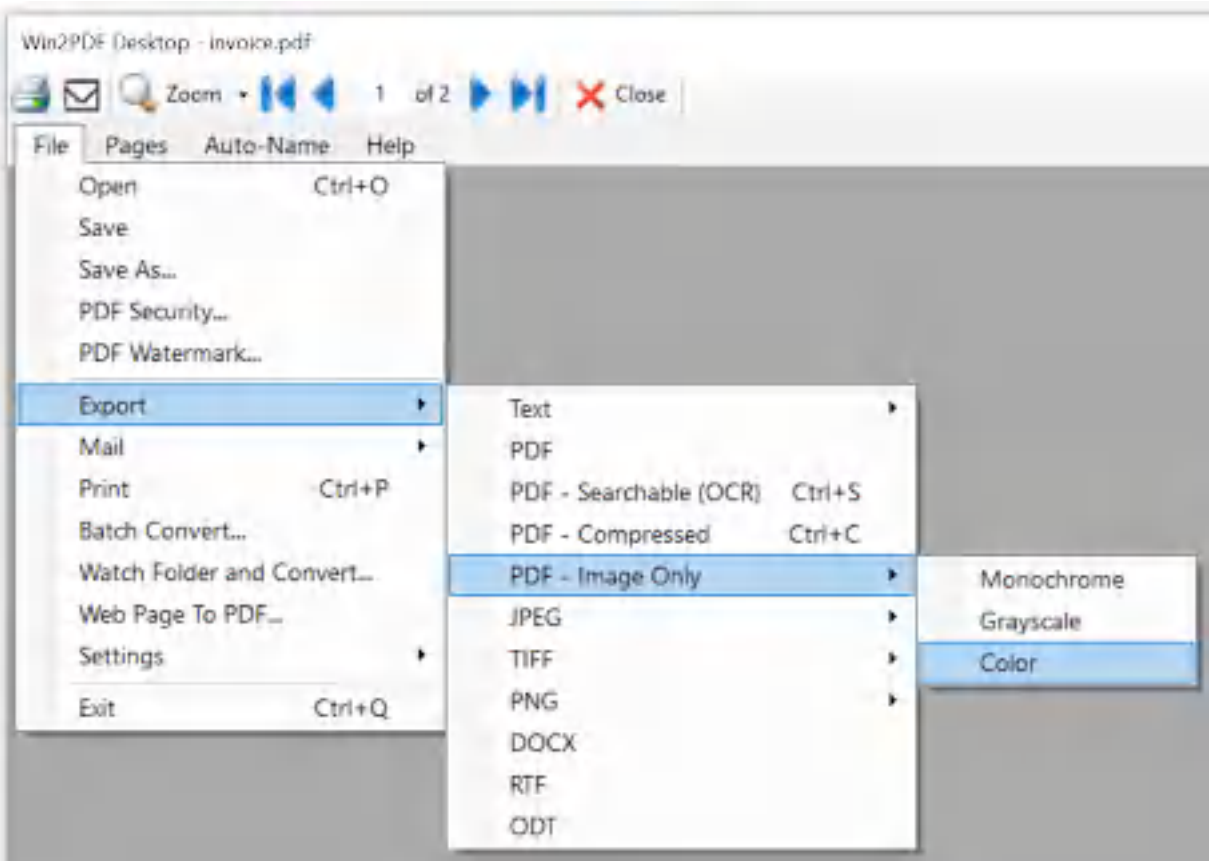

Win2PDF Desktop - Export XPS to PDF Image Only Menu

After selecting "Export -> PDF Image Only -> Monochrome", "Export -> PDF Image Only -> Grayscale", or "Export -> PDF Image Only -> Color" you will be prompted to save as an Image Only PDF file.

This is also available using the CONVERTTO command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

4.3.23 How To Export an XPS to JPEG

Win2PDF Desktop Export XPS to JPEG

If you drag a XPS to the Win2PDF Desktop icon, or select an XPS from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:

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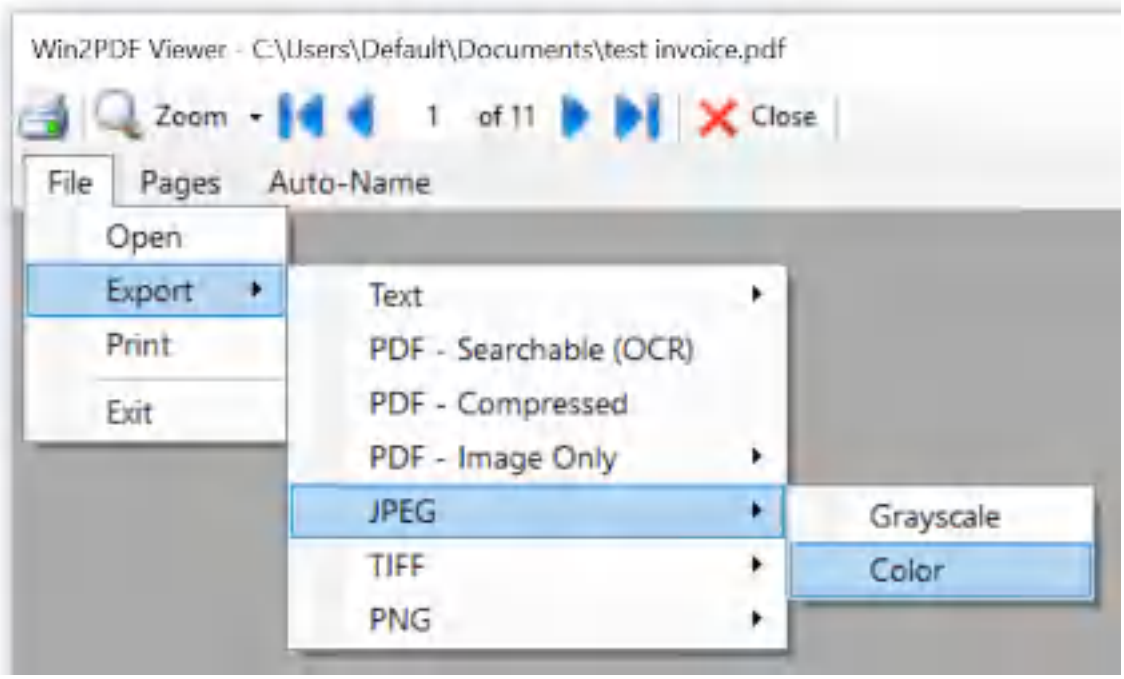

Win2PDF Desktop - Export XPS to JPEG

After selecting "Export -> JPEG -> Color" or "Export -> JPEG -> Grayscale", you will be prompted to save the JPEG file.

If the document contains more than one page, a separate file with a page number appended to the file name will be created for each page.

This is also available using the CONVERTTO command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

4.3.24 How To Export an XPS to TIFF

Win2PDF Desktop Export XPS to TIFF

If you drag an XPS to the Win2PDF Desktop icon, or select an XPS from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:

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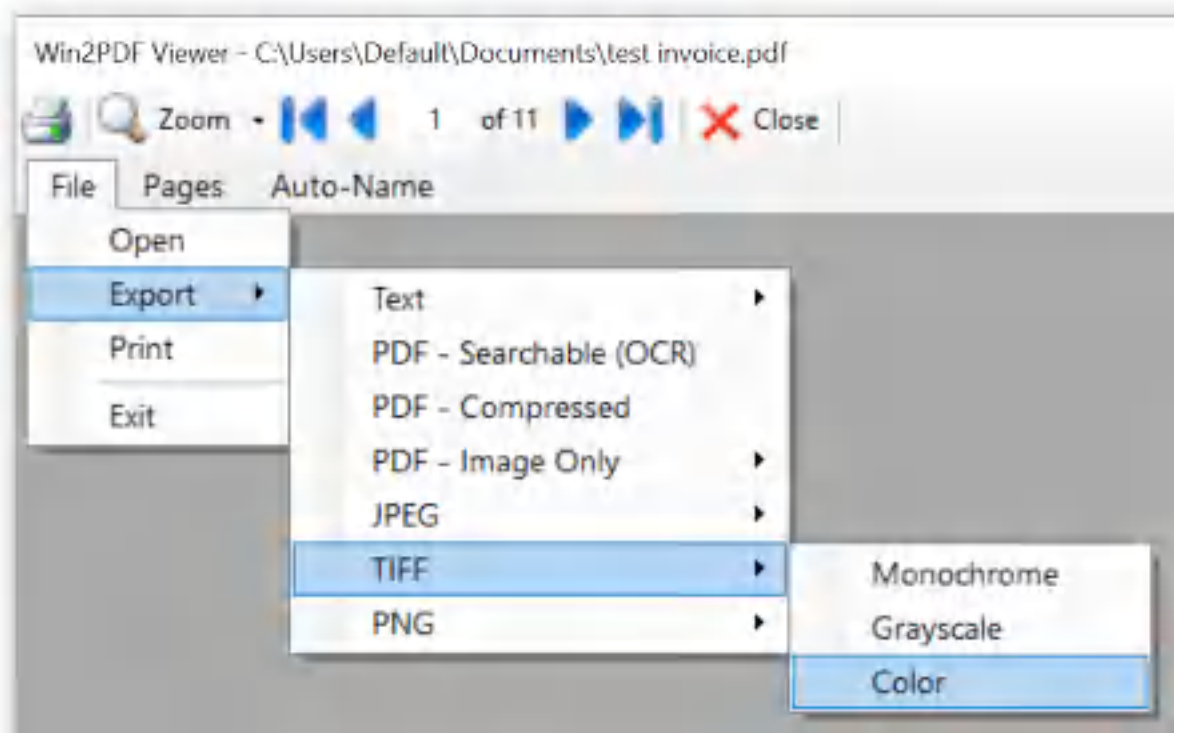

Win2PDF Desktop - Export XPS to TIFF menu

After selecting "Export -> TIFF -> Monochrome", "Export -> TIFF -> Grayscale" or "Export -> TIFF -> Color", you will be prompted to save the multi-page TIFF file.

This is also available using the CONVERTTO command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

4.3.25 How To Export an XPS to PNG

Win2PDF Desktop Export XPS to PNG

If you drag an XPS to the Win2PDF Desktop icon, or select an XPS from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:

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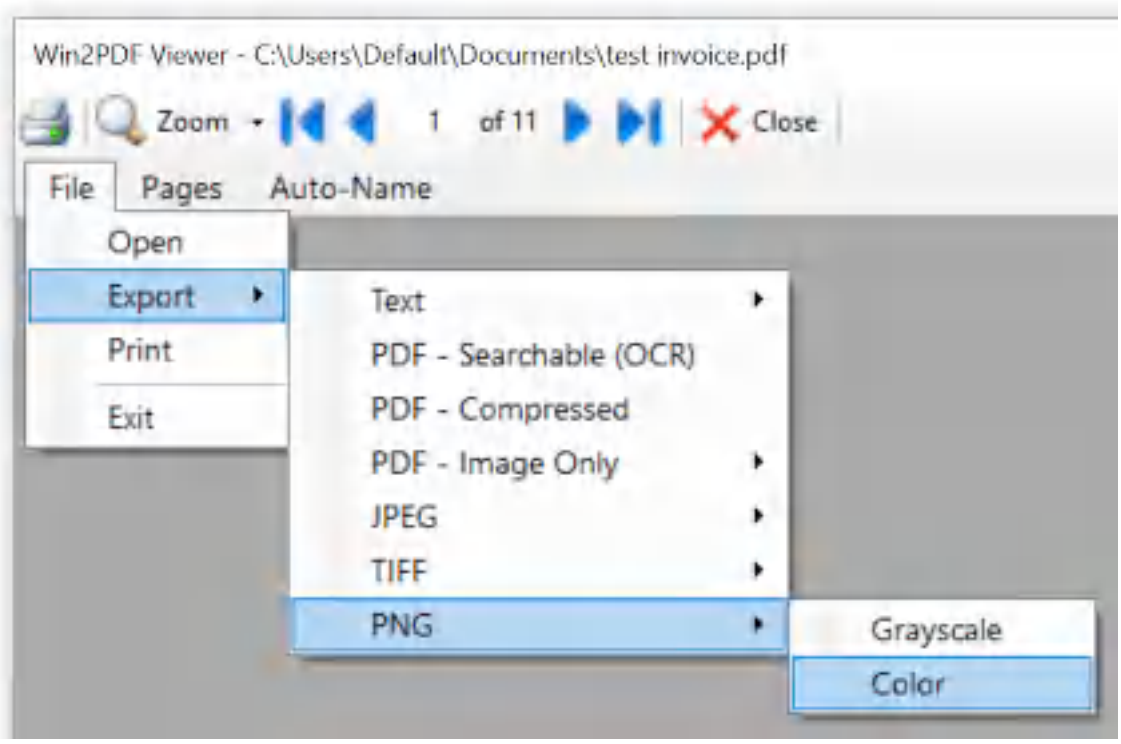

Win2PDF Desktop - Export PDF to PNG

After selecting "Export -> PNG - Color" or "Export -> PNG - Grayscale", you will be prompted to save the PNG file.

If the document contains more than one page, a separate file with a page number appended to the file name will be created for each page.

This is also available using the CONVERTTO command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

4.3.26 How to Export an XPS to Searchable PDF (OCR)

Win2PDF Desktop Export XPS to Searchable PDF

If you drag an XPS to the Win2PDF Desktop icon, or select an XPS from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:

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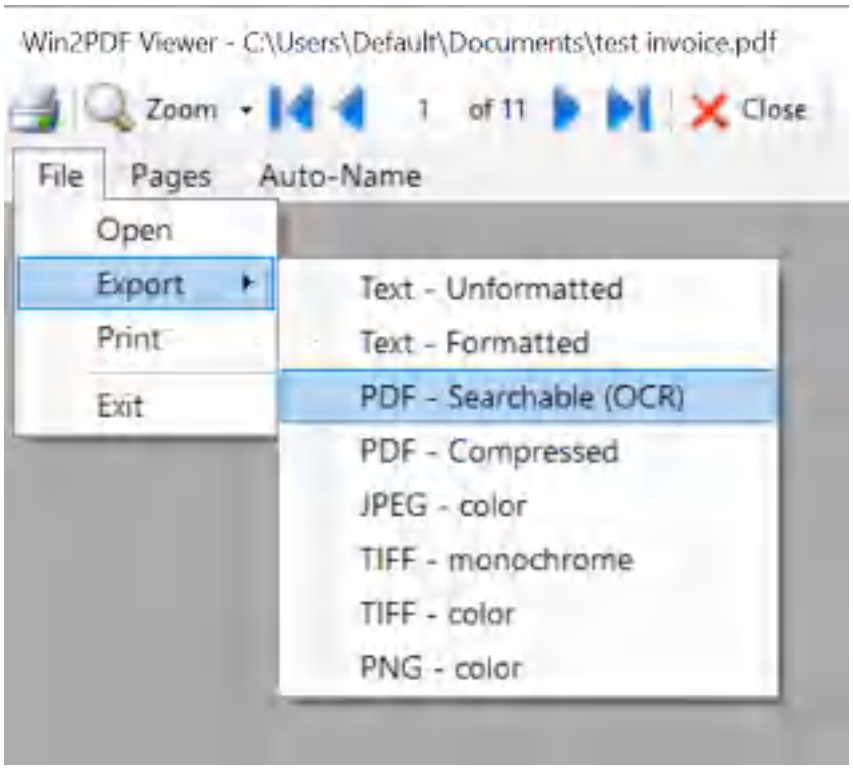

Win2PDF Desktop - Make PDF Searchable

After selecting "Export -> PDF - Searchable (OCR)", you will be prompted to save the searchable PDF file. If the option is grayed out, you need to download the "Win2PDF OCR Add-on" setup program from: https://www.win2pdf.com/download/download-win2pdf-ocr.html

Win2PDF will recognize text from images and graphics using Optical Character Recognition (OCR), and will save the text information in an invisible text layer to make the PDF searchable.

This is also available using the CONVERTTO command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

4.3.27 How To Export a XPS to DOCX

Win2PDF Desktop Export XPS to DOCX Win2PDF Pro

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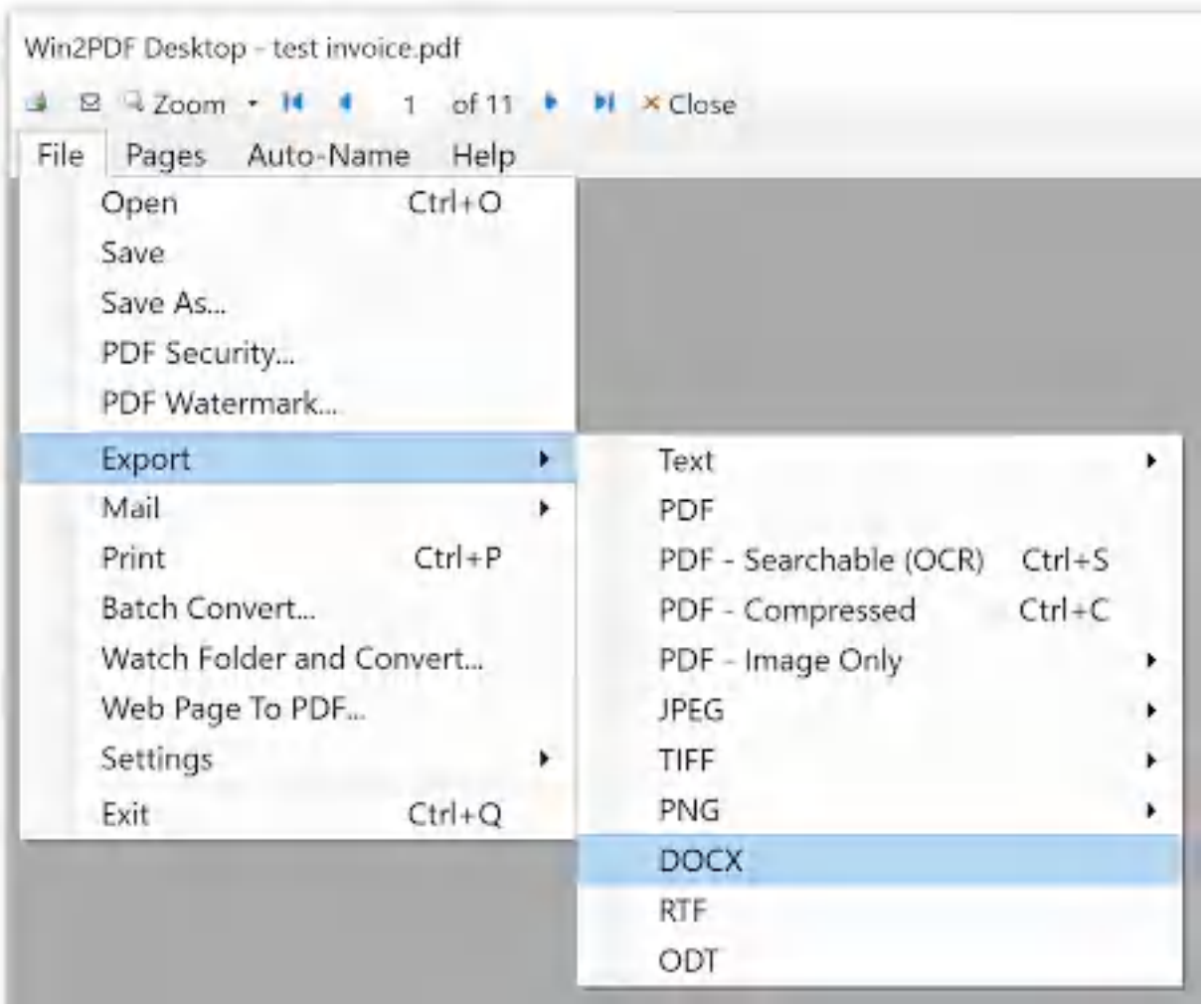
If you drag a XPS to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:



Win2PDF Desktop - Export XPS to DOCX

After selecting "Export -> DOCX", you will be prompted to save the DOCX file.

This is also available using the XPS2DOCX command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.28 How To Export a XPS to RTF

Win2PDF Desktop Export XPS to RTF Win2PDF Pro

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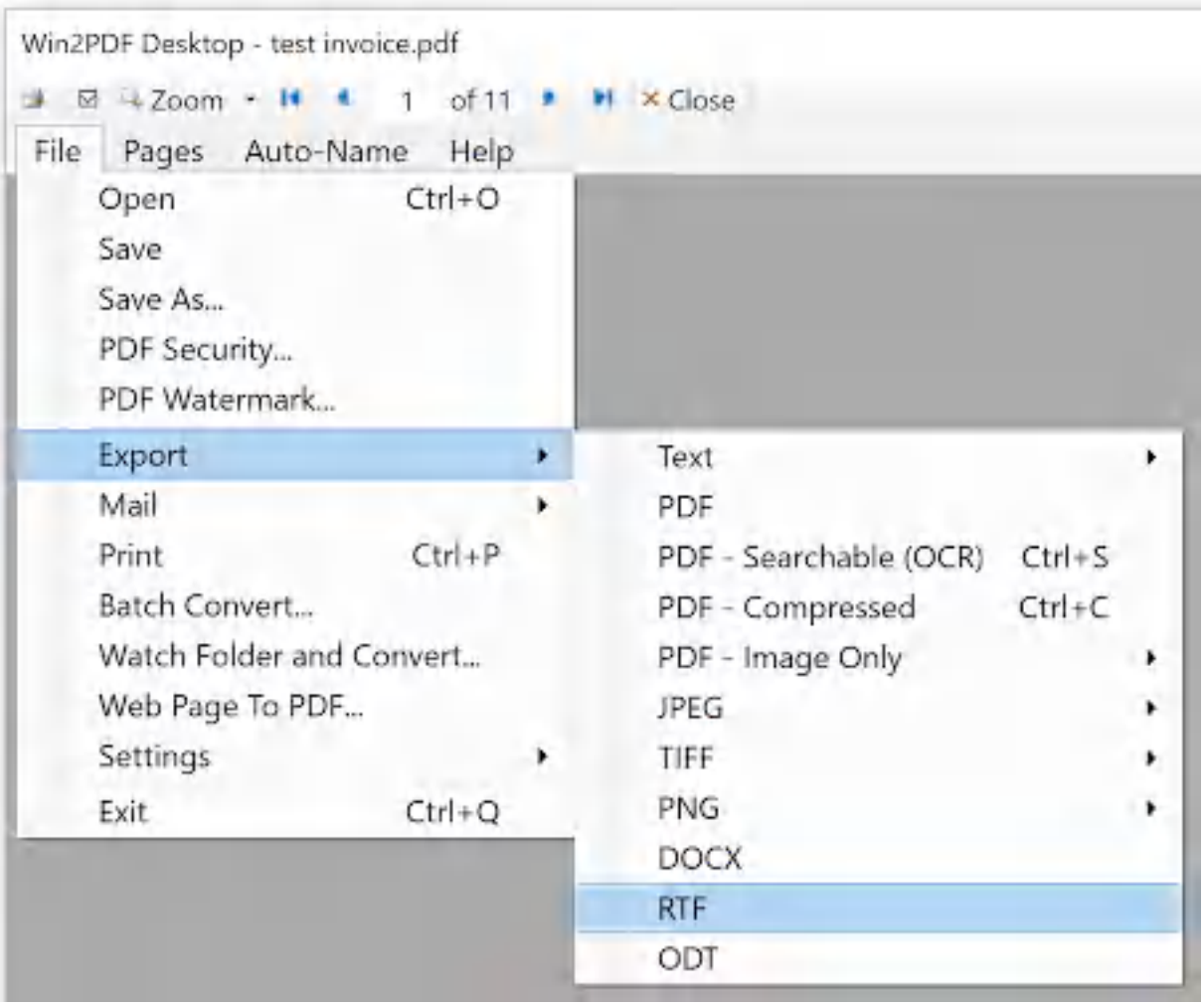
If you drag an XPS to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:



Win2PDF Desktop - Export XPS to RTF

After selecting "Export -> RTF", you will be prompted to save the RTF file.

This is also available using the XPS2RTF command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.29 How To Export a XPS to ODT

Win2PDF Desktop Export XPS to ODT Win2PDF Pro

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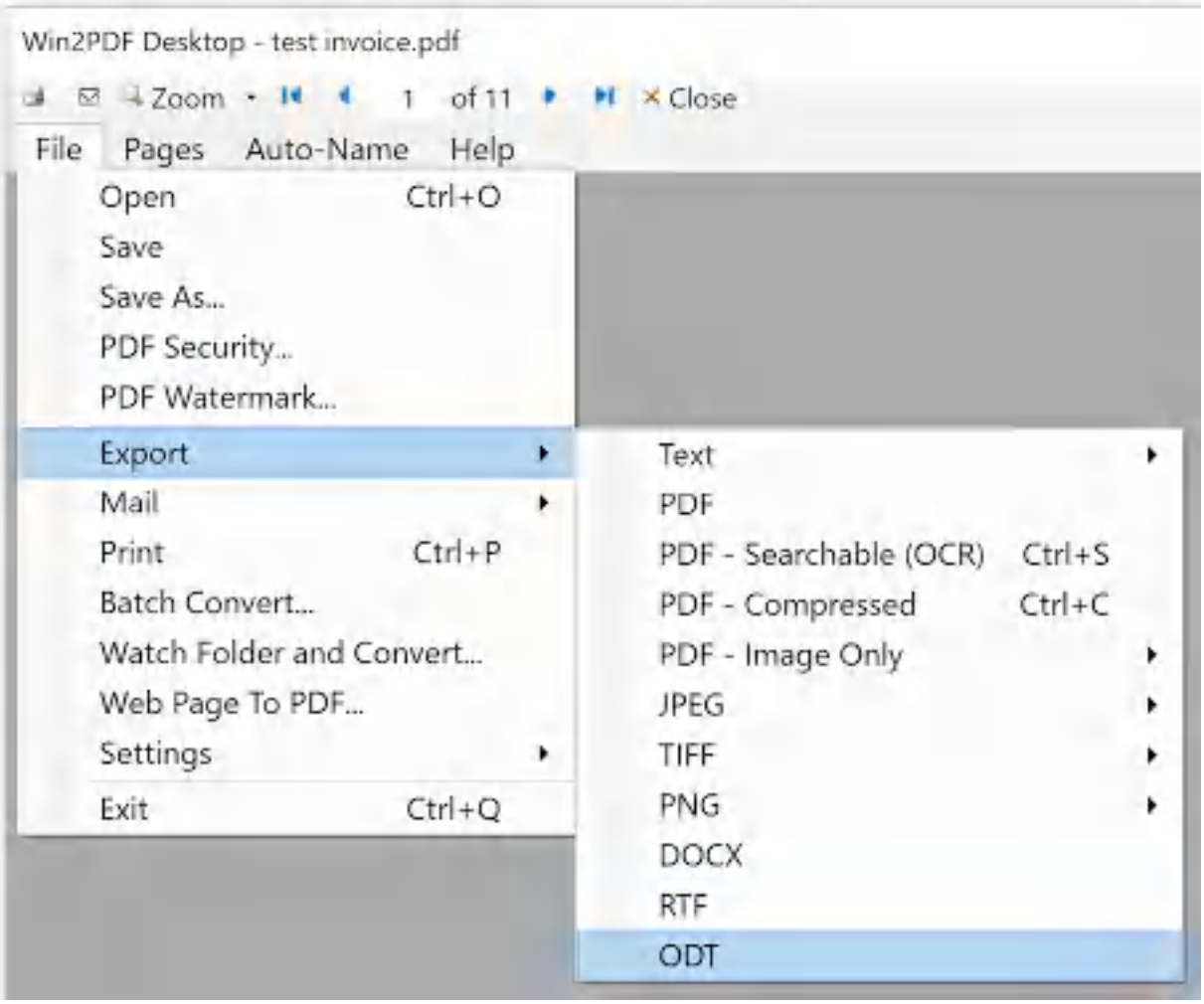
If you drag an XPS to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:



Win2PDF Desktop - Export XPS to ODT

After selecting "Export -> ODT", you will be prompted to save the ODT file.

This is also available using the XPS2ODT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.30 How to Extract Text from an existing XPS

Win2PDF Desktop Extract Text from XPS

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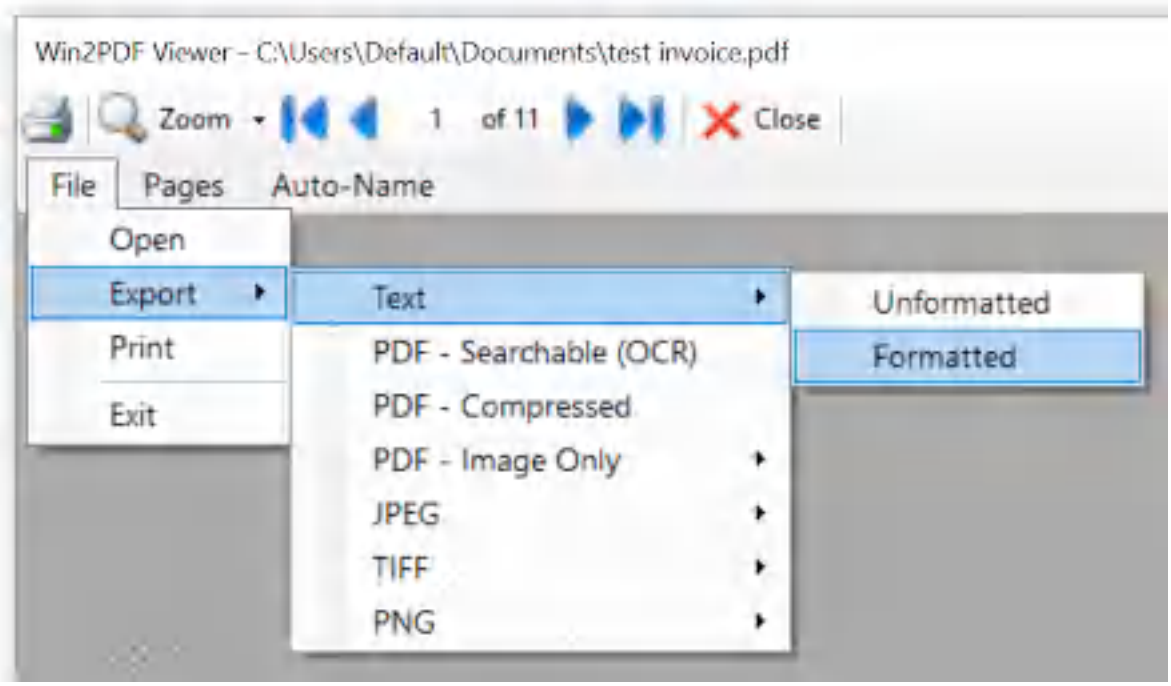
If you drag a XPS to the Win2PDF Desktop icon, or select a XPS from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:



Extract Text

After selecting "Export -> Text -> Unformatted" or "Export -> Text -> Formatted", you will be prompted to save the extracted text to a file.

This is also available using the EXTRACTTEXT command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

4.3.31 How to Change PDF Security

Win2PDF Desktop Modify PDF Security Win2PDF Pro

If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:

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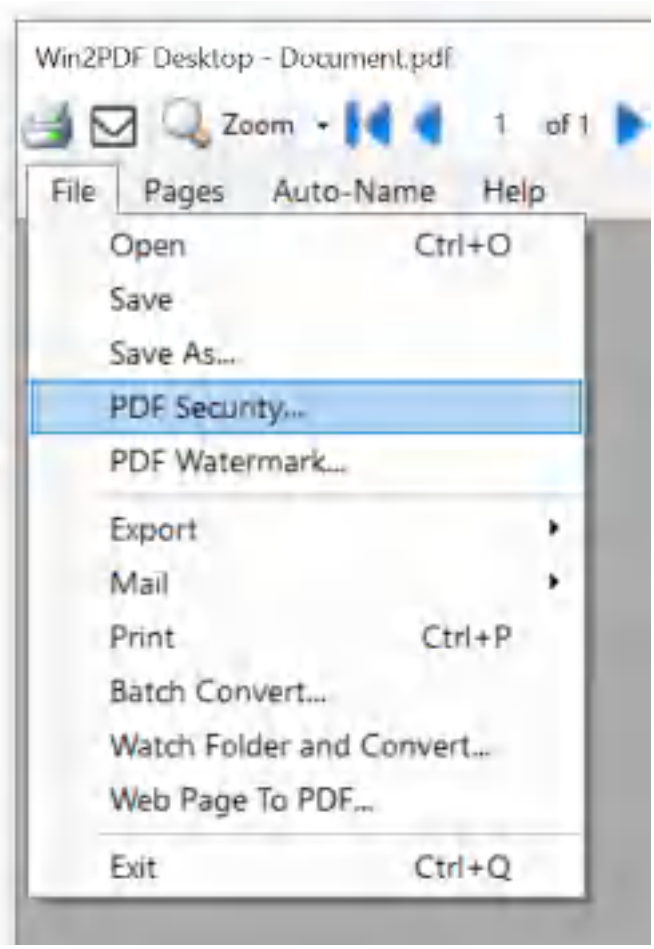
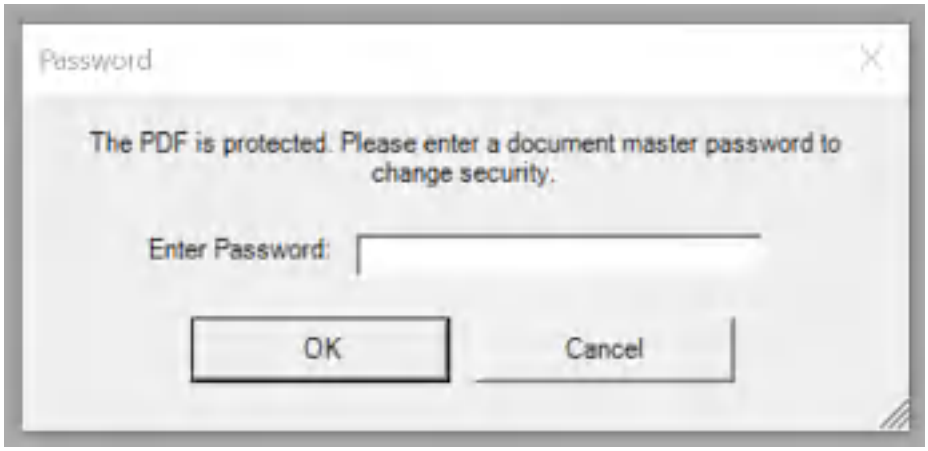


Win2PDF Desktop PDF Security

Select "PDF Security..." to change the PDF security. If the PDF is already encrypted, you will be prompted to enter the master password.



Win2PDF Desktop Enter Master Password

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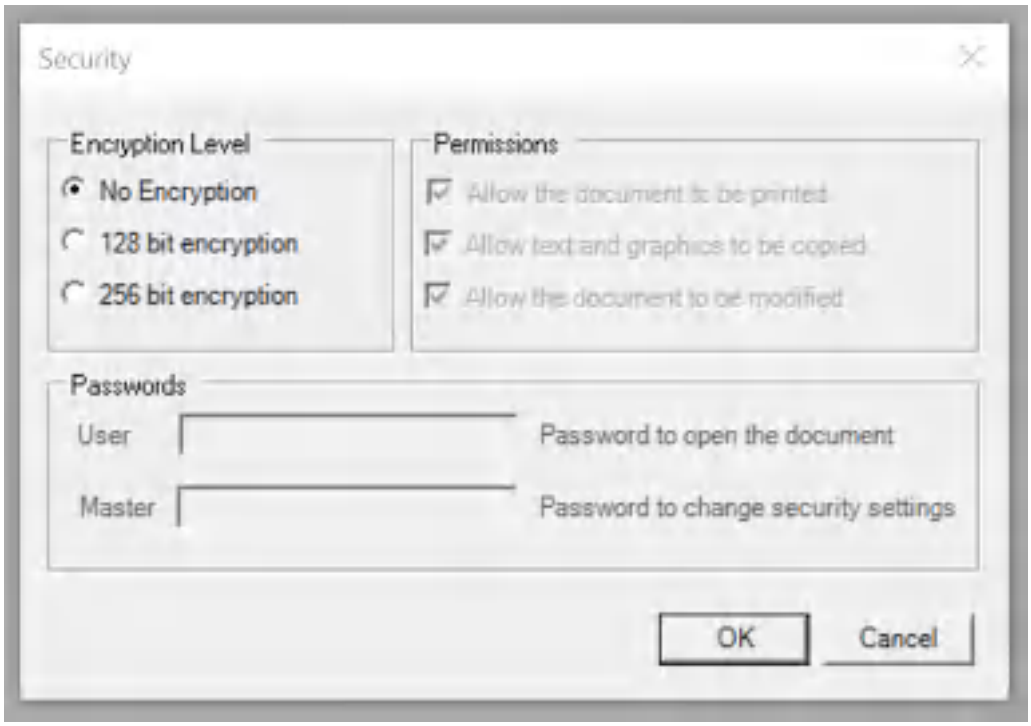
The Security window reflects the current security settings for the PDF. For an unencrypted PDF, the following window is displayed.



Win2PDF Desktop PDF Security

To set permissions or a user password on an unencrypted PDF, first change the "**Encryption Level**" to either "**128 bit encryption**" or "**256 bit encryption**".

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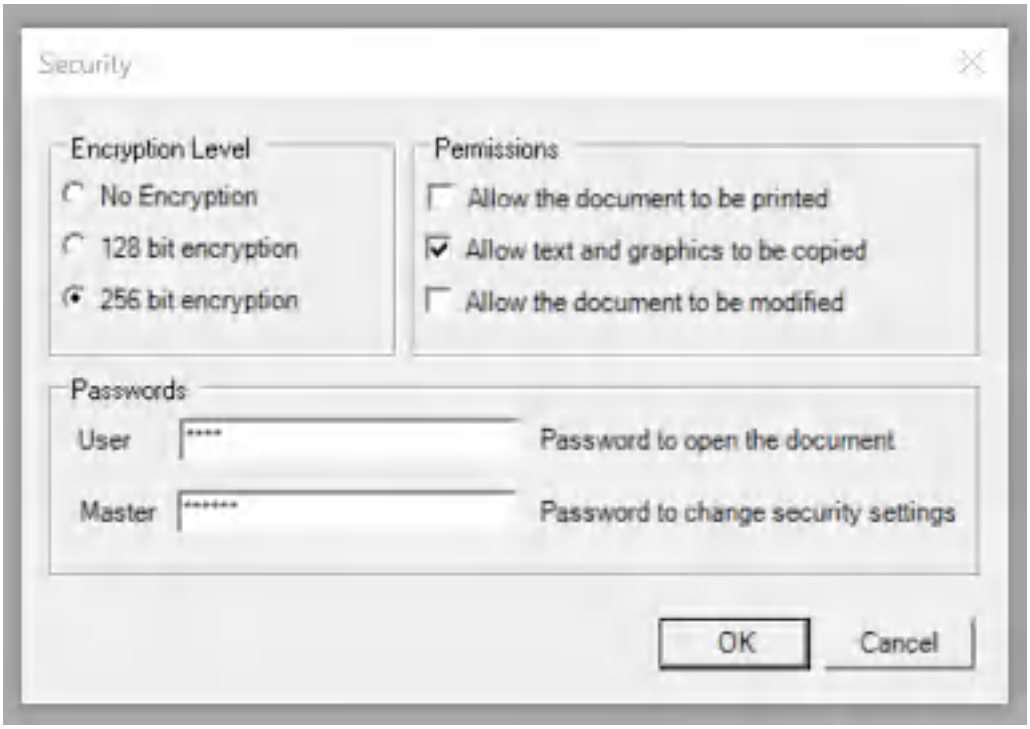

Win2PDF Desktop PDF Security Settings

The "**Encryption Level**" setting controls the type of encryption used in the PDF file. The 128 bit AES encryption is compatible with Acrobat Reader 5.0 and above and the 256 bit AES encryption is compatible with Adobe Reader 9.0 and above. For best security, the 256 bit encryption option is recommended.

The "**Permissions**" setting controls restrictions that can be placed on the PDF file. To prevent printing of a PDF file, uncheck the "**Allow the document to be printed**" option. To prevent the text and graphics from being copied from the PDF file, uncheck the "**Allow text and graphics to be copied**" option. To prevent the document from being modified in a PDF editor, uncheck the "**Allow the document to be modified**" option.

A "user" password is optional, and if set will require a password to open or view the PDF.

You must always enter a master password when security options are enabled or if a user password is specified. It is recommended that passwords be at least 8 characters long and contain at least 1 number.

To remove security from an encrypted PDF, set the "**Encryption Level**" to "**No Encryption**".

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Clicking "OK" will apply the current security settings.

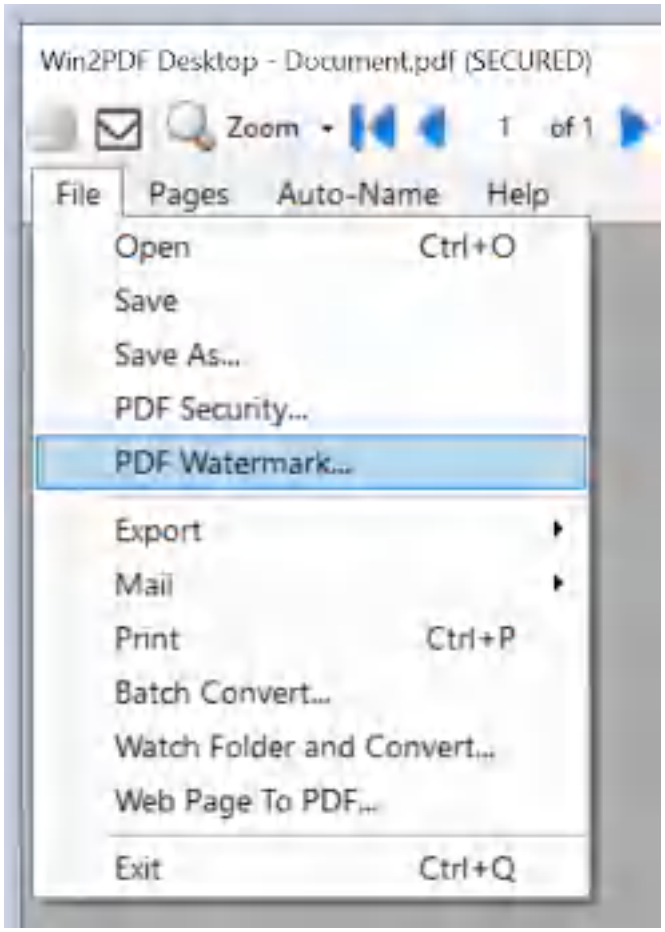
You can also change security of an existing PDF using the Command Line Encrypt PDF.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.32 How to Add a PDF Watermark

Win2PDF Desktop Add a PDF Watermark Win2PDF Pro

If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:



Win2PDF Desktop Watermark Menu

Select "PDF Watermark..." to open the watermark settings page.

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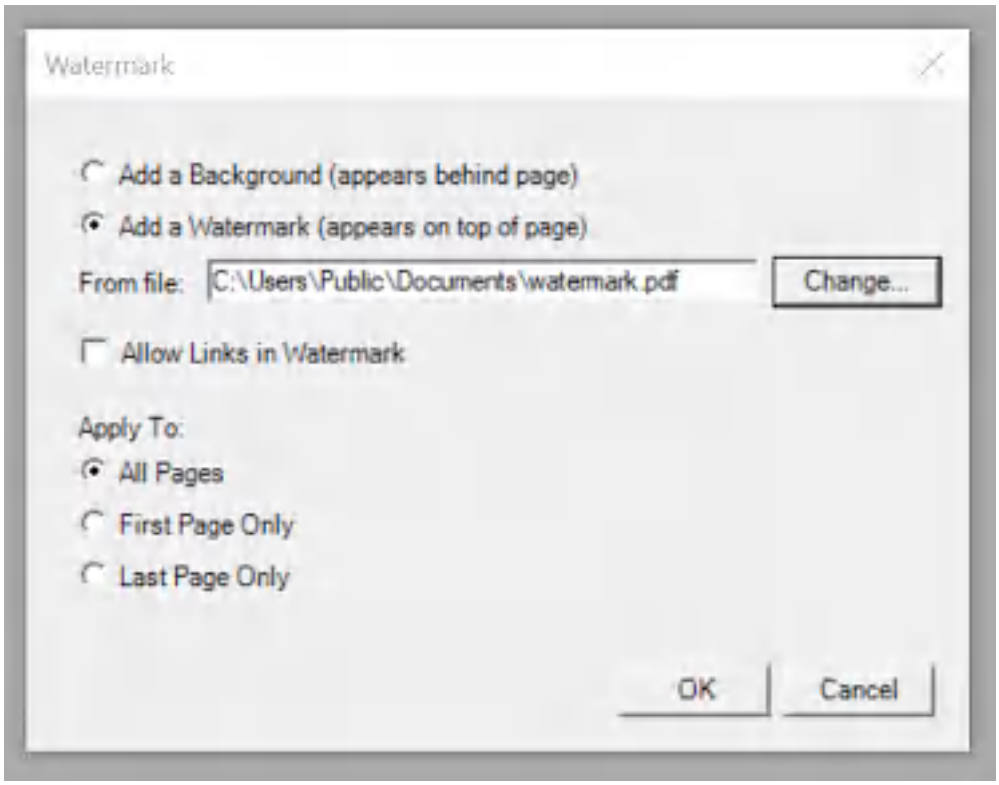

Win2PDF Desktop Watermark Settings

Win2PDF Desktop can overlay a PDF file on top of an existing PDF (Add a Watermark) or place a PDF file behind text and graphics on an existing PDF (Add a Background). The existing watermark or background PDF file can contain any text or graphics, but it most often used to apply a "confidential" or "draft" stamp on each page of a document.

When the watermark or background options are enabled, a text box containing the name of the current watermark or background PDF file is shown below the options. If you would like to change the file, click the "Change..." button and select a new watermark or background PDF file. Win2PDF will always display the last used watermark or background PDF file.

If the watermark or background PDF file contains more than one page, only the first page will be applied to each page of the new document. It's best to use a watermark or background PDF file that has the same page size as the newly created PDF file. If the watermark or background file has a different page size, it will be scaled and centered on the page of the newly created PDF file.

You can create the watermark or background PDF file using Win2PDF and any Windows application such as Microsoft Word. If you are using Win2PDF

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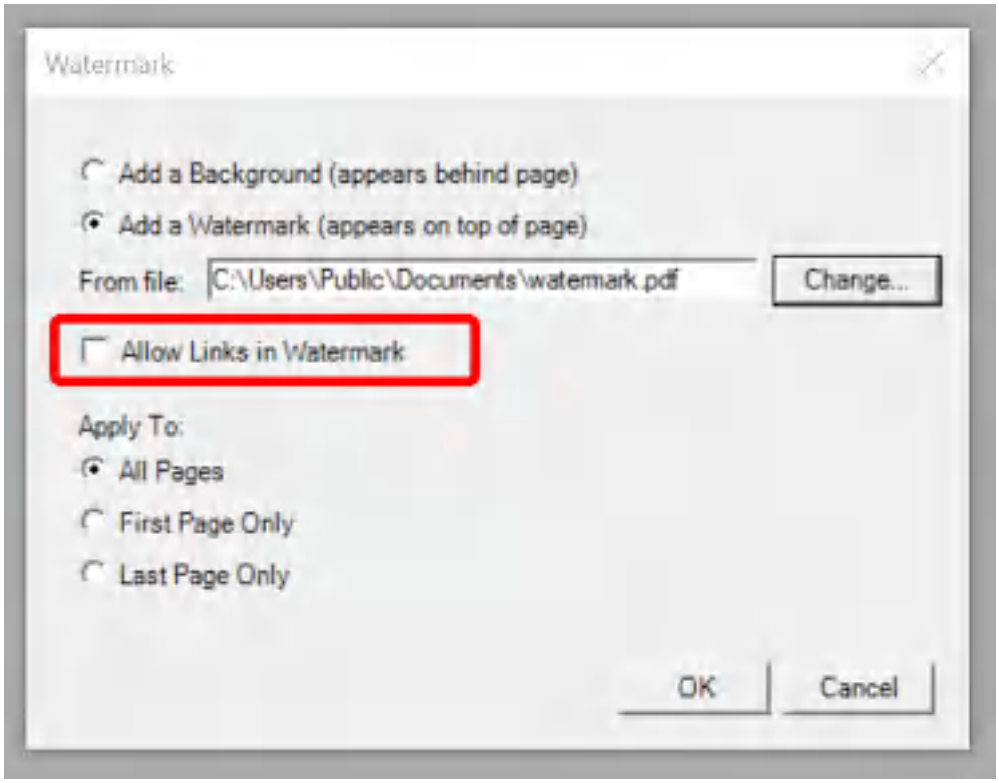
Pro, the watermark or background PDF file must not be encrypted. Some sample watermark and background PDF files and the corresponding Word documents are available on the download section of the support web site at:
https://helpdesk.win2pdf.com/index.php?/Knowledgebase/Article/View/186/17/watermark-samples

If the watermark file has click-able links, you can check the "Allow Links in Watermark" option to keep these links active in the final watermarked PDF file.



Win2PDF Desktop Allow Links

If you only want to apply the watermark or background to the first or last page, you can select the "First Page Only" or "Last Page Only" options in the "Apply To:" setting.

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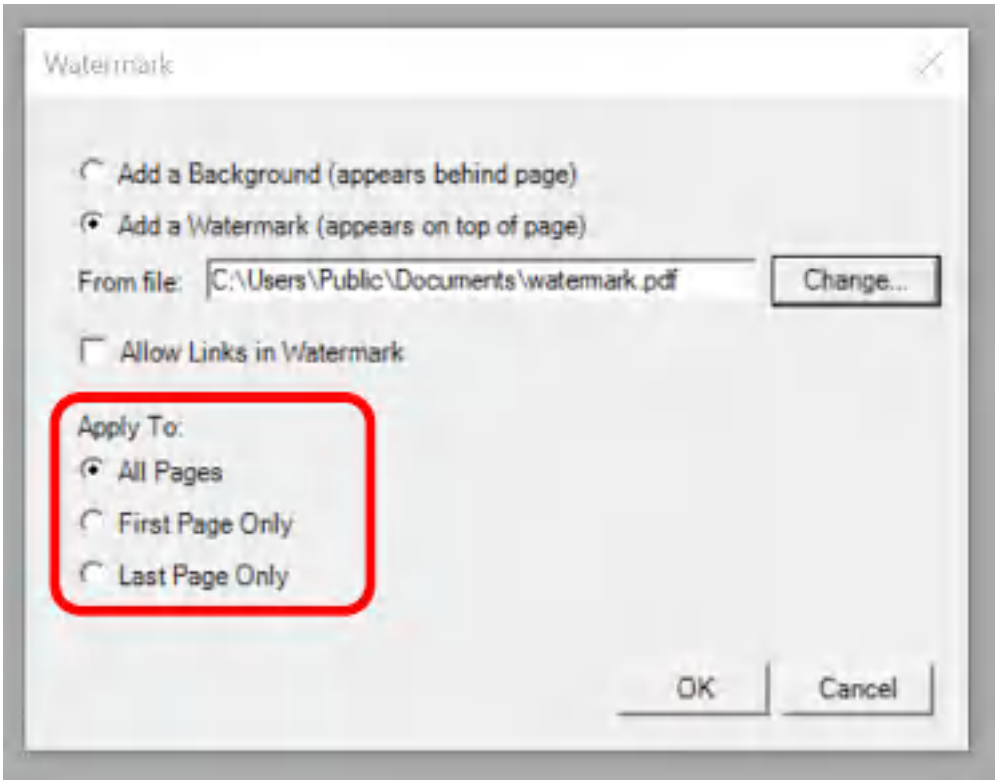

Win2PDF Desktop Apply To

Clicking "OK" will add the watermark to the existing PDF.

You can also add a watermark to an existing PDF using the Command Line PDF Watermark/Background.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.33 How To Manage PDF Attachments

Win2PDF Desktop Manage PDF File Attachments

Win2PDF Pro

The Win2PDF Desktop app supports the attachment feature of the PDF file format. The attachment feature allows other files to be embedded in a PDF. This allows you to include documents, images, audio, video, and more within a single PDF. These attachments can be accessed through PDF viewers such as Adobe Acrobat, and users can open or save these embedded files separately.

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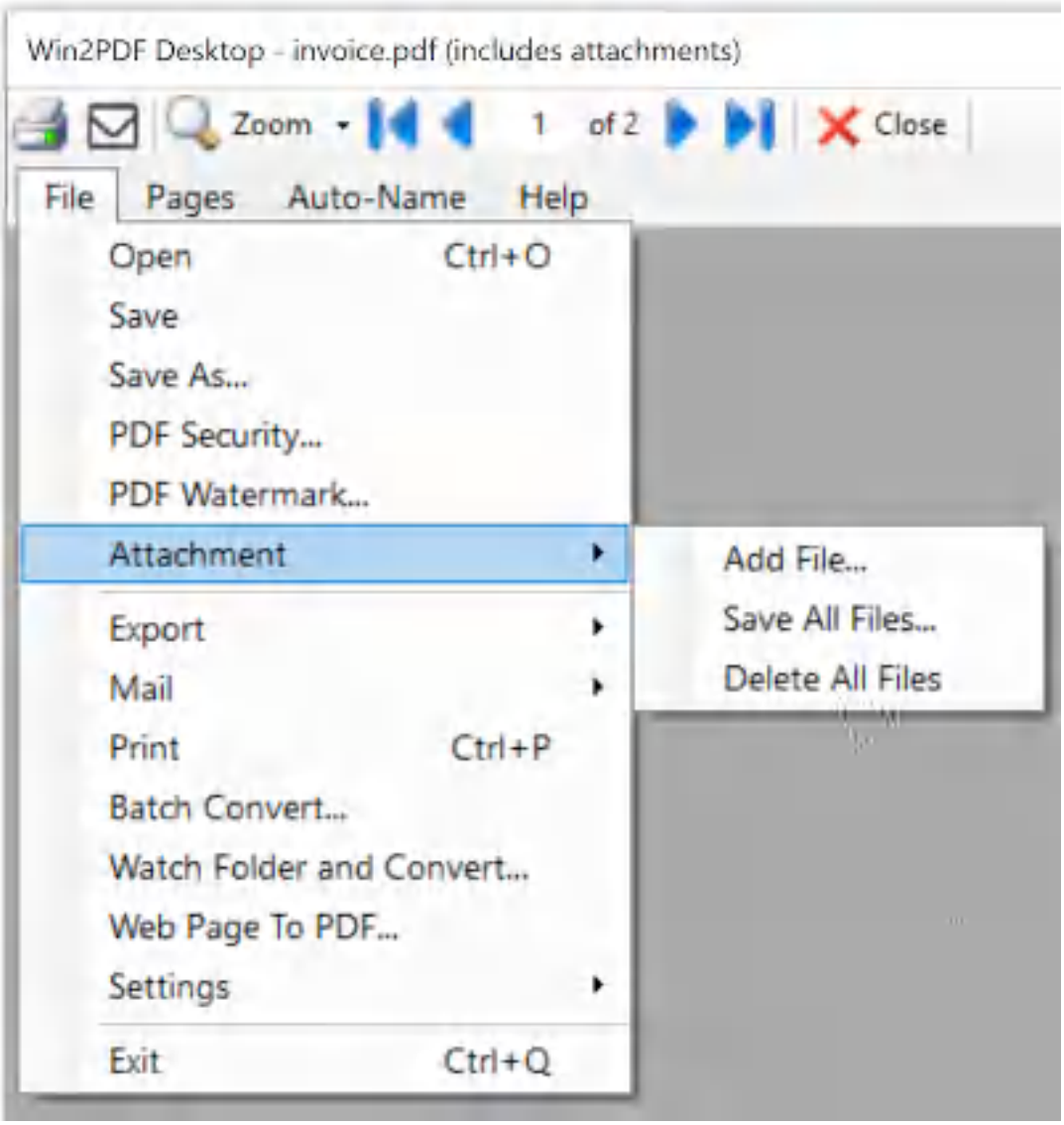
Because any type file could be embedded as an attachment, security is a concern. For security reasons, Win2PDF prevents files that could contain malicious code from being embedded or saved from a PDF.

If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:



Win2PDF Desktop PDF Attachment Options

If the open PDF contains attachments, the window title will display "(includes attachments)". Win2PDF Desktop allows you to add file attachments, save file attachments, and delete attachments from the open PDF.

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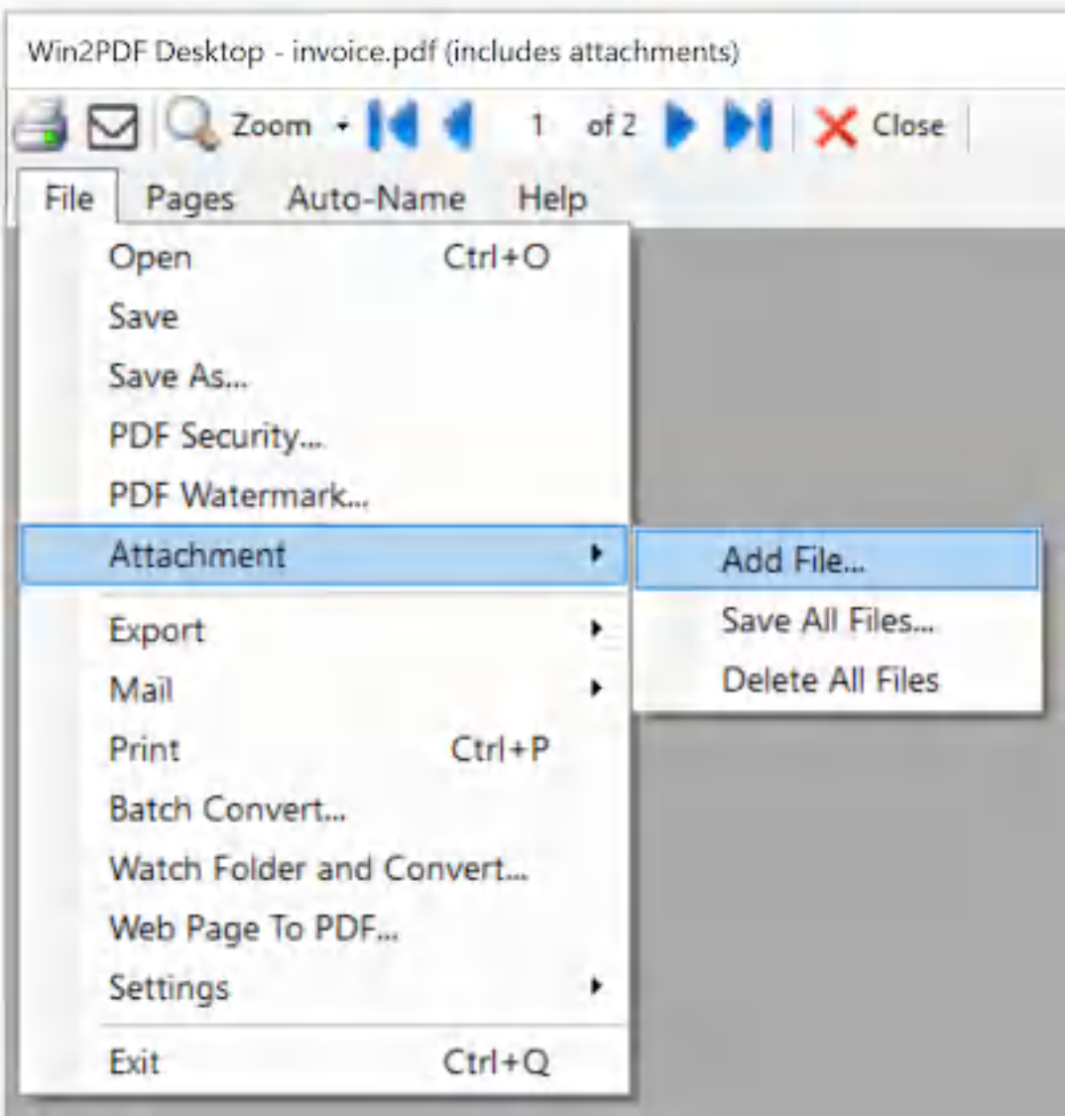
4.3.33.1 How To Add a File Attachment

Win2PDF Desktop Add a PDF File Attachment

Win2PDF Pro

To add a shared file attachment to the open PDF, select "Add File..." from the "Attachment" menu.



Win2PDF Desktop Add File Attachment

Win2PDF Desktop will display a file selection window to select the file to attach to the open PDF. For security reasons, files that could potentially contain malicious code, like .zip, .exe, and .bat, cannot be attached using Win2PDF. You can still easily attach and include a variety of files within your PDF, including images, documents, spreadsheets, audio, and video.

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The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

You can also add a file attachment from an existing PDF using the Command Line PDF Add Attachment.

4.3.33.2 How To Save All File Attachments

Win2PDF Desktop Save All File Attachments

Win2PDF Pro

To save all file attachments from the open PDF, select "Save All Files..." from the "Attachment" menu.

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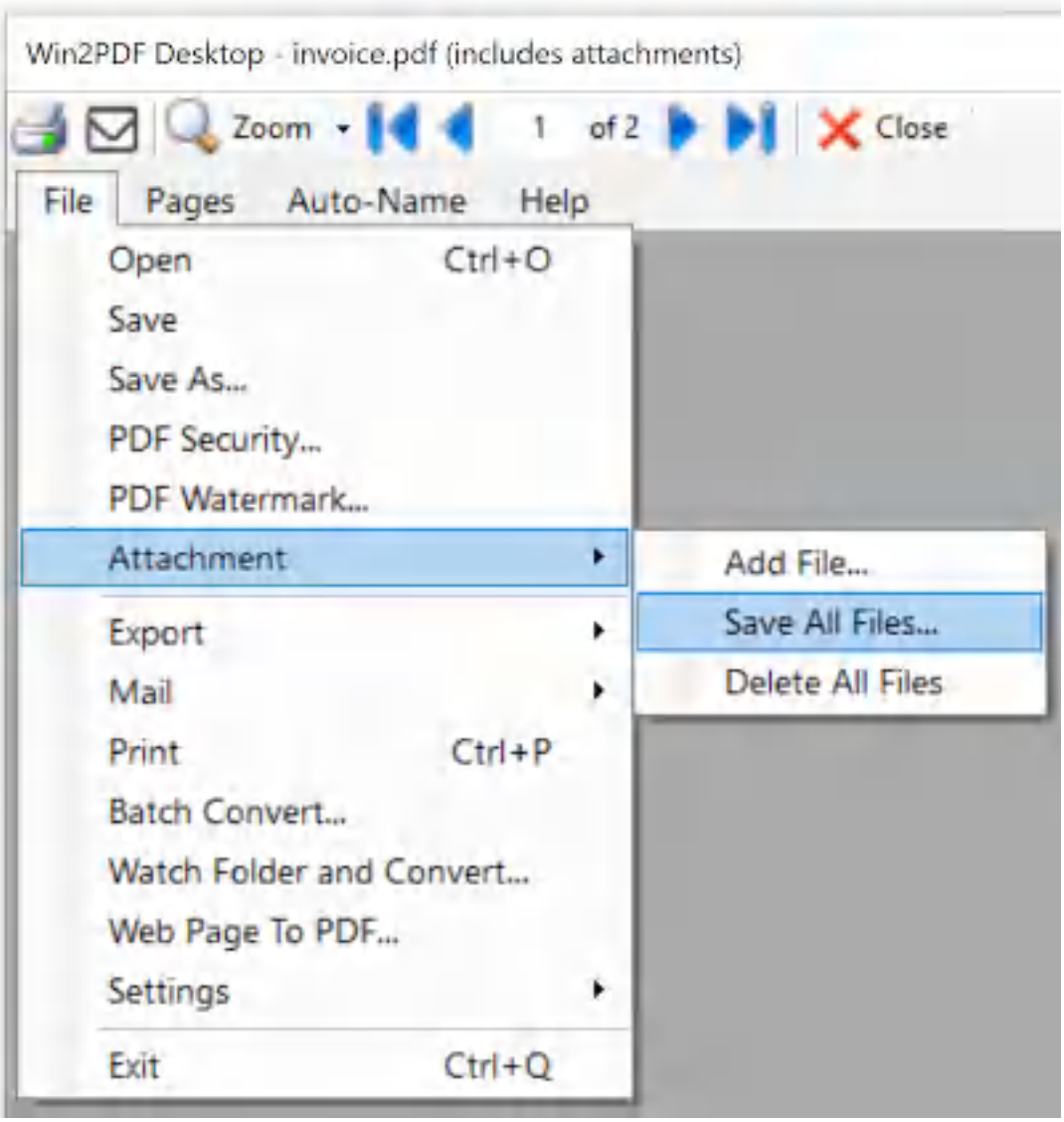

Win2PDF Desktop Save All File Attachments

Win2PDF Desktop will display a folder selection window for the location of the saved files. After selecting a folder, Win2PDF saves all file attachments from the open PDF to the chosen folder. For security reasons, any potentially unsafe file attachments (.zip, .exe, .bat, etc.) will be skipped and not saved.

You can also save all file attachments from an existing PDF using the Command Line PDF Save All Attachments.

4.3.33.3 How To Delete All File Attachments

Win2PDF Desktop Delete All File Attachments

Win2PDF Pro

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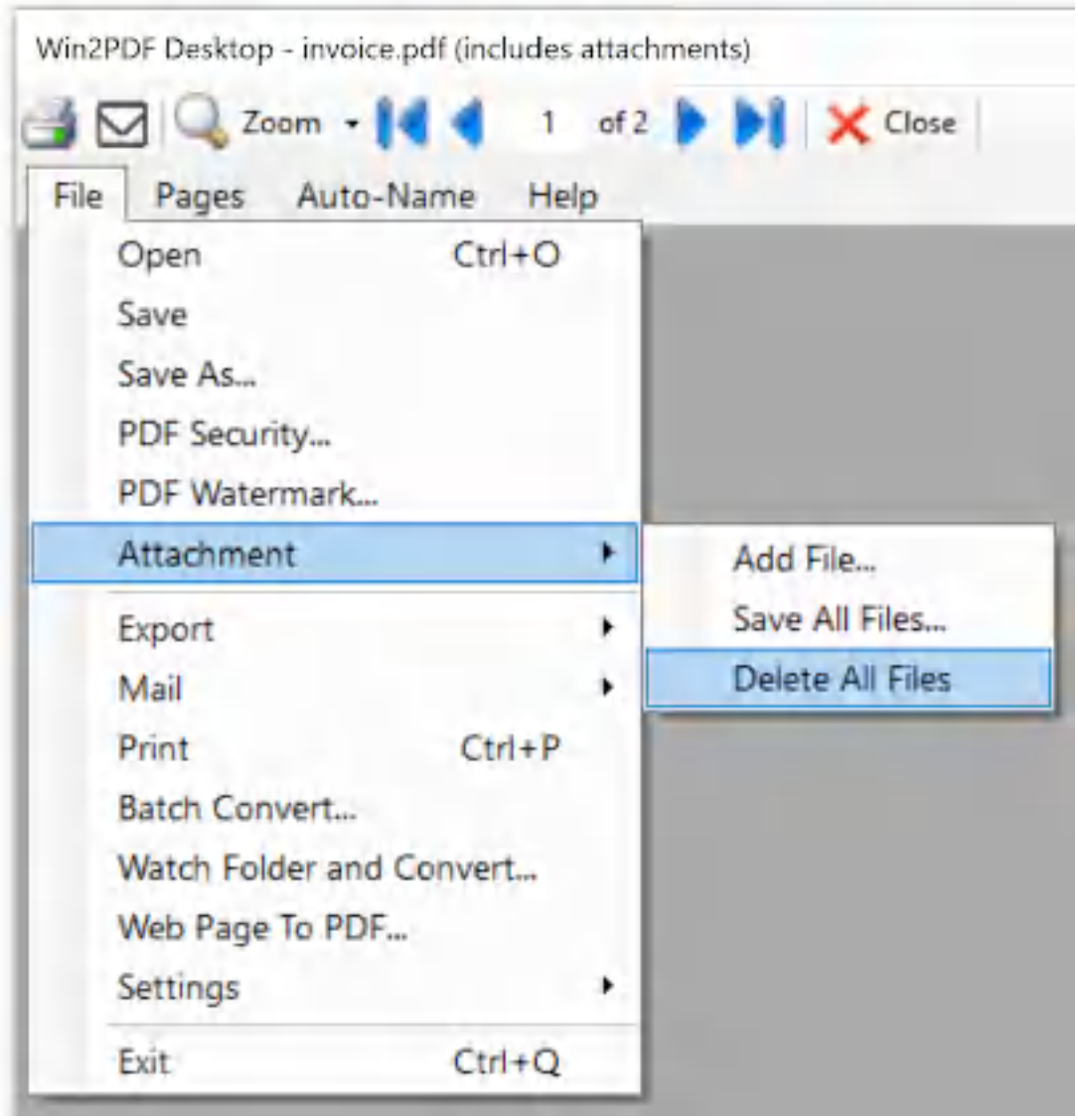
To delete all file attachments from the open PDF, select "Delete All Files" from the "Attachment" menu.



Win2PDF Desktop Delete All File Attachments

All attachments in the open PDF will be removed.

You can also delete all file attachments from an existing PDF using the Command Line PDF Delete All Attachments.

4.3.34 How to Export/Import Win2PDF Settings

Win2PDF Desktop Export Settings

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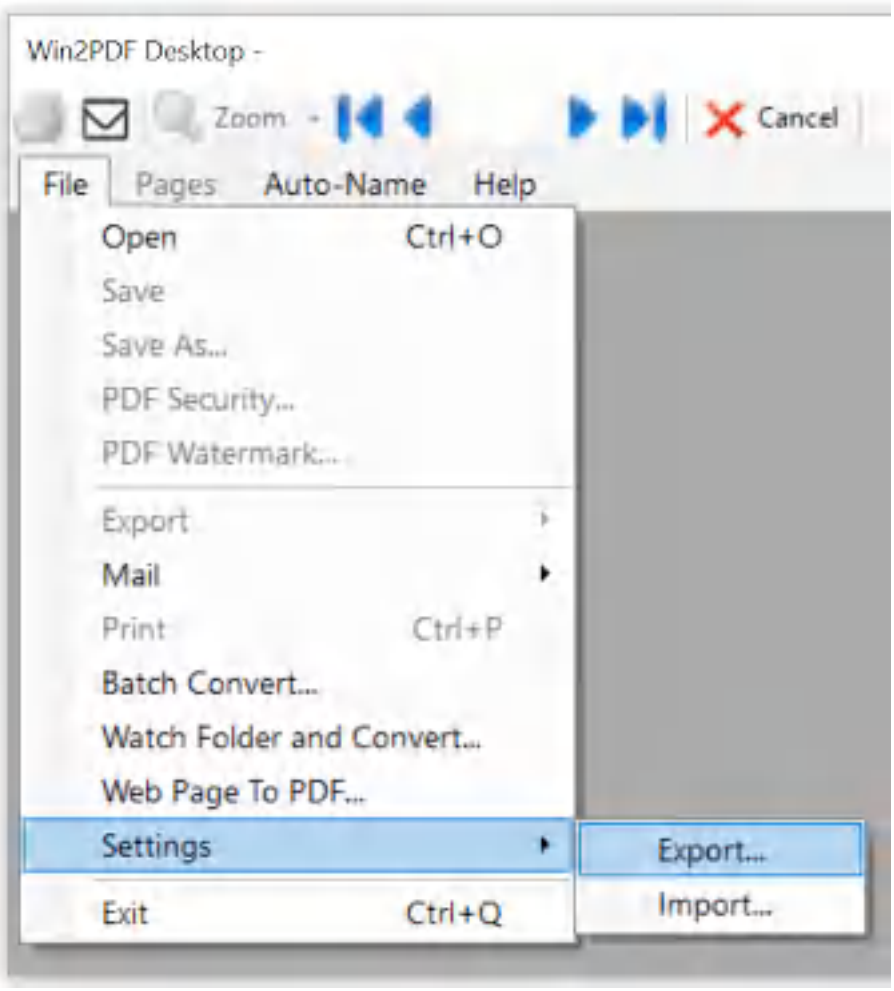
All Win2PDF Settings can be backed up and restored using the **Settings** → **Export..** and **Settings** → **Import...** command



Win2PDF Desktop - Export/Import Settings

The **"Export..."** command exports all Win2PDF settings including auto-name configurations for all printers. The **"Import..."** command restores all setting for all printers, but will not recreate missing printer instances. Printer instances need to be recreated manually using the Add Win2PDF Printer menu item.

The Win2PDF Settings **Export** and **Import** commands can be used to deploy complex settings to other computers.

You can also change export or import Win2PDF settings using the Command Line Export Win2PDF Settings and Command Line Import Win2PDF Settings commands.

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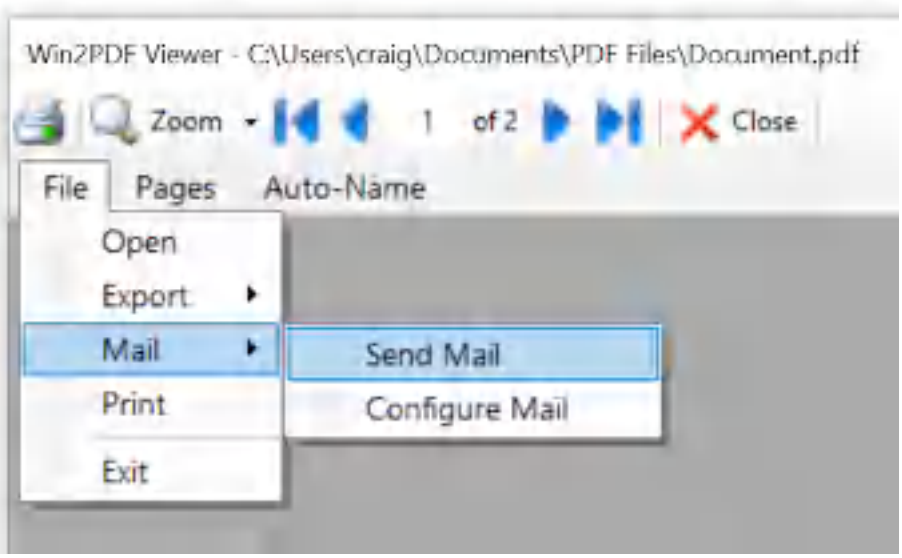
4.3.35 How to Mail a PDF

If you drag a PDF to the Win2PDF Desktop icon, or select a PDF from the open window when launching the Win2PDF Desktop application, the following options will be displayed under the "File" menu:



Win2PDF Desktop Send Mail

After selecting "Send Mail", the currently opened PDF will be attached to an email message. The "Send Mail" option can send using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers. The Mail Provider can be configured by selecting "Configure Mail".

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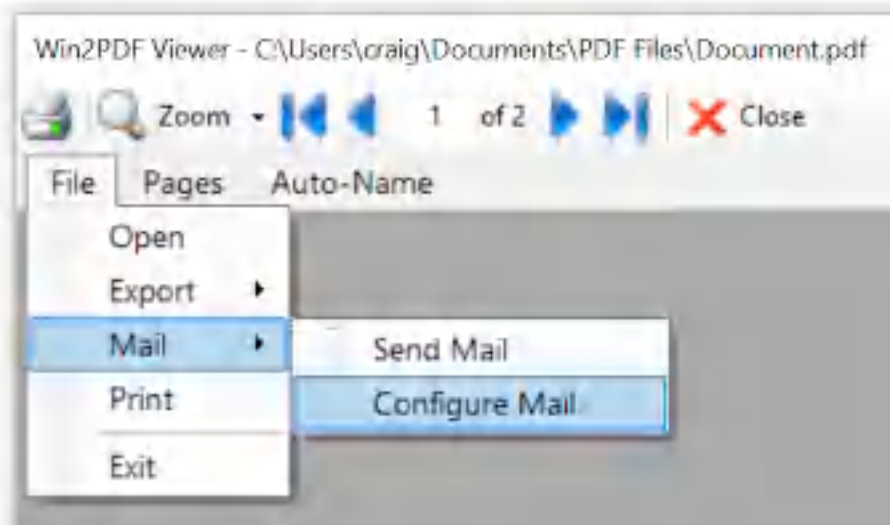
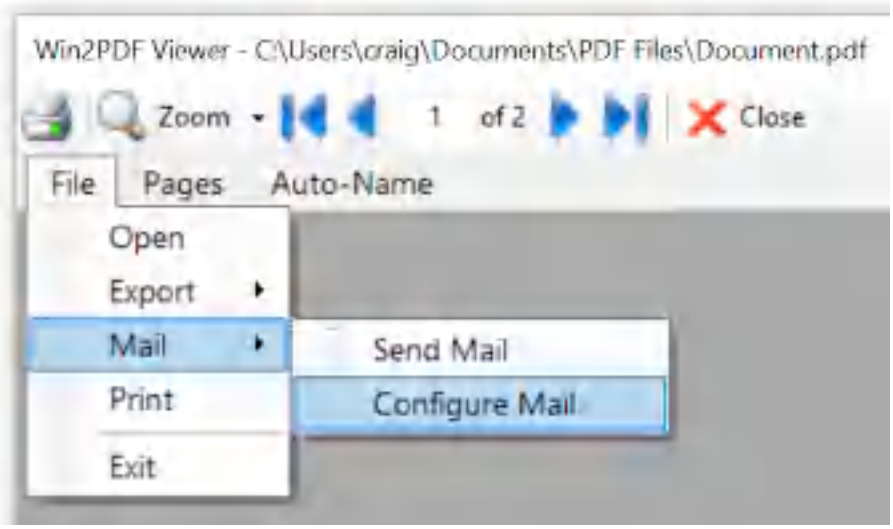


Win2PDF Desktop Configure Mail

[Configure Win2PDF Mail for Microsoft Outlook (classic)]
[Configure Win2PDF Mail for Microsoft Outlook (new)]
[Configure Win2PDF Mail for Mozilla Thunderbird]
[Configure Win2PDF Mail for Gmail]
[Configure Win2PDF Mail for Outlook.com]
[Configure Win2PDF Mail for Yahoo! Mail]
[Configure Win2PDF Mail for a Custom SMTP Server]

4.3.35.1 Configure Win2PDF Mail for Microsoft Outlook (classic)

To configure Win2PDF to send using Microsoft's traditional desktop email client - "Outlook (classic)", first open the "Configure Mail" from the Win2PDF Desktop file menu.



Win2PDF Configure Mail

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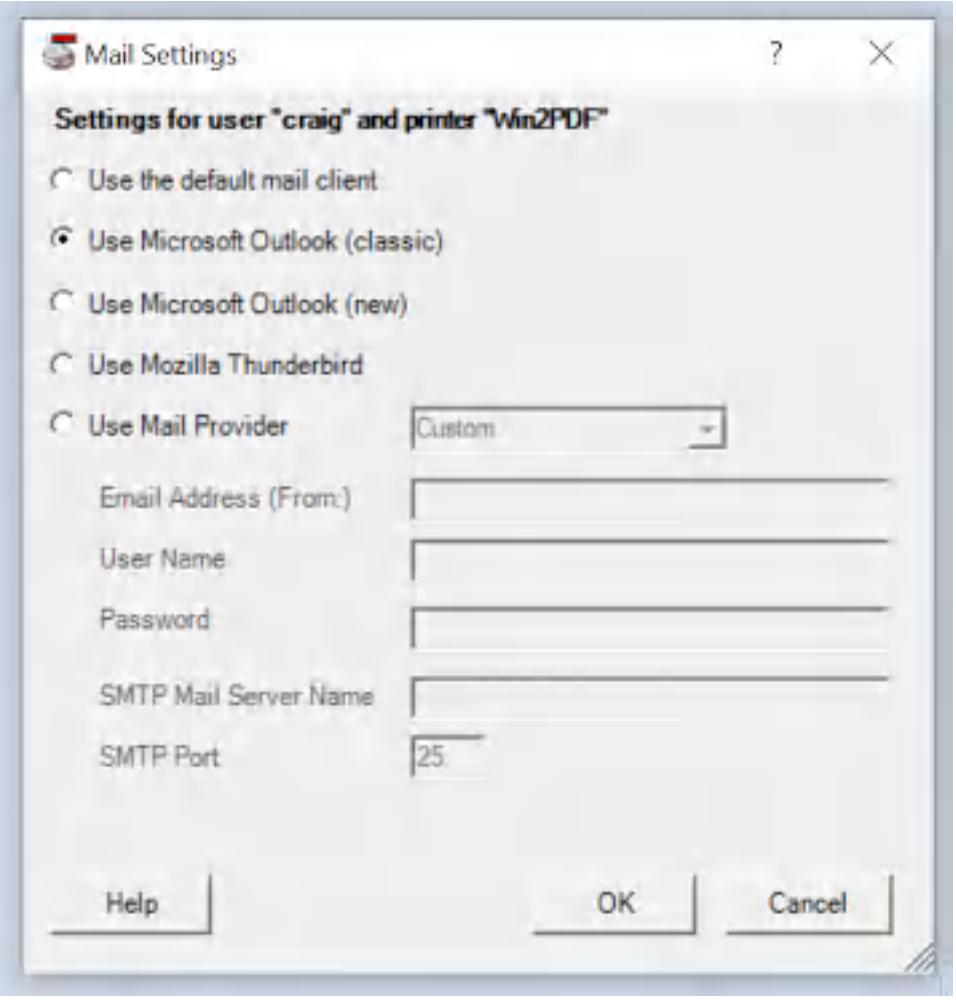
You can also open "**Configure Win2PDF Mail**" from the Windows start menu under the "Win2PDF" program group. The following Window is displayed:



Win2PDF Mail Configure Outlook (classic)

Select "Use Microsoft Outlook (classic)" and click OK. The Win2PDF Desktop "Send Mail" and the Win2PDF "Send File" features will now use Microsoft Outlook to attach a PDF to a new email message.

4.3.35.2 Configure Win2PDF Mail for Microsoft Outlook (new)

To configure Win2PDF to send using the Microsoft's new web-based email client built into Windows - "Outlook (new)", first open the "Configure Mail" from the Win2PDF Desktop file menu.

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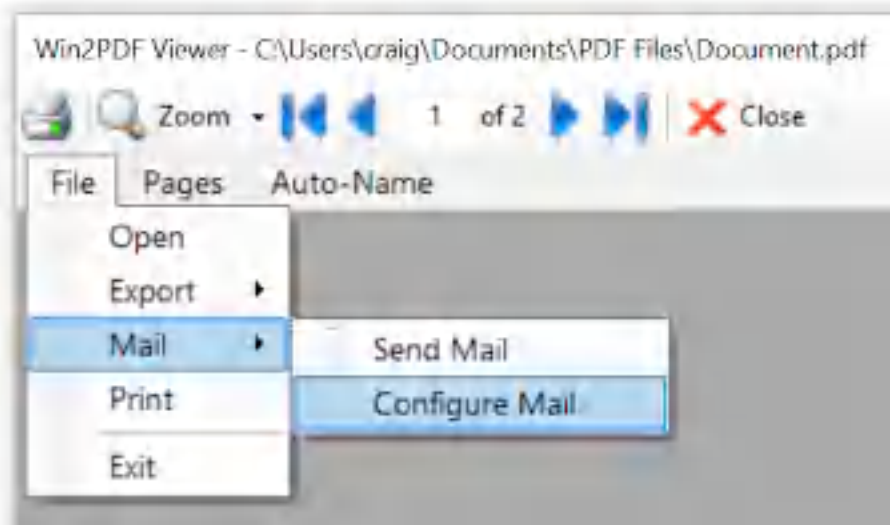

Win2PDF Configure Mail

You can also open "**Configure Win2PDF Mail**" from the Windows start menu under the "Win2PDF" program group. The following Window is displayed:

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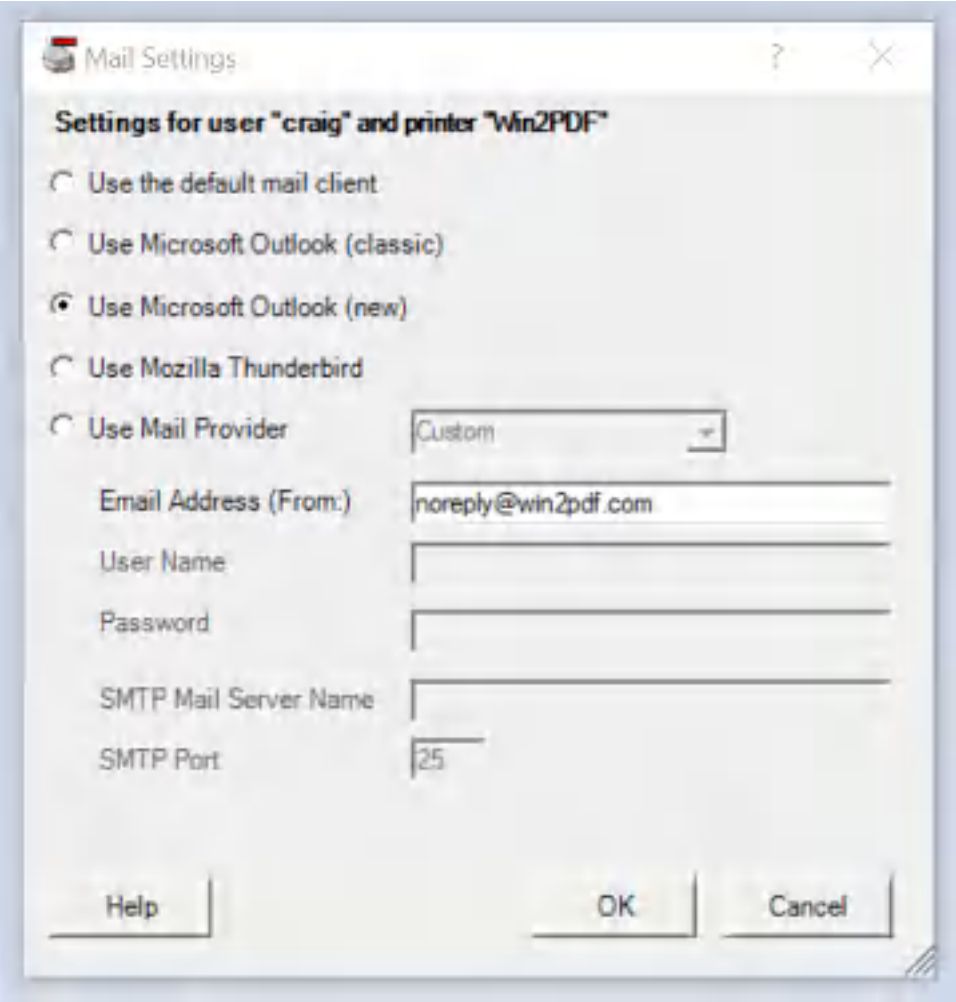

Win2PDF Mail Configure Outlook (new)

Select "Use Microsoft Outlook (new)", fill in the "Email Address (From:)" field with the email configured in Outlook, and click OK. The Win2PDF Desktop "Send Mail" and the Win2PDF "Send File" features will now use the new web based Microsoft Outlook to attach a PDF to a new email message.

4.3.35.3 Configure Win2PDF Mail for Mozilla Thunderbird

Mozilla Thunderbird is a free and open source email client developed by the Mozilla Foundation that can be downloaded at:
https://www.thunderbird.net/

To configure Win2PDF to send using Mozilla Thunderbird, first open the "Configure Mail" from the Win2PDF Desktop file menu.

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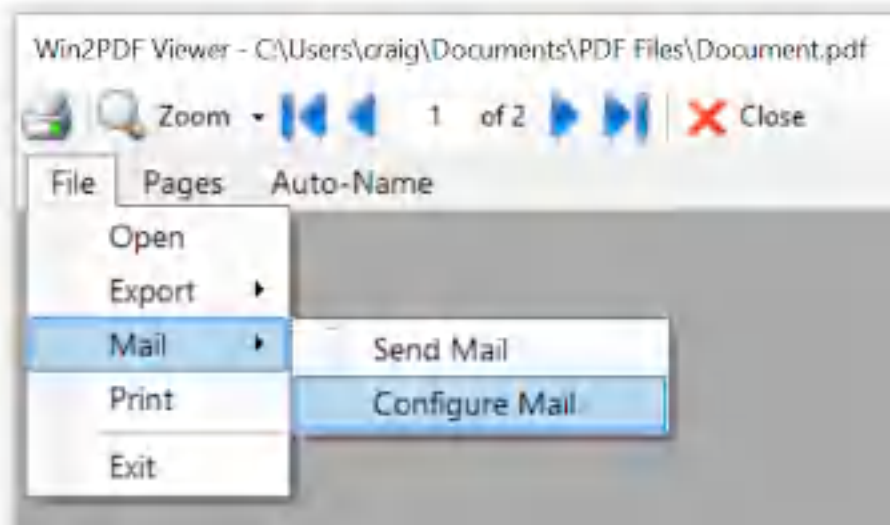

Win2PDF Configure Mail

You can also open "**Configure Win2PDF Mail**" from the Windows start menu under the "Win2PDF" program group. The following Window is displayed:

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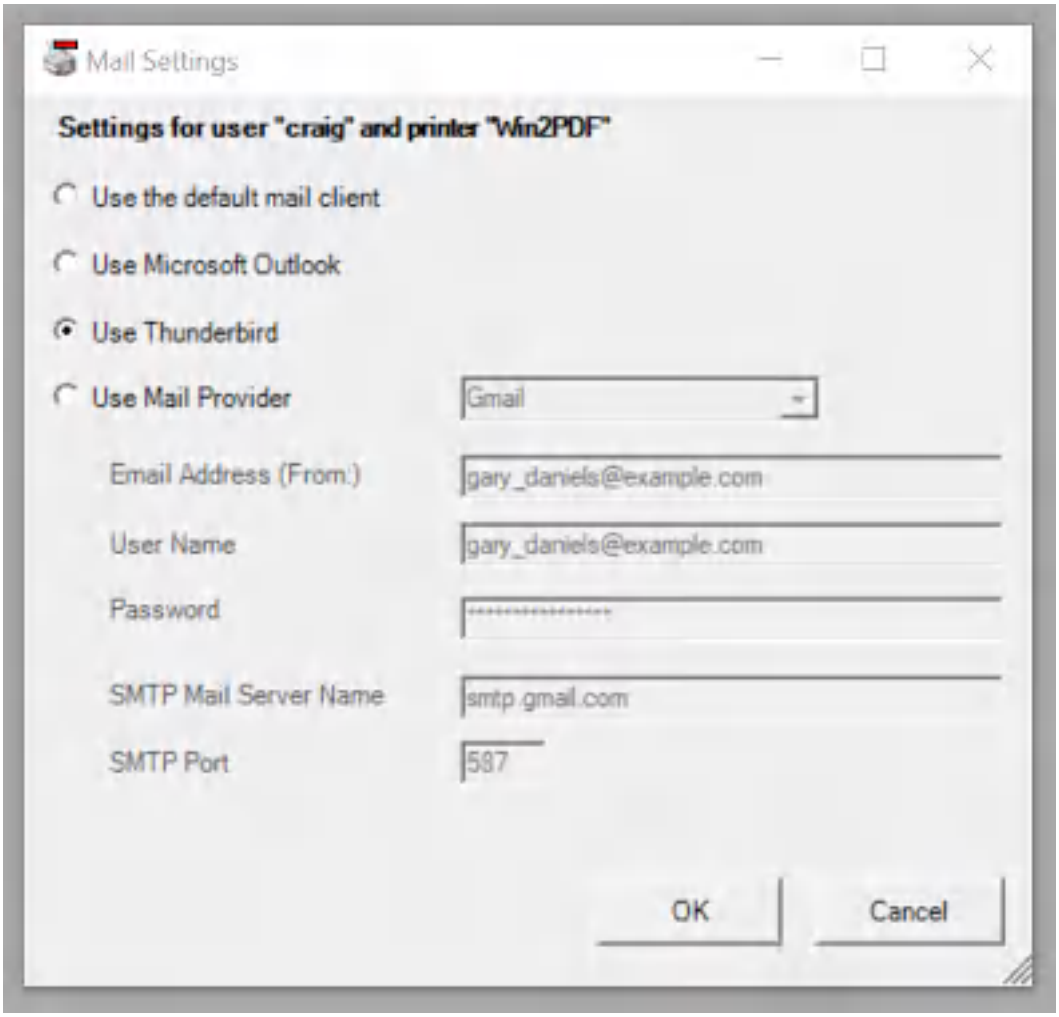

Win2PDF Mail Configure Thunderbird

Select "Use Thunderbird" and click OK. The Win2PDF Desktop "Send Mail" and the Win2PDF "Send File" features will now use Mozilla Thunderbird to attach a PDF to a new email message.

4.3.35.4 Configure Win2PDF Mail for Gmail

To configure Win2PDF to send using Google Gmail, first open the "Configure Mail" from the Win2PDF Desktop file menu.

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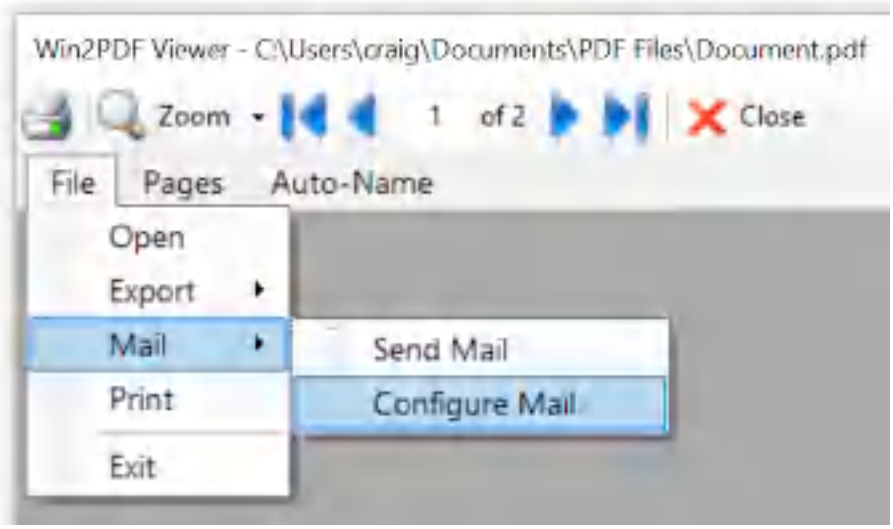

Win2PDF Configure Mail

You can also open "**Configure Win2PDF Mail**" from the Windows start menu under the "Win2PDF" program group. The following Window is displayed:

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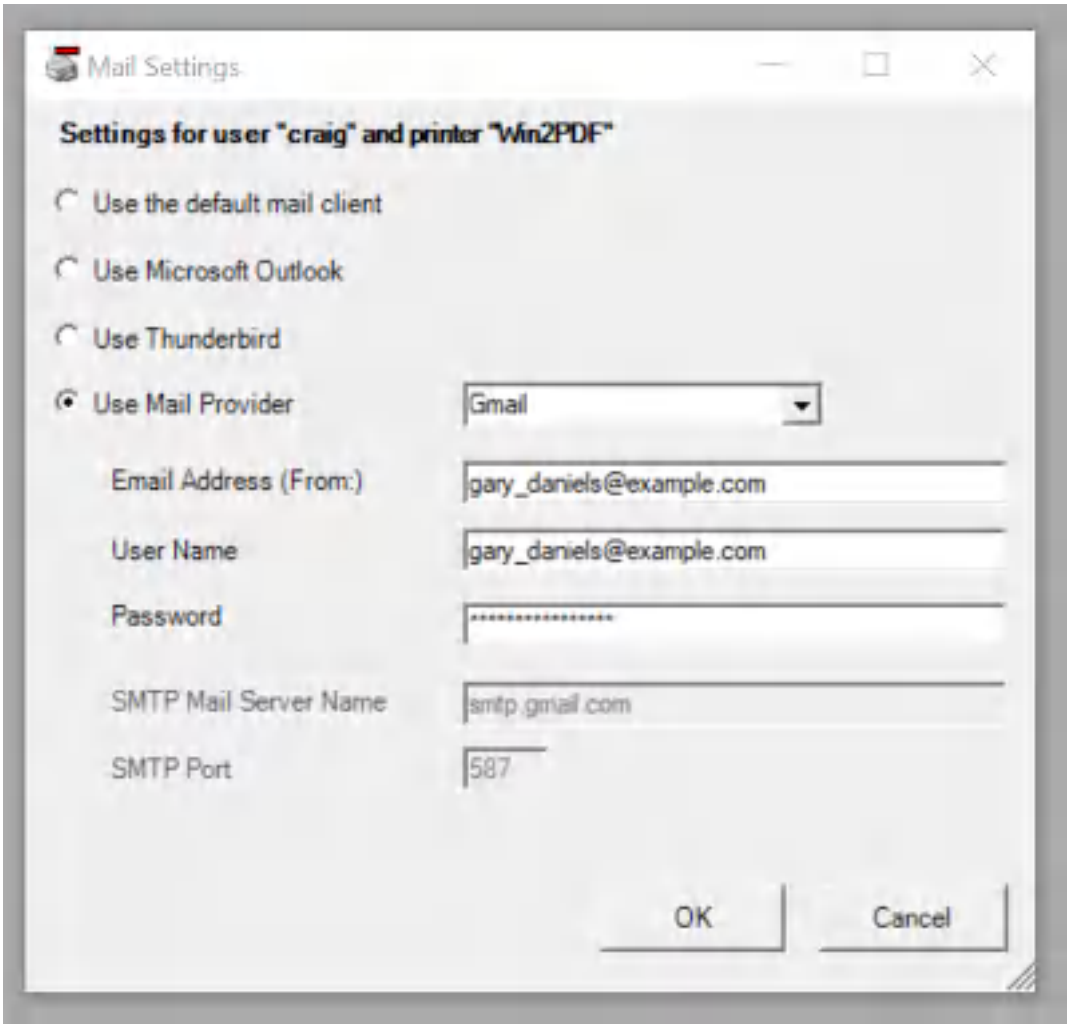

Configure GMail Mail Provider

Select "Use Mail Provider" and select "Gmail". Fill in the "Email Address (From:)" and "User Name" fields with your Gmail address. Follow these steps to create an App Password.

1. You can create an app password for Gmail at the following page:
   https://myaccount.google.com/apppasswords
   If you can't access this page, it might be because:
   - 2-Step Verification is not set up for your account.
   - 2-Step Verification is only set up for security keys.
   - Your account is through work, school, or other organization.
   - You turned on Advanced Protection.
2. At the bottom, type "Win2PDF Mail" in the "App name" field and then click "Create".

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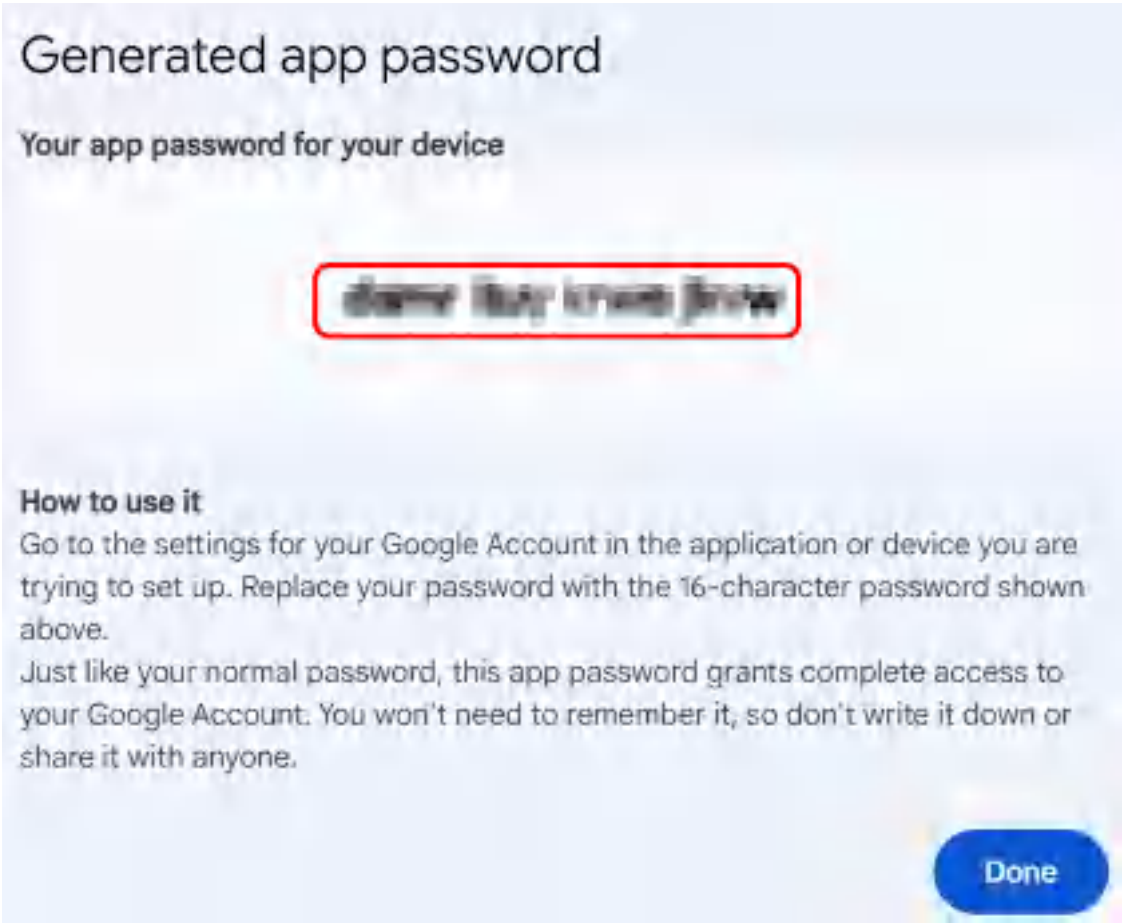
Configure Gmail App Password

3. Follow the instructions to enter the App Password. The App Password is the 16-character code.



Generate Gmail App Password

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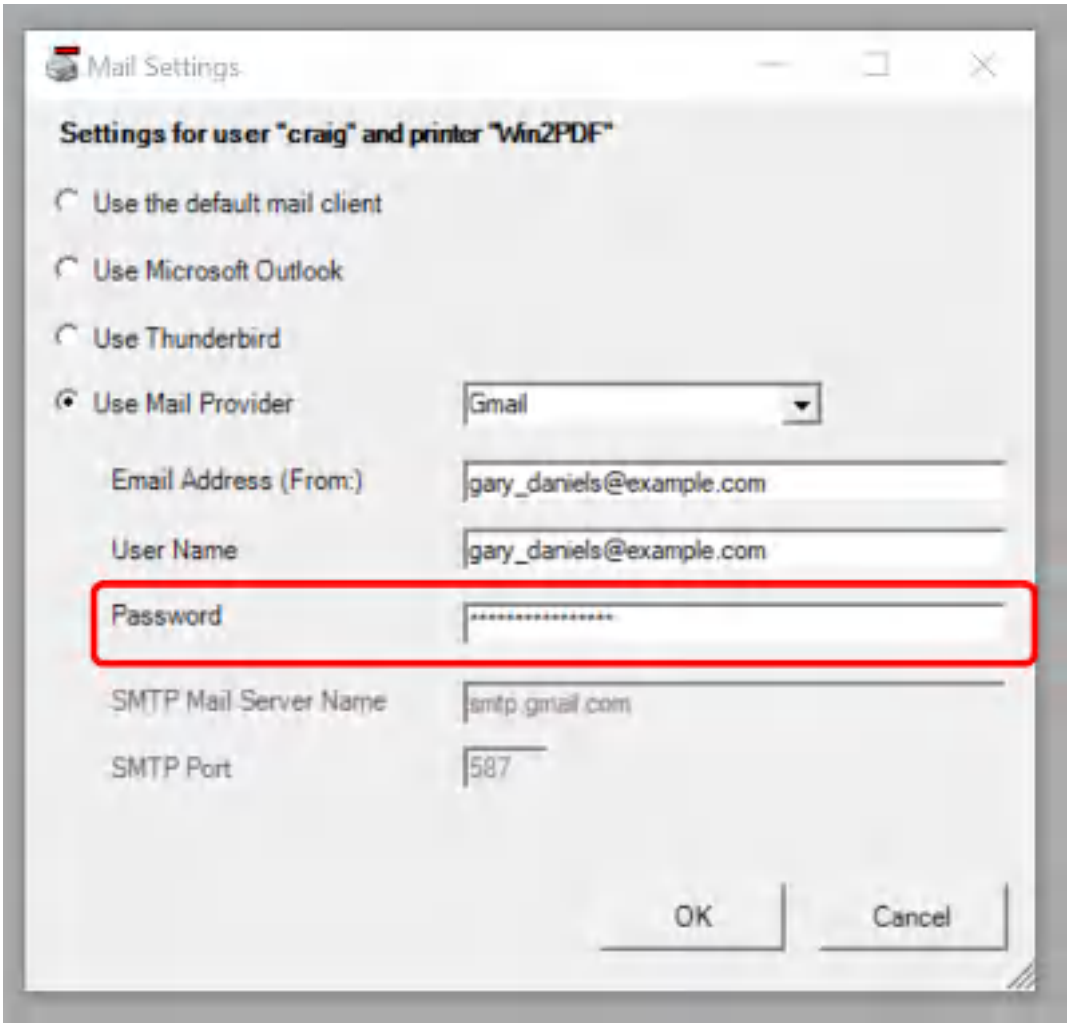
4. Copy the 16-character code or write it down.
5. Paste or enter the 16 character code into the Win2PDF Mail Settings "**Password**" field.



Configure Win2PDF Gmail Password

6. Click OK.
   Note: You'll only have to enter an App Password once, so don't worry about memorizing it. You can generate a new App Password if you need to reconfigure Win2PDF Mail.

The Win2PDF Desktop "Send Mail" and the Win2PDF "Send File" features will display the following window when you send a PDF:

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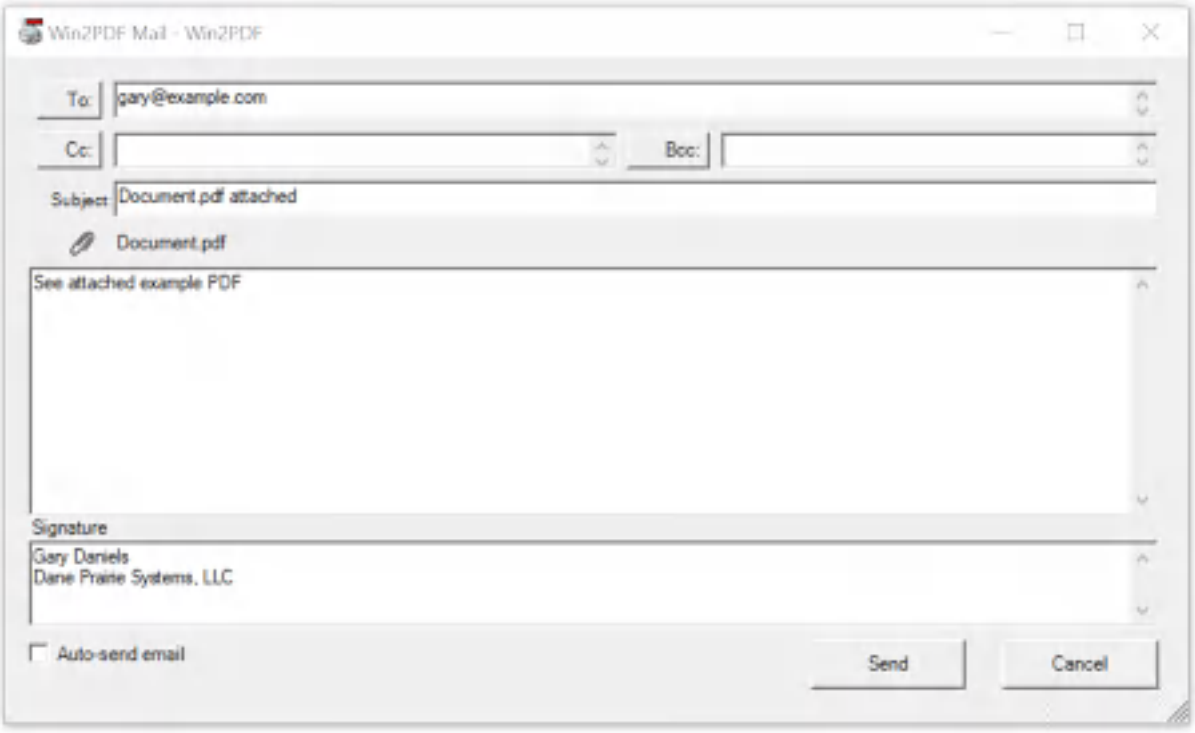
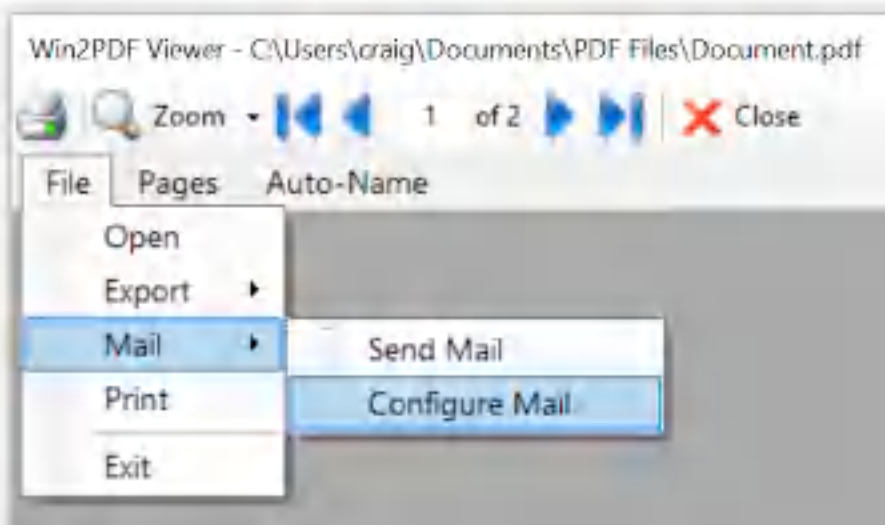


Win2PDF Compose Mail

When you click "Send", the email will be sent using the Gmail server.

4.3.35.5 Configure Win2PDF Mail for Outlook.com

To configure Win2PDF to send using Outlook.com, first open the "Configure Mail" from the Win2PDF Desktop file menu.



Win2PDF Configure Mail

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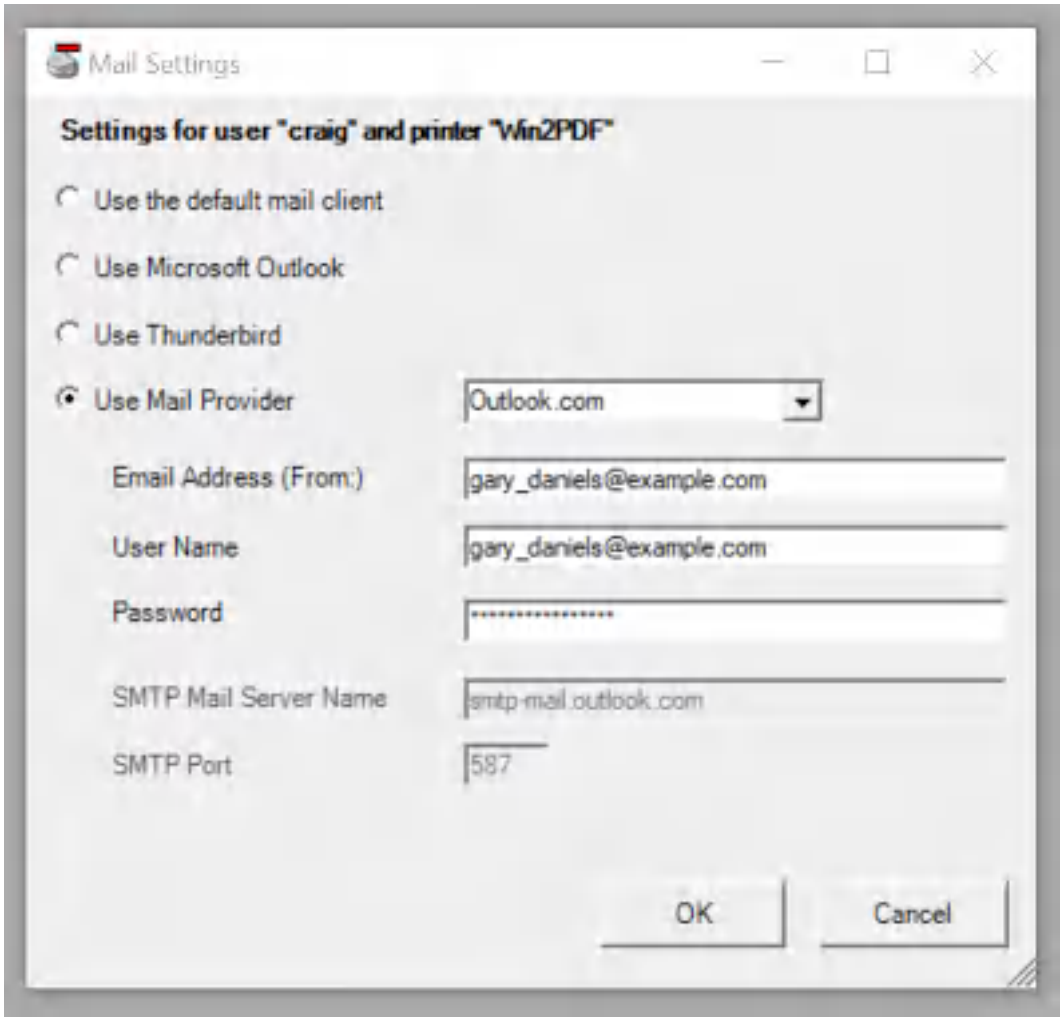
You can also open "**Configure Win2PDF Mail**" from the Windows start menu under the "Win2PDF" program group. The following Window is displayed:



Configure Outlook.com Mail Provider

Select "Use Mail Provider" and select "Outlook.com". Fill in the "Email Address (From:)" and "User Name" fields with your Outlook.com or Hotmail.com address. Follow these steps to create an App Password.

1. You can create an app password for Outlook.com at the following page:
   https://account.live.com/proofs/AppPassword

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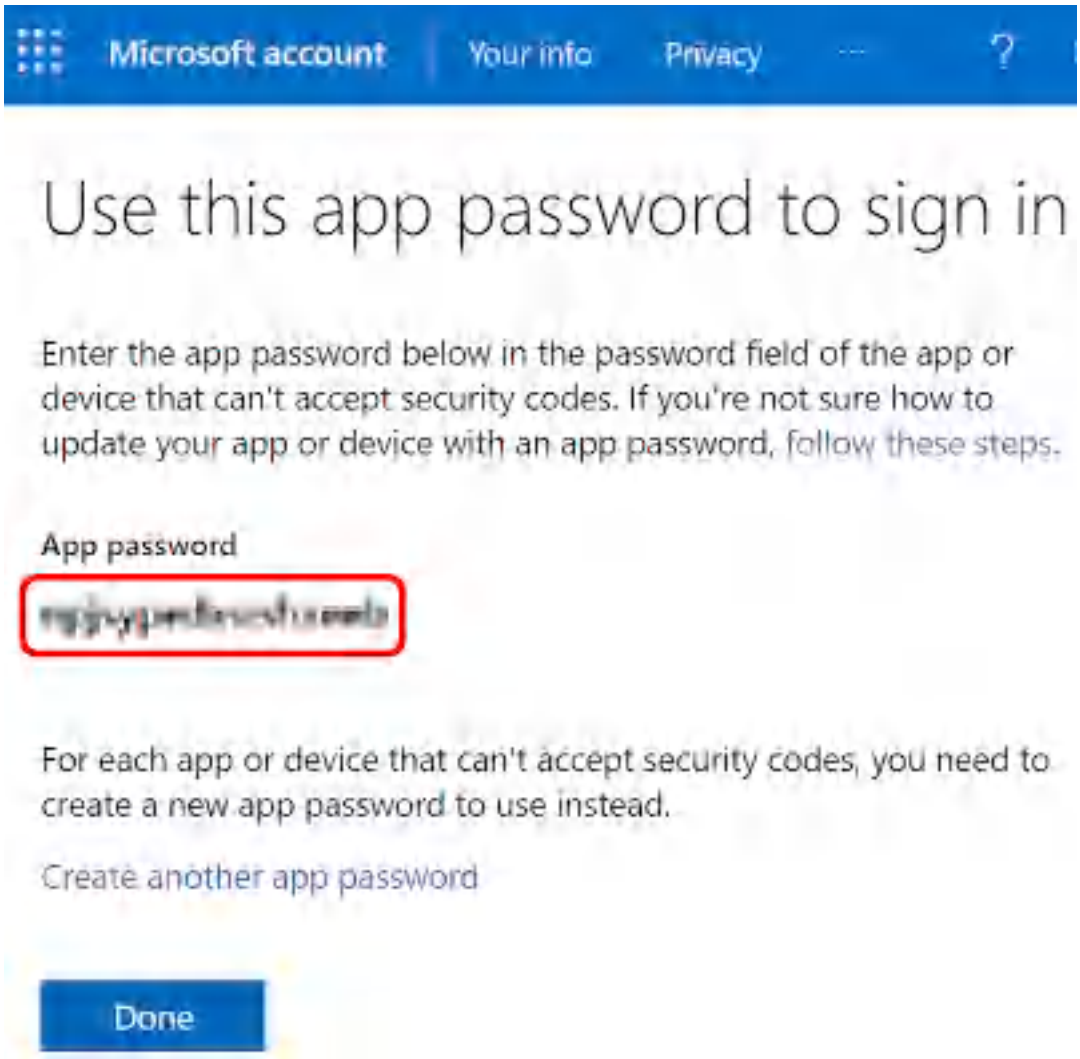
2. Copy this password to the clipboard, or write it down.



Generate Outlook.com App Password

3. Enter this app password in the Win2PDF Mail Settings "**Password**" field.

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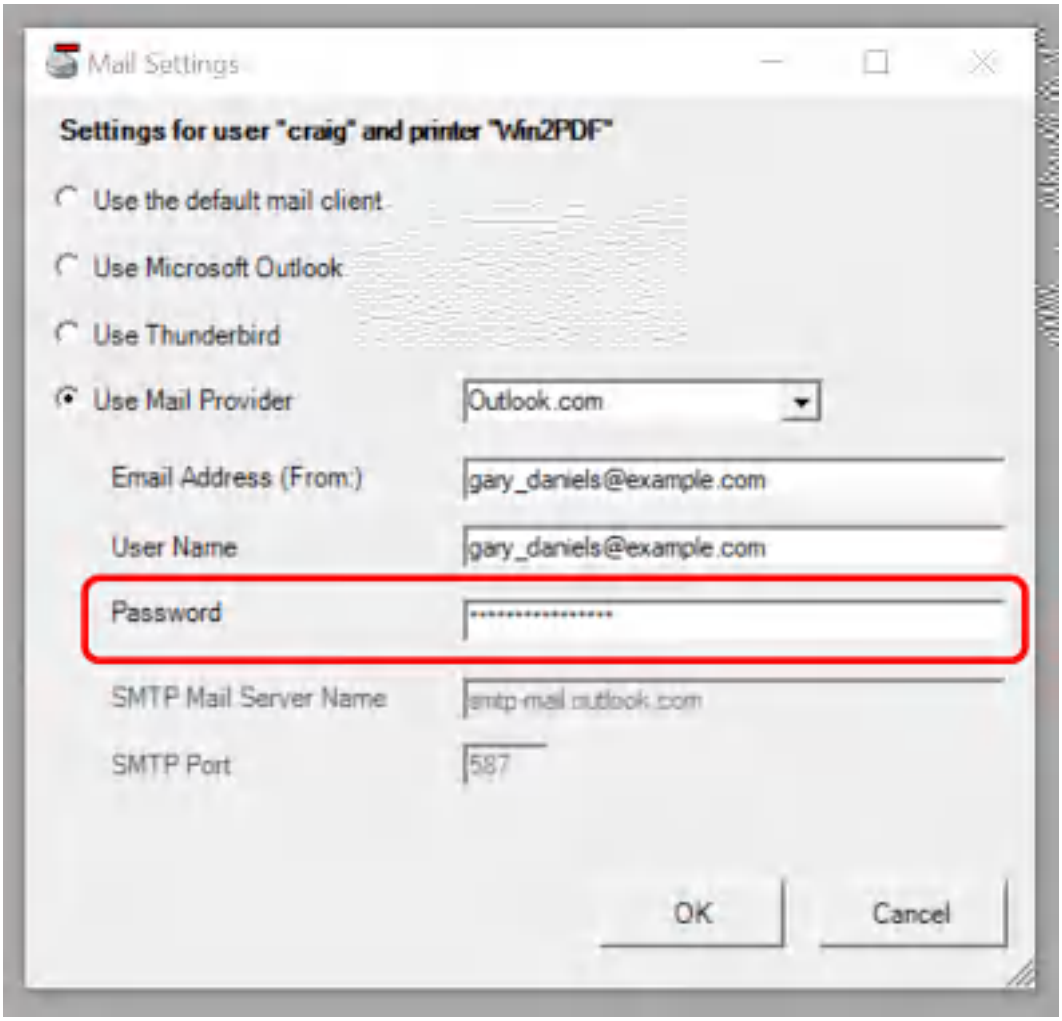

Configure Win2PDF Outlook.com Password

Note: You'll only have to enter an App Password once, so don't worry about memorizing it. You can generate a new App Password if you need to reconfigure Win2PDF Mail.

If you don't have 2 step verification enabled, just enter your Outlook.com password in the "**Password**" field.

The Win2PDF Desktop "Send Mail" and the Win2PDF "Send File" features will display the following window when you send a PDF:

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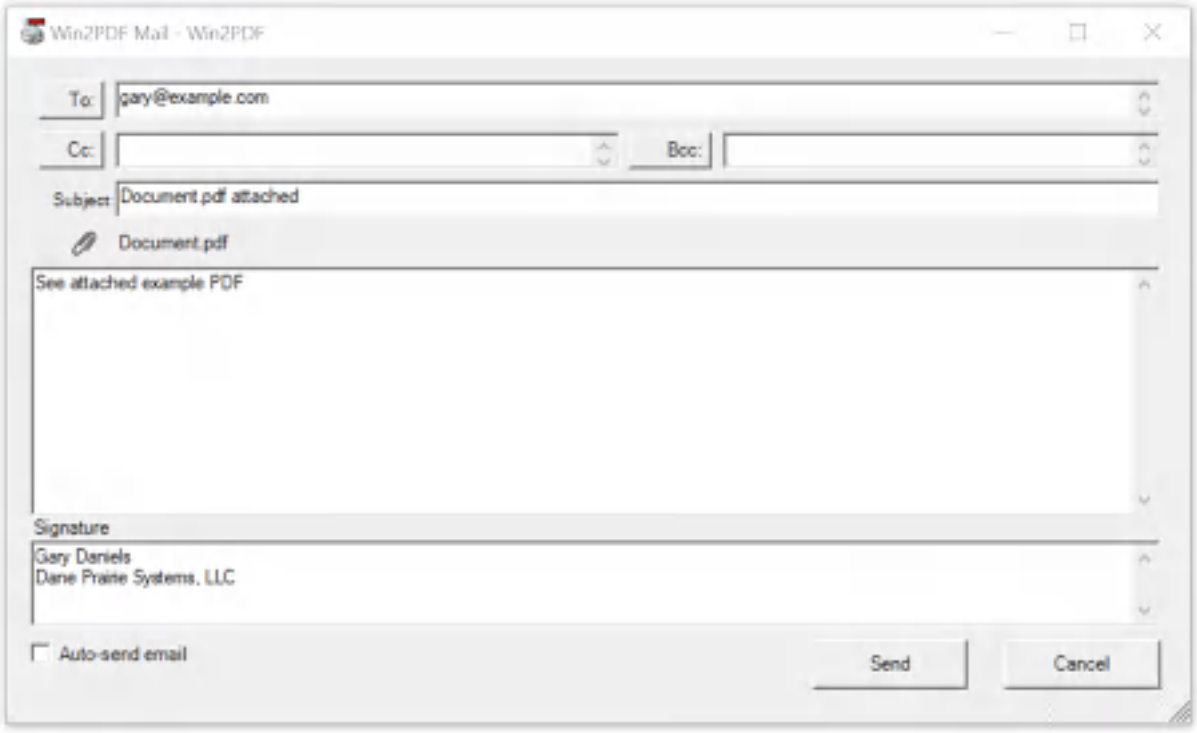
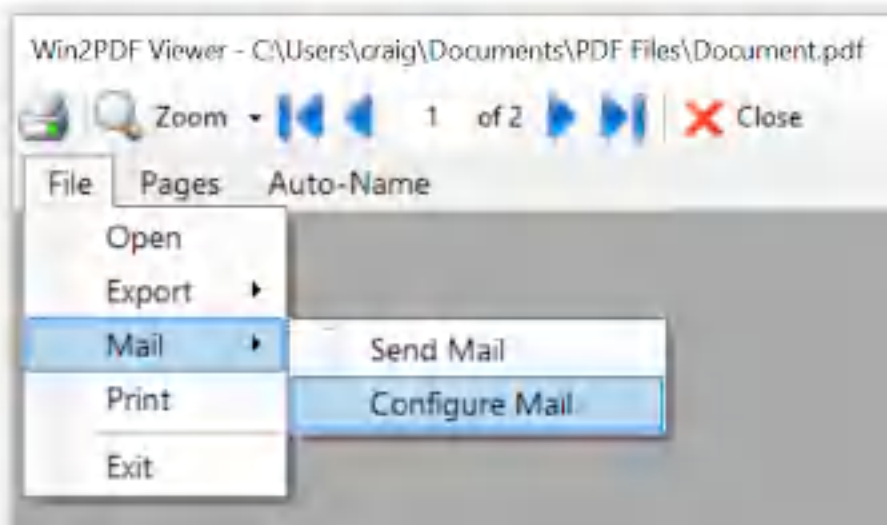


Win2PDF Compose Mail

When you click "Send", the email will be sent using the Outlook.com server.

4.3.35.6 Configure Win2PDF Mail for Yahoo! Mail

To configure Win2PDF to send using Yahoo! Mail, first open the "Configure Mail" from the Win2PDF Desktop file menu.



Win2PDF Configure Mail

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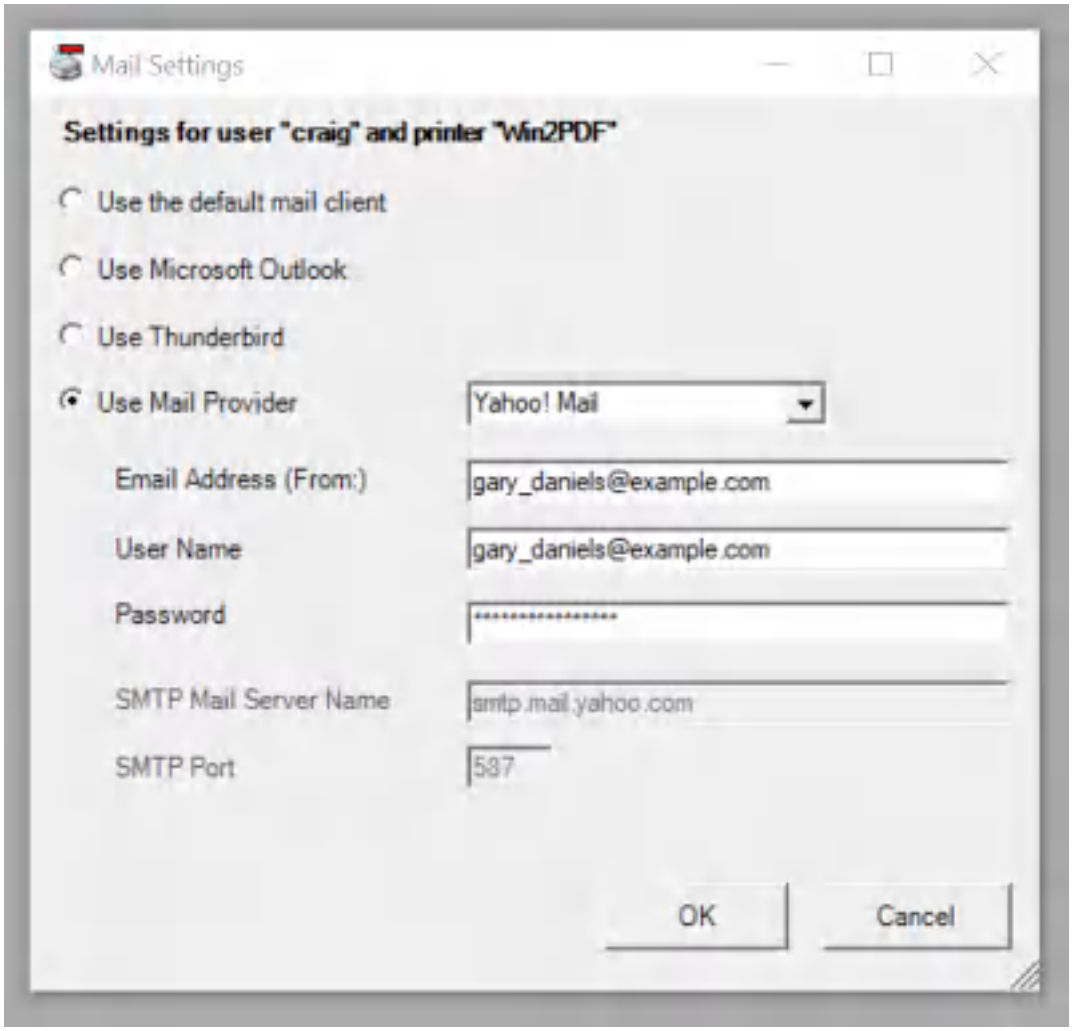
You can also open "**Configure Win2PDF Mail**" from the Windows start menu under the "Win2PDF" program group. The following Window is displayed:



Configure Yahoo! Mail Provider

Select "Use Mail Provider" and select "Yahoo! Mail". Fill in the "Email Address (From:)" and "User Name" fields with your Yahoo! Mail address. If you have Yahoo! Account Key enabled on your Yahoo! Mail account (recommended), follow these steps to create an App Password for Win2PDF Mail.

1. Sign in to Yahoo! and go to your Account security page.
2. Click Generate app password or Manage app passwords.

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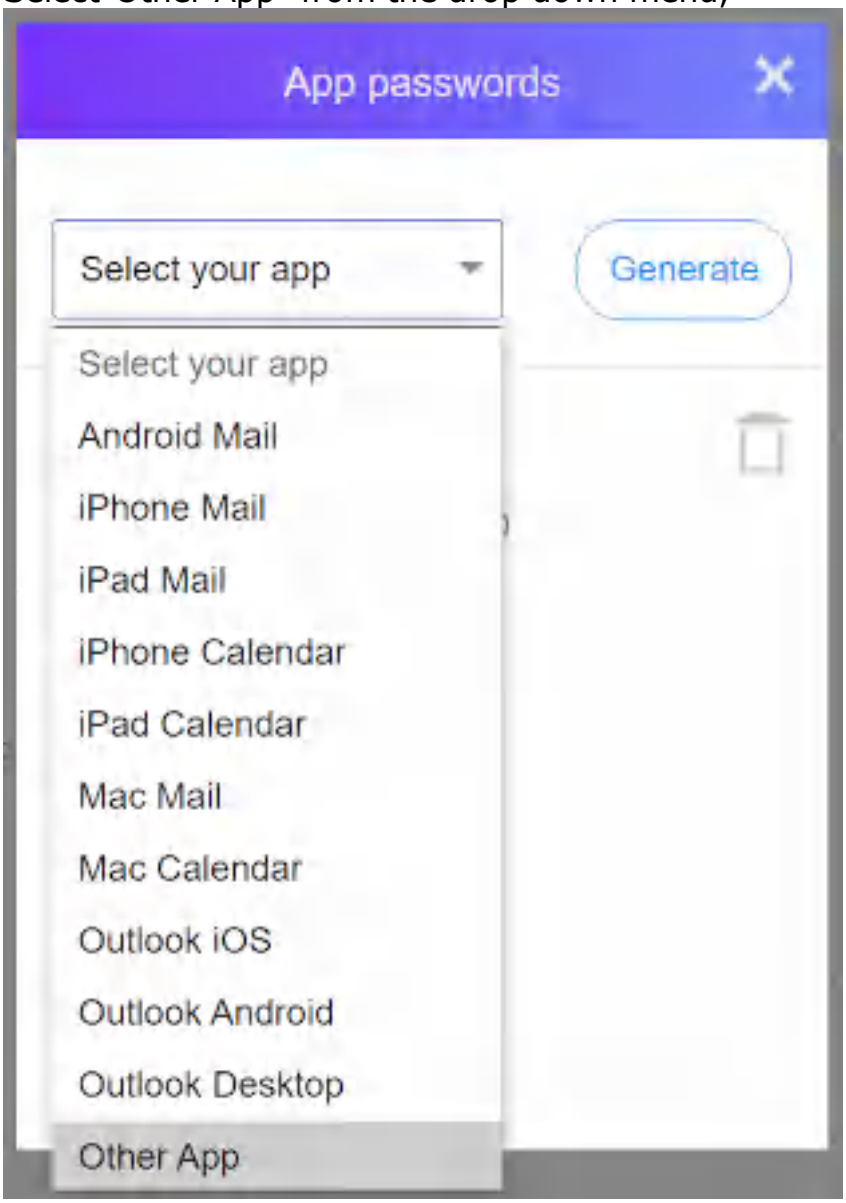
3. Select"Other App" from the drop down menu,



Configure Yahoo! Mail App Password

type in "Win2PDF Mail" in the "Enter custom name" box,

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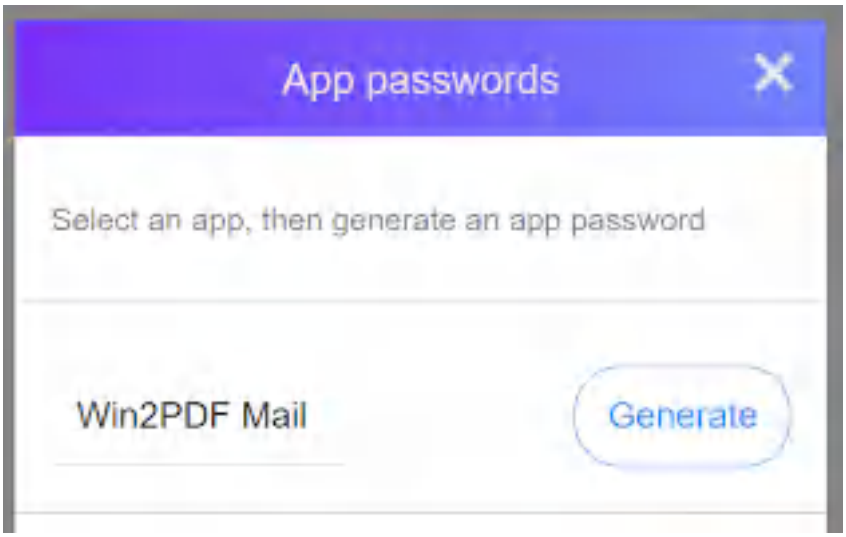

Generate Yahoo! Mail App Password

and click Generate.

4. Copy the password to the clipboard, or write it down.
5. Click Done.
6. Paste or enter the password into the Win2PDF Mail Settings "**Password**" field.

Note: You'll only have to enter an App Password once, so don't worry about memorizing it. You can generate a new App Password if you need to reconfigure Win2PDF Mail.

If you don't have Yahoo! Account Key enabled, just enter your Yahoo! Mail password in the "**Password**" field.

The Win2PDF Desktop "Send Mail" and the Win2PDF "Send File" features will display the following window when you send a PDF:

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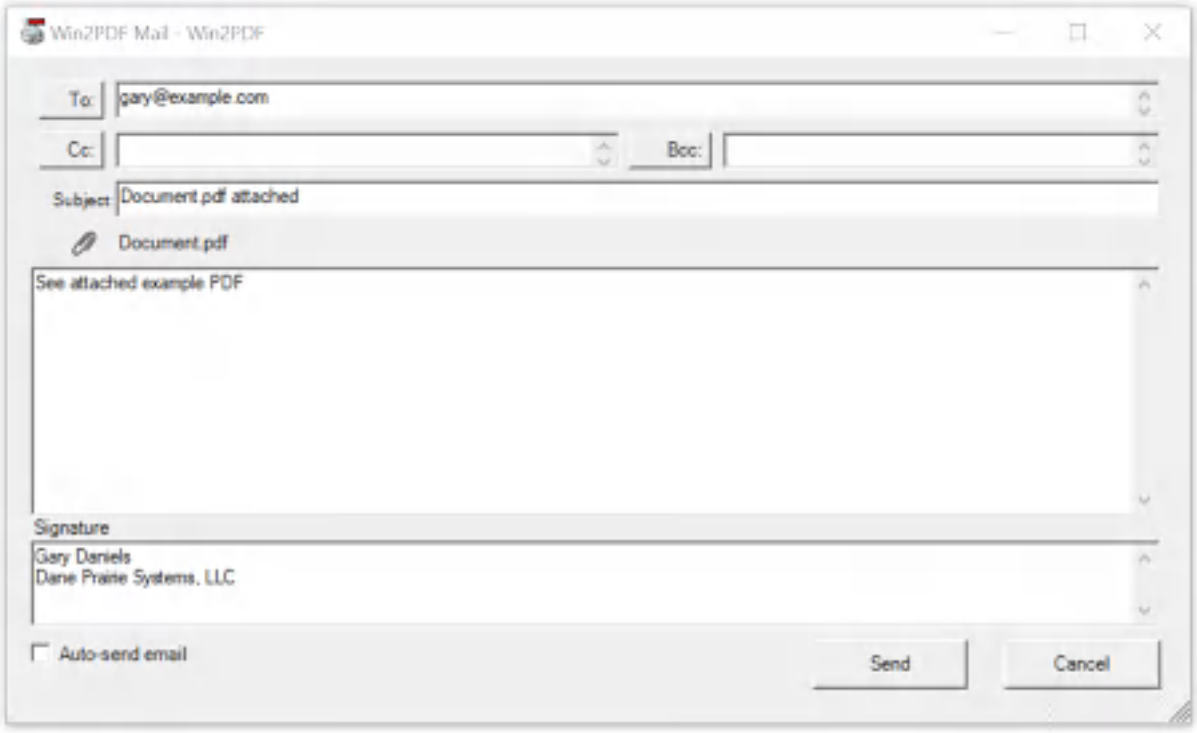
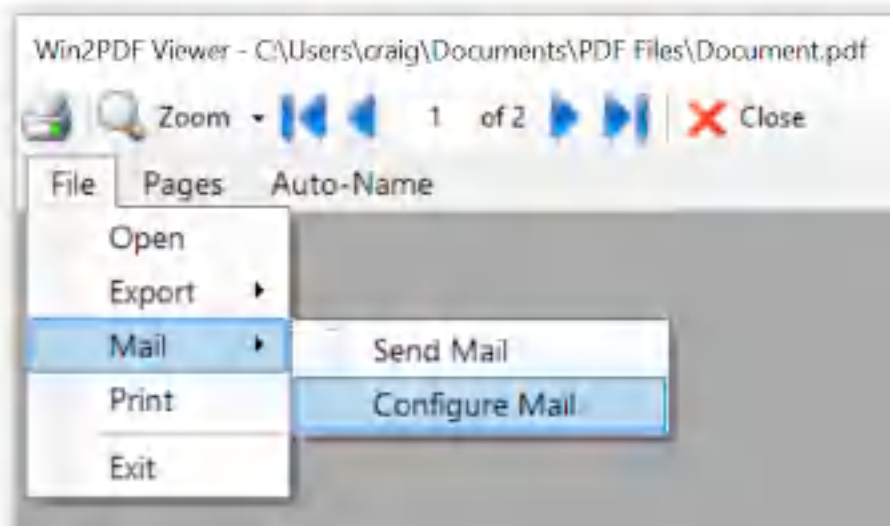


Win2PDF Compose Mail

When you click "Send", the email will be sent using the Yahoo! Mail server.

4.3.35.7 Configure Win2PDF Mail for a Custom SMTP Server

Most email providers support sending email through a Simple Mail Transport Protocol (SMTP) server. To configure Win2PDF Mail to use a SMTP server, first open the "Configure Mail" from the Win2PDF Desktop file menu.



Win2PDF Configure Mail

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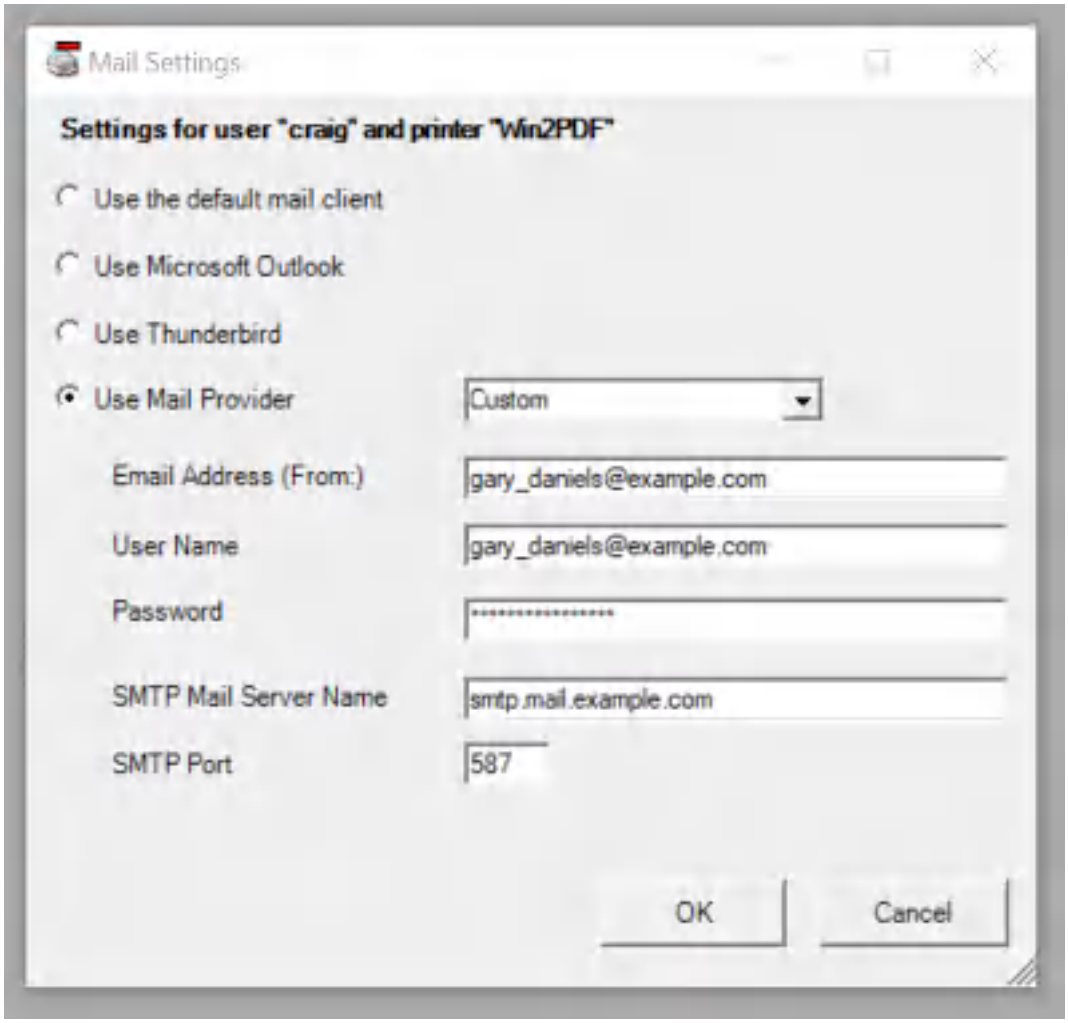
You can also open "**Configure Win2PDF Mail**" from the Windows start menu under the "Win2PDF" program group. The following Window is displayed:



Configure Custom Mail Provider

Select "Use Mail Provider" and select "Custom". Fill in the "Email Address (From:)" and "User Name" fields with your email address, and enter your Password in the "Password" field.

Enter the SMTP Server Name provided by your email administrator in the "SMTP Server Name" field. Enter the SMTP port number in the "SMTP Port" field. The most common ports are 587 and 465.

Note: Win2PDF Mail only supports SMTP servers that require authentication and that use SSL.

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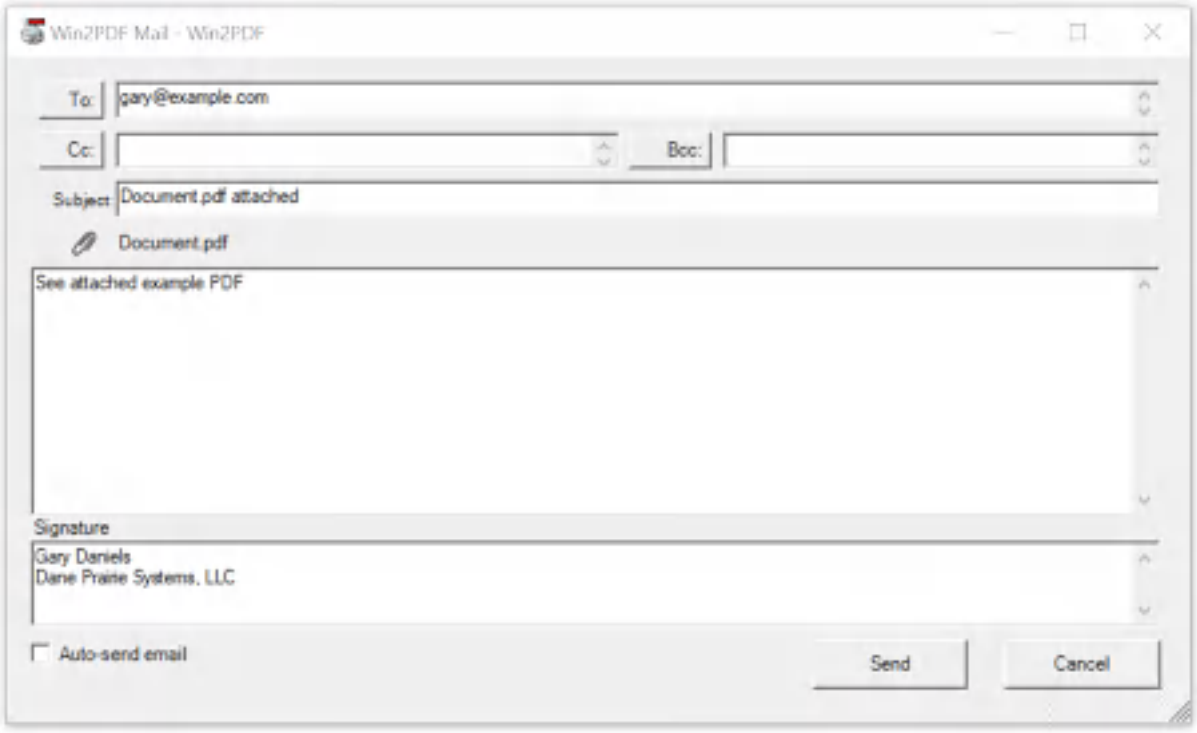
The Win2PDF Desktop "Send Mail" and the Win2PDF "Send File" features will display the following window when you send a PDF:



Win2PDF Compose Mail

When you click "Send", the email will be sent using the Yahoo! Mail server.

4.3.36 How To Configure Auto-Name Settings

Win2PDF and Win2Image can be configured to automatically name files and skip the file save window. There are 3 ways to configure this:

1. You can run the "**Configure Win2PDF Auto-Name**" shortcut from the Windows Start menu.

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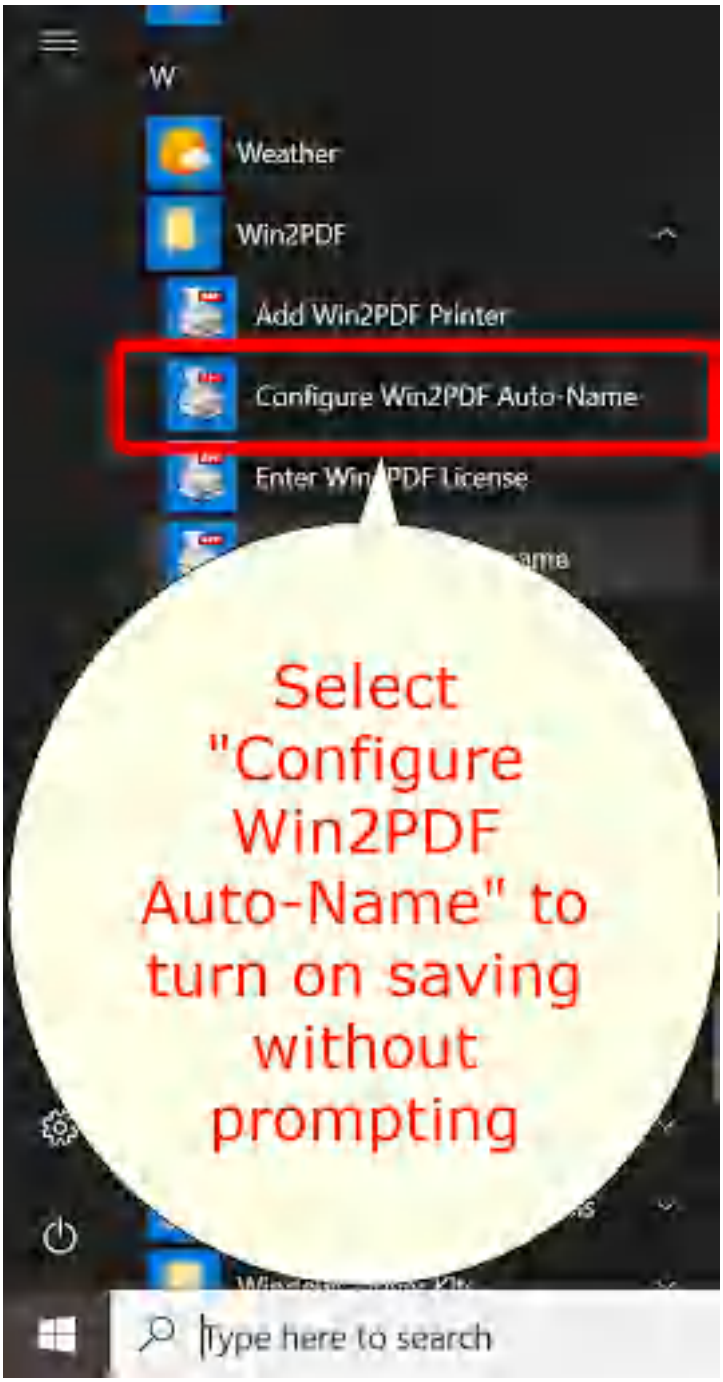

Start Menu Configure Win2PDF Auto-Name

2. You can open "Configure Win2PDF Auto-Name" from the "Auto-Name" menu of the Win2PDF Desktop App.

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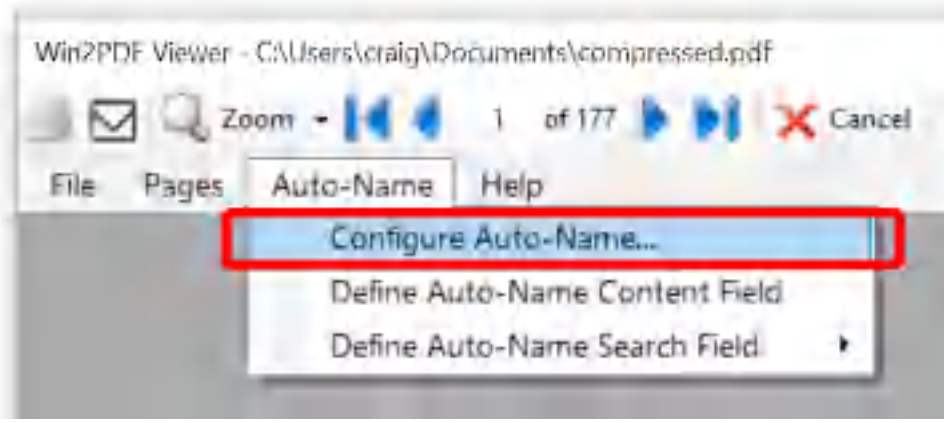

Win2PDF Desktop Open Configure Win2PDF Auto-Name

3. You can print to the Win2PDF printer, and open the "Document" tab of PDF Options when you print to the Win2PDF printer.

Options 1 and 2 will display the following window:

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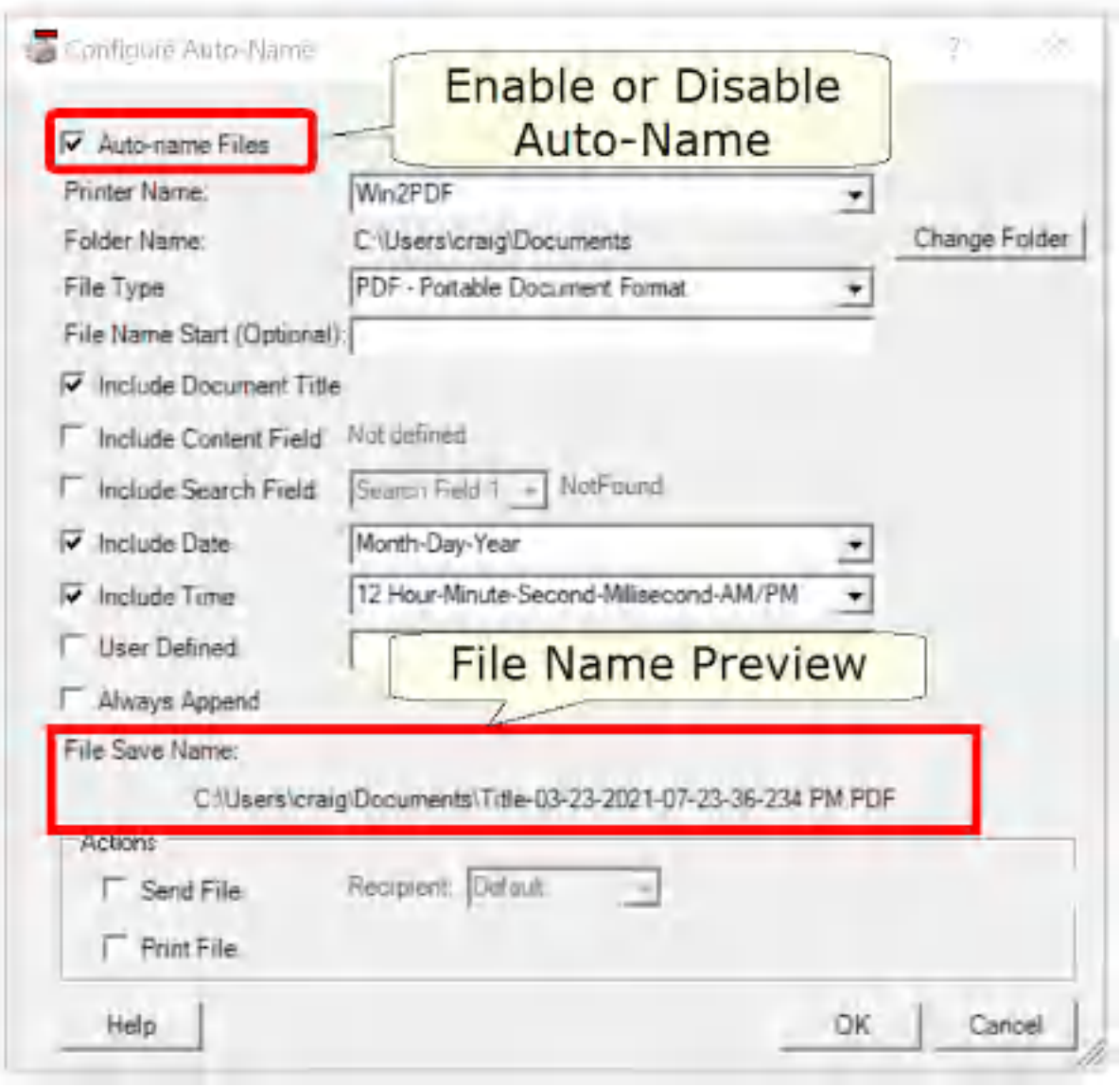

Win2PDF Desktop Configure Auto-Name

Checking the "Auto-name Files" option enables the auto-name feature for the printer selected under "Printer Name". To turn off the auto-name feature and configure Win2PDF to display a file save window, un-check the "Auto-name Files" option.

You can configure the naming options by checking options. The "File Save Name" preview will automatically update as you enable and disable options to show an example file name.

The available naming options are:
Auto-name: Printer Name

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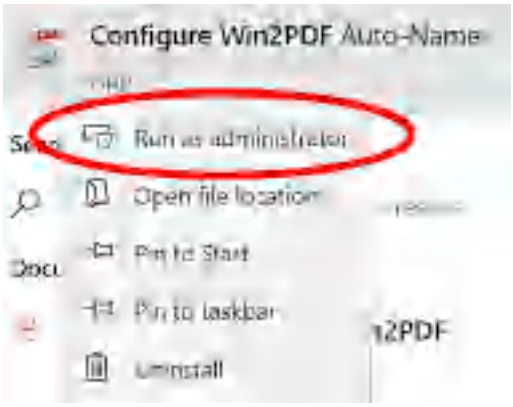
Auto-name: Folder Name
Auto-name: File Type
Auto-name: File Name Start
Auto-name: Include Document Title
Auto-name: Include Content Field
Auto-name: Include Search Field
Auto-name: Include Date
Auto-name: Include Time
Auto-name: User Defined
Auto-name: Always Append
Auto-name Actions: Send File
Auto-name Actions: Print File

If you previously configured Auto-Name through the "Document" tab of PDF Options, the settings will be reflected in the Configure Win2PDF Auto-Name window.

The auto-name configuration is stopped if you hold down the shift key while printing to the Win2PDF printer. If you are printing to Win2PDF in the background while typing in another program, you may accidentally stop the auto-name if you press the shift key. If you want to prevent this from happening, you can use the Win2PDF Admin Utility "Troubleshooting" option to "Disable Auto-Name Shift Key check".

The auto-name settings in this window only apply to the currently logged in user. Administrators can enable Auto-Name for all users by right clicking on the "Configure Auto-Name" shortcut and select "Run As Administrator".



Configure Win2PDF Auto-name for all users

The "Configure Win2PDF Auto-Name" window title should display "all users".

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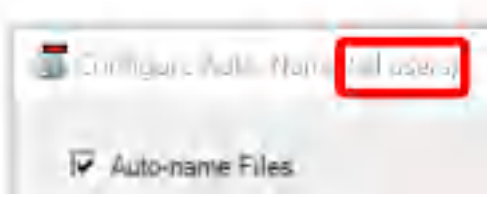

4.3.36.1 Auto-Name: Printer Name

The "Printer Name" setting allows you to change the Auto-name settings for each individual printer. Each printer can have a different configuration with auto-name enabled or disabled, different folder names, and different options for the file name.

For example, you may have different actions for different types of documents. You may want to always save invoices to a specific folder and print a copy to a paper printer. You may want to save sales quotes to a different folder and automatically email them. At other times, you may create PDFs interactively and choose the file location in the Win2PDF "File Save" pop-up window. You can handle these cases by creating separate Win2PDF printers to handle each work flow. You could create a new printer named "Win2PDF Invoice" that is configured to automatically name PDF files and print, a second printer named "Win2PDF Sales Quote" that is configured automatically name to a different folder and email, and you can leave the "Auto-Name" feature off for the "Win2PDF" printer so you can still print interactively.

The "Printer Name" setting displays all available Win2PDF and Win2Image printers are displayed.

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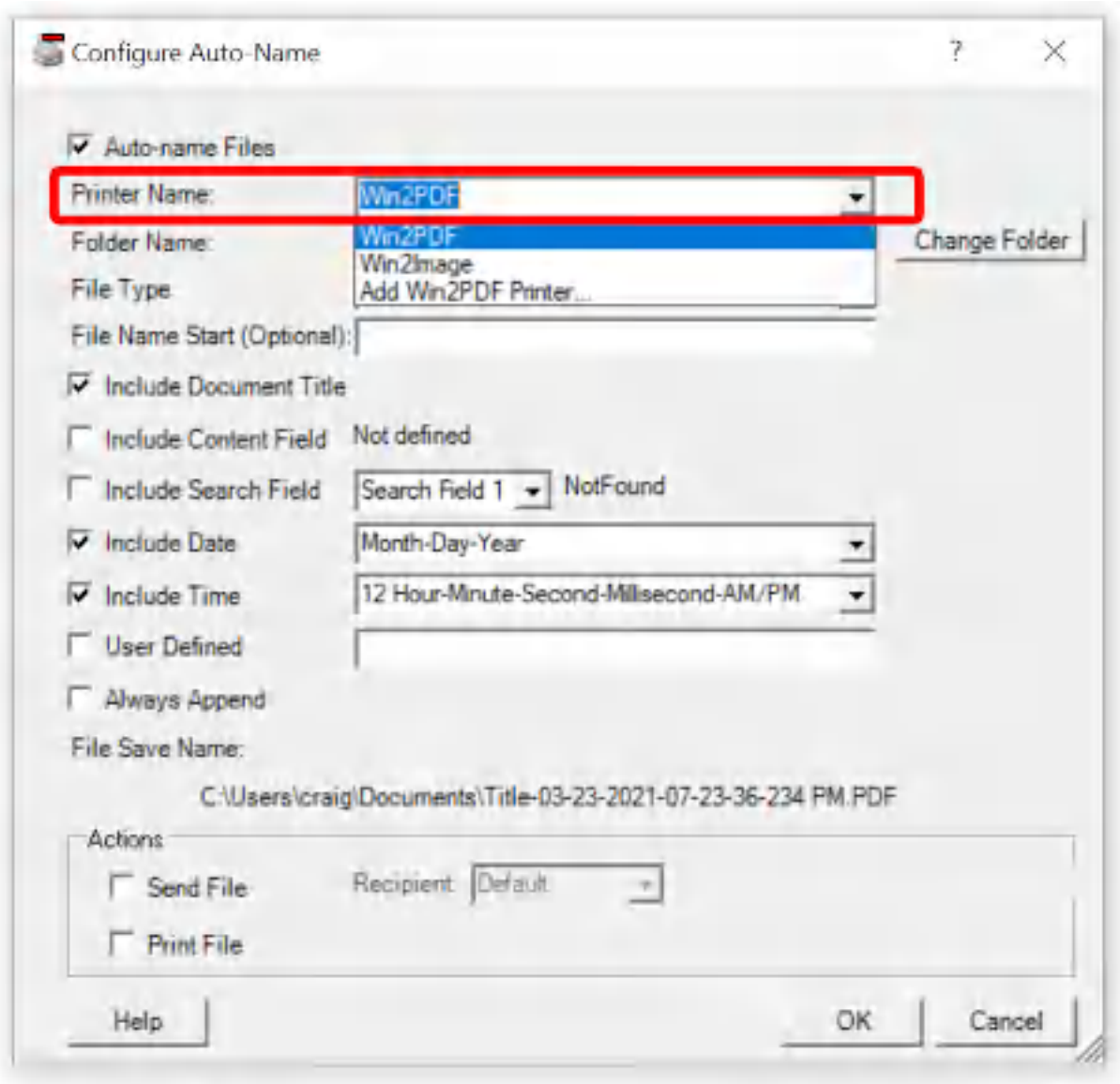

Configure Win2PDF Auto-Name: Select Printer

The "Printer Name" setting also allows you to add a printer by selecting "Add Win2PDF Printer..." at the bottom of the printers list.

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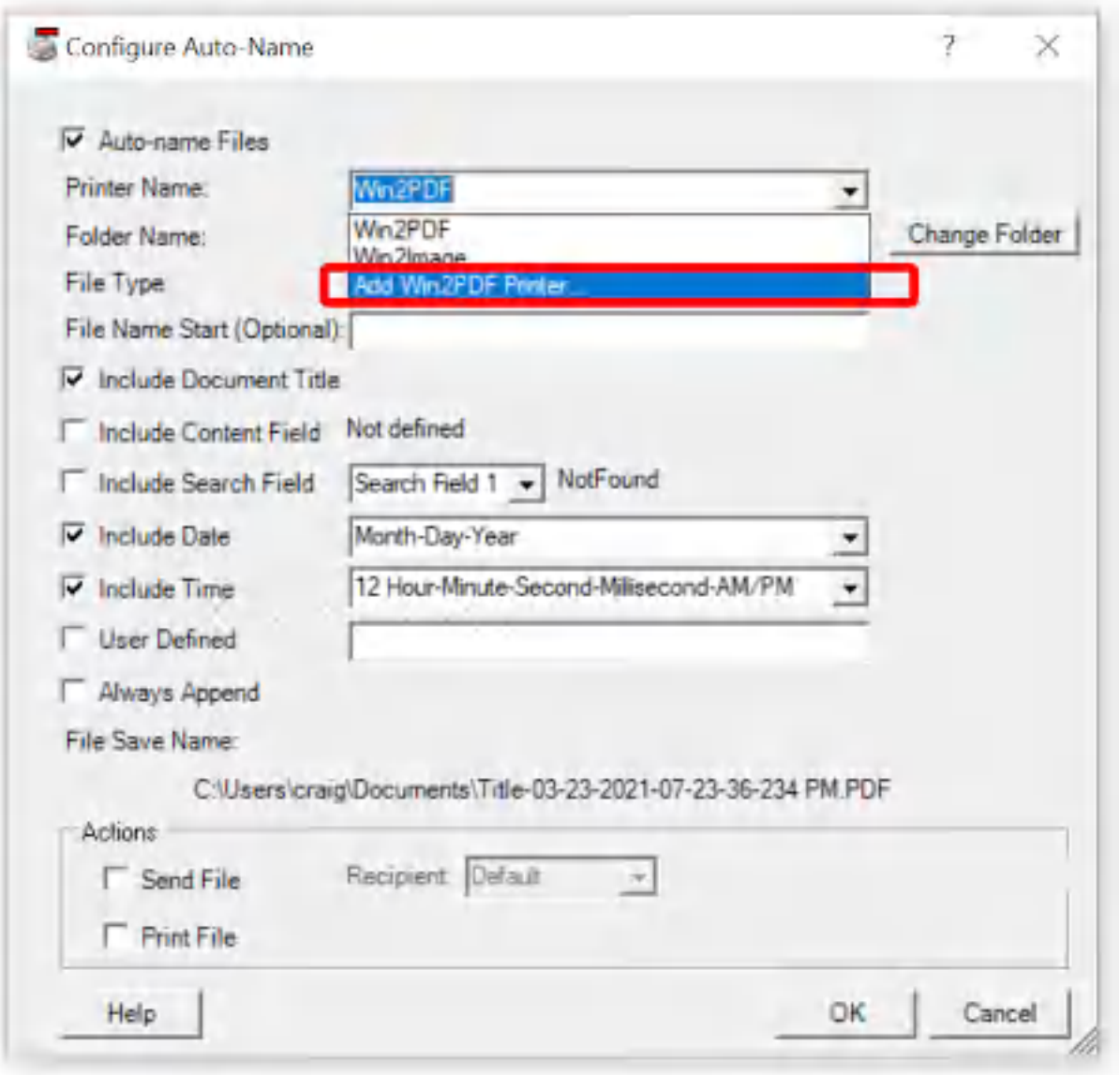

Configure Win2PDF Auto-name: Add Printer

Auto-name settings are stored separately for each printer, and it's often helpful to create a new Win2PDF printer when defining a new Auto-Name configuration.

4.3.36.2 Auto-Name: Folder Name

The "Folder Name" setting displays the current Auto-name folder for the currently selected printer. Clicking the "Change Folder" button allows you to change the folder. The folder can be either on the local computer or on a shared network location, but you must have write permissions to the folder.

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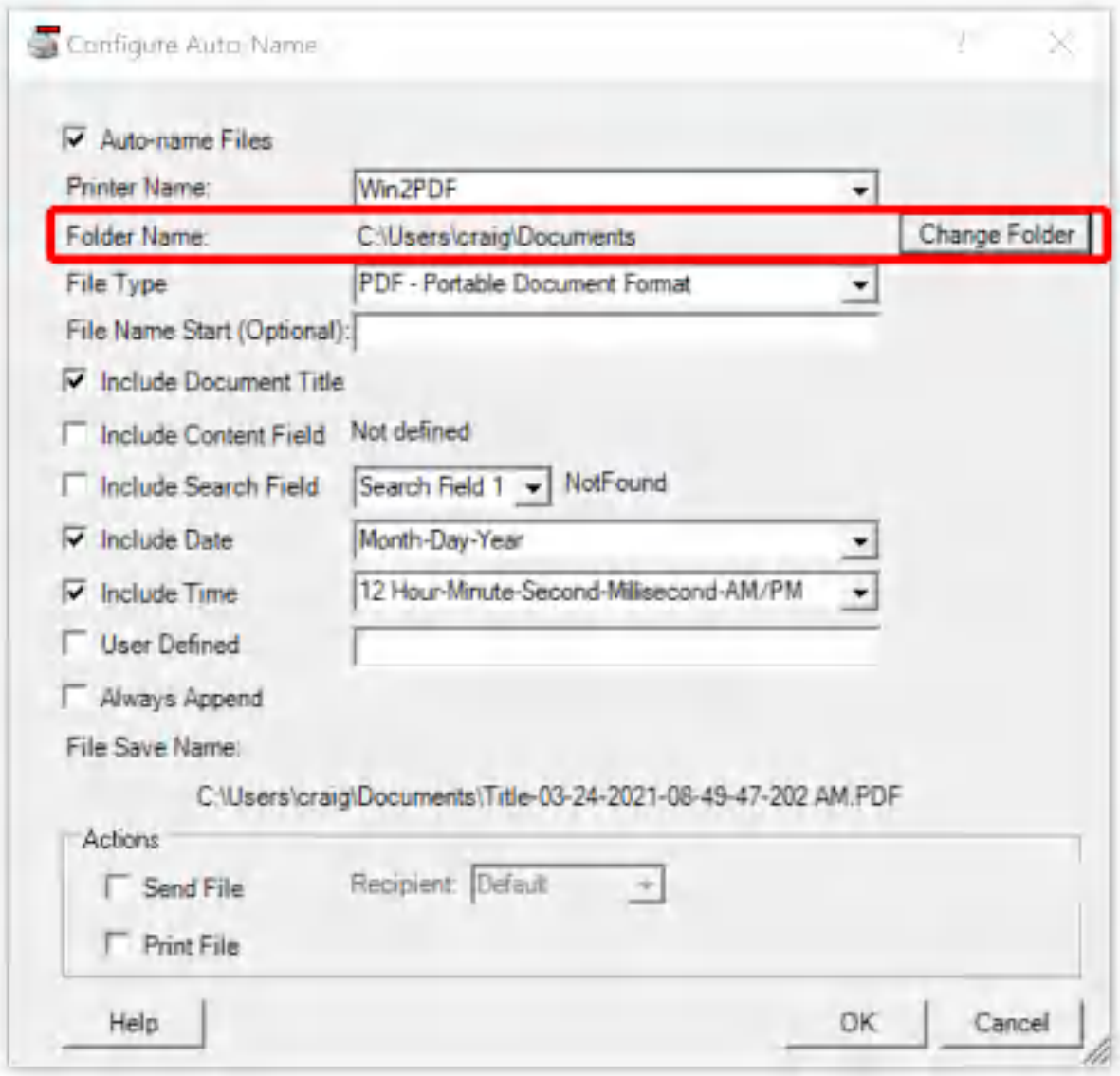

Win2PDF Desktop Configure Auto-Name Folder

The "Sample File Name" listed at the bottom of the window is updated to show what the resulting file name will be. This option can be combined with any of the other auto-name options.

4.3.36.3 Auto-Name: File Type

The "File Type" setting allows you to configure the type of file created by Win2PDF when the auto-name feature is enabled.

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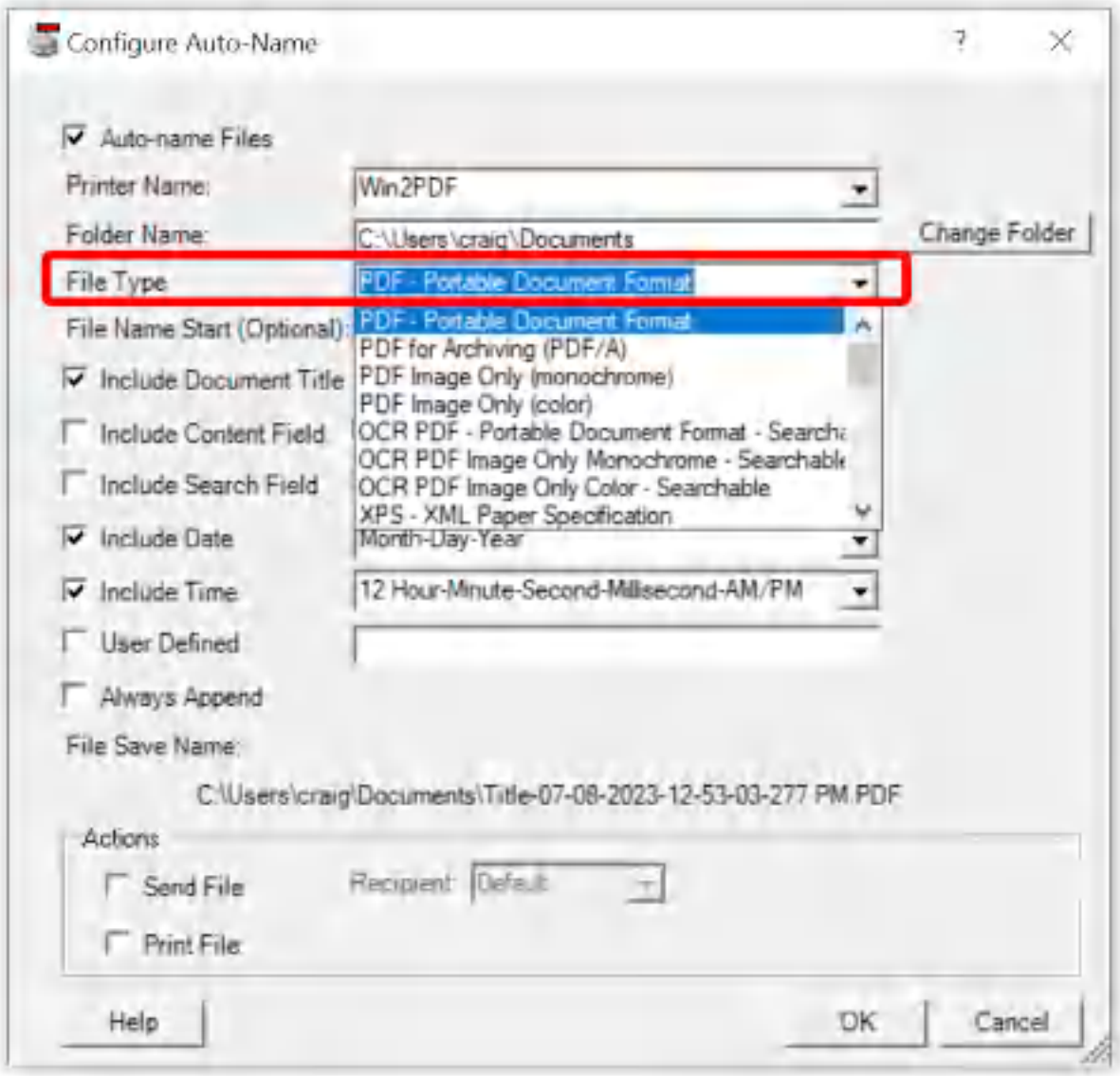

Win2PDF Desktop Configure Auto-Name File Type

The file type can be one of:

- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- PDF Image Only - monochrome
- PDF Image Only - color
- OCR PDF - Portable Document Format - Searchable *
- OCR PDF Image Only Monochrome - Searchable *
- OCR PDF Image Only Color - Searchable *
- XPS - XML Paper Specification
- SVG - Scalable Vector Graphics
- Text - Formatted

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- Text - Unformatted
- TIFF (monochrome, color, or color with transparent background)
- JPEG
- GIF
- PNG (grayscale, color, grayscale with transparent background, color with transparent background)
- BMP

*The "OCR PDF" file types are only available if you download and install the optional "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html
This add-on is automatically installed with Win2PDF Pro. The "OCR PDF Image Only - Searchable" types can be useful when using Auto-name search fields.

4.3.36.4 Auto-Name: File Name Start

When the "Auto-name Files" option is enabled, you can specify fixed text that will be added to the beginning of the PDF file name.

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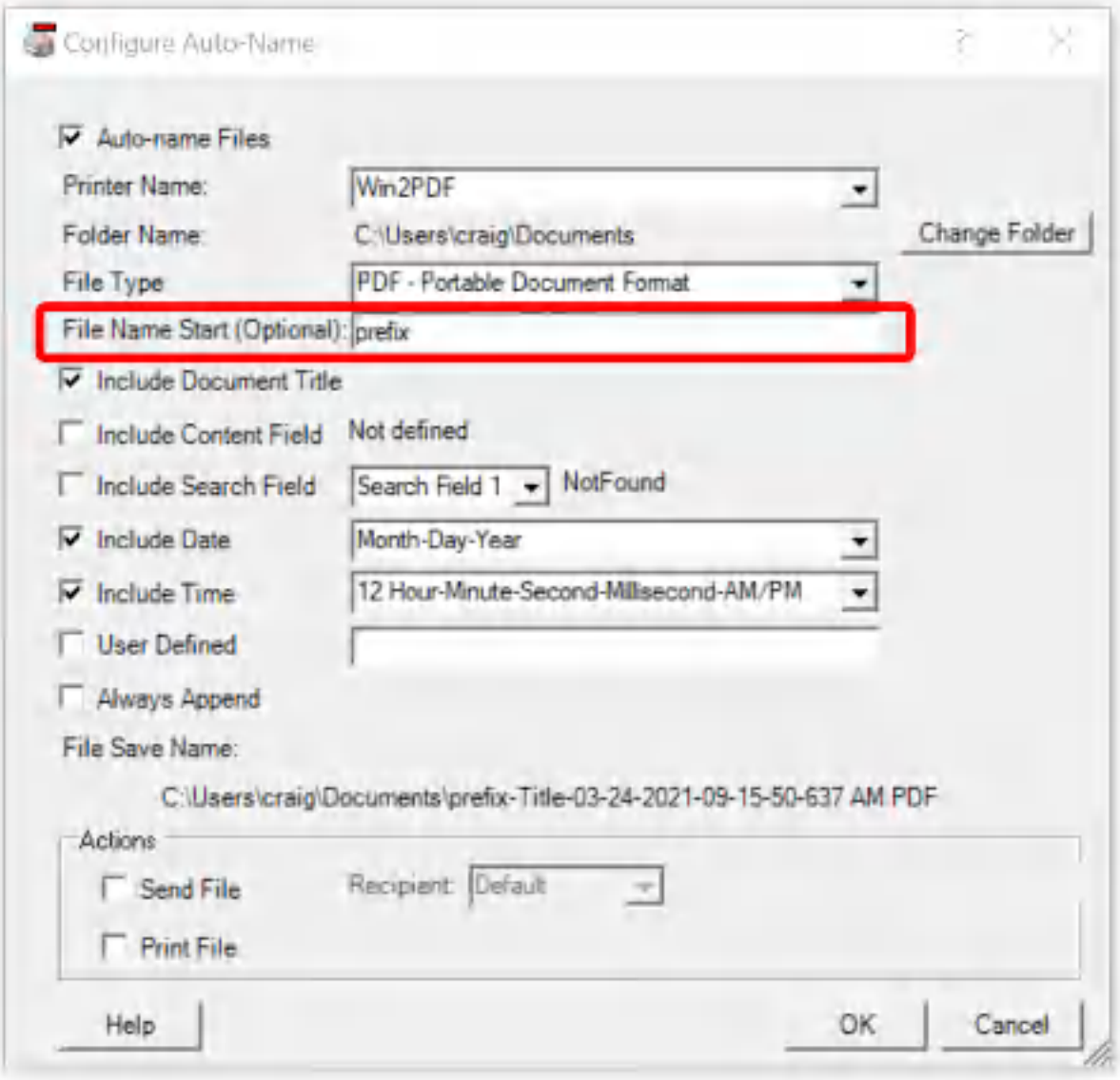

Auto-name Settings - File Name Start

The "Sample File Name" listed at the bottom of the window is updated to show what the resulting file name will be. This option can be combined with any of the other auto-name options.

4.3.36.5 Auto-Name: Include Document Title

When the "Auto-name Files" option is enabled, you can add the document title to the file name by checking the "Include Document Title" option.

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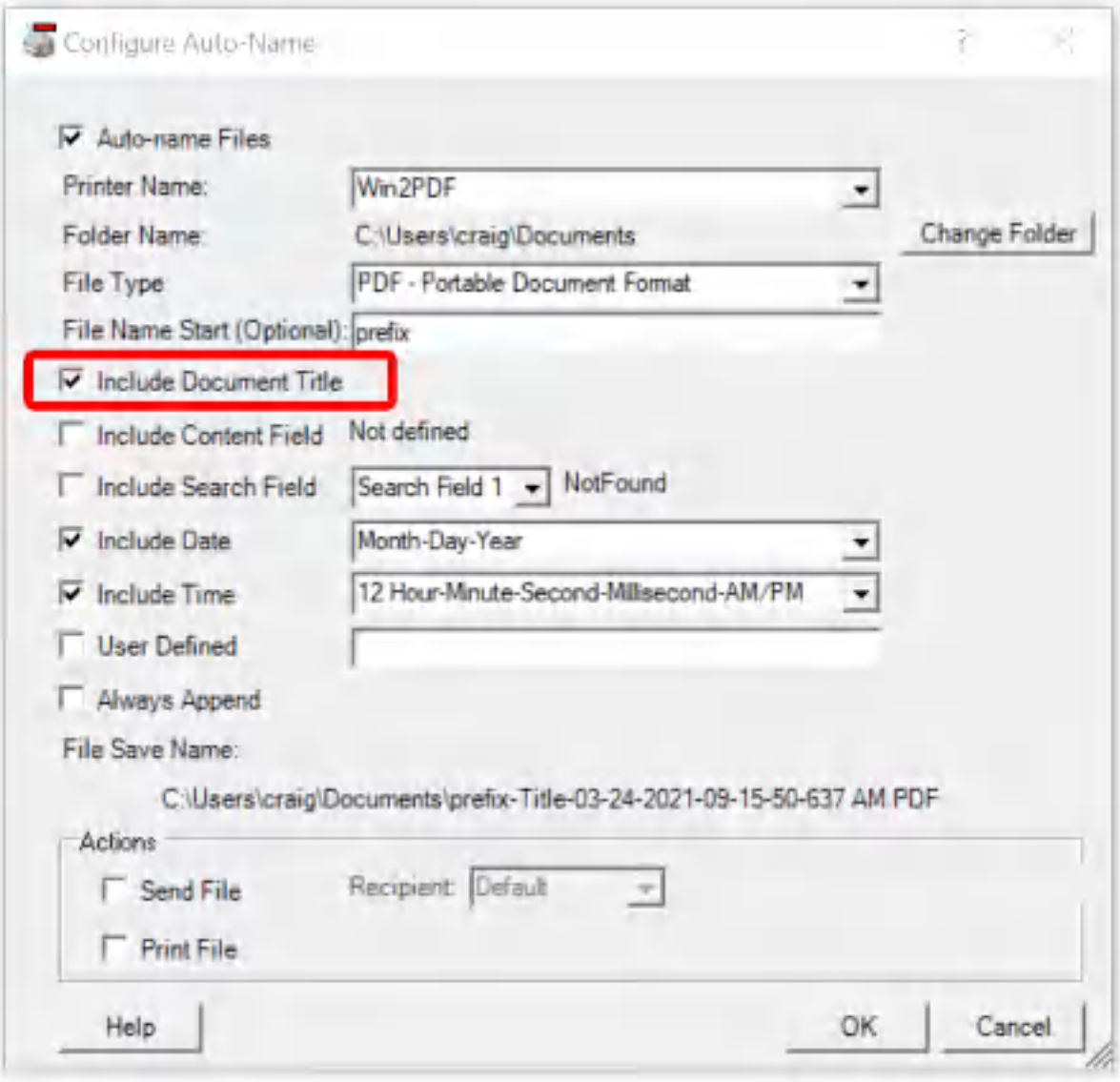

Win2PDF Desktop Auto-Name Settings - Include Document Title

The document title is set by the calling application, and may change for each document being printed depending on the application.

The "Sample File Name" listed at the bottom of the window is updated to show the resulting file name based on the options selected using "Title" as a placeholder for the application document title. This option can be combined with any of the other auto-name options.

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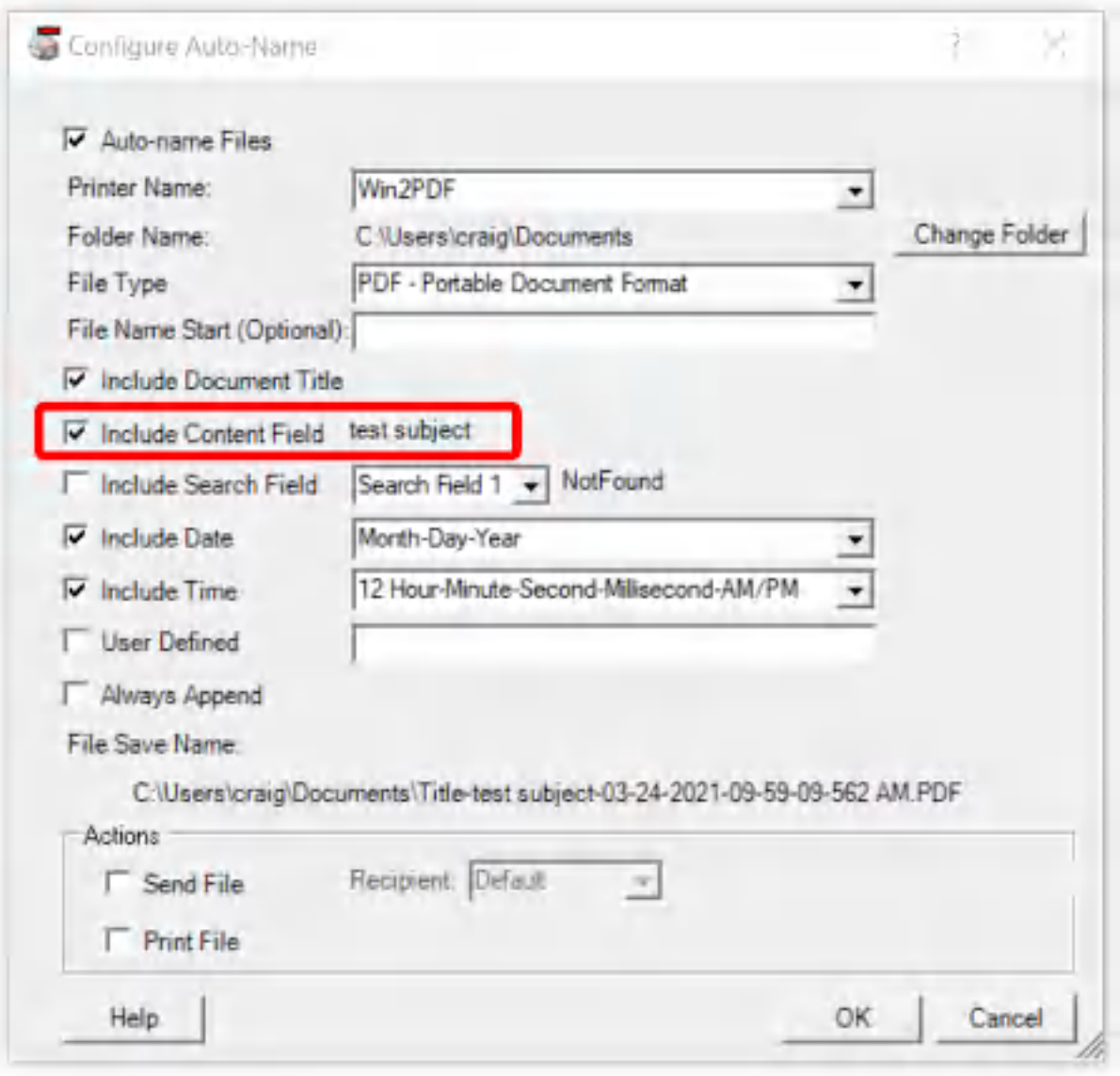
4.3.36.6 Auto-Name: Include Content Field

When the "Auto-name Files" option is enabled, you can add a previously defined content field to the file name by checking the "Include Content Field" option.



Win2PDF Desktop Configure Auto-Name: Include Content Field

To define a content field, first open a representative PDF in the Win2PDF Desktop app. The content field is defined by selecting "Define Auto-Name Content Field" from the "Auto-Name" menu, and dragging a rectangle around the content in the open PDF document. If text is found in the rectangle defined by the content field, it will be displayed as sample text

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after the "Include Content Field" item. If the content field hasn't been defined, the sample text will say "Not defined".

The "Sample File Name" listed at the bottom of the window is updated to show the resulting file name based on the options selected using the sample text from content field. This option can be combined with any of the other auto-name options.

The following screen cast shows how this can be defined.

How to set the Content Name Field using Win2PDF's Auto-Name feature

If the text in the PDF file is not searchable, you can download and install the optional "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html
You should make the PDF searchable before defining the content field, and you should select "OCR PDF" as the file type in the auto-name settings.

4.3.36.7 Auto-Name: Include Search Field

When the "Auto-name Files" option is enabled, you can add a previously defined content field to the file name by checking the "Include Search Field" option.

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Win2PDF Desktop Configure Auto-Name: Include Search Field

To define a search field, first open a representative PDF in the Win2PDF Desktop app. The search field is defined by selecting "Define Auto-Name Search Field" from the "Auto-Name" menu, and specifying the search word that precedes the desired text field. If text is found after the search word, it will be displayed as sample text after the "Include Content Field" item. If the search field hasn't been defined, the sample text will say "Not defined". You can define up to three search fields, and select the desired search filed using the drop down menu.

If the text in the PDF file is not searchable, you can download and install the optional "Win2PDF OCR Add-on" from:

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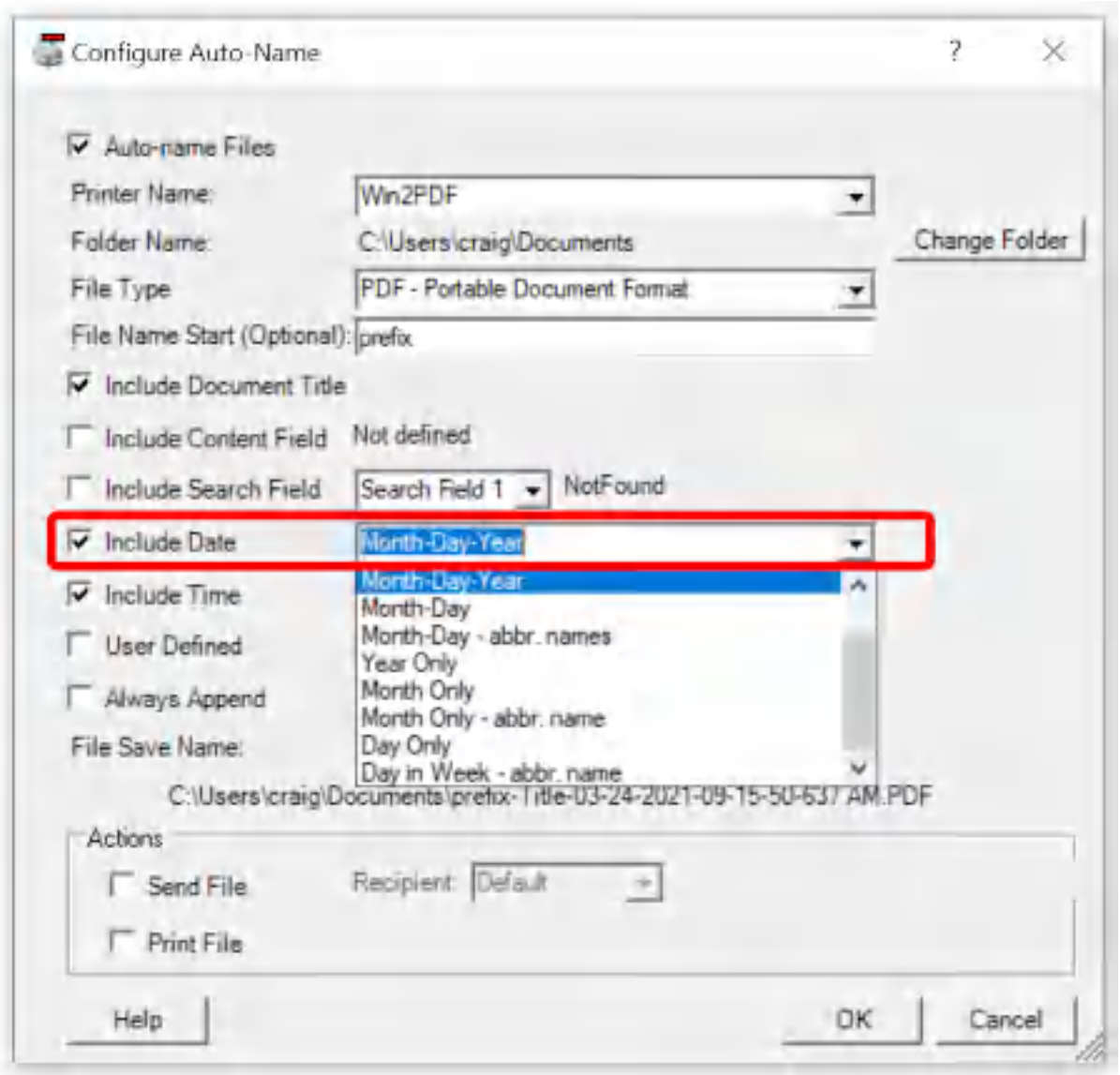
https://www.win2pdf.com/download/download-win2pdf-ocr.html
You should make the PDF searchable before defining the content field, and you should select "OCR PDF" as the file type in the auto-name settings.

The "Sample File Name" listed at the bottom of the window is updated to show the resulting file name based on the options selected using the sample text from search field. This option can be combined with any of the other auto-name options.

4.3.36.8 Auto-Name: Include Date

When the "Auto-name Files" option is enabled, you can add a date to the file name by checking on the "Include Date" option.



Win2PDF Desktop Auto-Name Settings - Include Date

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The date format can be selected to the right of the option, and available formats include:

- Year-Month-Day
- Year-Month
- Month-Day-Year (Default)
- Day-Month-Year
- Month-Day
- Month-Day - abbr. names
- Year Only
- Month Only - numeral
- Month Only - abbr. name
- Day Only
- Day in Week - abbr. name

The "Sample File Name" listed at the bottom of the window is updated to show the resulting file name based on the options selected. This option can be combined with any of the other auto-name options.

4.3.36.9 Auto-Name: Include Time

When the "Auto-name Files" option is enabled, you can add a time to the file name by checking on the "Include Time" option.

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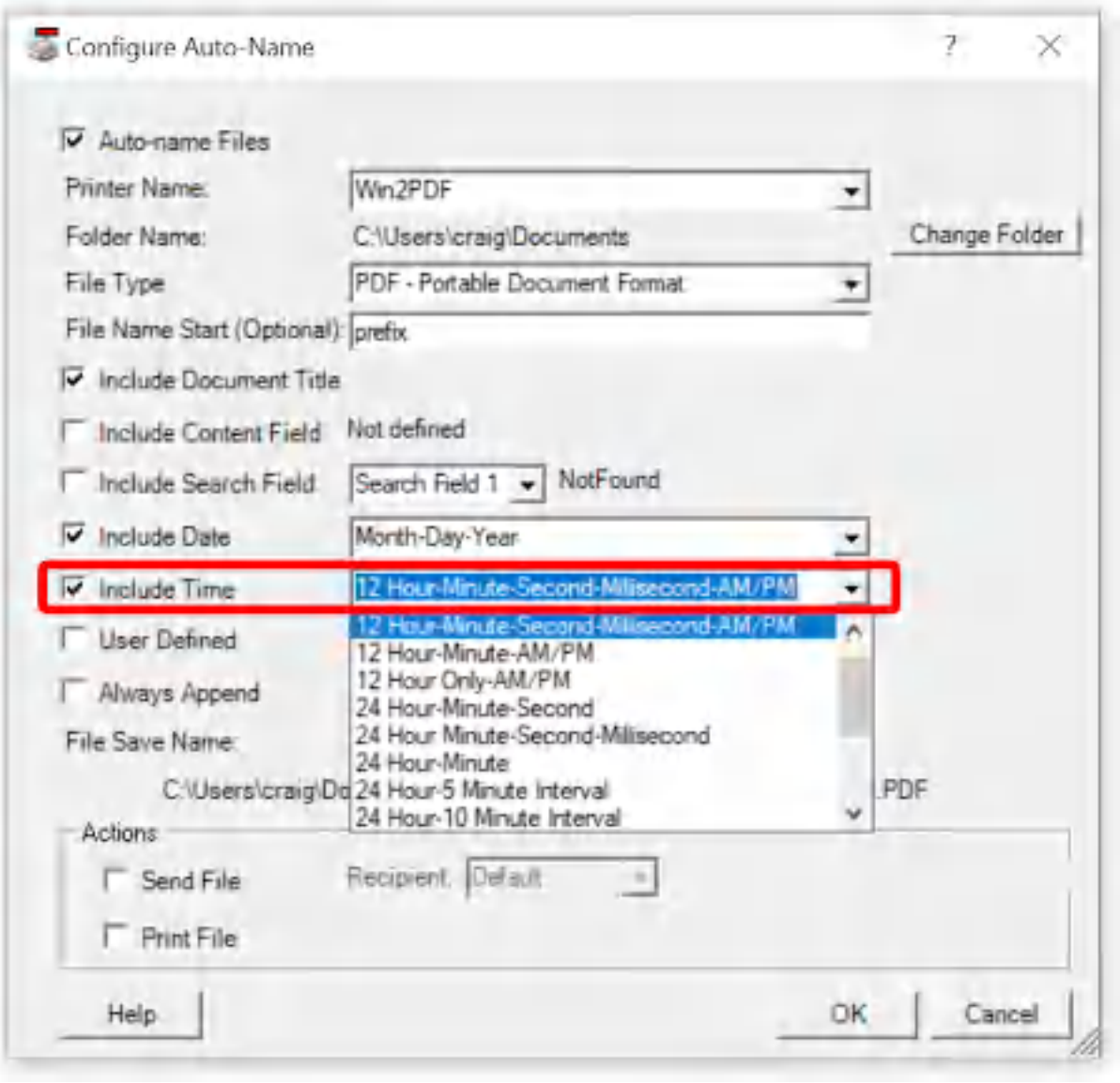

Win2PDF Desktop Auto-Name Settings - Include Time

The time format can be selected to the right of the option, and available formats include:

- 12 Hour-Minute-Second-AM/PM
- 12 Hour-Minute-Second-Millisecond-AM/PM (default)
- 12 Hour-Minute-AM/PM
- 12 Hour Only-AM/PM
- 24 Hour-Minute-Second
- 24 Hour Minute-Second-Millisecond
- 24 Hour-Minute
- 24 Hour Only
- Minute-Second

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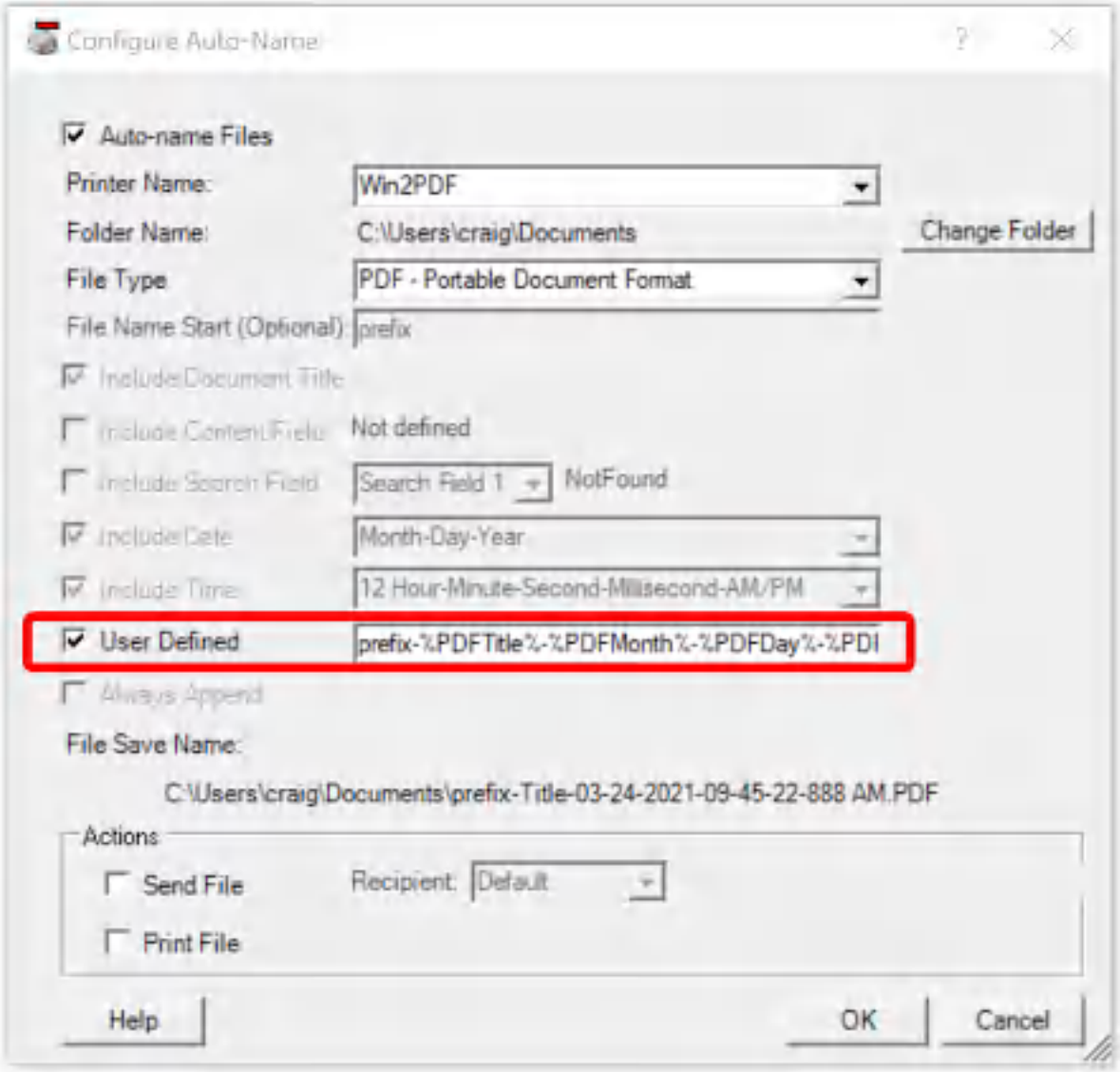
- Minute Only
- Second Only

The "Sample File Name" listed at the bottom of the window is updated to show the resulting file name based on the options selected. This option can be combined with any of the other auto-name options.

4.3.36.10 Auto-Name: User Defined

When the "Auto-name Files" option is enabled, advanced users can control the format of the file name using the "User Defined" option.



Win2PDF Desktop Auto-Name Settings - User Defined

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When the "User Defined" option is enabled, the field is filled with the currently selected options in a tag format that is delimited by % characters (e.g. %PDFHour %). Advanced users can re-order the Win2PDF tags to match their requirements, or mix and match tags to create their own file name format. The supported tags are:

%PDFTitle%	Document title set by the application including the file extension
%PDFTitleNoExtension%	Document title set by the application, excluding the 3 or 4 character file extension (if any)
%PDFDate%	Eight digit date separated by dashes in the format month-day-year (12-25-2015)
%PDFTime%	Six digit 12 hour time separated by dashes in the format hour-minute-second-AM/PM (12-59-59 PM)
%PDFYear%	Four digit number for the current year (2015)
%PDFMonth%	Two digit number for the current month (12)
%PDFMonthName%	Three character abbreviated name for the current month (Dec)
%PDFDay%	Two digit number for the current day of the month (25)
%PDFDayName%	Three character abbreviated name for the day of the week (Wed)
%PDFDayInWeek%	One digit number for the current day of the week
%PDFHour%	Two digit number for the current hour in a 12 hour format (12)
%PDFHour24%	Two digit number for the current hour in a 24 hour format (24)
%PDFMinute%	Two digit number for the current minute within the hour (59)
%PDFMinute5%	Number for the current 5 minute interval within the hour (0, 5, 10,..55)
%PDFMinute10%	Number for the current 10 minute interval within the hour (0, 10, 20, ..50)
%PDFMinute15%	Number for the current 15 minute interval within the hour (0, 15, 30, 45)
%PDFMinute30%	Number for the current 30 minute interval within the hour (0, 30)
%PDFSecond%	Two digit number for the current second within the minute (59)
%PDFMillisecond%	Three digit number for the current millisecond (999)
%PDFTimeMarker%	Two character abbreviation for AM or PM
%PDFPrinterName%	The name of the Win2PDF printer instance
%PDFIncrement%	The %PDFIncrement% variable starts at 1, and increments by one until the expanded file name does not exist.

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%PDFAutoNameContentSearch%	Used for content based file naming. Win2PDF searches the text of the current PDF for the word specified in the Win2PDF Desktop "Define Search Field" command or by the PDFAutoNameContentSearchWord registry setting. If the word is found, the auto-name variable %PDFAutoNameContentSearch% is filled with the word *after* the search word.
%PDFAutoNameContentSearch2%	Used for content based file naming. Win2PDF searches the text of the current PDF for the word specified in the Win2PDF Desktop "Define Search Field" command or by the PDFAutoNameContentSearchWord2 registry setting. If the word is found, the auto-name variable %PDFAutoNameContentSearch2% is filled with the word *after* the search word.
%PDFAutoNameContentSearch3%	Used for content based file naming. Win2PDF searches the text of the current PDF for the word specified in the Win2PDF Desktop "Define Search Field" command or by the PDFAutoNameContentSearchWord3 registry setting. If the word is found, the auto-name variable %PDFAutoNameContentSearch3% is filled with the word *after* the search word.
%PDFAutoNameContentField%	Used for content based file naming. Win2PDF searches the content field rectangle defined in the Win2PDF Desktop "Define Content Field" command. If text is found in the defined rectangle, the auto-name variable %PDFAutoNameContentField% is filled with found text.

The "Sample File Name" listed at the bottom of the window is updated to show the resulting file name based on the options selected.

You can specify an Auto-Name folder using any of the tags. For example, to place all PDF file in a folder based on the current month and a sub folder based on the current day in the month, you could set the "User Defined" field to:
%PDFMonth%\%PDFDay%\%PDFTitle%.pdf

If the folder doesn't exist, it will be created by Win2PDF.

4.3.36.11 Auto-Name: Always Append

When the "Always Append" option is enabled, Win2PDF will automatically append to any existing document that matches the Auto-Name format. This option is not available for Win2Image, or when security is enabled in Win2PDF Pro.

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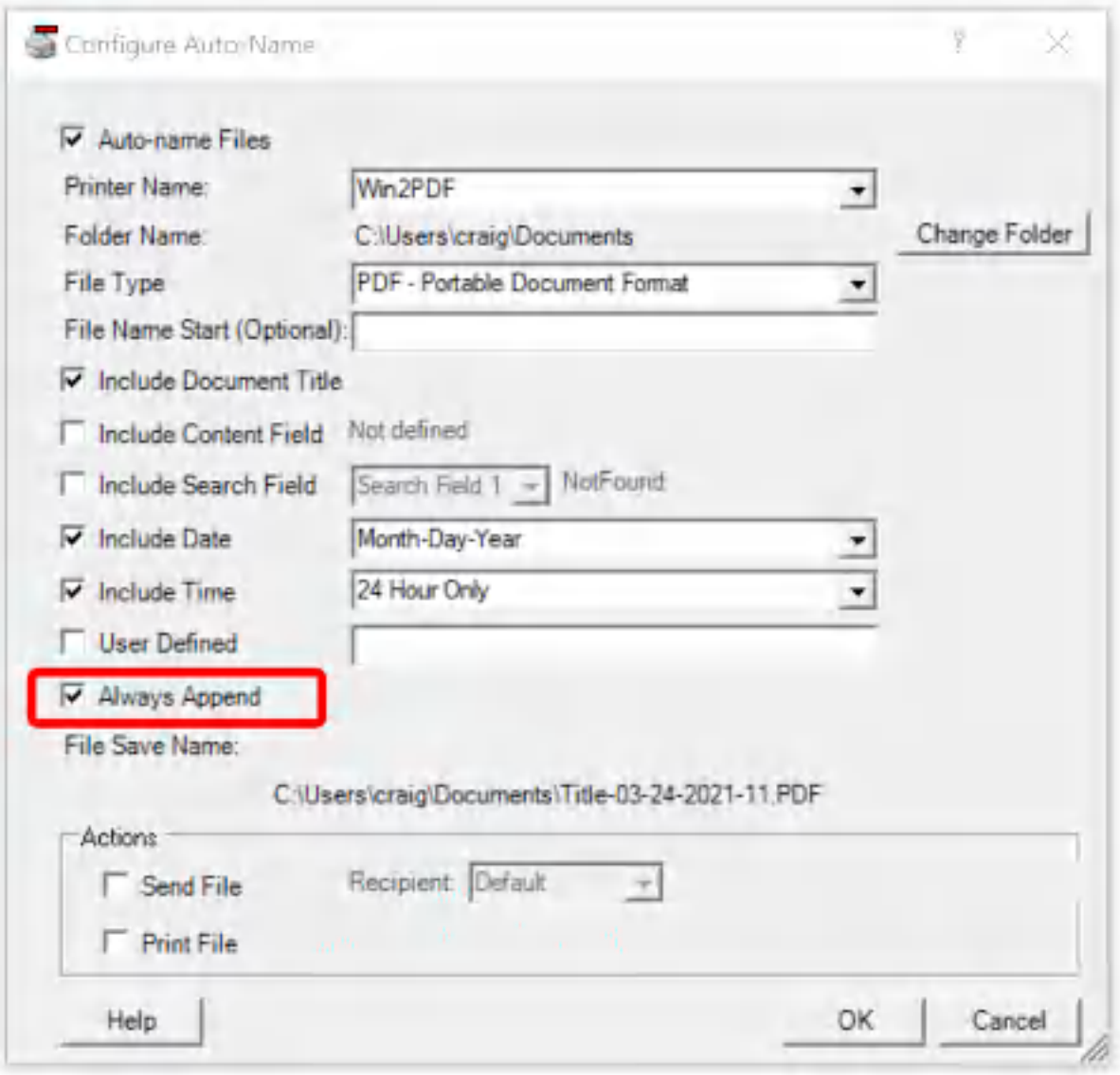

Win2PDF Desktop Configure Auto Name Settings: Always Append

Depending on the other options selected, the "Always Append" option will append until the date and/or time changes. A new file will be created if an existing file with the same format does not exist.

For example, if the "Include Date" option is selected with a "Month-Day-Year" format, the "Always Append" option will append to the same file when it was created on the same day. The following day, a new file will be created. If the date format is set to "Year Only", a new file will every year. If no date or time options are enabled, Win2PDF will always append to the same file. The description following "Always Append" is updated to indicate how often a new file is created.

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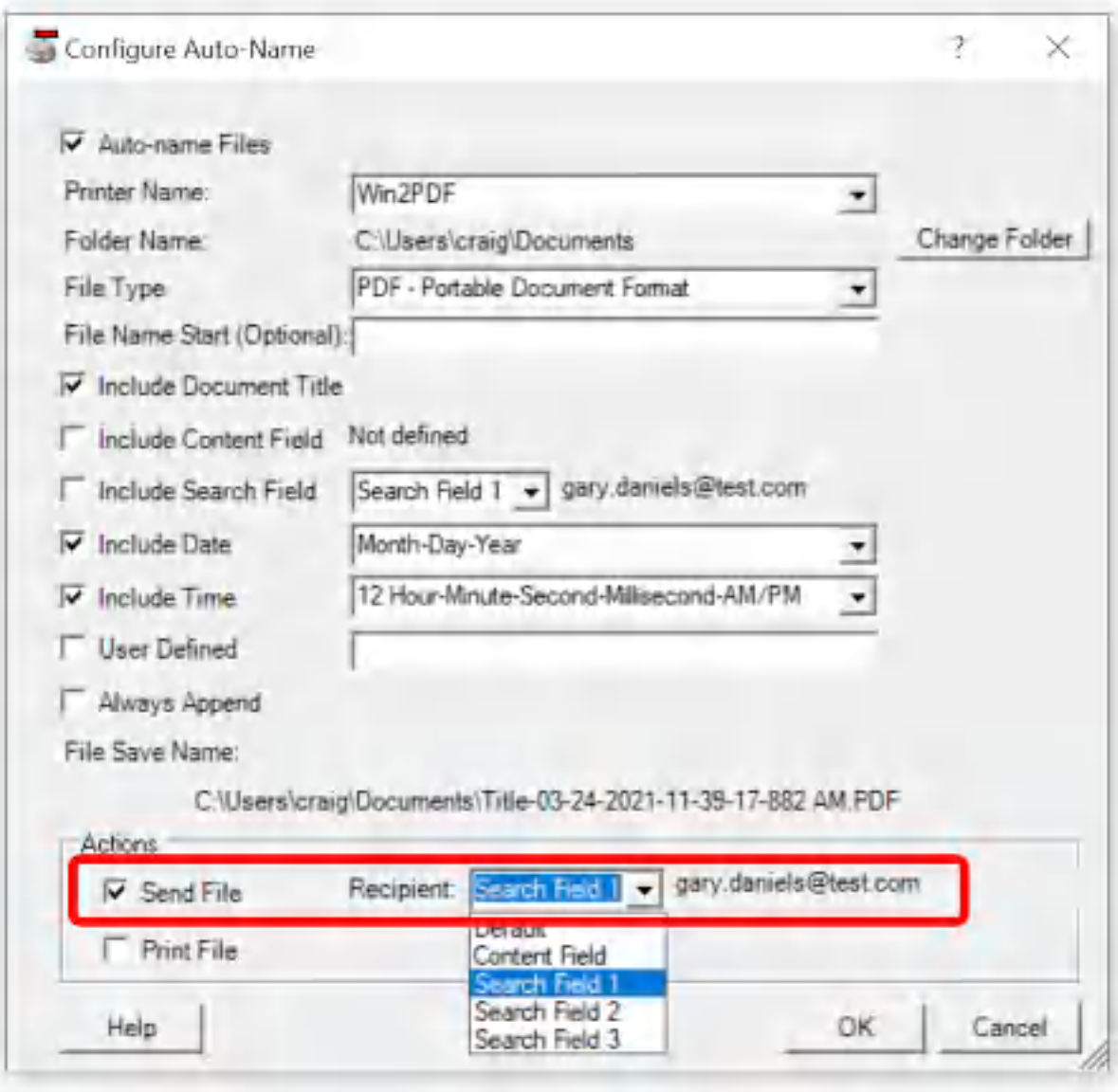
This option can be combined with any of the other auto-name options.

4.3.36.12 Auto-Name Actions: Send File

When the "Auto-name Files" option is enabled, you can configure Win2PDF to automatically send the file by checking the "Send File" button.



Win2PDF uses the email client configured in the "Configure Mail" menu. The recipient can be configured in the drop down menu. The following options are available:

- Default - uses the email client default recipient

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- Content Field - uses the content field defined by the "Define Auto-Name Content Field"
- Search Field 1 - uses the search field defined by the "Define Auto-Name Search Field" for "Search Field 1"
- Search Field 2 - uses the search field defined by the "Define Auto-Name Search Field" for "Search Field 2"
- Search Field 3 - uses the search field defined by the "Define Auto-Name Search Field" for "Search Field 3"

If a content field is defined, the sample text is displayed next to the "Recipient" field.

4.3.36.13 Auto-Name Actions: Print File

When the "Auto-name Files" option is enabled, you can configure Win2PDF to automatically print the file by checking the "Print File" button.

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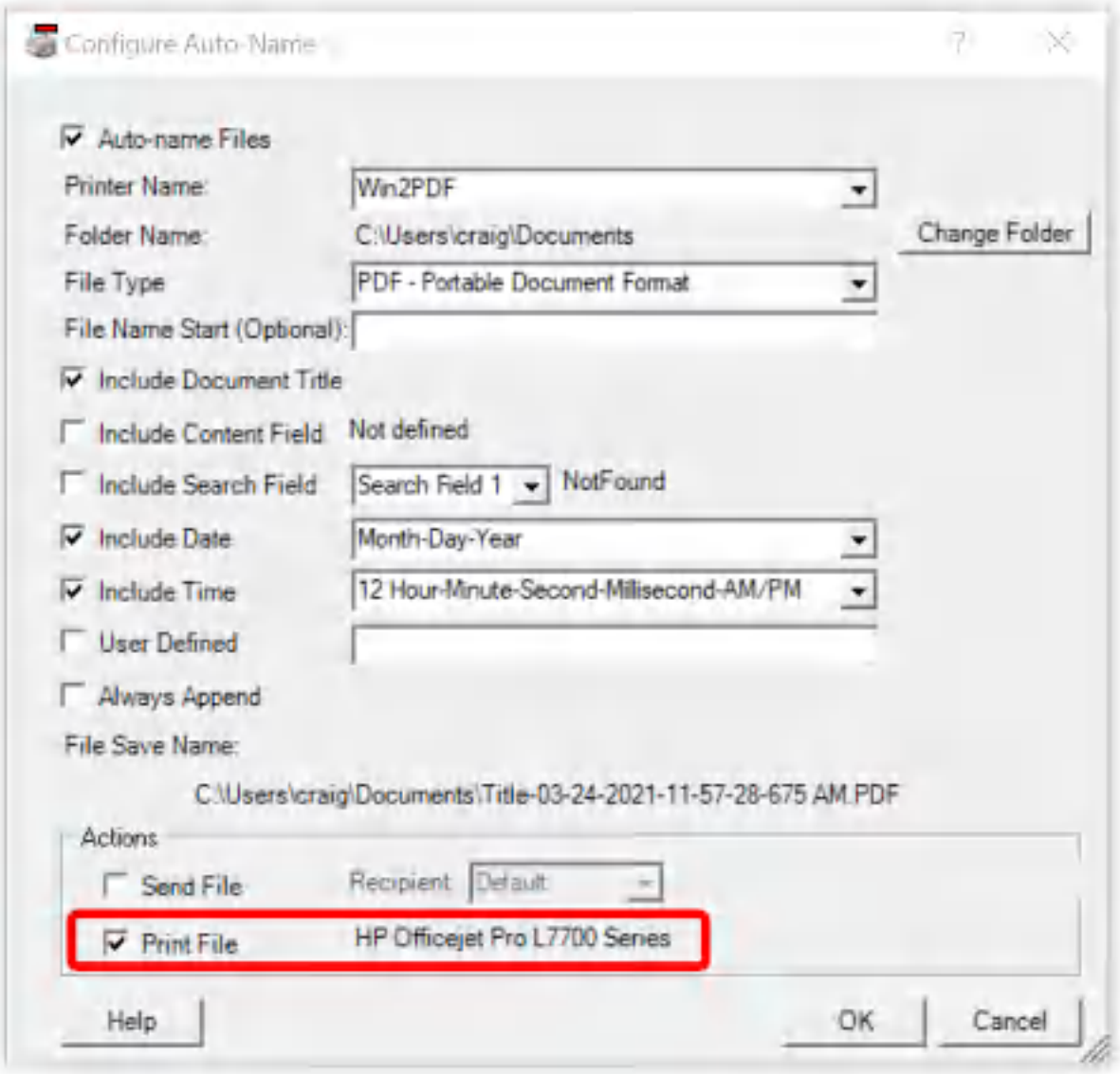

Win2PDF Desktop Configure Auto-Name Print File

When you select the "Print File" option, a printer selection window opens and allows you to choose a paper printer. The selected printer is displayed next to the "Print File" option.

4.3.37 How To Batch Convert

Win2PDF Desktop Batch Win2PDF Pro

Win2PDF Pro can batch convert folders of files in one of the following input formats:

- PDF
- DOCX

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- DOC
- RTF
- ODT
- XLSX
- XLSB
- XLS
- ODS
- CSV
- TXT
- MD
- HTML
- XPS
- TIFF
- JPG
- PNG
- BMP
- GIF
- EML
- MSG
- MHT

It can convert them to one of the following output formats:

- PDF
- PDF Image Only - monochrome
- PDF Image Only - grayscale
- PDF Image Only - color
- PDF - compressed
- PDF - searchable (OCR)
- PDF/A - pdf for archiving
- DOCX - Microsoft Word
- DOC - Microsoft Word 97-2003
- RTF - Rich Text Format
- ODT - OpenDocument Text
- XLSX - Microsoft Excel
- XLS - Microsoft Excel 97-2003
- ODS - OpenDocument Spreadsheet
- CSV - Comma Separated Values
- Text - formatted
- Text - unformatted
- Text - formatted after making searchable (OCR)
- Text - unformatted after making searchable (OCR)

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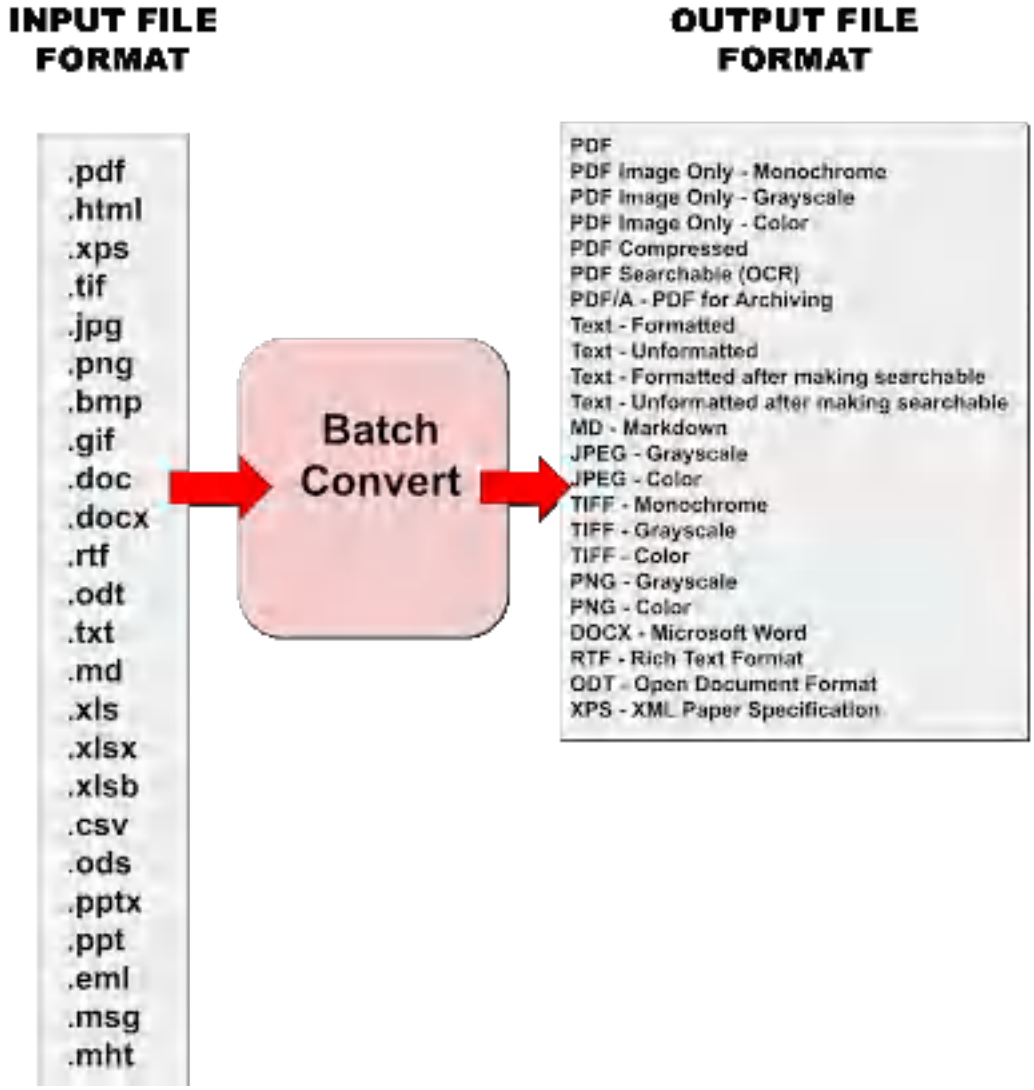
- MD - Markdown
- JPEG - grayscale
- JPEG - color
- TIFF - monochrome
- TIFF - grayscale
- TIFF - color
- TIFF - color with transparent background
- PNG - grayscale
- PNG - grayscale with transparent background
- PNG - color
- PNG - color with transparent background



Win2PDF Desktop - Batch Convert Formats

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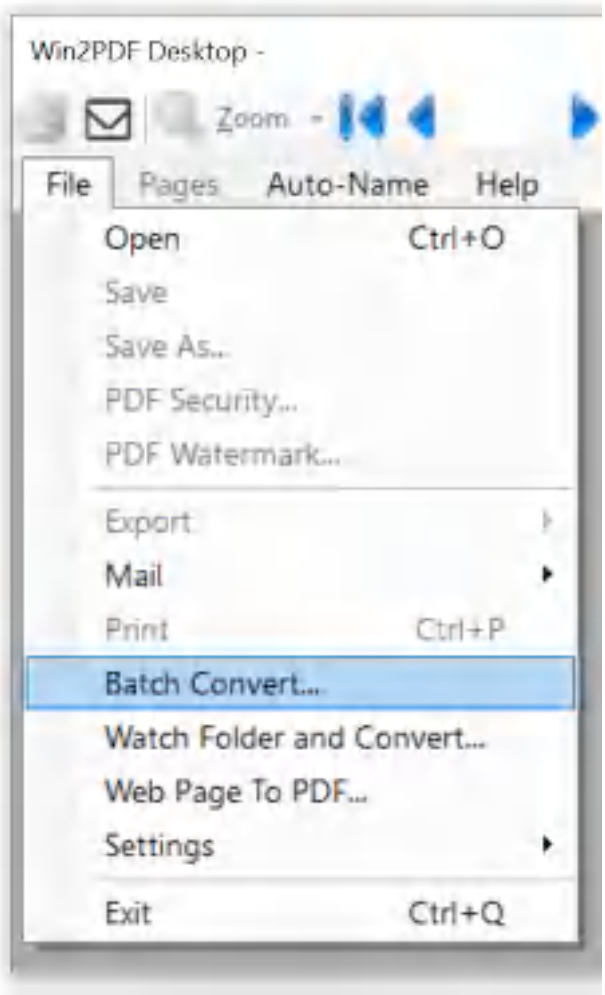
You can batch convert folders of files from one format to another by opening the "Batch Convert..." window from the Win2PDF Desktop "File" menu:



Win2PDF Desktop - Batch Convert Menu

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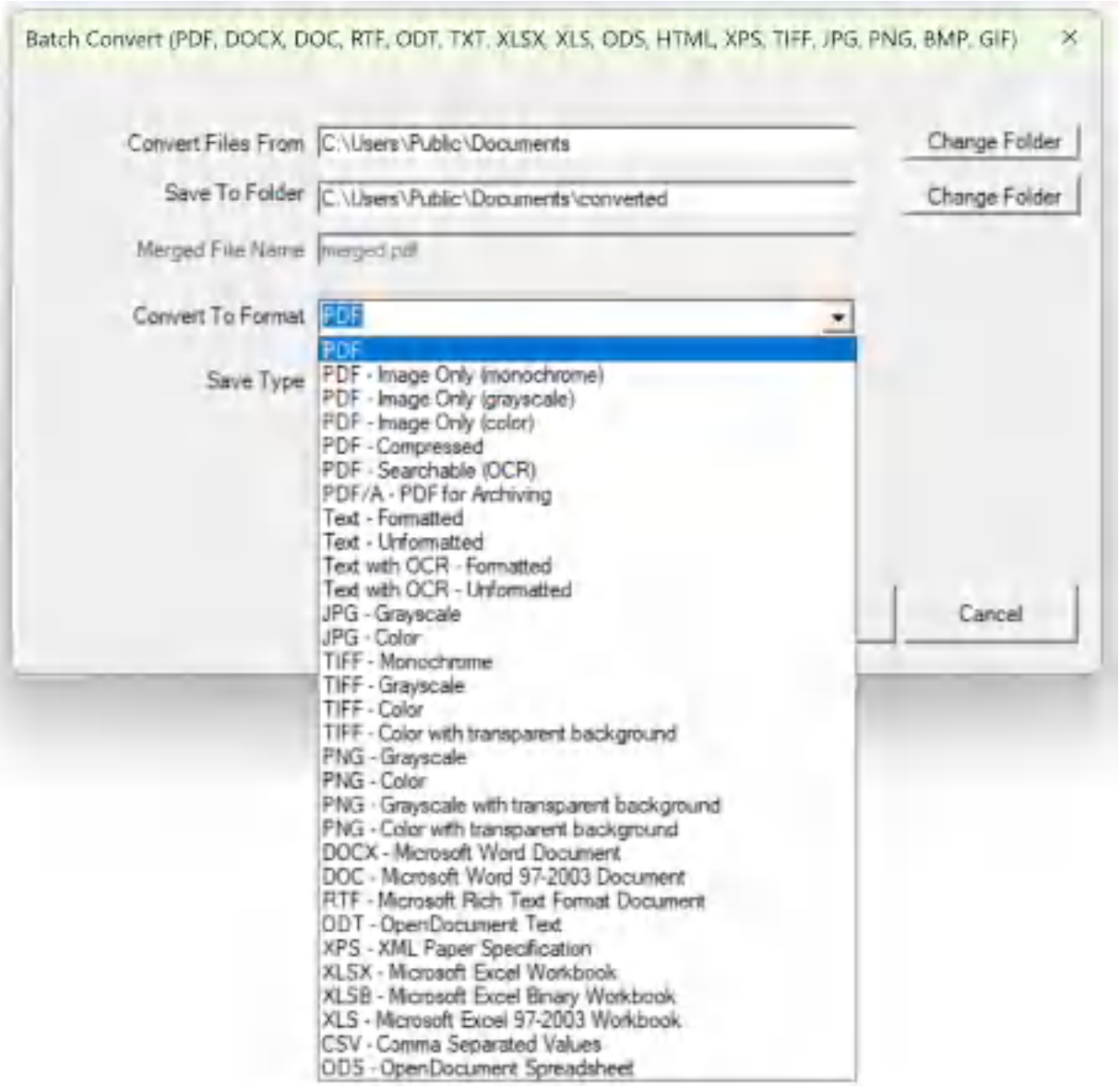

Win2PDF Desktop - Batch Convert

The "Convert Files From" setting allows you to configure the location of the files to convert. Any files in this folder that are supported will be converted to the "Convert To Format". You can type in the location, or click "Change Folder" to browse to the location.

The "Save To Folder" setting allows you to configure the location of the converted files. It must be a different location from the "Convert Files From" folder. You can type in the location, or click "Change Folder" to browse to the location.

The "Save Type" setting controls how the source files are converted.

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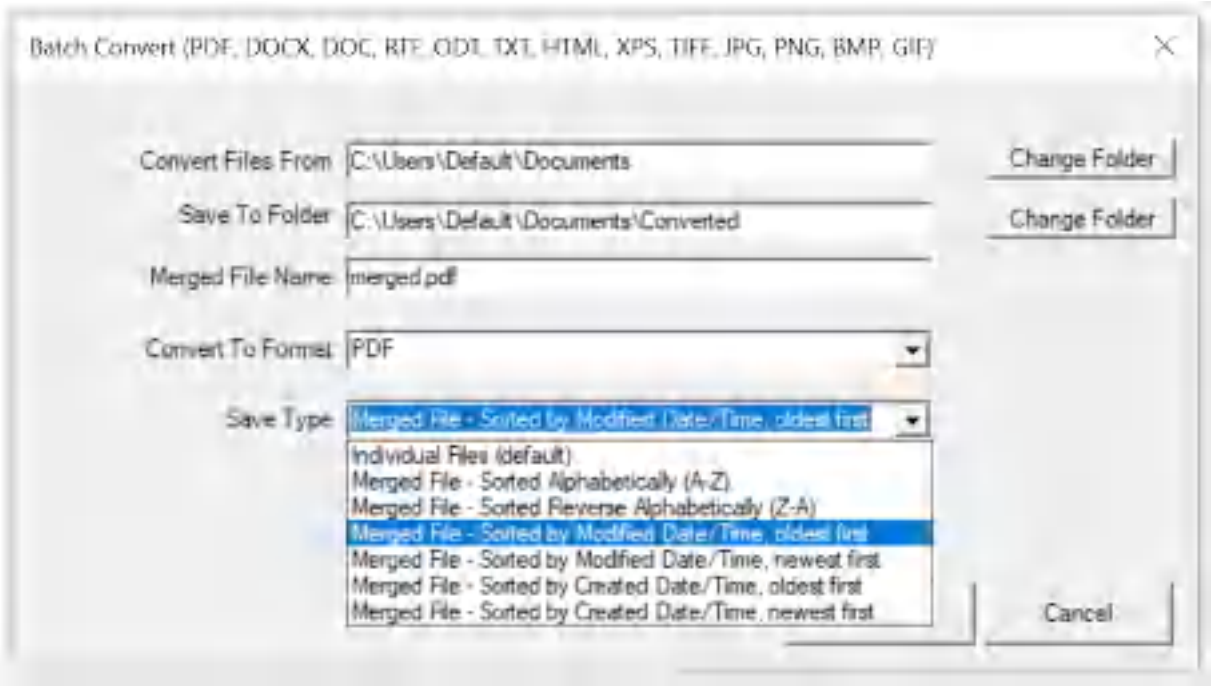

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

The "Merged File" options are only available if the "Convert To Format" is a PDF format. If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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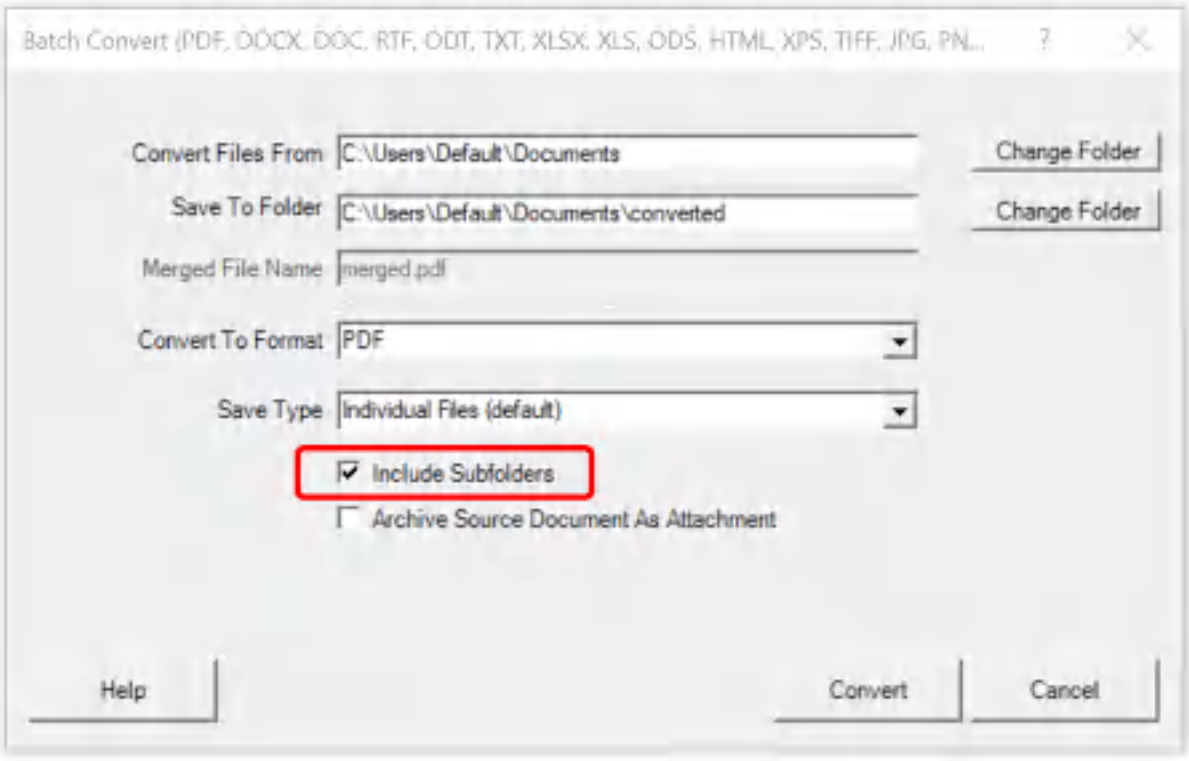

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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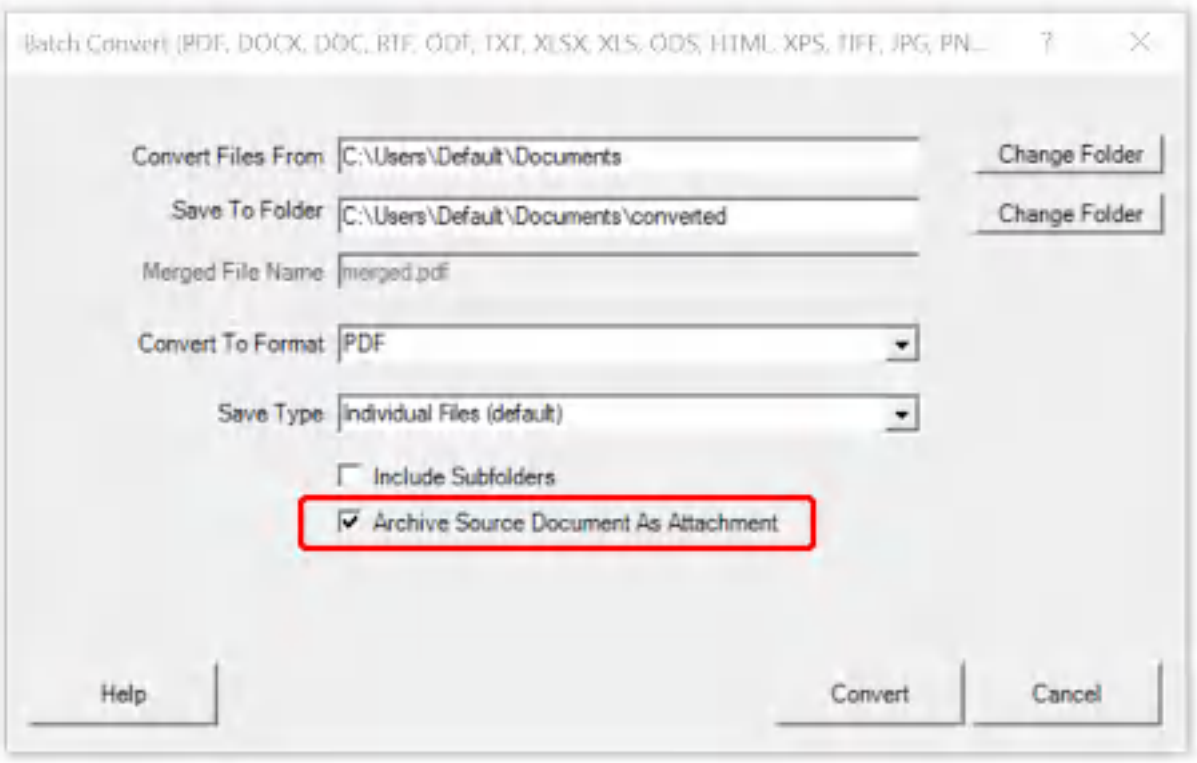

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

The "Convert" button will start the conversion process. Depending on the number of files in the "Convert Files From" folder and the "Convert To Format" selected, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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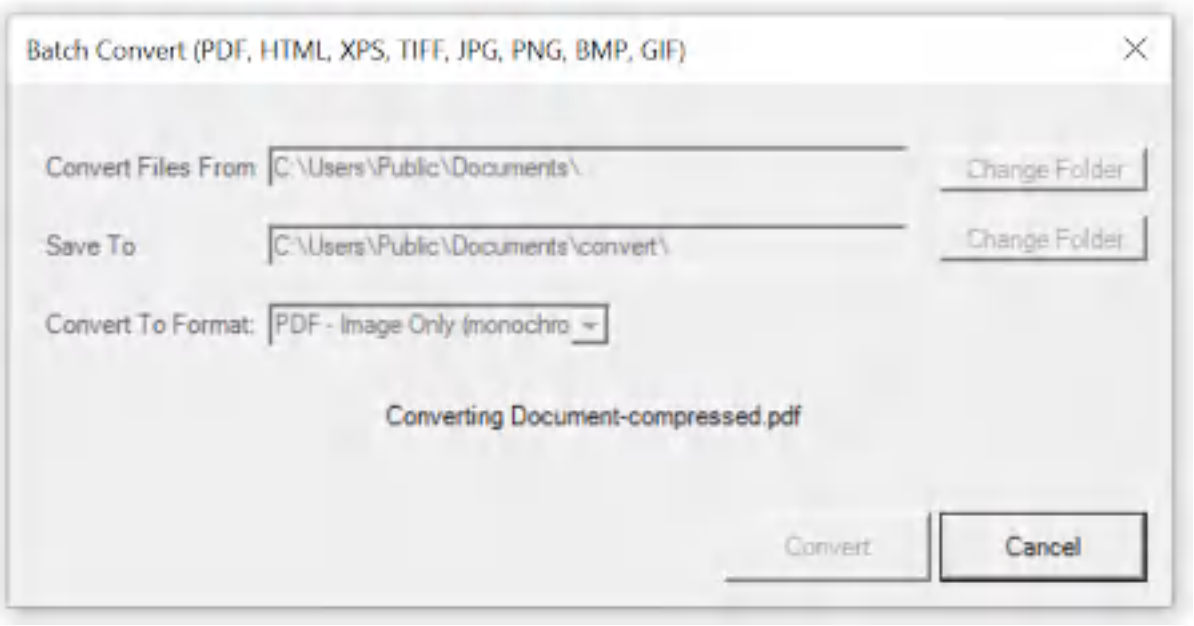
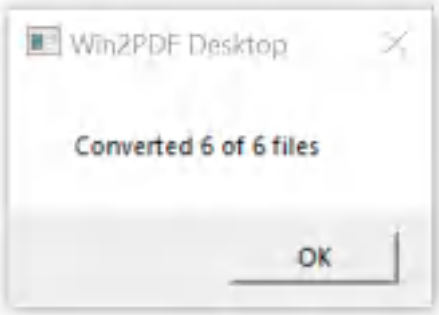


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can customize the batch convert processing by installing a Win2PDF Batch Convert Plug-in. Sample plug-ins and example source code for many plug-ins are published on the Win2PDF github page. This includes plug-ins to split pages, delete pages, append a PDF, apply watermarks, delete blank pages, digitally sign with a certificate, and others. When a batch convert plug-in is installed, an "Enable Plug-In" option is displayed in the Batch

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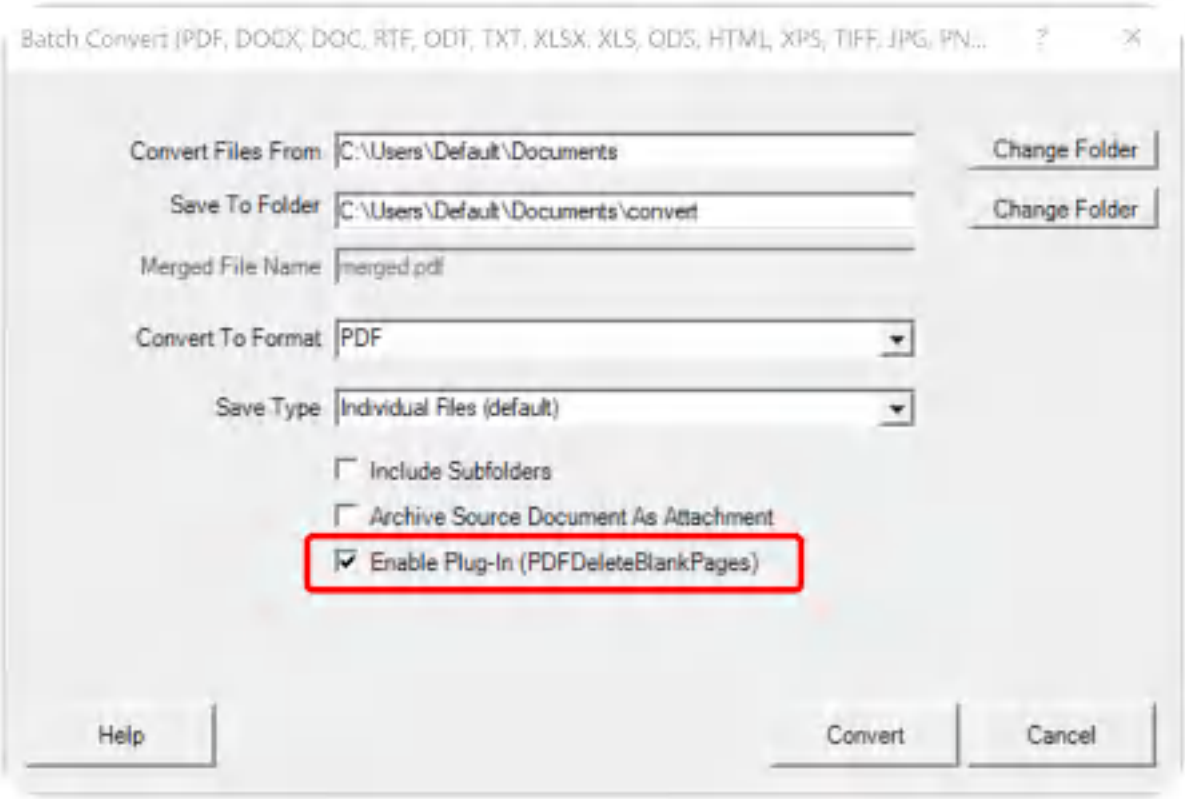
Convert Window:



Win2PDF Batch Convert - Enable Plug-In

Checking this option will enable the custom plug-in processing during the batch conversion. If you need custom batch processing, contact us and we may be able to create a plug-in to meet your requirements.

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.1 Batch Convert PDF to JPG

Batch Convert PDF to JPG Win2PDF Pro

To batch convert from PDF to JPG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "JPEG - Grayscale" or "JPEG - Color".

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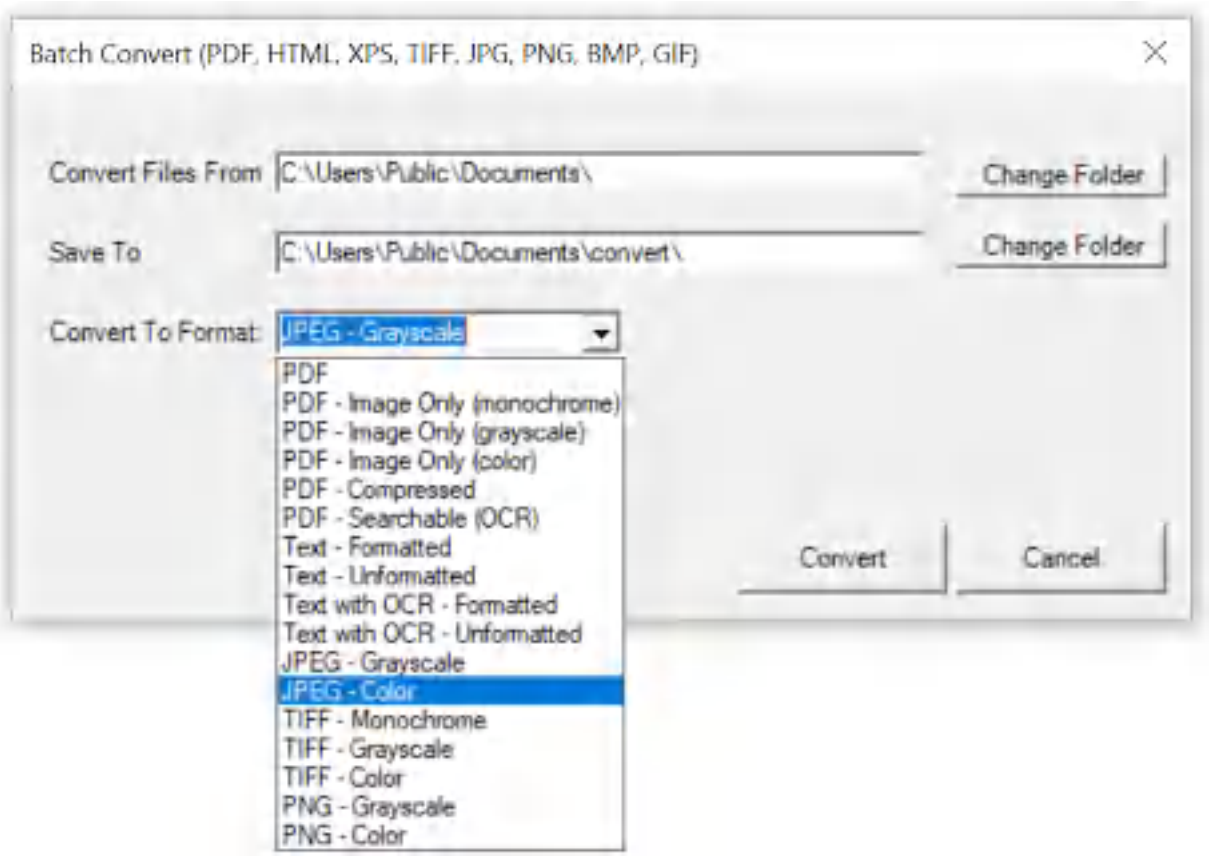

Win2PDF Desktop - Batch Convert PDF to JPG

Set the "Convert Files From" location to the folder containing the PDF files to convert, and set the "Save To" folder to the location for the converted JPG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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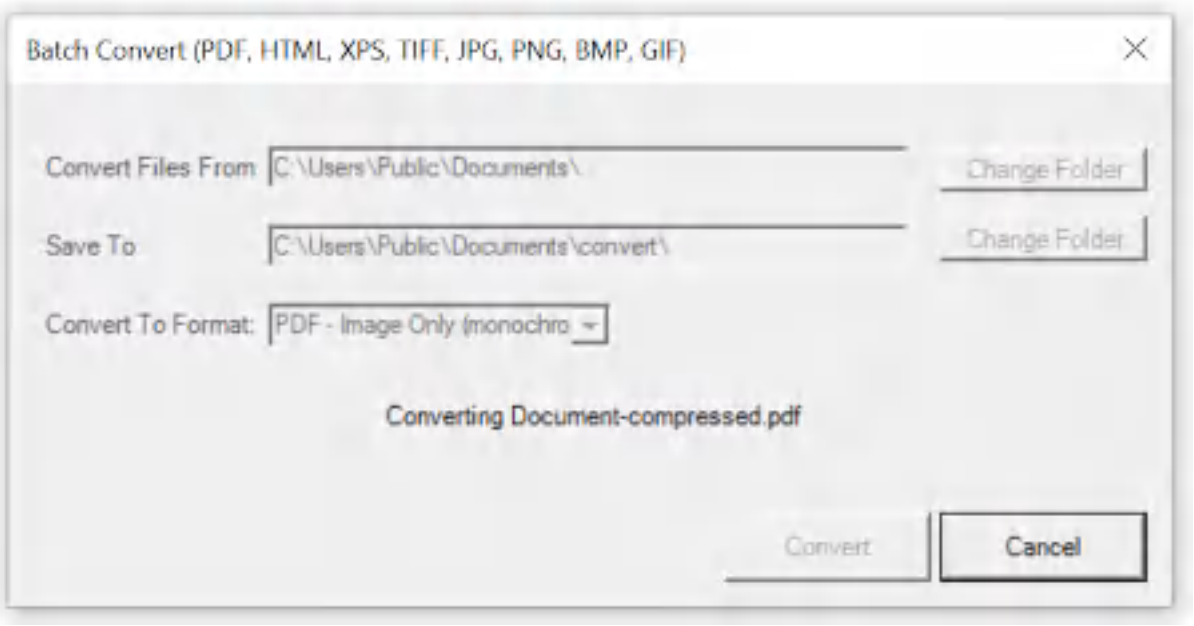
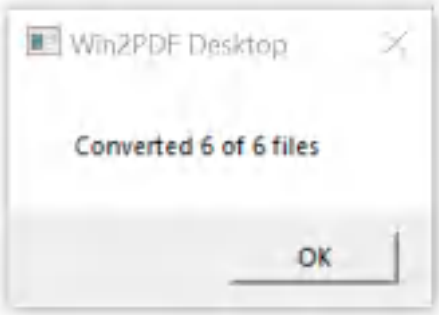


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.2 Batch Convert PDF to PNG

Batch Convert PDF to PNG Win2PDF Pro

To batch convert from PDF to PNG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PNG - Grayscale" or "PNG - Color".

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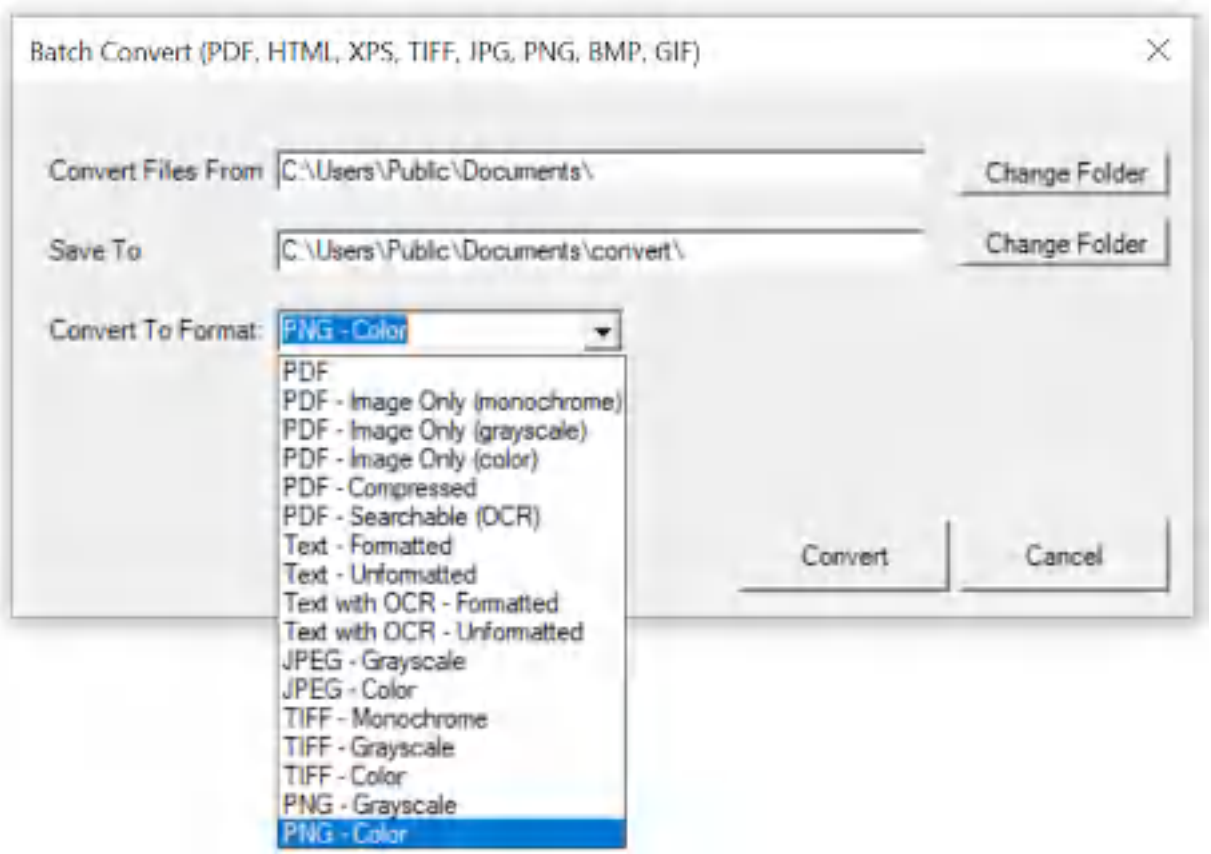

Win2PDF Desktop - Batch Convert PDF to PNG

Set the "Convert Files From" location to the folder containing the PDF files to convert, and set the "Save To" folder to the location for the converted PNG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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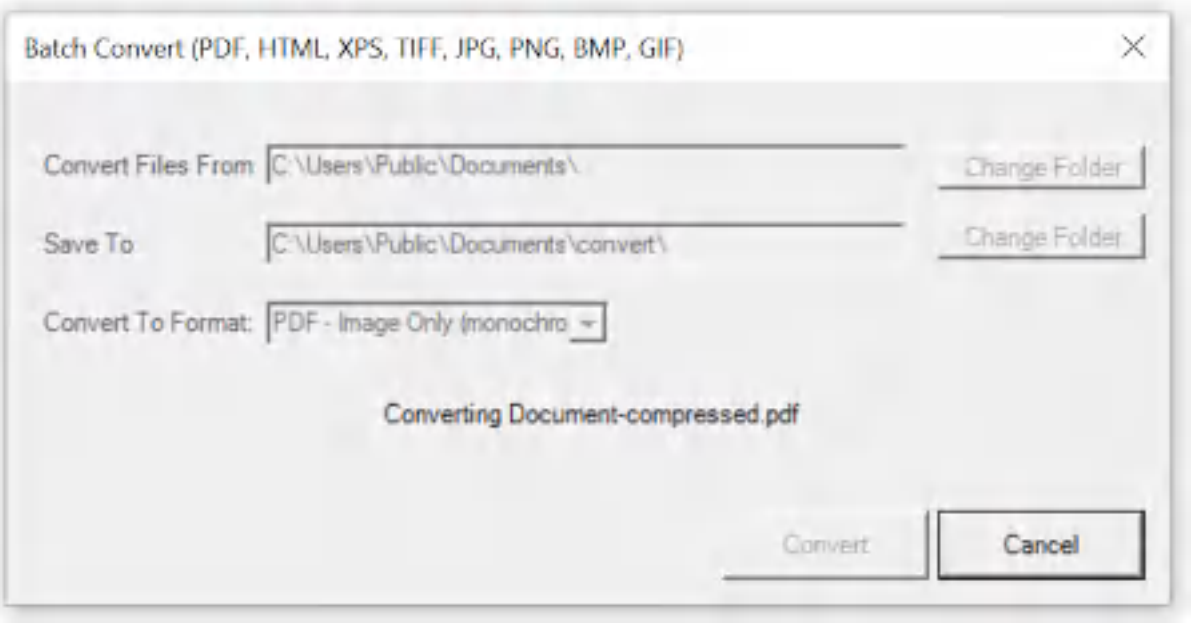
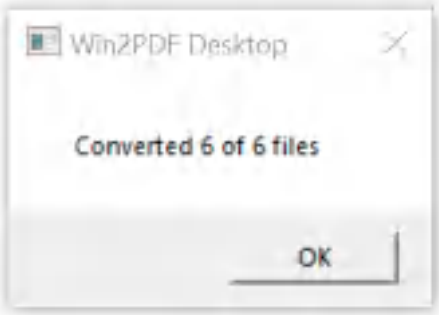


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.3 Batch Convert PDF to TIFF

Batch Convert PDF to TIFF Win2PDF Pro

To batch convert from PDF to TIFF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "TIFF -

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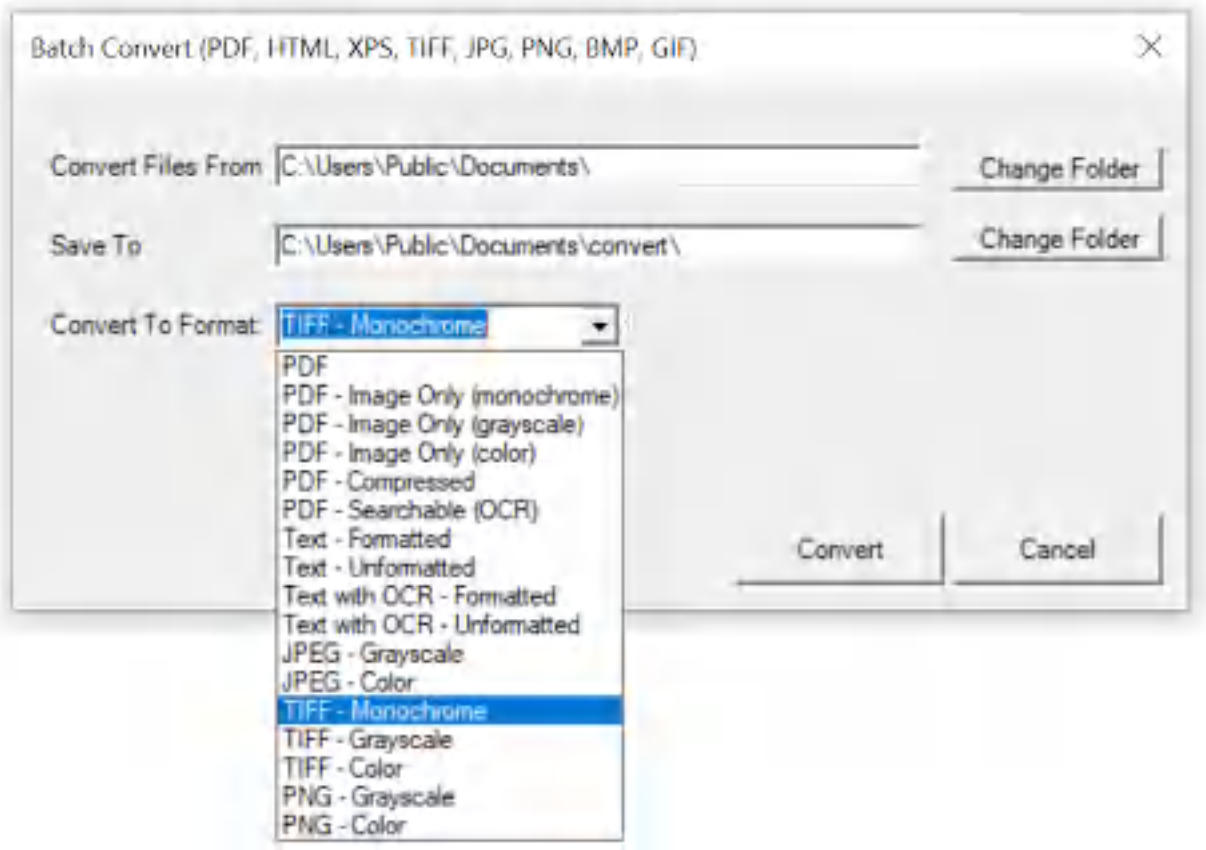
Monochrome", "TIFF - Grayscale", "TIFF - Color", "TIFF - Color with transparent background".



Win2PDF Desktop - Batch Convert PDF to TIFF

Set the "Convert Files From" location to the folder containing the PDF files to convert, and set the "Save To" folder to the location for the converted TIFF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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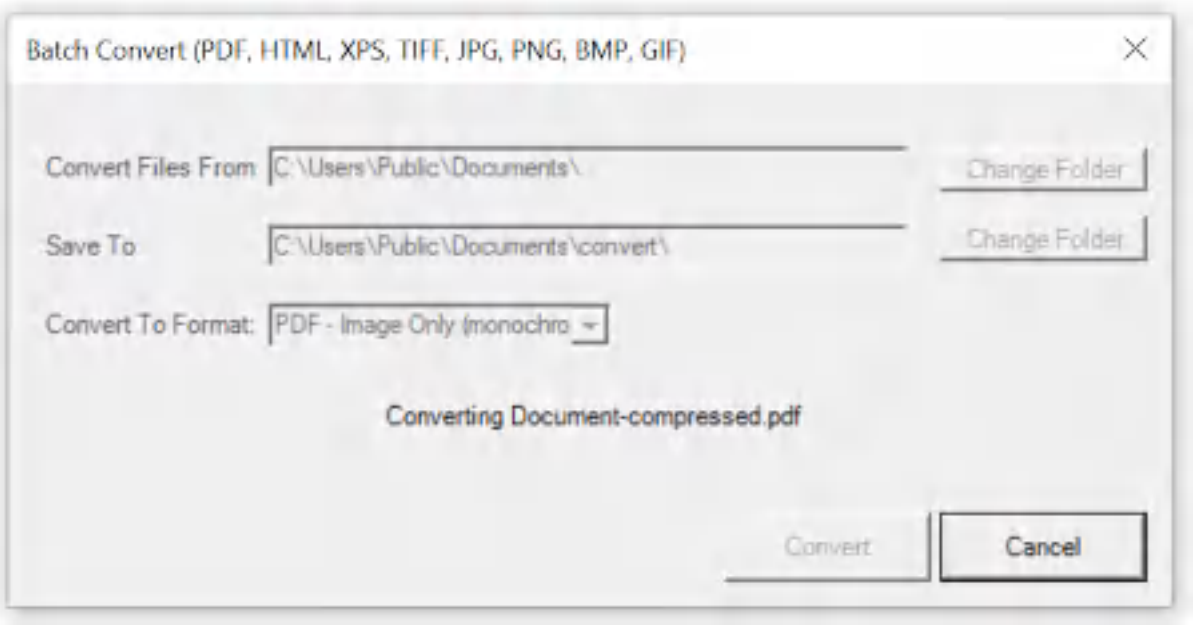
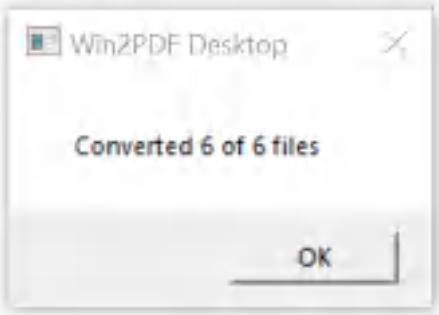


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.4 Batch Convert PDF to Text

Batch Convert PDF to TXT Win2PDF Pro

To batch convert from PDF to Text, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "Text - Formatted", "Text - Unformatted", "Text with OCR - Formatted", or "Text

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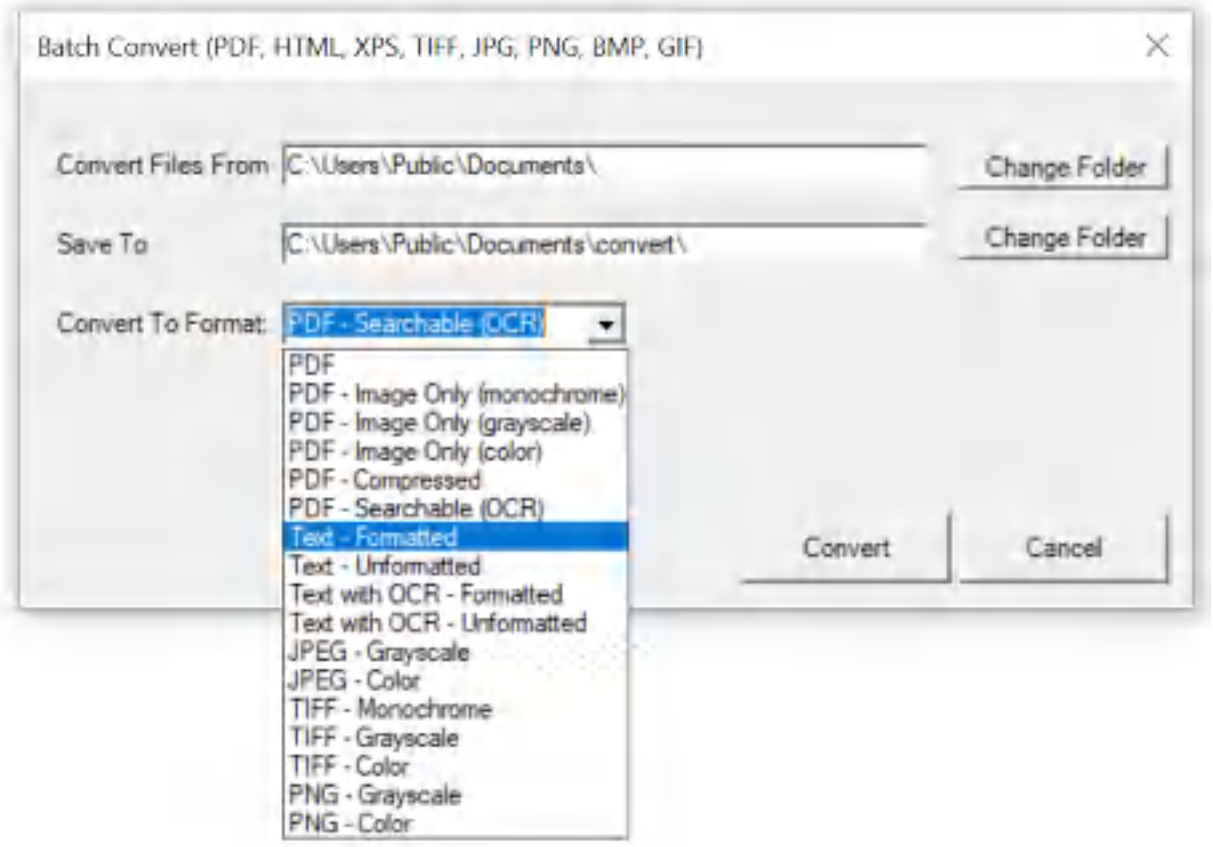
with OCR - Unformatted". The "OCR" formats attempt to make non-searchable sections of the PDF searchable using optical character recognition (OCR) before converting to text, and requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html

The "OCR" formats are much slower, and should only be used for PDF files that contain unsearchable text.



Win2PDF Desktop - Batch Convert PDF to Text

Set the "Convert Files From" location to the folder containing the PDF files to convert, and set the "Save To" folder to the location for the converted text files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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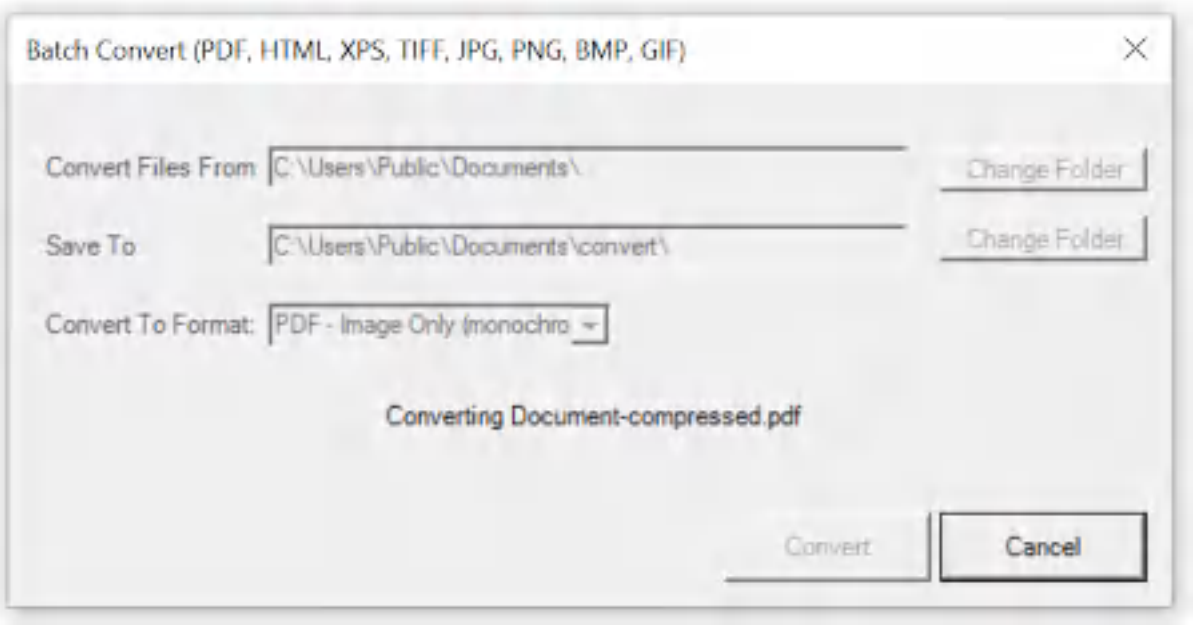
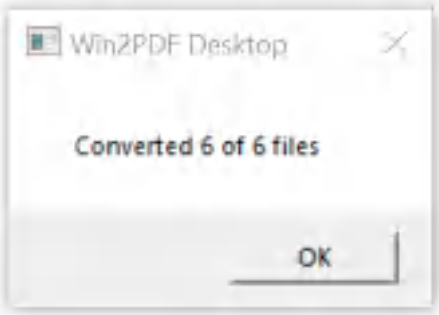


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.5 Batch Convert PDF to Searchable PDF

Batch Convert PDF to Searchable PDF Win2PDF Pro

To batch convert from PDF to searchable PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Searchable (OCR)". This attempts to make non-searchable sections of the

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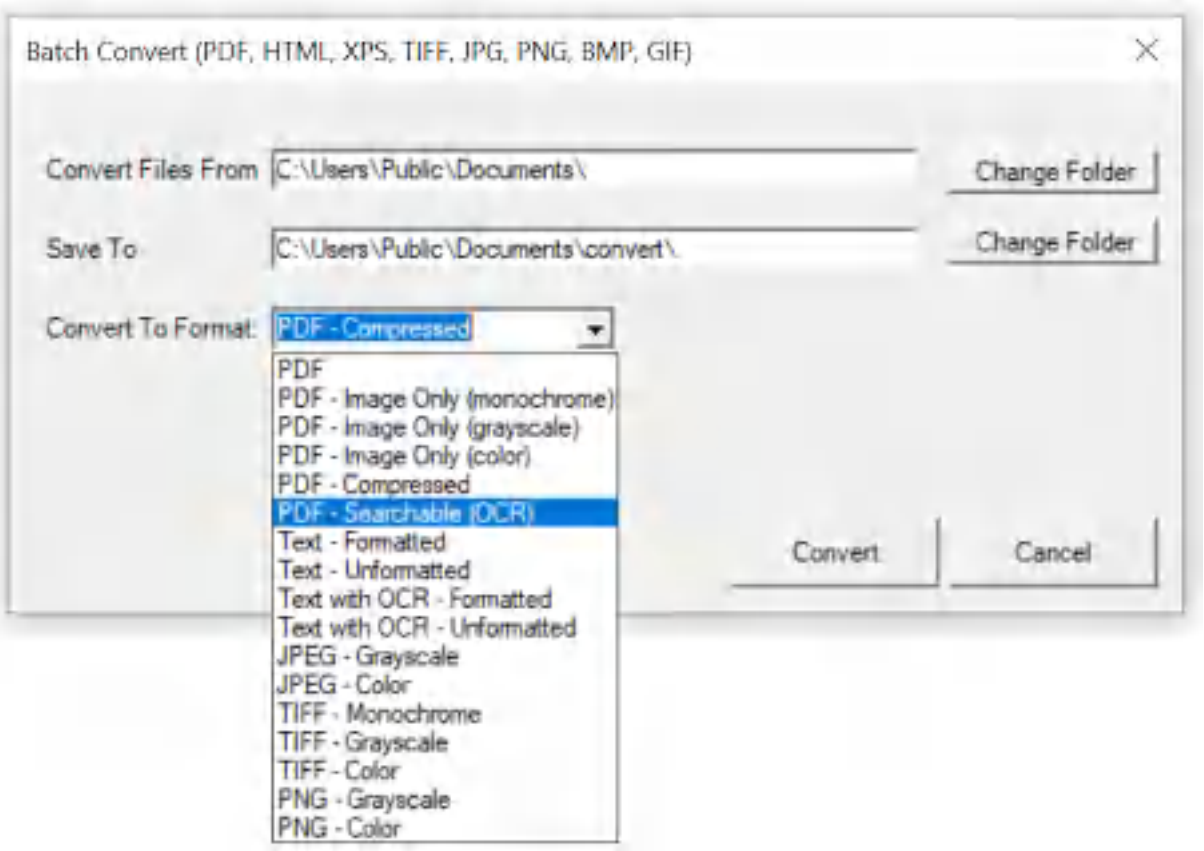
PDF searchable using optical character recognition (OCR), and requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert PDF to Searchable PDF

Set the "Convert Files From" location to the folder containing the PDF files to convert, and set the "Save To" folder to the location for the converted searchable PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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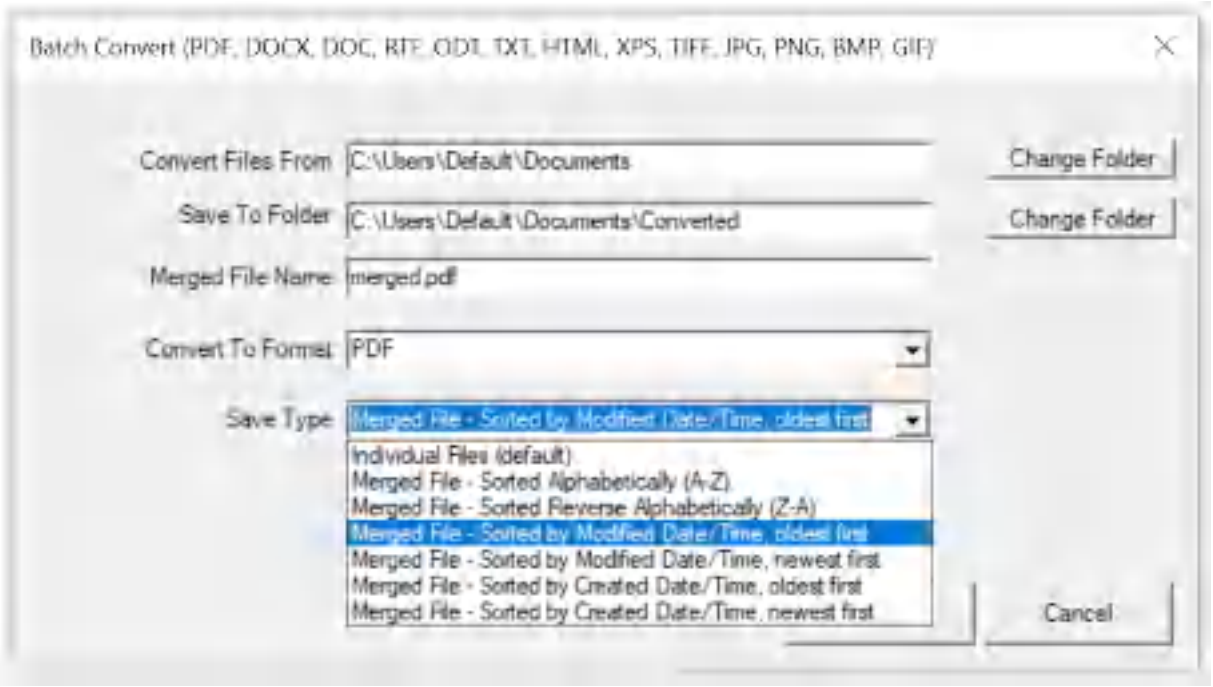

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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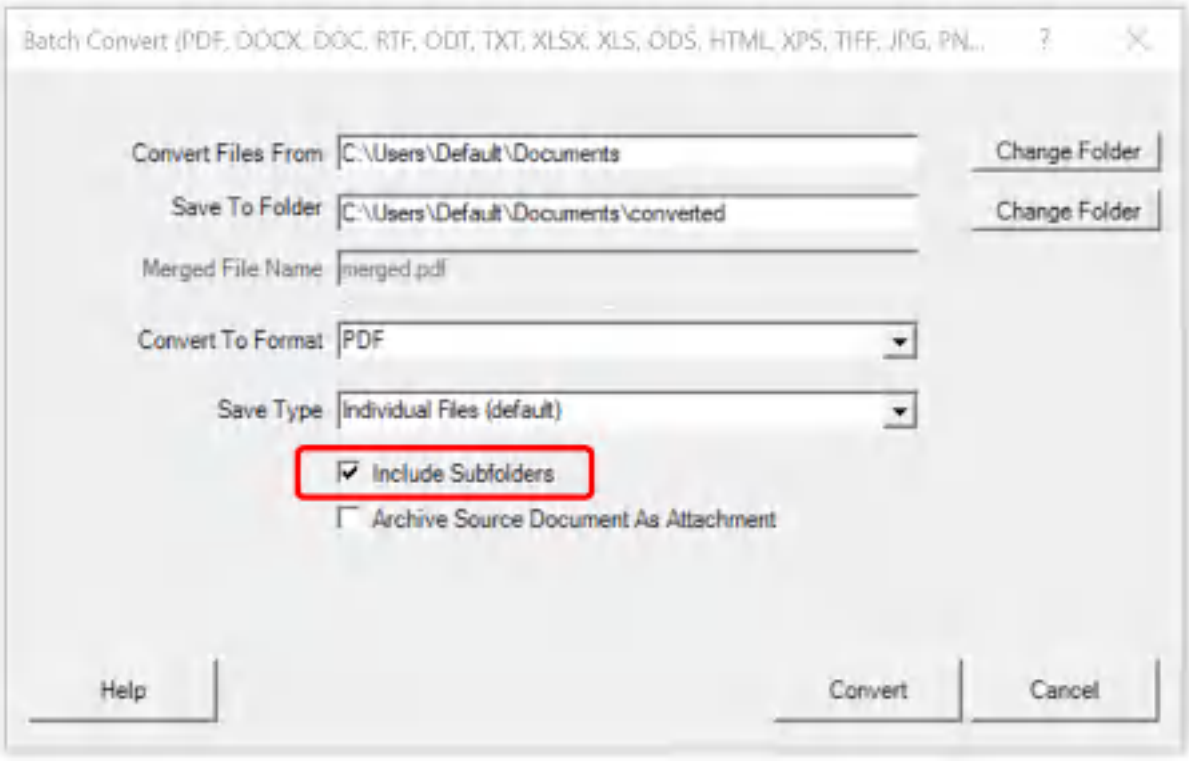

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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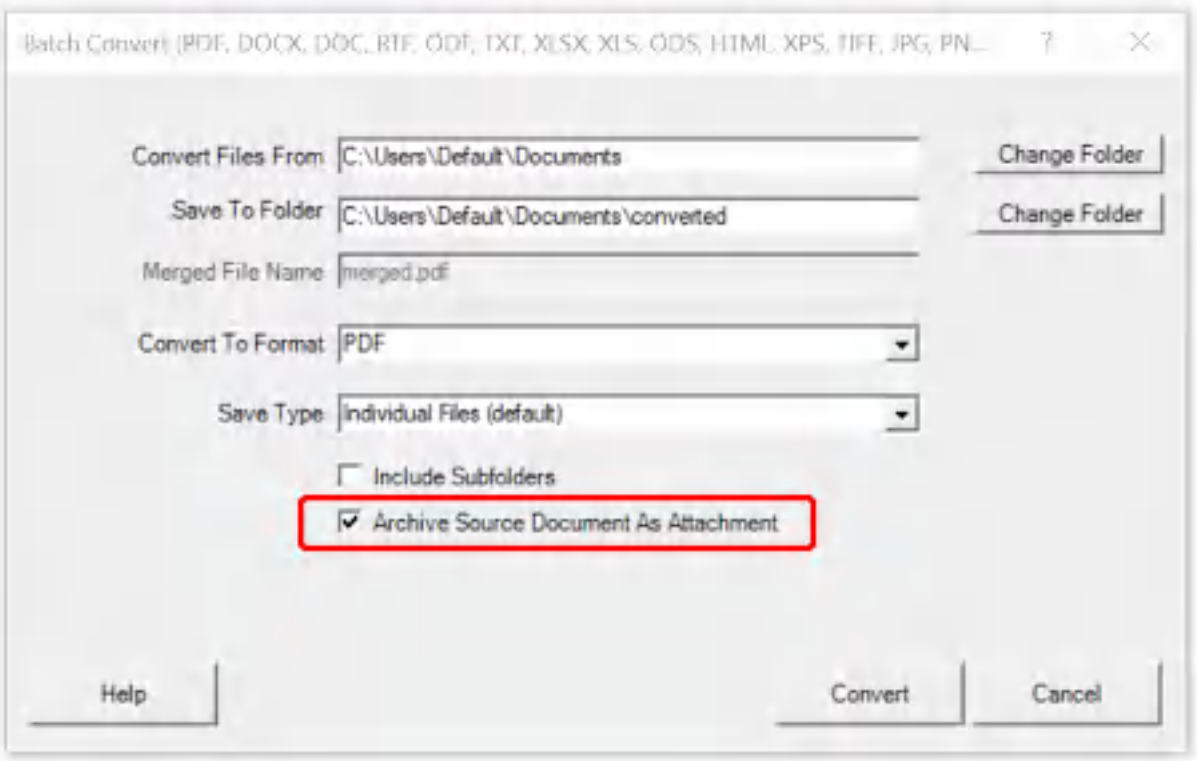

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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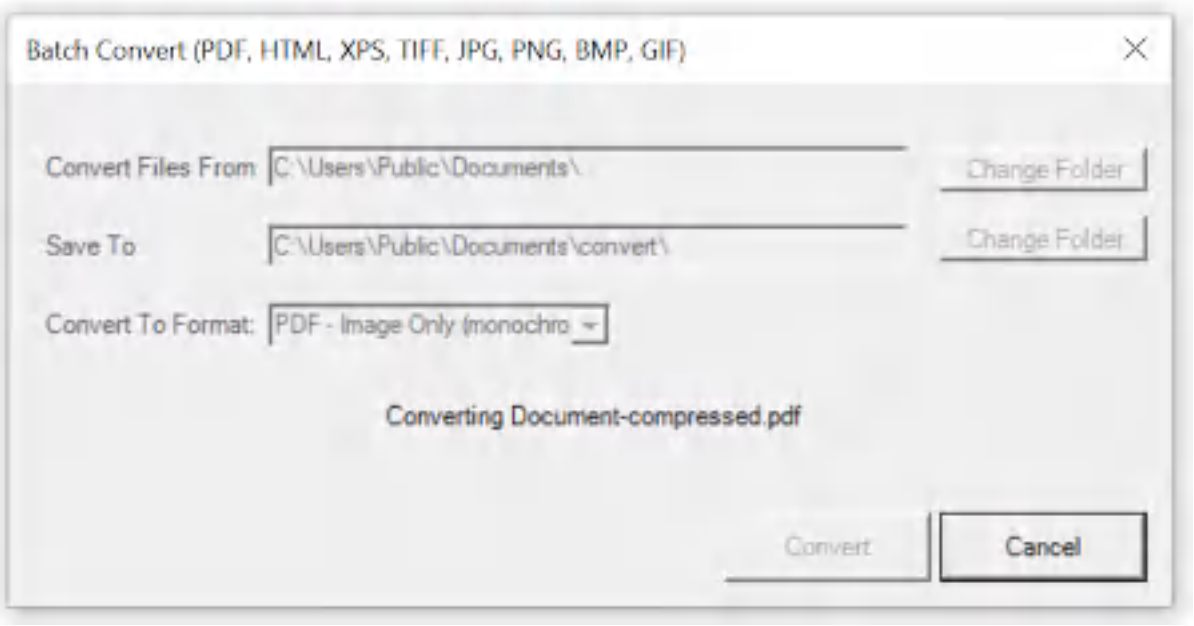
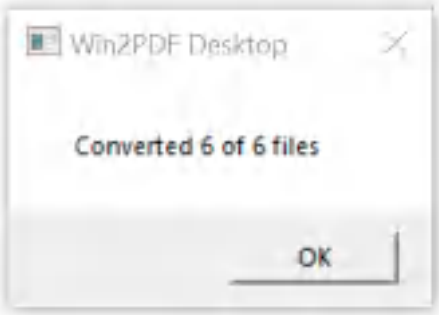


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.6 Batch Convert PDF to Compressed PDF

Batch Convert PDF to Compressed PDF Win2PDF Pro

To batch convert from PDF to compressed PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Compressed".

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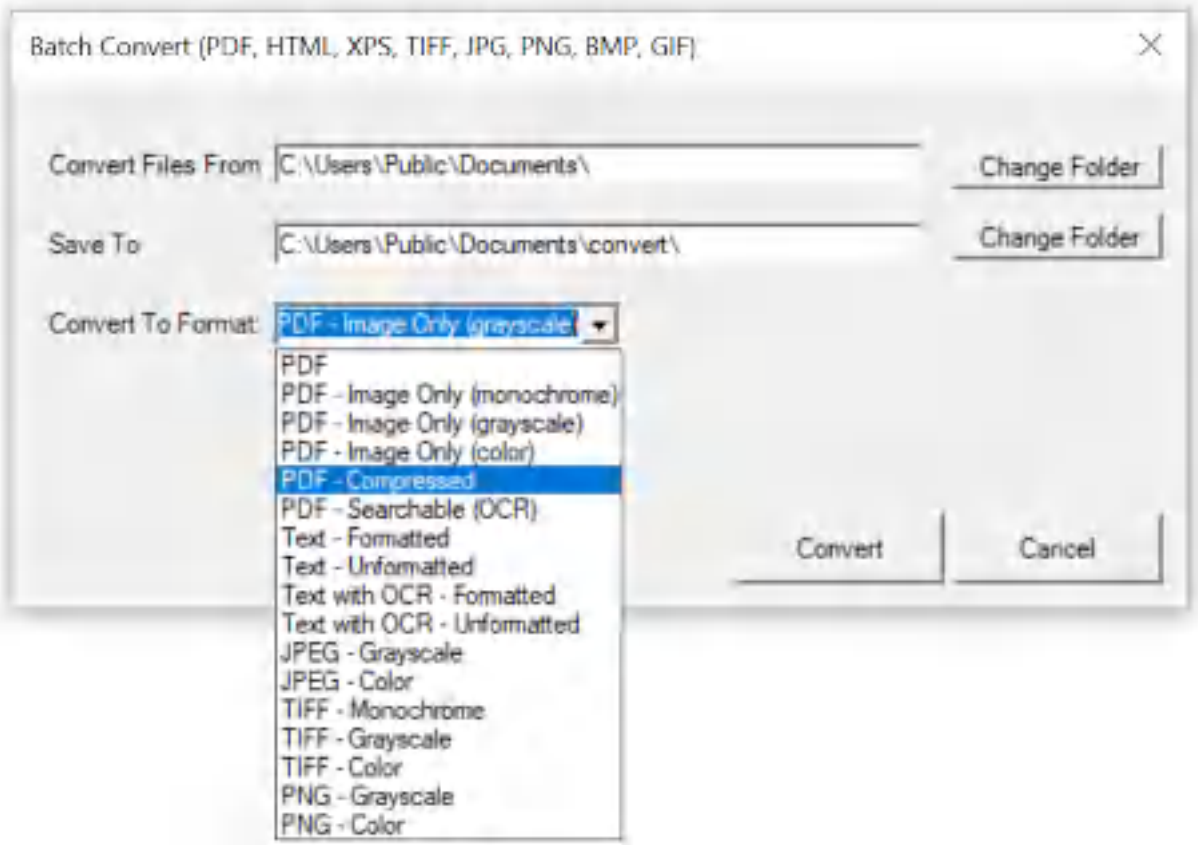

Win2PDF Desktop - Batch Convert PDF to Compressed PDF

Set the "Convert Files From" location to the folder containing the PDF files to convert, and set the "Save To" folder to the location for the converted compressed PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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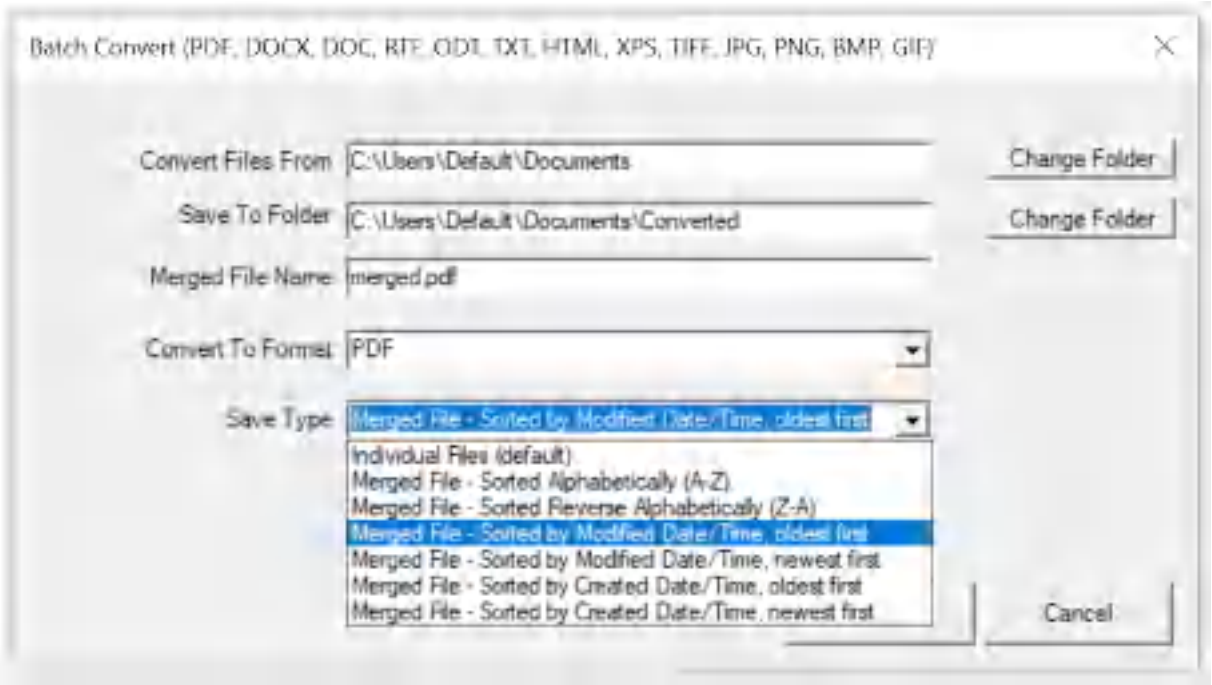

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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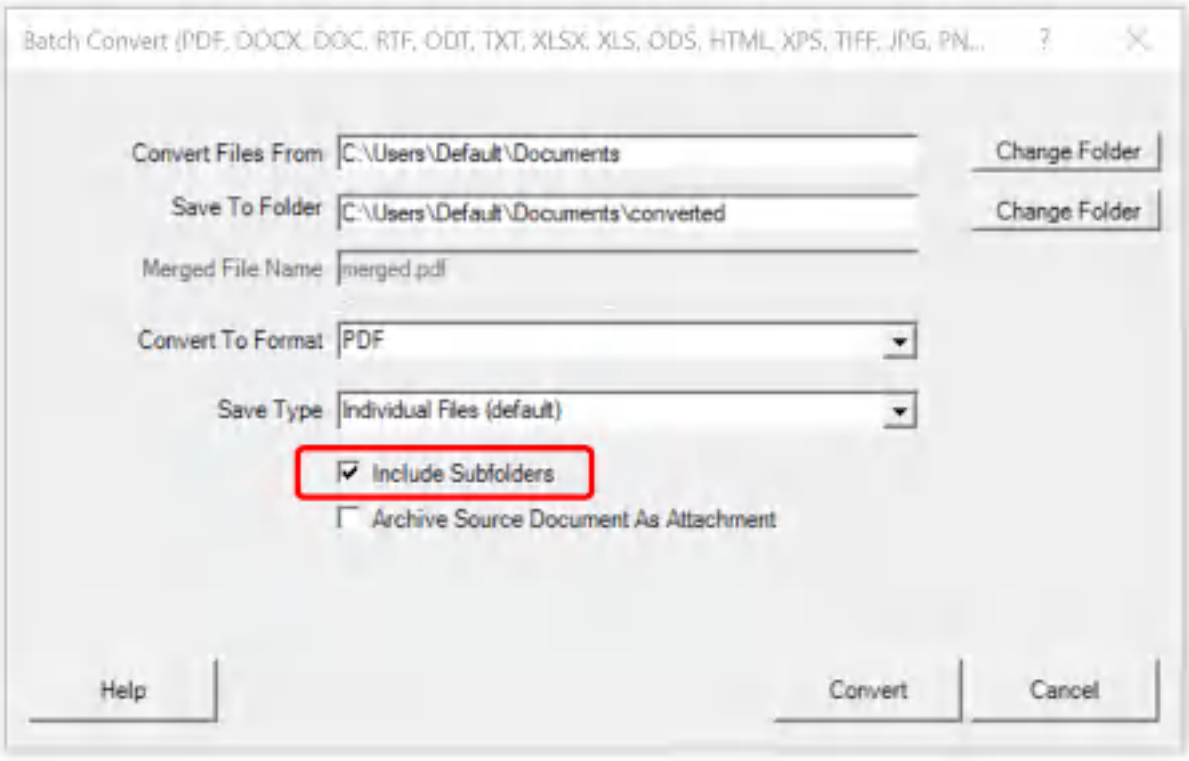

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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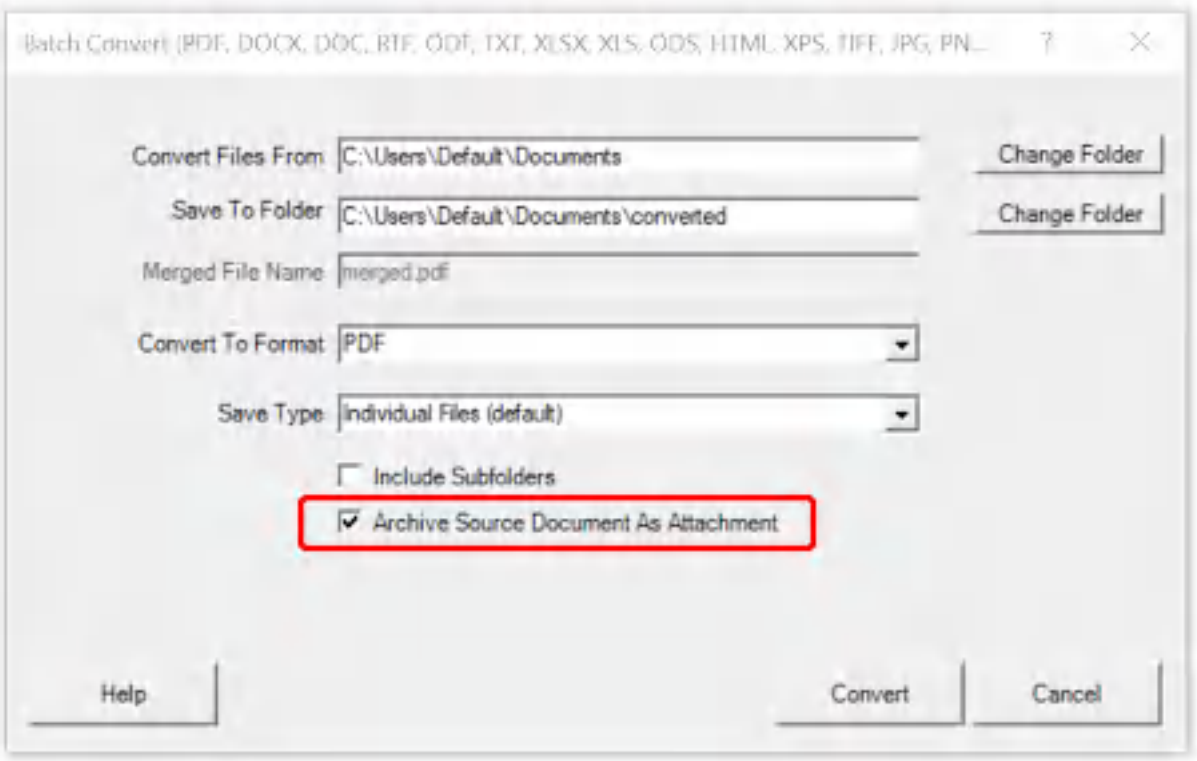

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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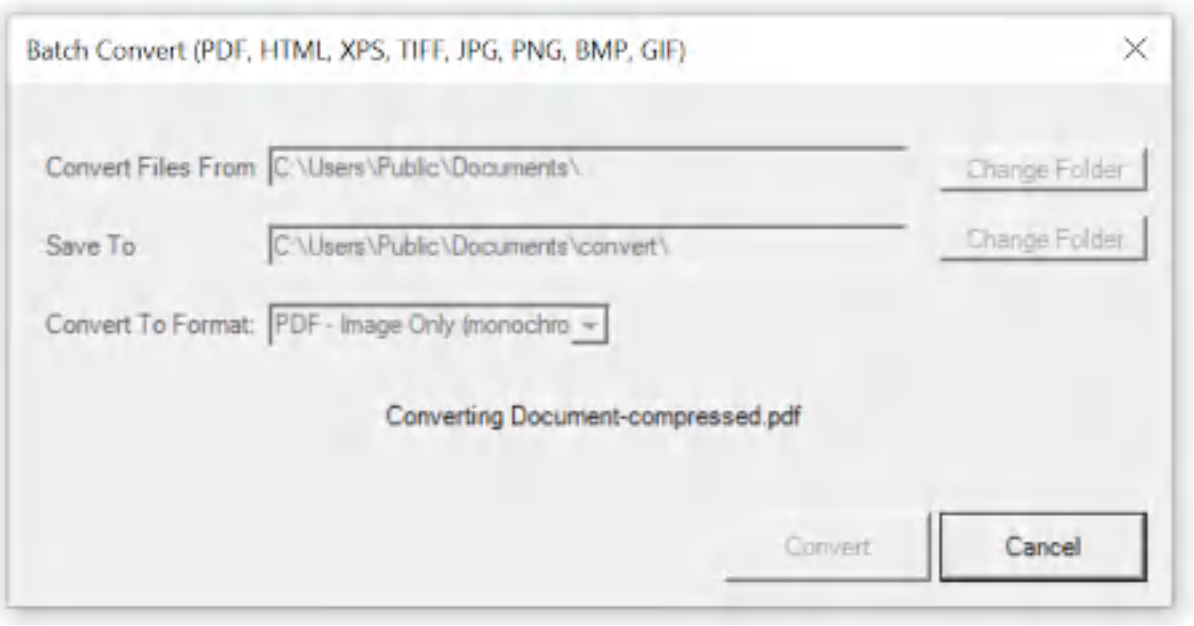
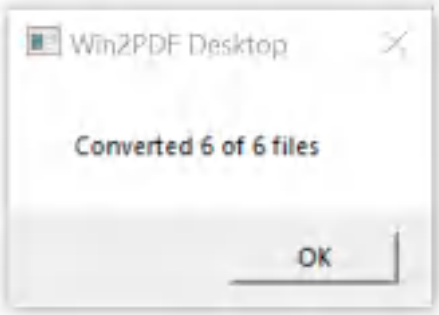


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.7 Batch Convert PDF to Image Only PDF

Batch Convert PDF to Image Only PDF Win2PDF Pro

To batch convert from PDF to an image only PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either

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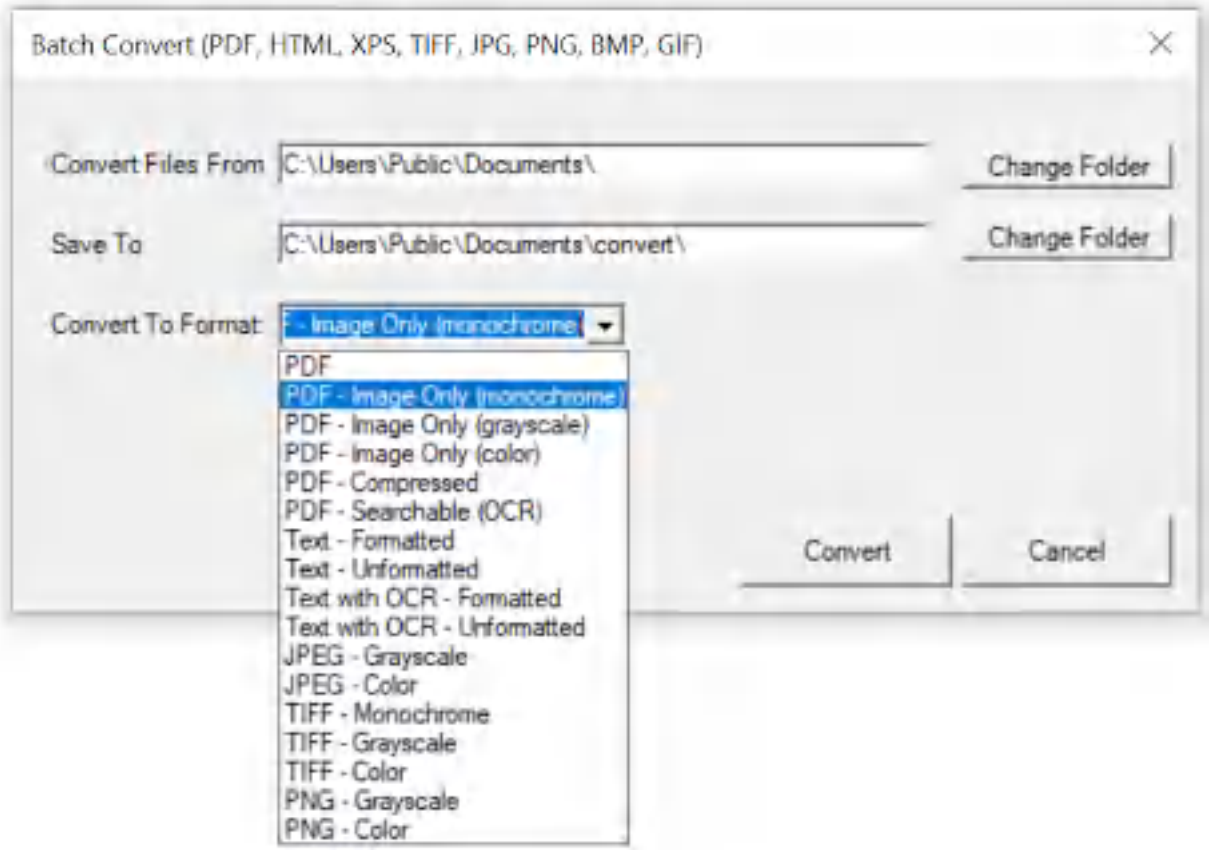
"PDF - Image Only (monochrome)", "PDF - Image Only (grayscale)", or "PDF - Image Only (color)".



Win2PDF Desktop - Batch Convert PDF to Image Only PDF

Set the "Convert Files From" location to the folder containing the PDF files to convert, and set the "Save To" folder to the location for the converted image only PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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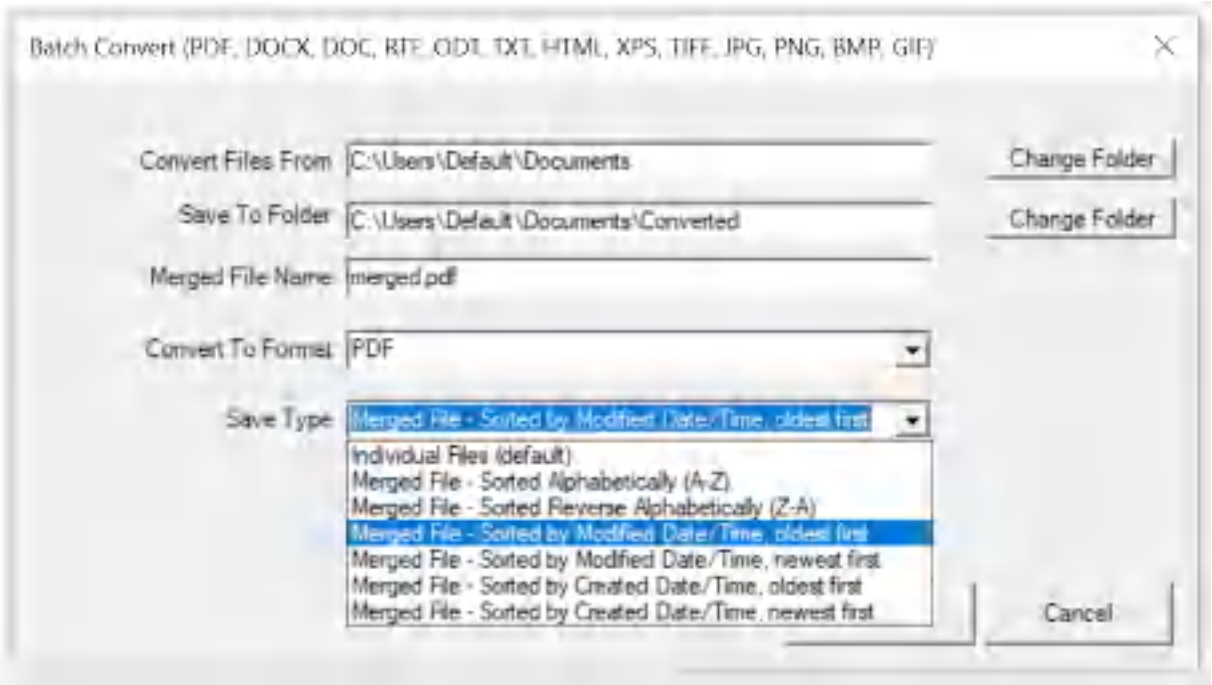

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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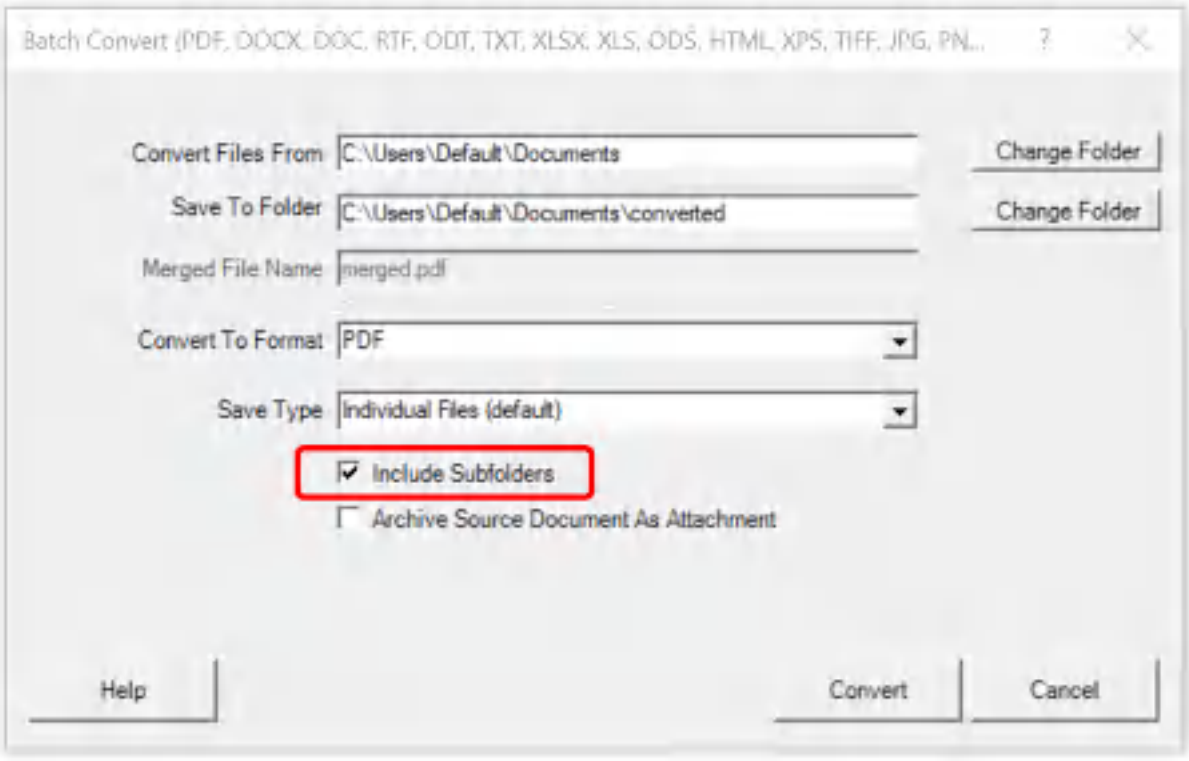

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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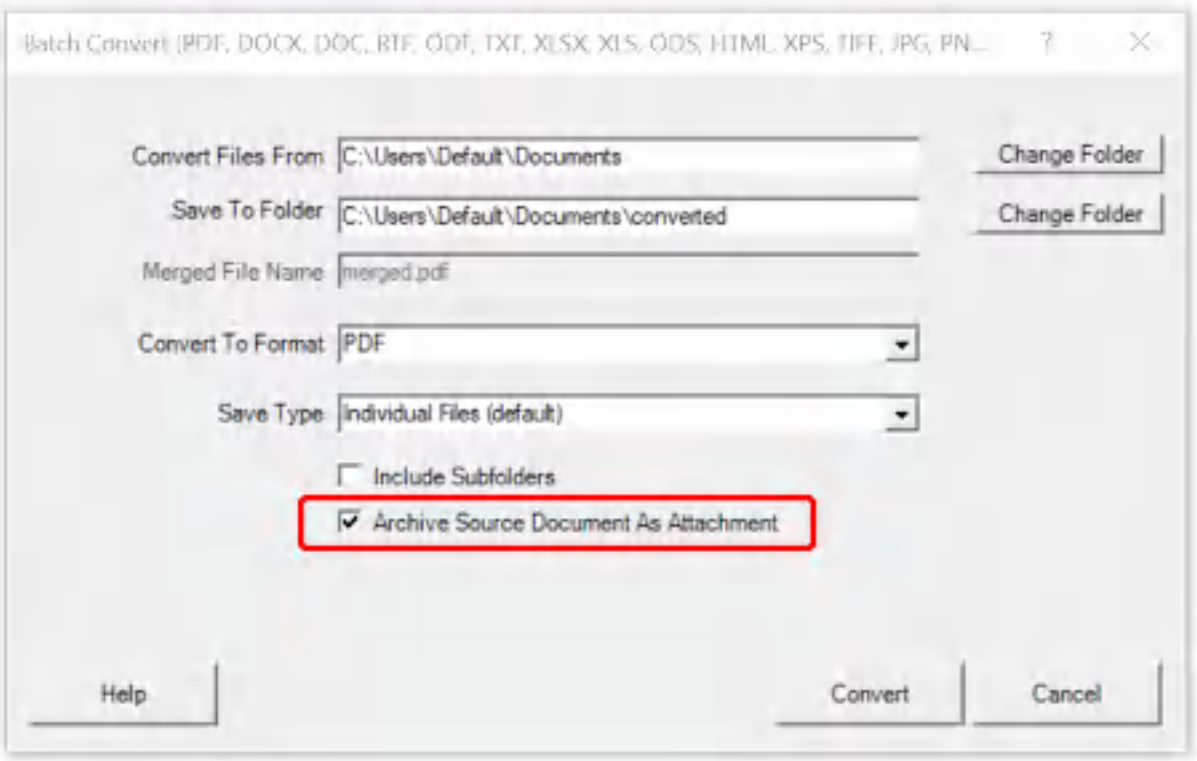

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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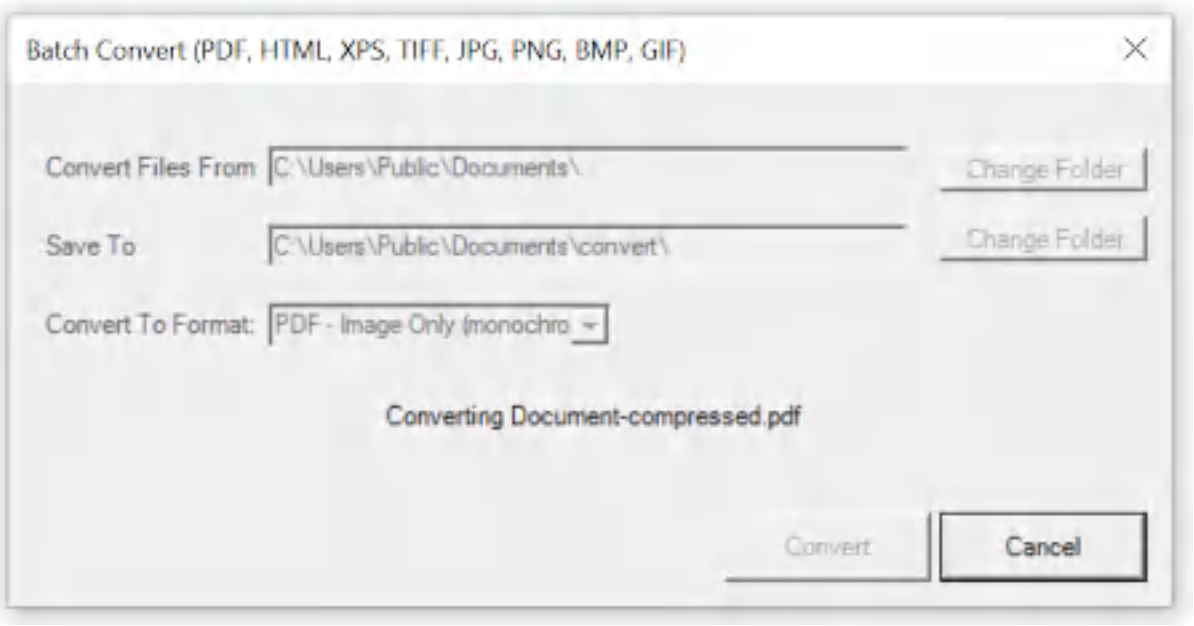
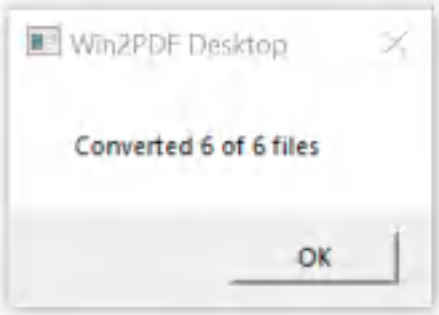


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.8 Batch Convert PDF to PDF/A

Batch Convert PDF to PDF/A Win2PDF Pro

To batch convert from PDF to a PDF/A, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to one of the following PDF/A formats:

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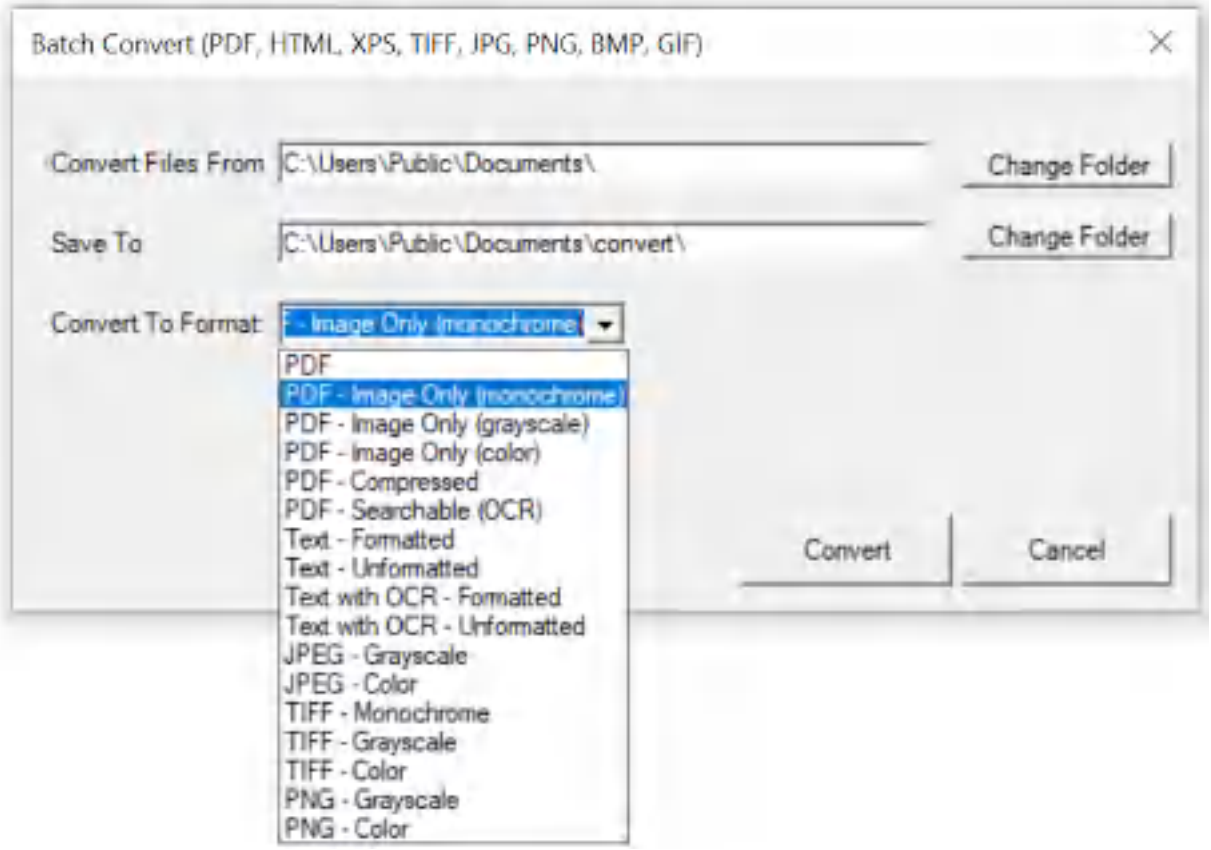

Win2PDF Desktop - Batch Convert PDF to Image Only PDF

Set the "Convert Files From" location to the folder containing the PDF files to convert, and set the "Save To" folder to the location for the converted image only PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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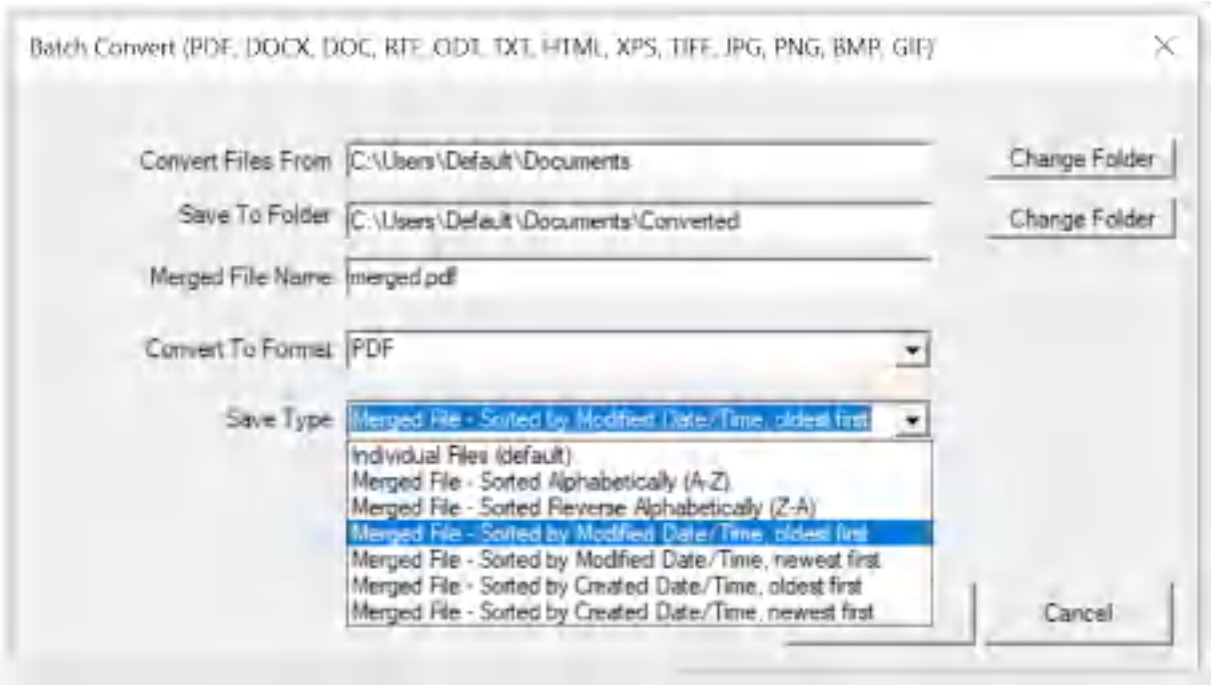

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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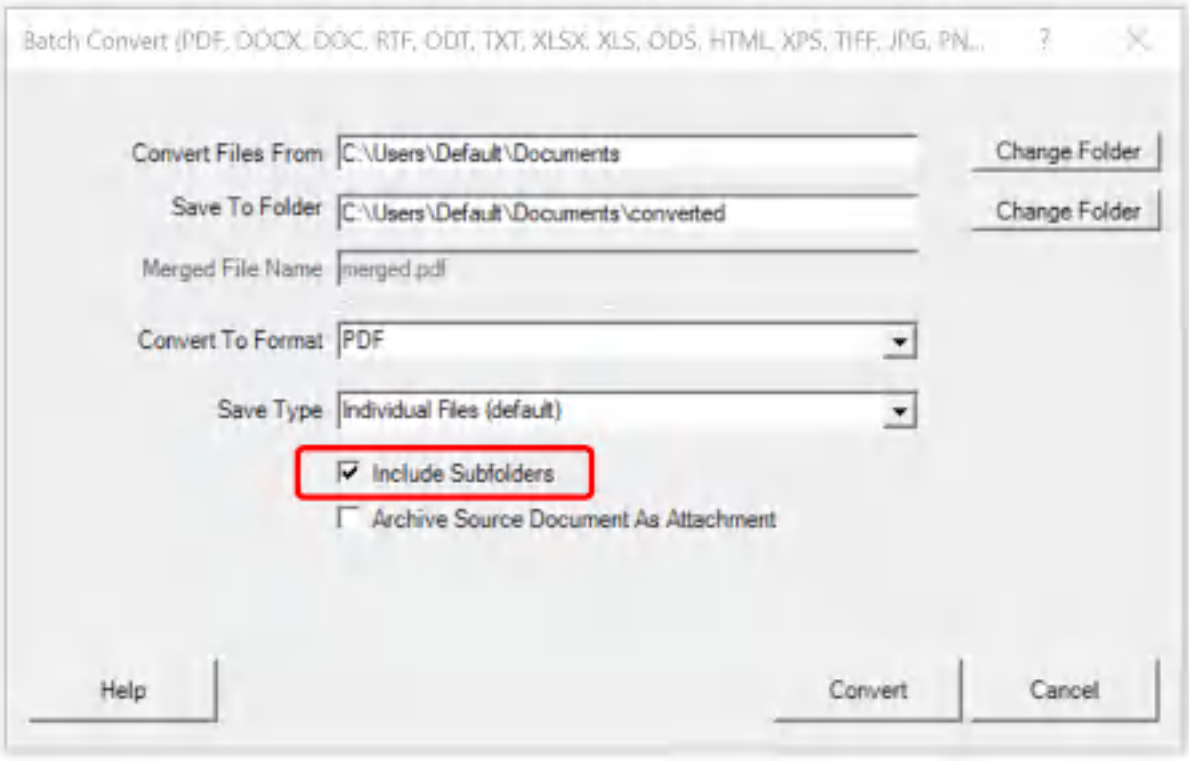

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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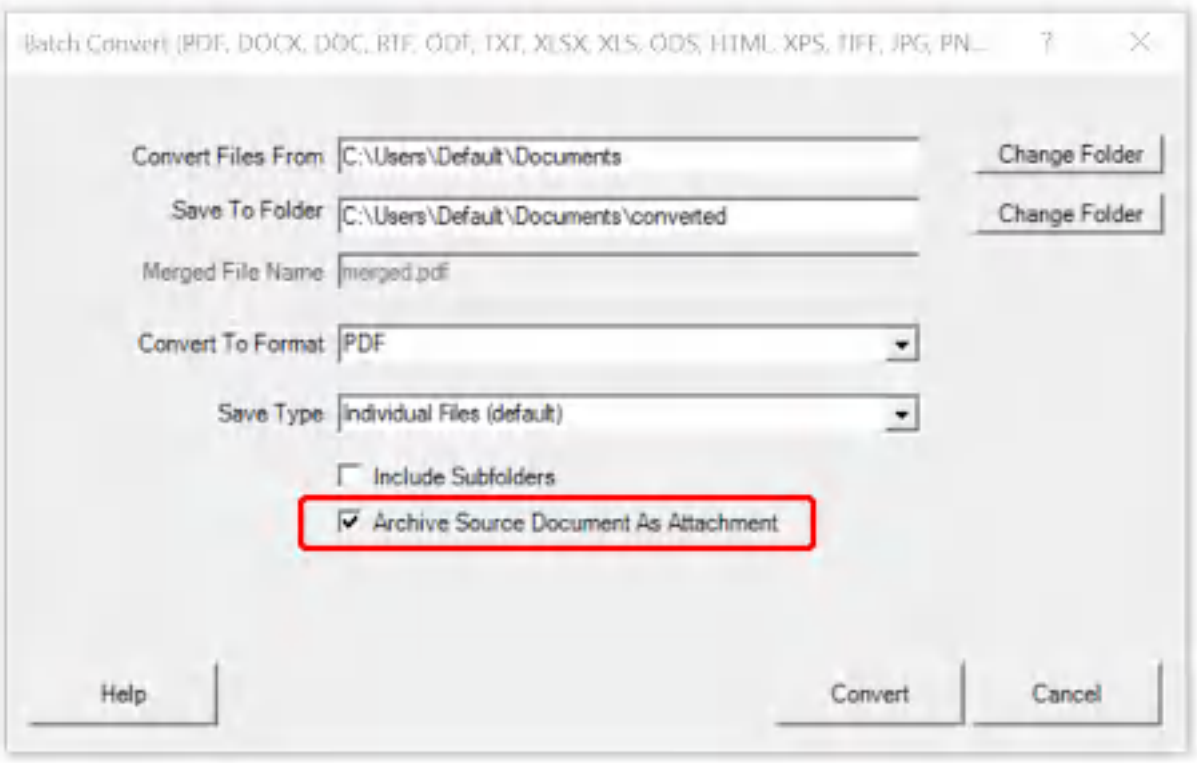

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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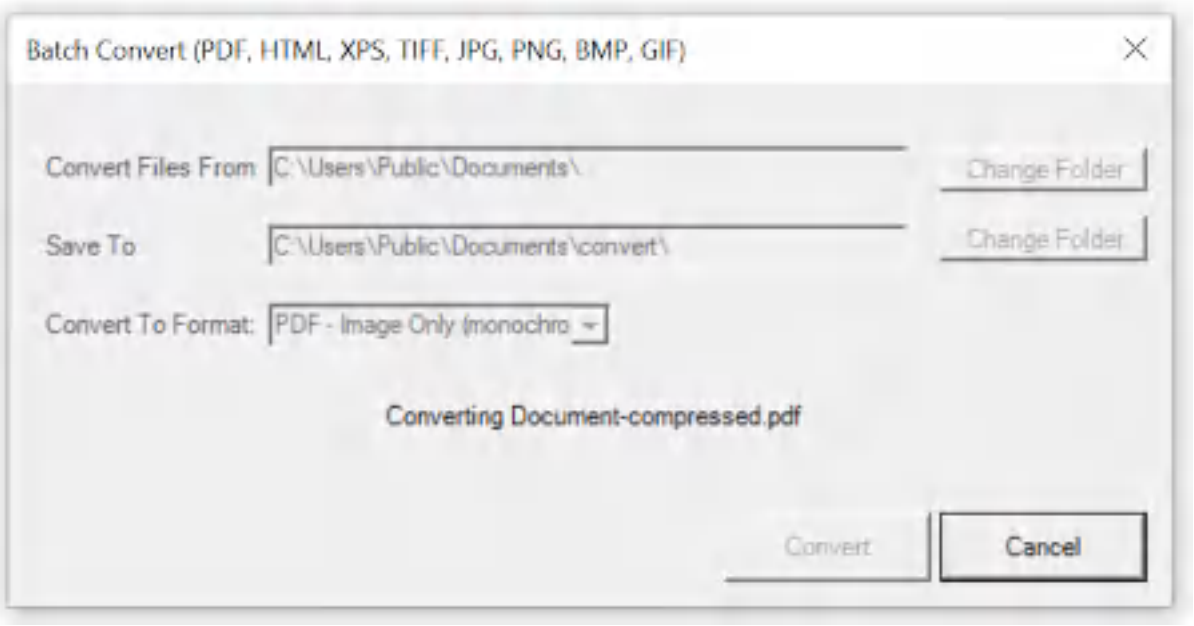
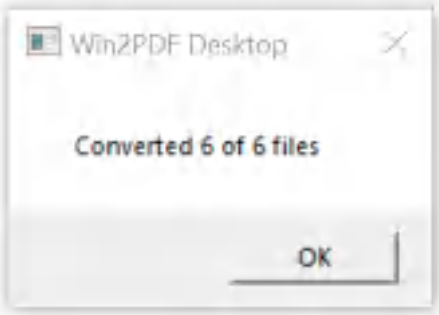


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.9 Batch Convert PDF to DOCX

Batch Convert PDF to DOCX Win2PDF Pro

To batch convert from PDF to a Microsoft Word DOCX file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "DOCX - Microsoft Word Document".

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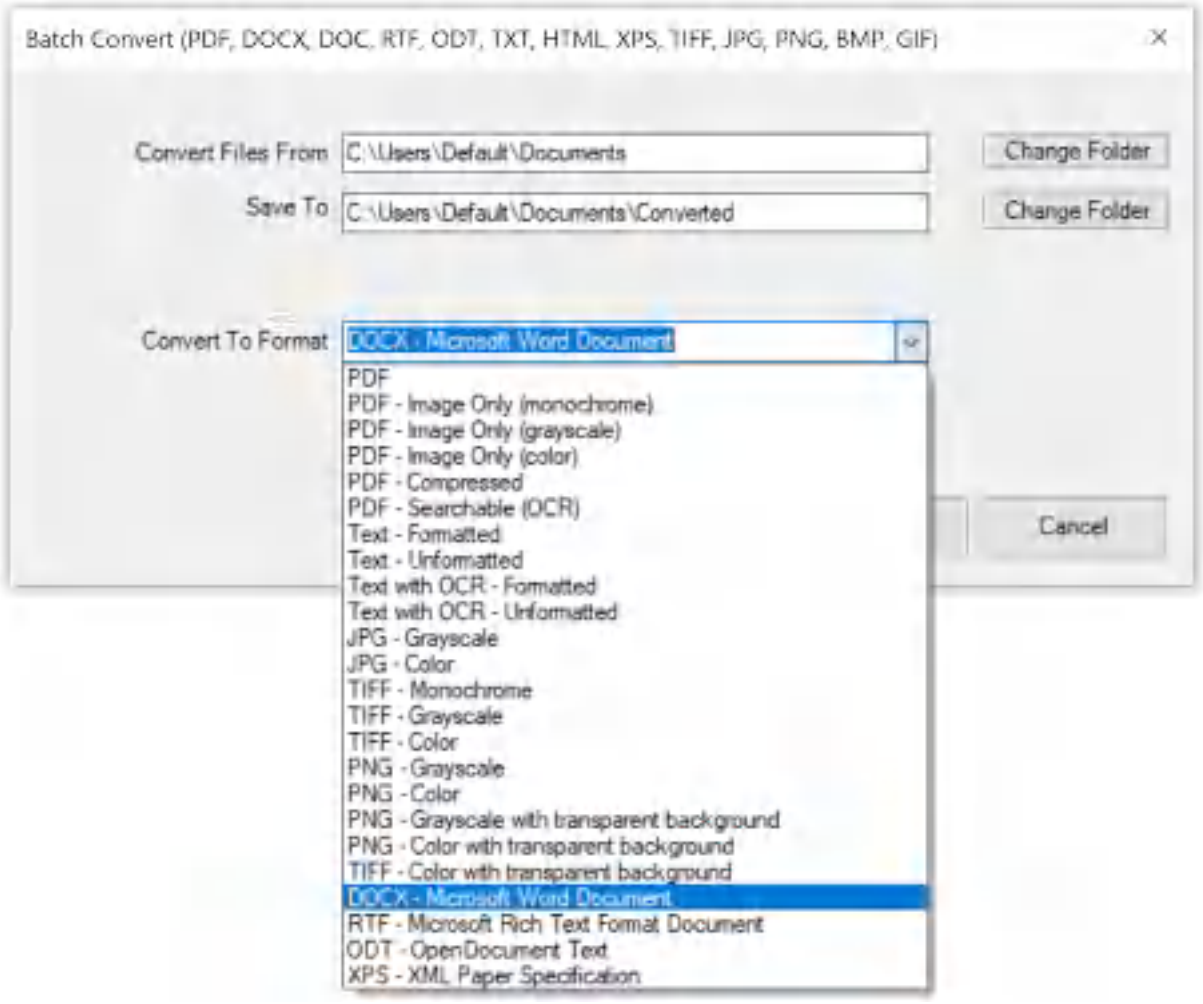

Win2PDF Desktop - Batch Convert PDF to DOCX

Set the "Convert Files From" location to the folder containing the PDF files to convert, and set the "Save To" folder to the location for the converted DOCX files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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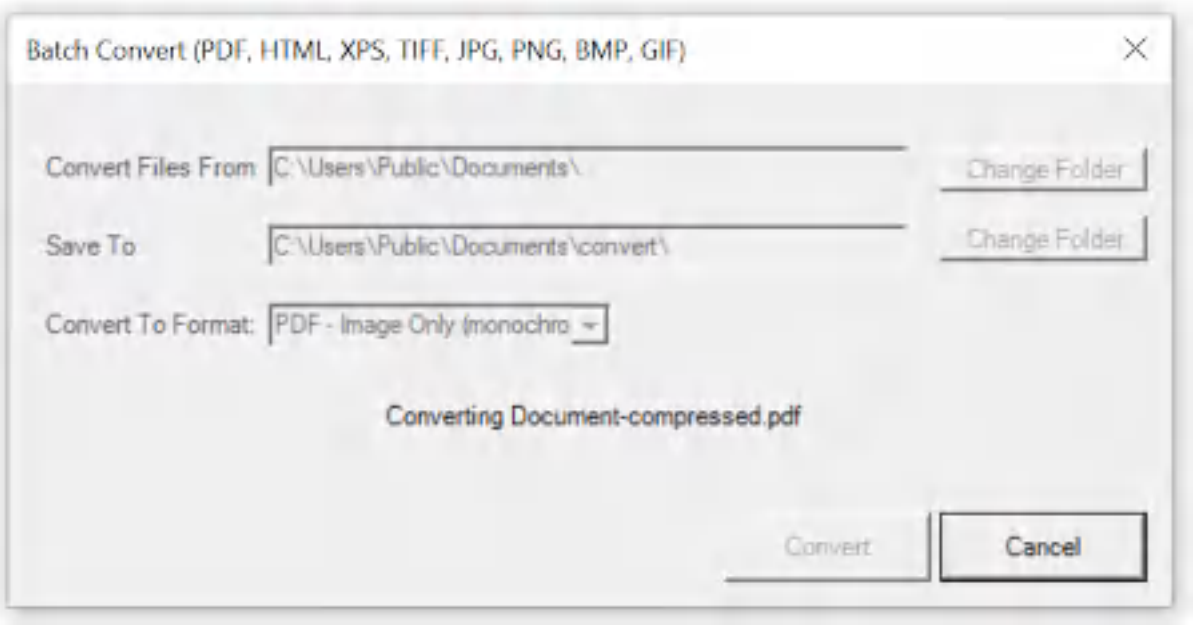
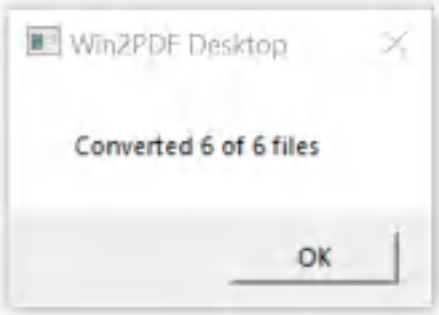


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.10 Batch Convert PDF to RTF

Batch Convert PDF to RTF Win2PDF Pro

To batch convert from PDF to a Rich Text Format RTF file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "RTF - Microsoft Rich Text Format Document".

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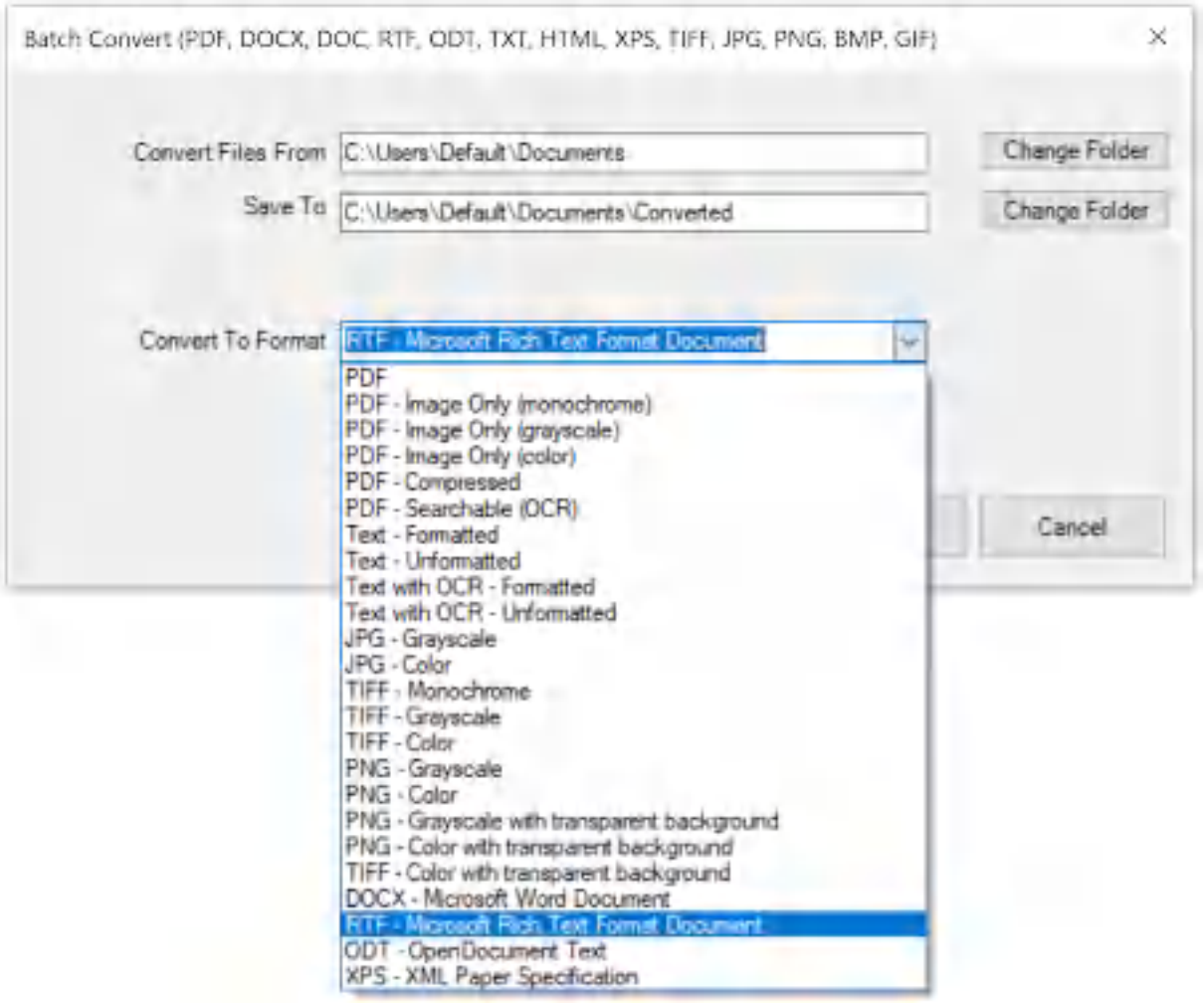

Win2PDF Desktop - Batch Convert PDF to RTF

Set the "Convert Files From" location to the folder containing the PDF files to convert, and set the "Save To" folder to the location for the converted RTF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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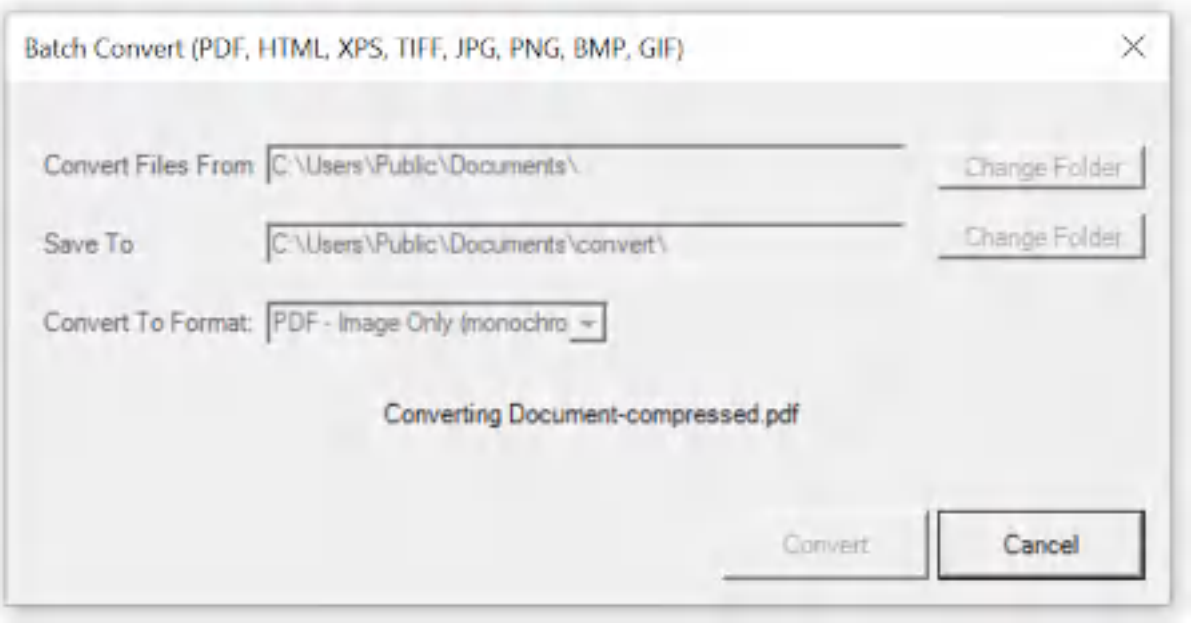
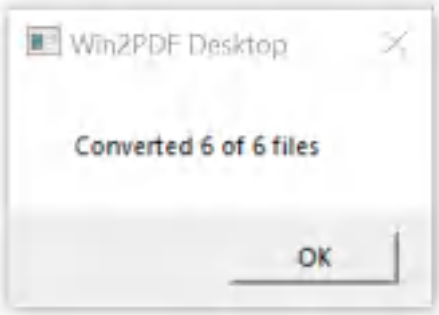


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.11 Batch Convert PDF to ODT

Batch Convert PDF to ODT Win2PDF Pro

To batch convert from PDF to an OpenDocument Text ODT file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "ODT - OpenDocument Text".

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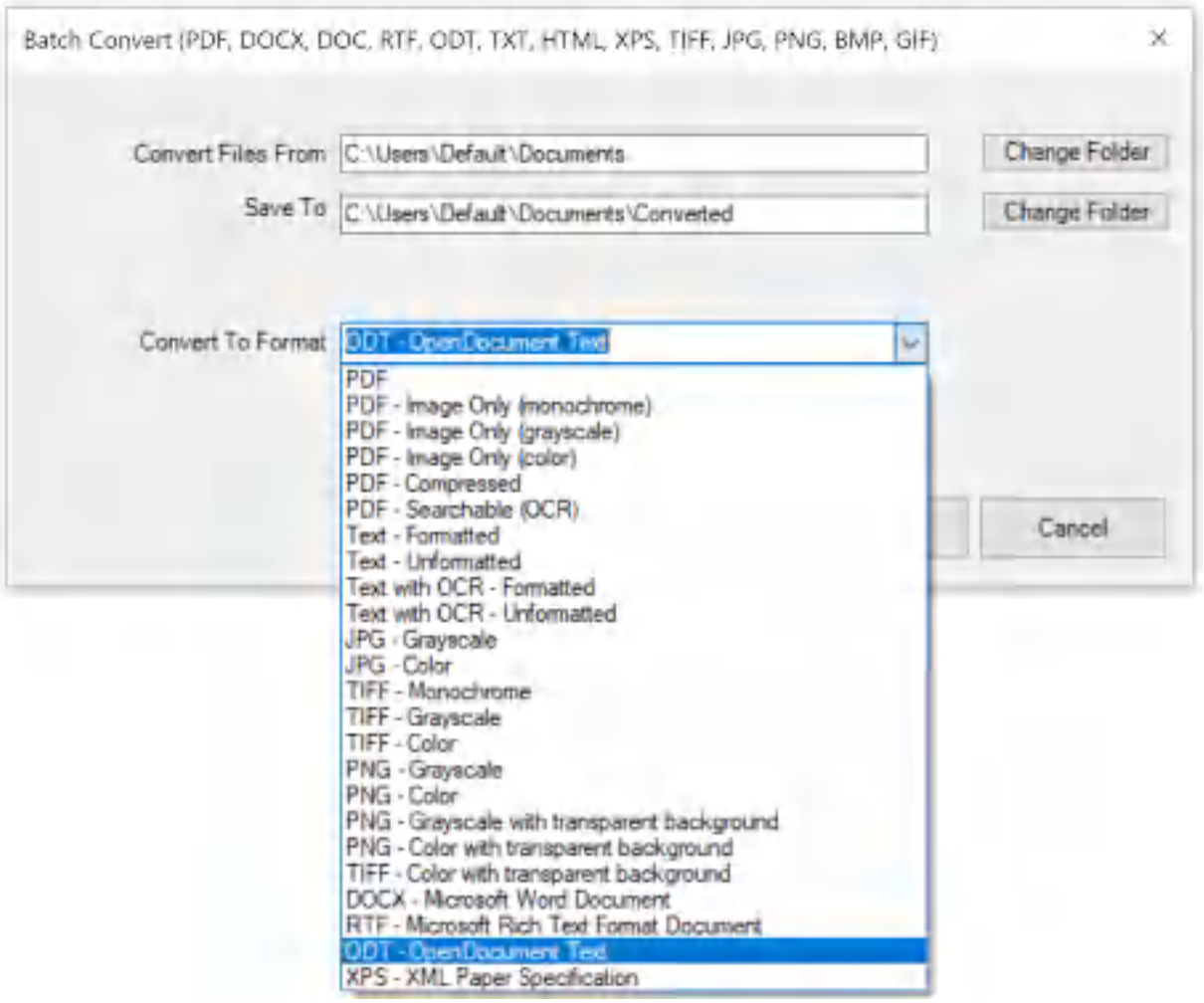

Win2PDF Desktop - Batch Convert PDF to ODT

Set the "Convert Files From" location to the folder containing the PDF files to convert, and set the "Save To" folder to the location for the converted ODT files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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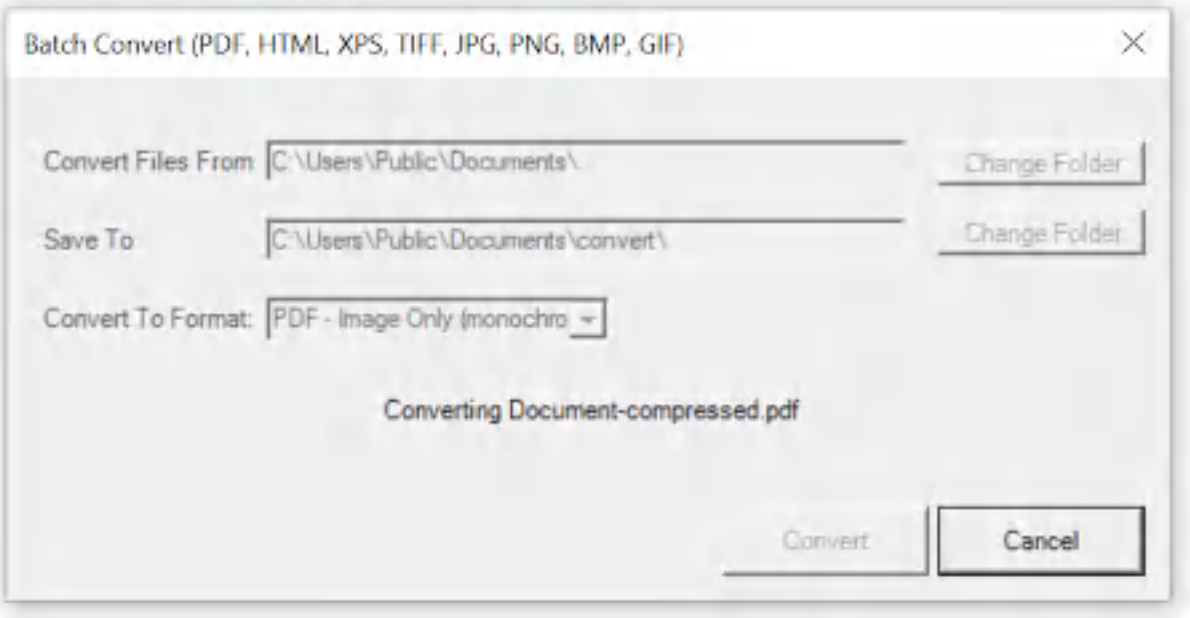
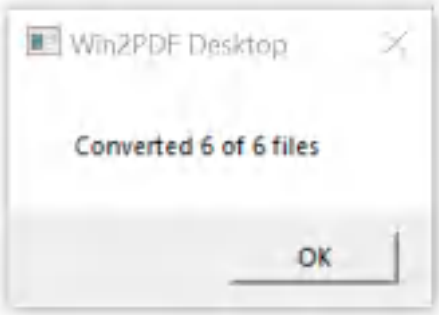


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.12 Batch Convert PDF to XPS

Batch Convert PDF to XPS Win2PDF Pro

To batch convert from PDF to an XML Paper Specification XPS file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "XPS - XML Paper Specification".

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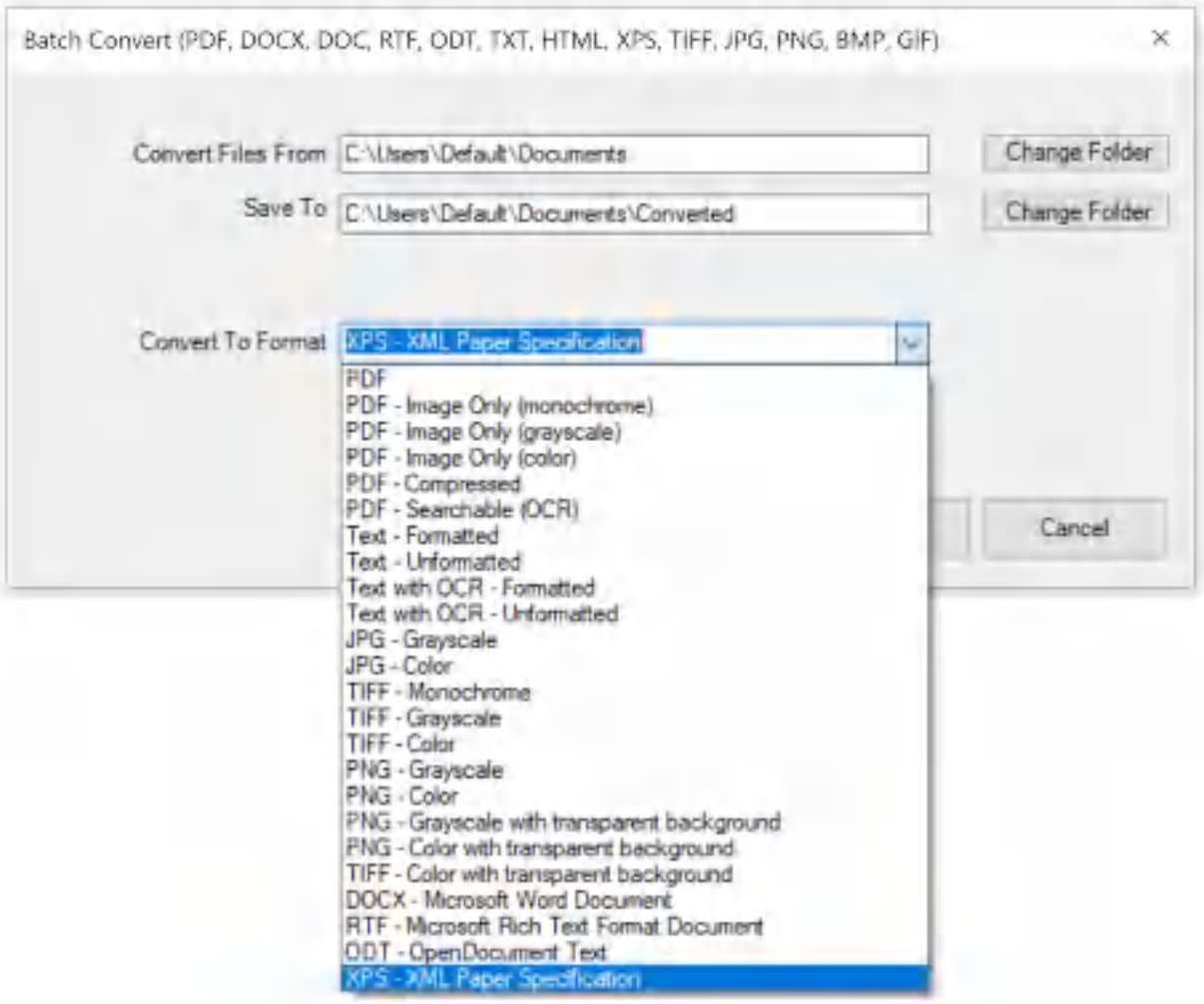

Win2PDF Desktop - Batch Convert PDF to XPS

Set the "Convert Files From" location to the folder containing the PDF files to convert, and set the "Save To" folder to the location for the converted XPS files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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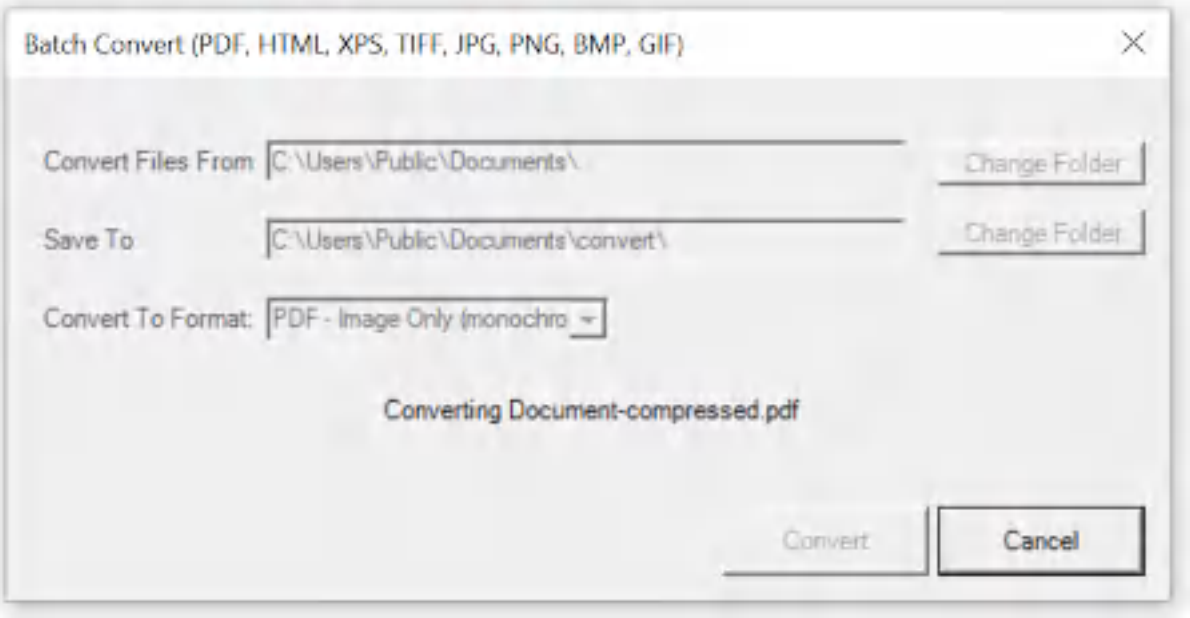
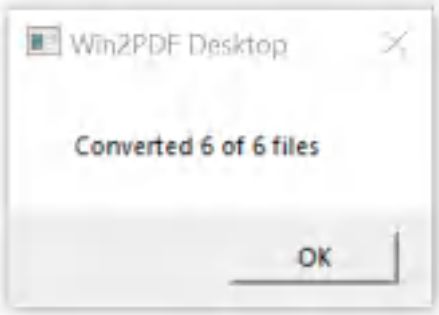


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.13 Batch Convert JPG to PDF

Batch Convert JPG to PDF Win2PDF Pro

To batch convert from JPG to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".

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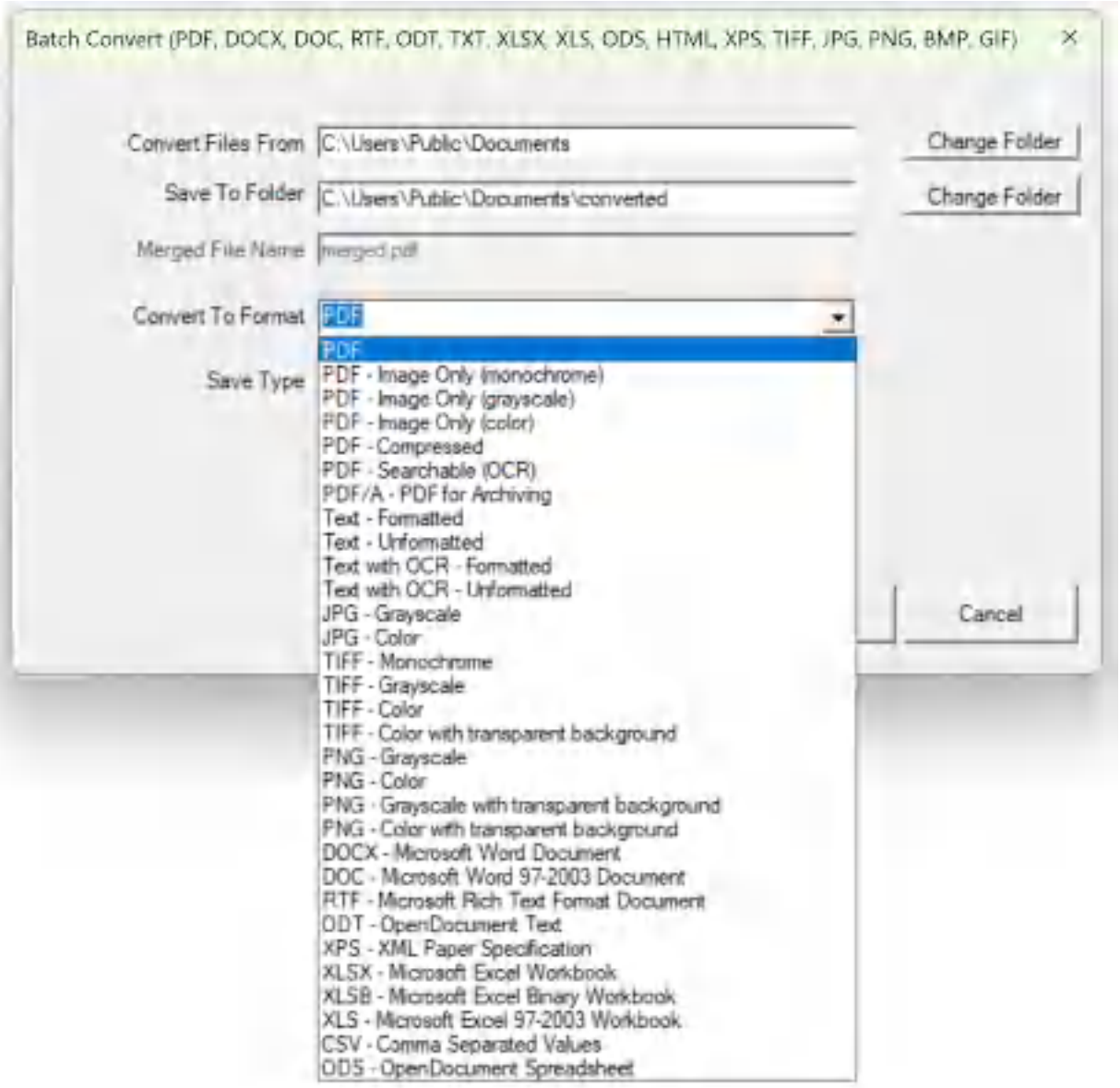

Win2PDF Desktop - Batch Convert JPG to PDF

Set the "Convert Files From" location to the folder containing the JPG files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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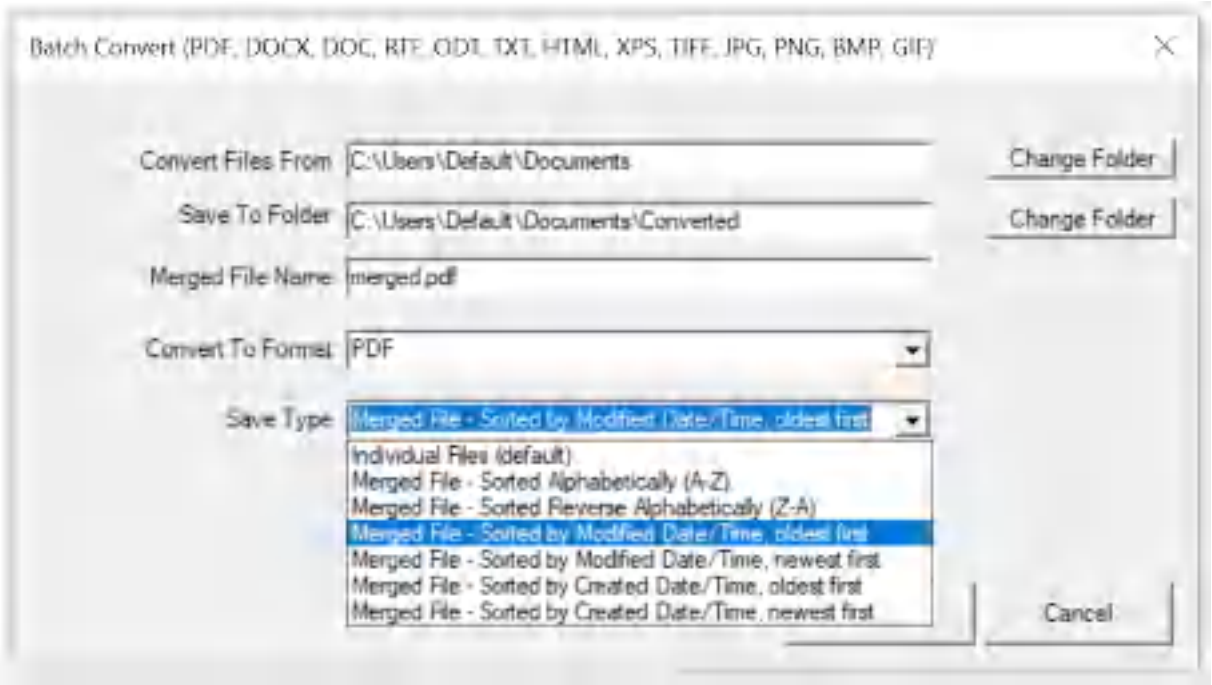

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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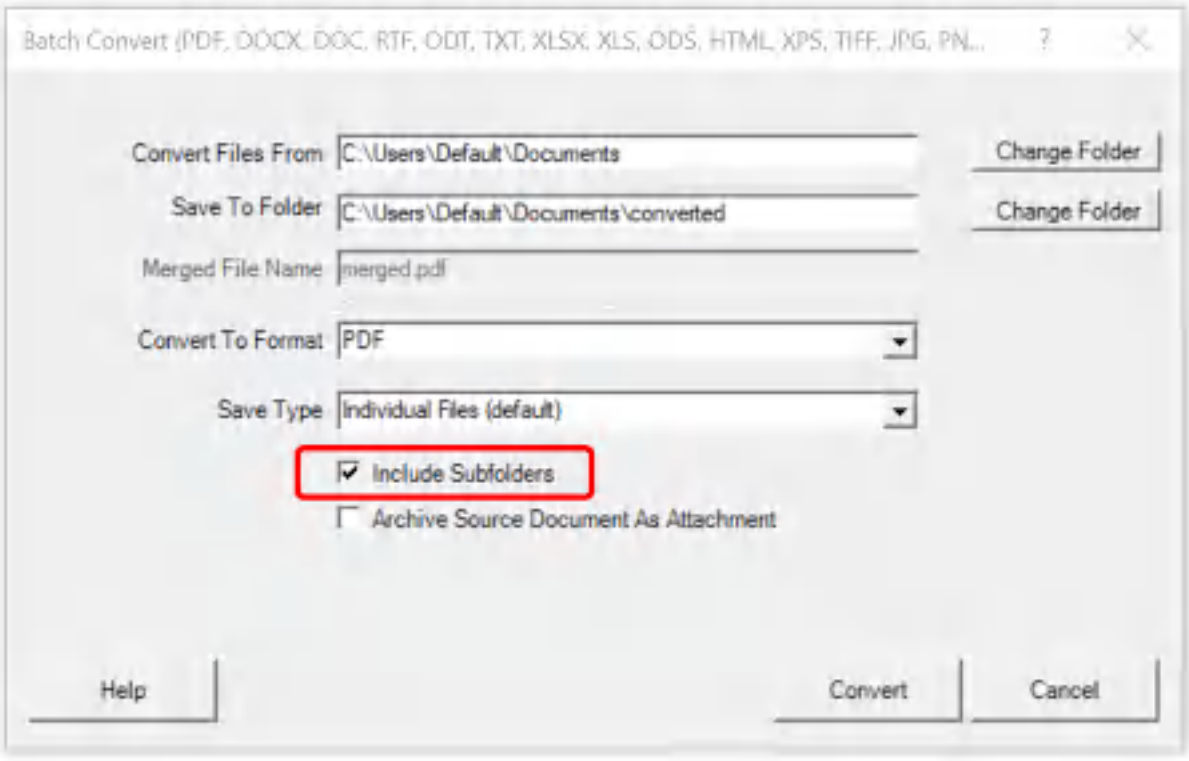

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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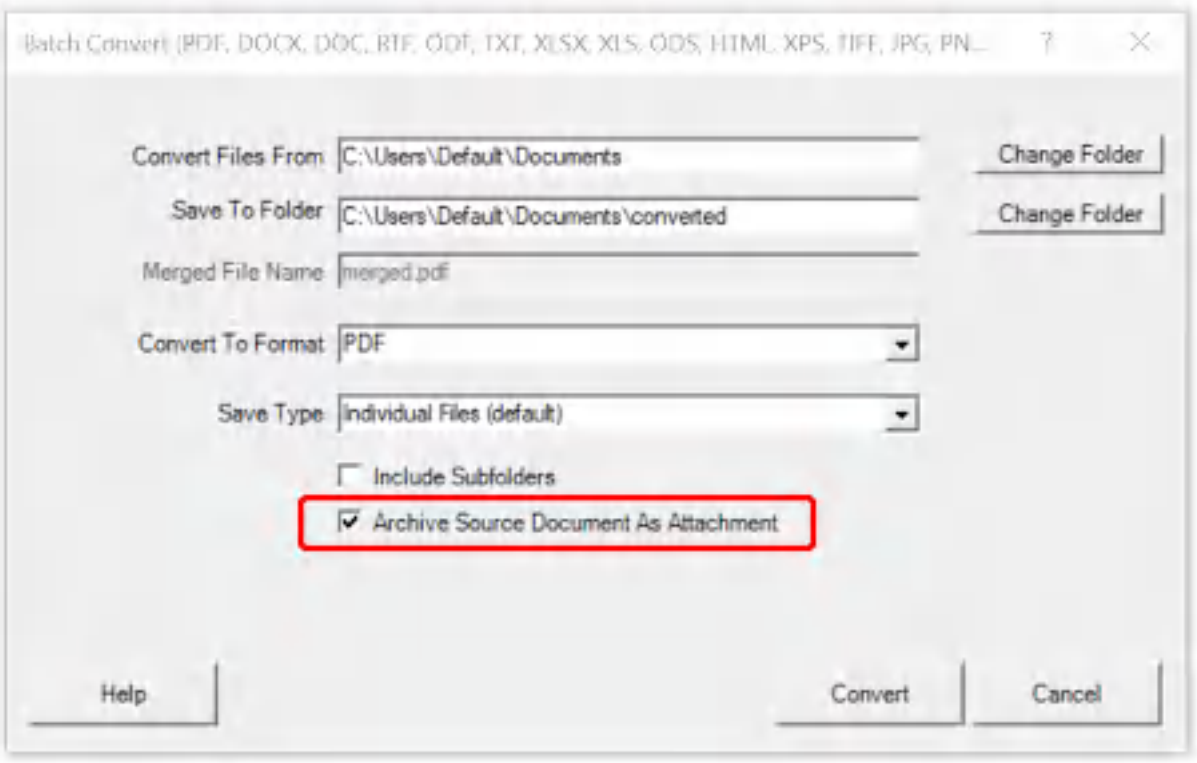

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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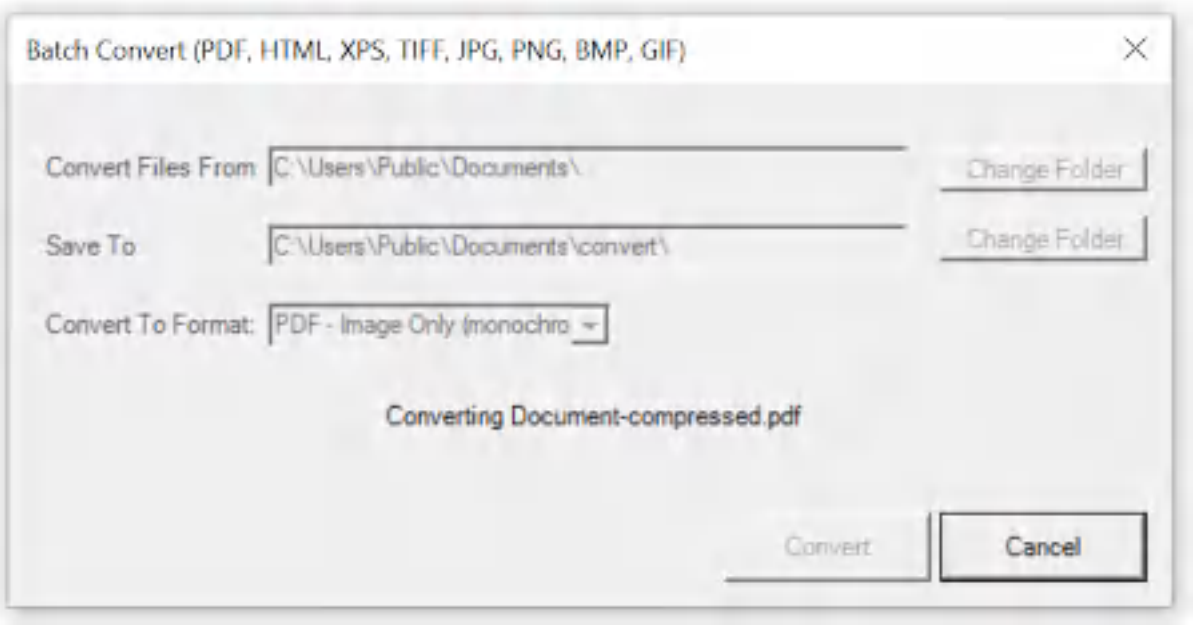
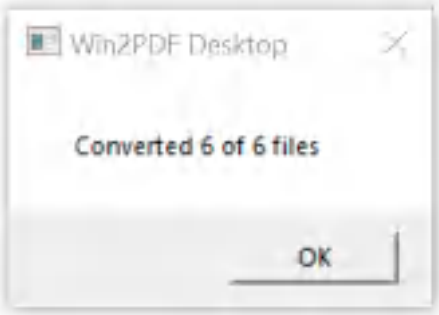


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.14 Batch Convert JPG to PNG

Batch Convert JPG to PNG Win2PDF Pro

To batch convert from JPG to PNG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PNG - Grayscale" or "PNG - Color".

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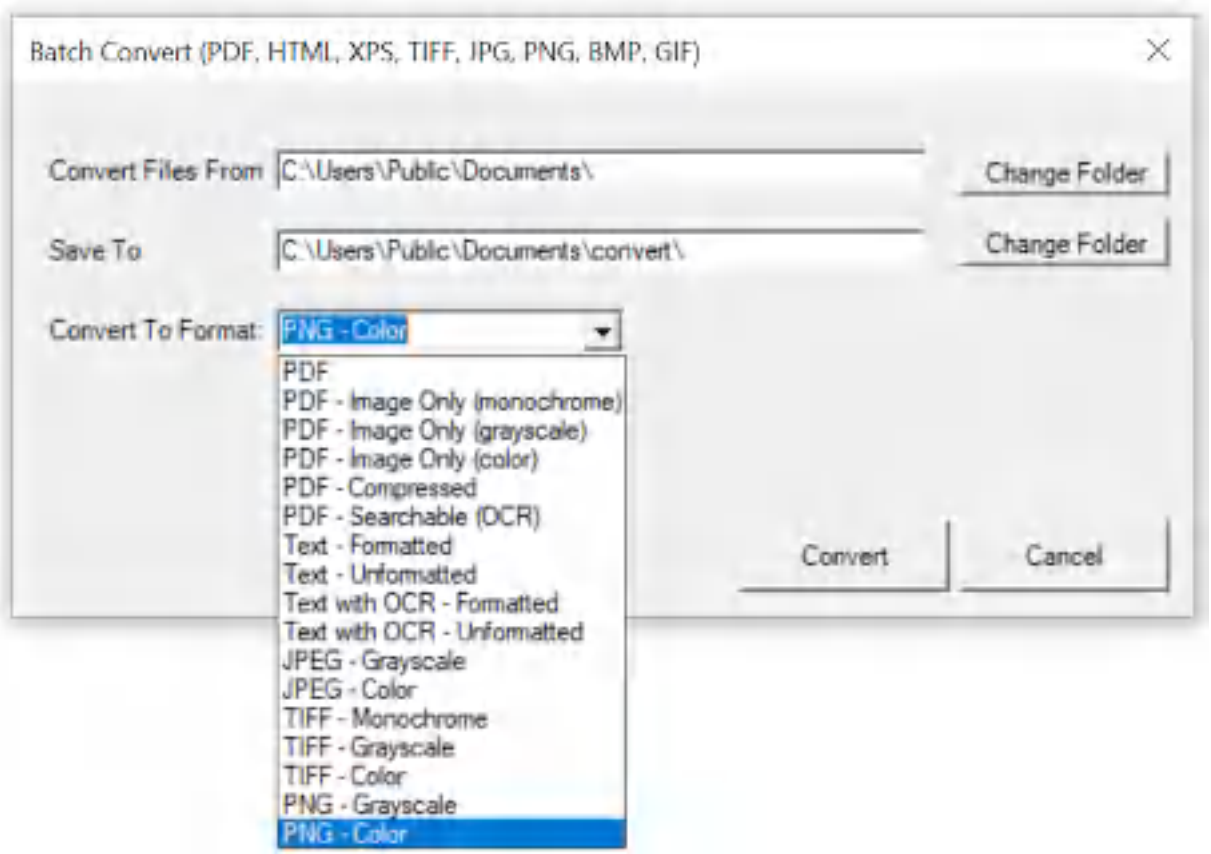

Win2PDF Desktop - Batch Convert JPG to PNG

Set the "Convert Files From" location to the folder containing the JPG files to convert, and set the "Save To" folder to the location for the converted PNG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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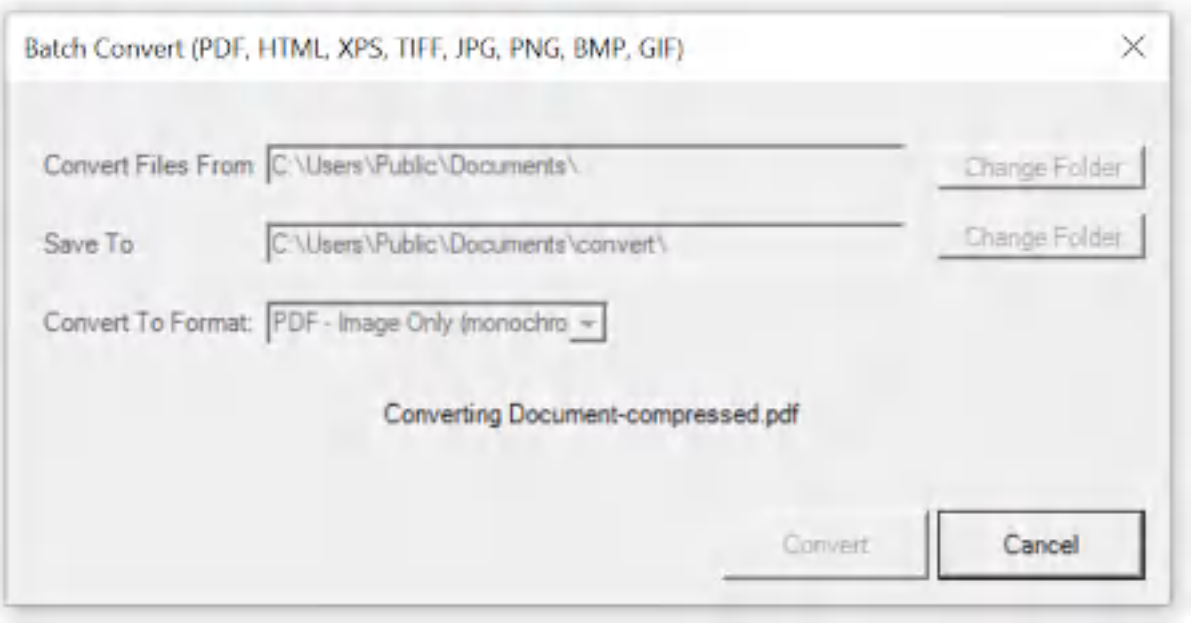
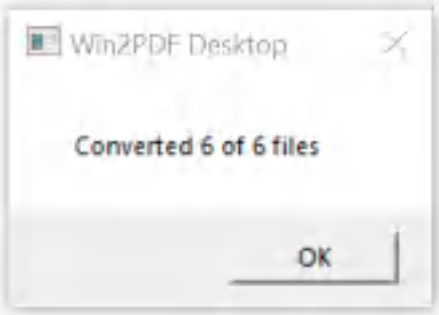


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.15 Batch Convert JPG to TIFF

Batch Convert JPG to TIFF Win2PDF Pro

To batch convert from JPG to TIFF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "TIFF -

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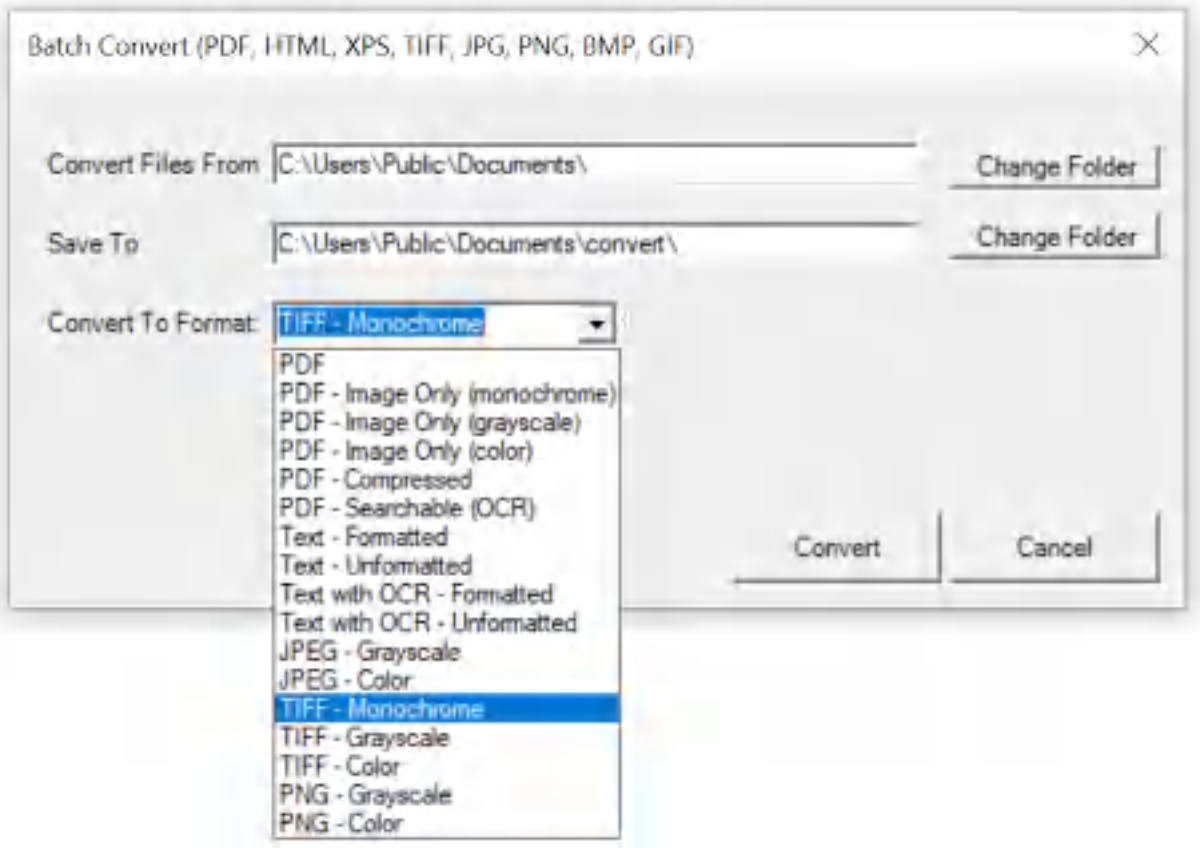
Monochrome", "TIFF - Grayscale", "TIFF - Color", or "TIFF - Color with transparent background".



Win2PDF Desktop - Batch Convert JPG to TIFF

Set the "Convert Files From" location to the folder containing the JPG files to convert, and set the "Save To" folder to the location for the converted TIFF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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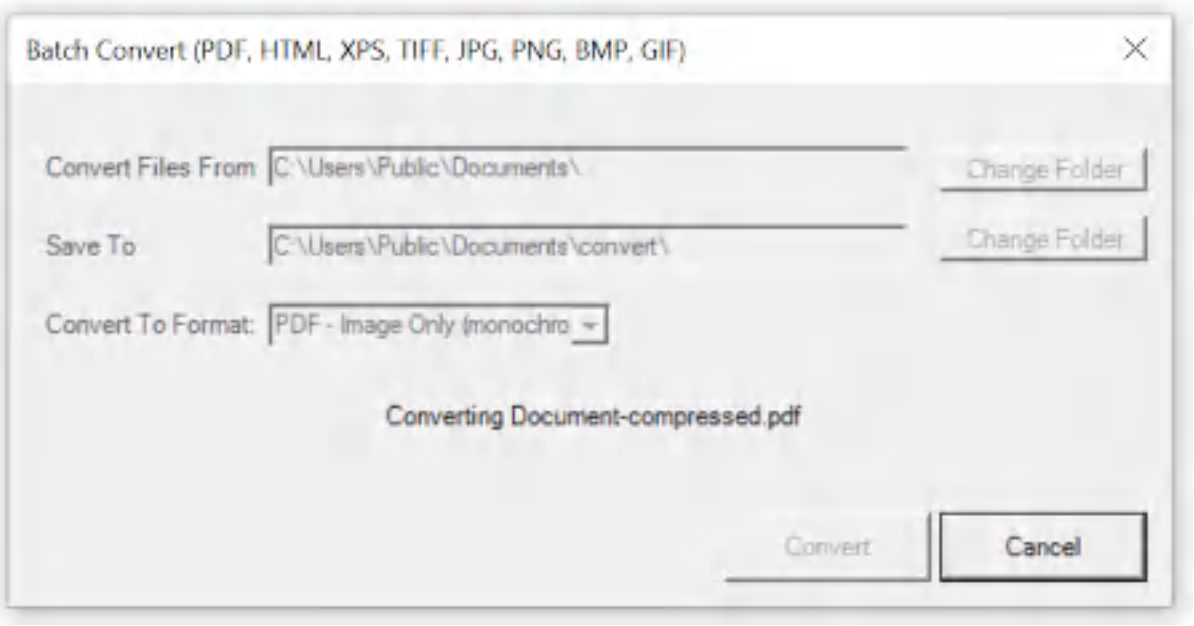
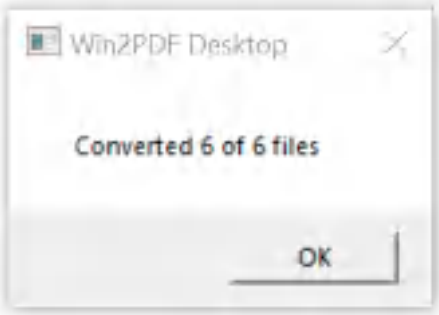


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.16 Batch Convert JPG to Text

Batch Convert JPG to TXT Win2PDF Pro

To batch convert from JPG to Text, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "Text with OCR -

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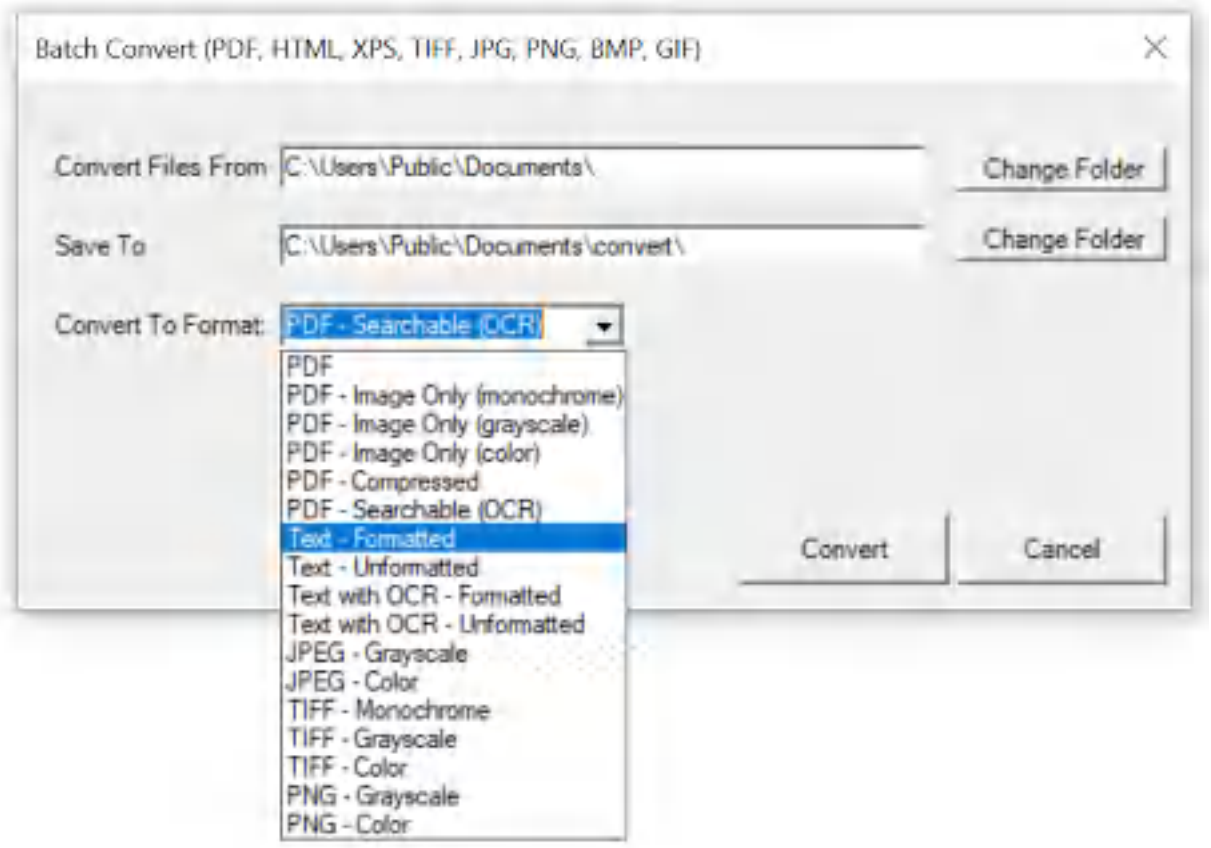
Formatted", or "Text with OCR - Unformatted". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert JPG to Text

Set the "Convert Files From" location to the folder containing the JPG files to convert, and set the "Save To" folder to the location for the converted text files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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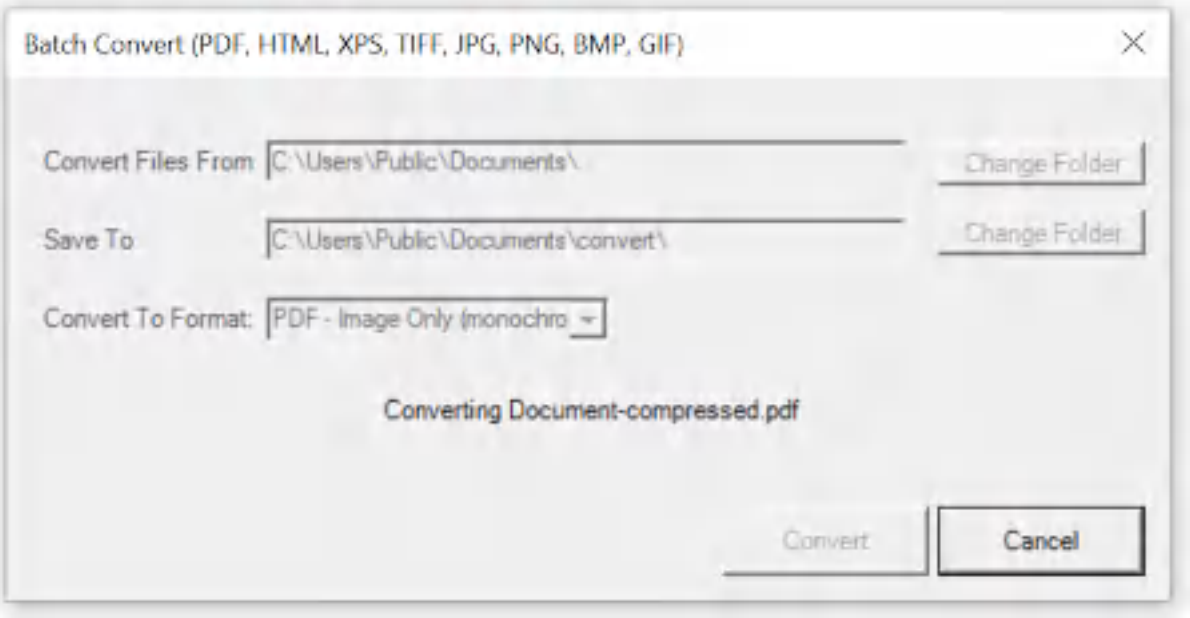
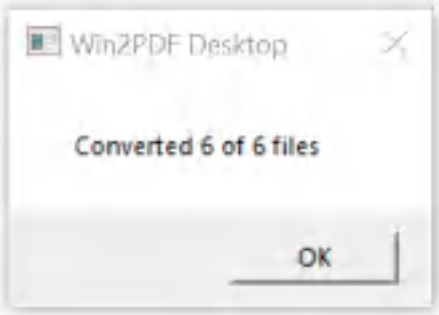


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.17 Batch Convert JPG to Searchable PDF

Batch Convert JPG to Searchable PDF Win2PDF Pro

To batch convert from JPG to searchable PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Searchable (OCR)". This requires the "Win2PDF OCR Add-on" from:

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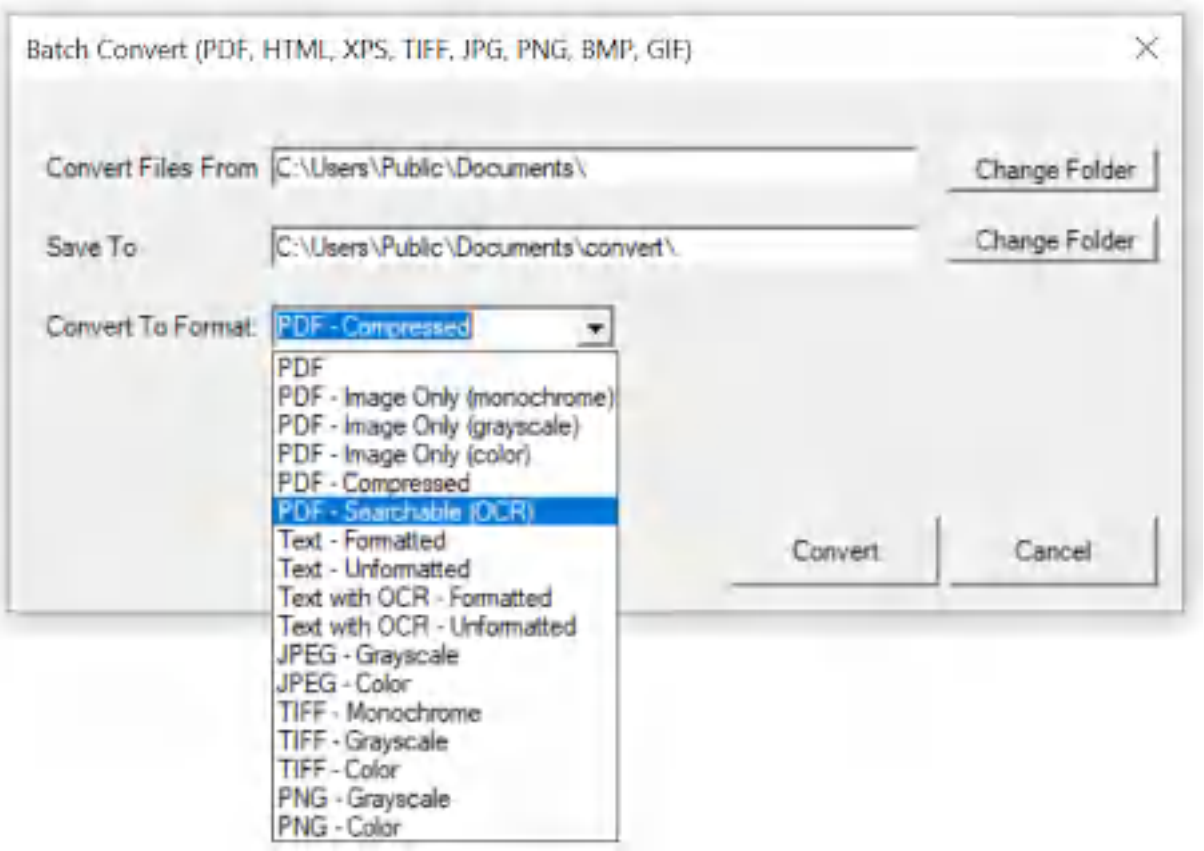
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert JPG to Searchable PDF

Set the "Convert Files From" location to the folder containing the JPG files to convert, and set the "Save To" folder to the location for the converted searchable PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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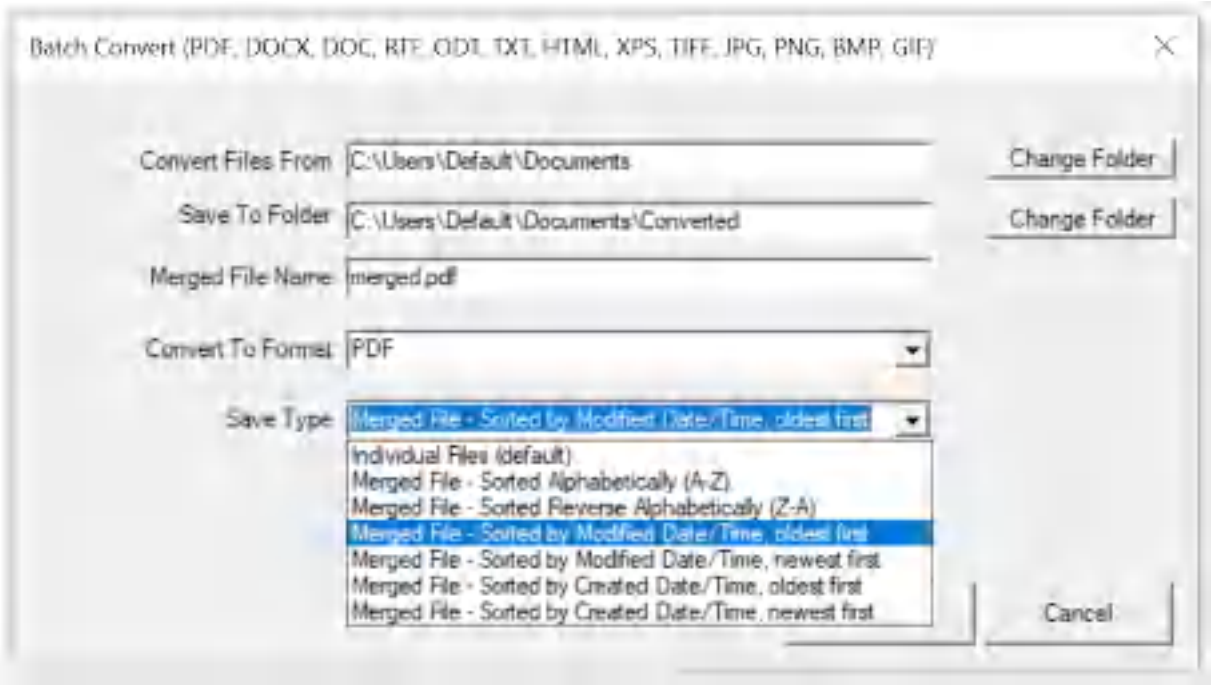

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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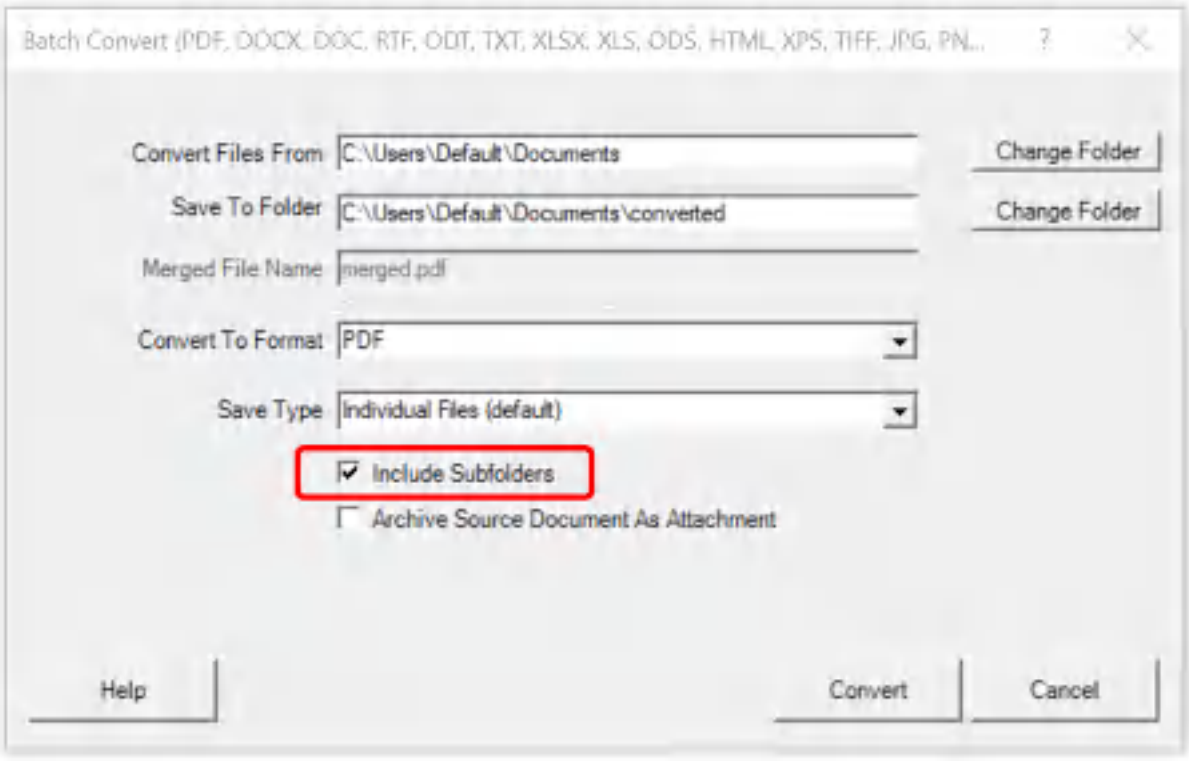

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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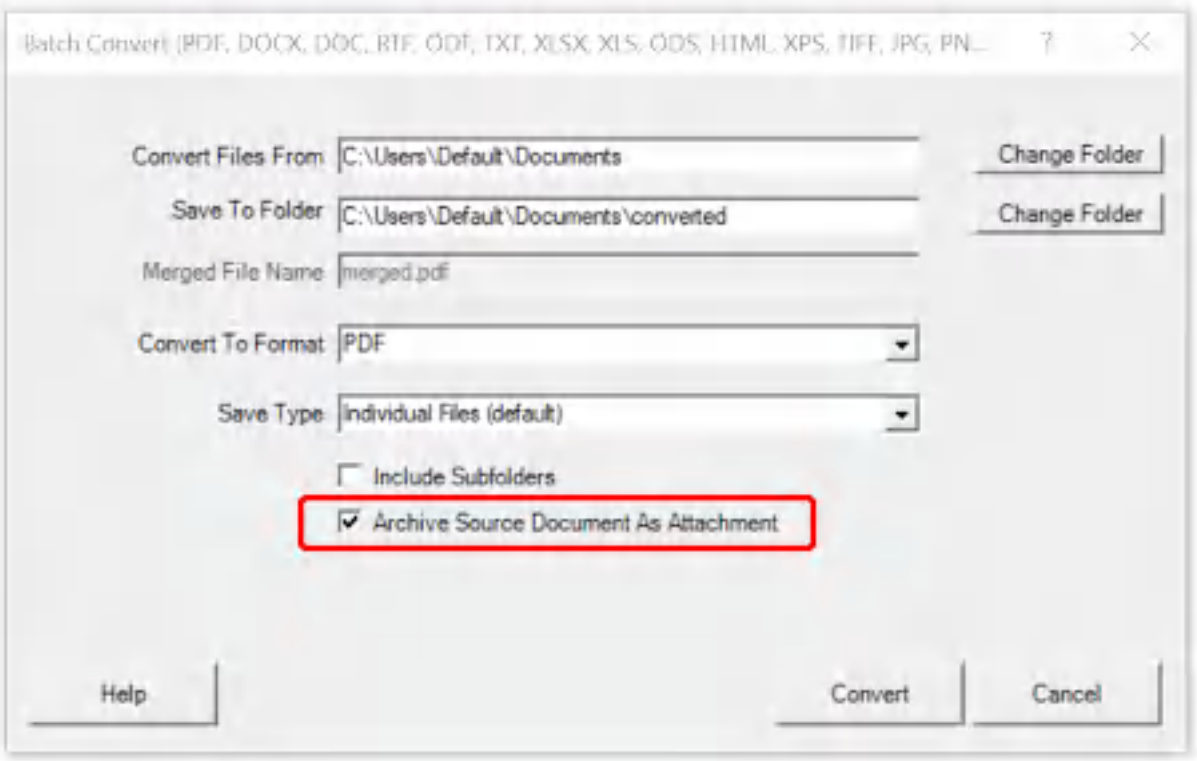

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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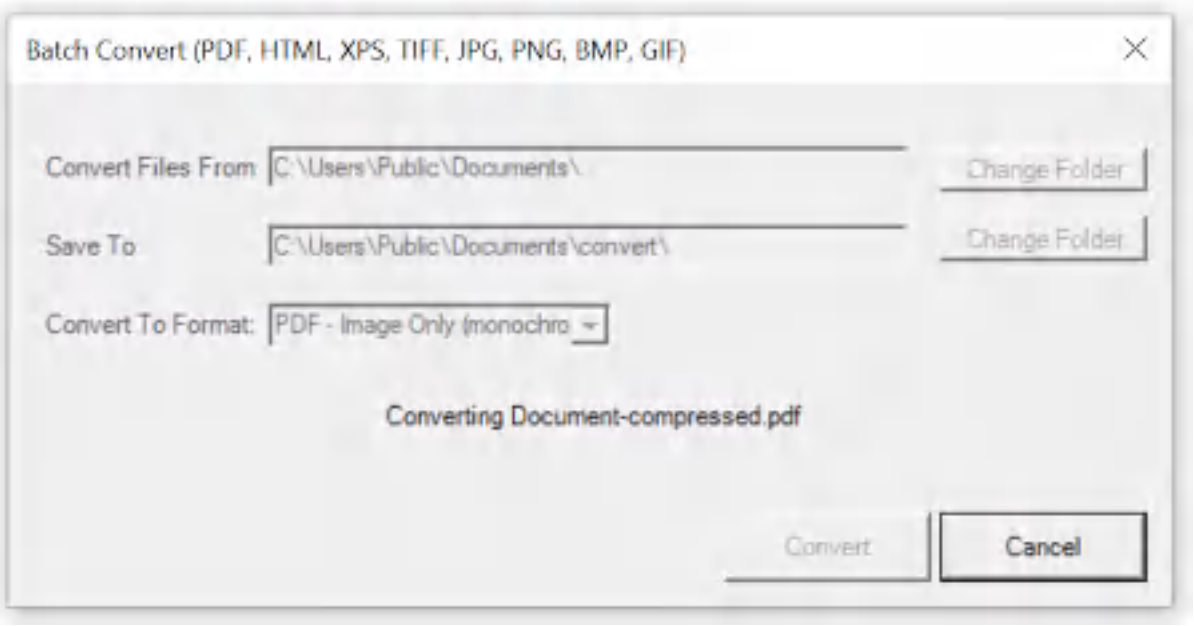
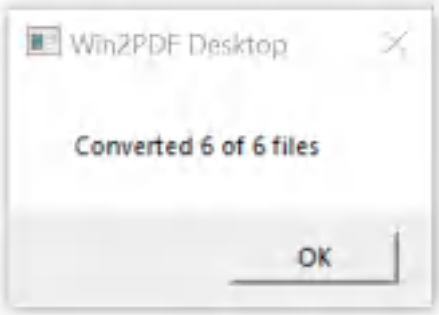


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.18 Batch Convert JPG to Compressed PDF

Batch Convert JPG to Compressed PDF Win2PDF Pro

To batch convert from JPG to compressed PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Compressed".

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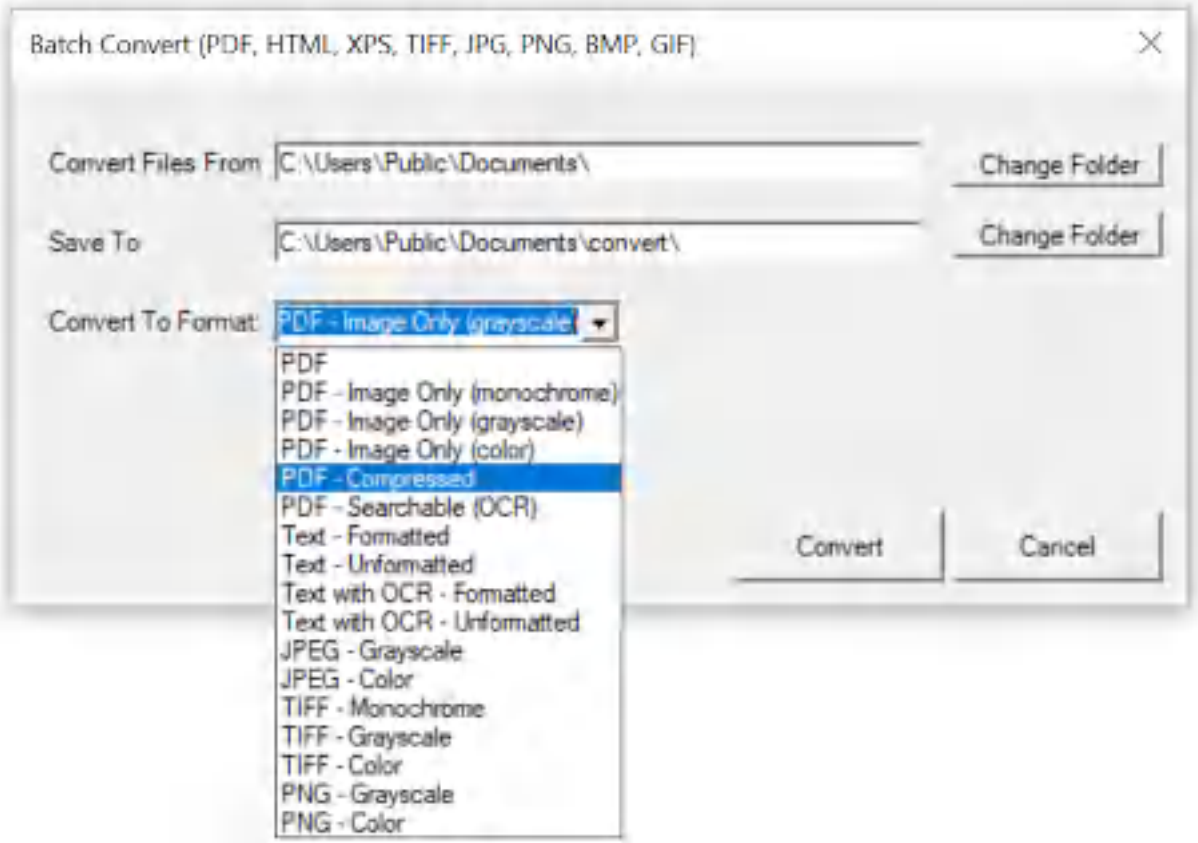

Win2PDF Desktop - Batch Convert JPG to Compressed PDF

Set the "Convert Files From" location to the folder containing the JPG files to convert, and set the "Save To" folder to the location for the converted compressed PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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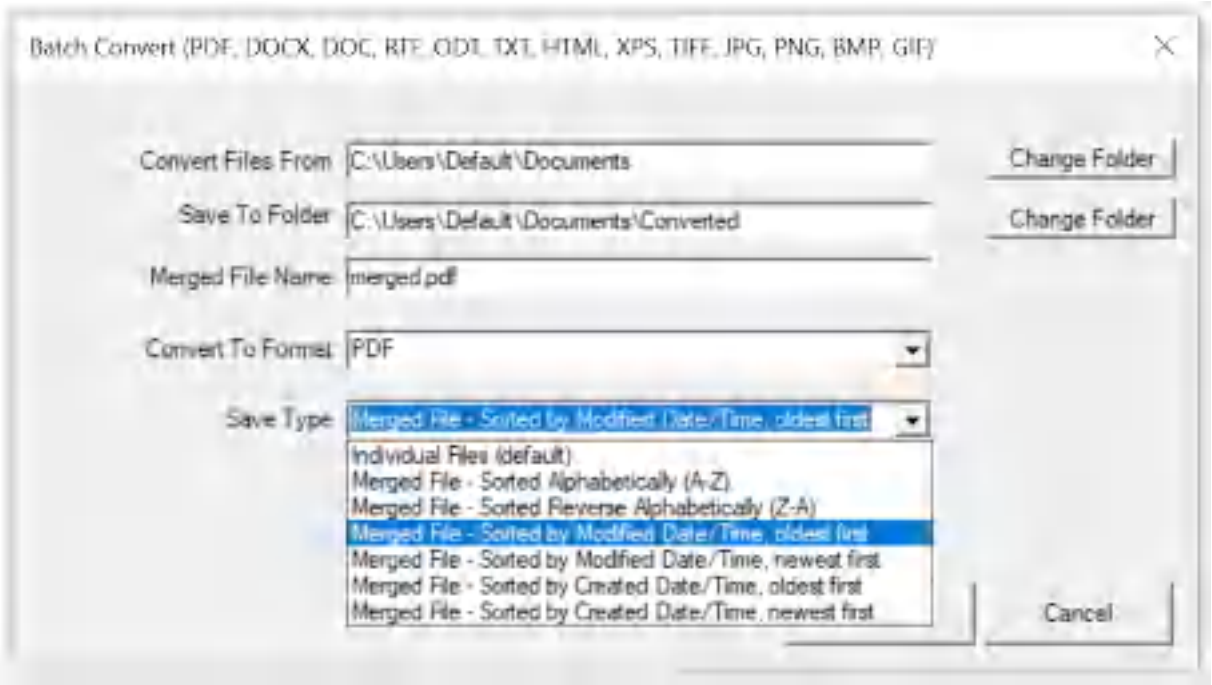

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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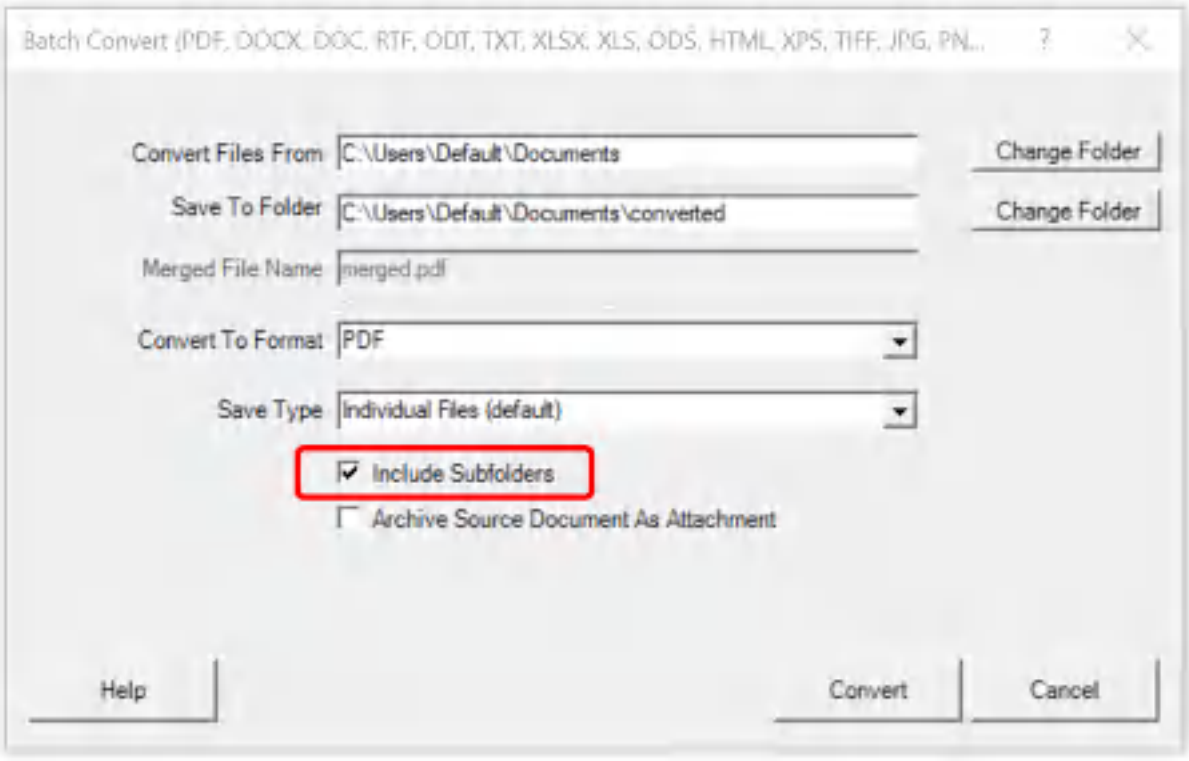

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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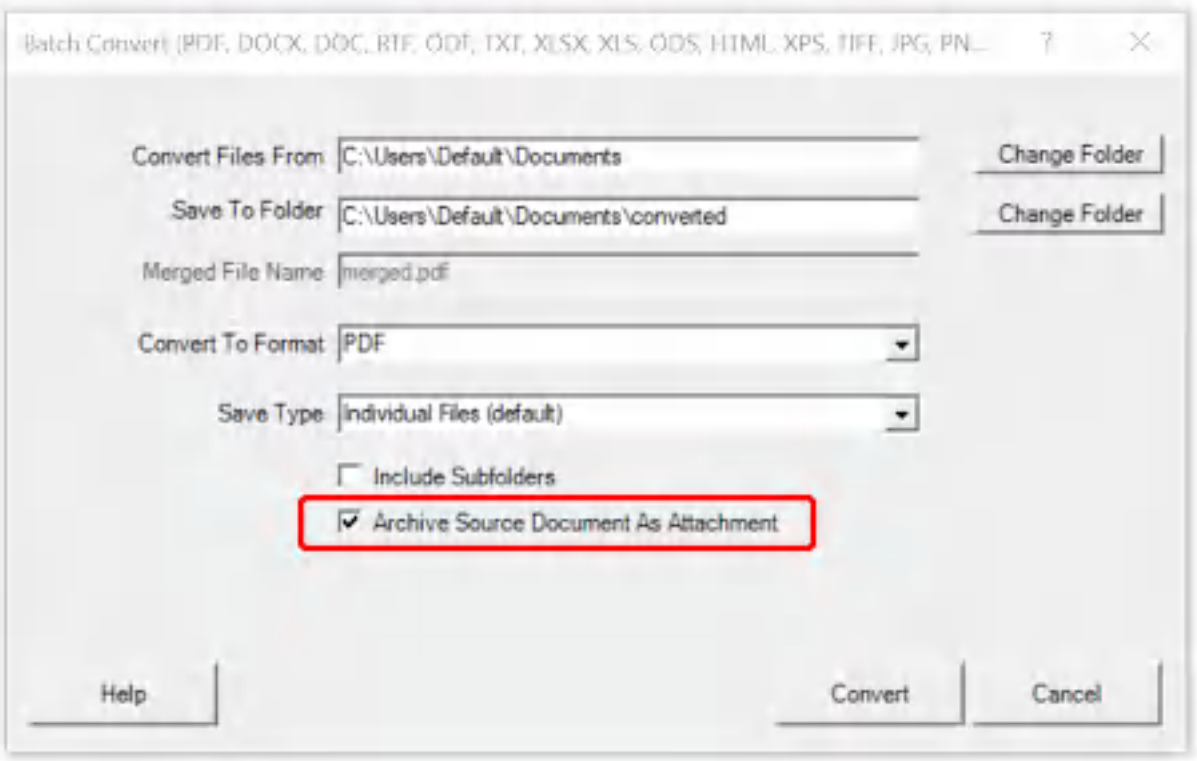

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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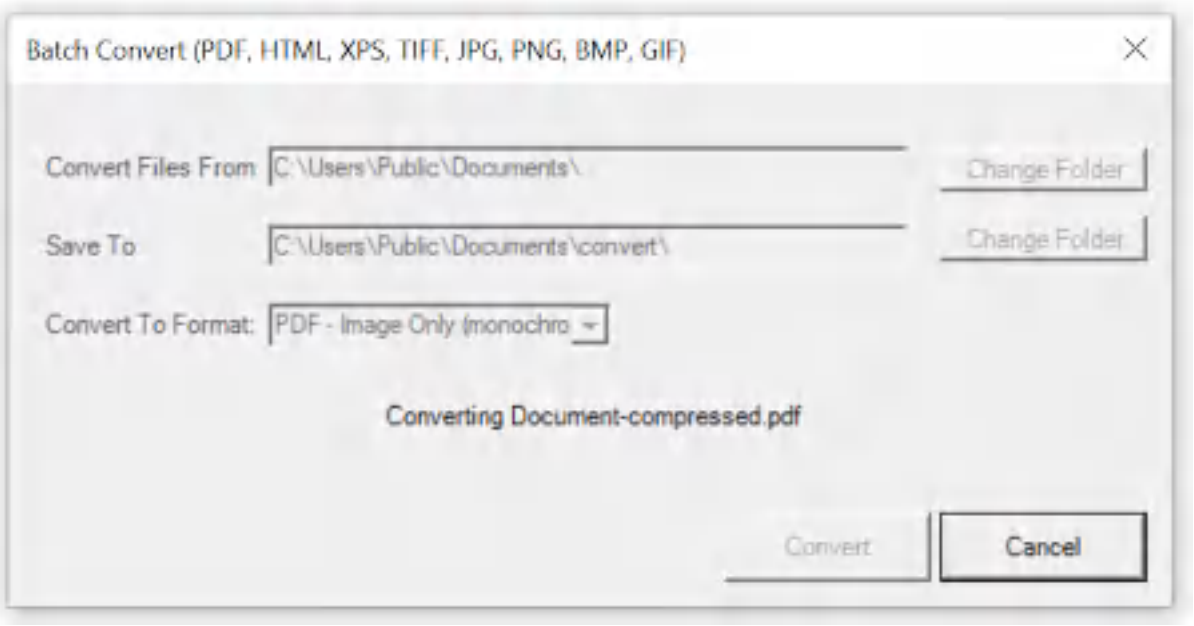
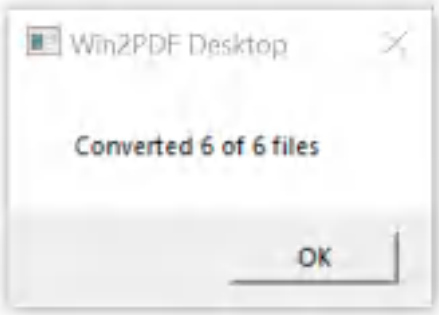


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.19 Batch Convert JPG to Image Only PDF

Batch Convert JPG to Image Only PDF Win2PDF Pro

To batch convert from JPG to an image only PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either

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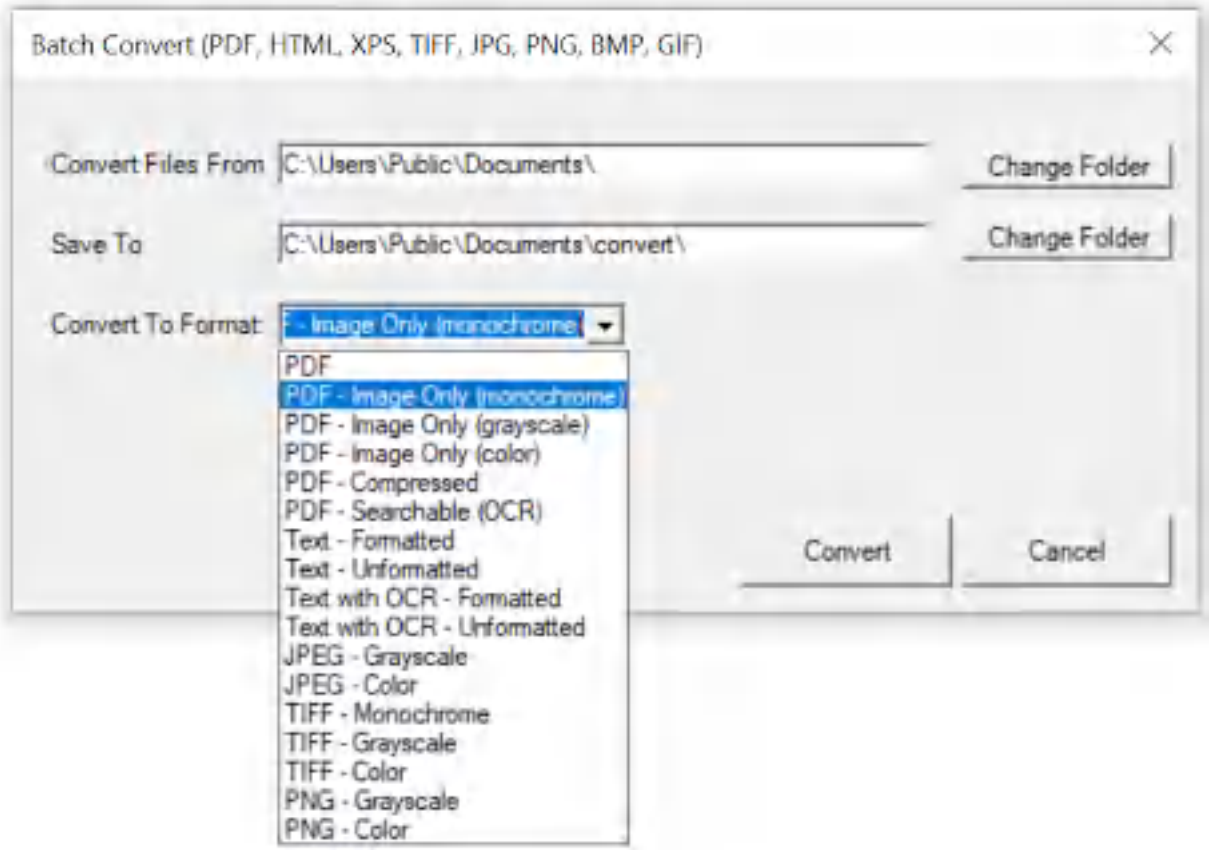
"PDF - Image Only (monochrome)", "PDF - Image Only (grayscale)", or "PDF - Image Only (color)".



Win2PDF Desktop - Batch Convert JPG to Image Only PDF

Set the "Convert Files From" location to the folder containing the JPG files to convert, and set the "Save To" folder to the location for the converted image only PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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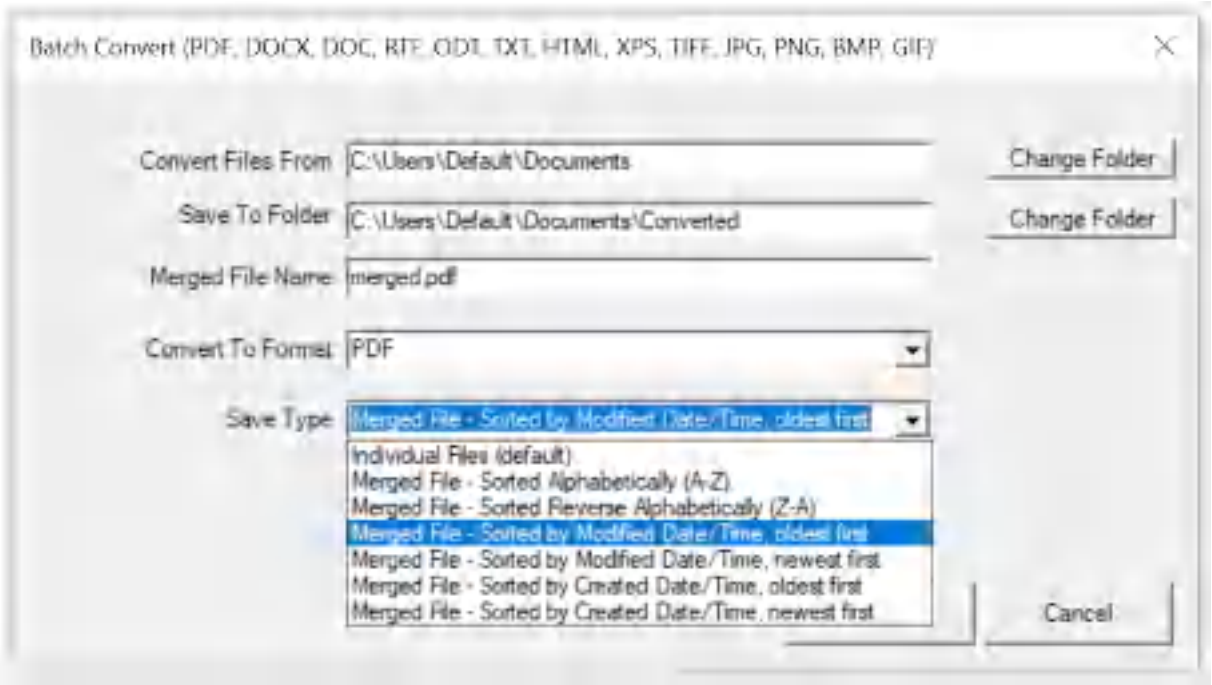

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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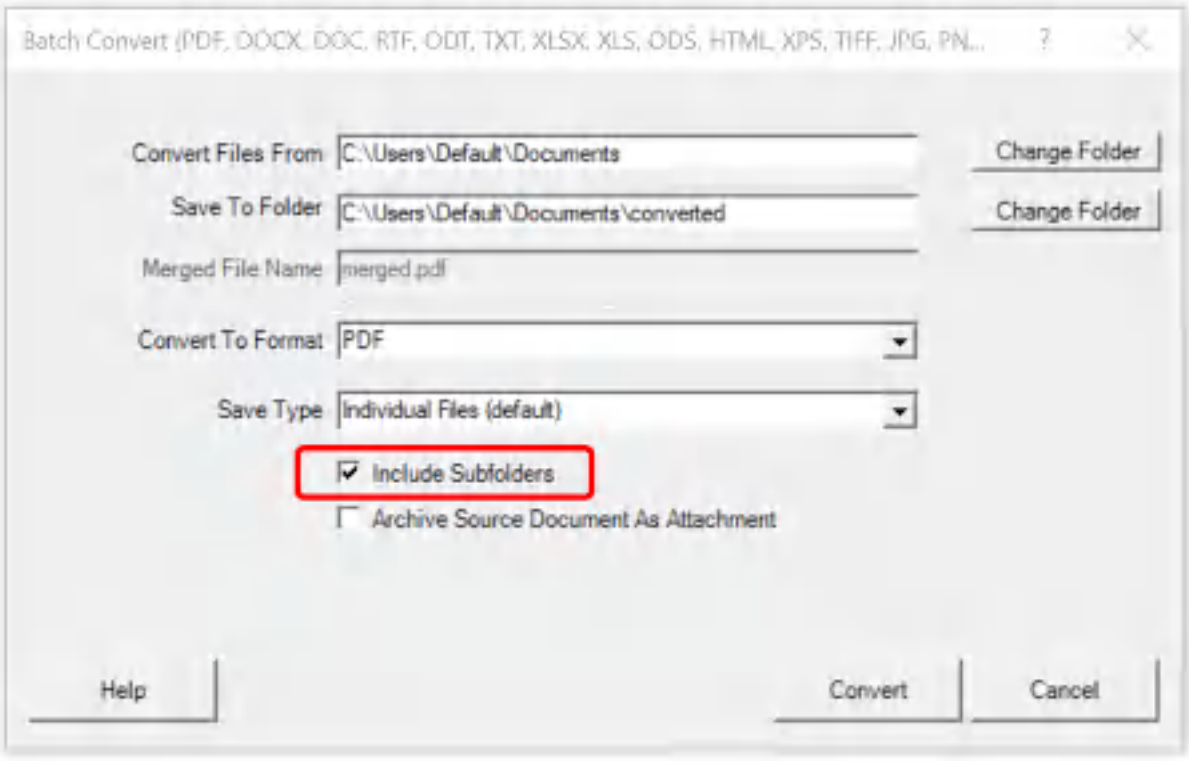

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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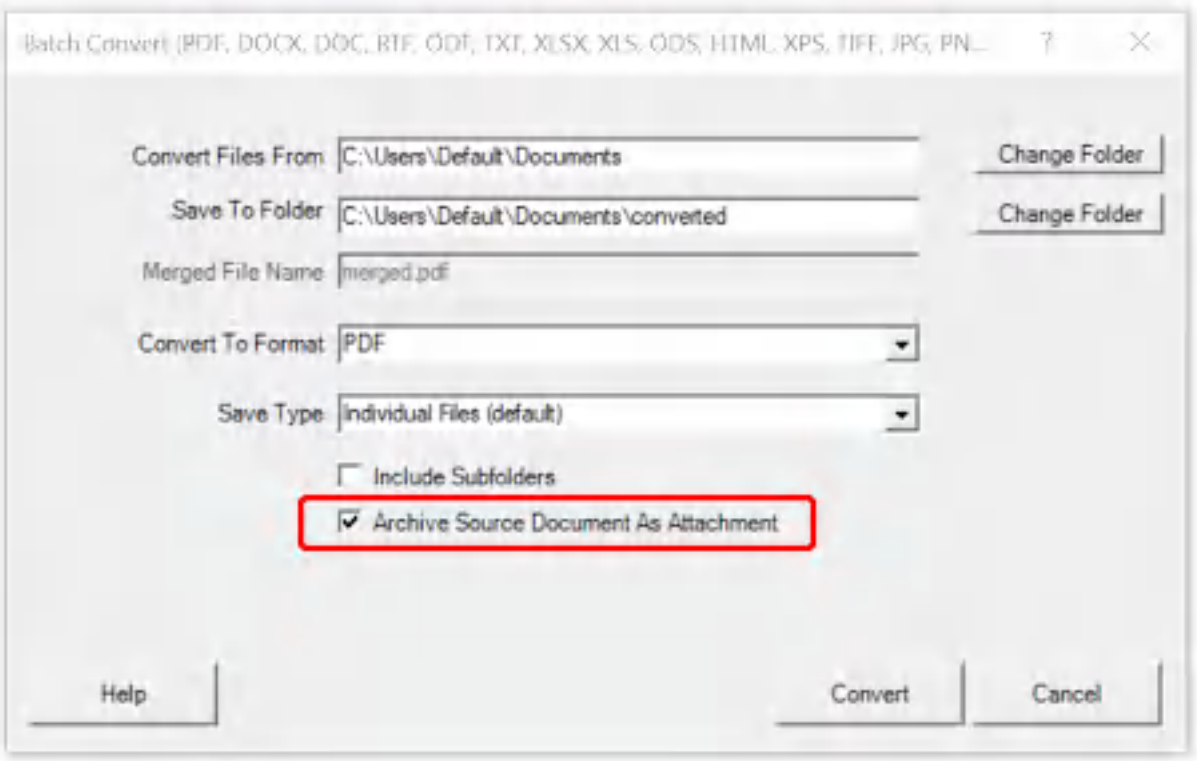

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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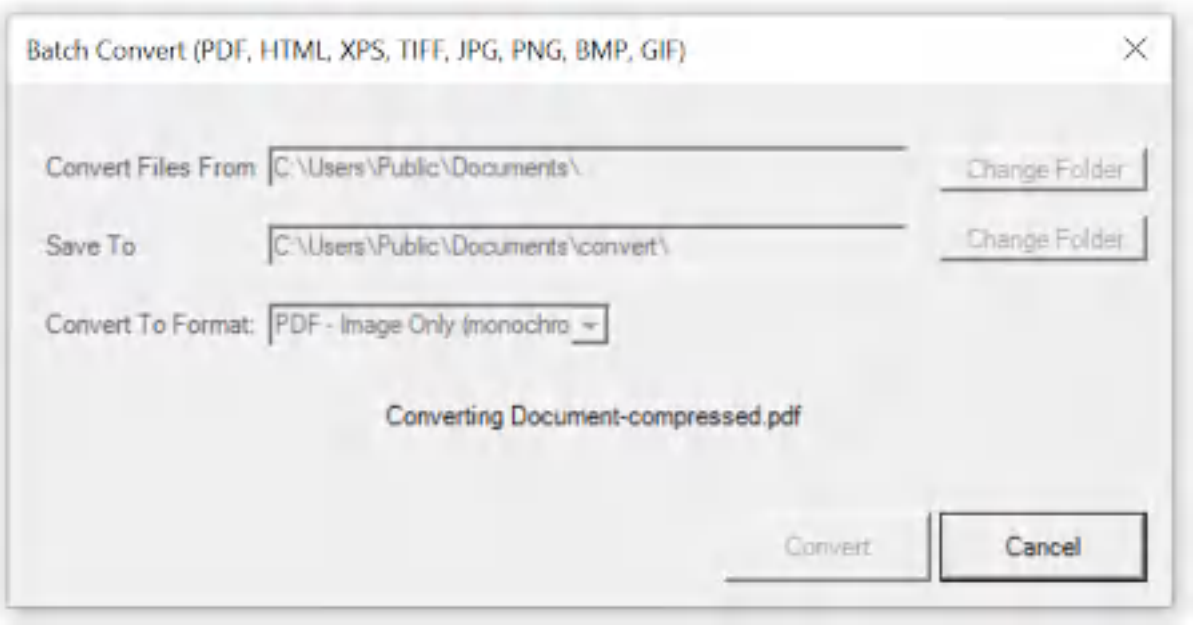
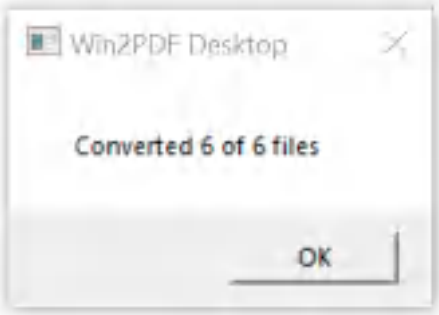


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.20 Batch Convert JPG to DOCX

Batch Convert JPG to DOCX Win2PDF Pro

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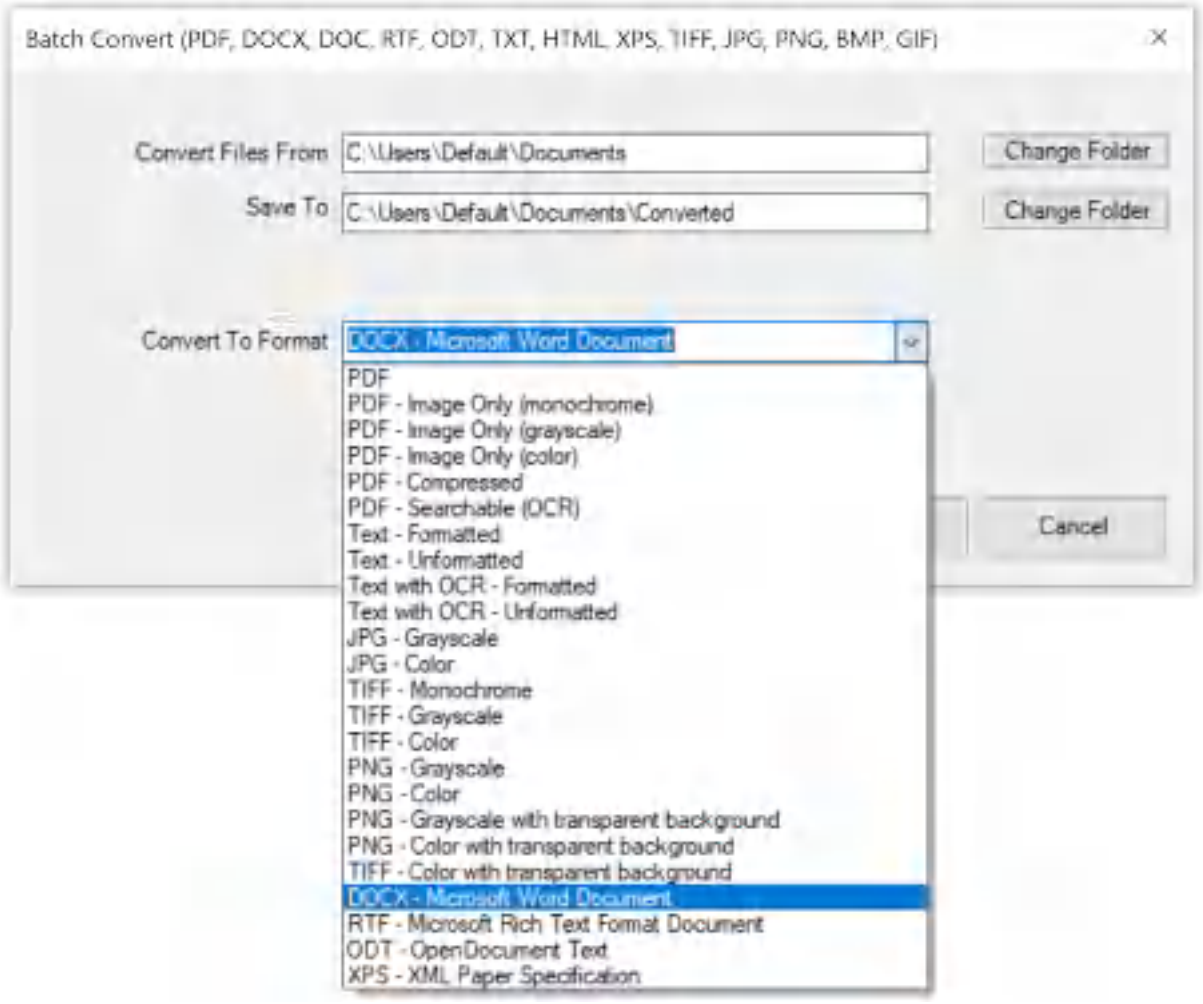
To batch convert from JPG to a Microsoft Word DOCX file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "DOCX - Microsoft Word Document".



Win2PDF Desktop - Batch Convert JPG to DOCX

Set the "Convert Files From" location to the folder containing the JPG files to convert, and set the "Save To" folder to the location for the converted DOCX files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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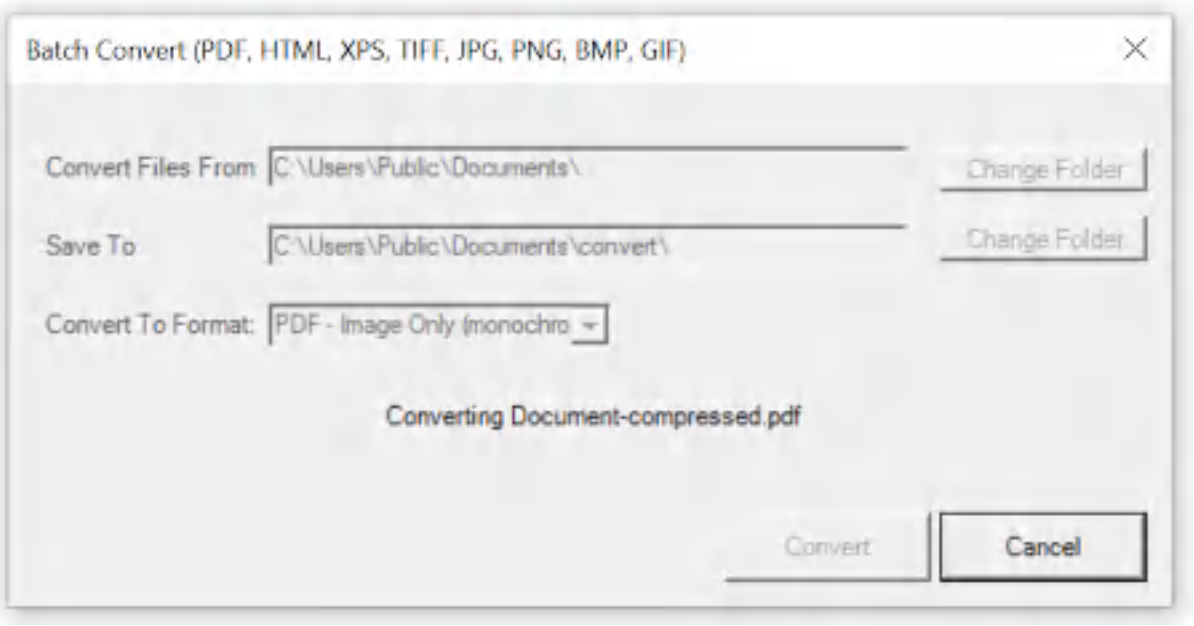
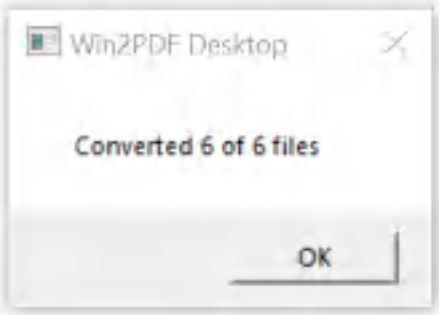


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.21 Batch Convert JPG to RTF

Batch Convert JPG to RTF Win2PDF Pro

To batch convert from JPG to a Rich Text Format RTF file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "RTF - Microsoft Rich Text Format Document".

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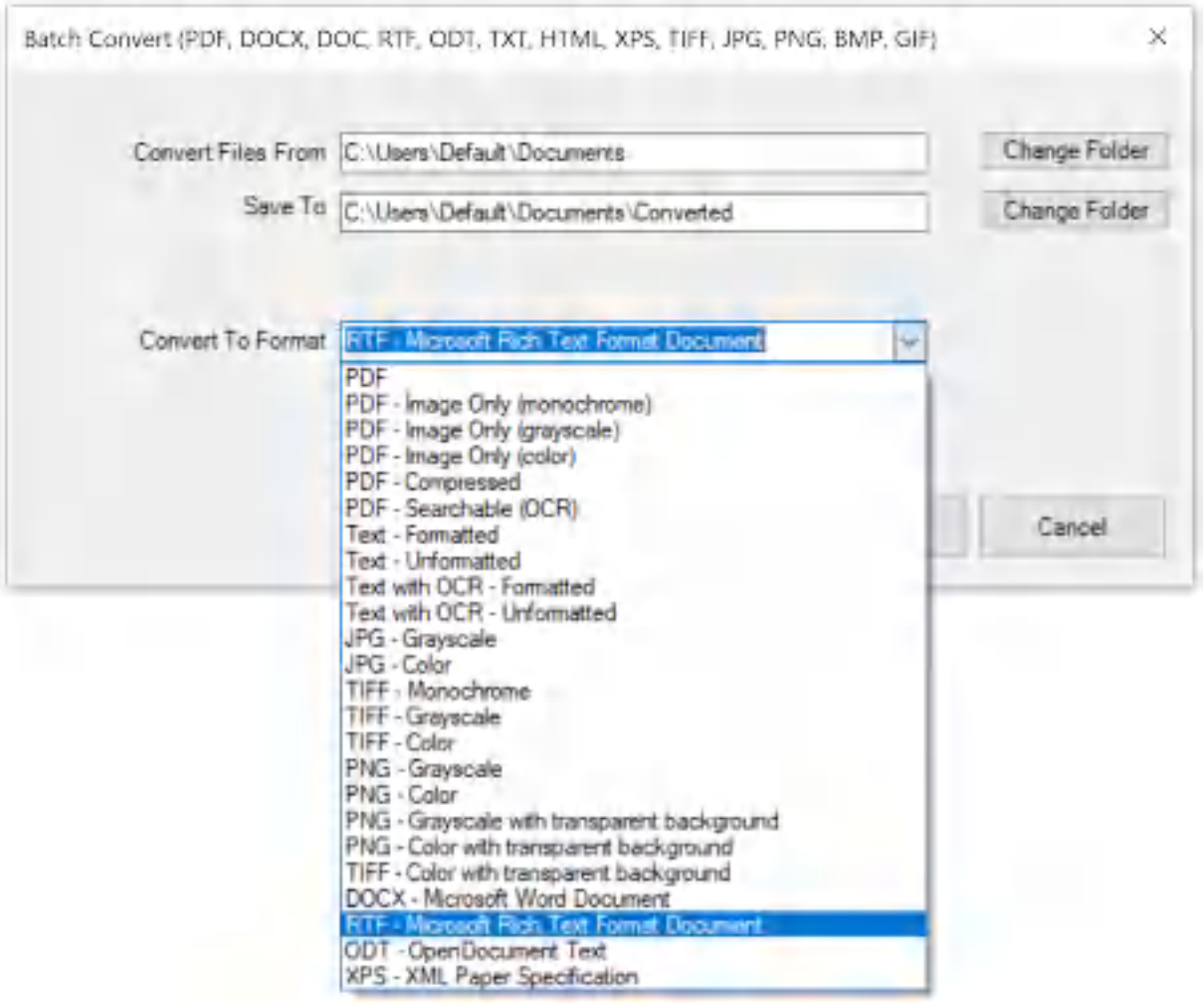

Win2PDF Desktop - Batch Convert JPG to RTF

Set the "Convert Files From" location to the folder containing the JPG files to convert, and set the "Save To" folder to the location for the converted RTF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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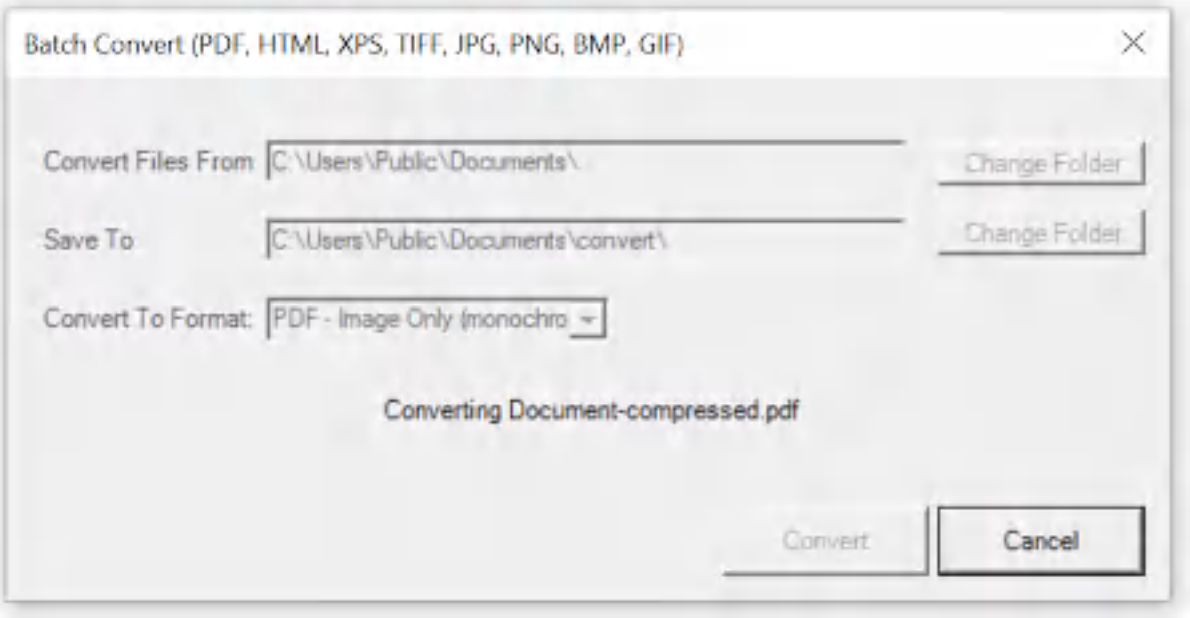
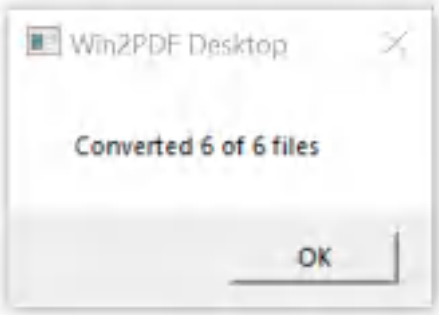


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.22 Batch Convert JPG to ODT

Batch Convert JPG to ODT Win2PDF Pro

To batch convert from JPG to an OpenDocument Text ODT file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "ODT - OpenDocument Text".

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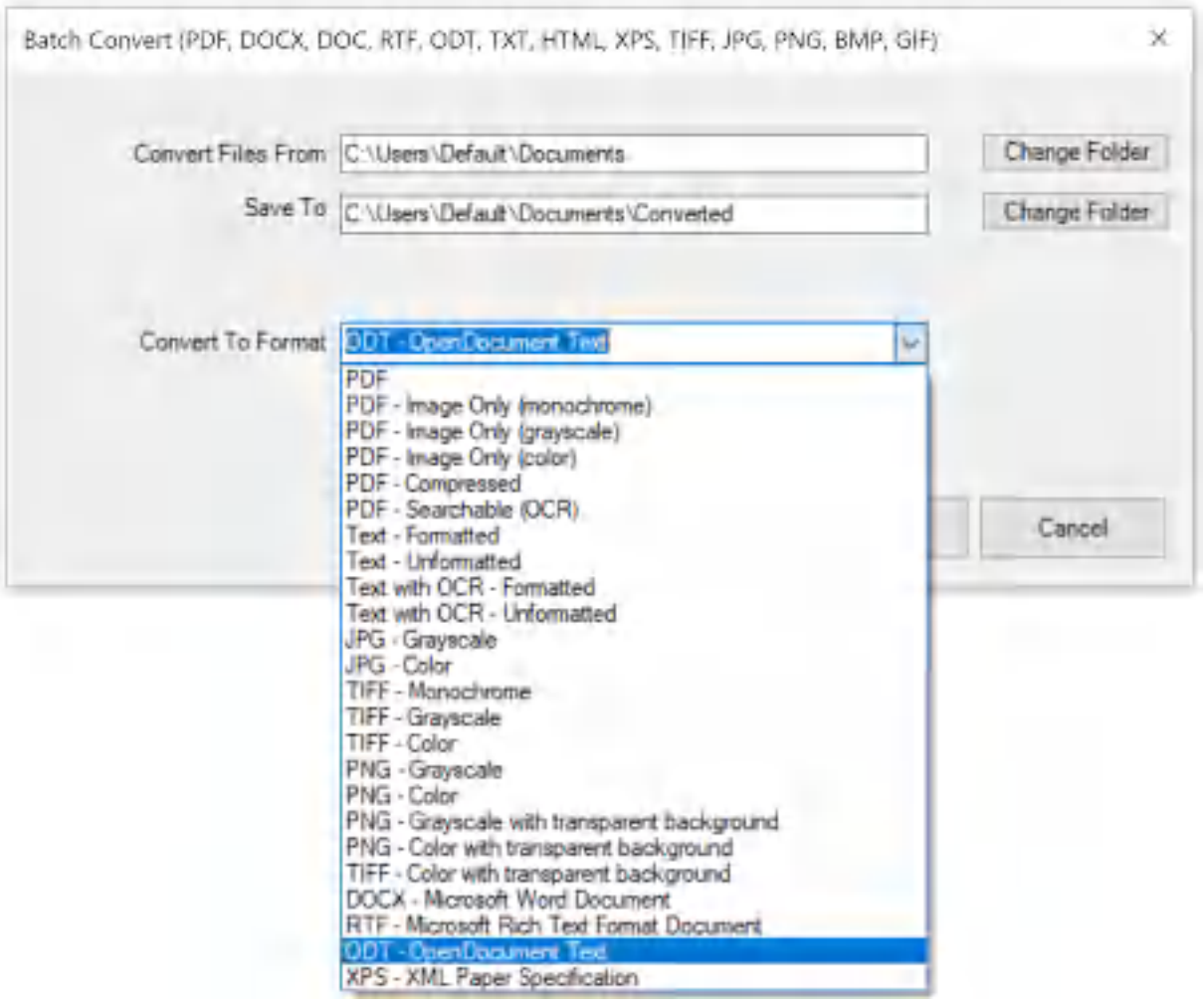

Win2PDF Desktop - Batch Convert JPG to ODT

Set the "Convert Files From" location to the folder containing the JPG files to convert, and set the "Save To" folder to the location for the converted ODT files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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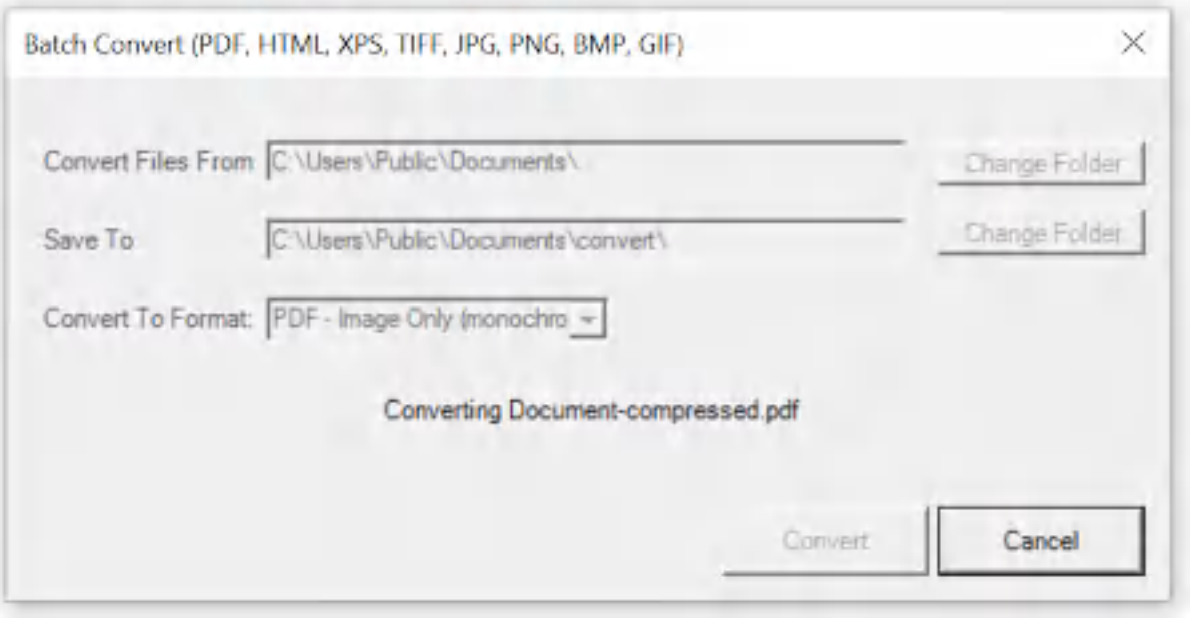
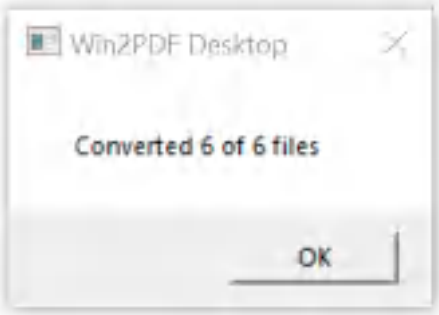


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.23 Batch Convert JPG to XPS

Batch Convert JPG to XPS Win2PDF Pro

To batch convert from JPG to an XML Paper Specification XPS file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "XPS - XML Paper Specification".

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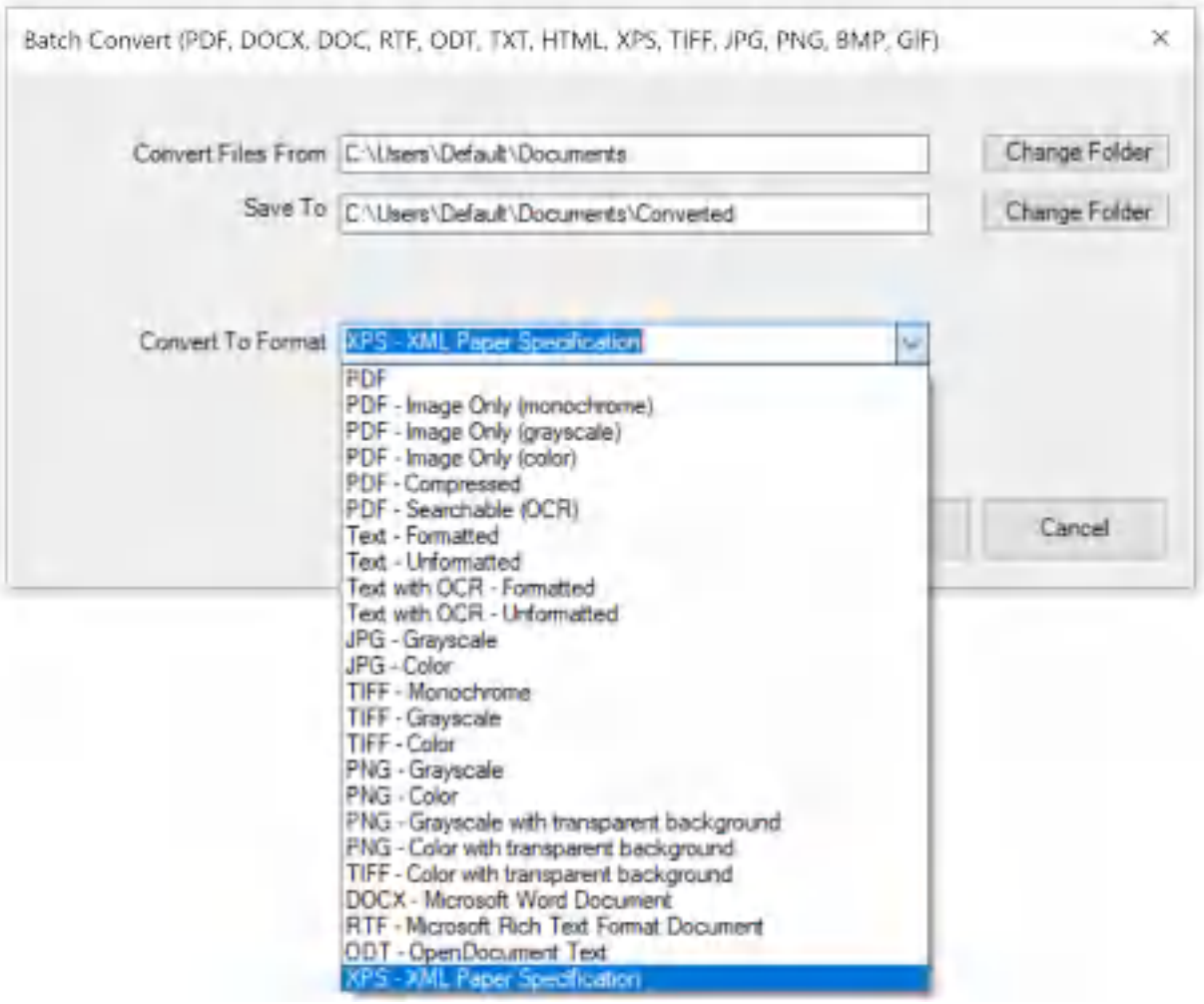

Win2PDF Desktop - Batch Convert JPG to XPS

Set the "Convert Files From" location to the folder containing the JPG files to convert, and set the "Save To" folder to the location for the converted XPS files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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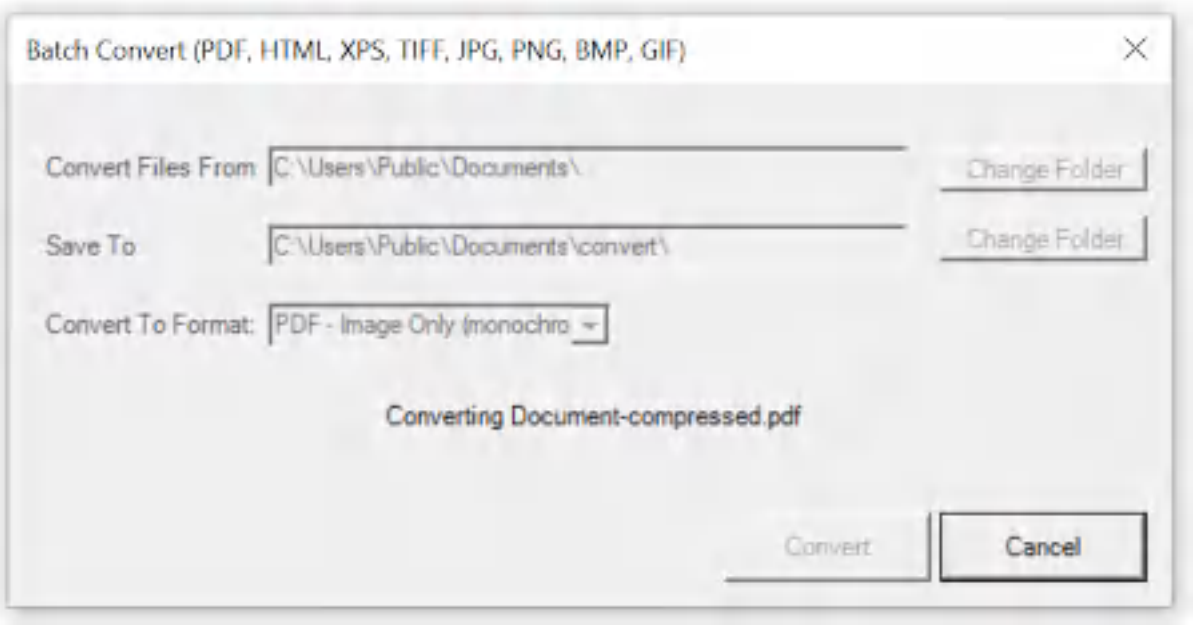
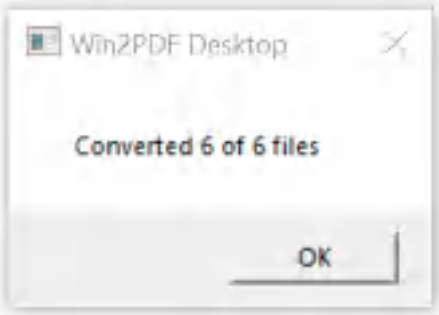


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.24 Batch Convert PNG to PDF

Batch Convert PNG to PDF Win2PDF Pro

To batch convert from PNG to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".

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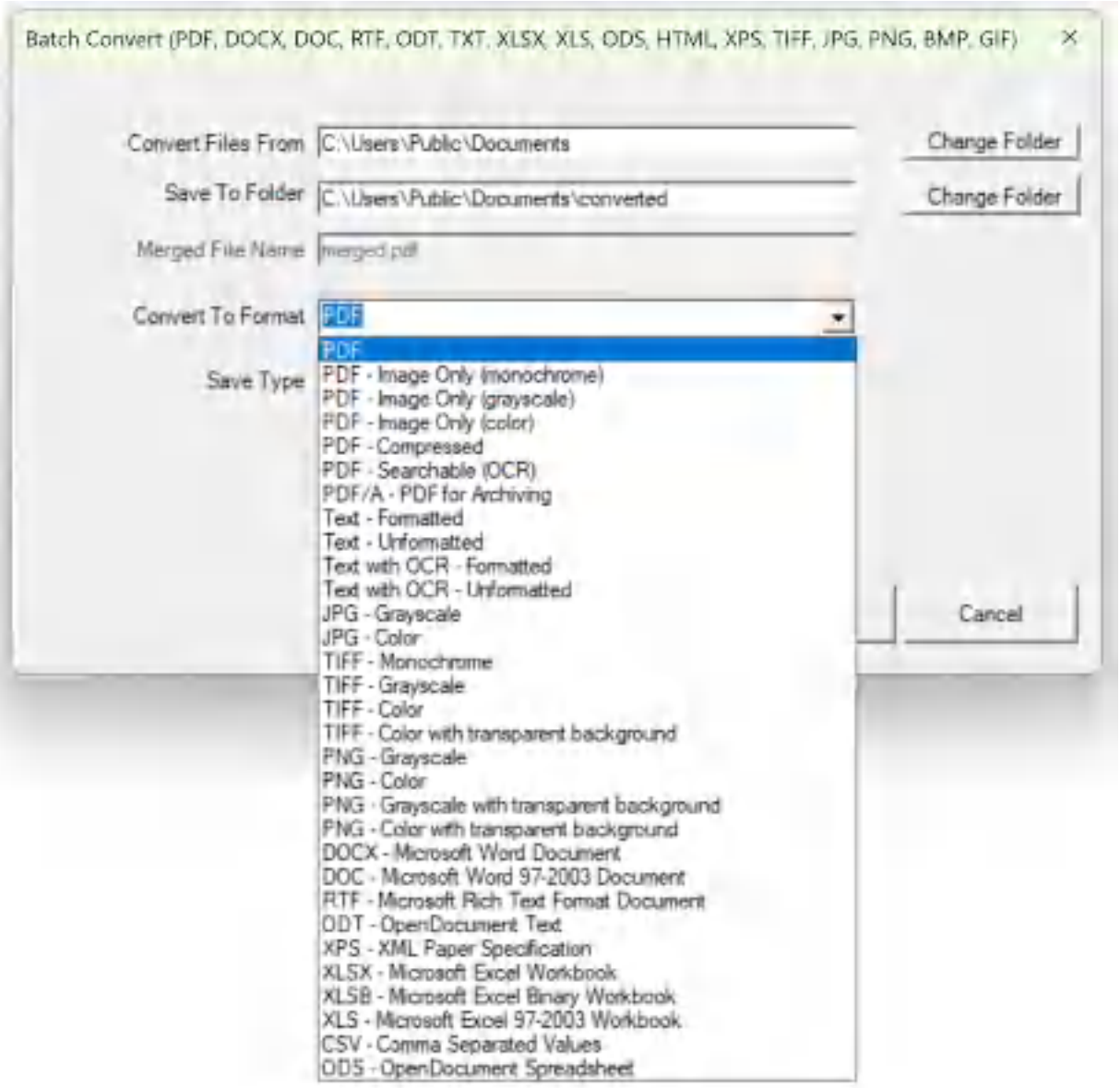

Win2PDF Desktop - Batch Convert PNG to PDF

Set the "Convert Files From" location to the folder containing the PNG files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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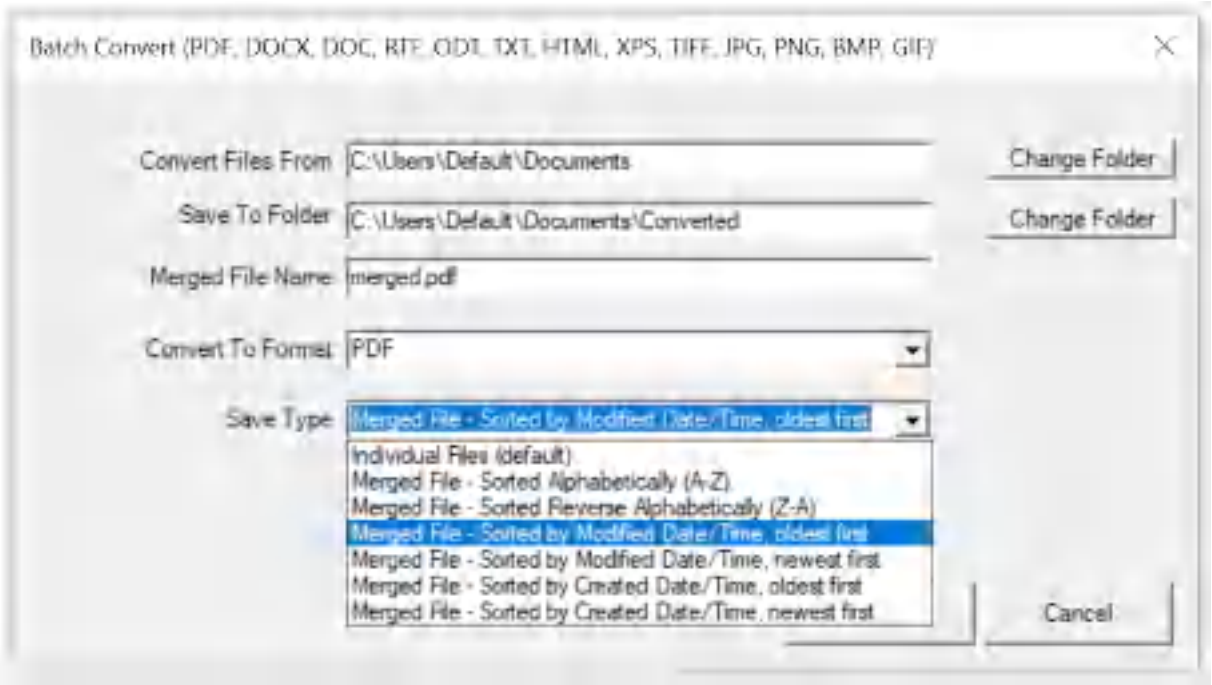

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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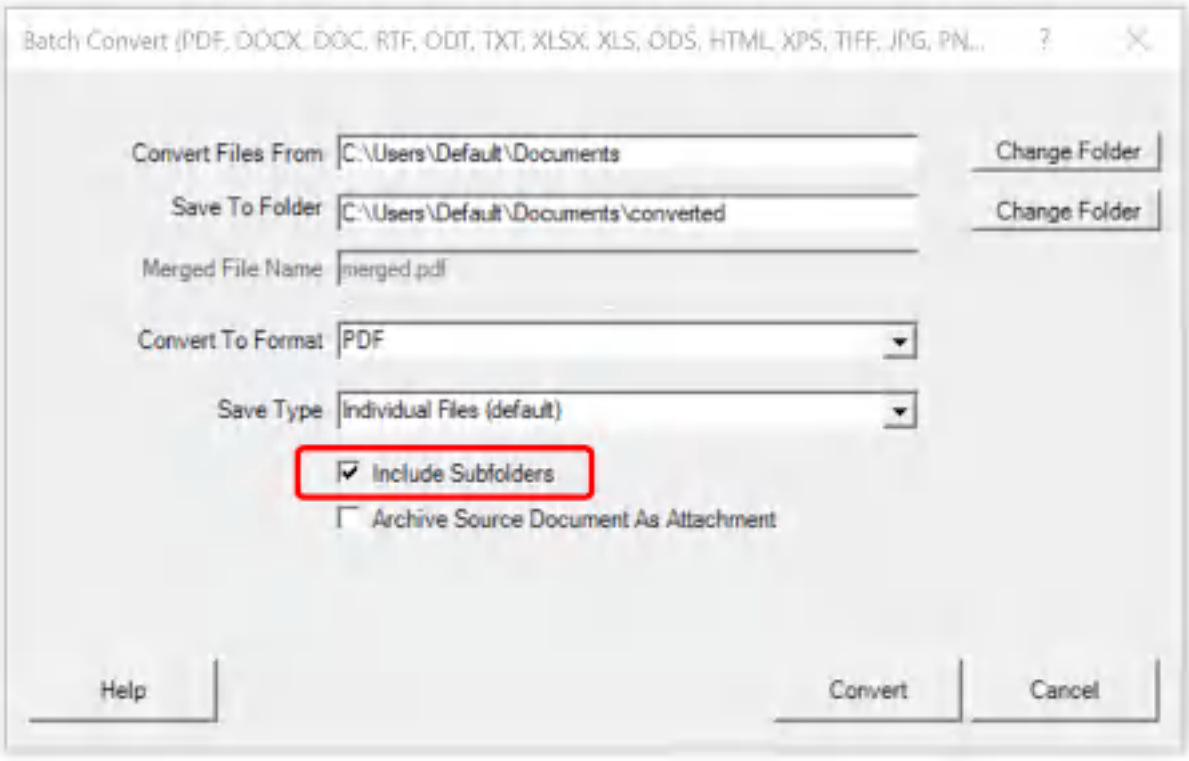

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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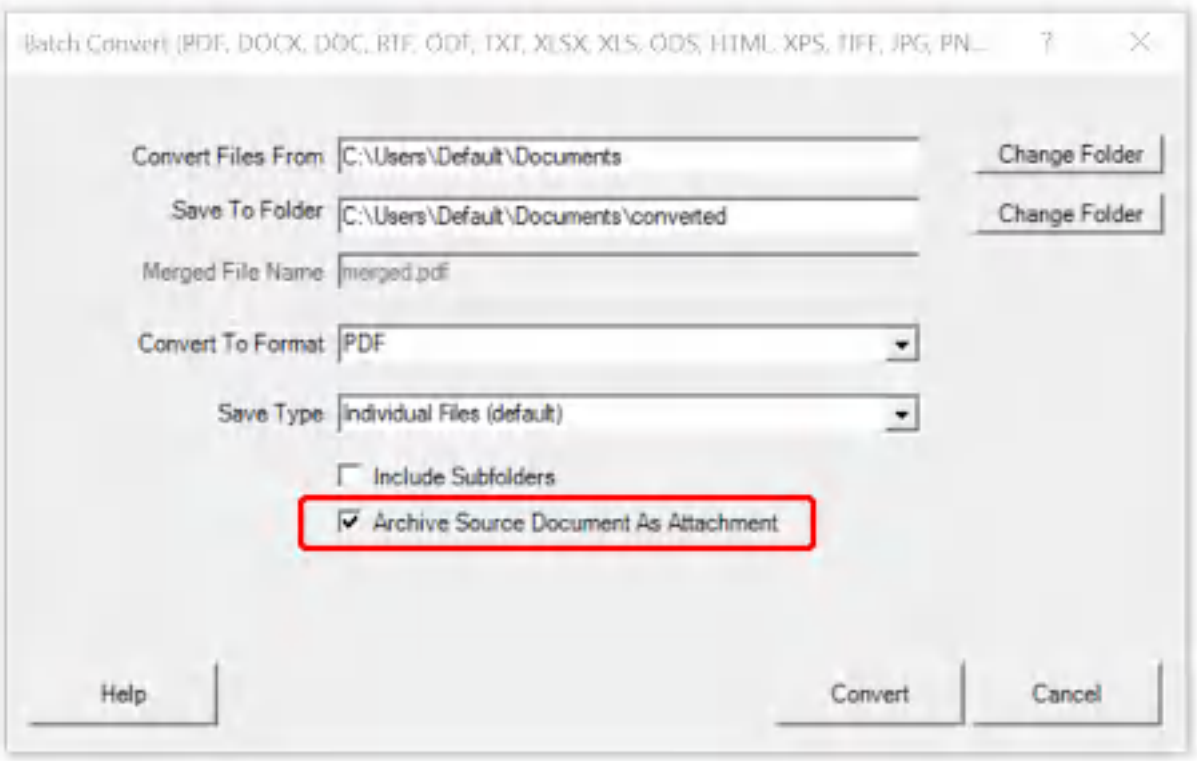

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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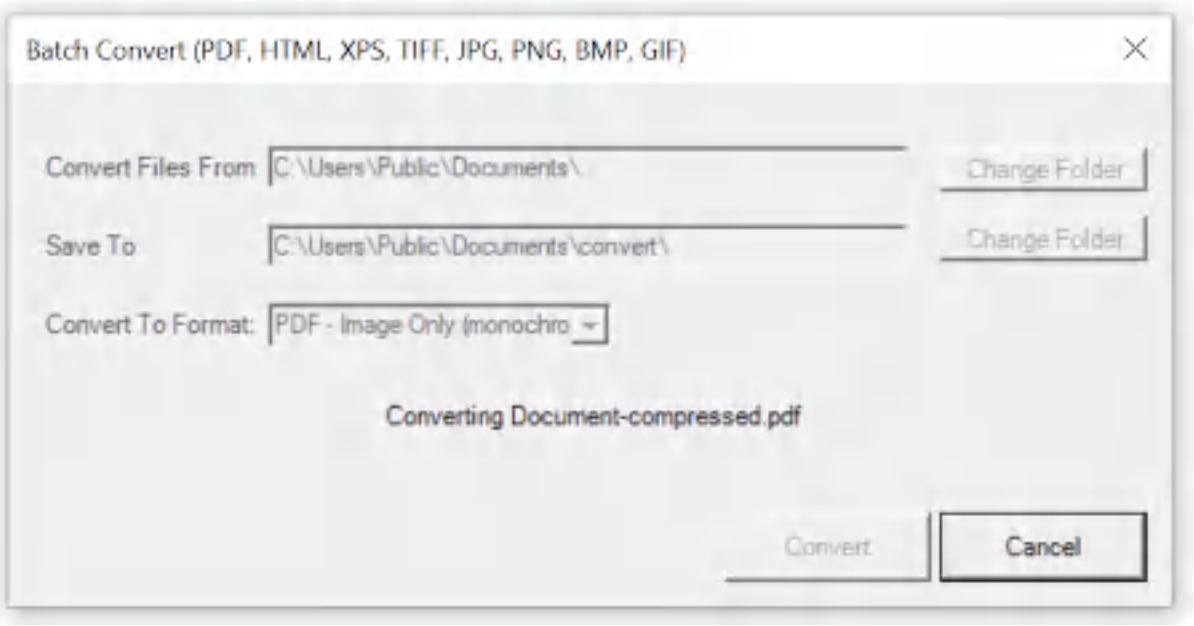
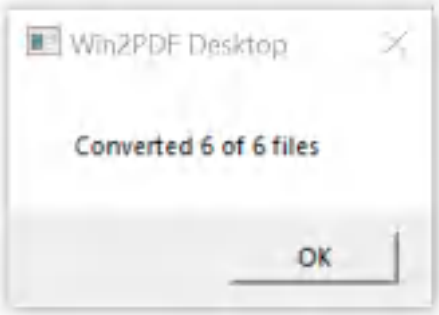


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.25 Batch Convert PNG to JPG

Batch Convert PNG to JPEG Win2PDF Pro

To batch convert from PNG to JPG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "JPG - Grayscale" or "JPG - Color".

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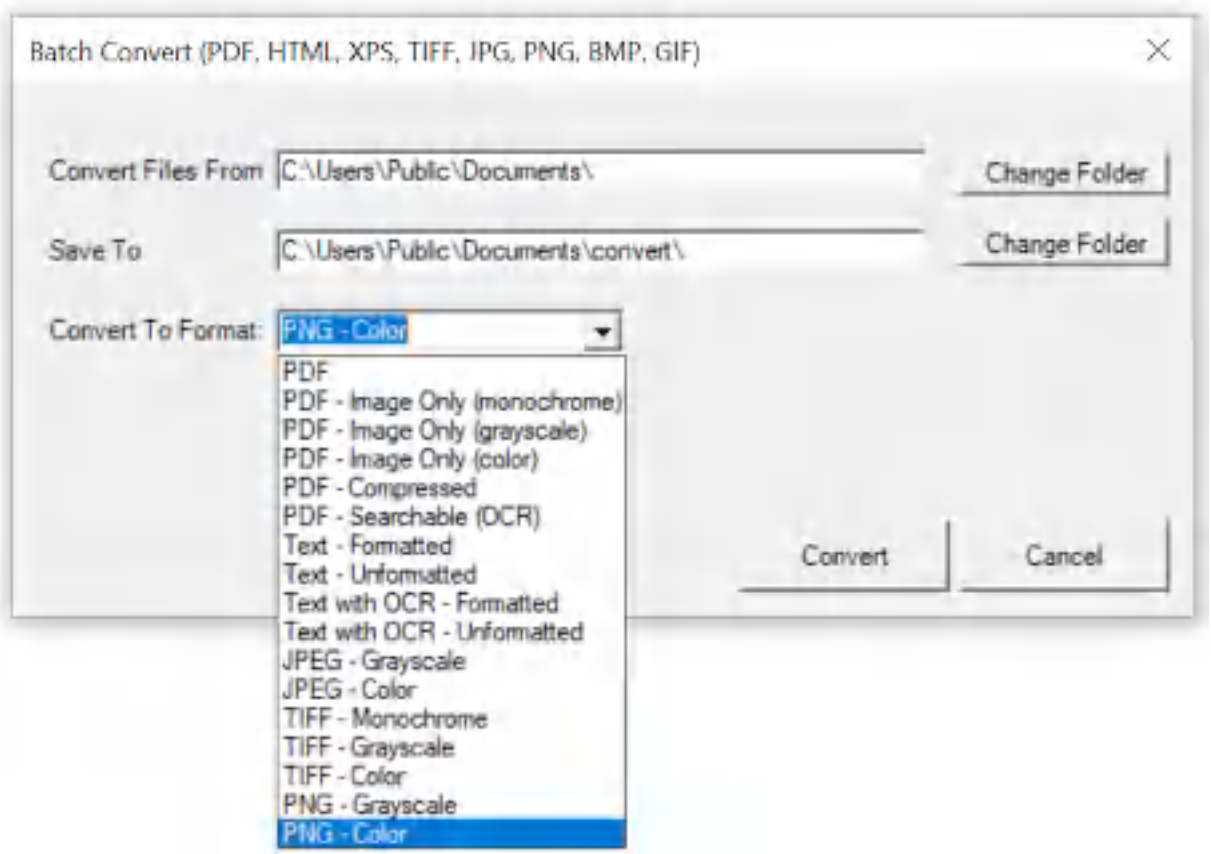

Win2PDF Desktop - Batch Convert PNG to JPG

Set the "Convert Files From" location to the folder containing the PNG files to convert, and set the "Save To" folder to the location for the converted JPG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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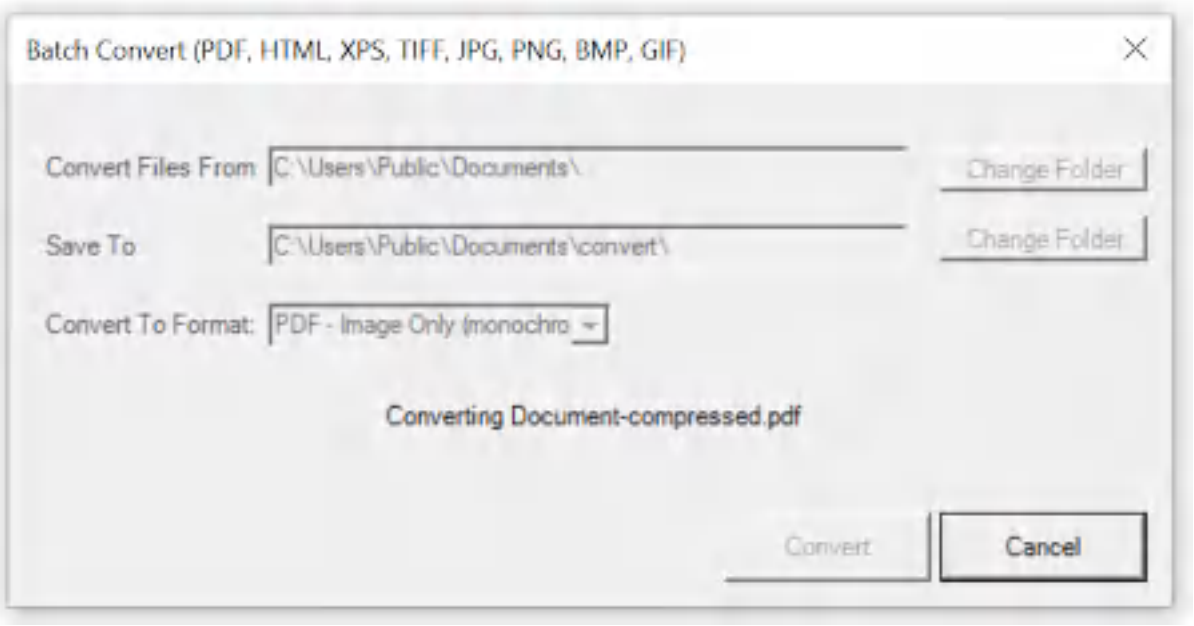
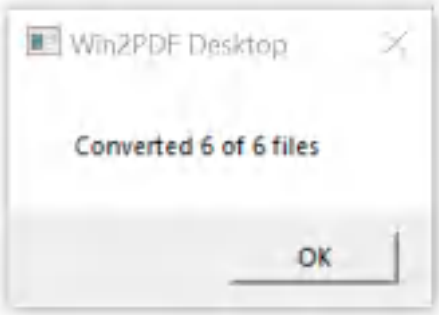


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.26 Batch Convert PNG to TIFF

Batch Convert PNG to TIFF Win2PDF Pro

To batch convert from PNG to TIFF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "TIFF -

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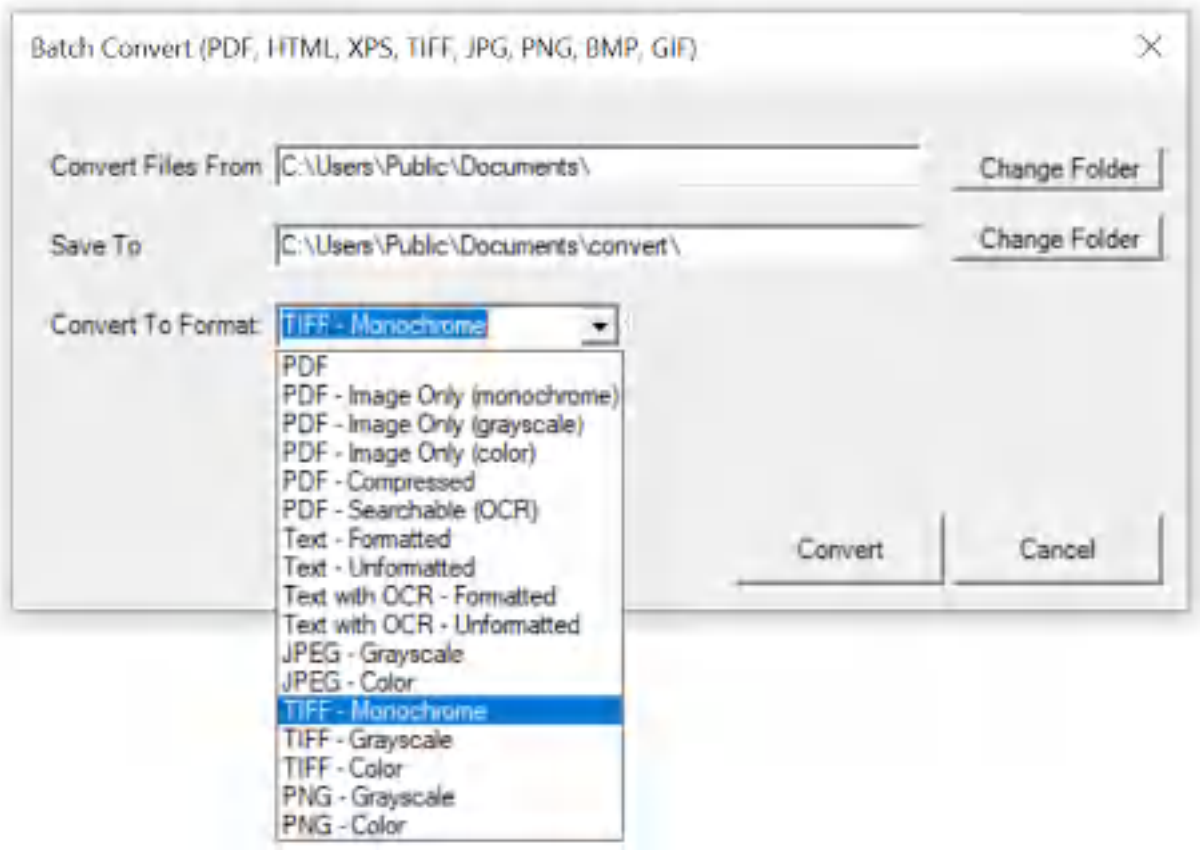
Monochrome", "TIFF - Grayscale", "TIFF - Color", or "TIFF - Color with transparent background".



Win2PDF Desktop - Batch Convert PNG to TIFF

Set the "Convert Files From" location to the folder containing the PNG files to convert, and set the "Save To" folder to the location for the converted TIFF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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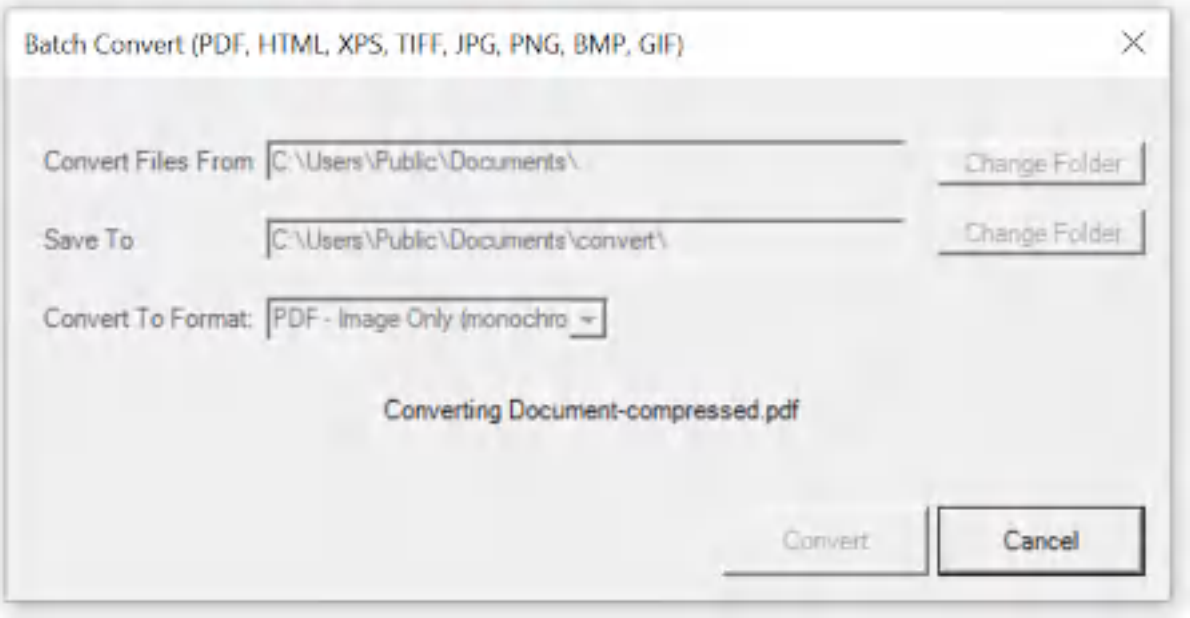
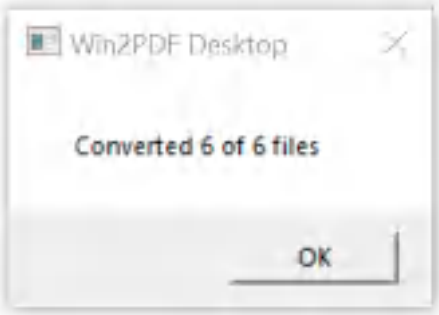


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.27 Batch Convert PNG to Text

Batch Convert PNG to TXT Win2PDF Pro

To batch convert from PNG to Text, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "Text with OCR -

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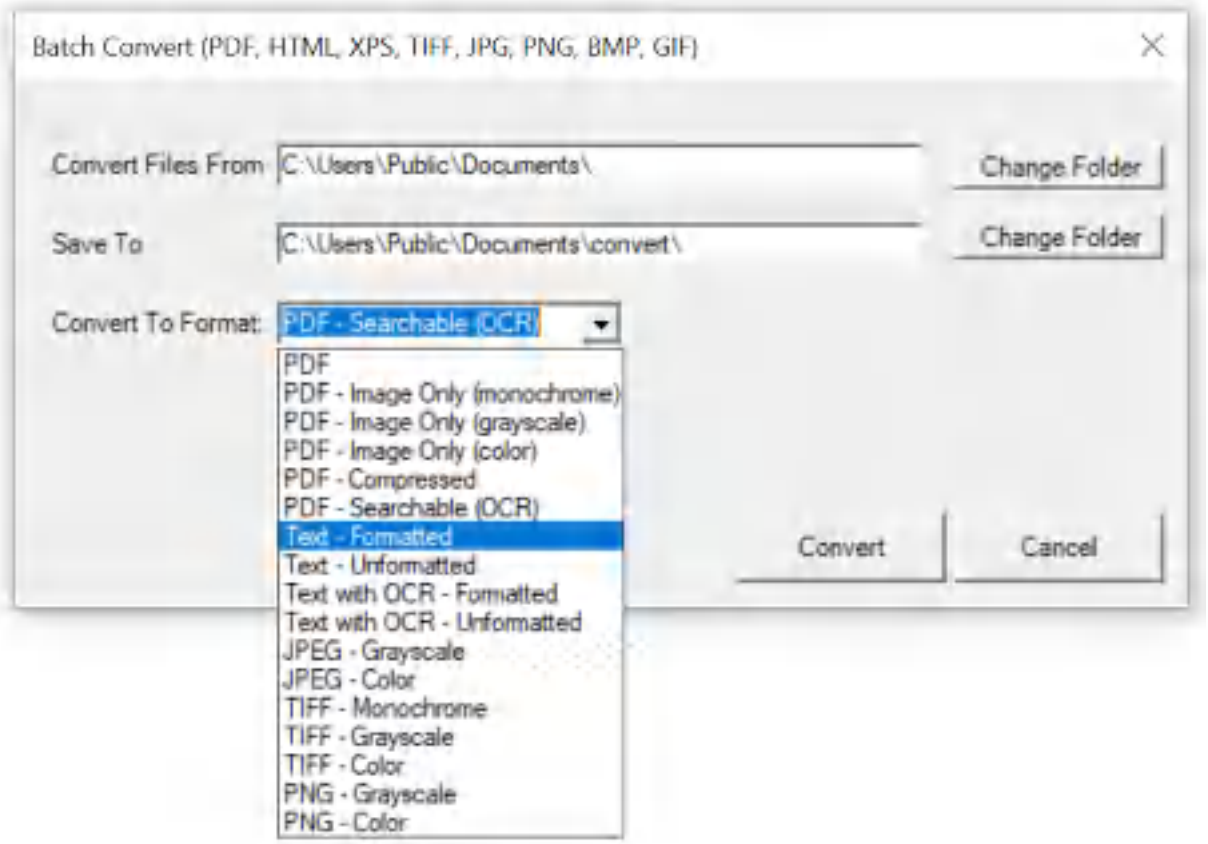
Formatted", or "Text with OCR - Unformatted". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert PNG to Text

Set the "Convert Files From" location to the folder containing the PNG files to convert, and set the "Save To" folder to the location for the converted text files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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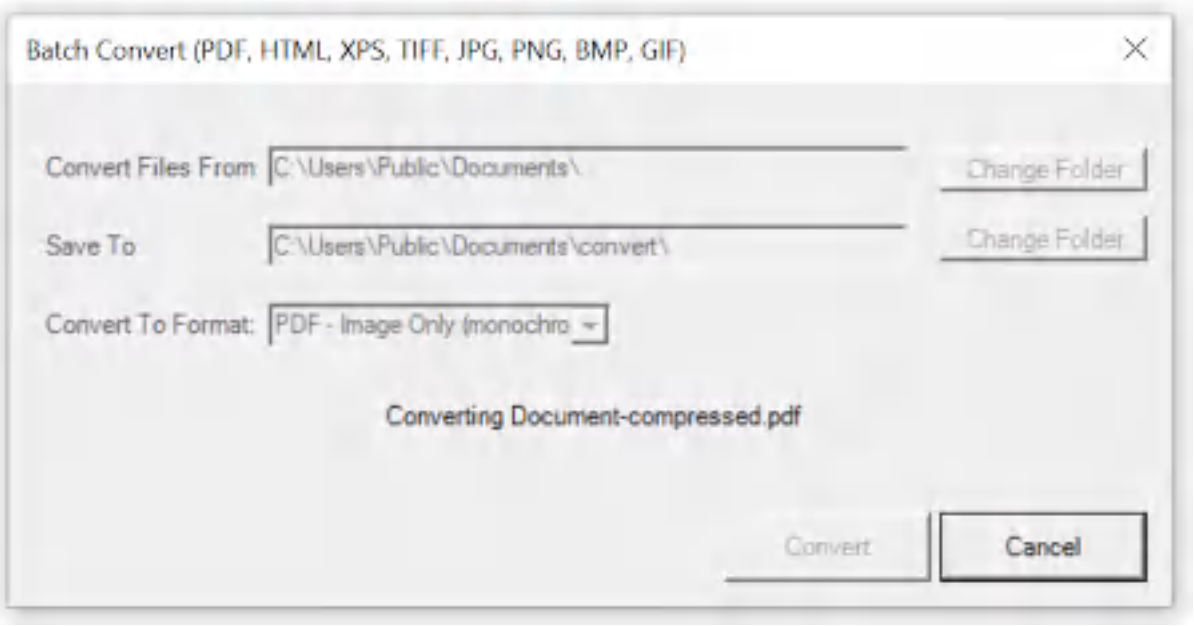
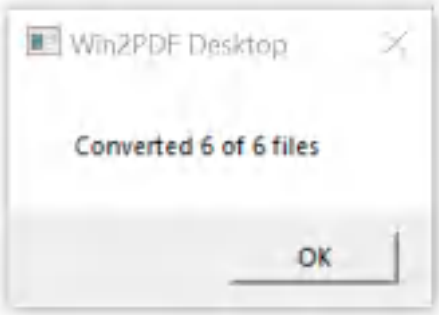


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.28 Batch Convert PNG to Searchable PDF

Batch Convert PNG to PDF Searchable (OCR)

Win2PDF Pro

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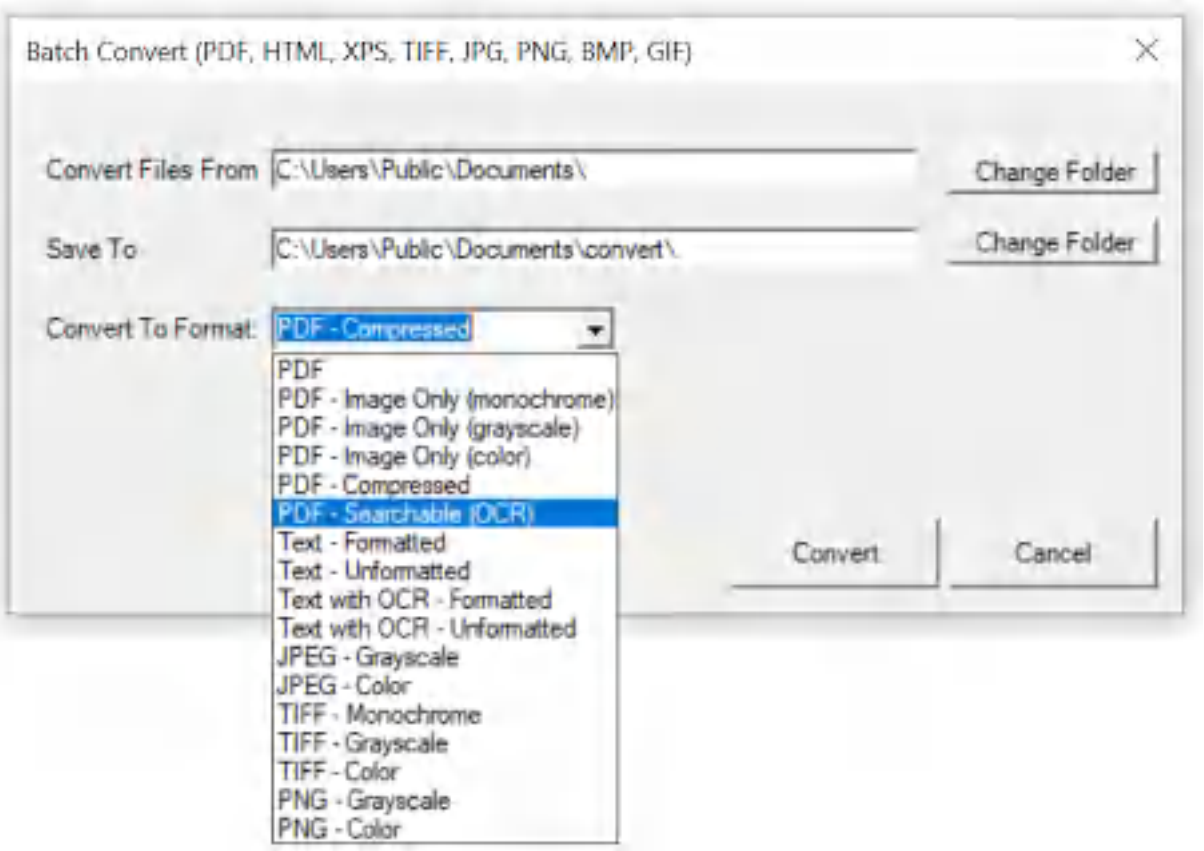
To batch convert from PNG to searchable PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Searchable (OCR)". This requires the "Win2PDF OCR Add-on" from: https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert PNG to Searchable PDF

Set the "Convert Files From" location to the folder containing the PNG files to convert, and set the "Save To" folder to the location for the converted searchable PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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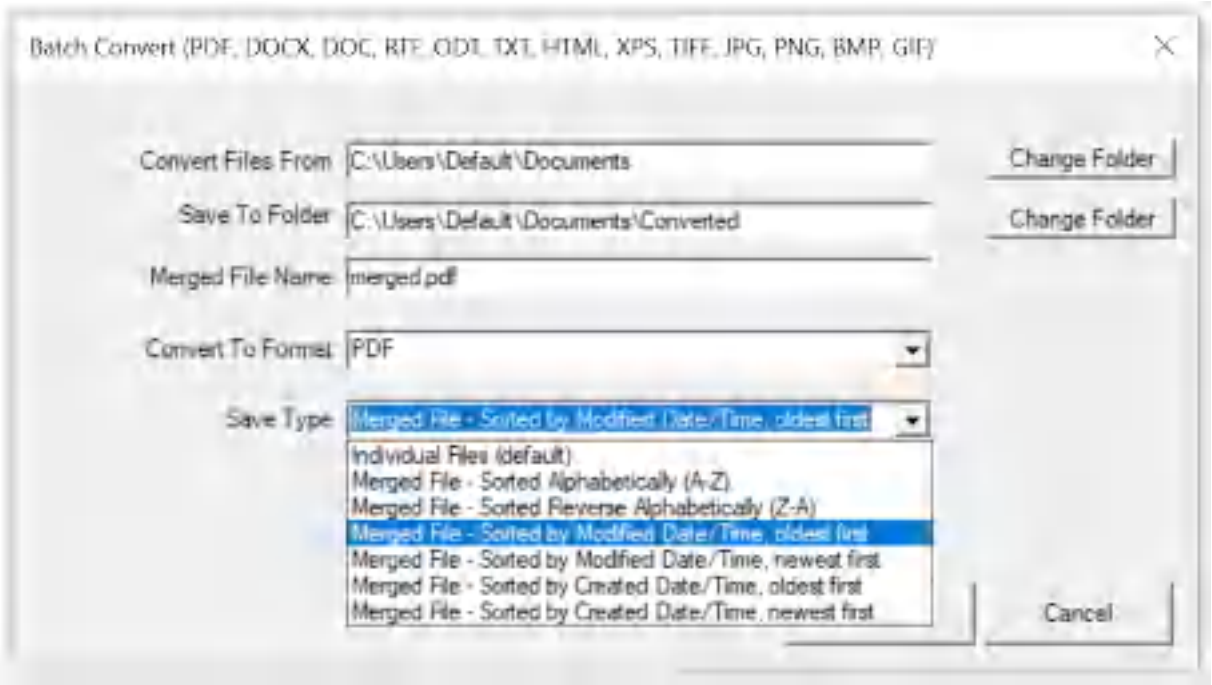

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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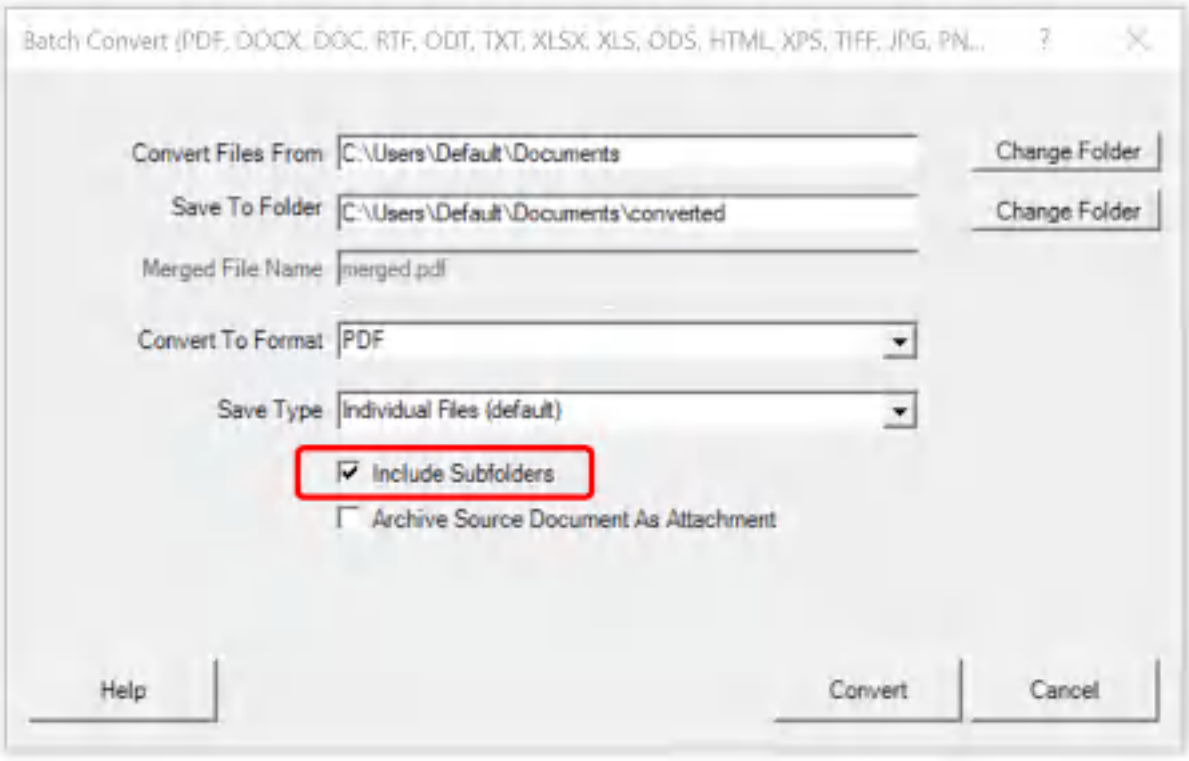

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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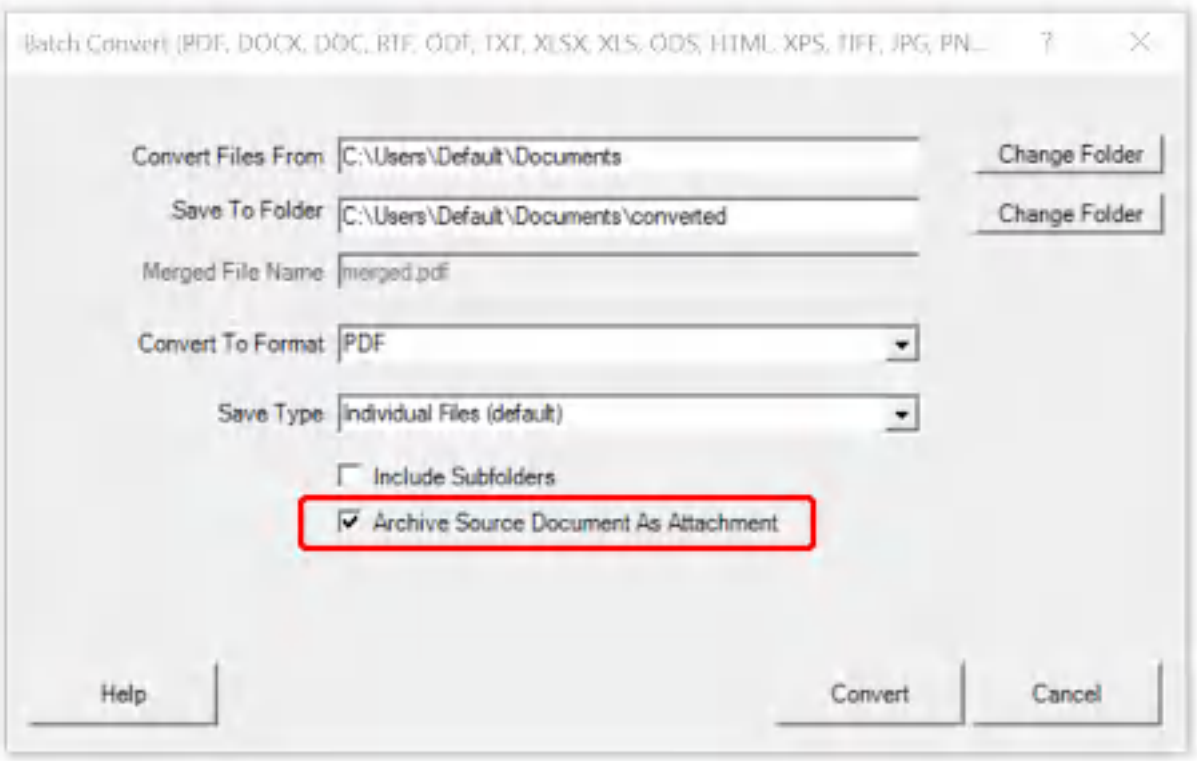

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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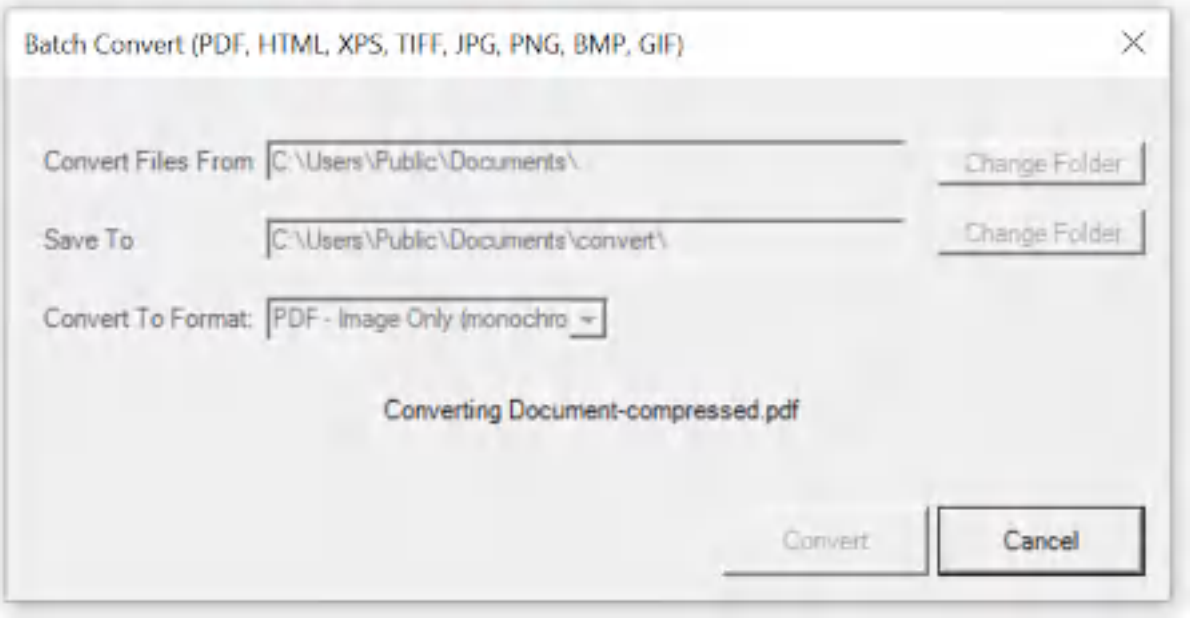
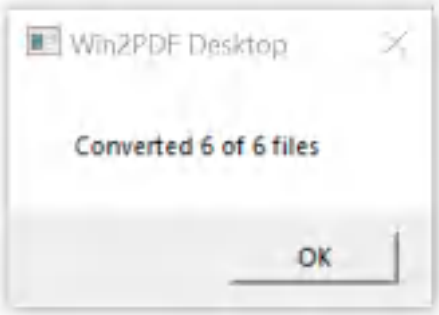


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.29 Batch Convert PNG to Compressed PDF

Batch Convert PNG to Compressed PDF Win2PDF Pro

To batch convert from PNG to compressed PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Compressed".

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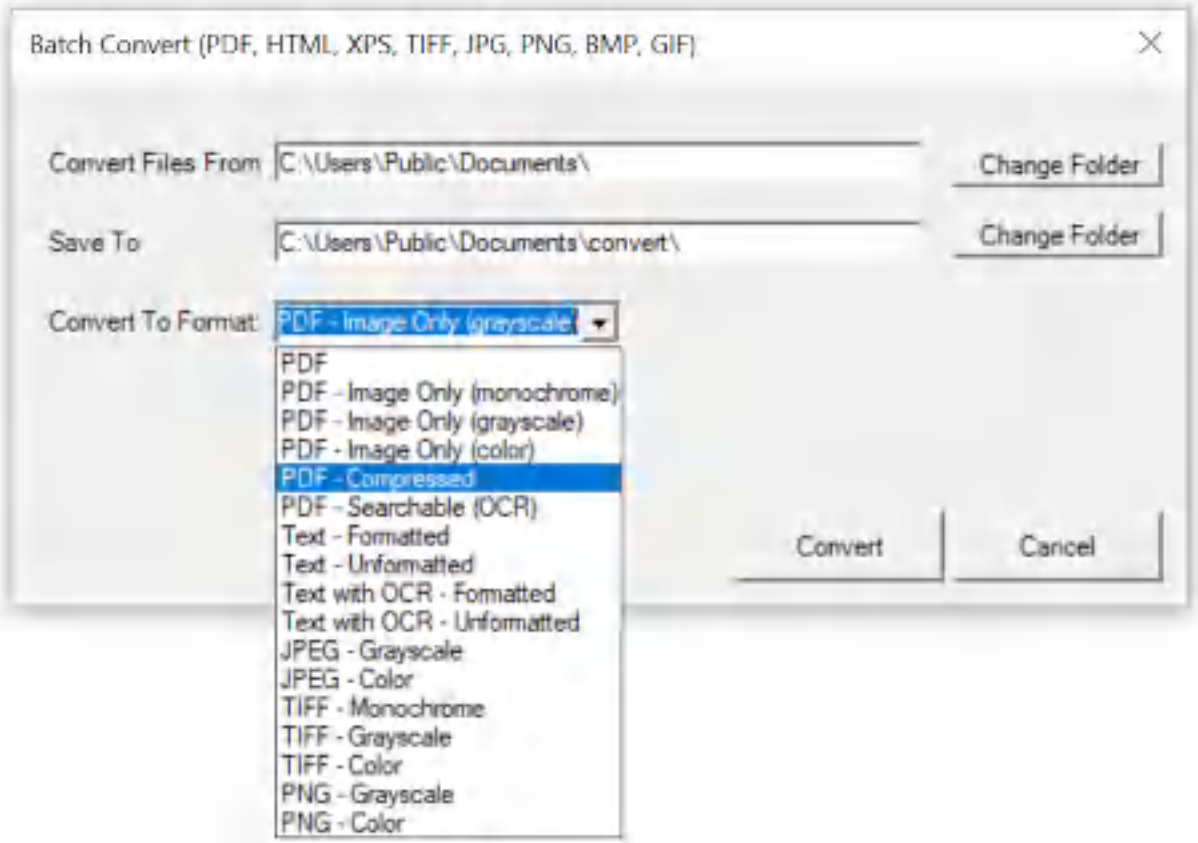

Win2PDF Desktop - Batch Convert PNG to Compressed PDF

Set the "Convert Files From" location to the folder containing the PNG files to convert, and set the "Save To" folder to the location for the converted compressed PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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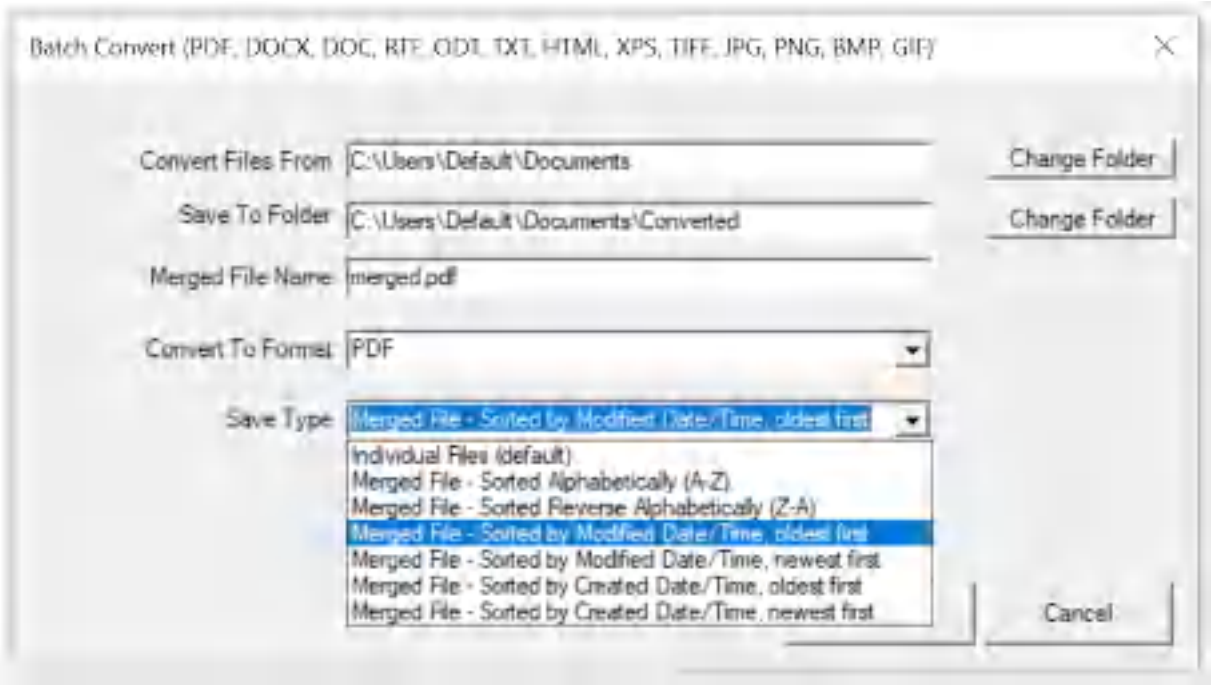

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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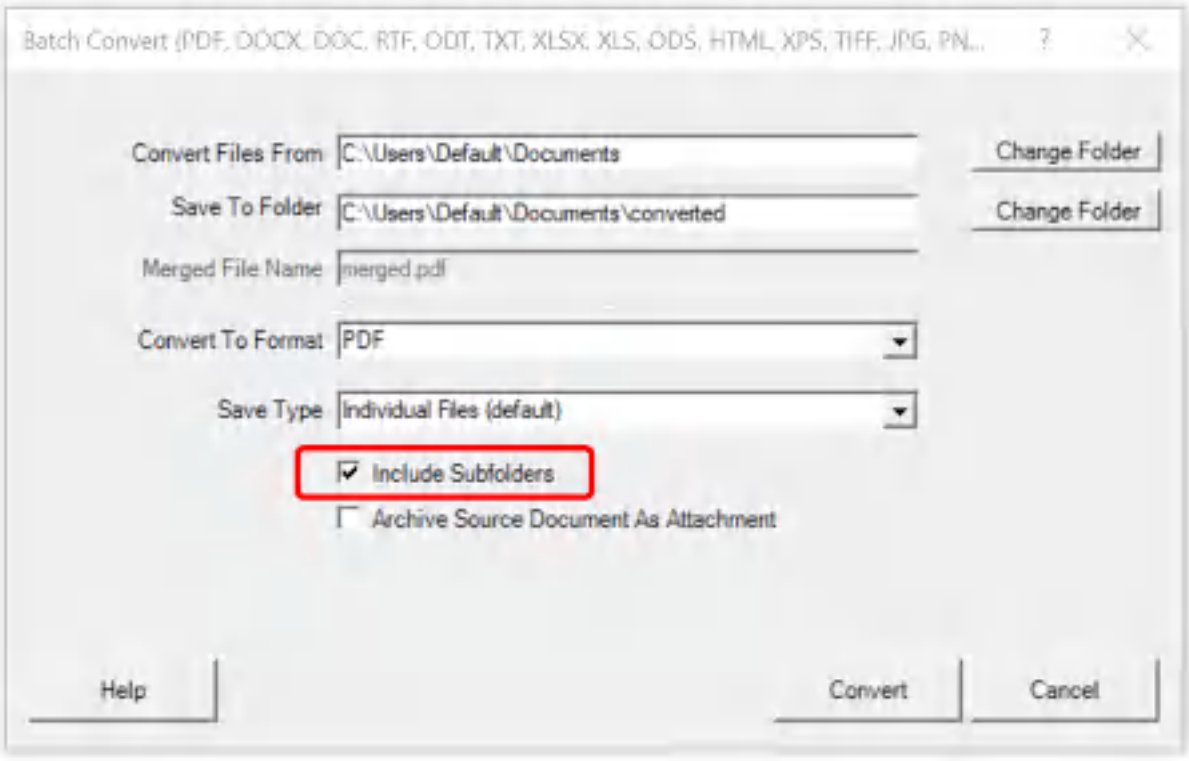

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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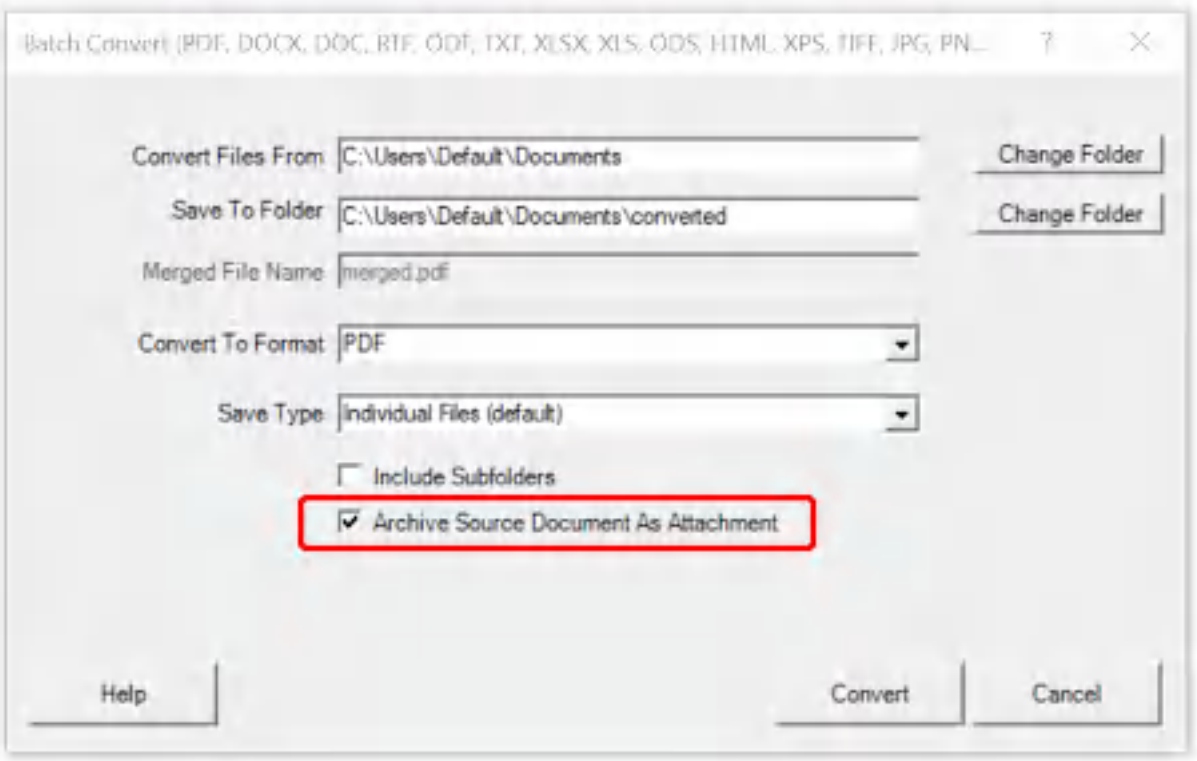

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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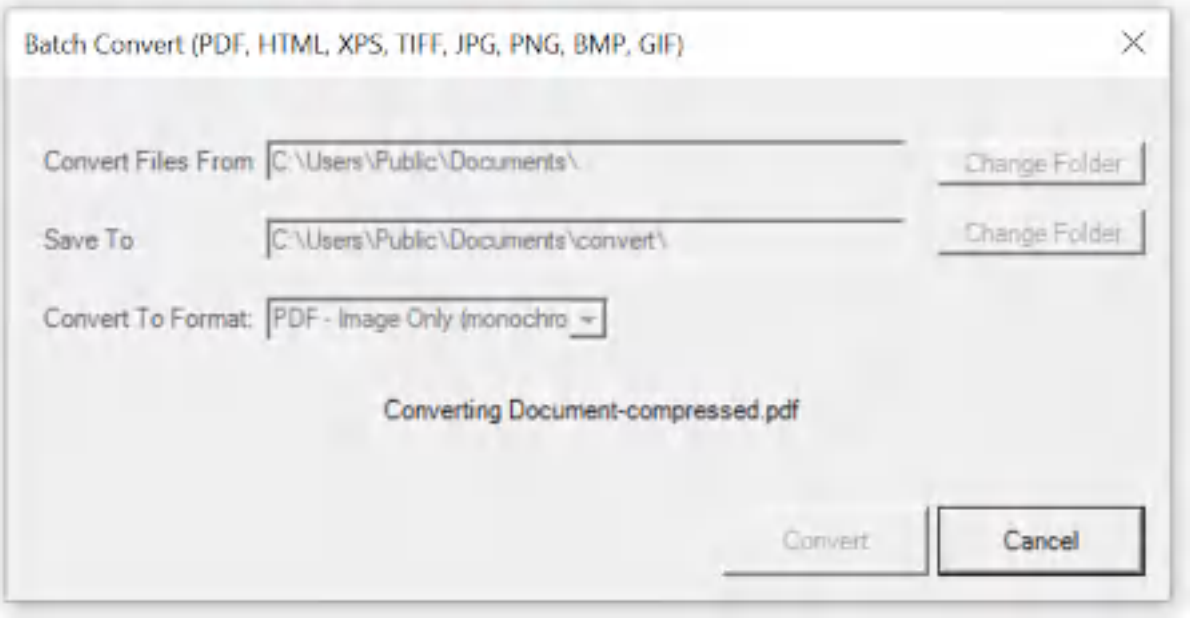
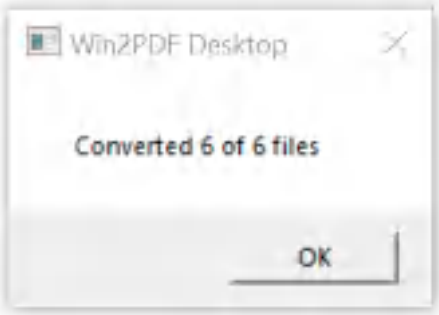


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.30 Batch Convert PNG to Image Only PDF

Batch Convert PNG to Image Only PDF Win2PDF Pro

To batch convert from PNG to an image only PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either

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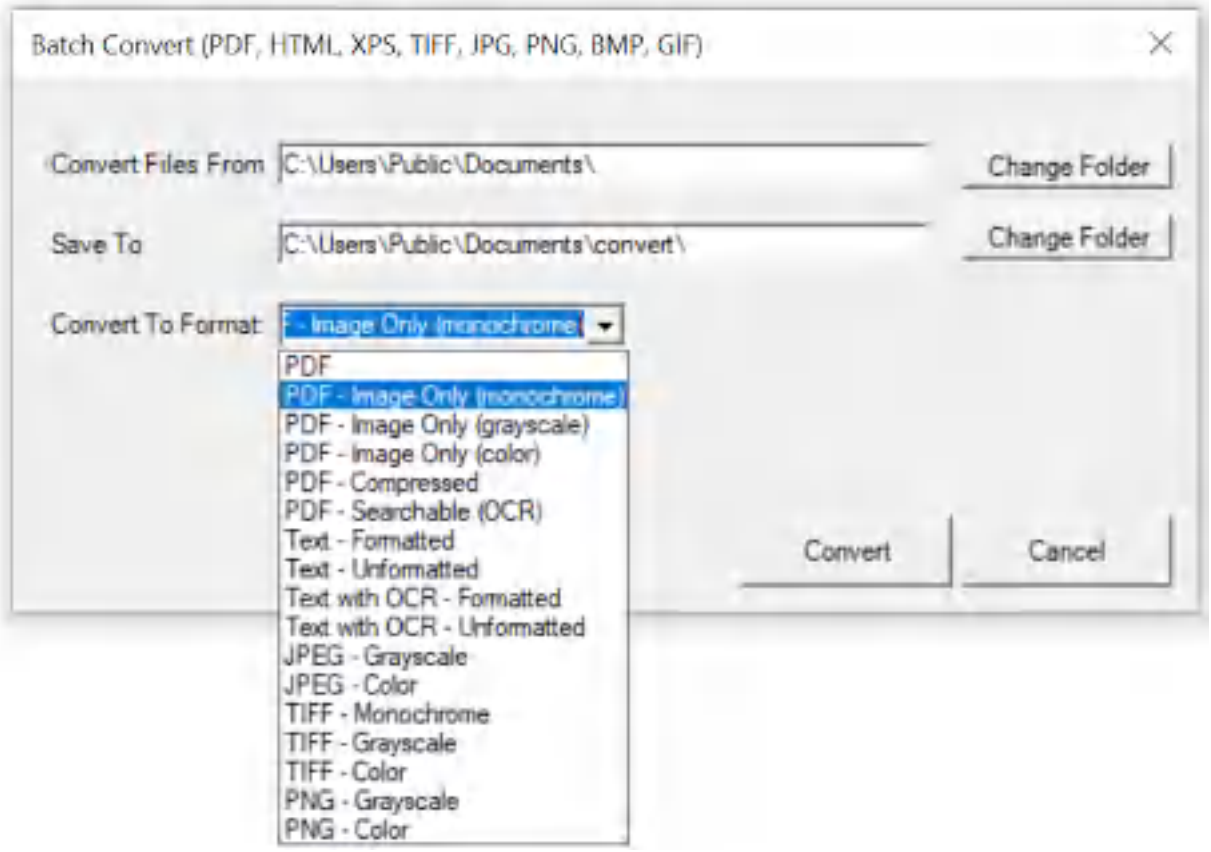
"PDF - Image Only (monochrome)", "PDF - Image Only (grayscale)", or "PDF - Image Only (color)".



Win2PDF Desktop - Batch Convert PNG to Image Only PDF

Set the "Convert Files From" location to the folder containing the PNG files to convert, and set the "Save To" folder to the location for the converted image only PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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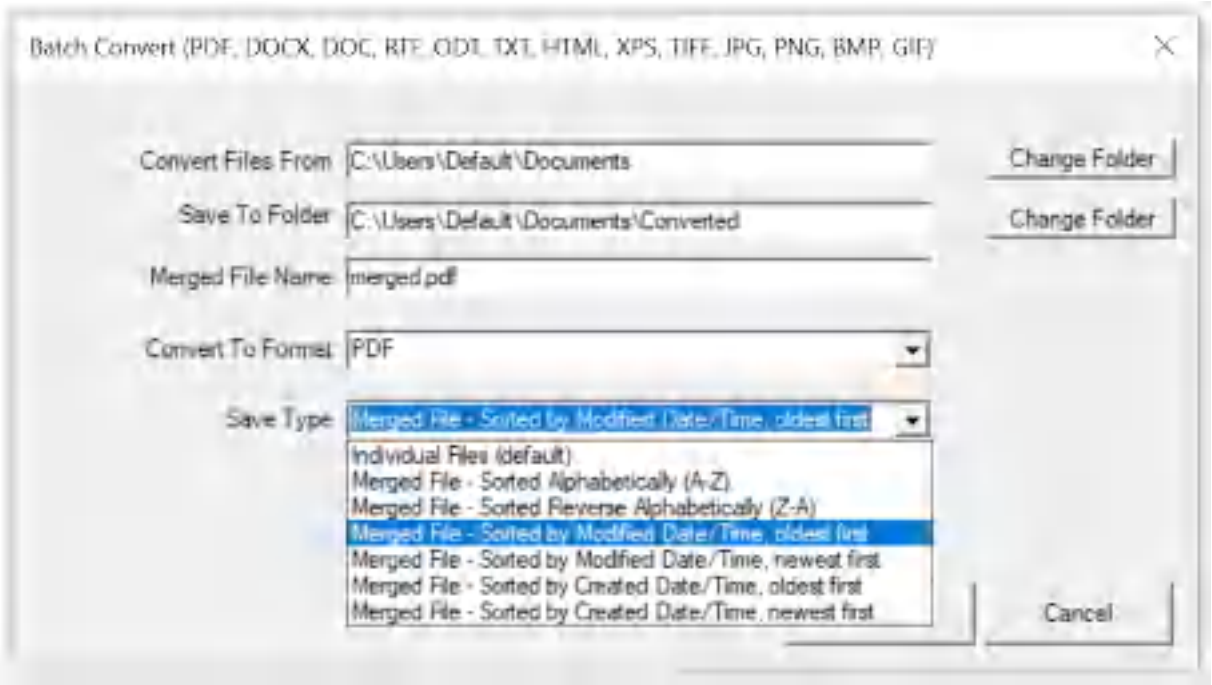

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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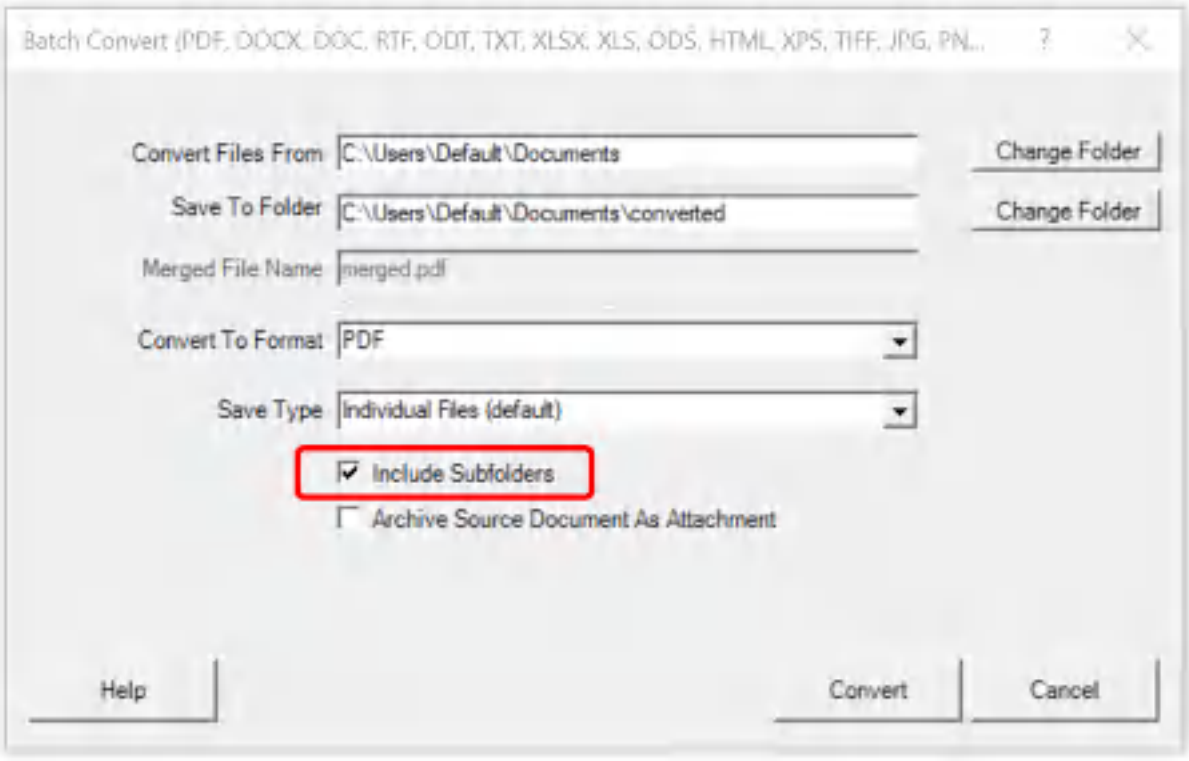

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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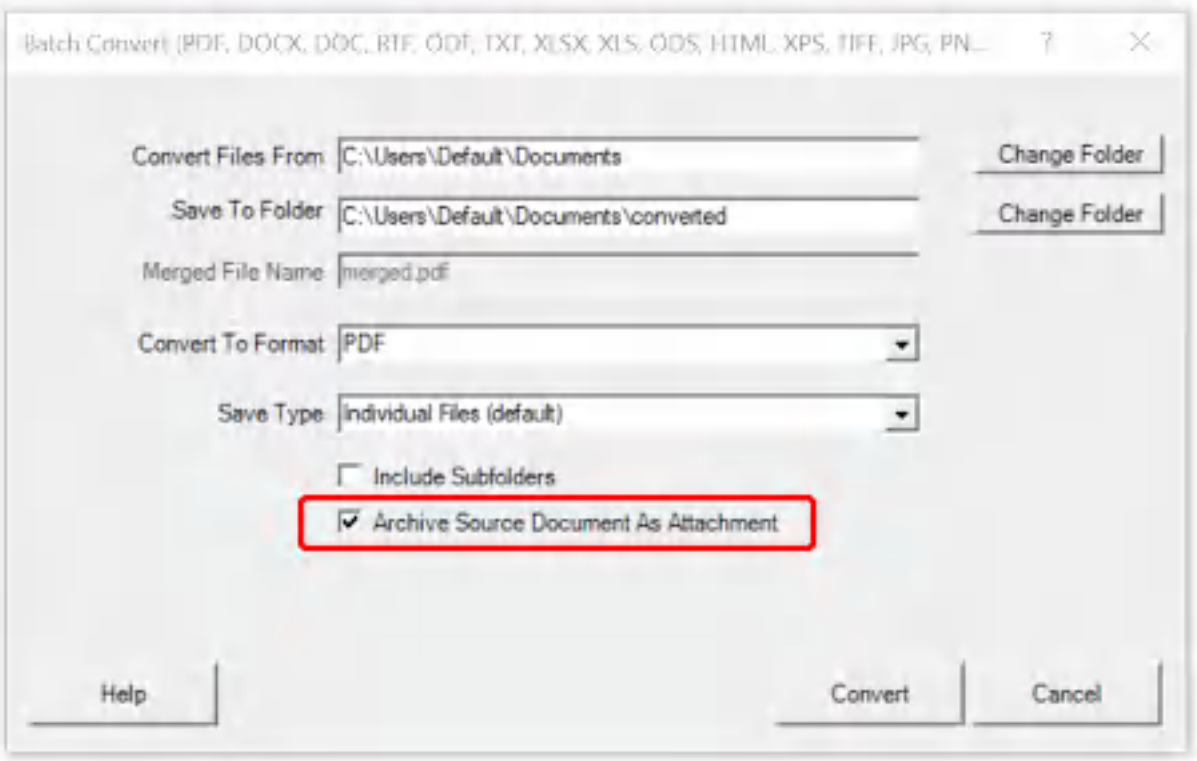

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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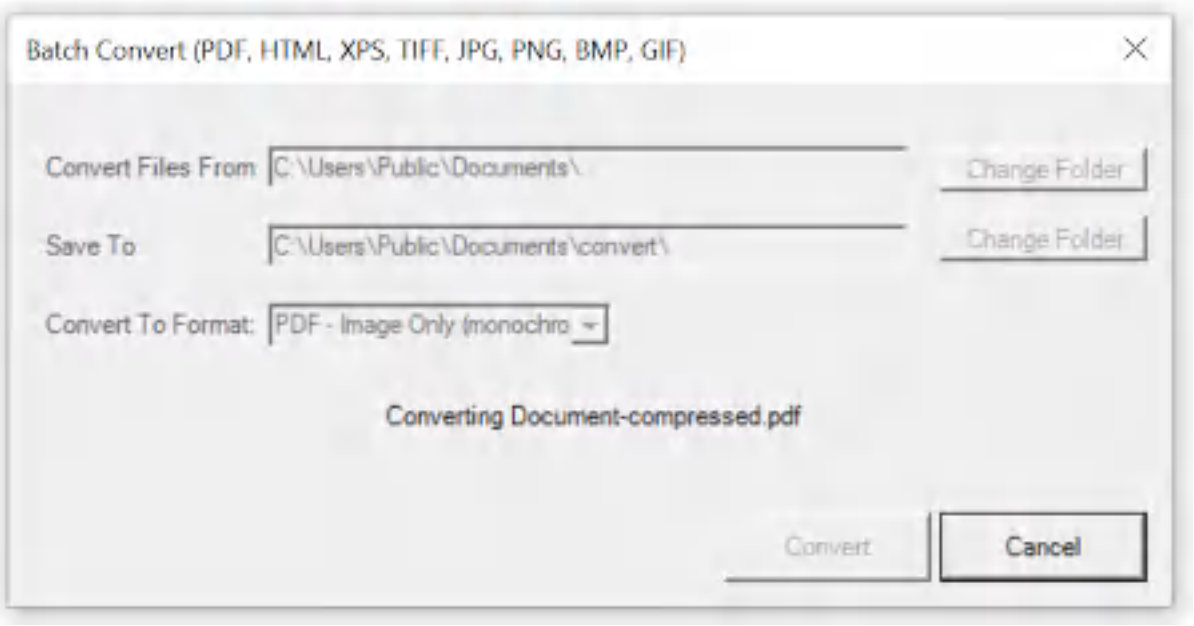
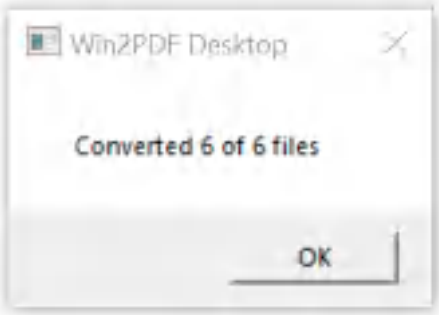


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.31 Batch Convert PNG to DOCX

Batch Convert PNG to DOCX Win2PDF Pro

To batch convert from a PNG to a Microsoft Word DOCX file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "DOCX - Microsoft Word Document".

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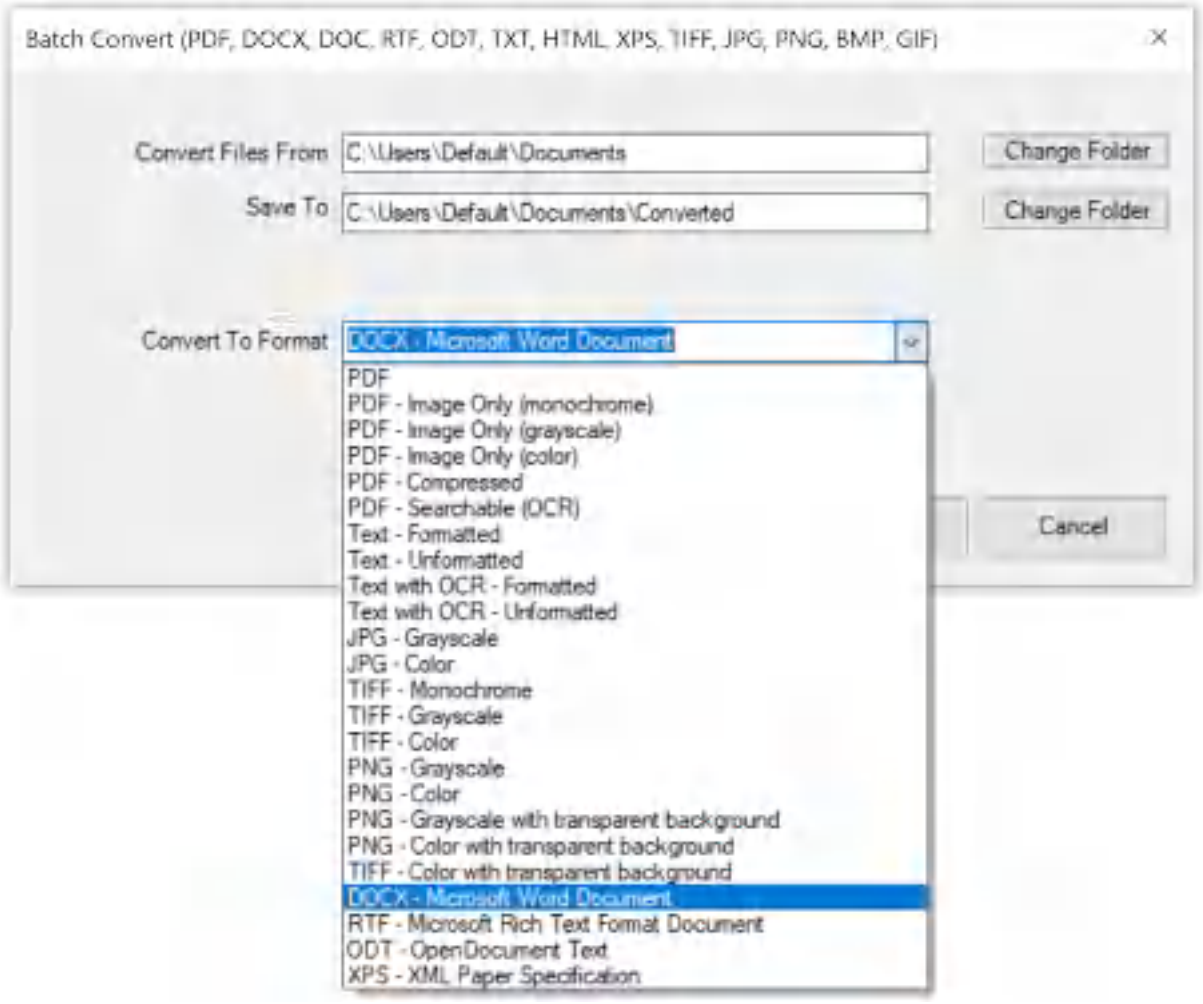

Win2PDF Desktop - Batch Convert PNG to DOCX

Set the "Convert Files From" location to the folder containing the PNG files to convert, and set the "Save To" folder to the location for the converted DOCX files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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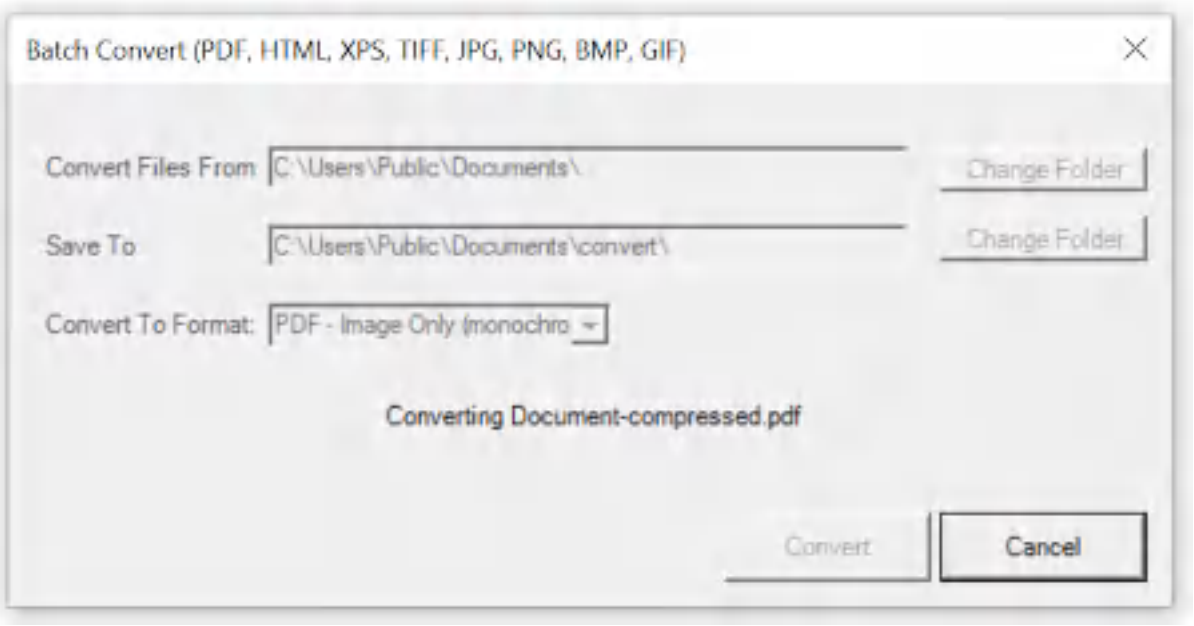
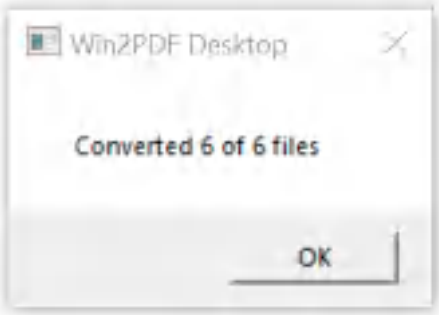


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.32 Batch Convert PNG to RTF

Batch Convert PNG to RTF Win2PDF Pro

To batch convert from a PNG to a Rich Text Format RTF file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "RTF - Microsoft Rich Text Format Document".

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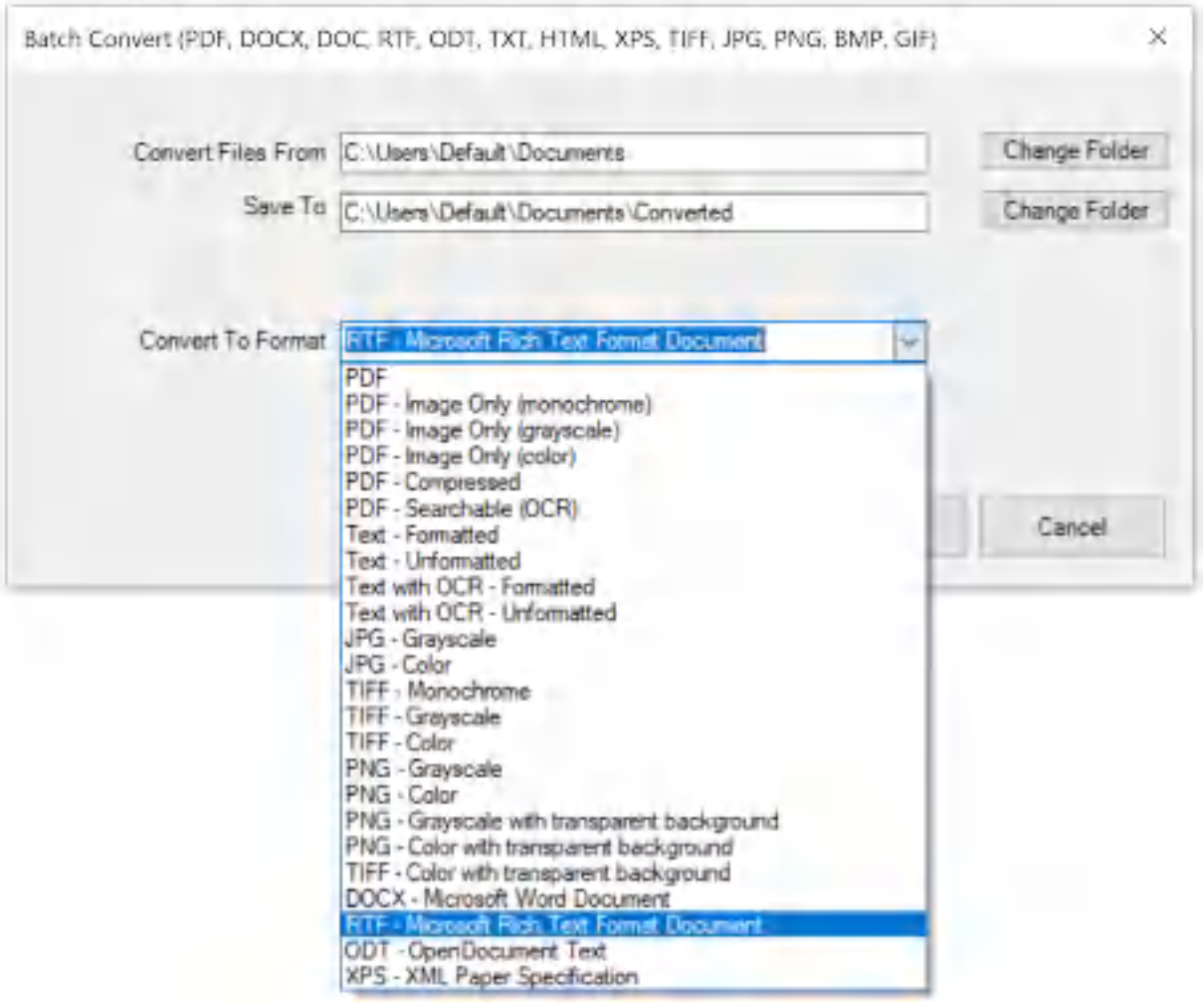

Win2PDF Desktop - Batch Convert PNG to RTF

Set the "Convert Files From" location to the folder containing the PNG files to convert, and set the "Save To" folder to the location for the converted RTF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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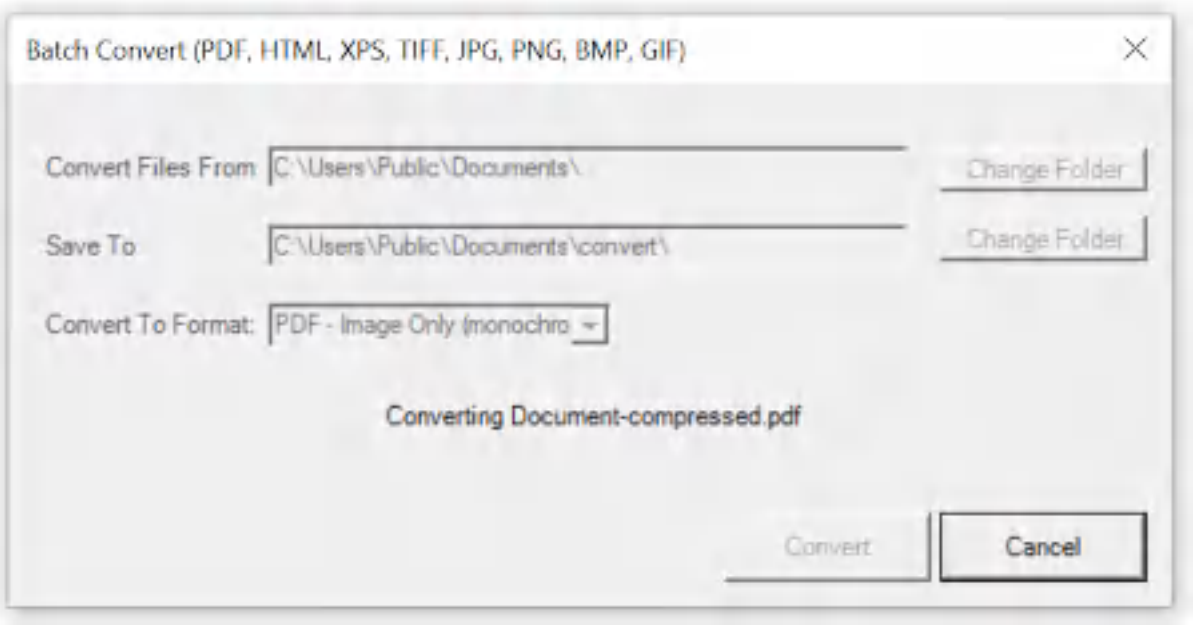
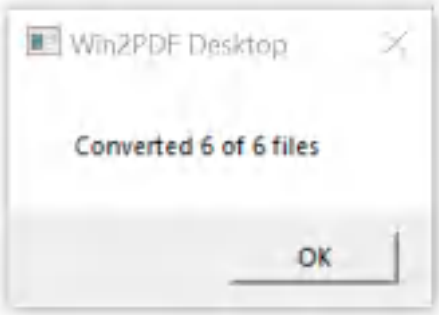


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.33 Batch Convert PNG to ODT

Batch Convert PNG to ODT Win2PDF Pro

To batch convert from a PNG to an OpenDocument Text ODT file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "ODT - OpenDocument Text".

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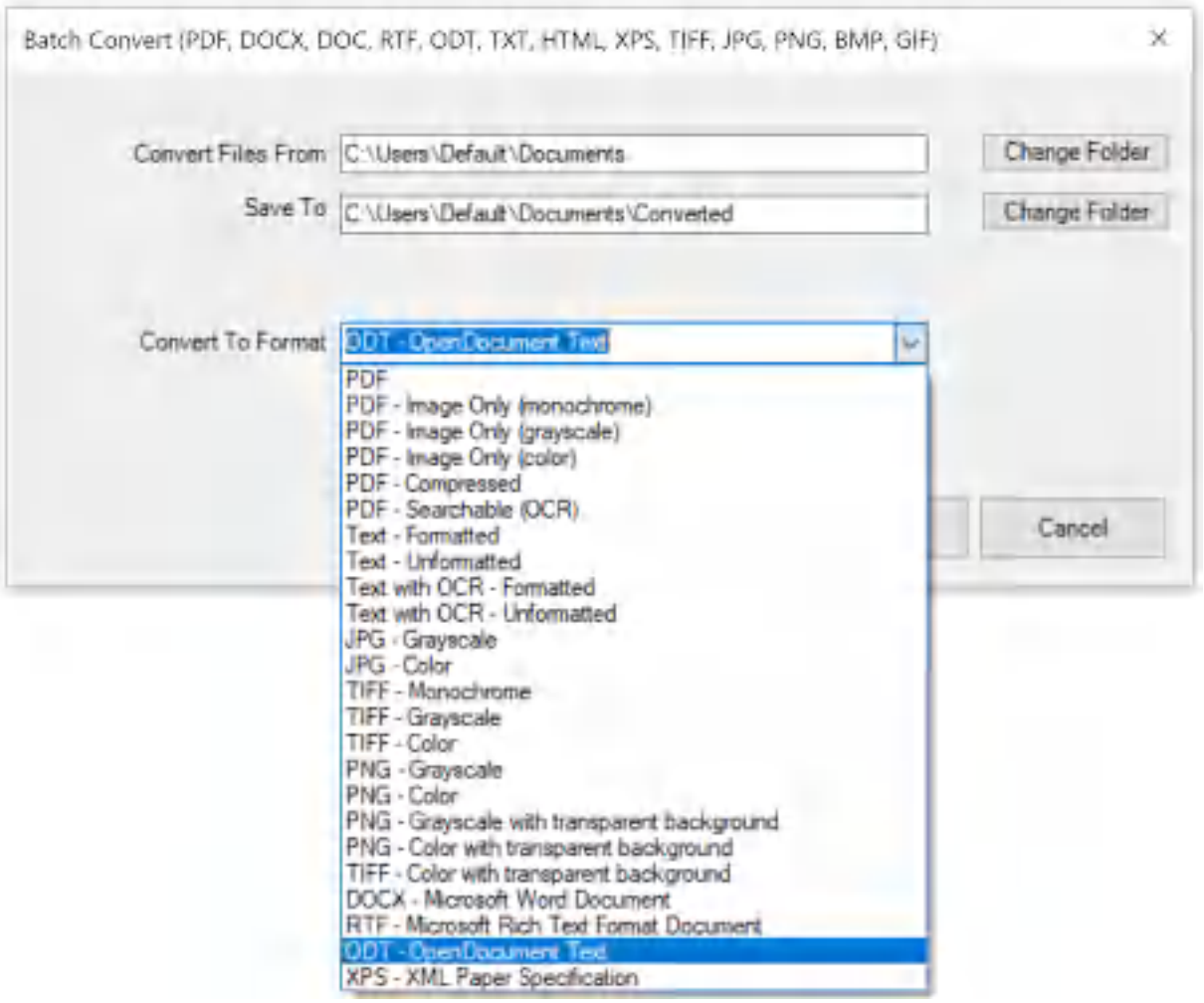

Win2PDF Desktop - Batch Convert PNG to ODT

Set the "Convert Files From" location to the folder containing the PNG files to convert, and set the "Save To" folder to the location for the converted ODT files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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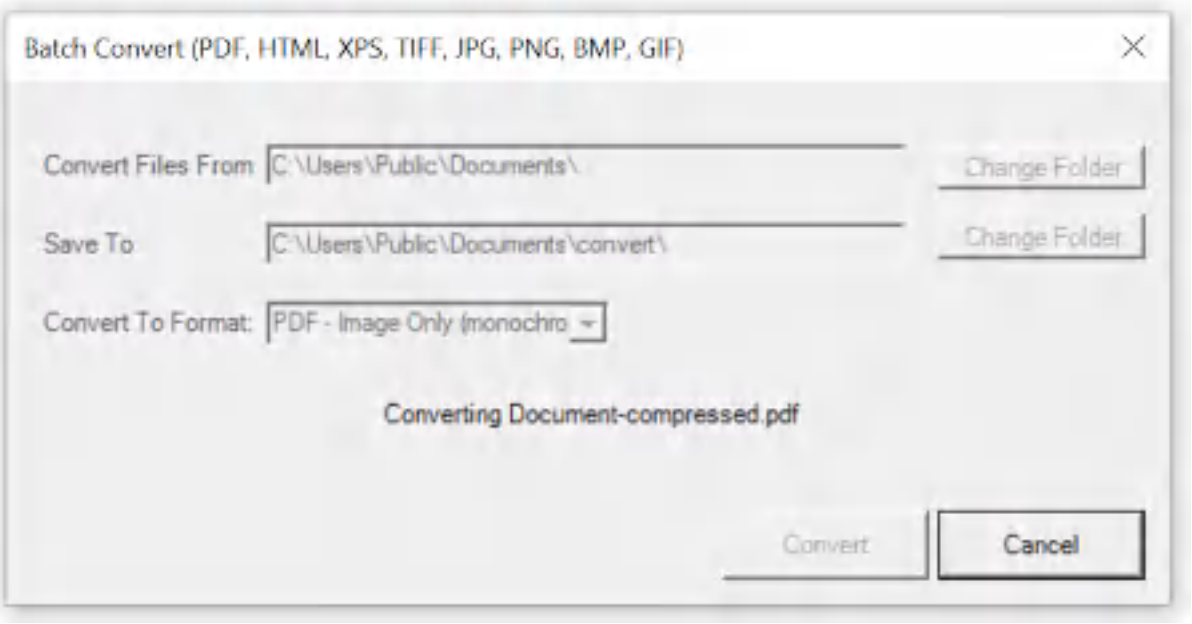
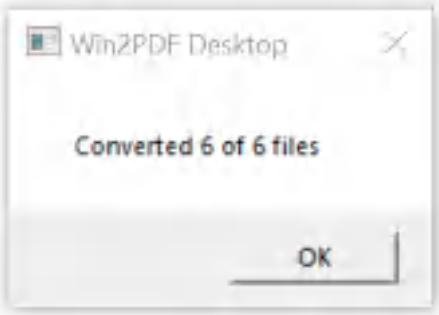


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.34 Batch Convert PNG to XPS

Batch Convert PNG to XPS Win2PDF Pro

To batch convert from a PNG to an XML Paper Specification XPS file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "XPS - XML Paper Specification".

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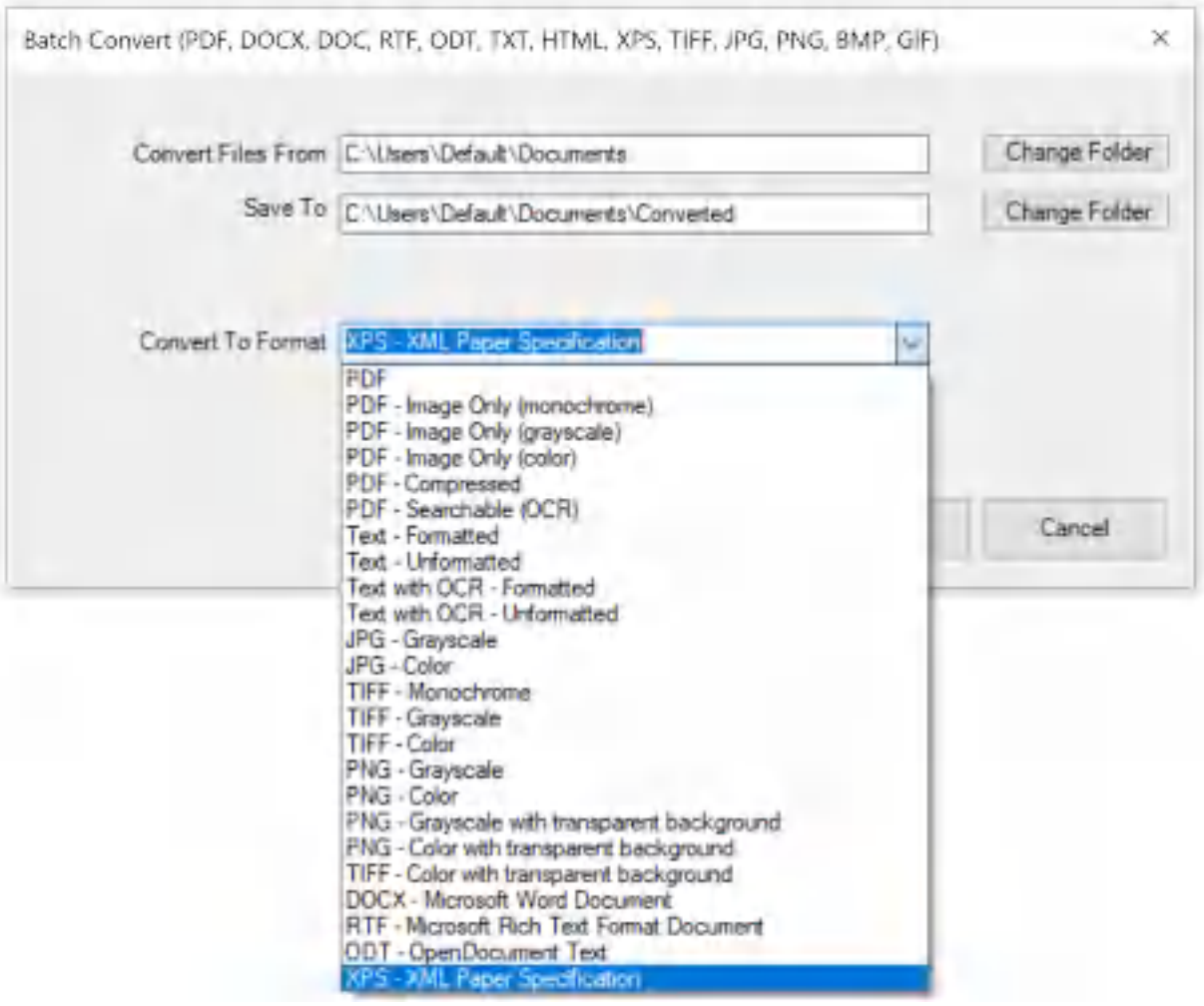

Win2PDF Desktop - Batch Convert PNG to XPS

Set the "Convert Files From" location to the folder containing the PNG files to convert, and set the "Save To" folder to the location for the converted XPS files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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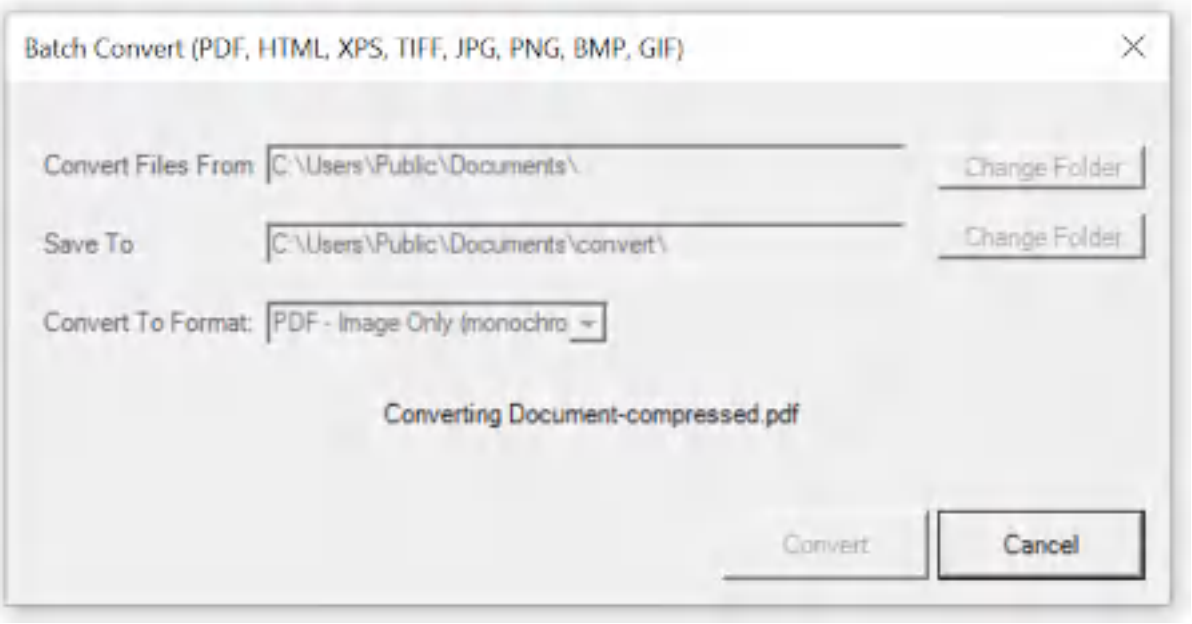
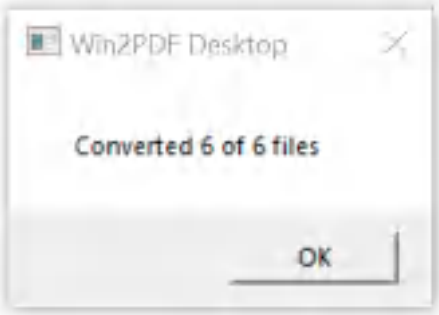


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.35 Batch Convert TIFF to PDF

Batch Convert TIFF to PDF Win2PDF Pro

To batch convert from TIFF to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".

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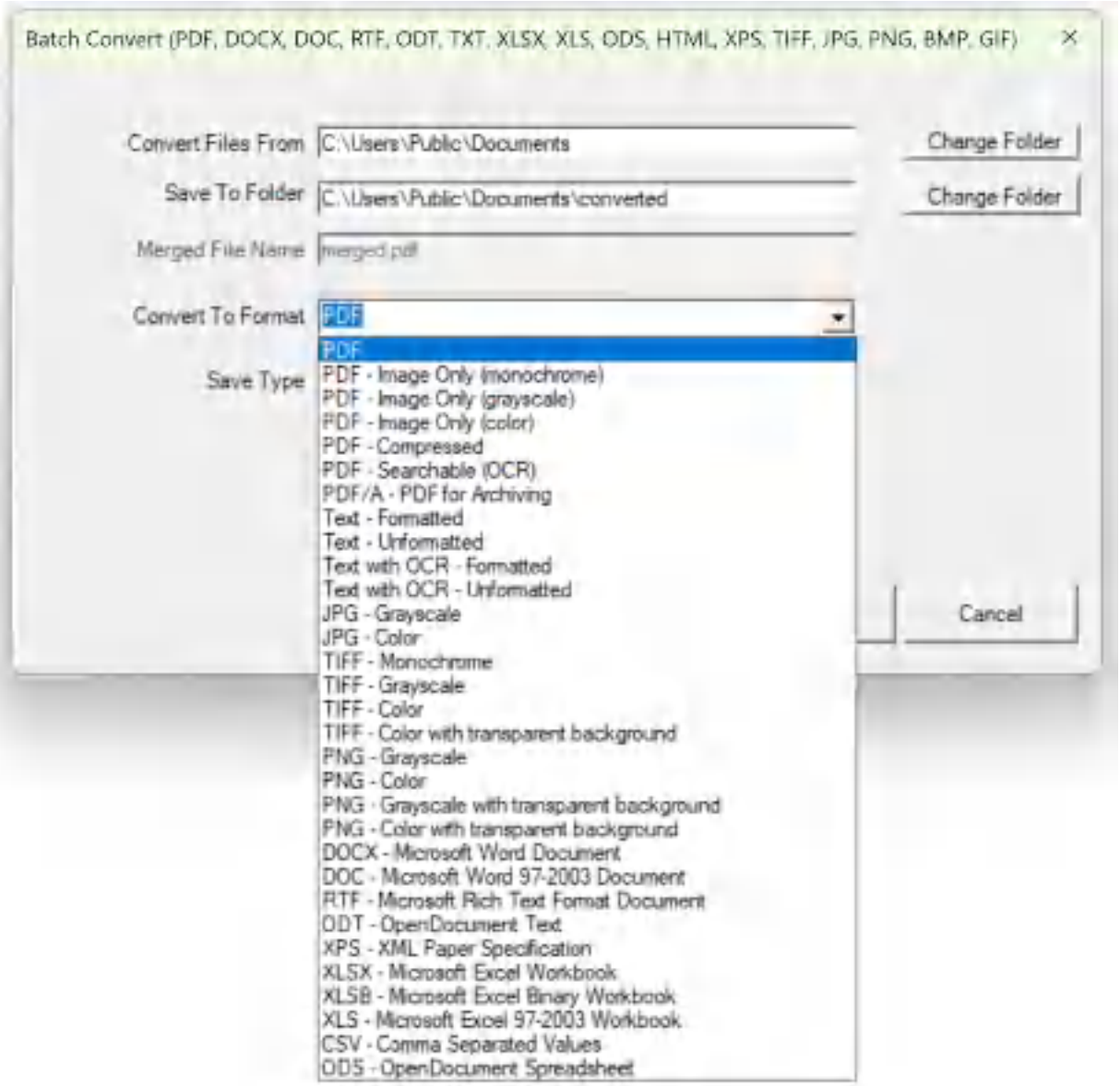

Win2PDF Desktop - Batch Convert TIFF to PDF

Set the "Convert Files From" location to the folder containing the TIFF files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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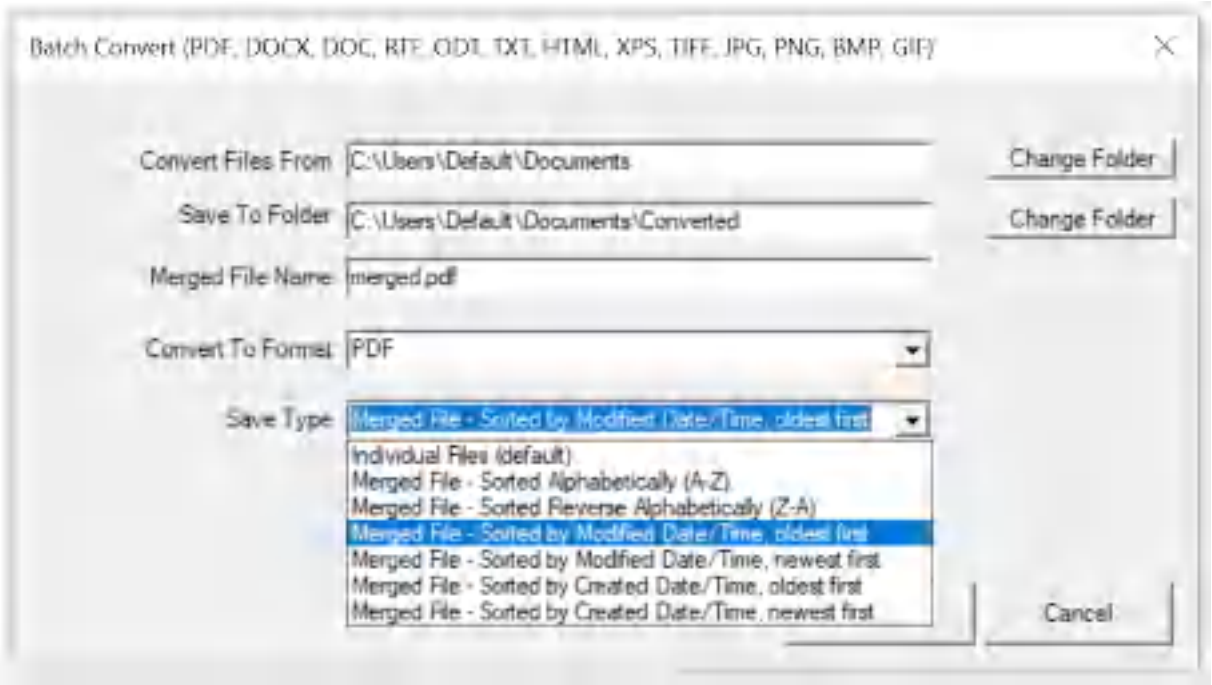

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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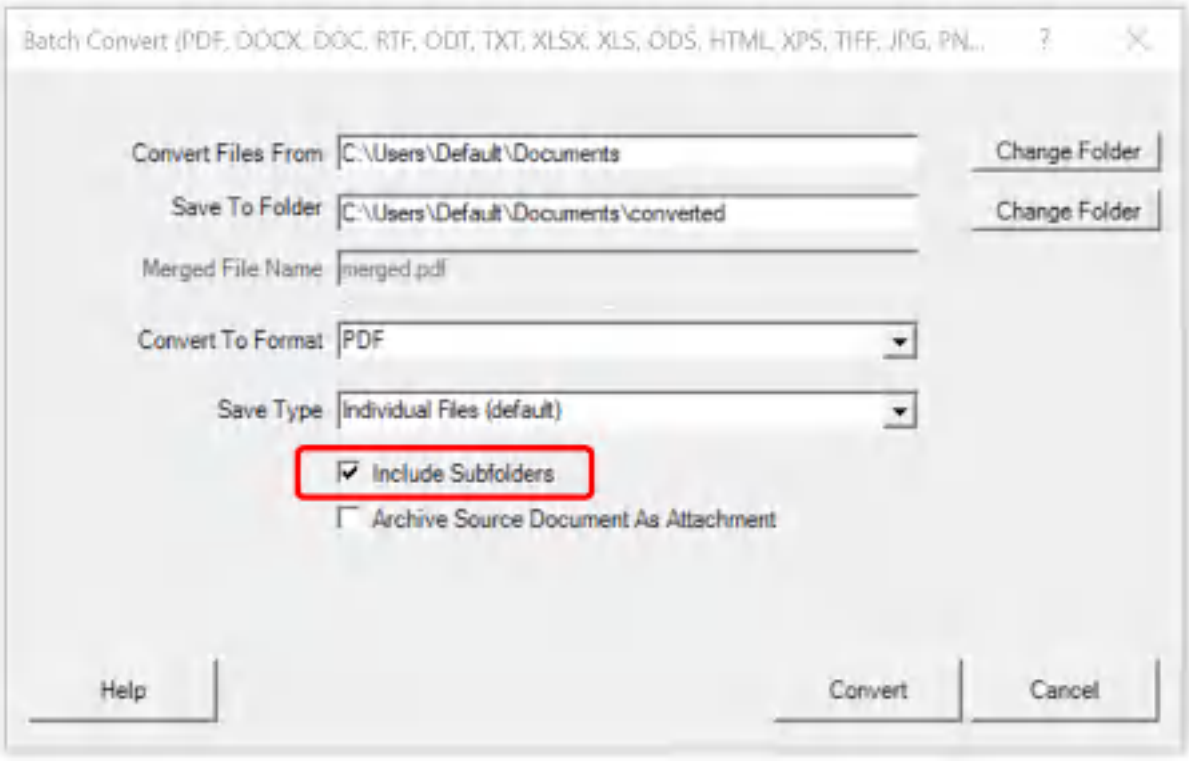

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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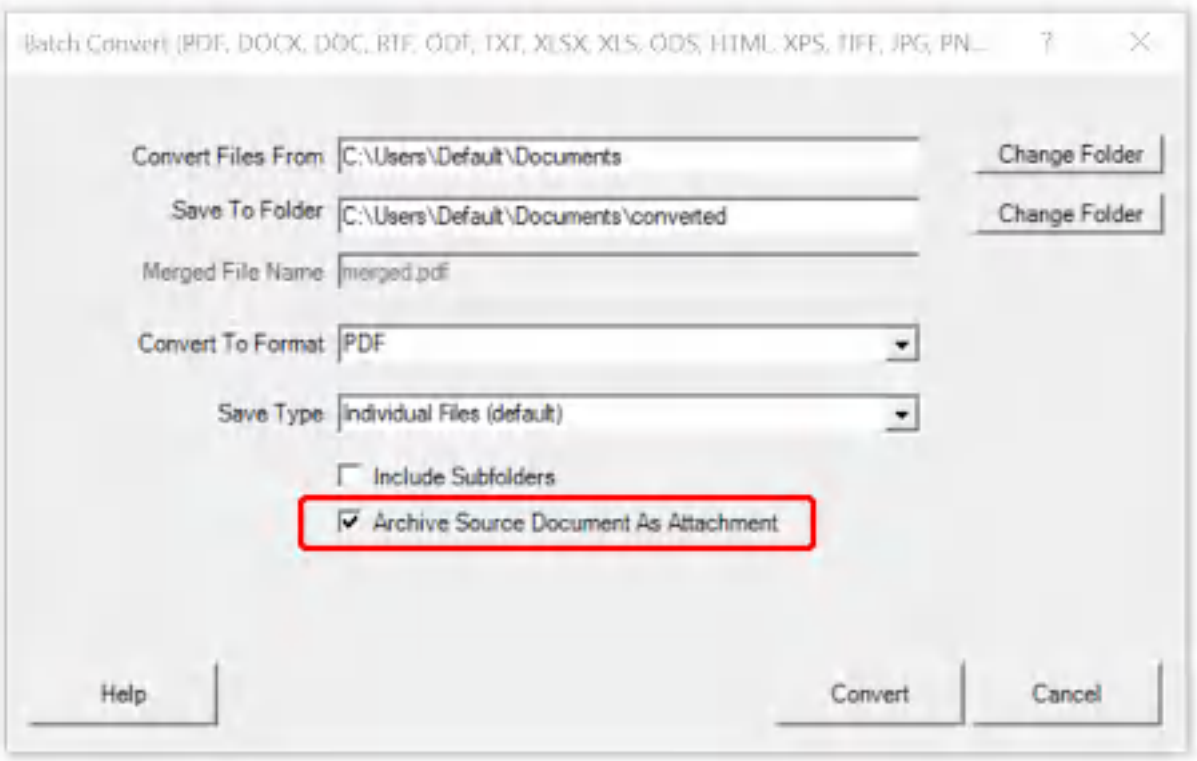

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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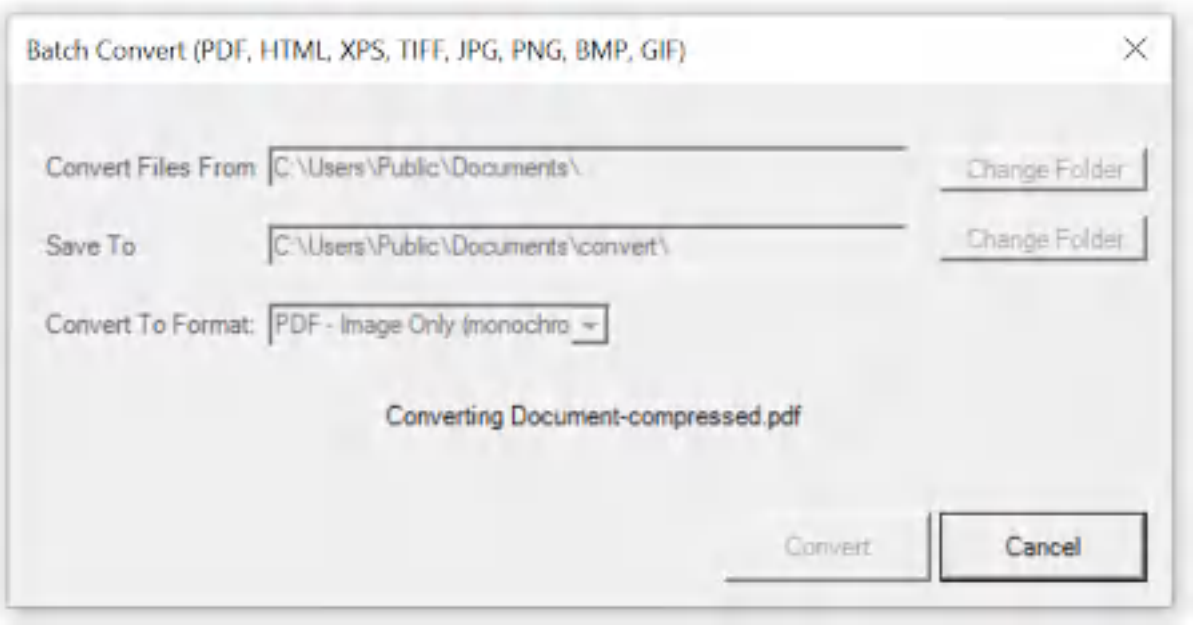
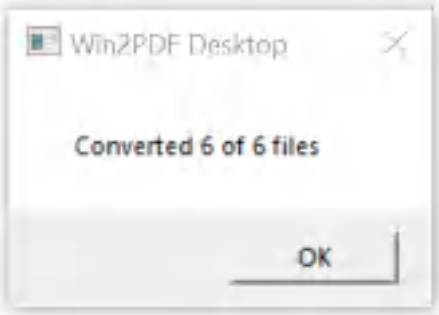


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.36 Batch Convert TIFF to JPG

Batch Convert TIFF to JPEG Win2PDF Pro

To batch convert from TIFF to JPG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "JPG - Grayscale" or "JPG - Color".

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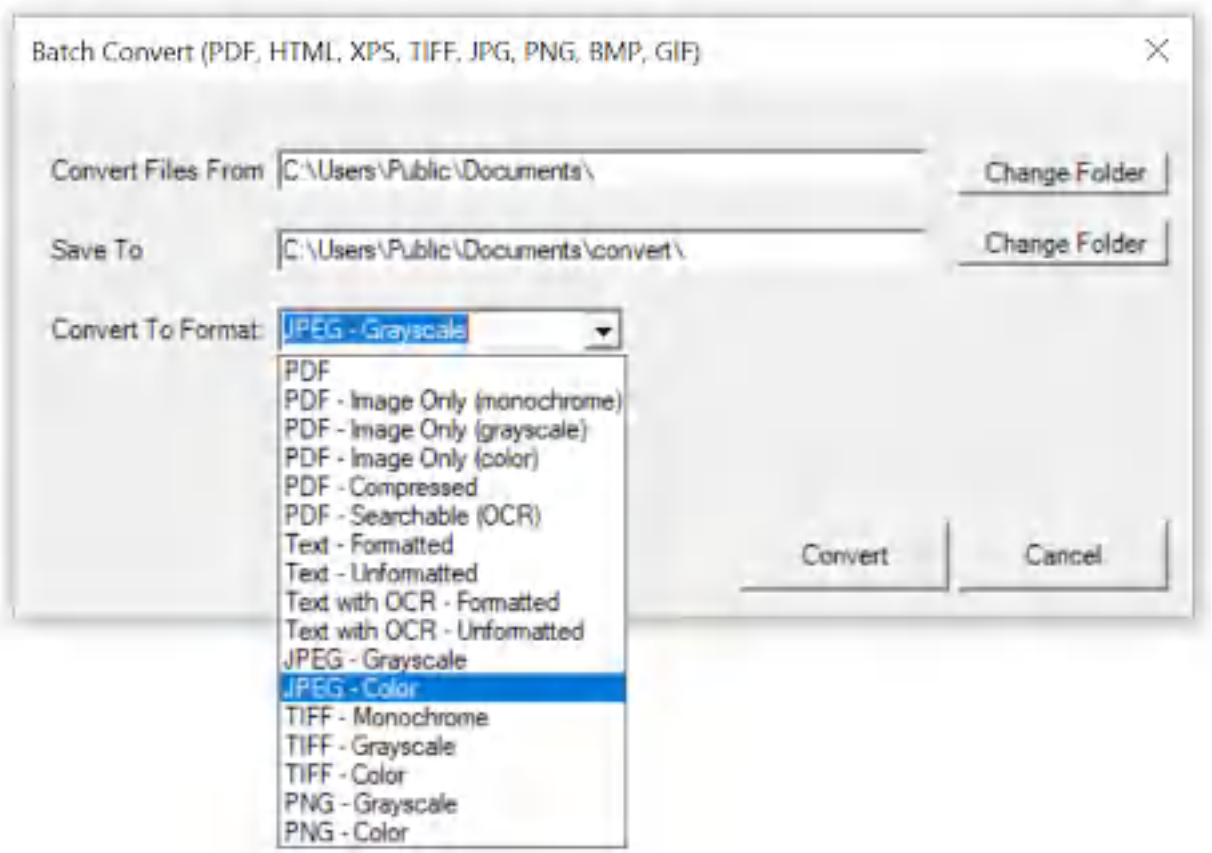

Win2PDF Desktop - Batch Convert TIFF to JPG

Set the "Convert Files From" location to the folder containing the TIFF files to convert, and set the "Save To" folder to the location for the converted JPG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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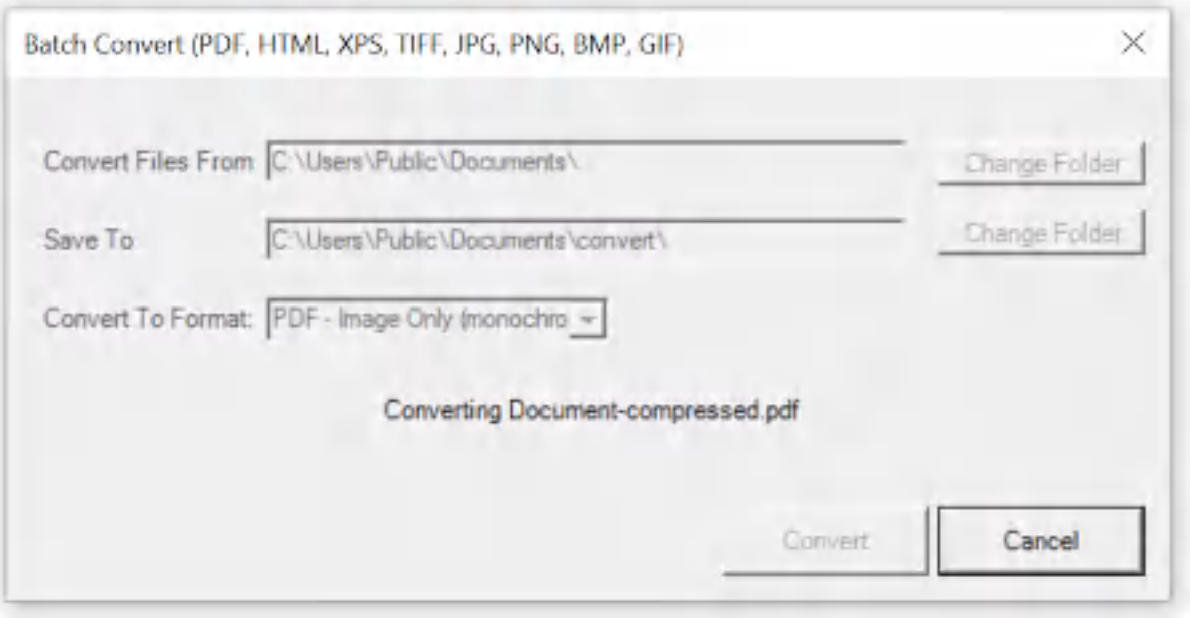
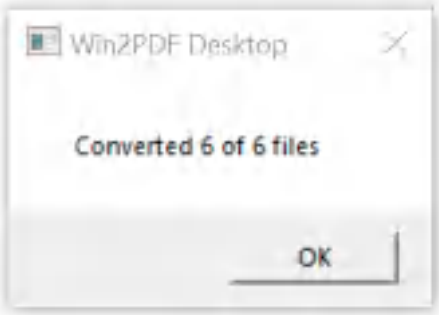


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.37 Batch Convert TIFF to PNG

Batch Convert TIFF to PNG Win2PDF Pro

To batch convert from TIFF to PNG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PNG - Grayscale" or "PNG - Color".

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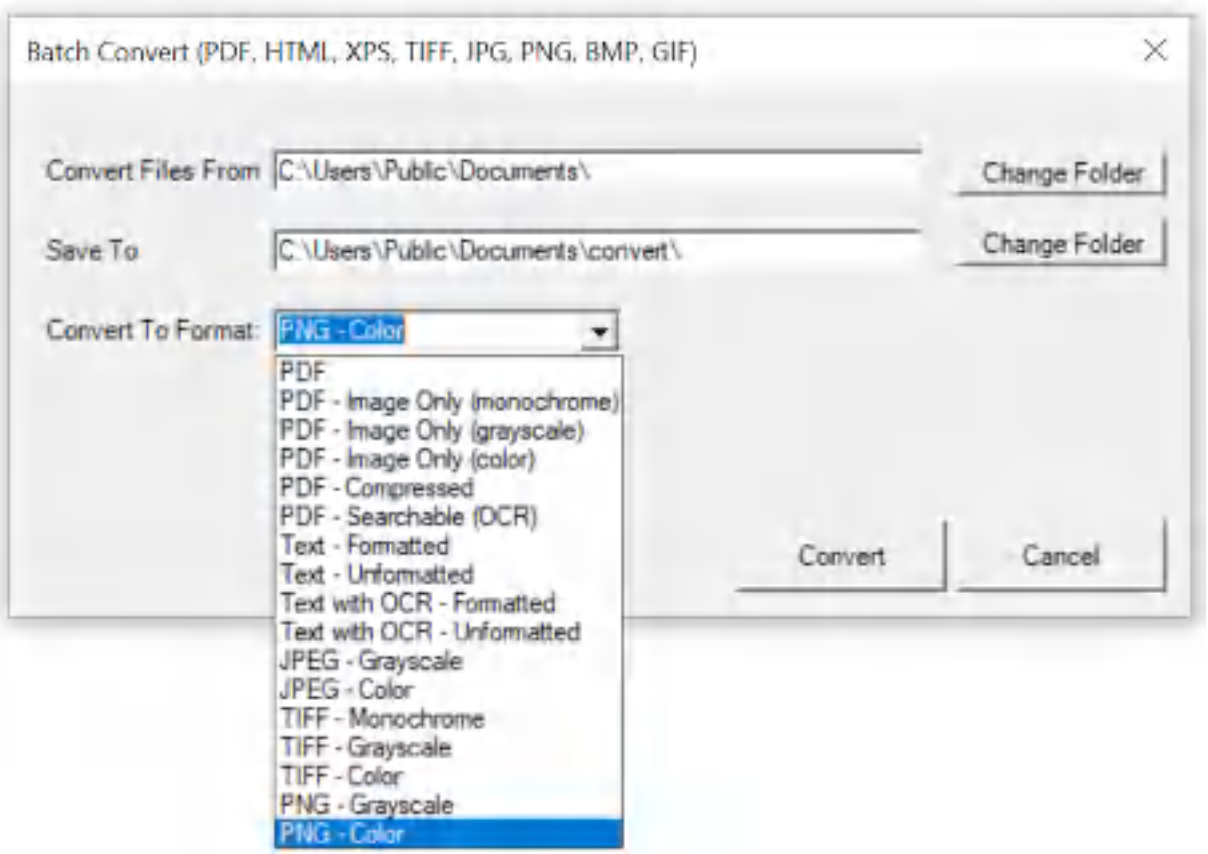

Win2PDF Desktop - Batch Convert TIFF to PNG

Set the "Convert Files From" location to the folder containing the TIFF files to convert, and set the "Save To" folder to the location for the converted PNG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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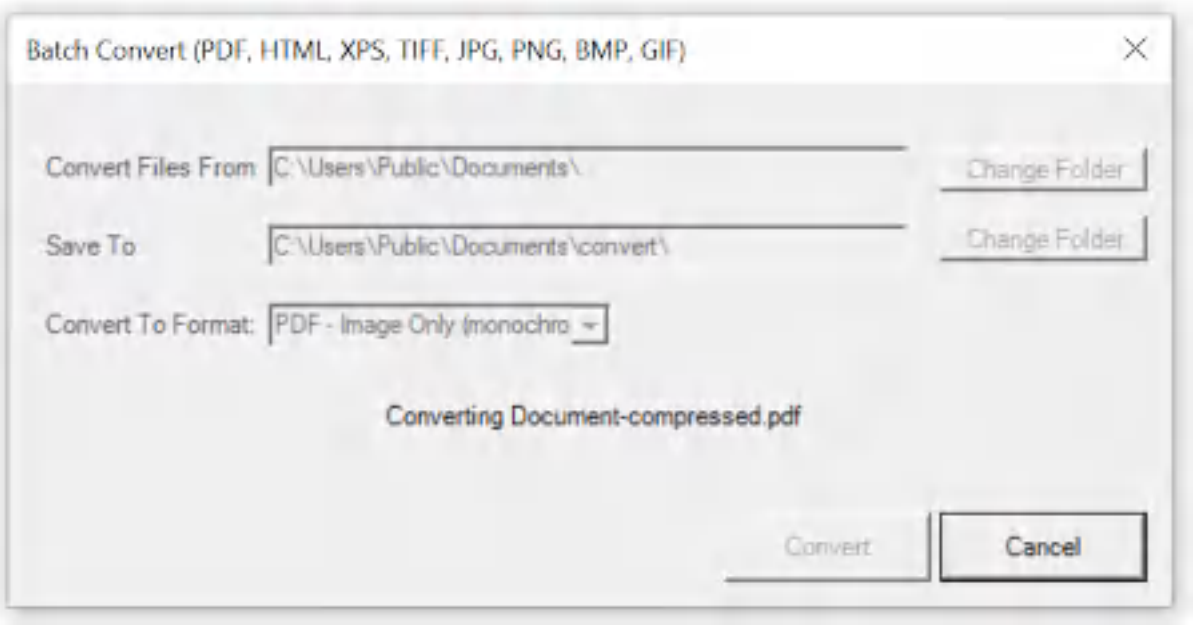
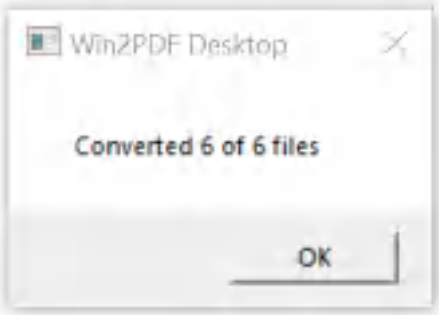


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.38 Batch Convert TIFF to Text

Batch Convert TIFF to TXT Win2PDF Pro

To batch convert from TIFF to Text, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "Text with OCR -

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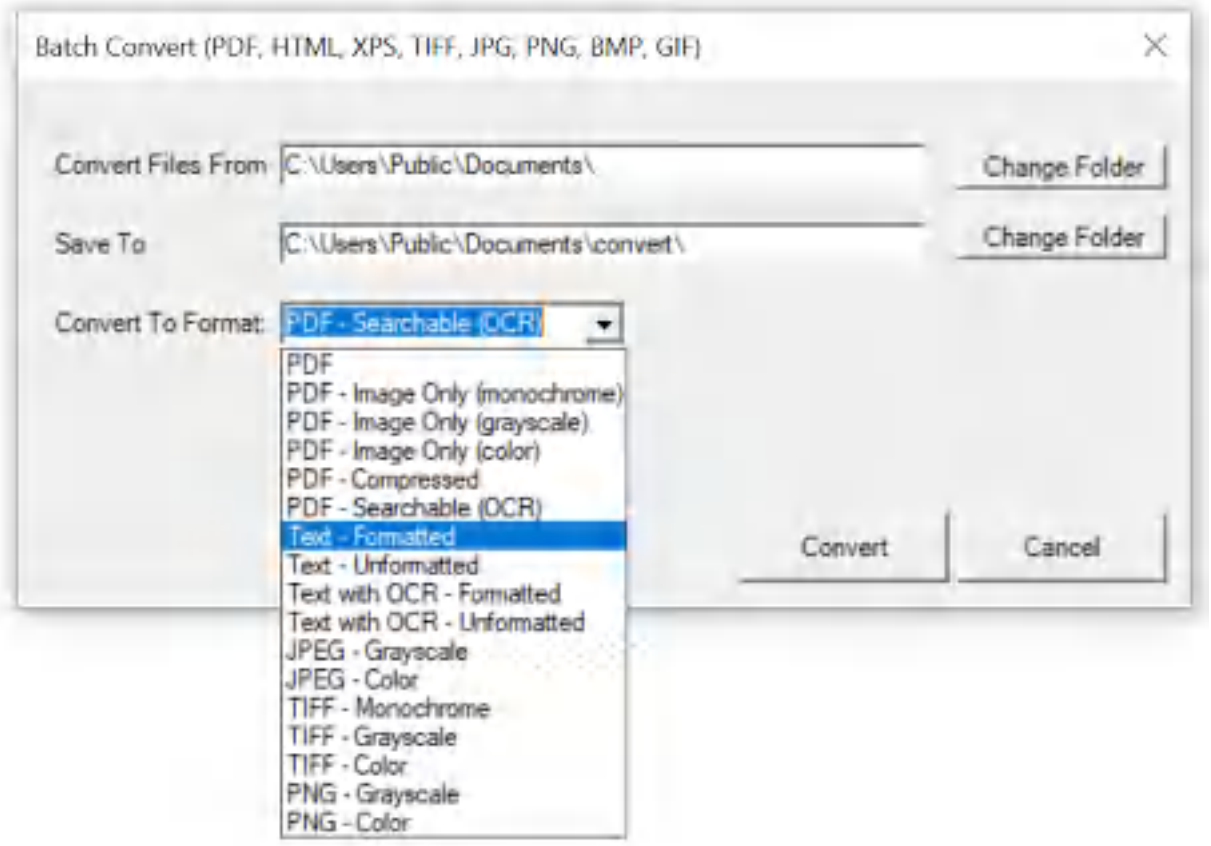
Formatted", or "Text with OCR - Unformatted". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert TIFF to Text

Set the "Convert Files From" location to the folder containing the TIFF files to convert, and set the "Save To" folder to the location for the converted text files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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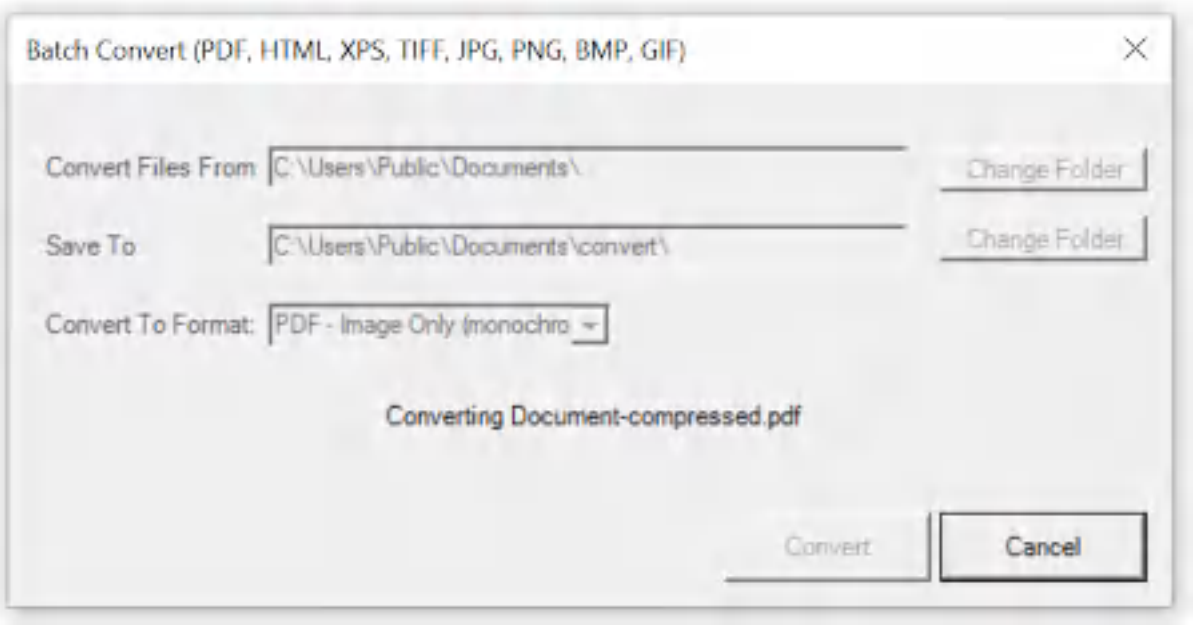
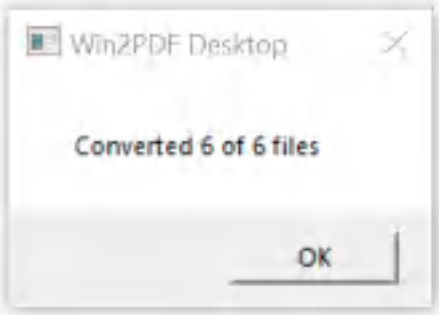


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.39 Batch Convert TIFF to Searchable PDF

Batch Convert TIFF to Searchable PDF Win2PDF Pro

To batch convert from TIFF to searchable PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Searchable (OCR)". This requires the "Win2PDF OCR Add-on" from:

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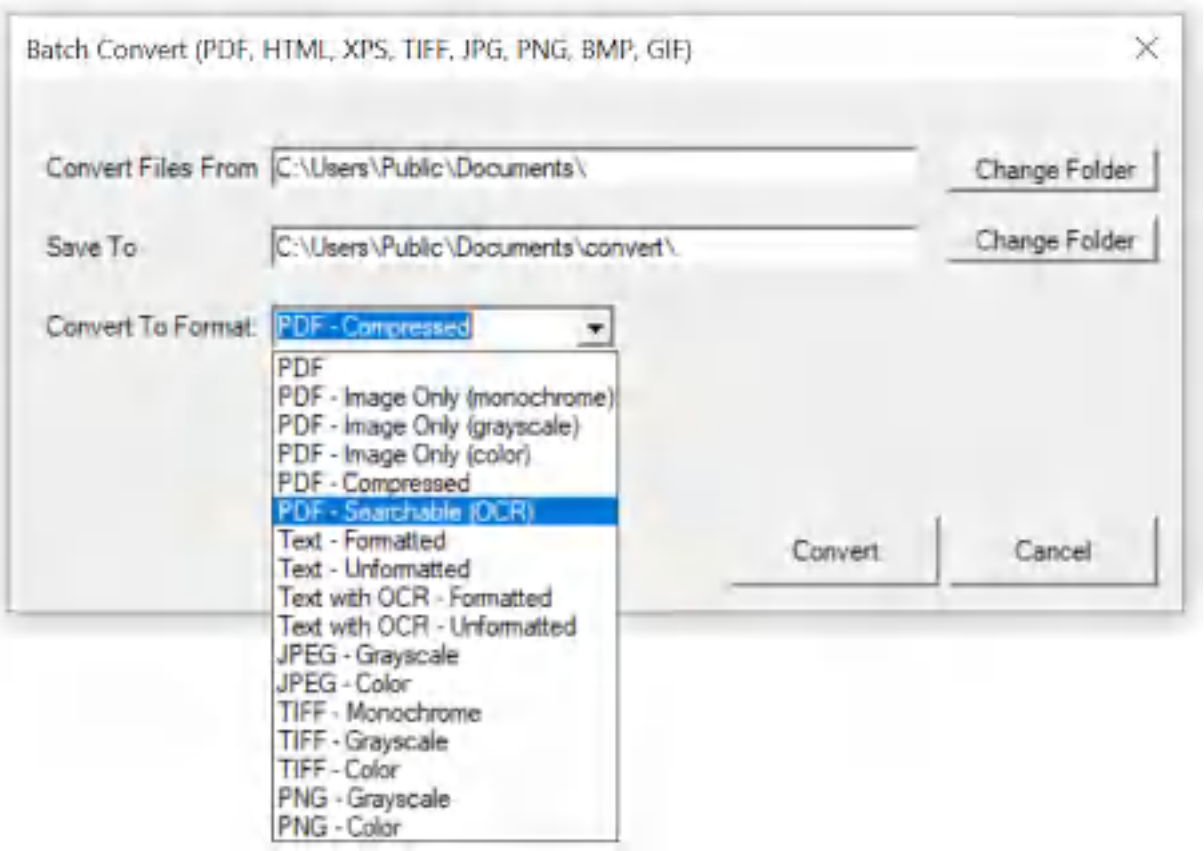
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert TIFF to Searchable PDF

Set the "Convert Files From" location to the folder containing the TIFF files to convert, and set the "Save To" folder to the location for the converted searchable PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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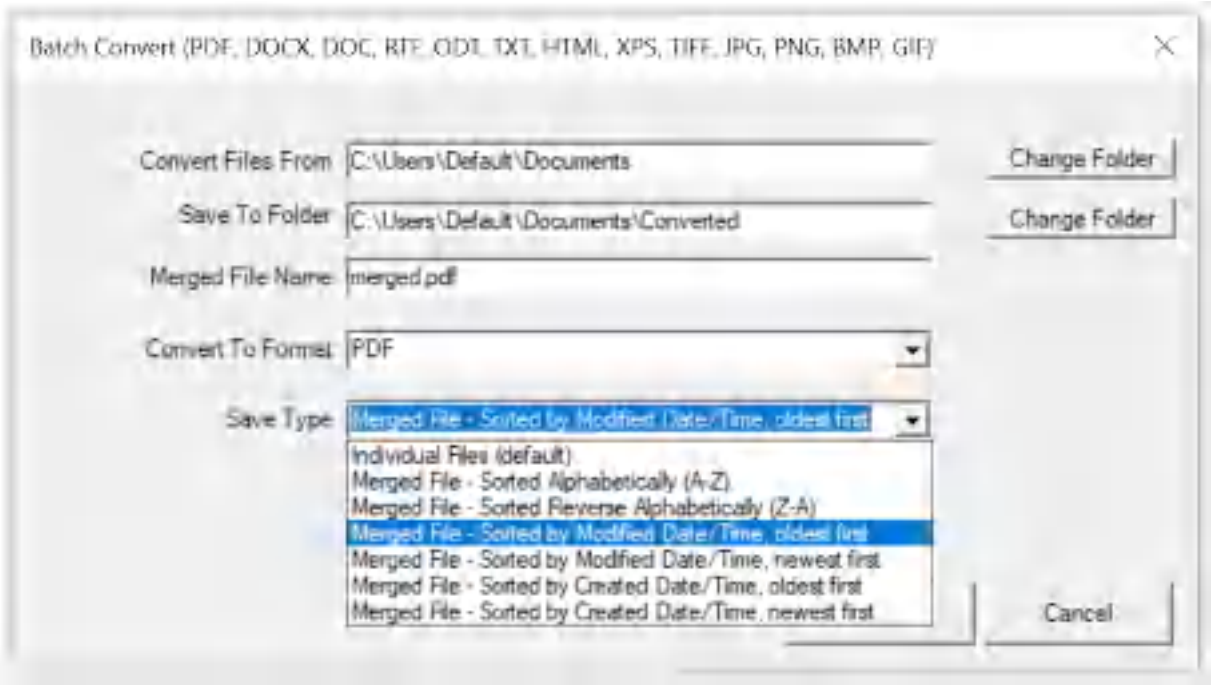

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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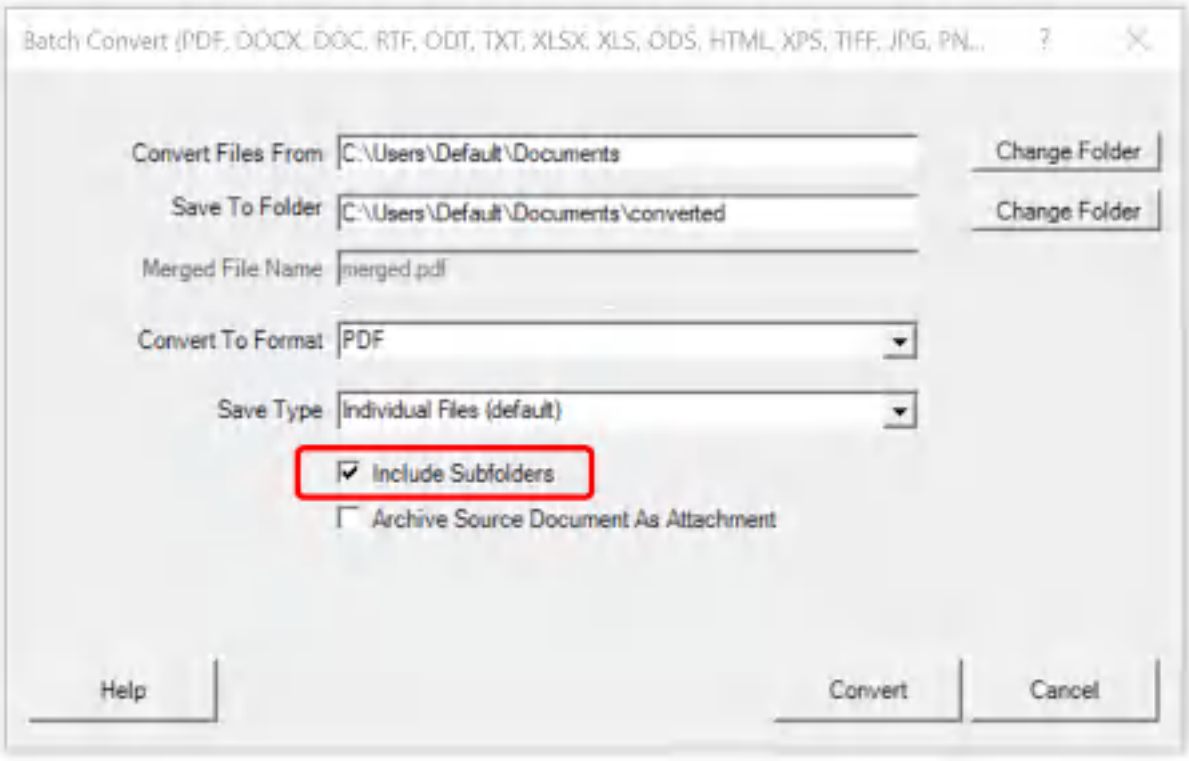

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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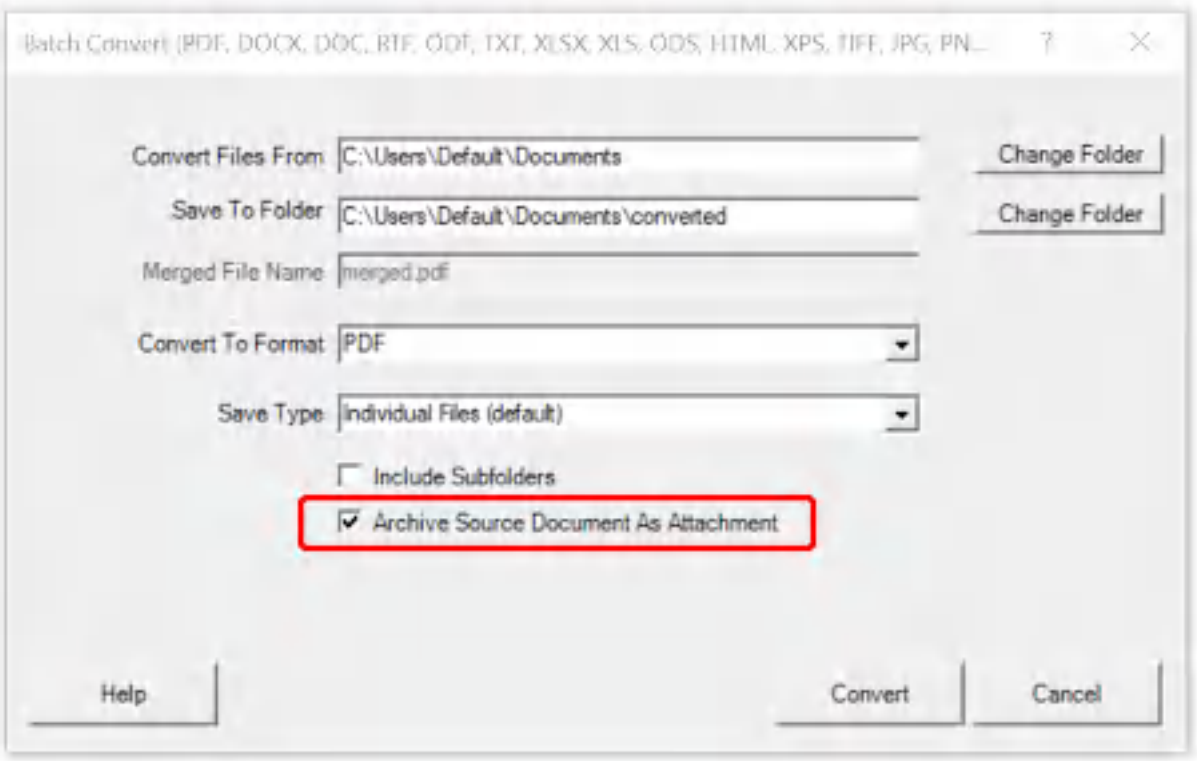

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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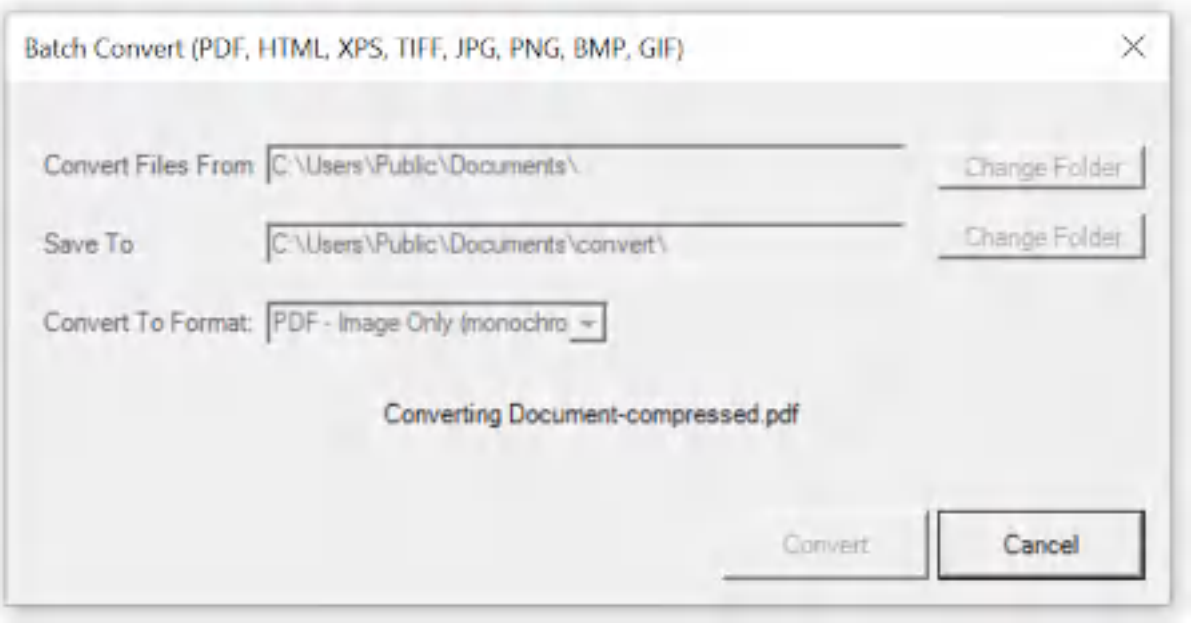
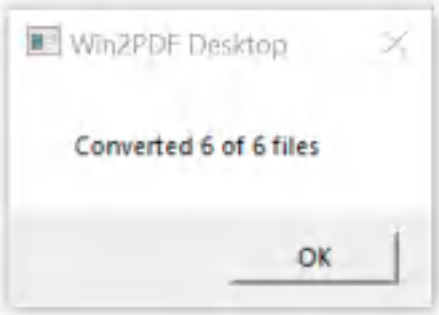


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.40 Batch Convert TIFF to Compressed PDF

Batch Convert TIFF to Compressed PDF Win2PDF Pro

To batch convert from TIFF to compressed PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Compressed".

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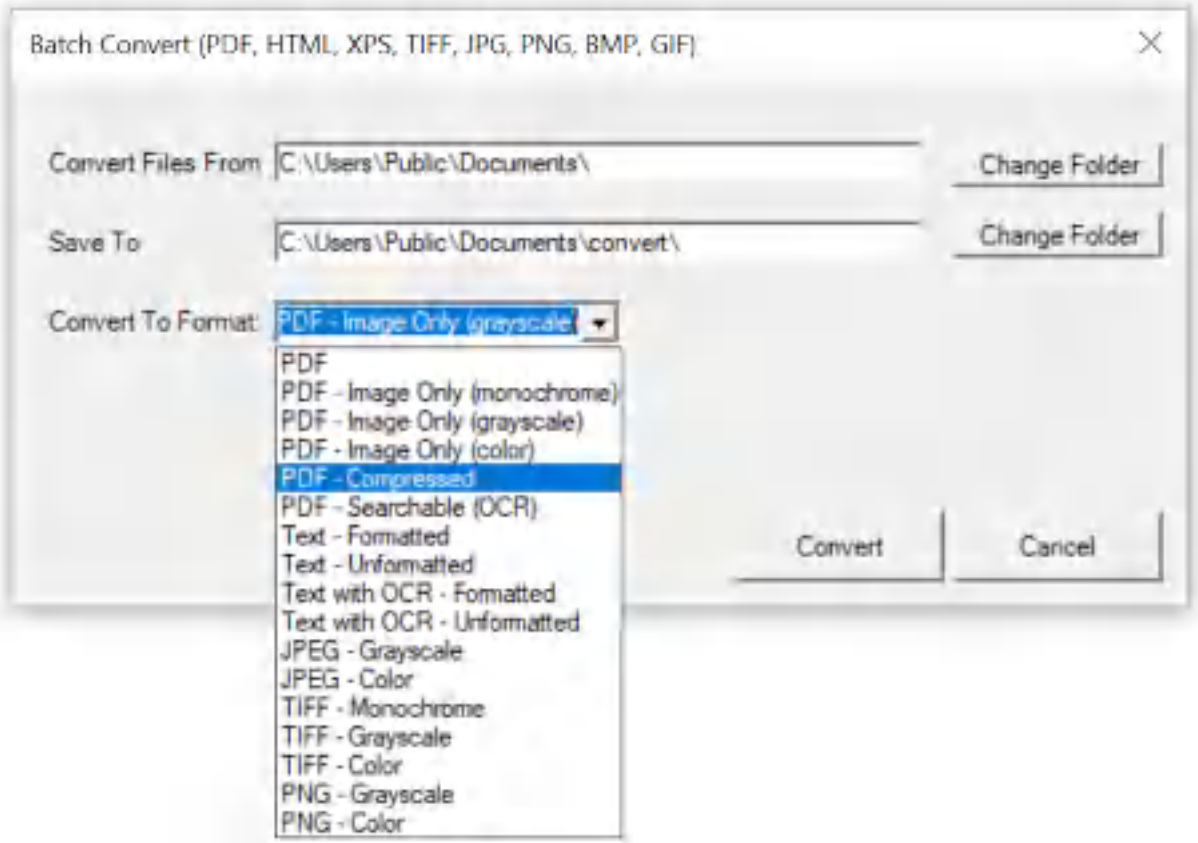

Win2PDF Desktop - Batch Convert PNG to Compressed PDF

Set the "Convert Files From" location to the folder containing the TIFF files to convert, and set the "Save To" folder to the location for the converted compressed PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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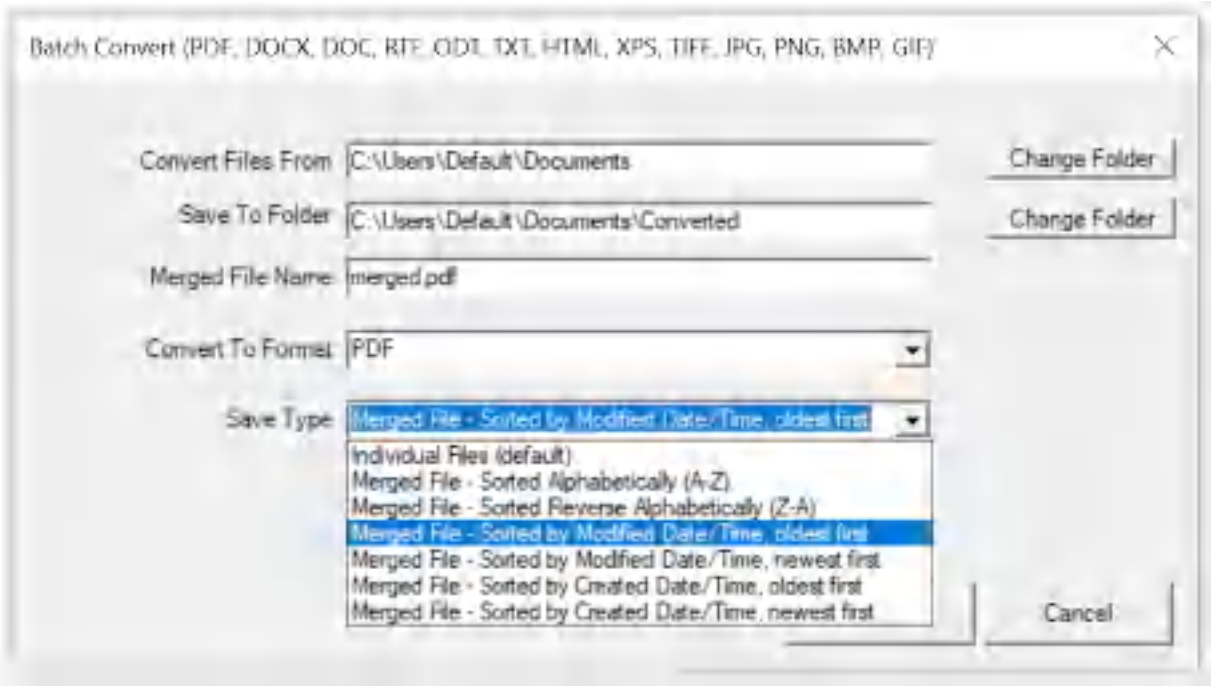

Win2PDF Desktop - Batch Convert Save Type

The options are:

© 2025 Dane Prairie Systems, LLC

Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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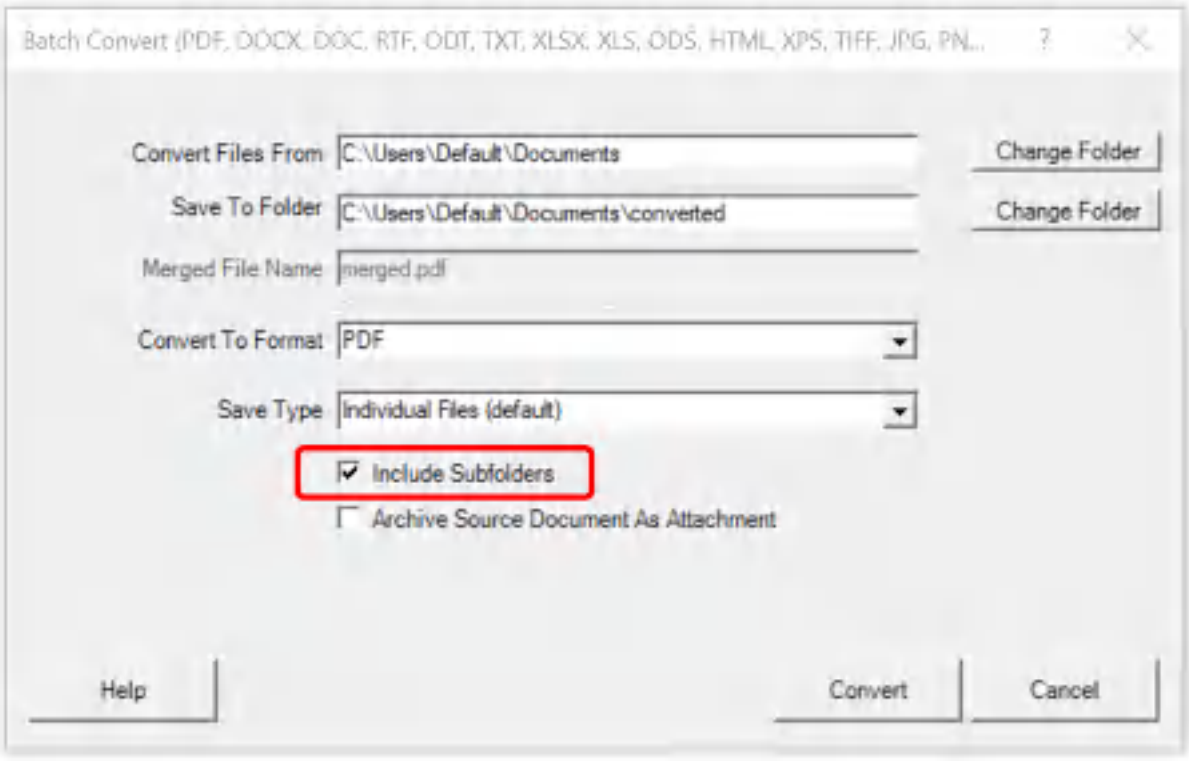

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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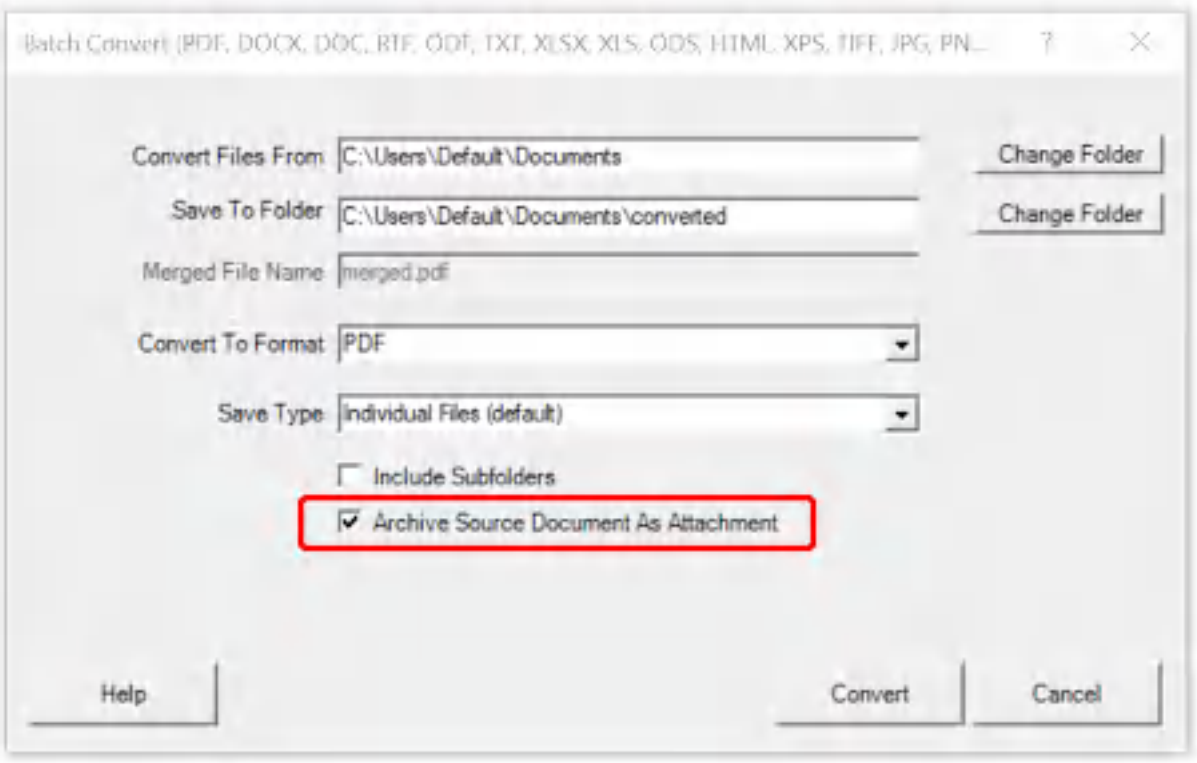

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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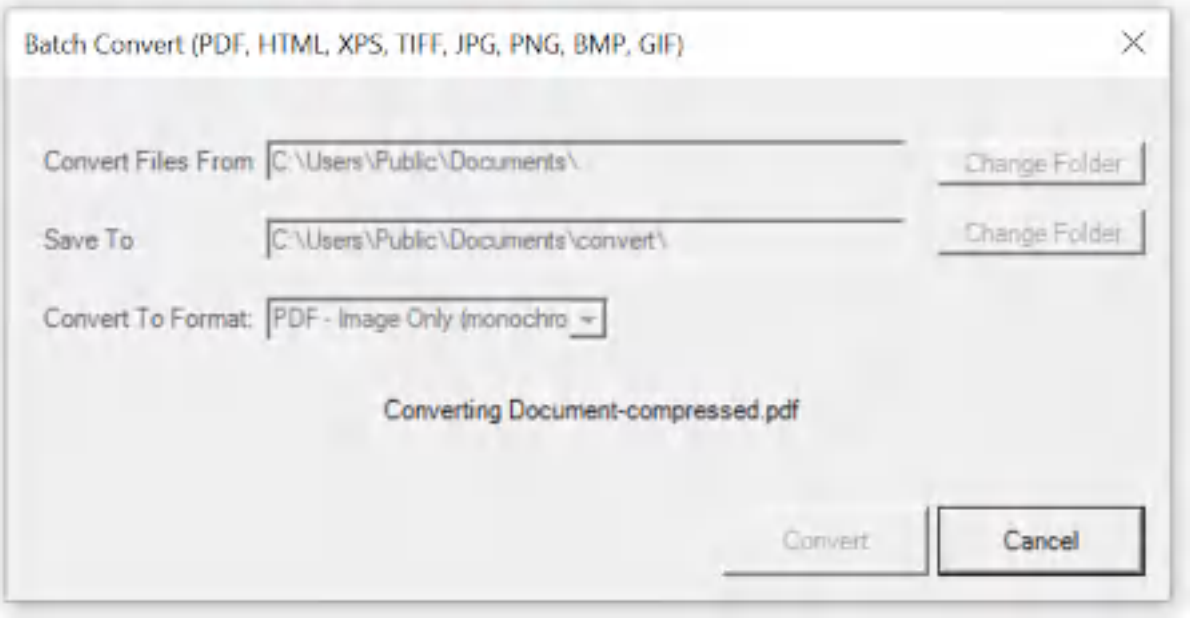
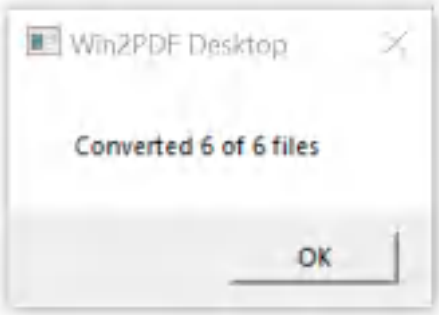


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.41 Batch Convert TIFF to Image Only PDF

Batch Convert TIFF to Image Only PDF Win2PDF Pro

To batch convert from TIFF to an image only PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either

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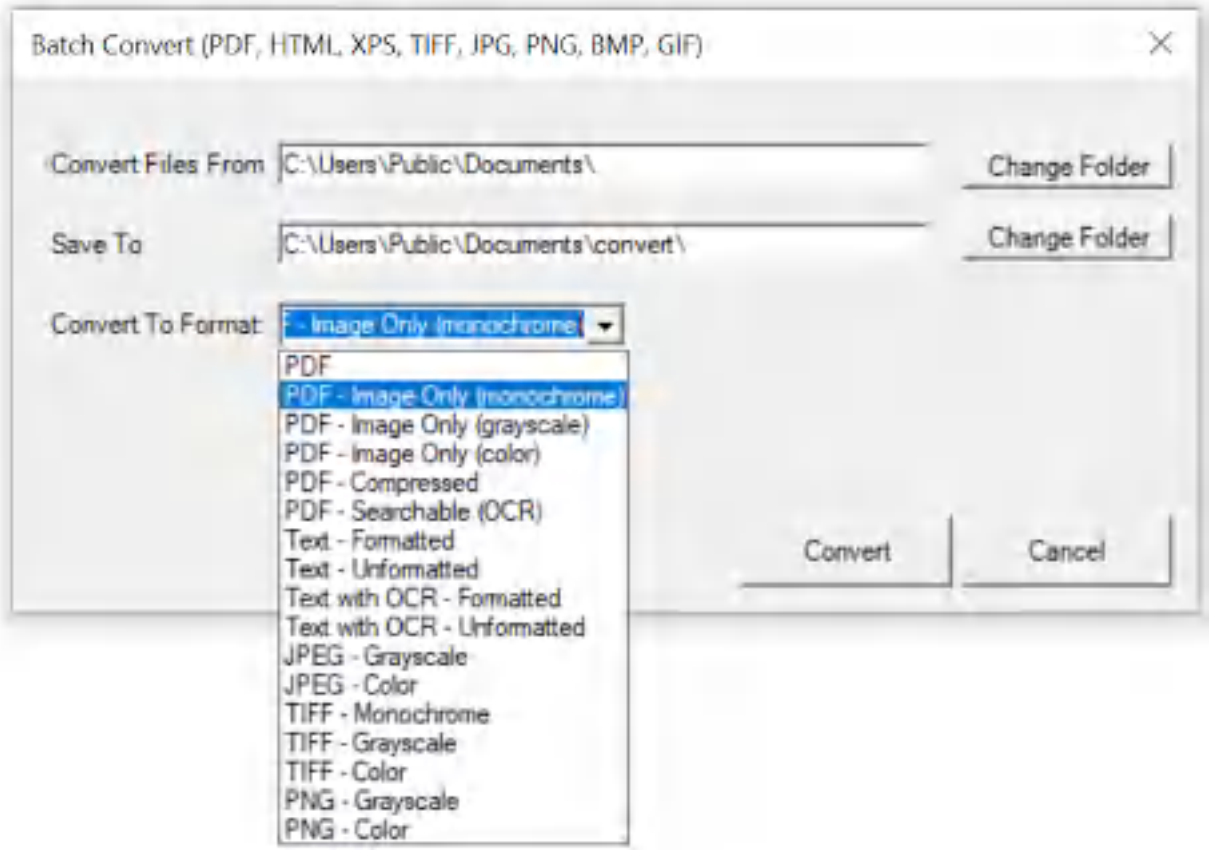
"PDF - Image Only (monochrome)", "PDF - Image Only (grayscale)", or "PDF - Image Only (color)".



Win2PDF Desktop - Batch Convert TIFF to Image Only PDF

Set the "Convert Files From" location to the folder containing the TIFF files to convert, and set the "Save To" folder to the location for the converted image only PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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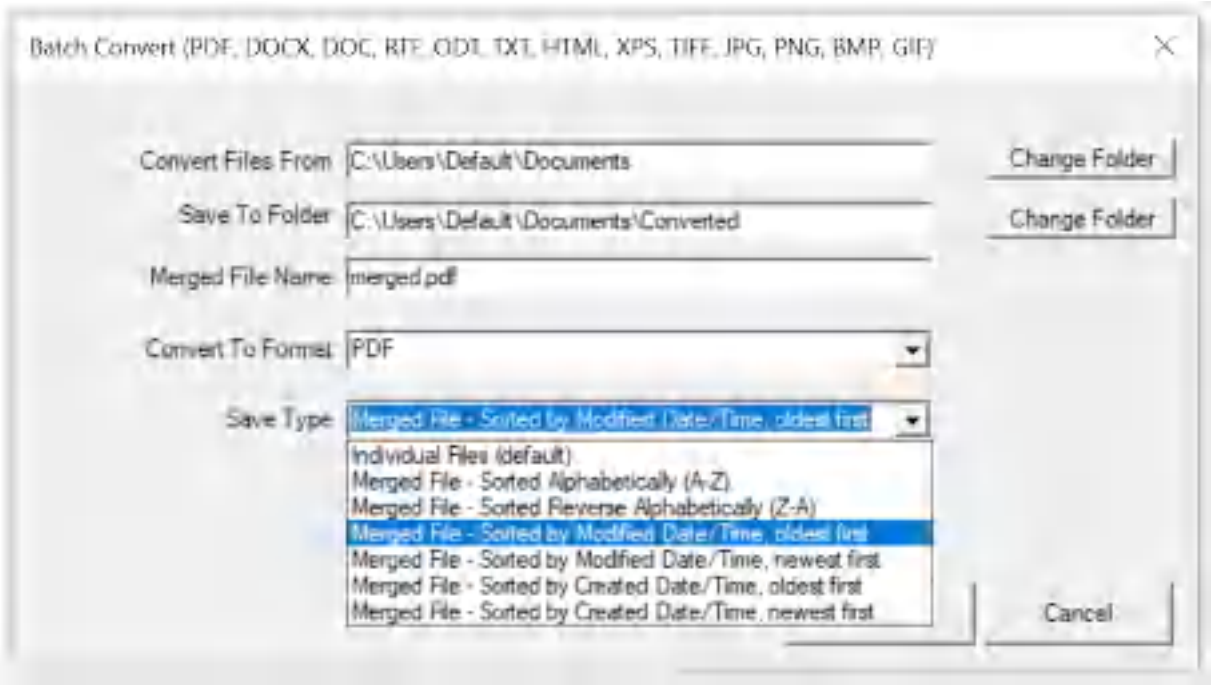

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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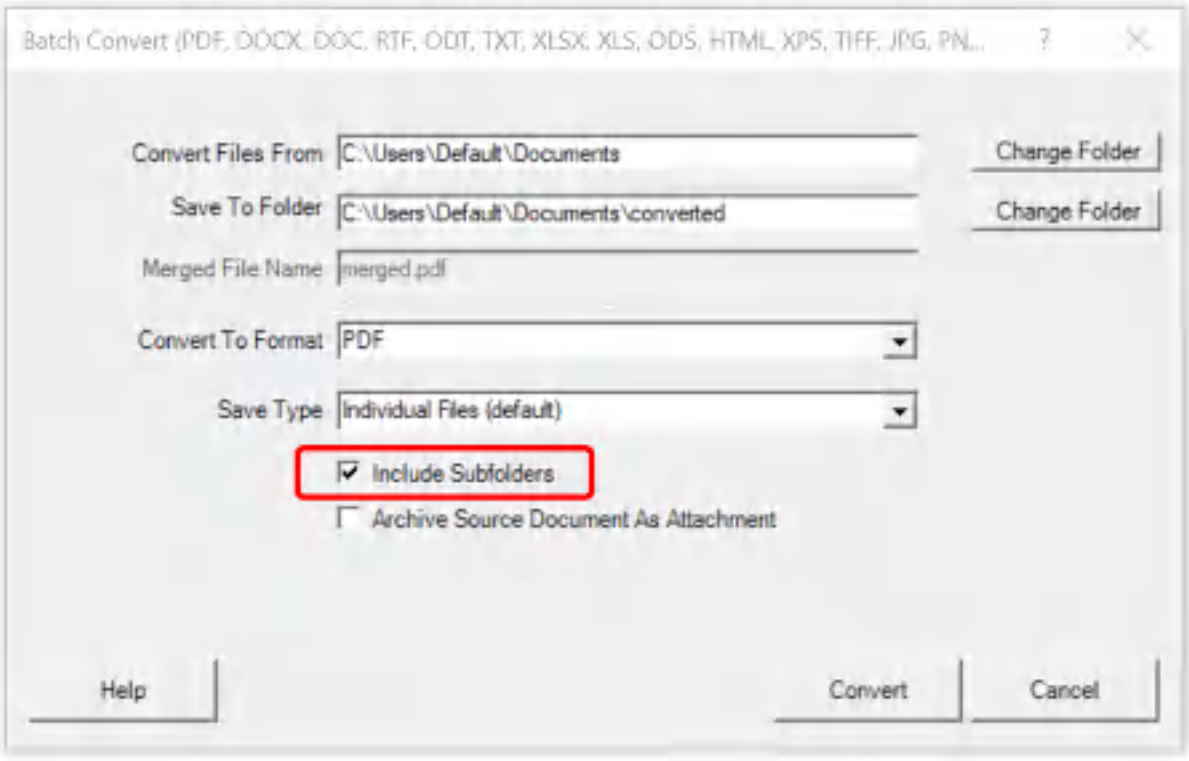

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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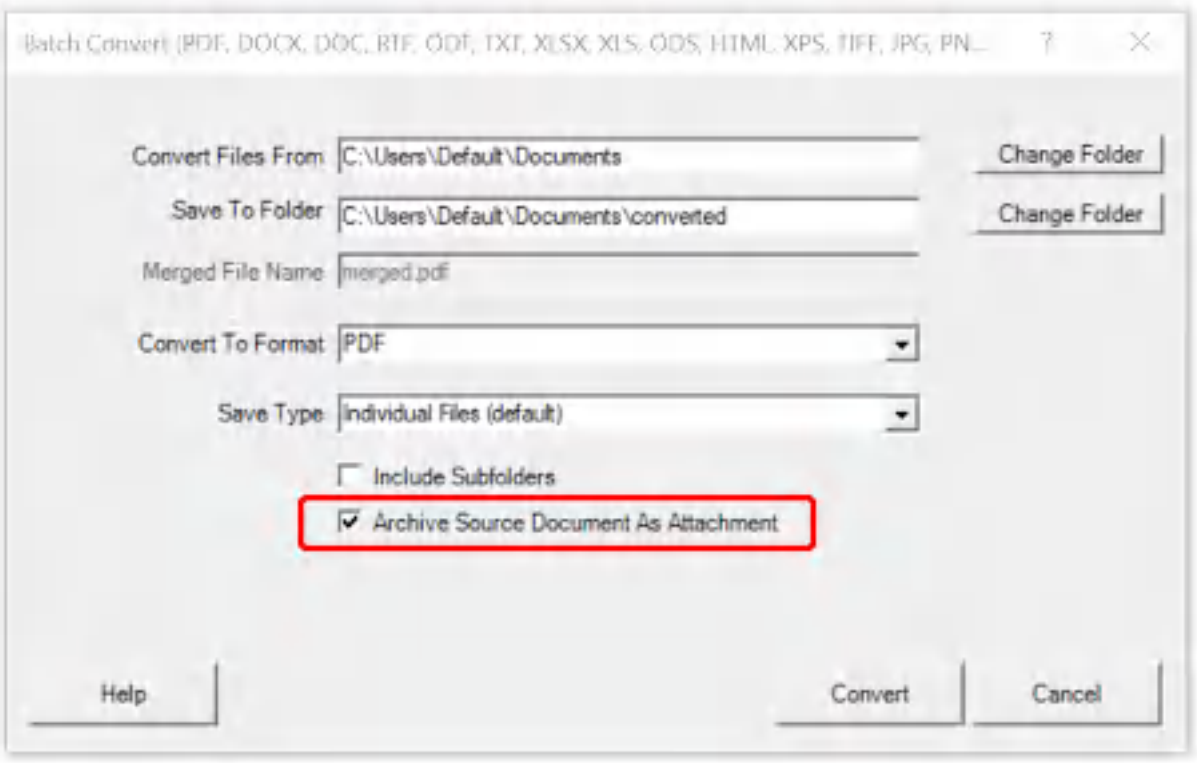

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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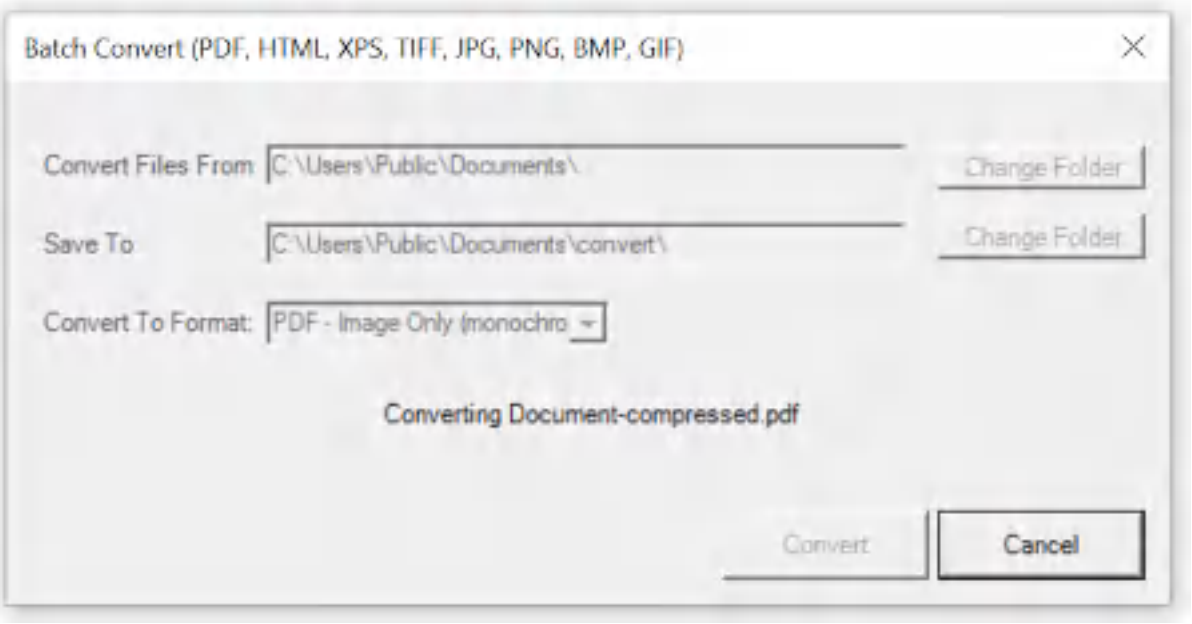
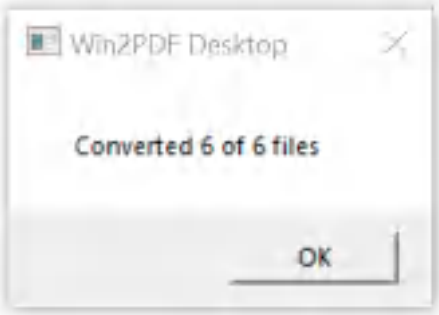


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.42 Batch Convert XPS to PDF

Batch Convert XPS to PDF Win2PDF Pro

To batch convert from XPS to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".

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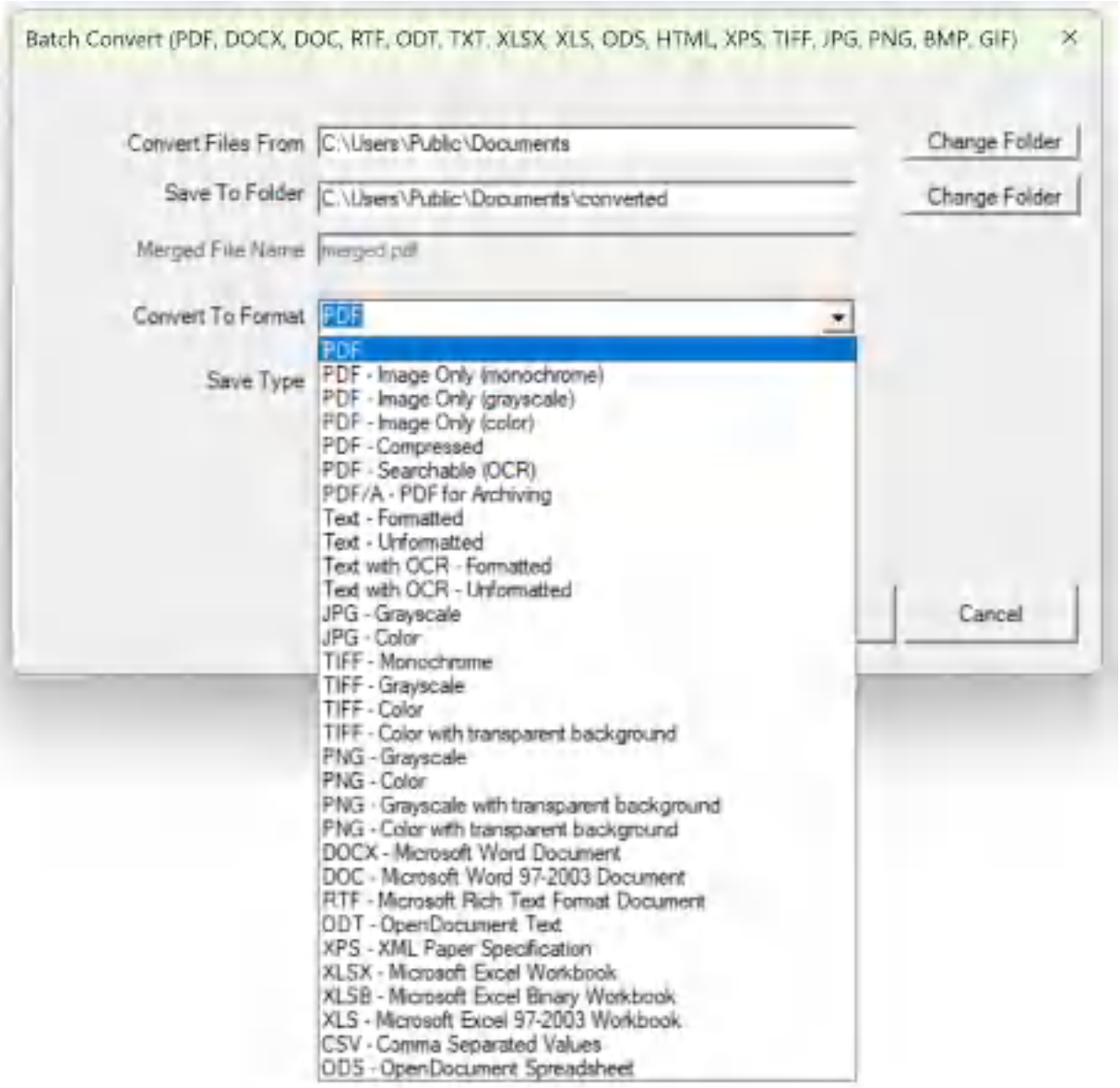

Win2PDF Desktop - Batch Convert XPS to PDF

Set the "Convert Files From" location to the folder containing the XPS files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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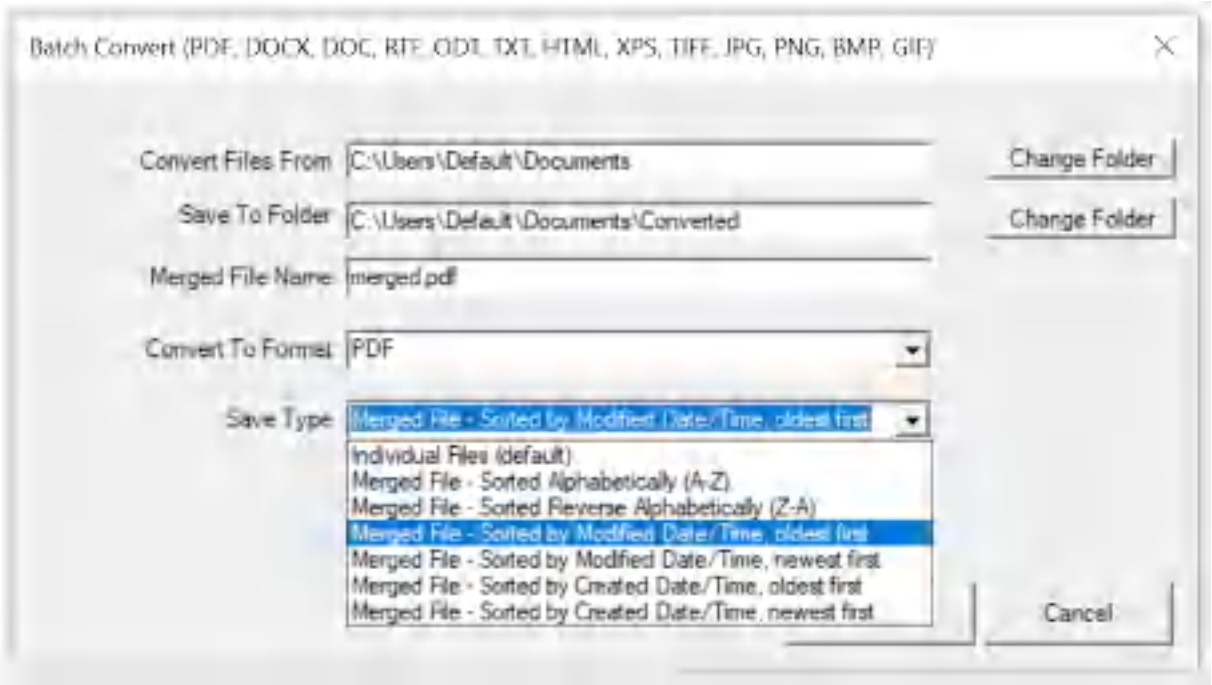

Win2PDF Desktop - Batch Convert Save Type

The options are:

© 2025 Dane Prairie Systems, LLC

Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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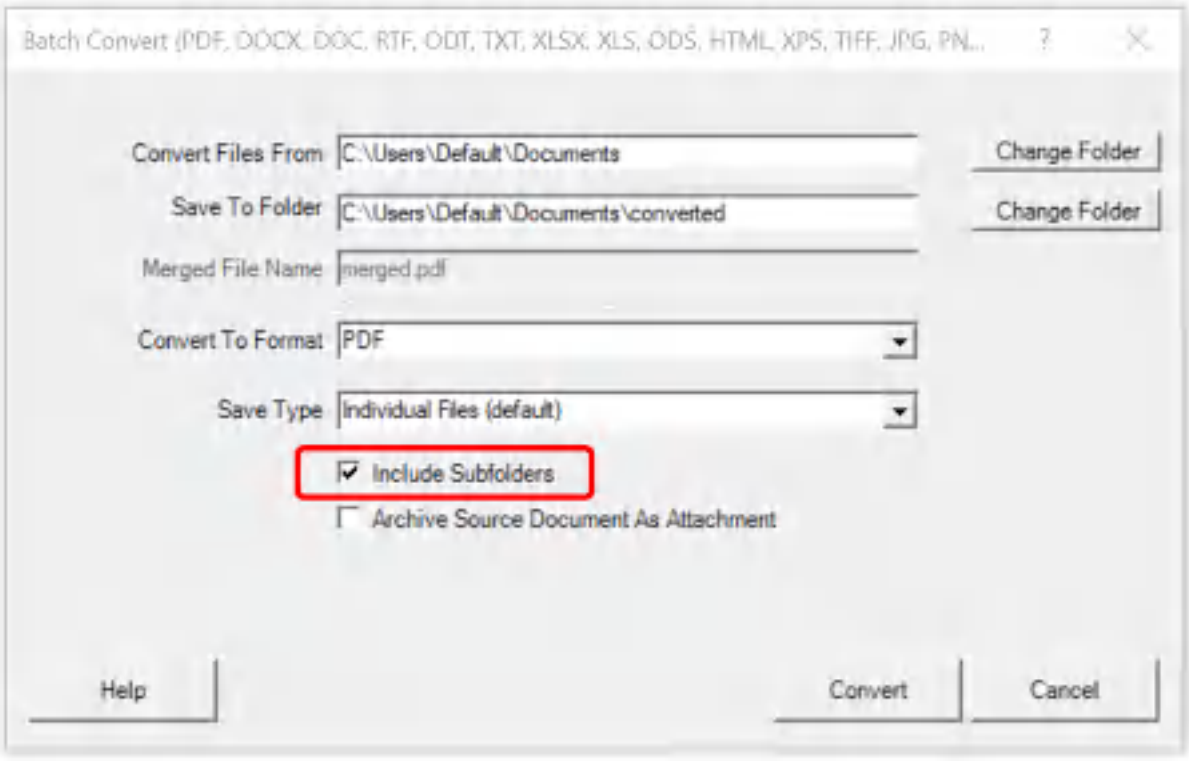

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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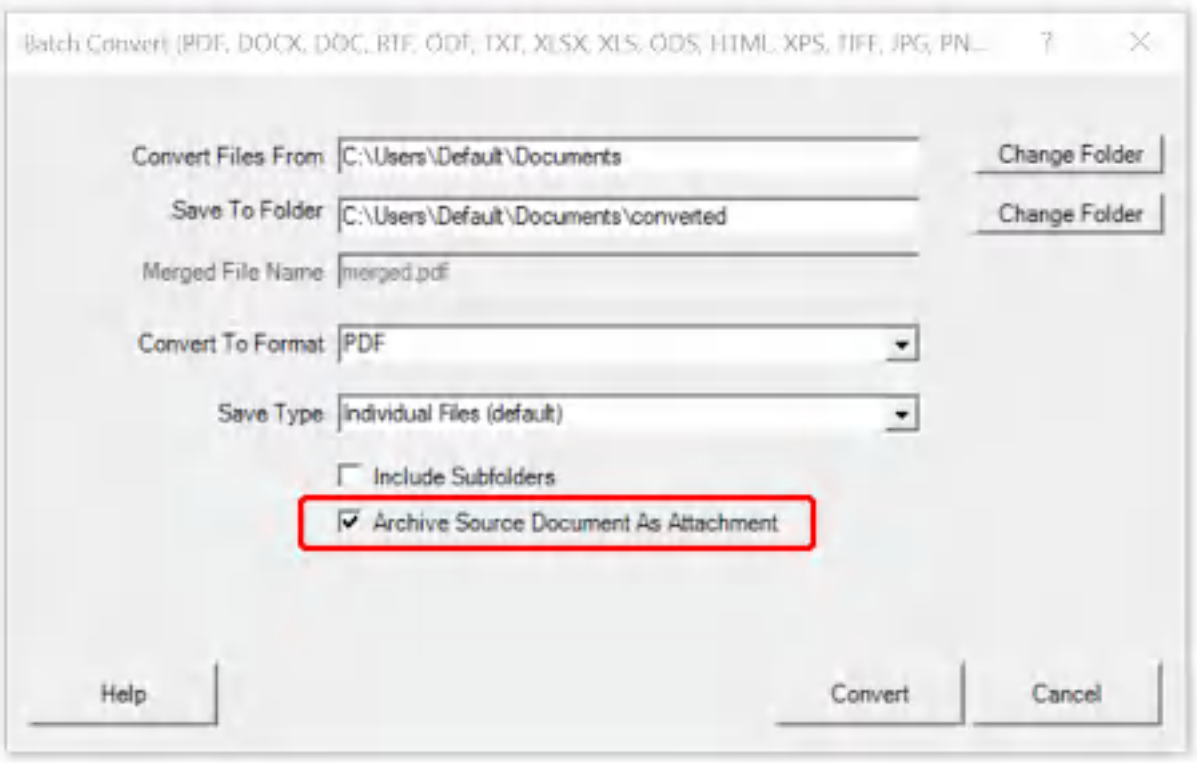

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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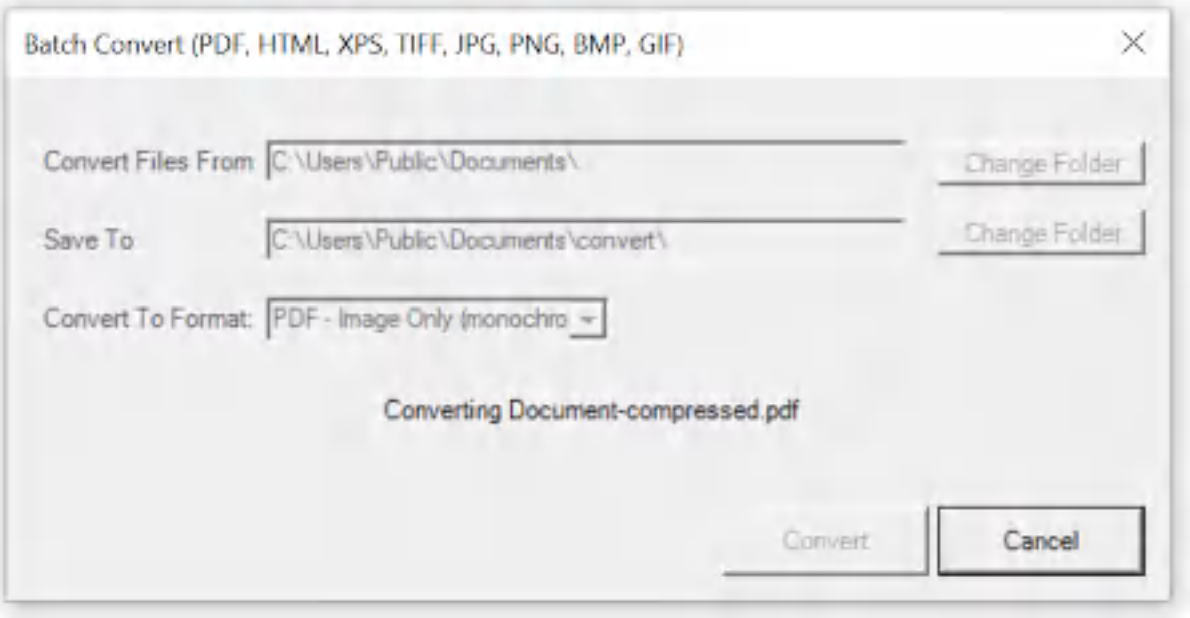
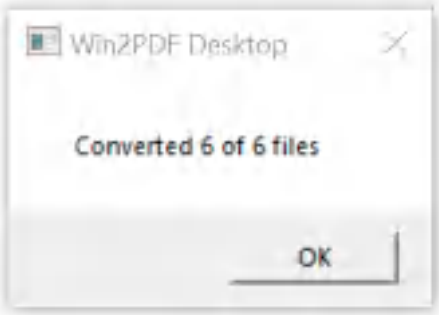


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.43 Batch Convert XPS to JPG

Batch Convert XPS to JPEG Win2PDF Pro

To batch convert from XPS to JPG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "JPG - Grayscale" or "JPG - Color".

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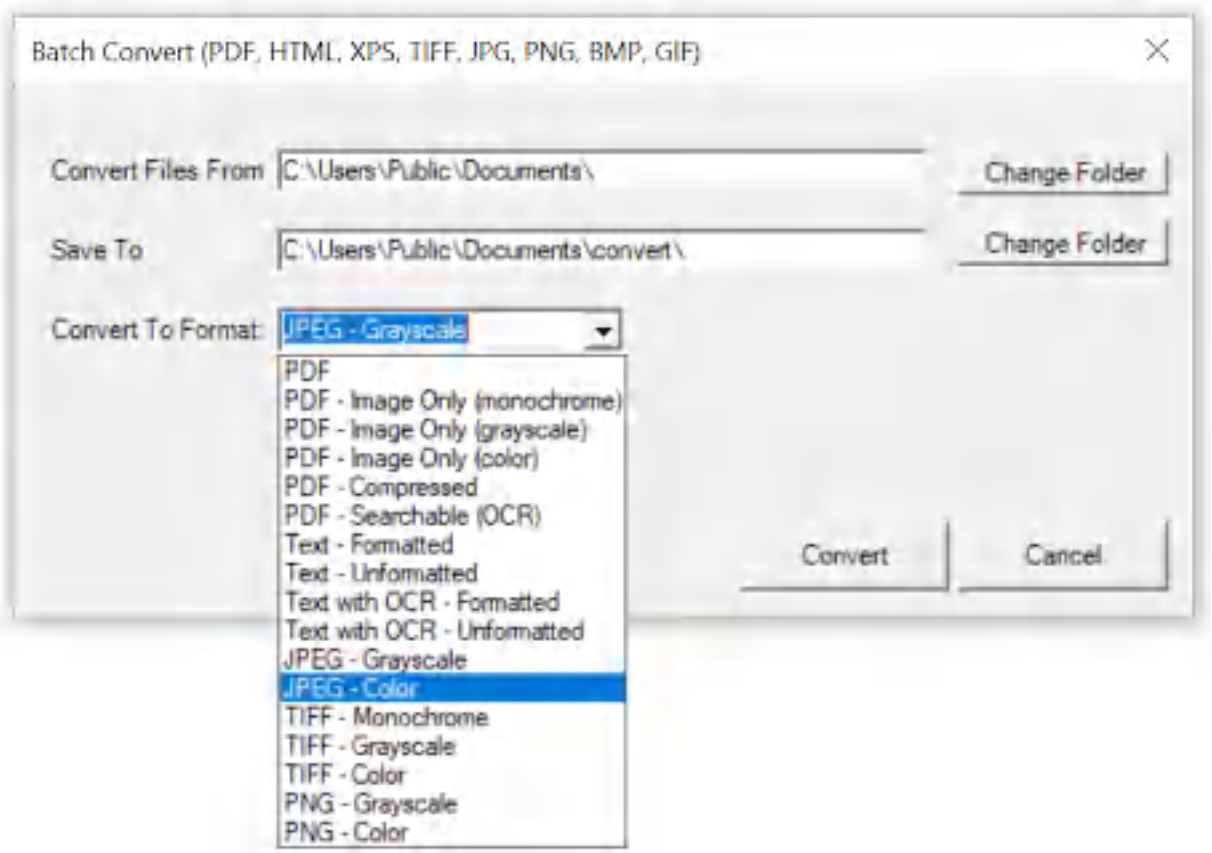

Win2PDF Desktop - Batch Convert XPS to JPG

Set the "Convert Files From" location to the folder containing the XPS files to convert, and set the "Save To" folder to the location for the converted JPG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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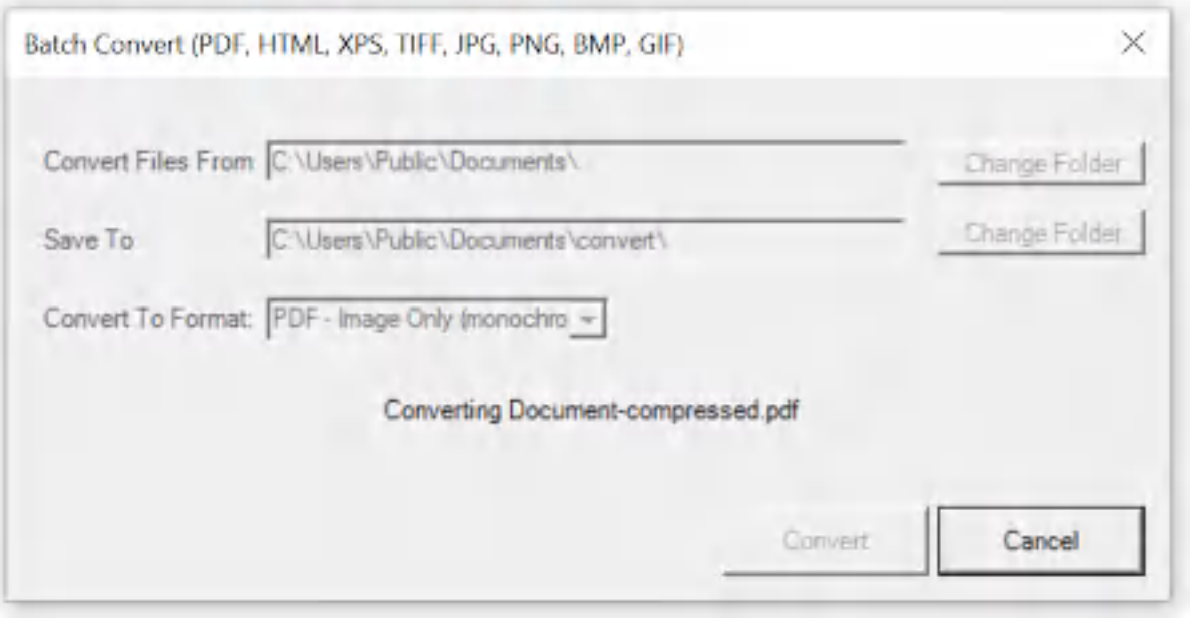
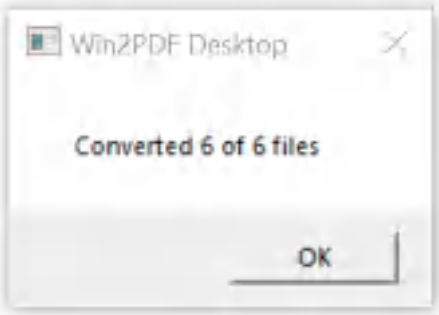


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.44 Batch Convert XPS to PNG

Batch Convert XPS to PNG Win2PDF Pro

To batch convert from XPS to PNG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PNG - Grayscale" or "PNG - Color".

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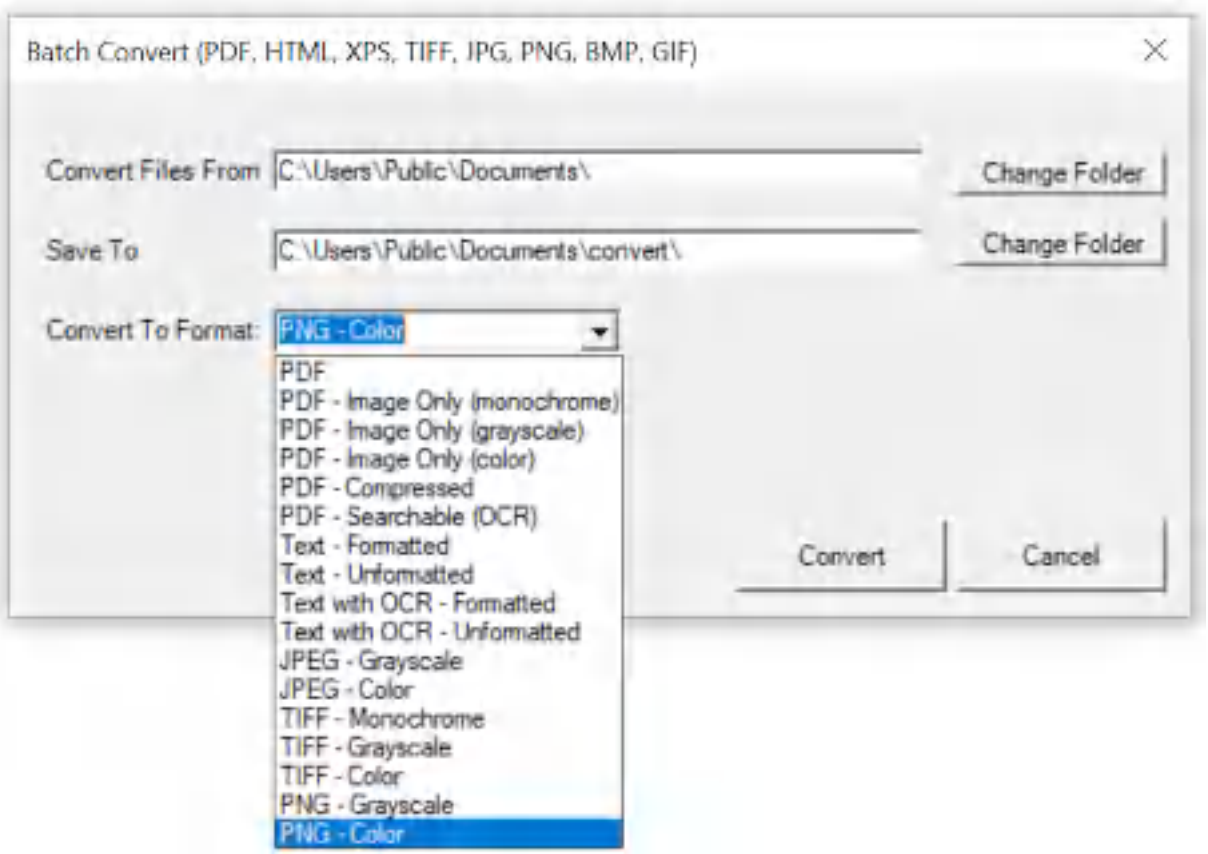

Win2PDF Desktop - Batch Convert XPS to PNG

Set the "Convert Files From" location to the folder containing the XPS files to convert, and set the "Save To" folder to the location for the converted PNG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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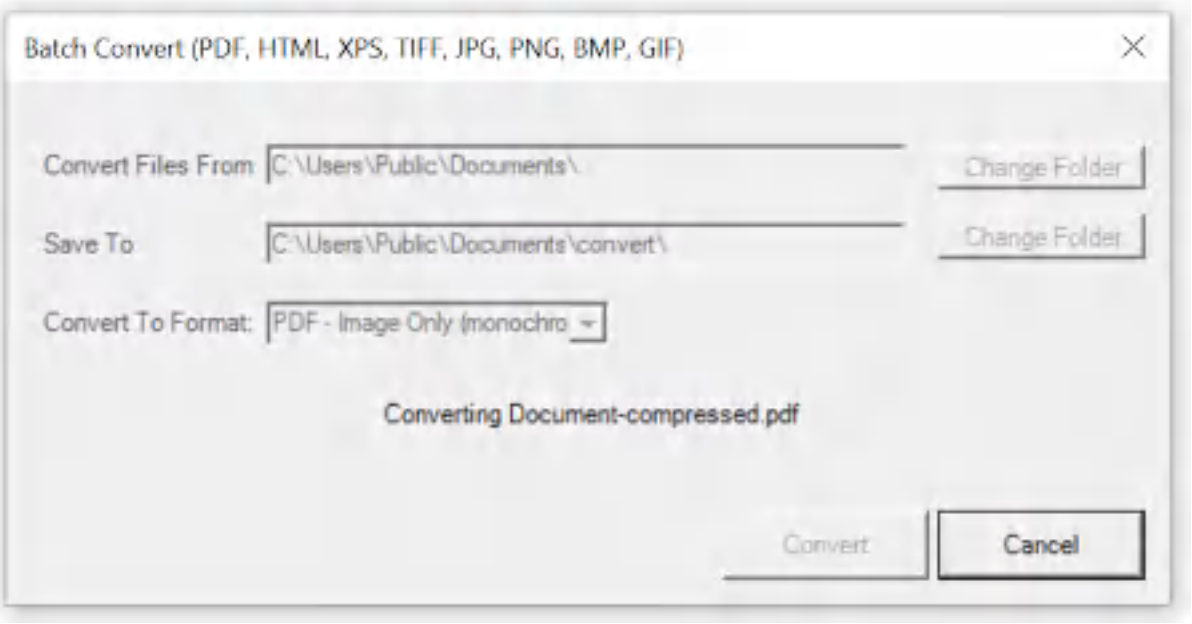
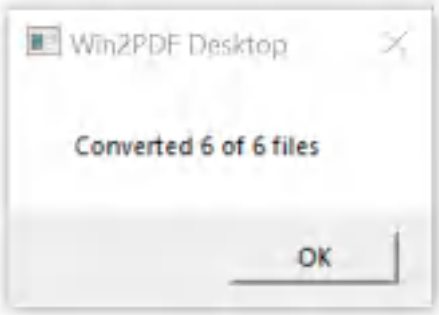


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.45 Batch Convert XPS to TIFF

Batch Convert XPS to TIFF Win2PDF Pro

To batch convert from XPS to TIFF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "TIFF -

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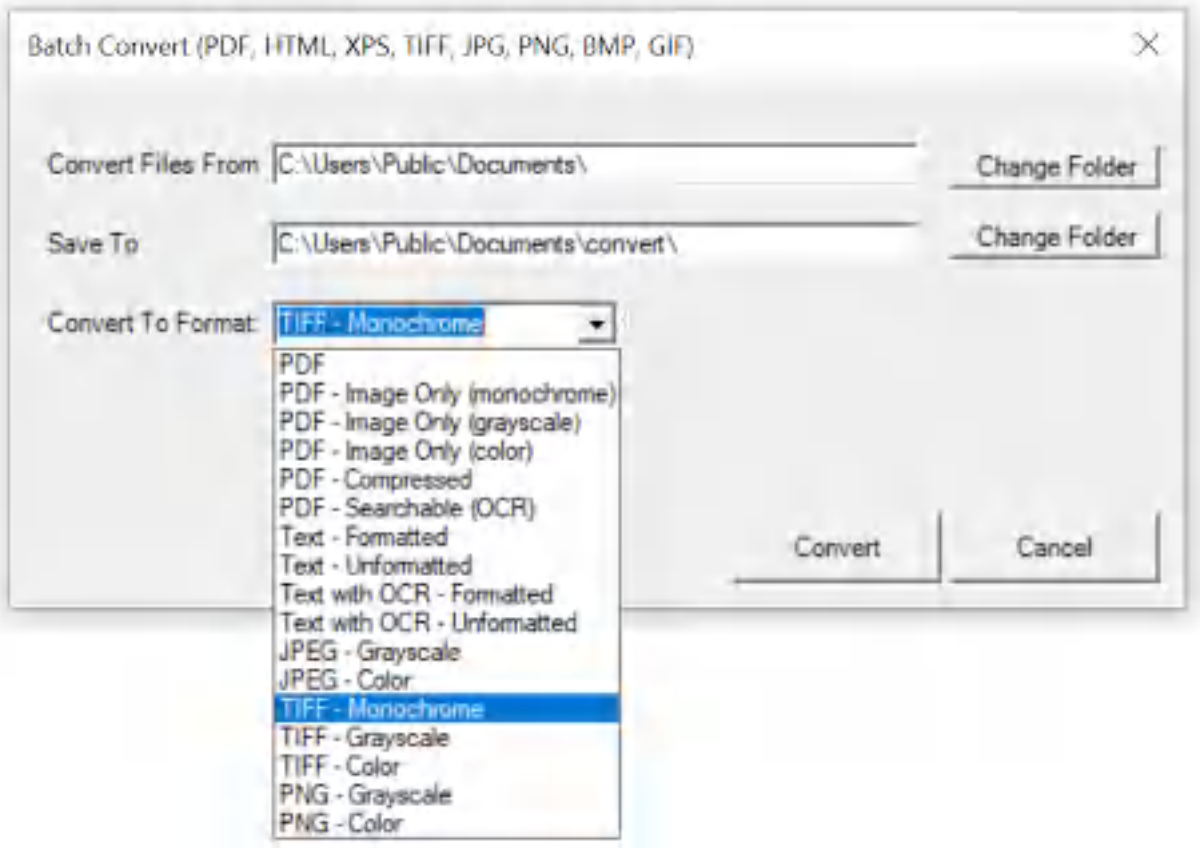
Monochrome", "TIFF - Grayscale", "TIFF - Color", or "TIFF - Color with transparent background".



Win2PDF Desktop - Batch Convert XPS to TIFF

Set the "Convert Files From" location to the folder containing the XPS files to convert, and set the "Save To" folder to the location for the converted TIFF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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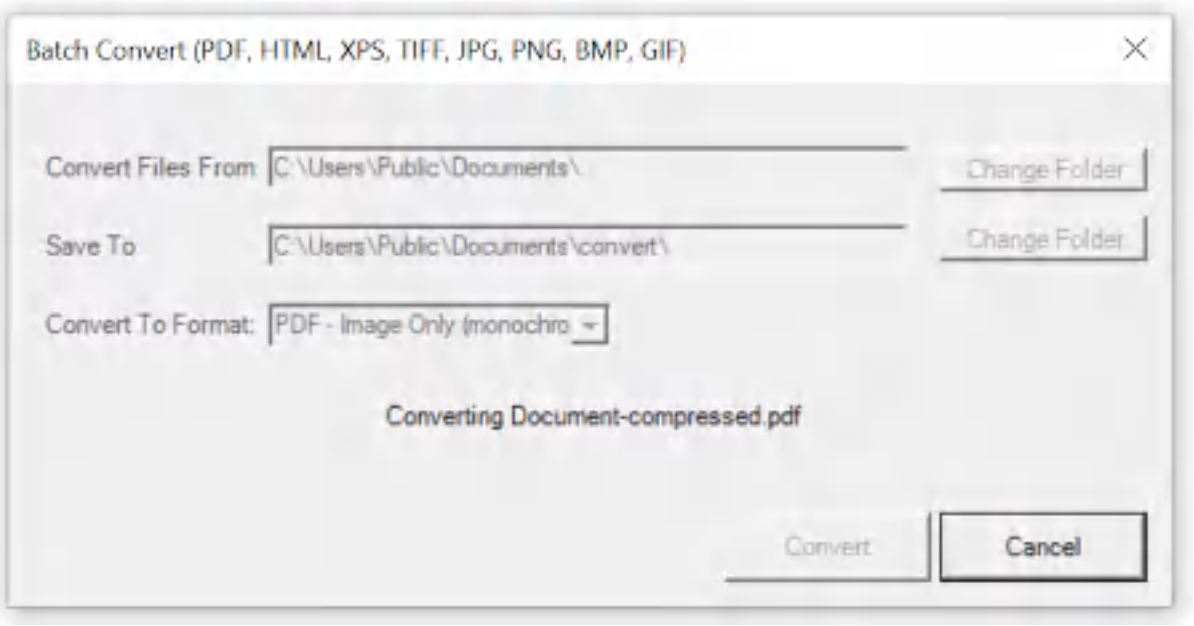
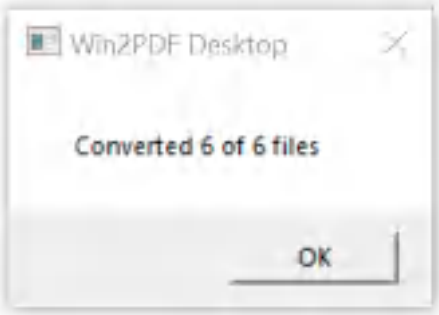


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.46 Batch Convert XPS to Text

Batch Convert XPS to TXT Win2PDF Pro

To batch convert from XPS to Text, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "Text with OCR -

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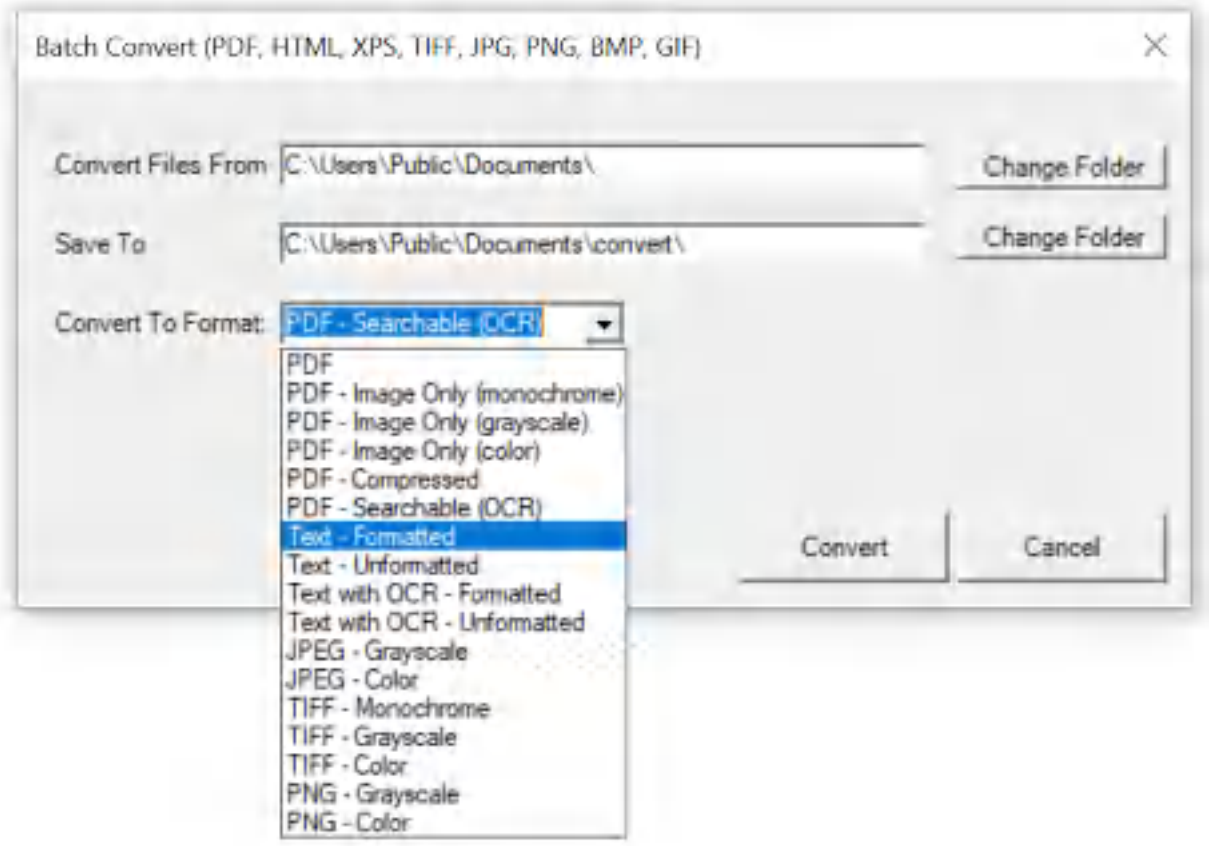
Formatted", or "Text with OCR - Unformatted". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert XPS to Text

Set the "Convert Files From" location to the folder containing the XPS files to convert, and set the "Save To" folder to the location for the converted text files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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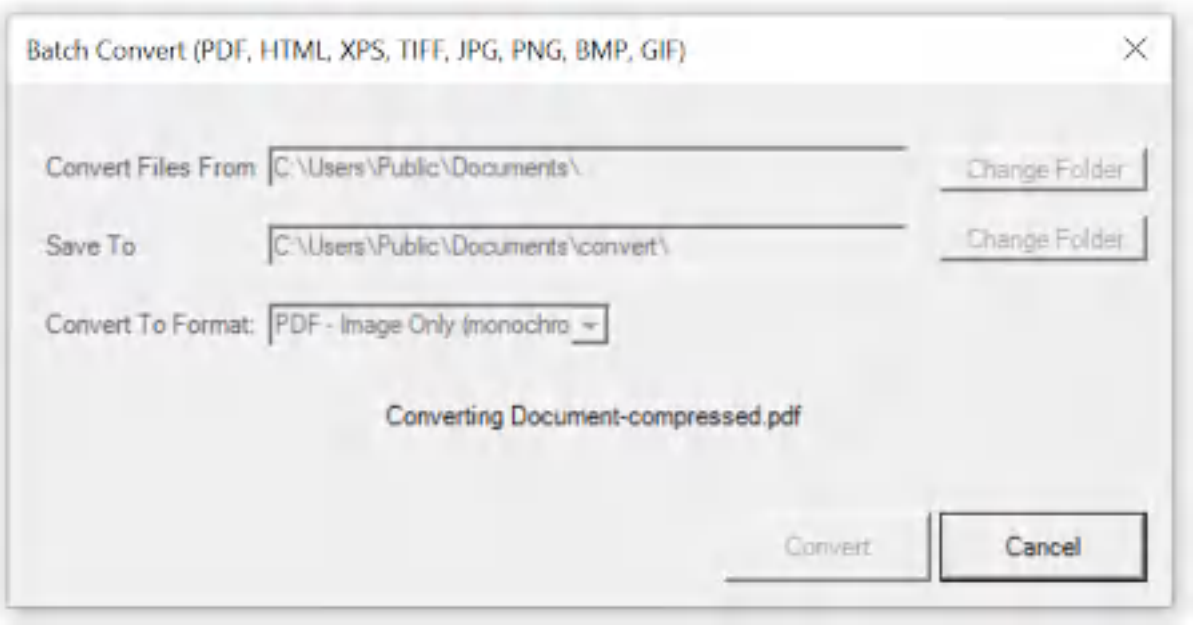
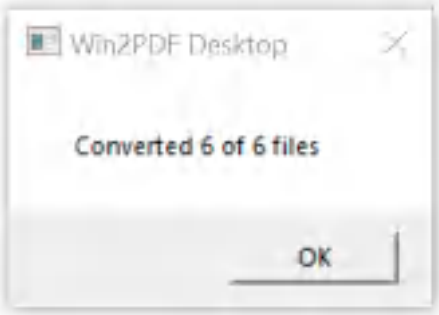


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.47 Batch Convert XPS to Searchable PDF

Batch Convert XPS to Searchable PDF Win2PDF Pro

To batch convert from XPS to searchable PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Searchable (OCR)". This requires the "Win2PDF OCR Add-on" from:

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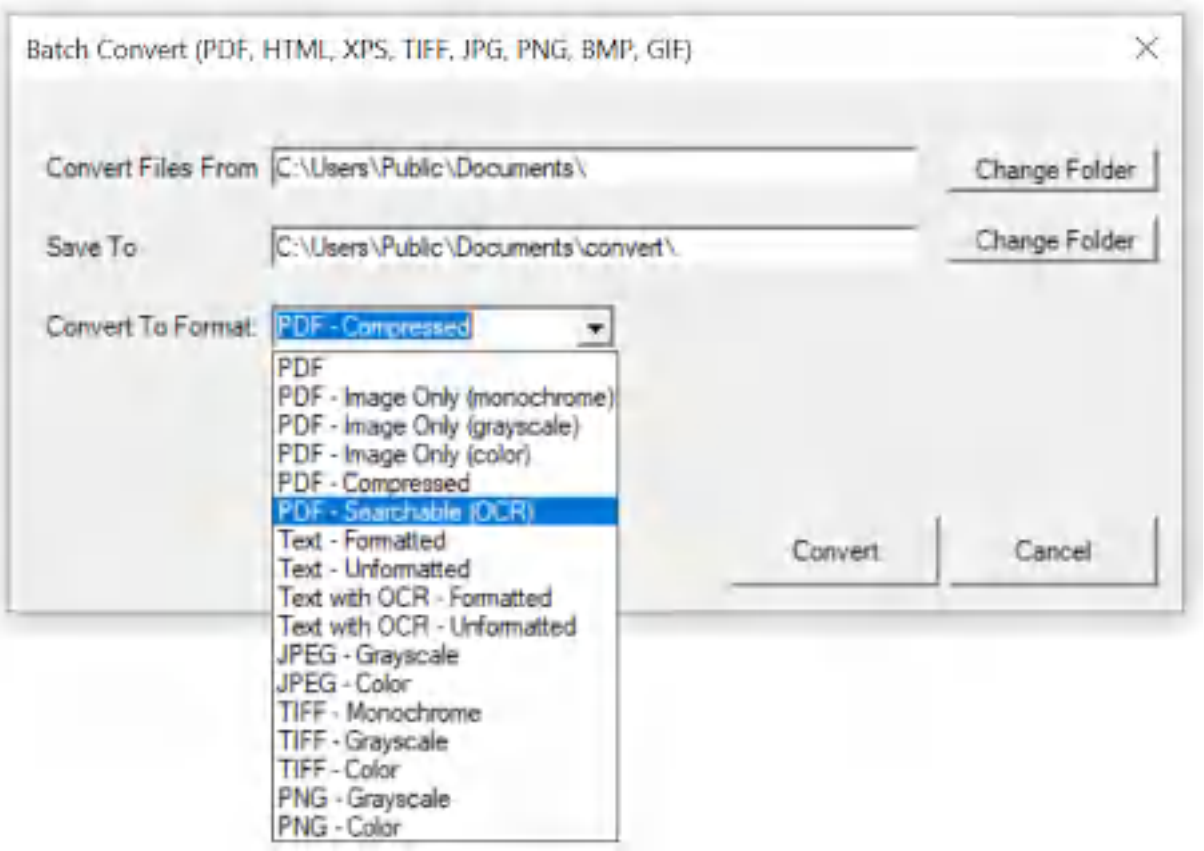
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert XPS to Searchable PDF

Set the "Convert Files From" location to the folder containing the XPS files to convert, and set the "Save To" folder to the location for the converted searchable PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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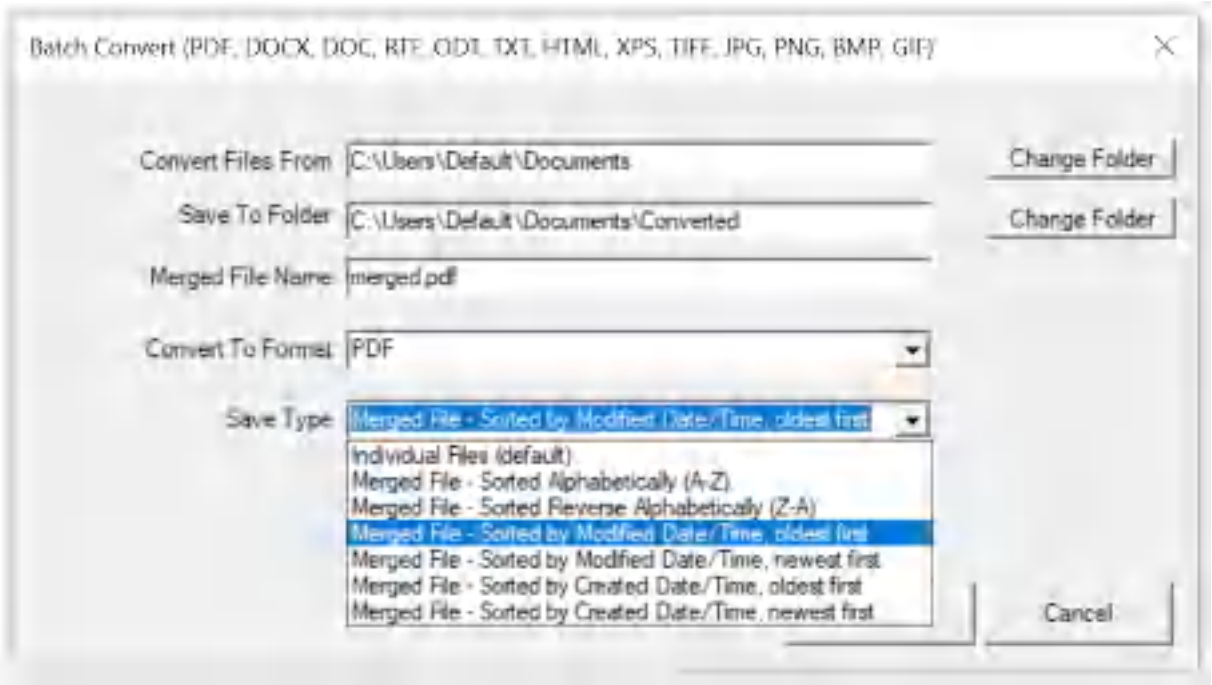

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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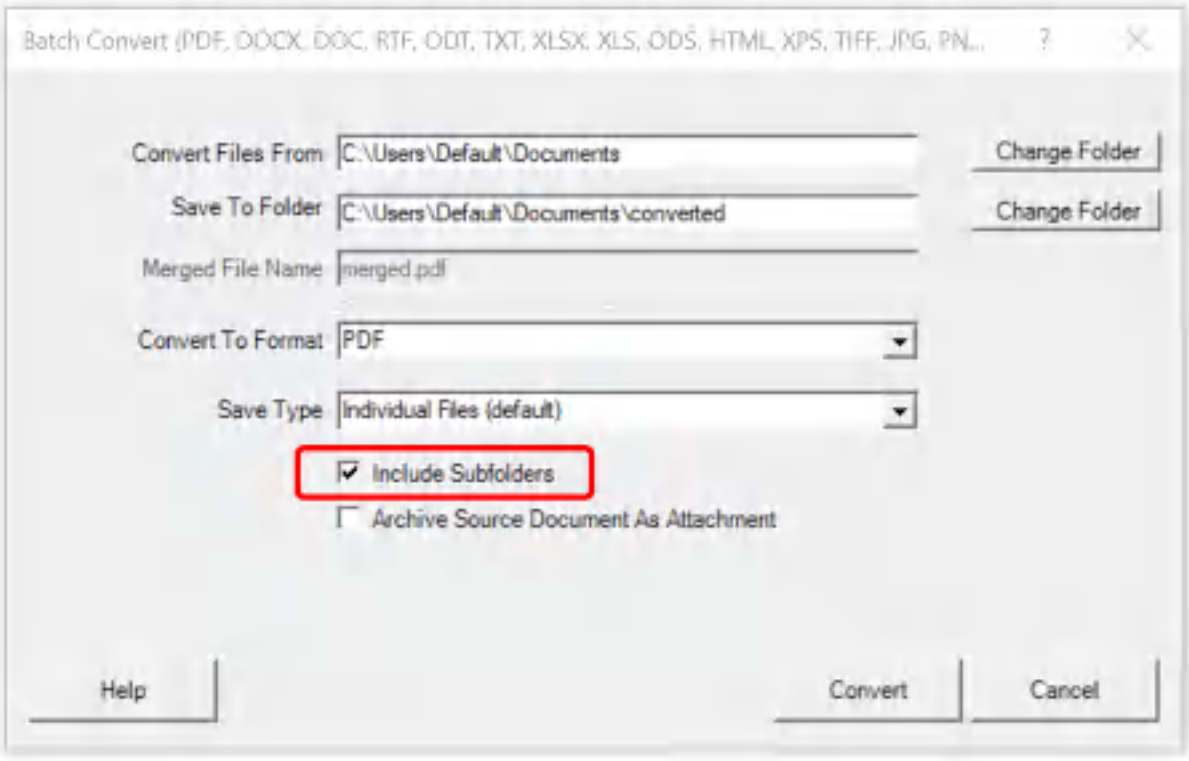

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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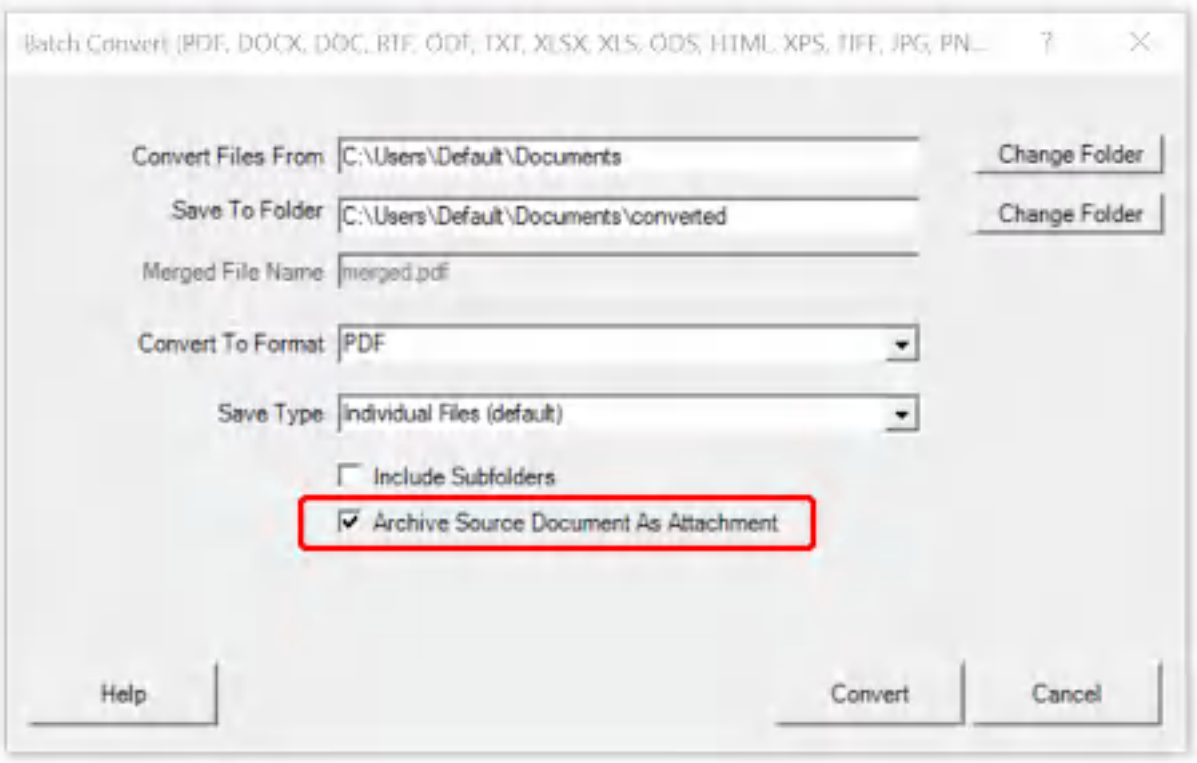

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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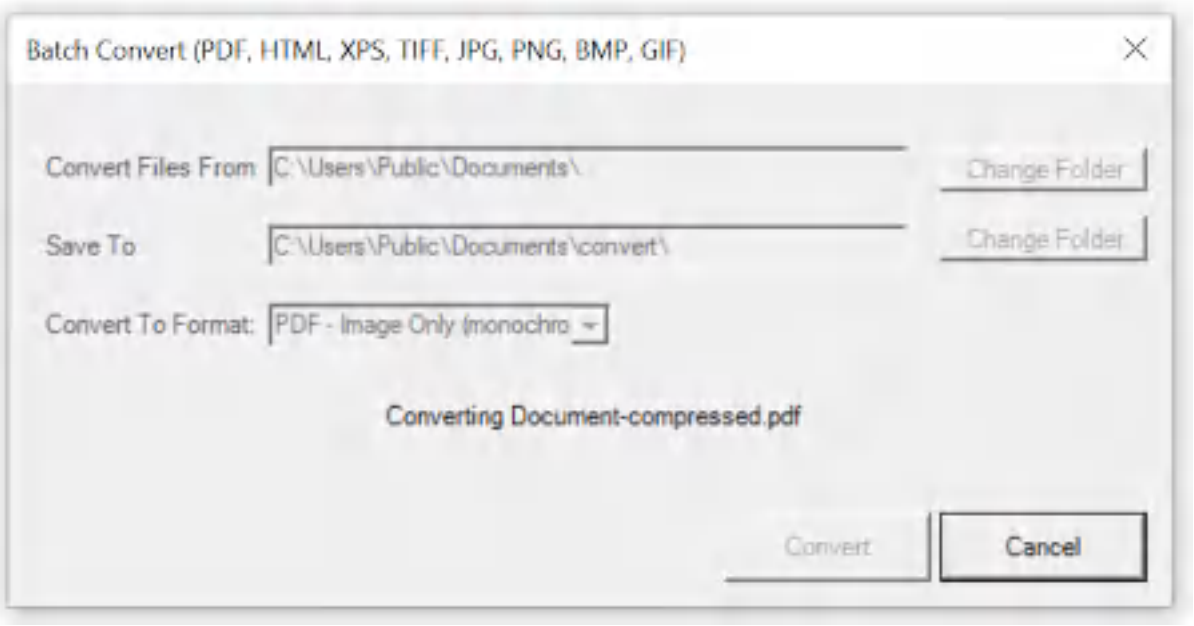
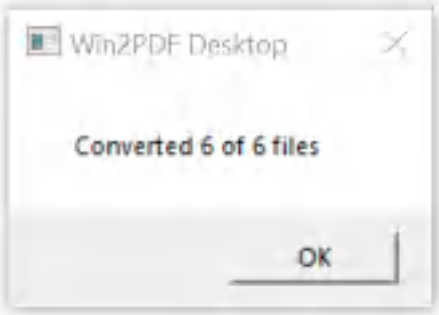


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.48 Batch Convert XPS to Compressed PDF

Batch Convert XPS to Compressed PDF Win2PDF Pro

To batch convert from XPS to compressed PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Compressed".

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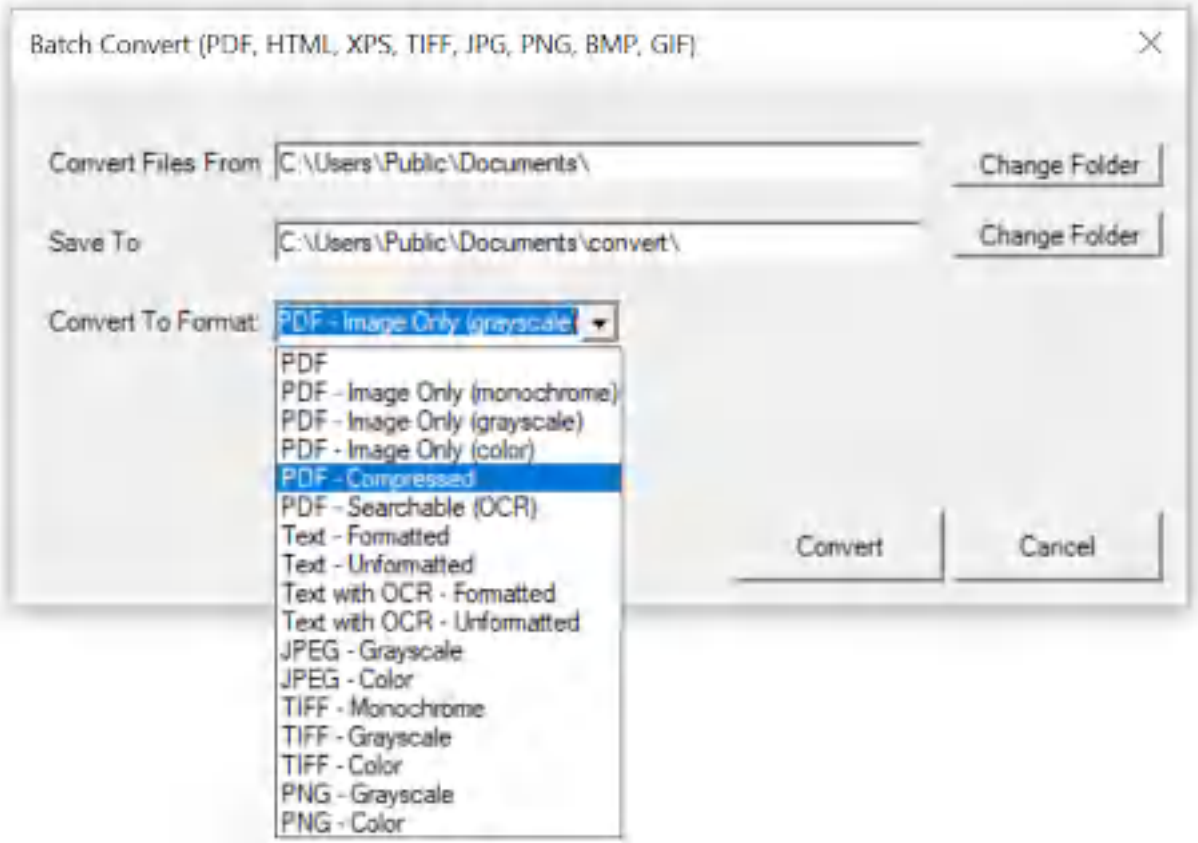

Win2PDF Desktop - Batch Convert XPS to Compressed PDF

Set the "Convert Files From" location to the folder containing the XPS files to convert, and set the "Save To" folder to the location for the converted compressed PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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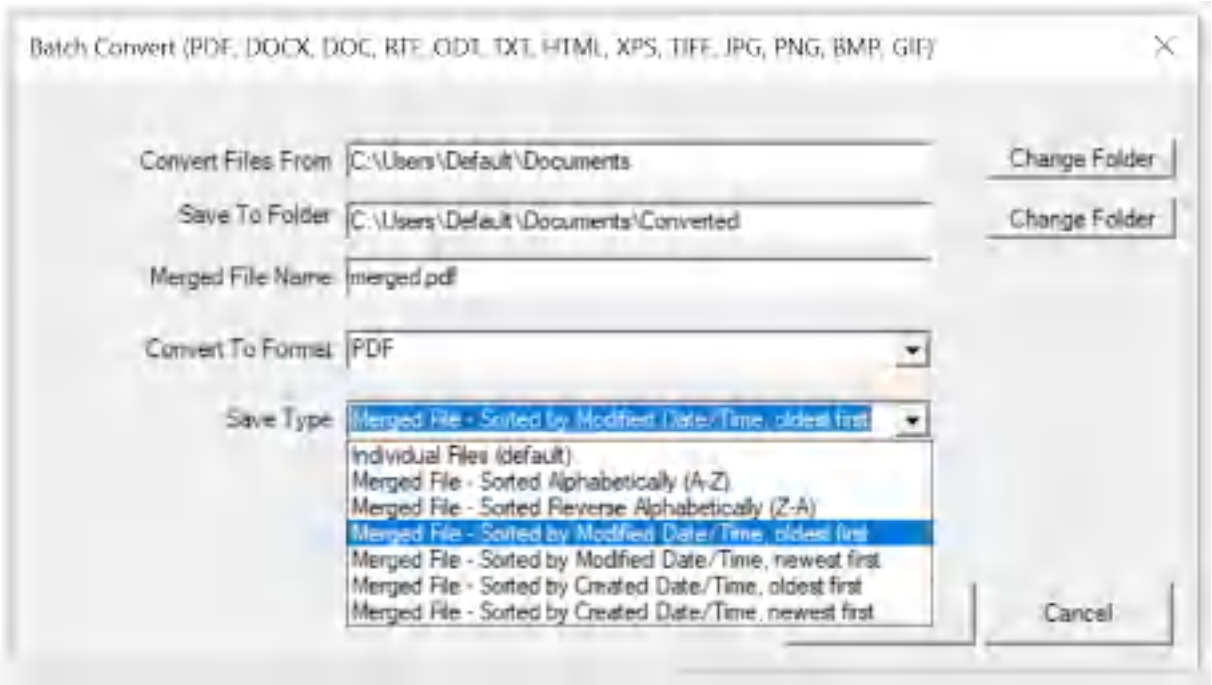

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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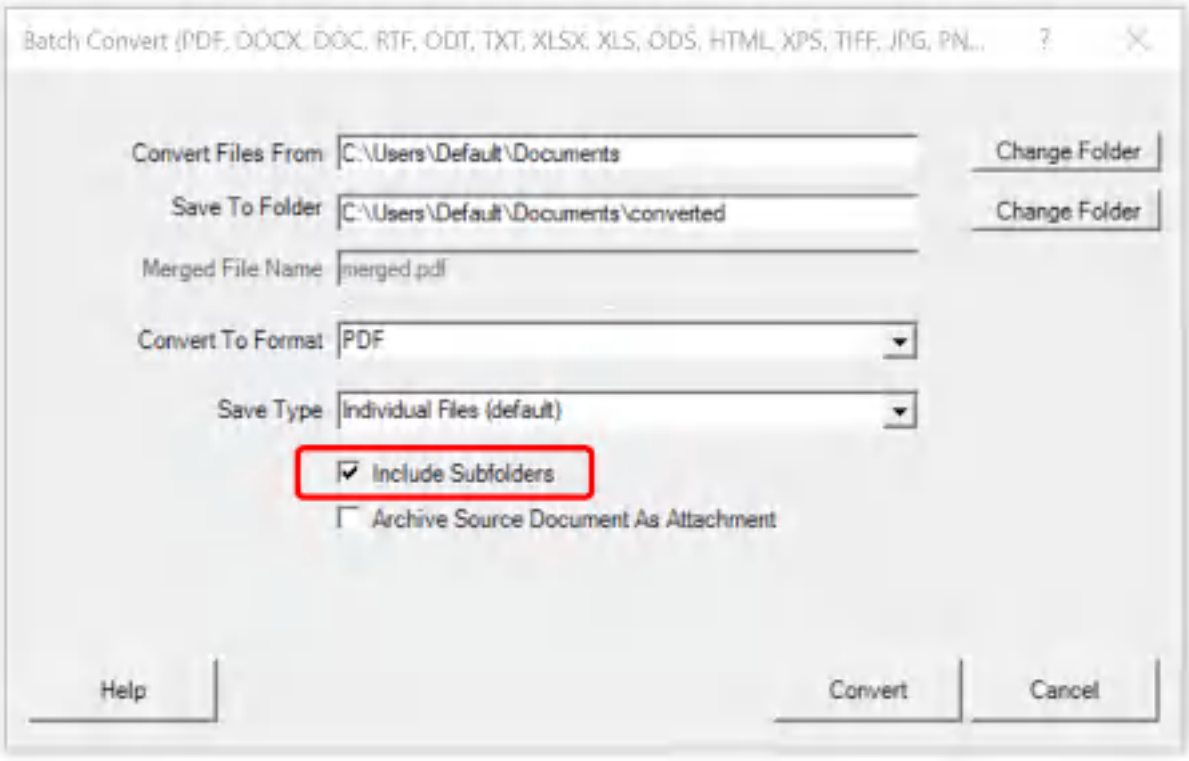

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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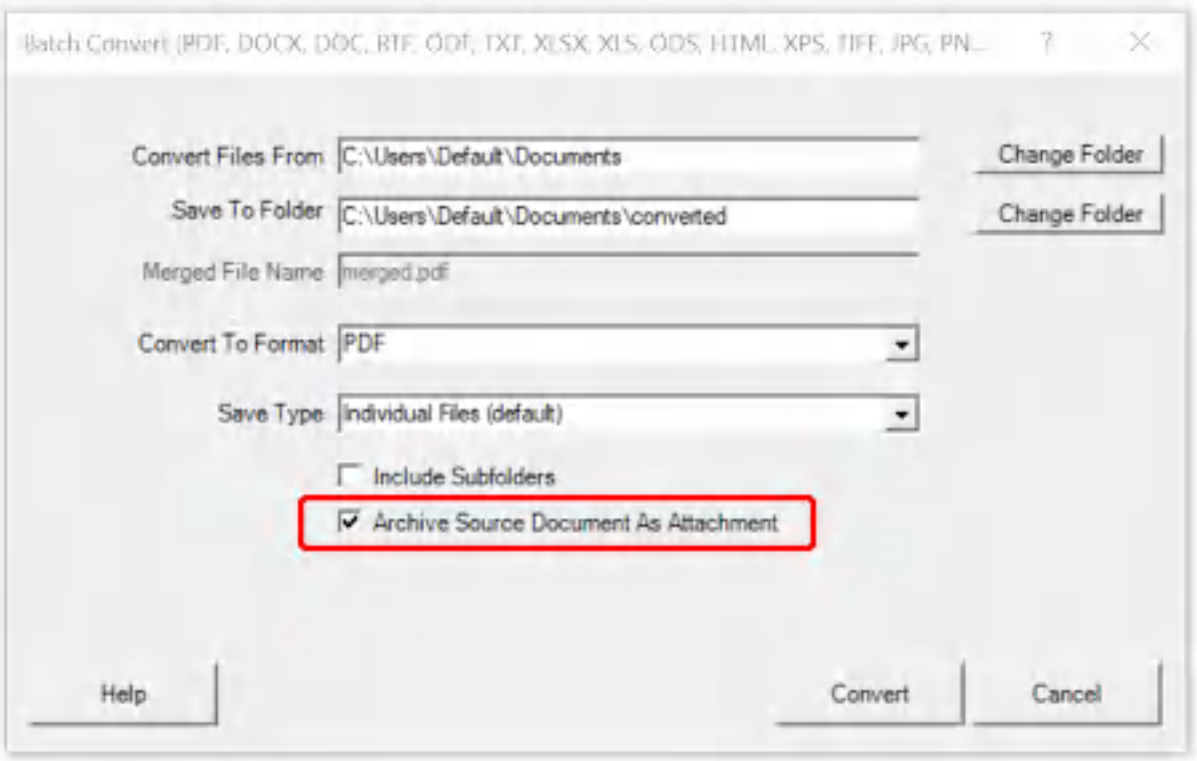

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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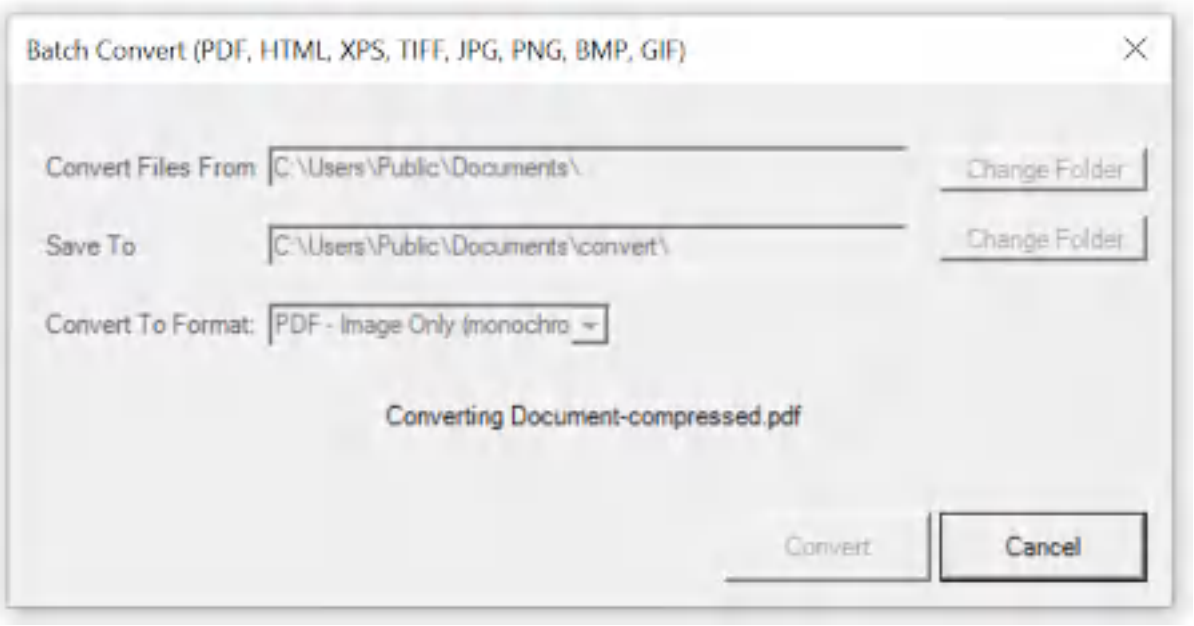
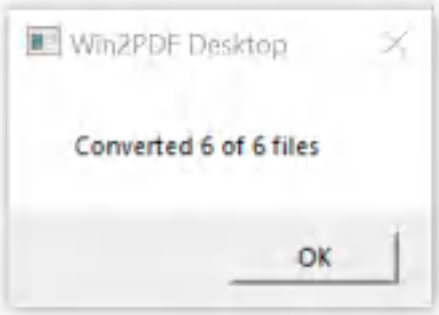


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.49 Batch Convert XPS to Image Only PDF

Batch Convert XPS to Image Only PDF Win2PDF Pro

To batch convert from XPS to an image only PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either

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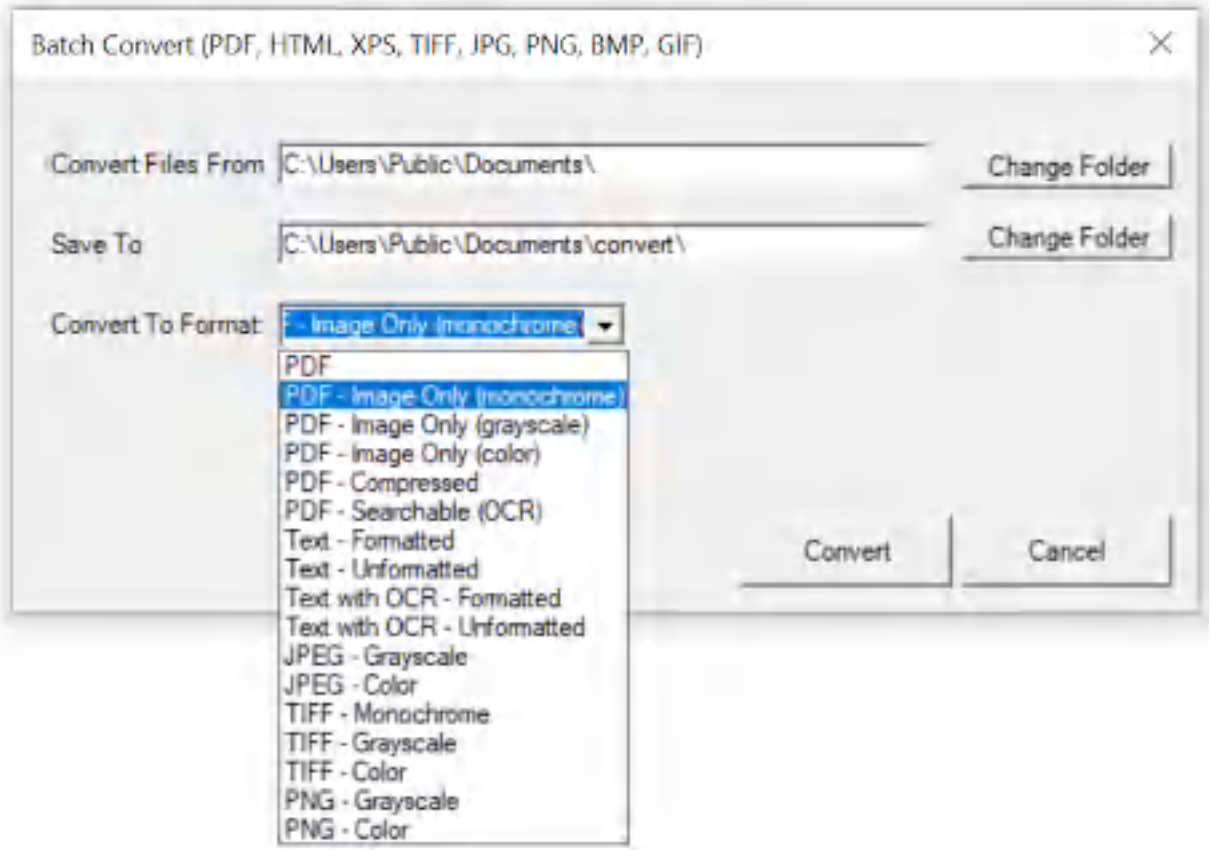
"PDF - Image Only (monochrome)", "PDF - Image Only (grayscale)", or "PDF - Image Only (color)".



Win2PDF Desktop - Batch Convert XPS to Image Only PDF

Set the "Convert Files From" location to the folder containing the XPS files to convert, and set the "Save To" folder to the location for the converted image only PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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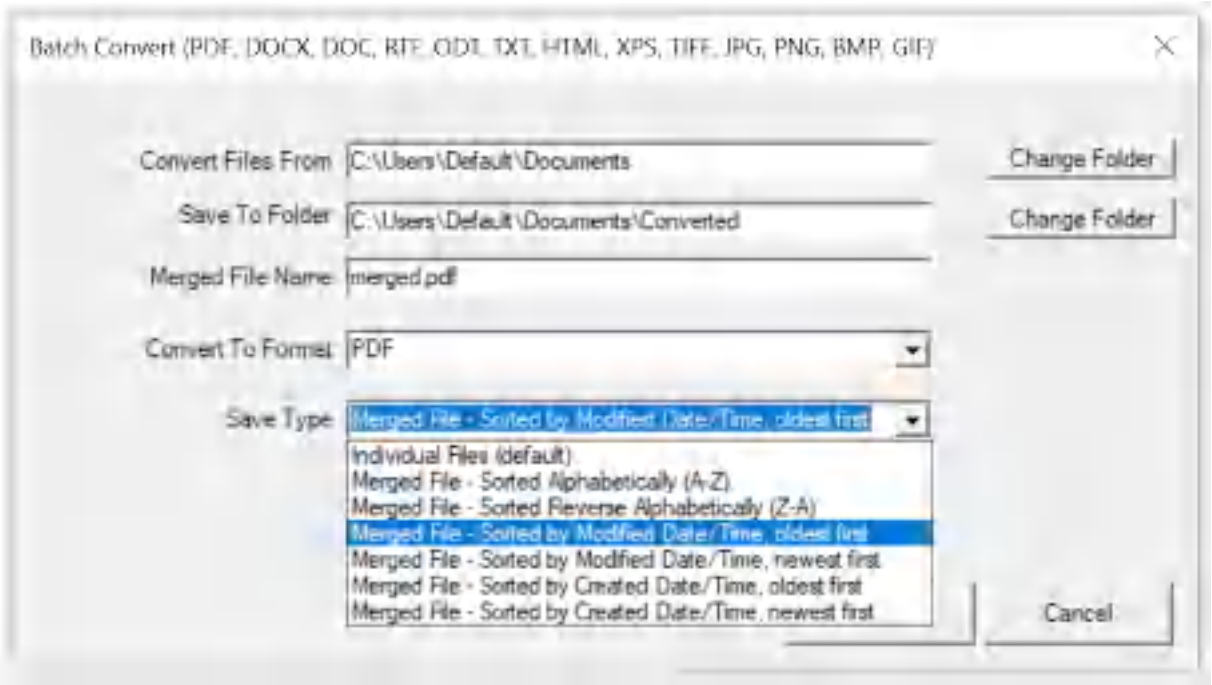

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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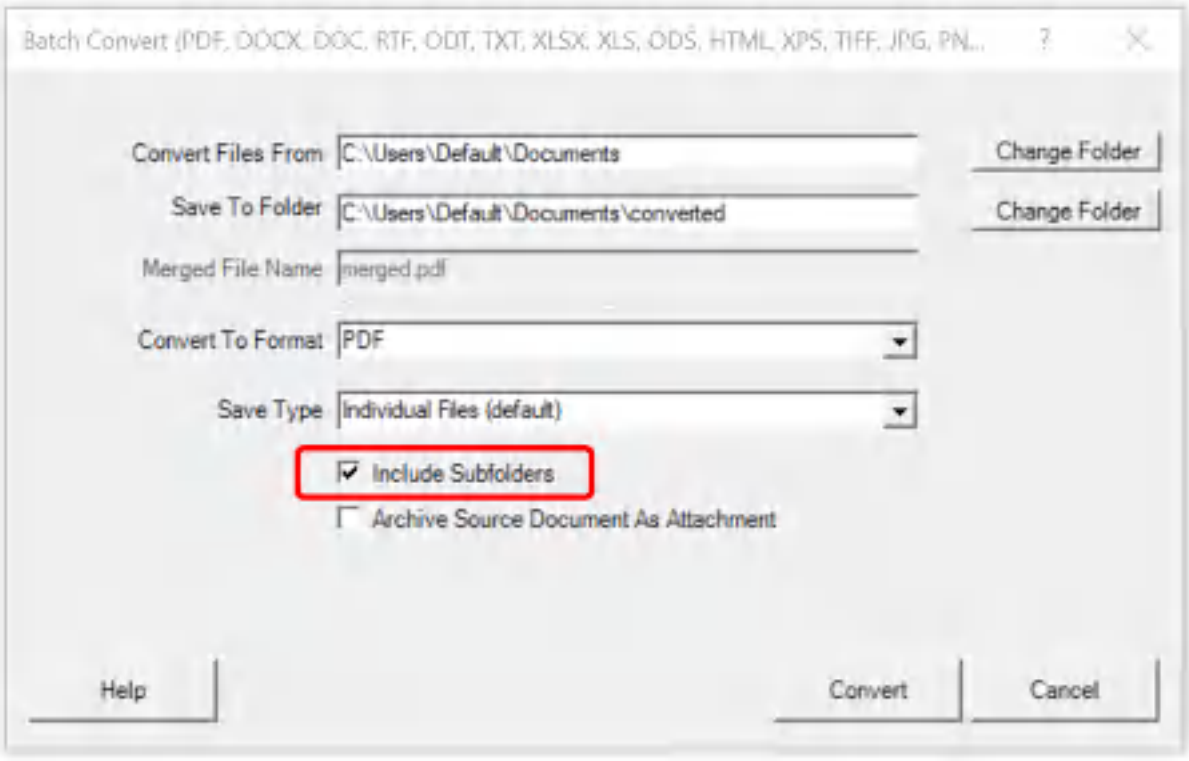

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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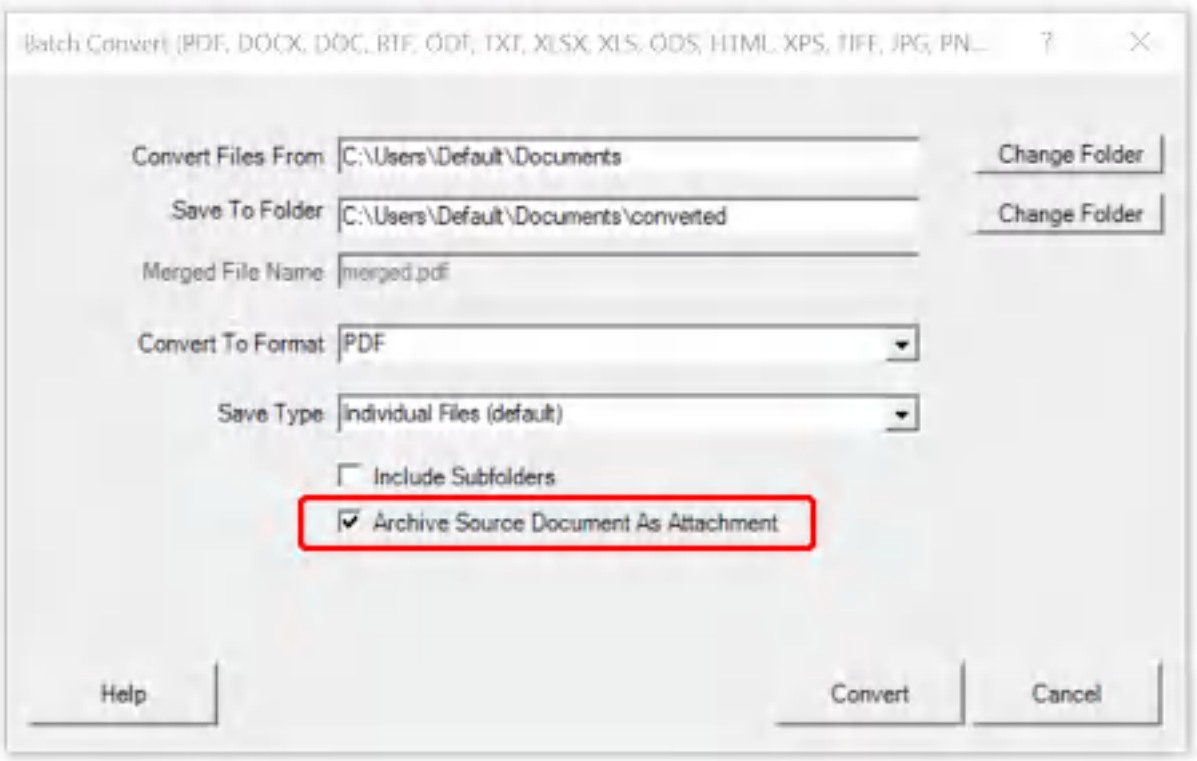

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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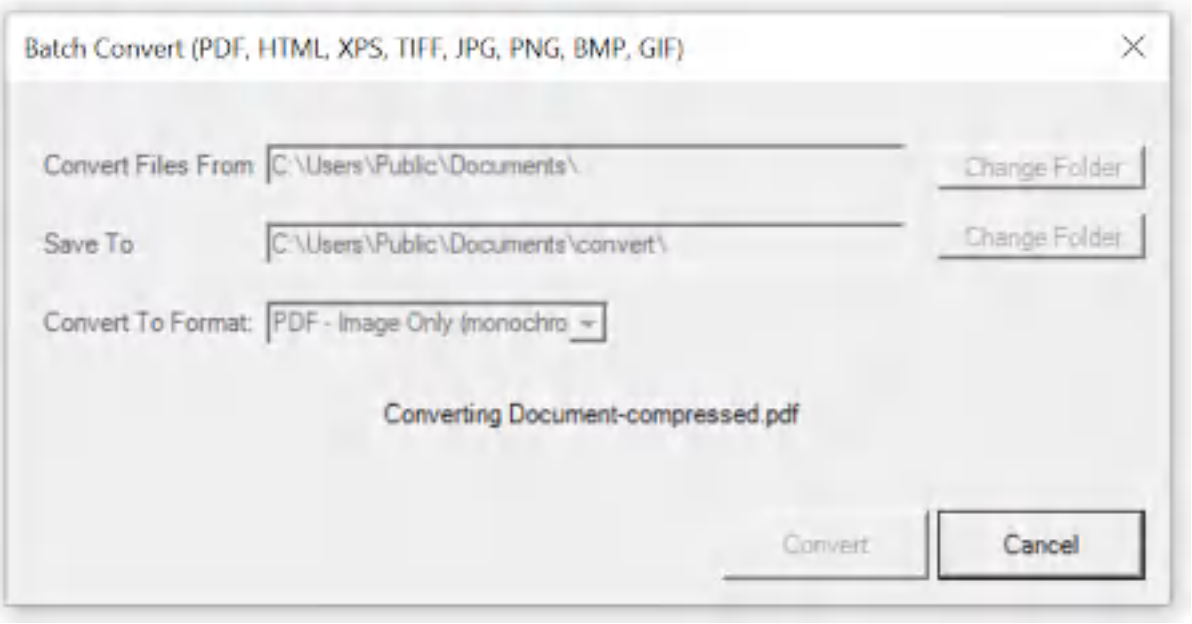
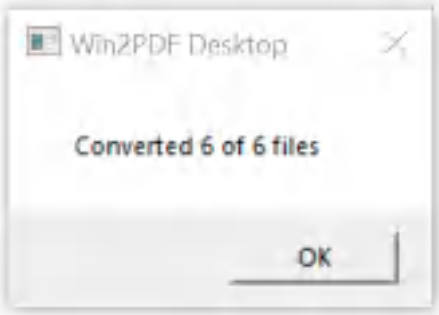


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.50 Batch Convert BMP to PDF

Batch Convert BMP to PDF Win2PDF Pro

To batch convert from BMP to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".

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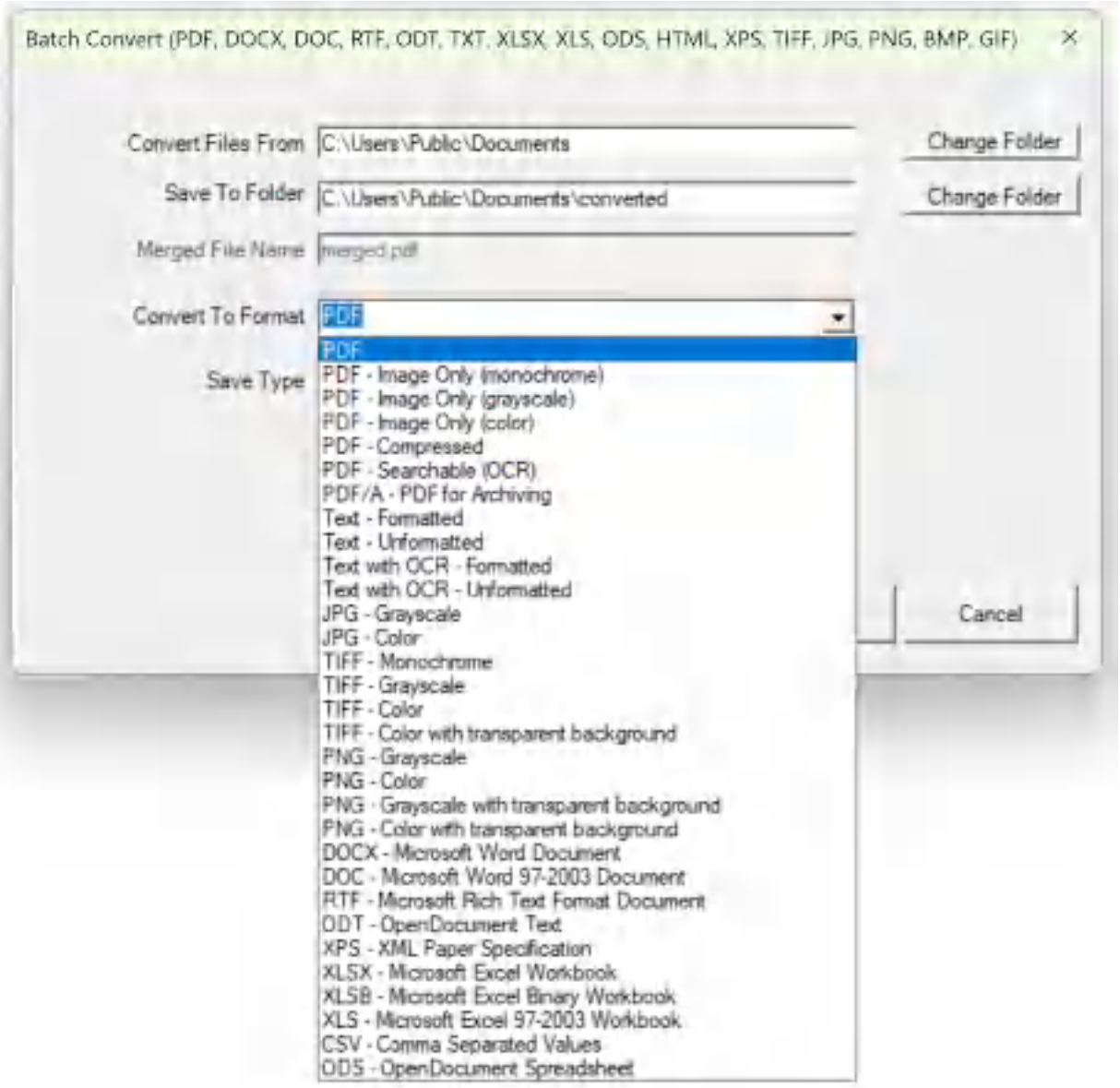

Win2PDF Desktop - Batch Convert BMP to PDF

Set the "Convert Files From" location to the folder containing the BMP files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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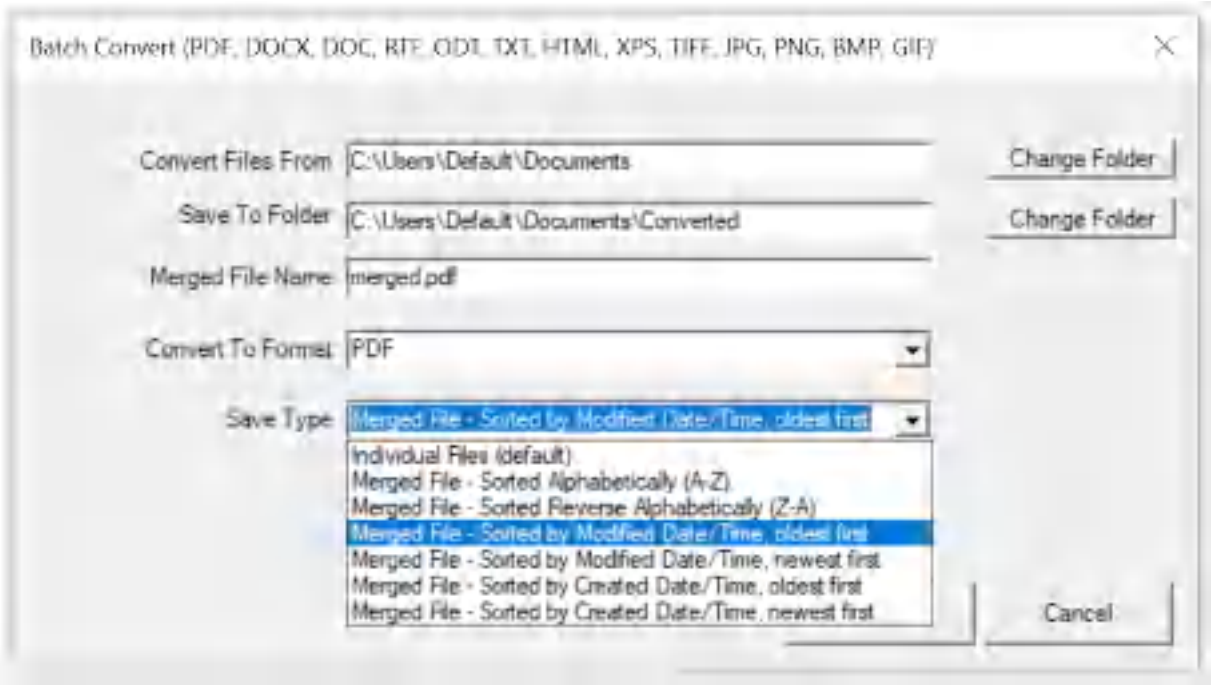

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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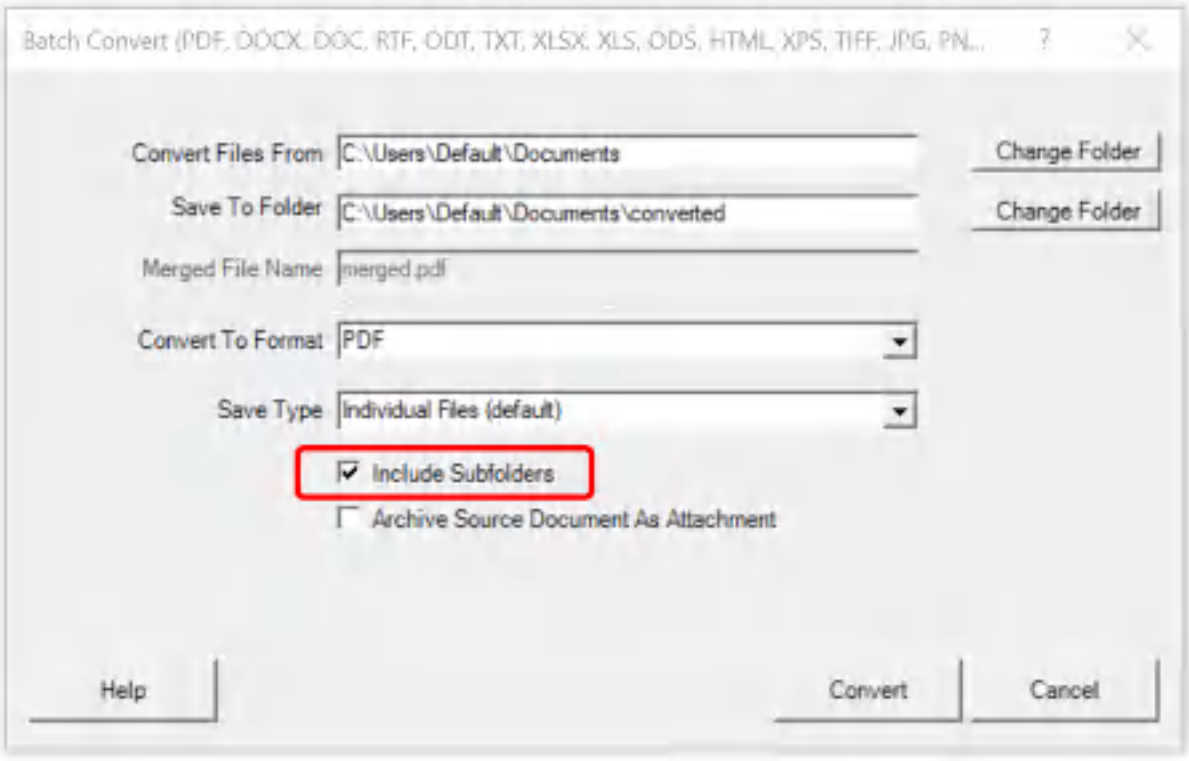

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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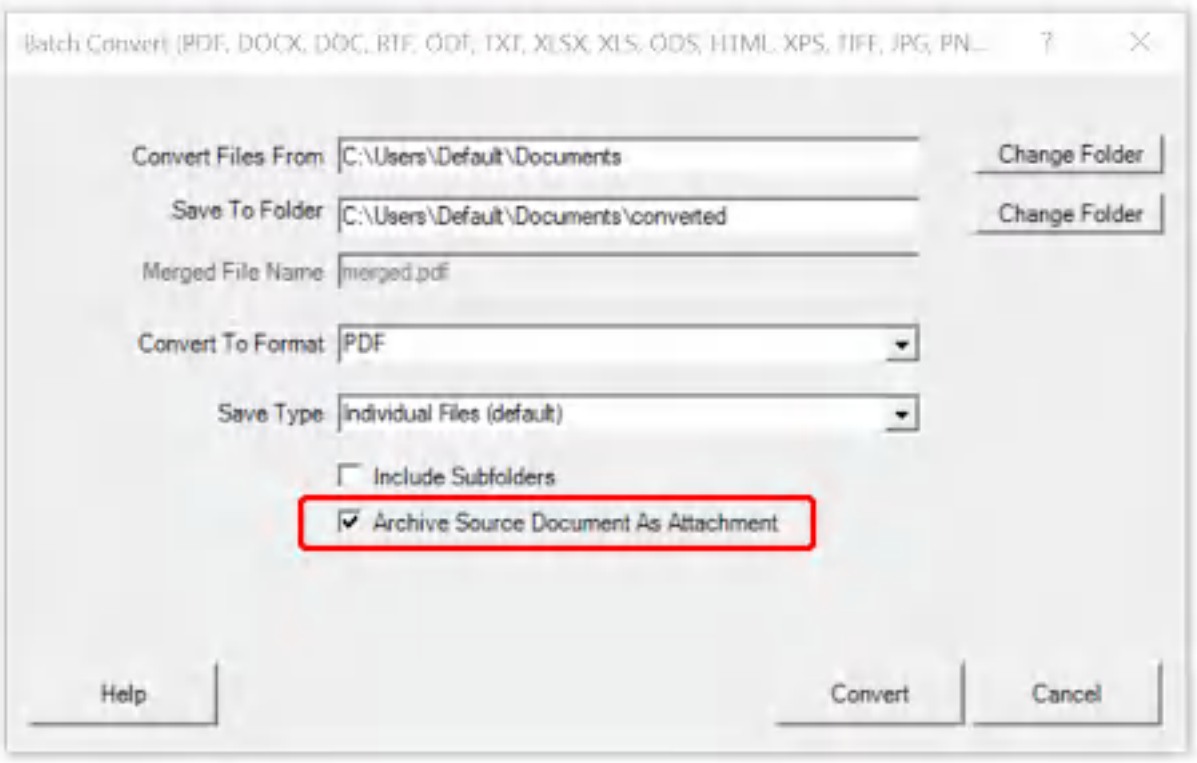

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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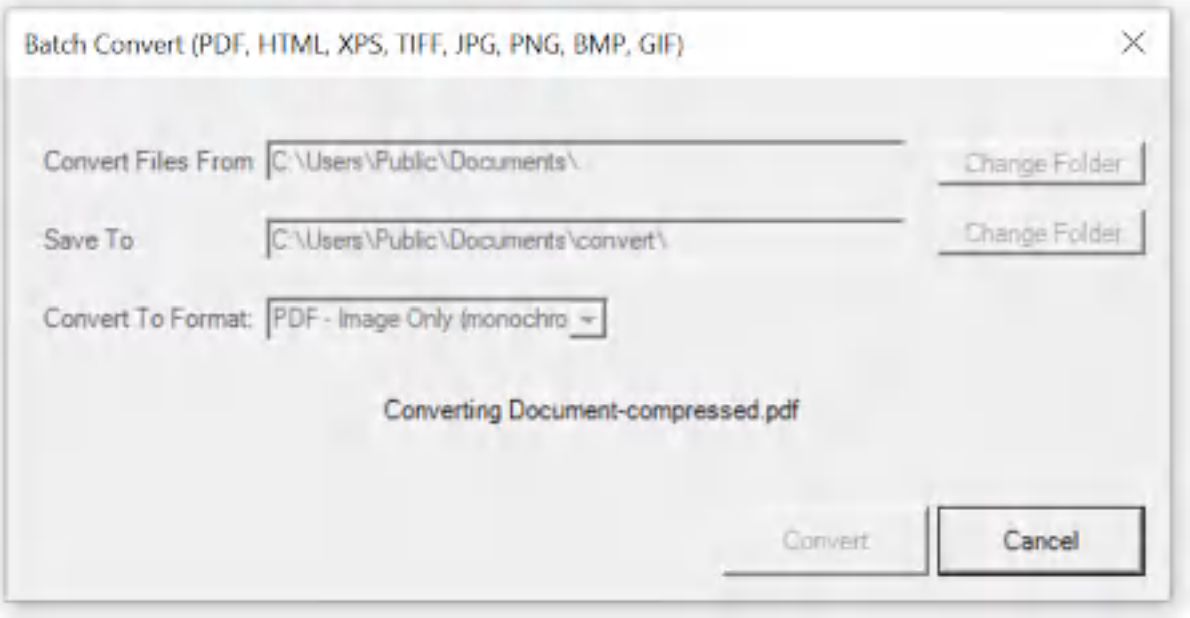
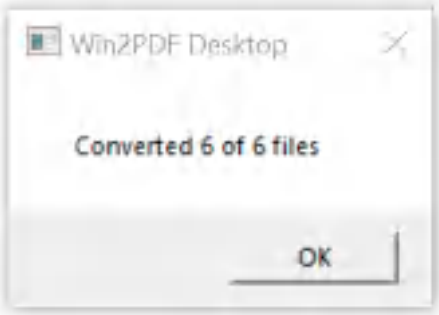


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.51 Batch Convert BMP to JPG

Batch Convert BMP to JPEG Win2PDF Pro

To batch convert from BMP to JPG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "JPG - Grayscale" or "JPG - Color".

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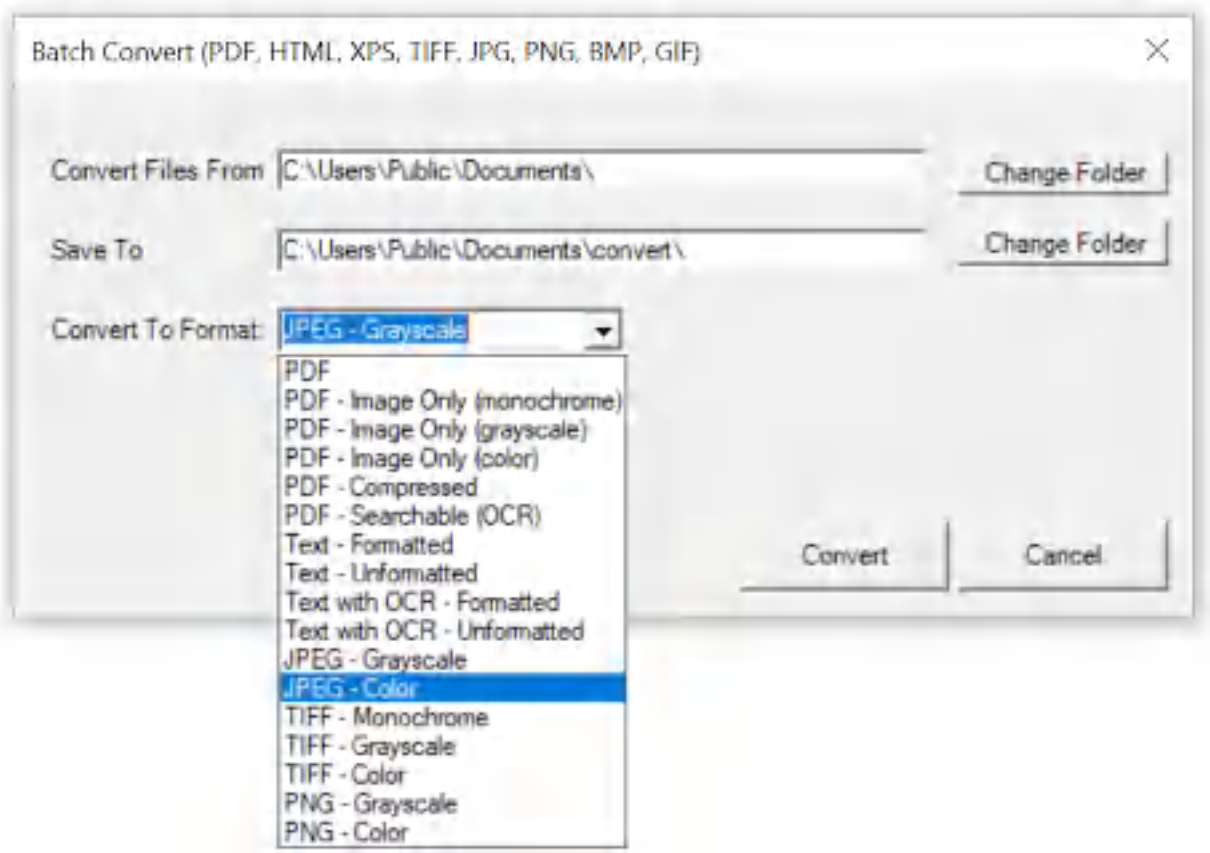

Win2PDF Desktop - Batch Convert BMP to JPG

Set the "Convert Files From" location to the folder containing the BMP files to convert, and set the "Save To" folder to the location for the converted JPG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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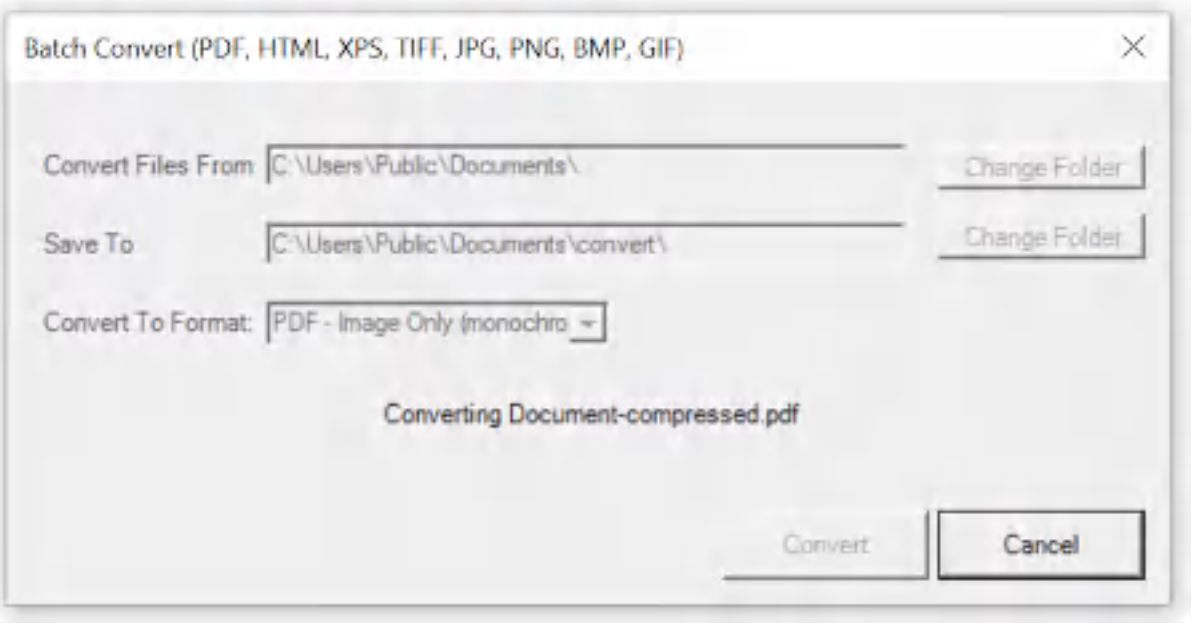
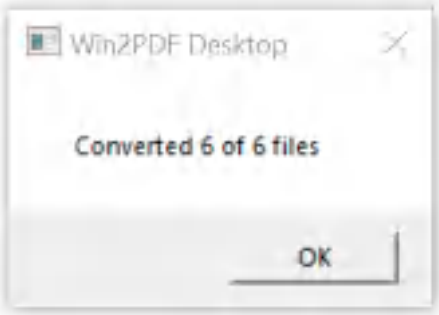


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.52 Batch Convert BMP to PNG

Batch Convert BMP to PNG Win2PDF Pro

To batch convert from BMP to PNG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PNG - Grayscale" or "PNG - Color".

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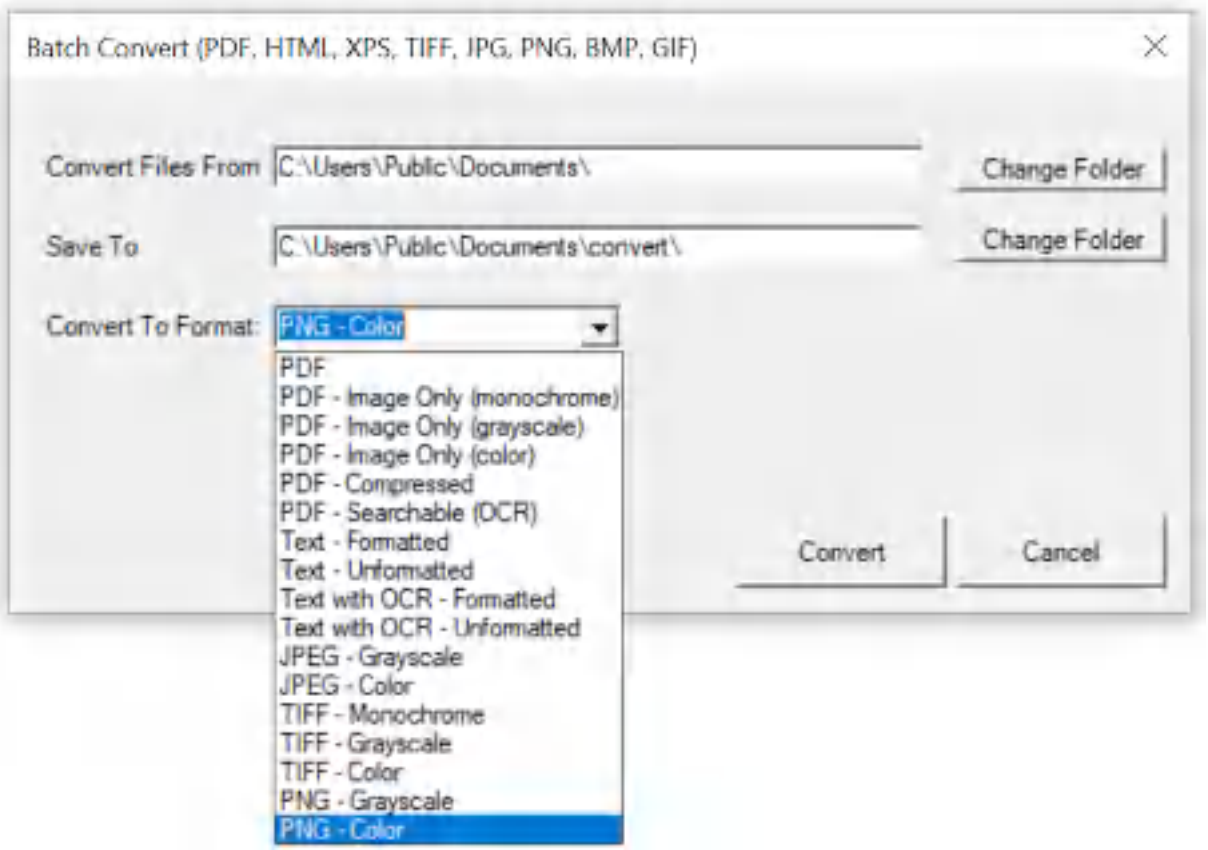

Win2PDF Desktop - Batch Convert BMP to PNG

Set the "Convert Files From" location to the folder containing the BMP files to convert, and set the "Save To" folder to the location for the converted PNG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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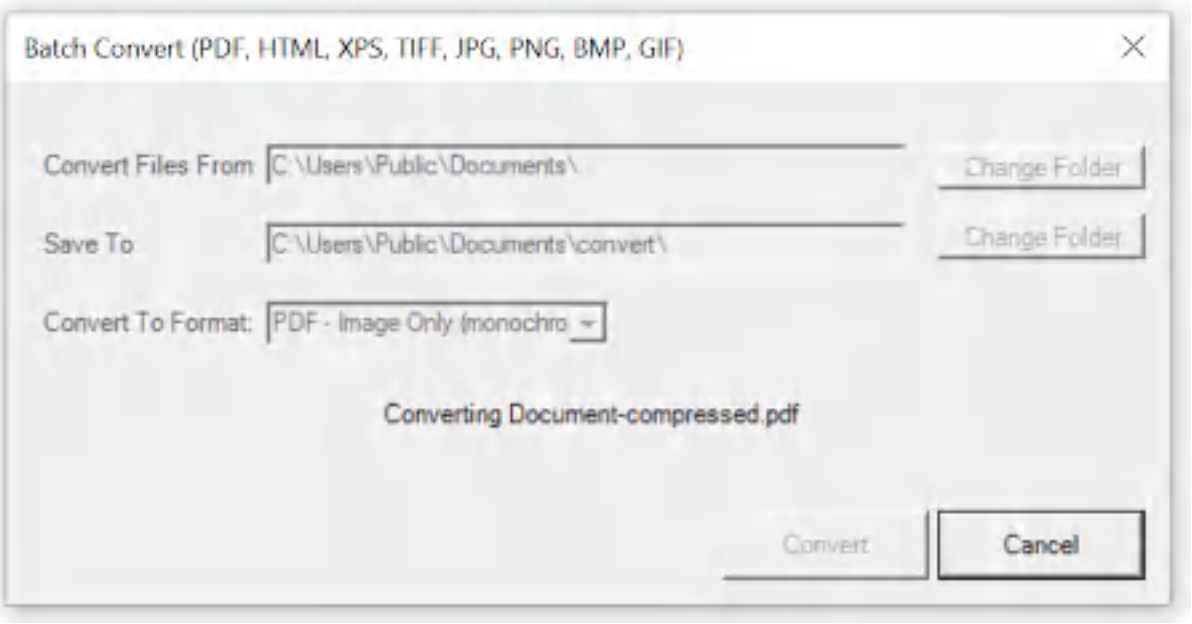
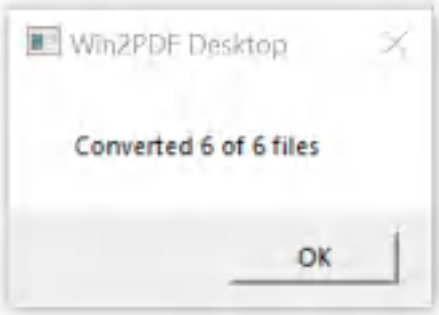


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.53 Batch Convert BMP to TIFF

Batch Convert BMP to TIFF Win2PDF Pro

To batch convert from BMP to TIFF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "TIFF -

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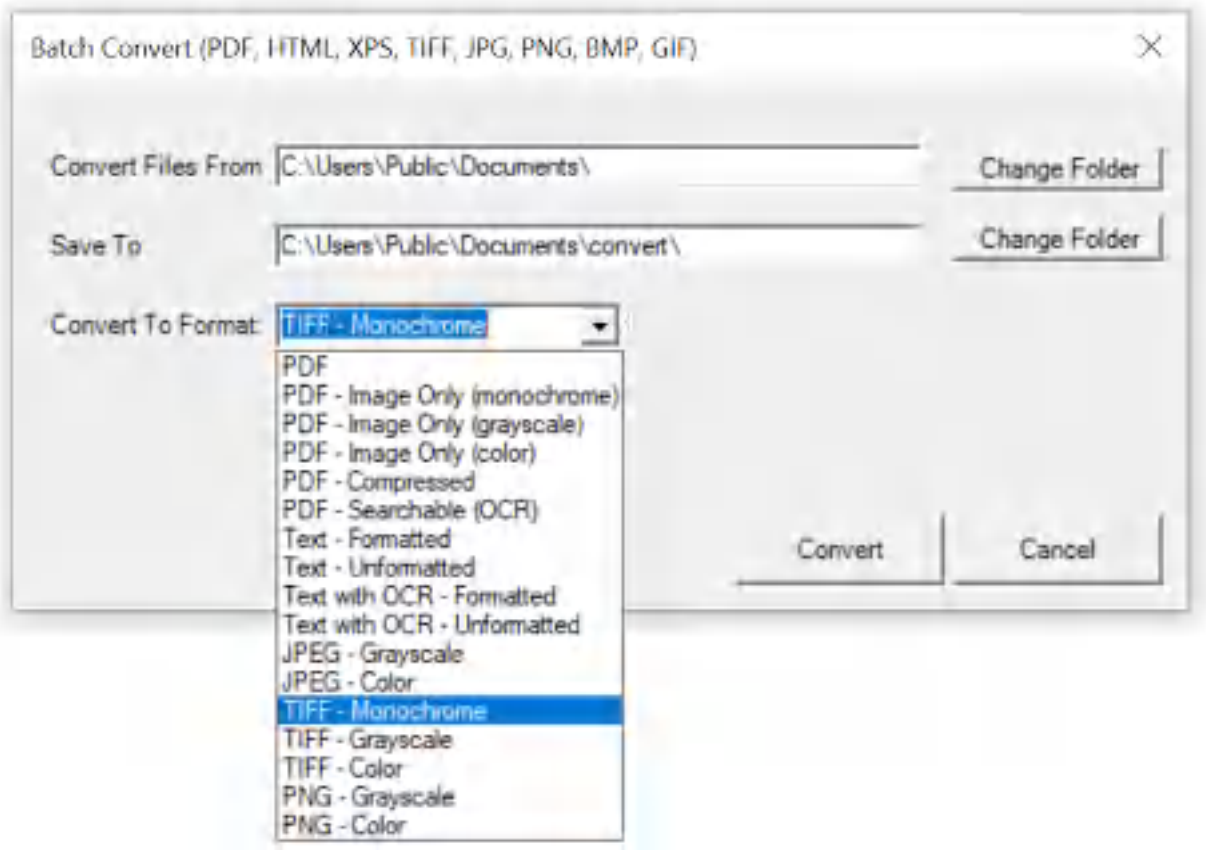
Monochrome", "TIFF - Grayscale", "TIFF - Color", or "TIFF - Color with transparent background".



Win2PDF Desktop - Batch Convert BMP to TIFF

Set the "Convert Files From" location to the folder containing the BMP files to convert, and set the "Save To" folder to the location for the converted TIFF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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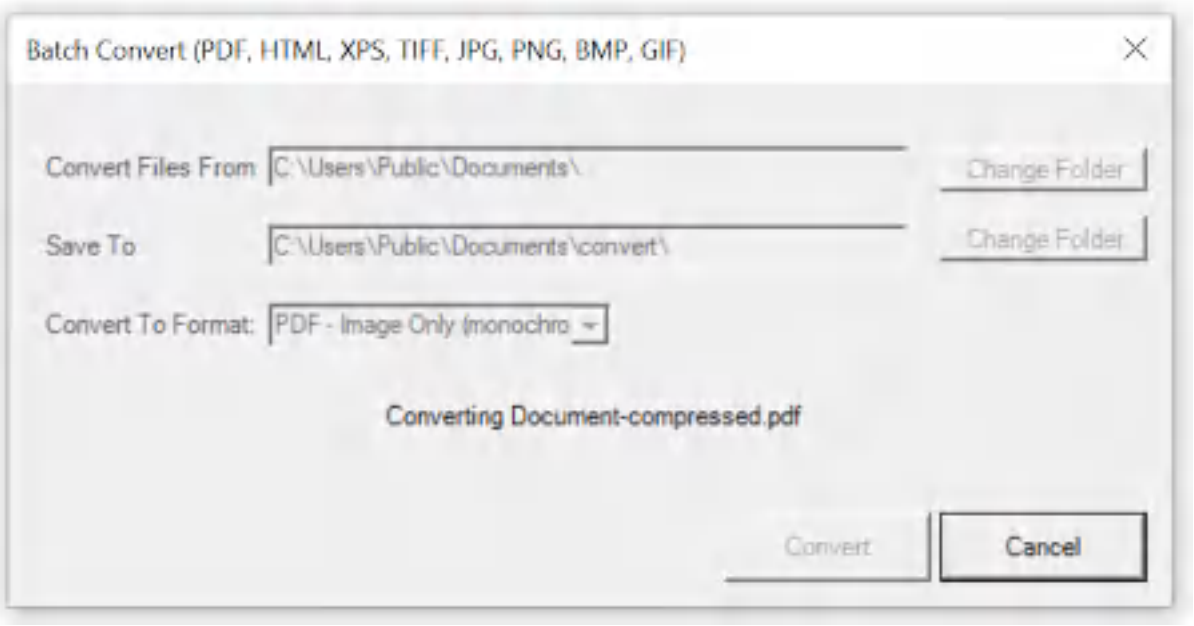
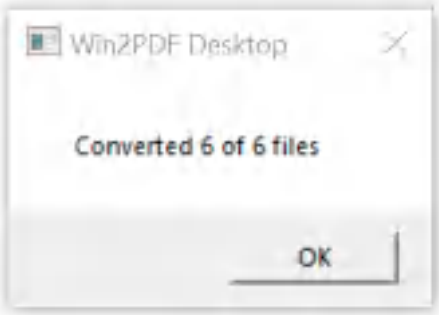


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.54 Batch Convert BMP to Text

Batch Convert BMP to TXT Win2PDF Pro

To batch convert from BMP to Text, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "Text with OCR -

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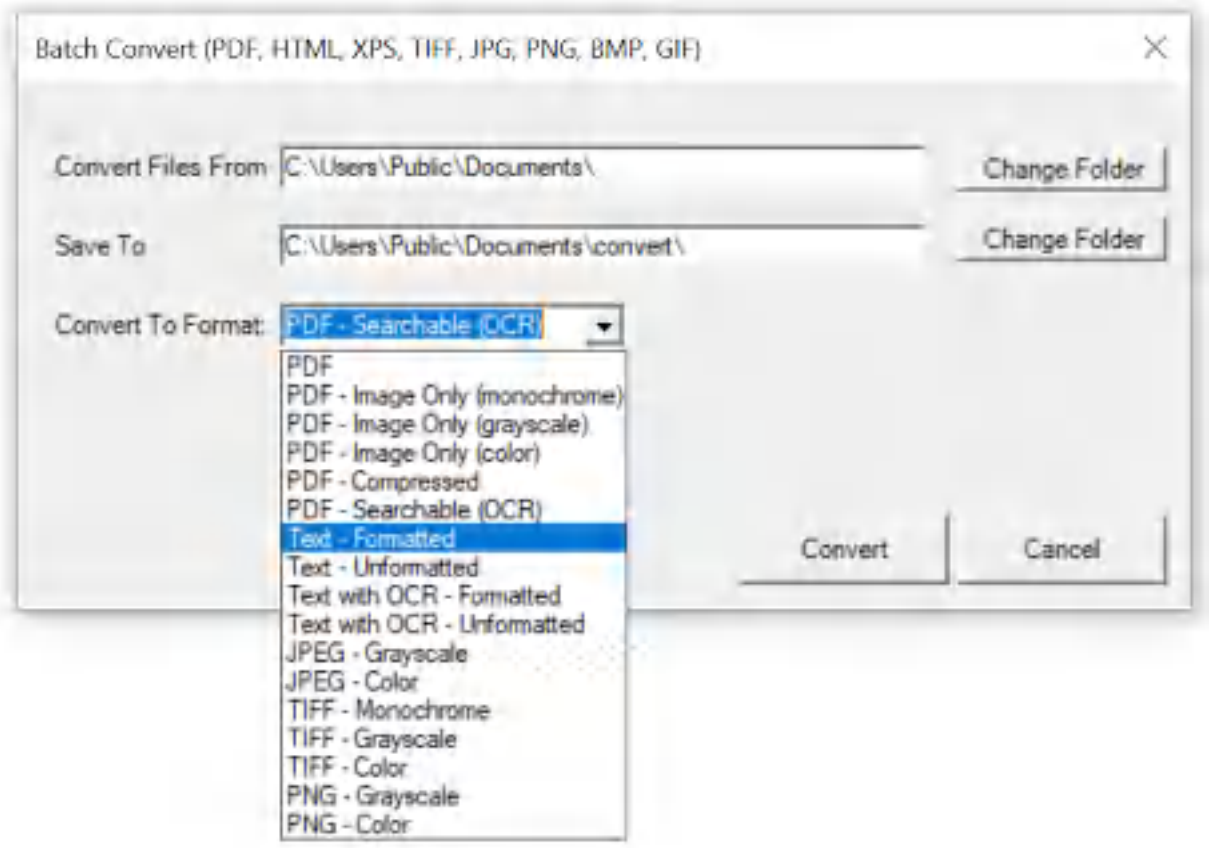
Formatted", or "Text with OCR - Unformatted". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert BMP to Text

Set the "Convert Files From" location to the folder containing the BMP files to convert, and set the "Save To" folder to the location for the converted text files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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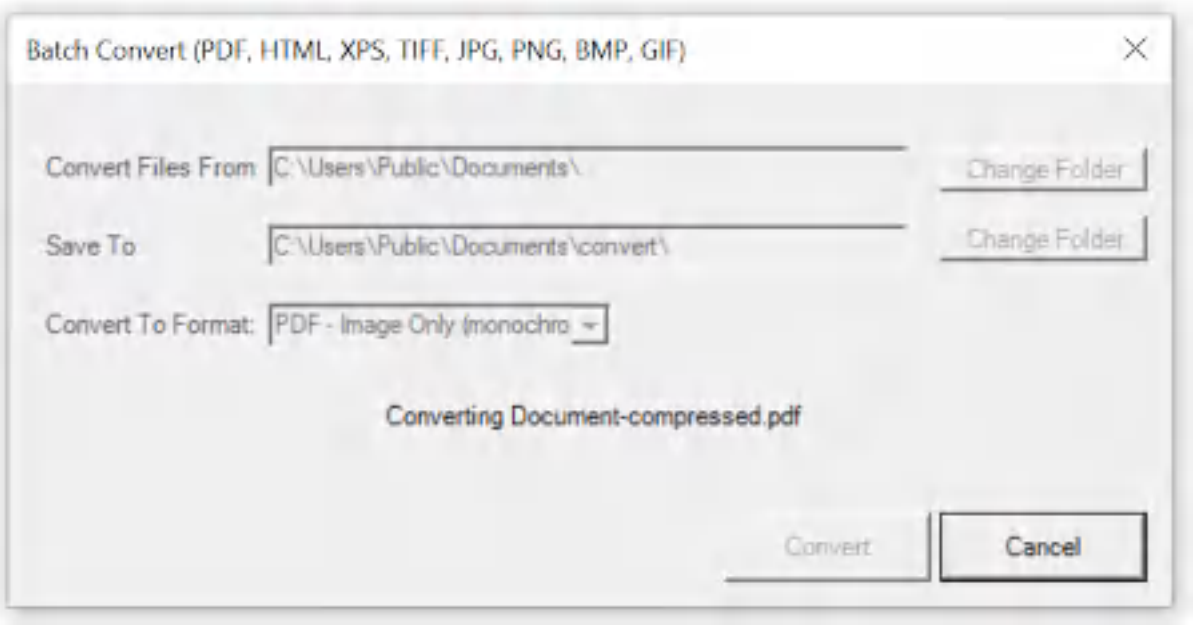
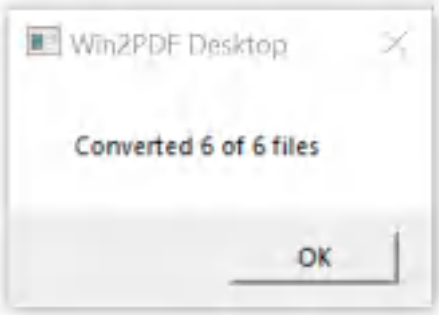


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.55 Batch Convert BMP to Searchable PDF

Batch Convert BMP to Searchable PDF Win2PDF Pro

To batch convert from BMP to searchable PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Searchable (OCR)". This requires the "Win2PDF OCR Add-on" from:

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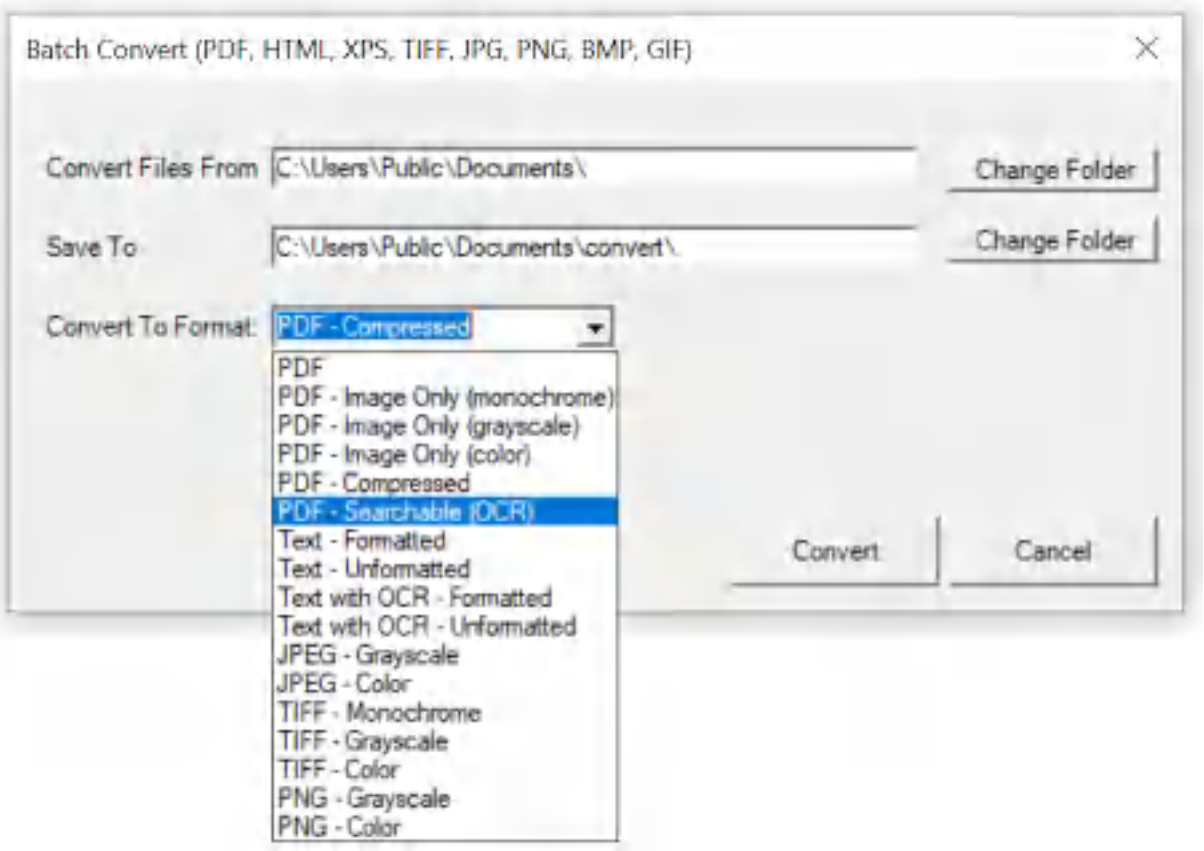
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert BMP to Searchable PDF

Set the "Convert Files From" location to the folder containing the BMP files to convert, and set the "Save To" folder to the location for the converted searchable PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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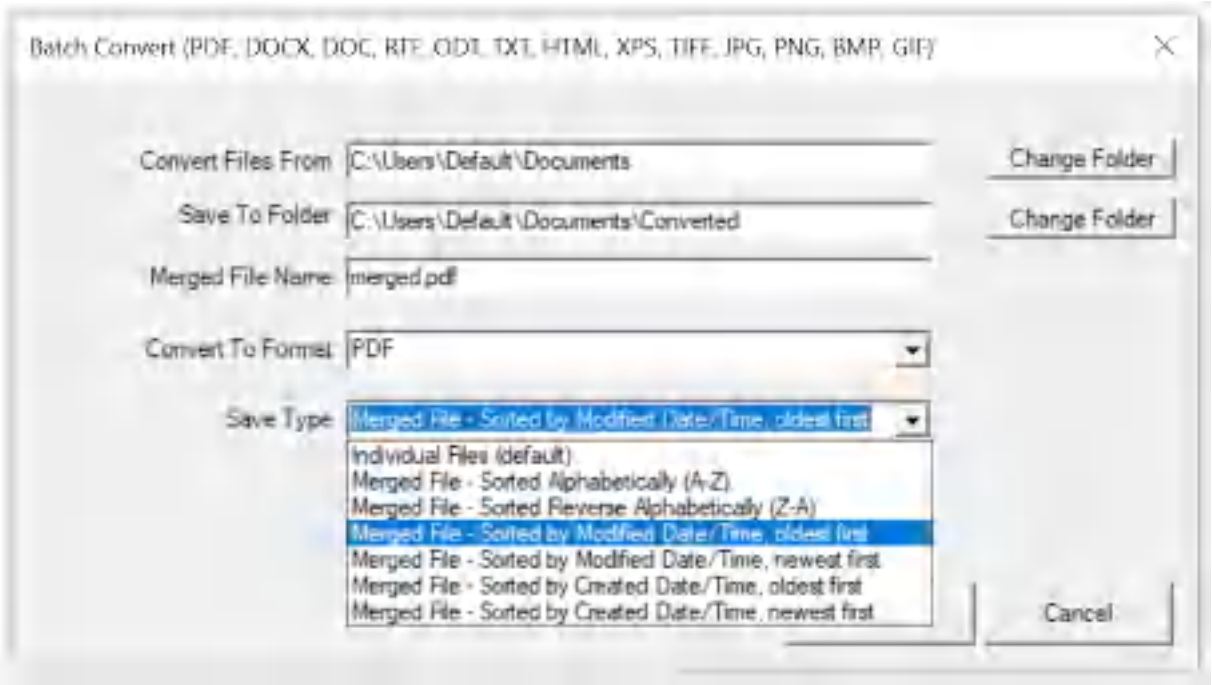

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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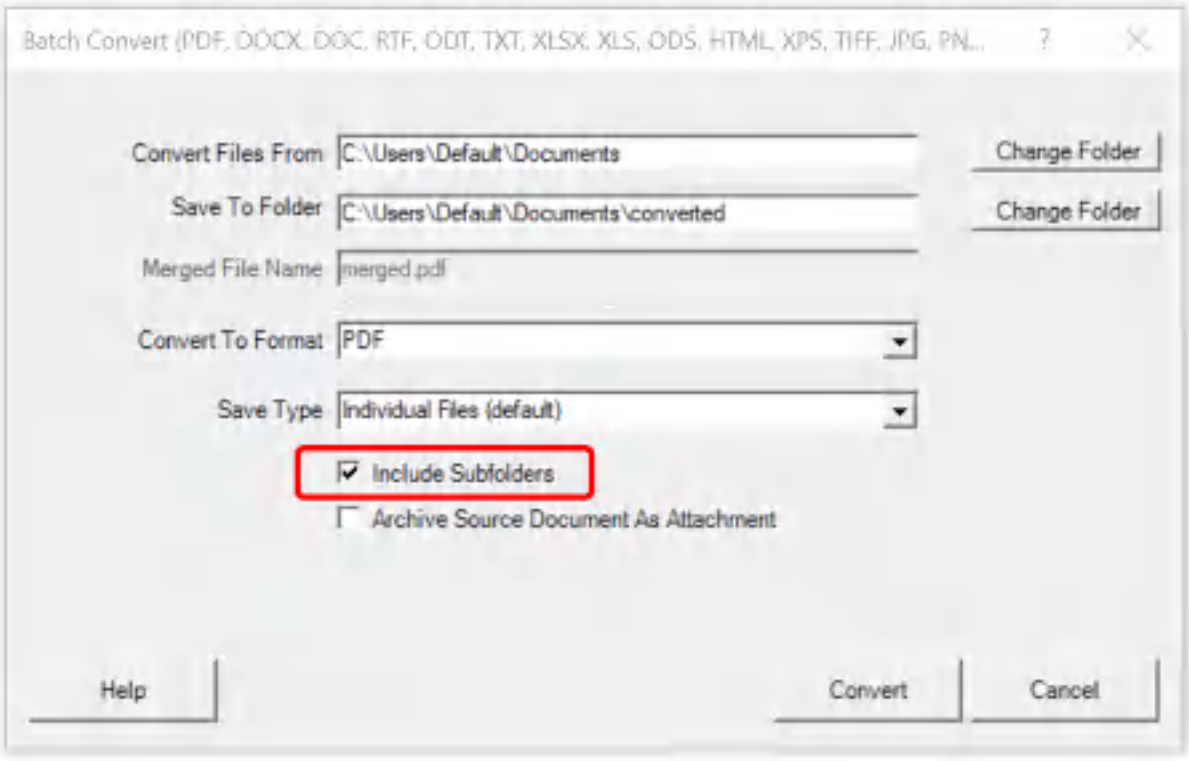

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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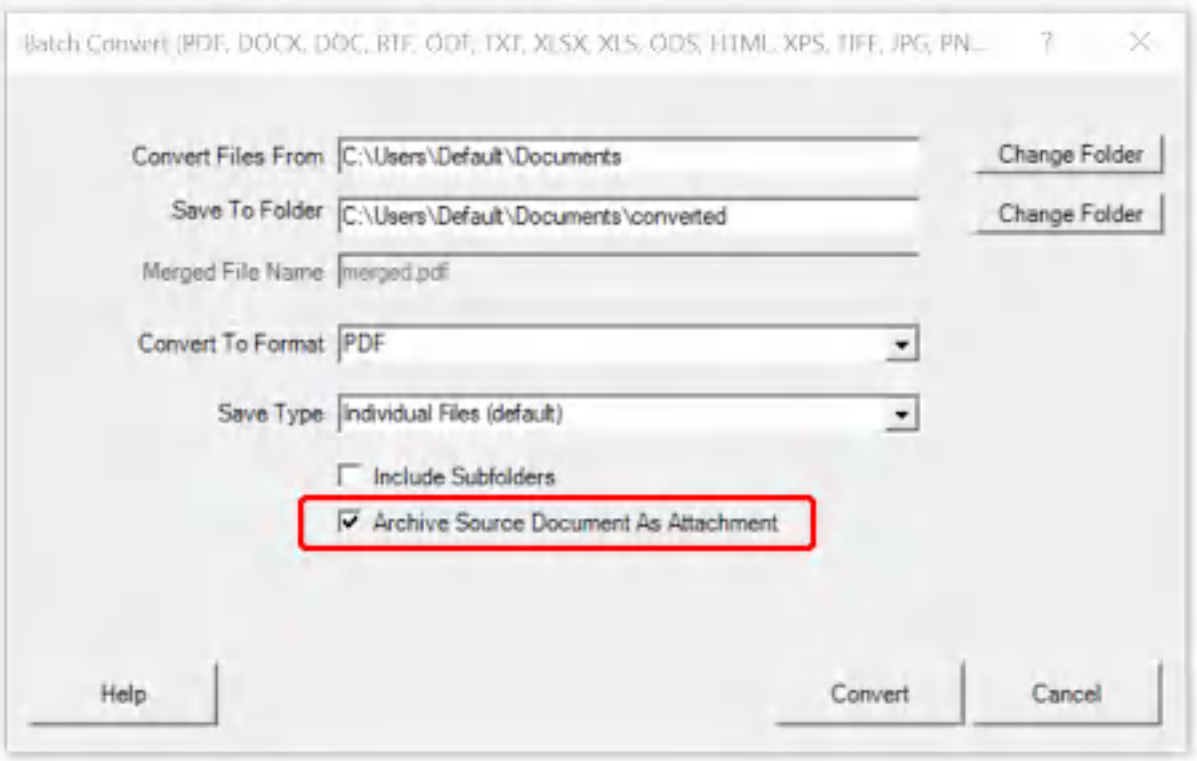

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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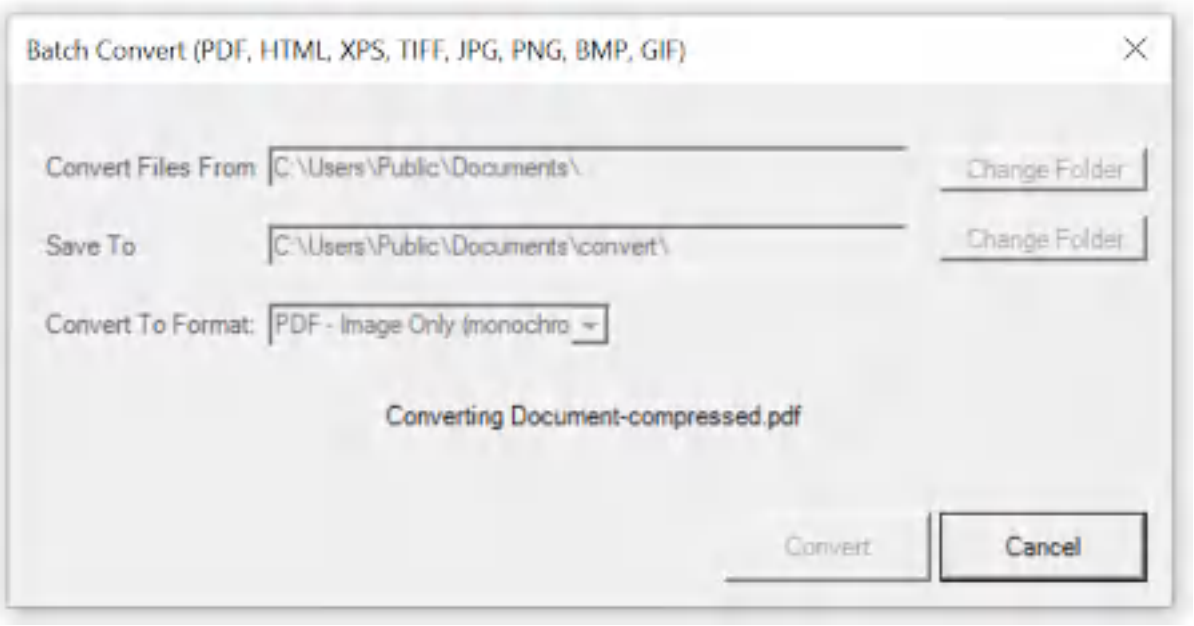
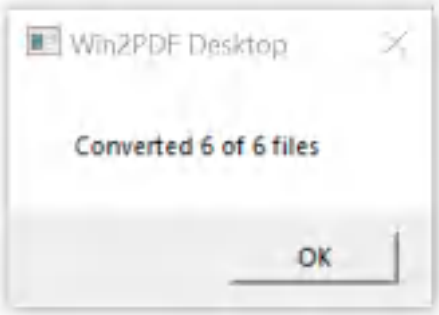


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.56 Batch Convert BMP to Compressed PDF

Batch Convert BMP to Compressed PDF Win2PDF Pro

To batch convert from BMP to compressed PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Compressed".

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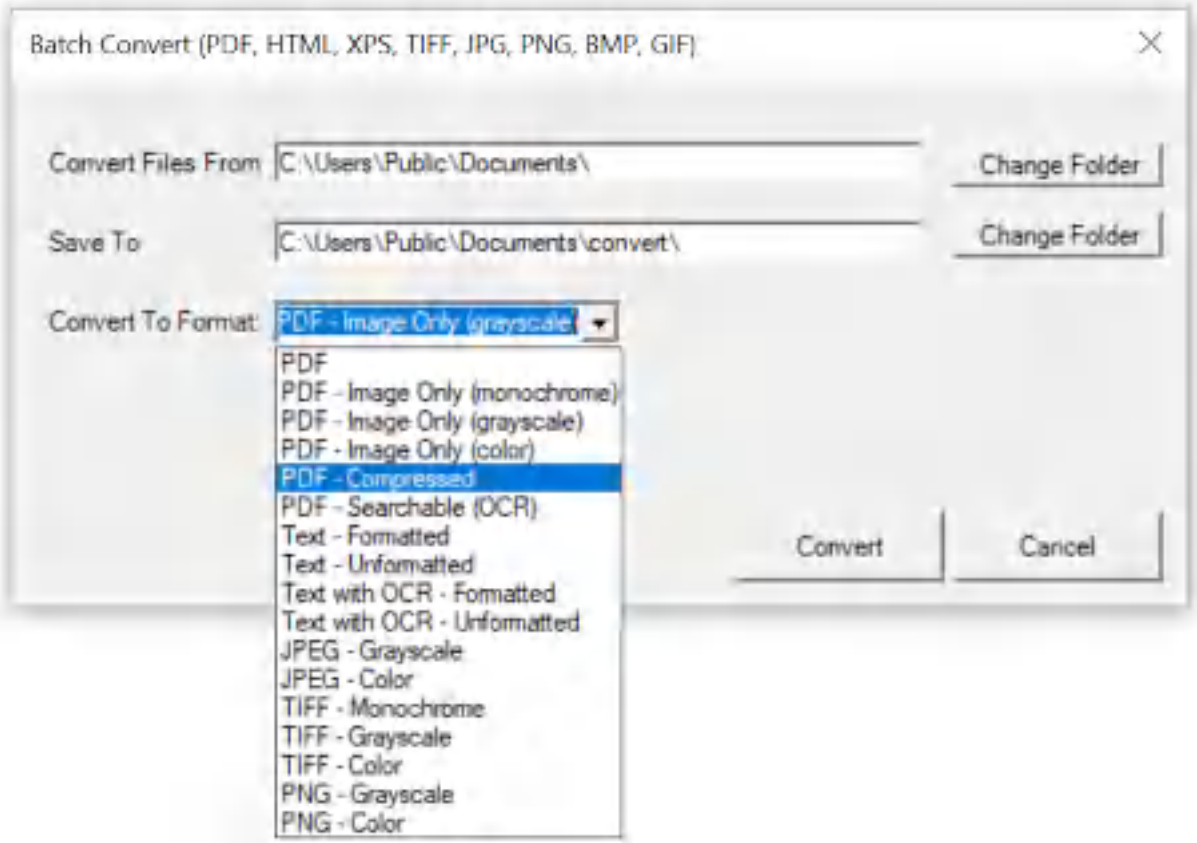

Win2PDF Desktop - Batch Convert BMP to Compressed PDF

Set the "Convert Files From" location to the folder containing the BMP files to convert, and set the "Save To" folder to the location for the converted compressed PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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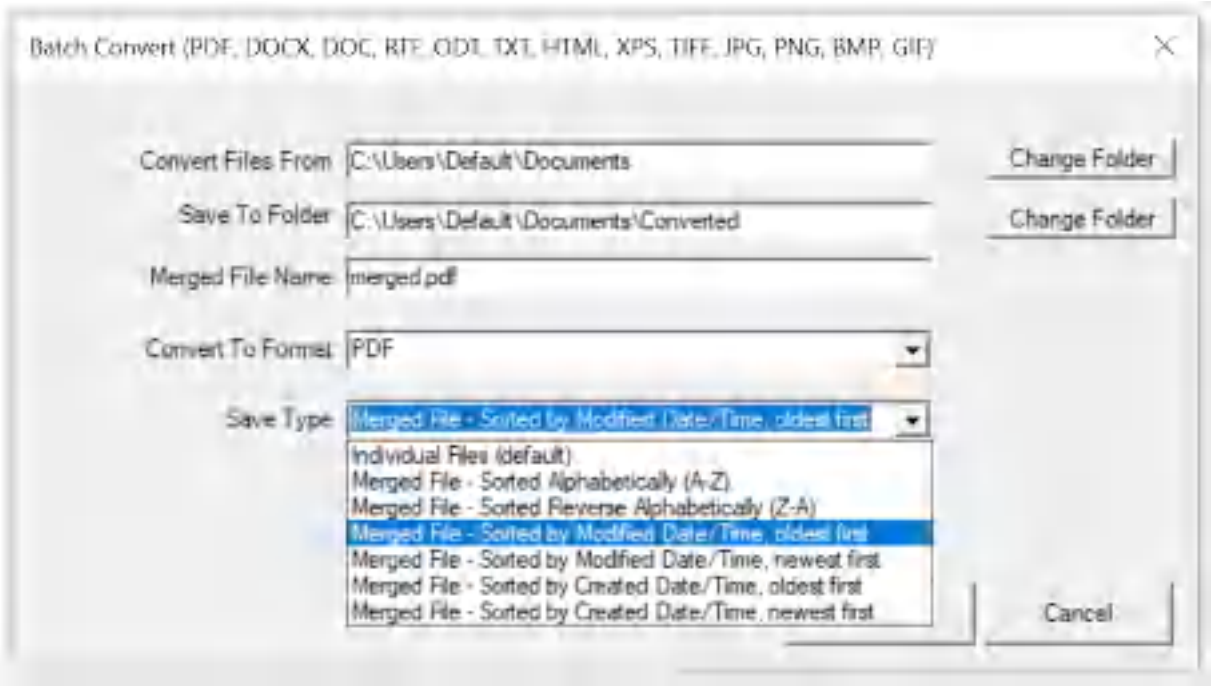

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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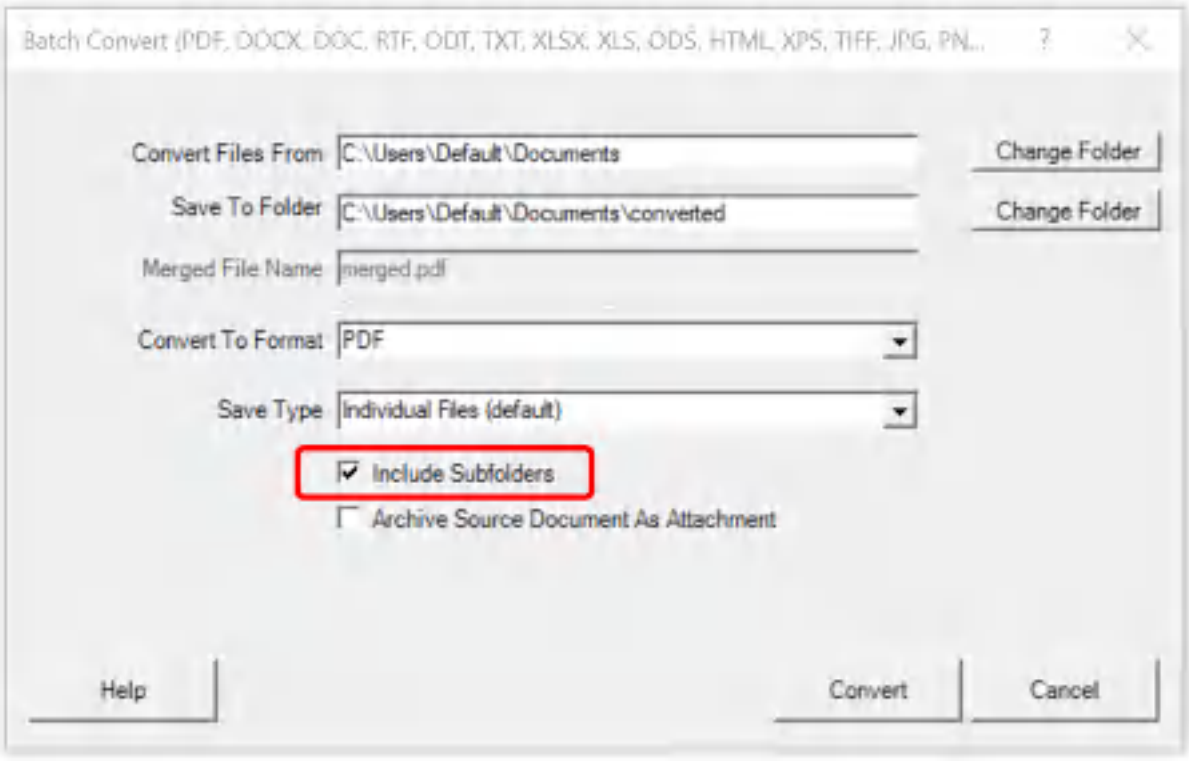

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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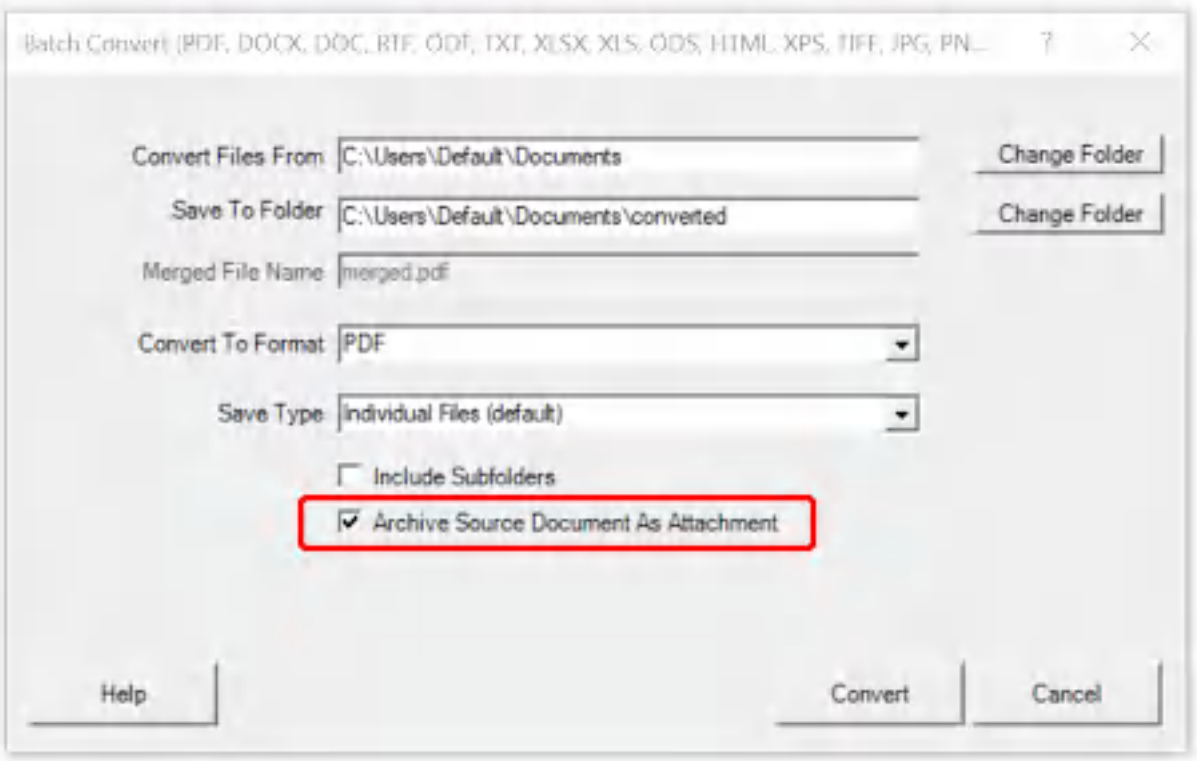

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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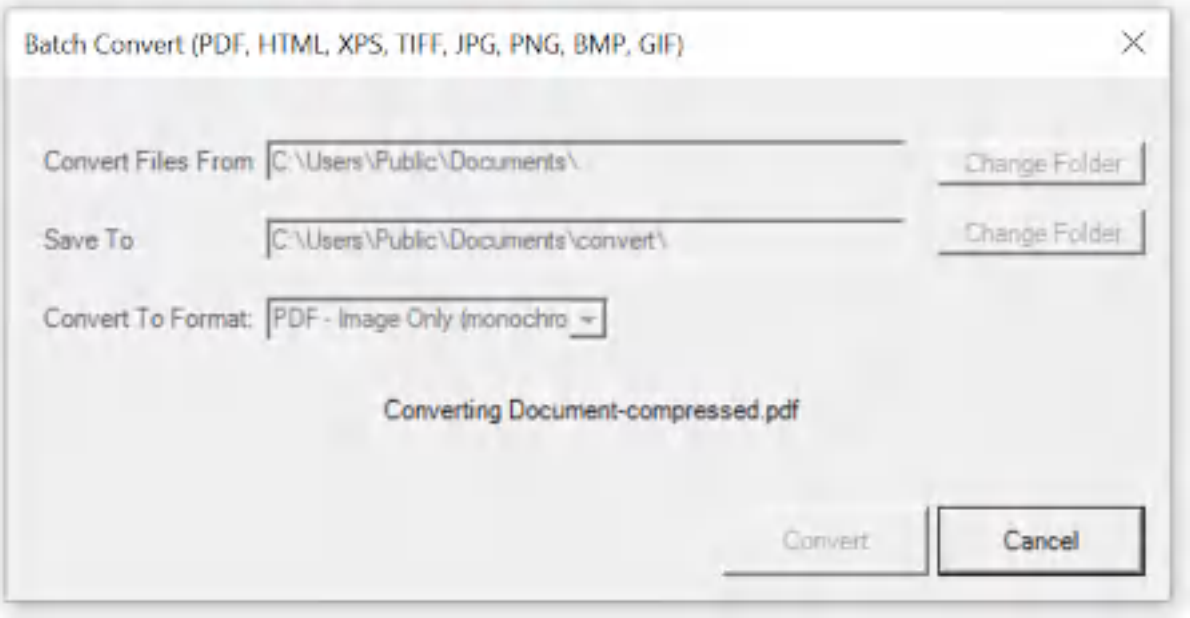
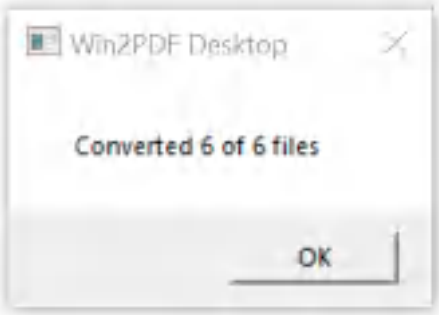


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.57 Batch Convert BMP to Image Only PDF

Batch Convert BMP to Image Only PDF Win2PDF Pro

To batch convert from BMP to an image only PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either

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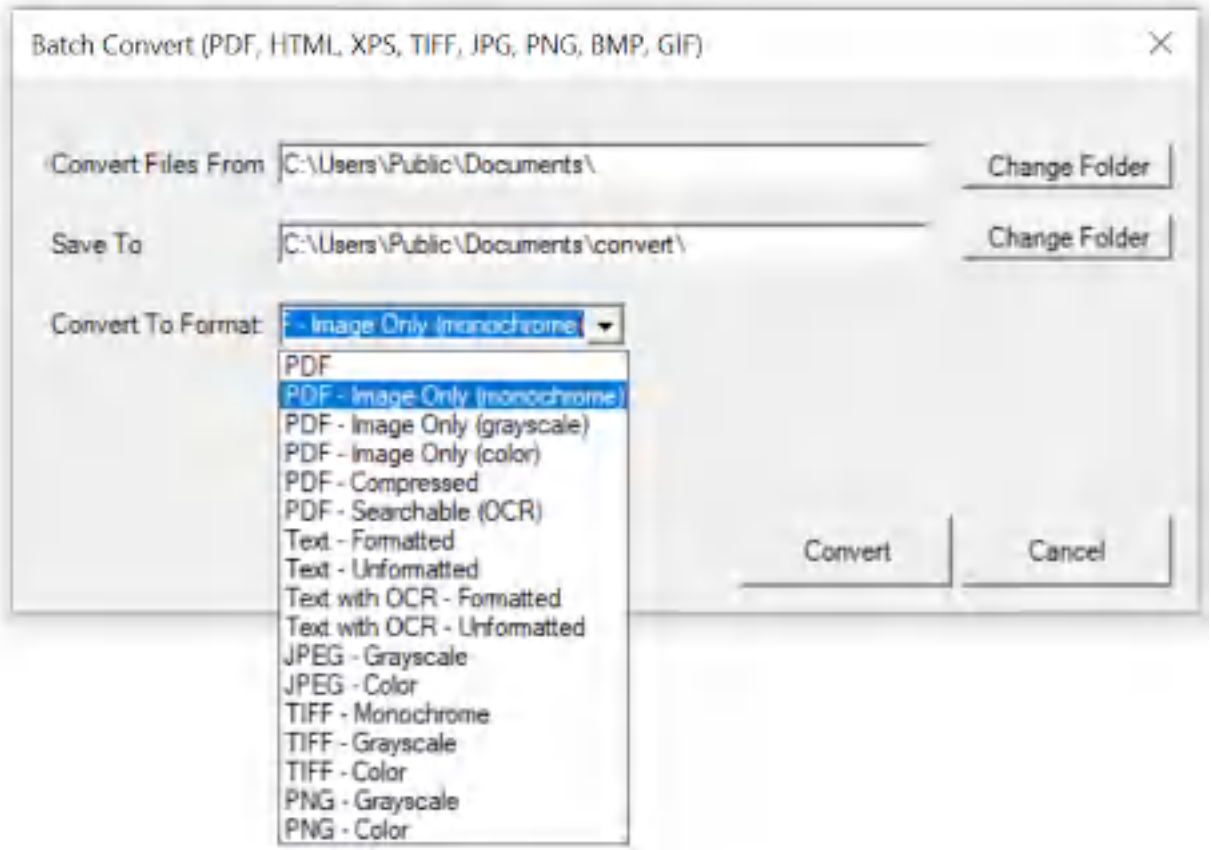
"PDF - Image Only (monochrome)", "PDF - Image Only (grayscale)", or "PDF - Image Only (color)".



Win2PDF Desktop - Batch Convert BMP to Image Only PDF

Set the "Convert Files From" location to the folder containing the BMP files to convert, and set the "Save To" folder to the location for the converted image only PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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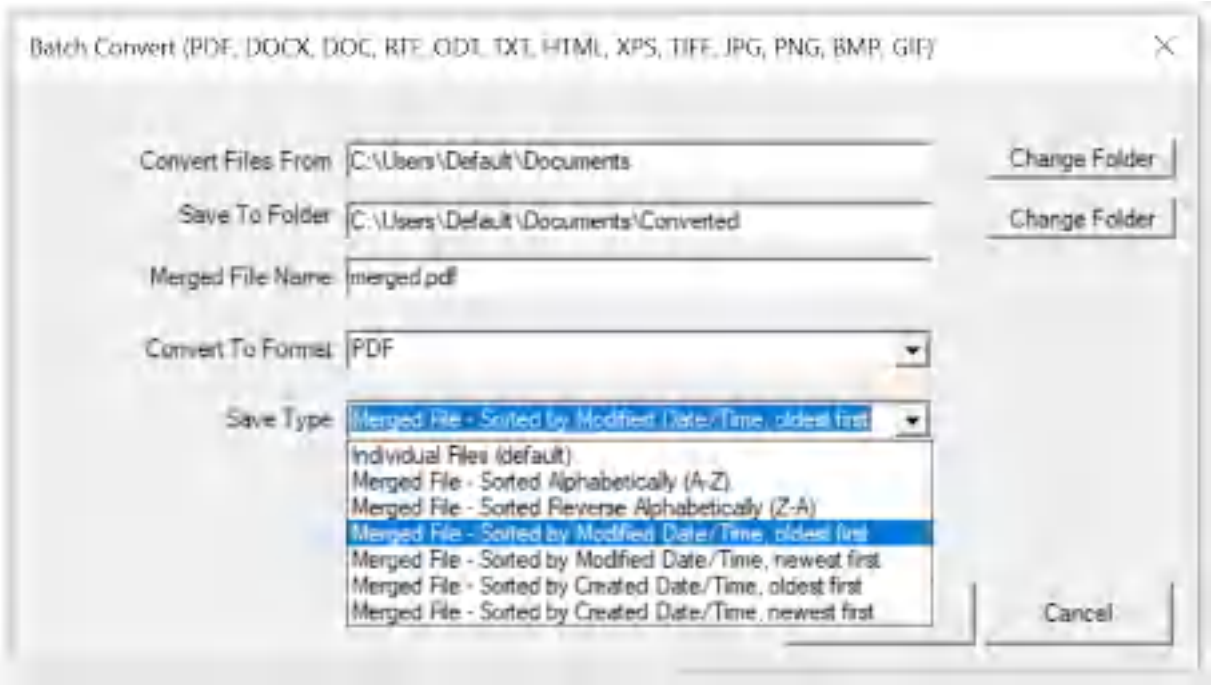

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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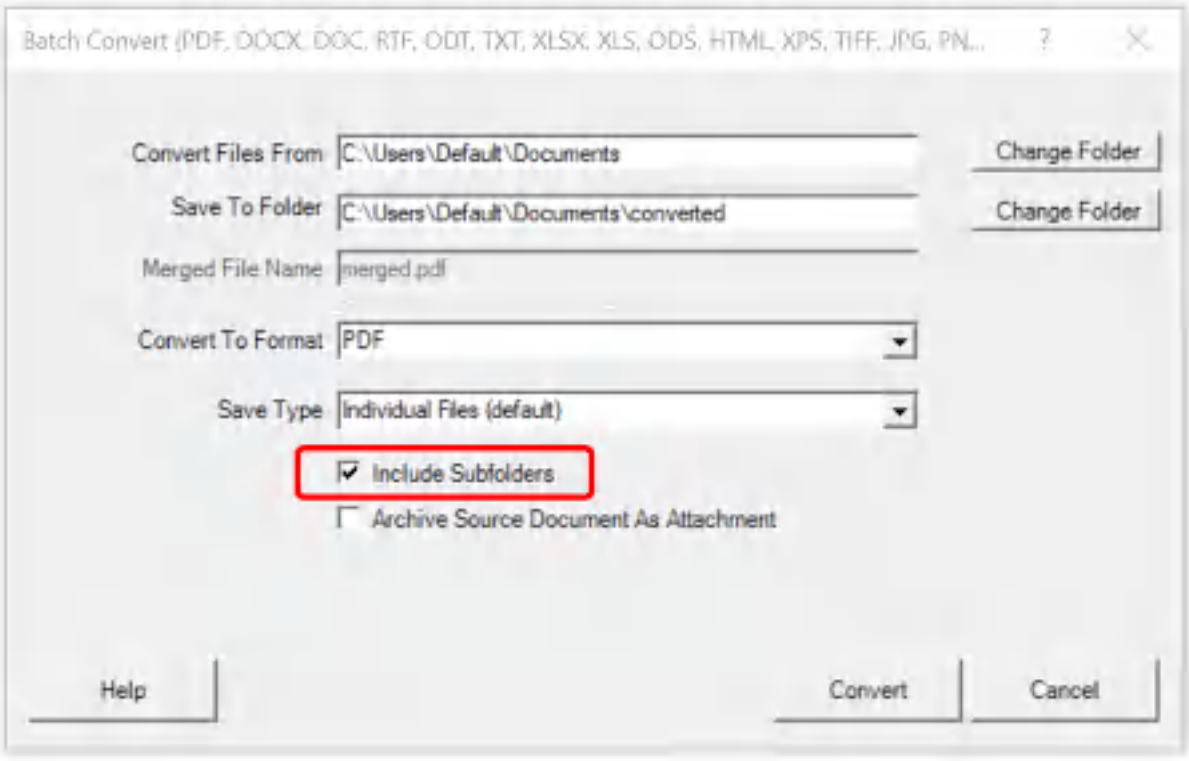

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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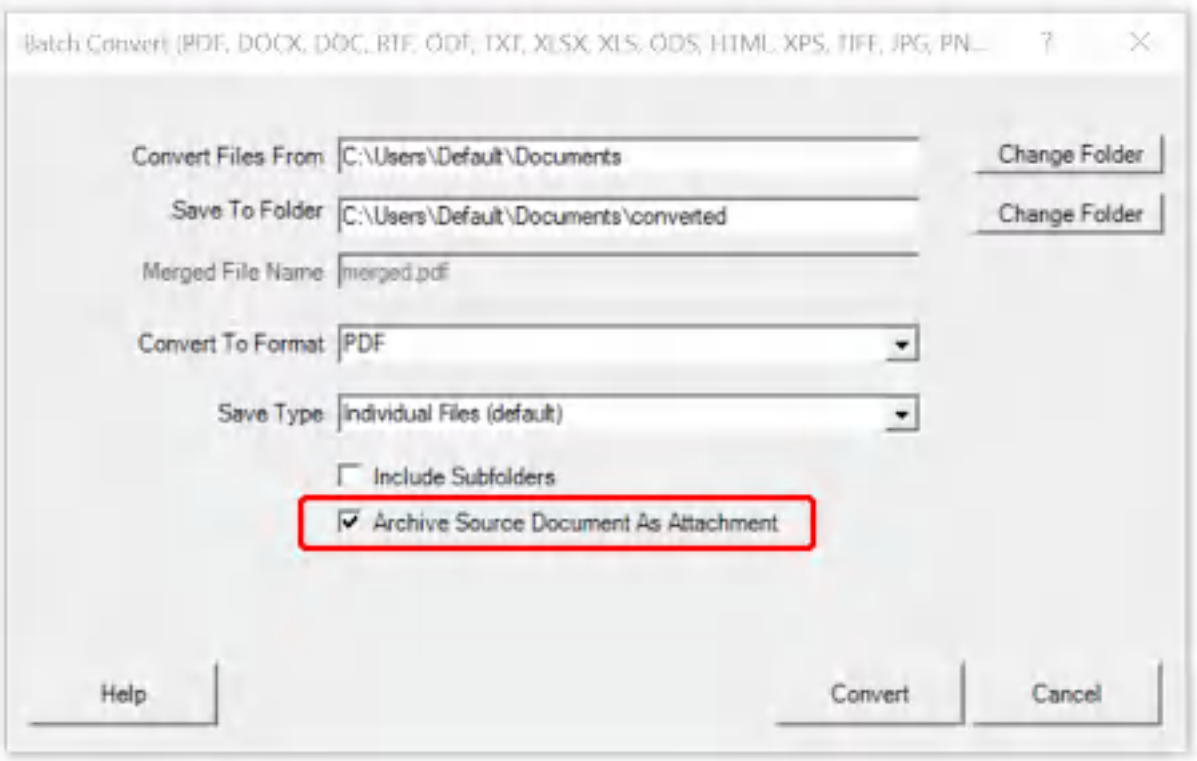

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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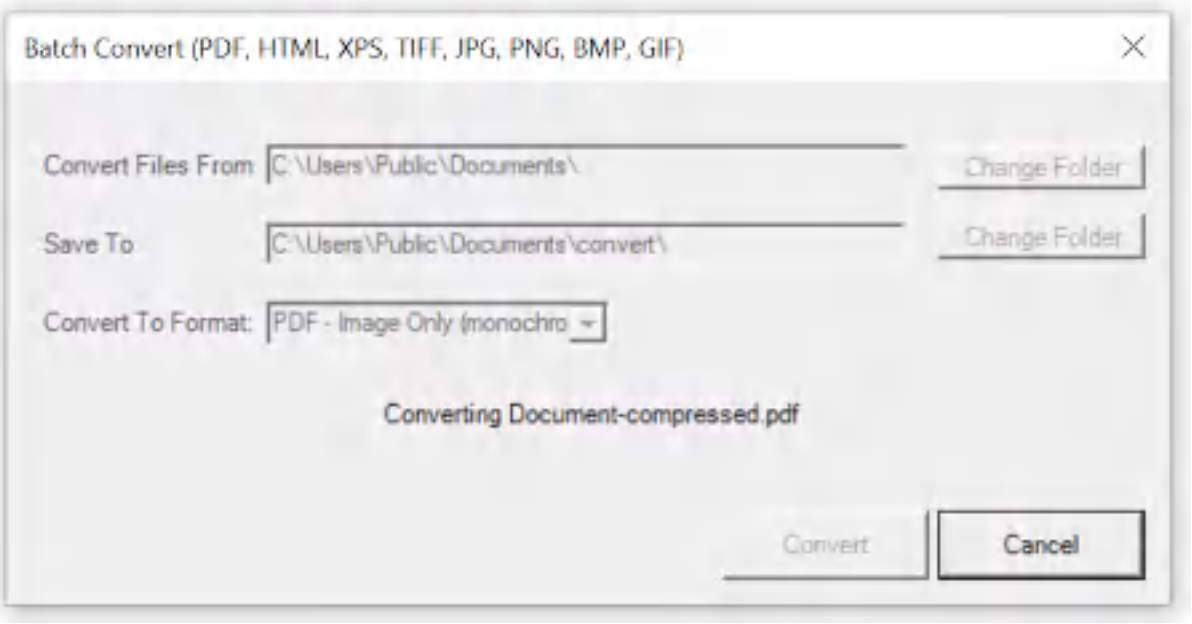
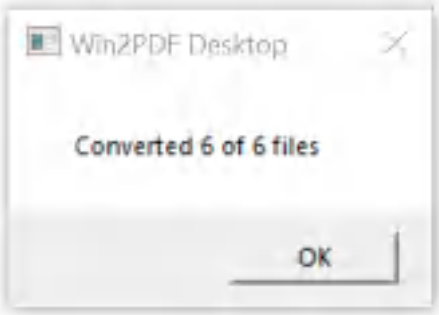


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.58 Batch Convert GIF to PDF

Batch Convert GIF to PDF Win2PDF Pro

To batch convert from GIF to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".

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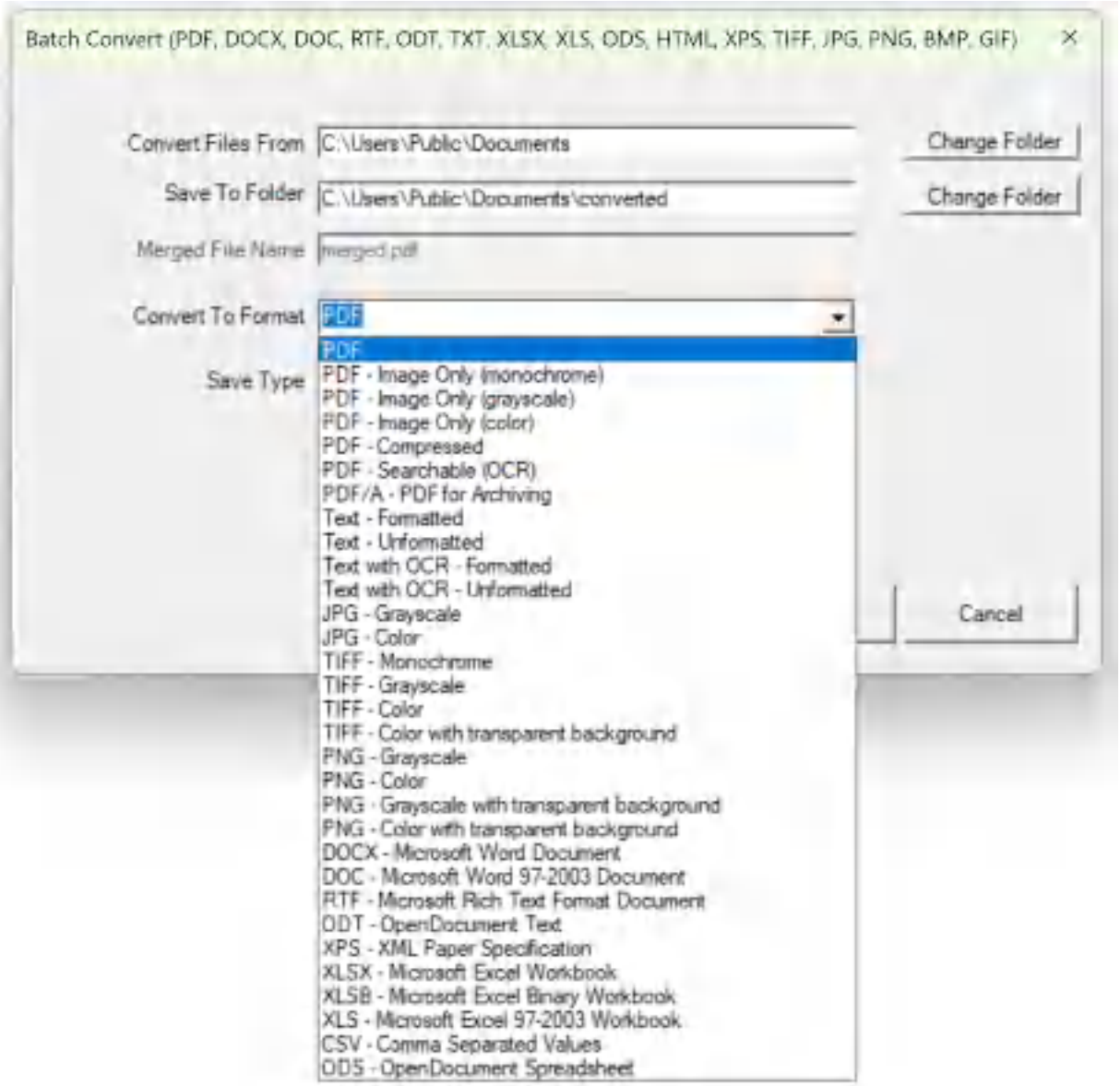

Win2PDF Desktop - Batch Convert GIF to PDF

Set the "Convert Files From" location to the folder containing the GIF files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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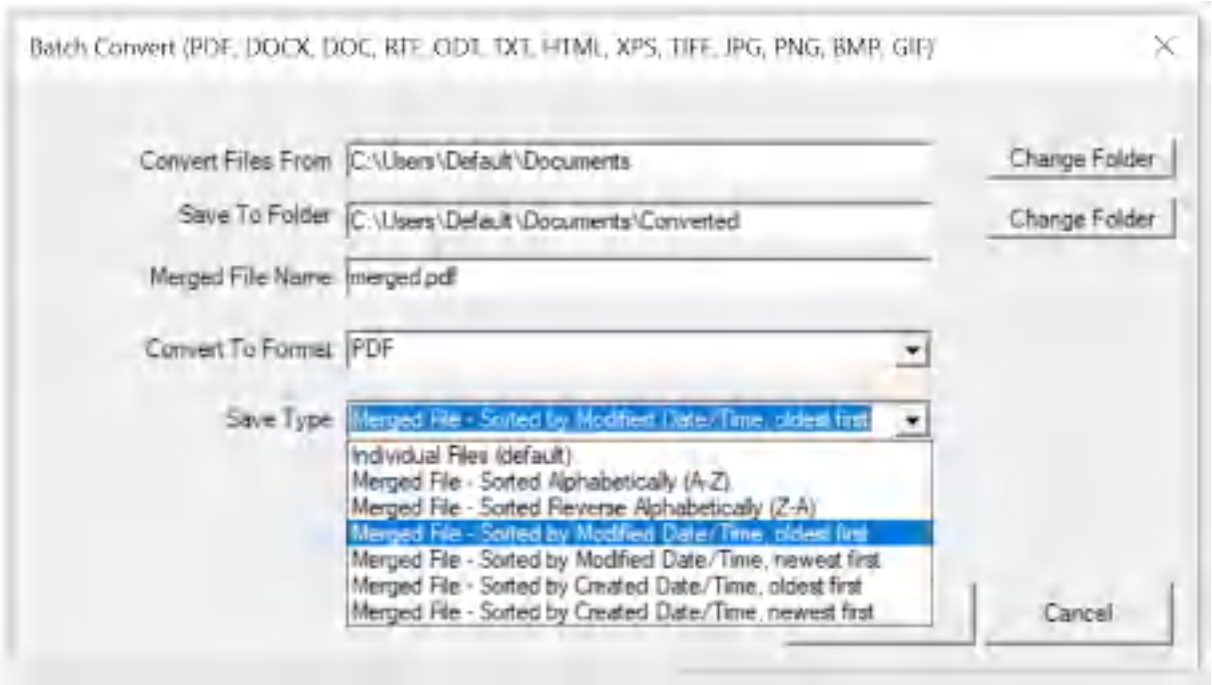

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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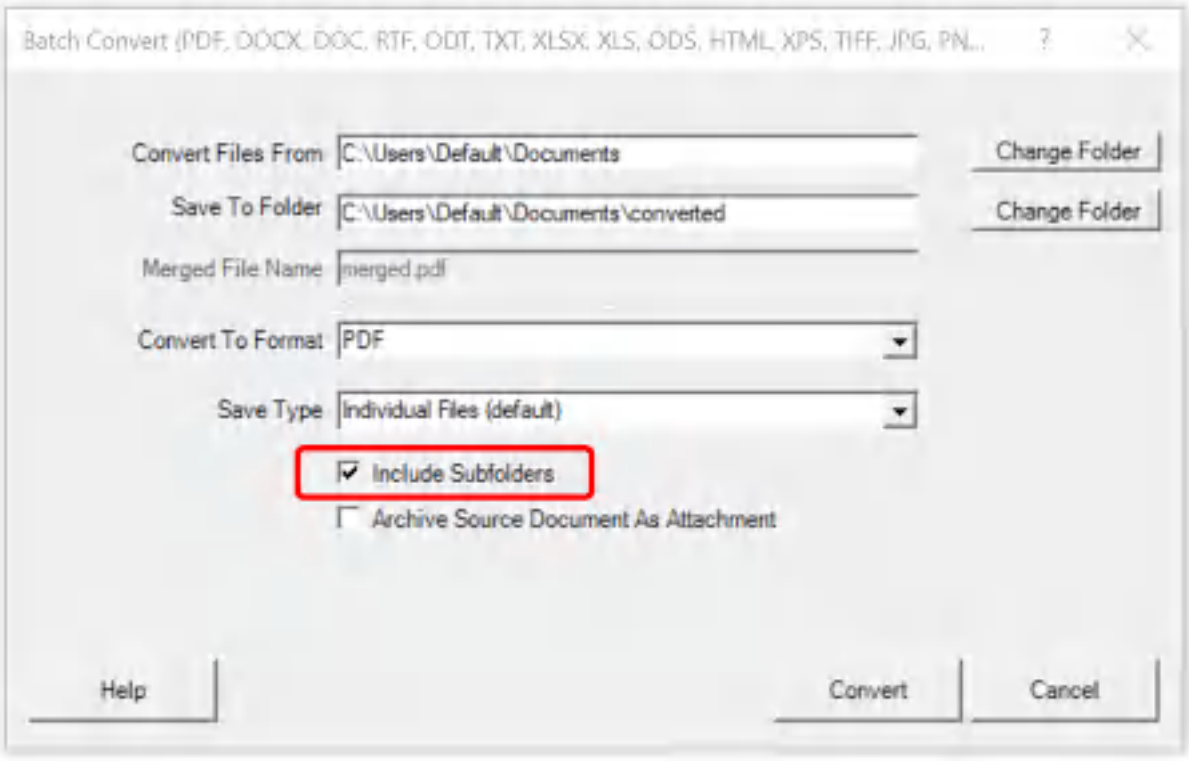

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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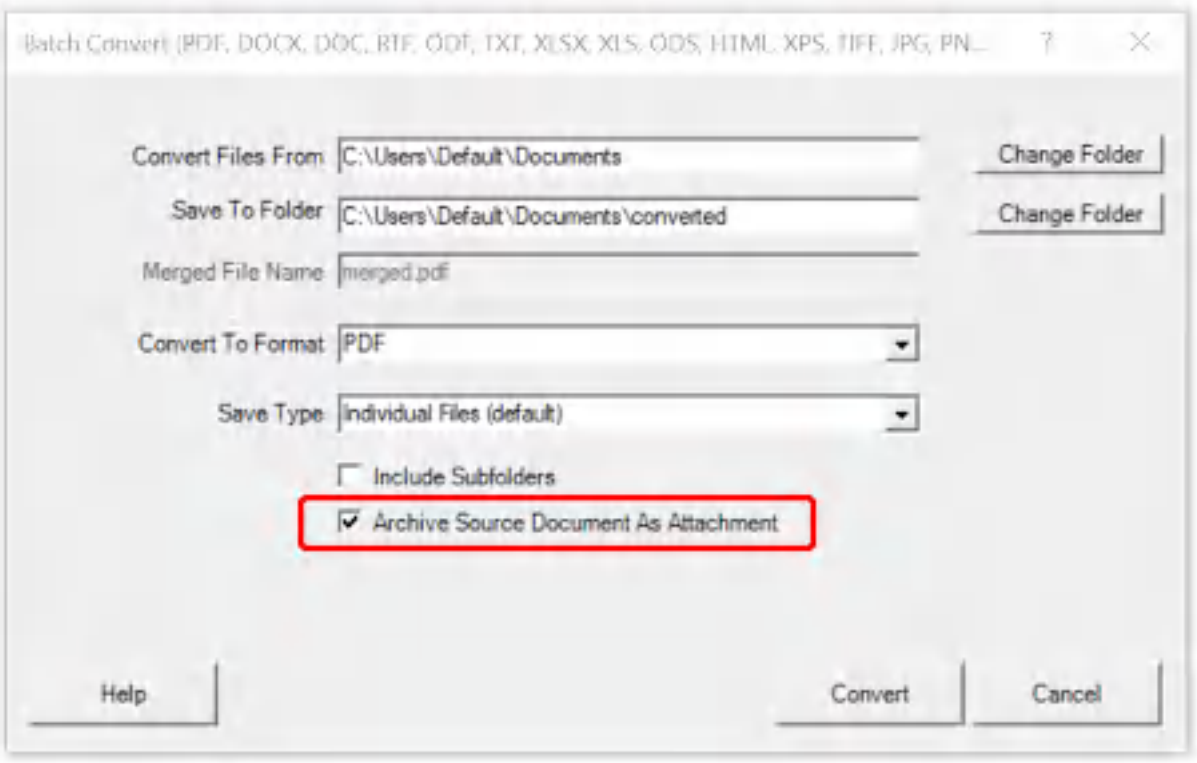

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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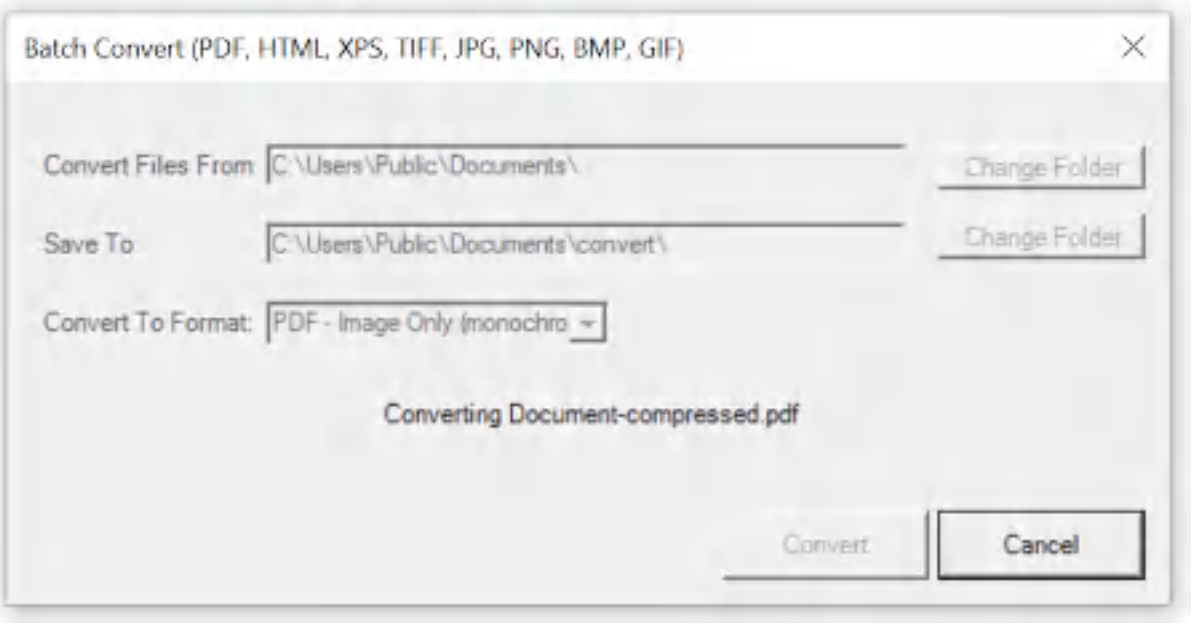
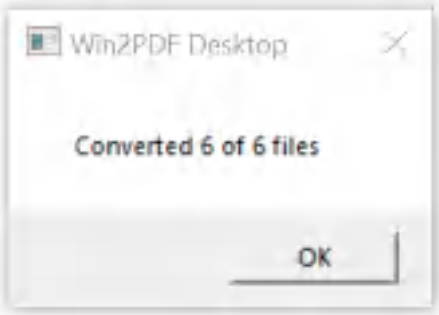


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.59 Batch Convert GIF to JPG

Batch Convert GIF to JPEG Win2PDF Pro

To batch convert from GIF to JPG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "JPG - Grayscale" or "JPG - Color".

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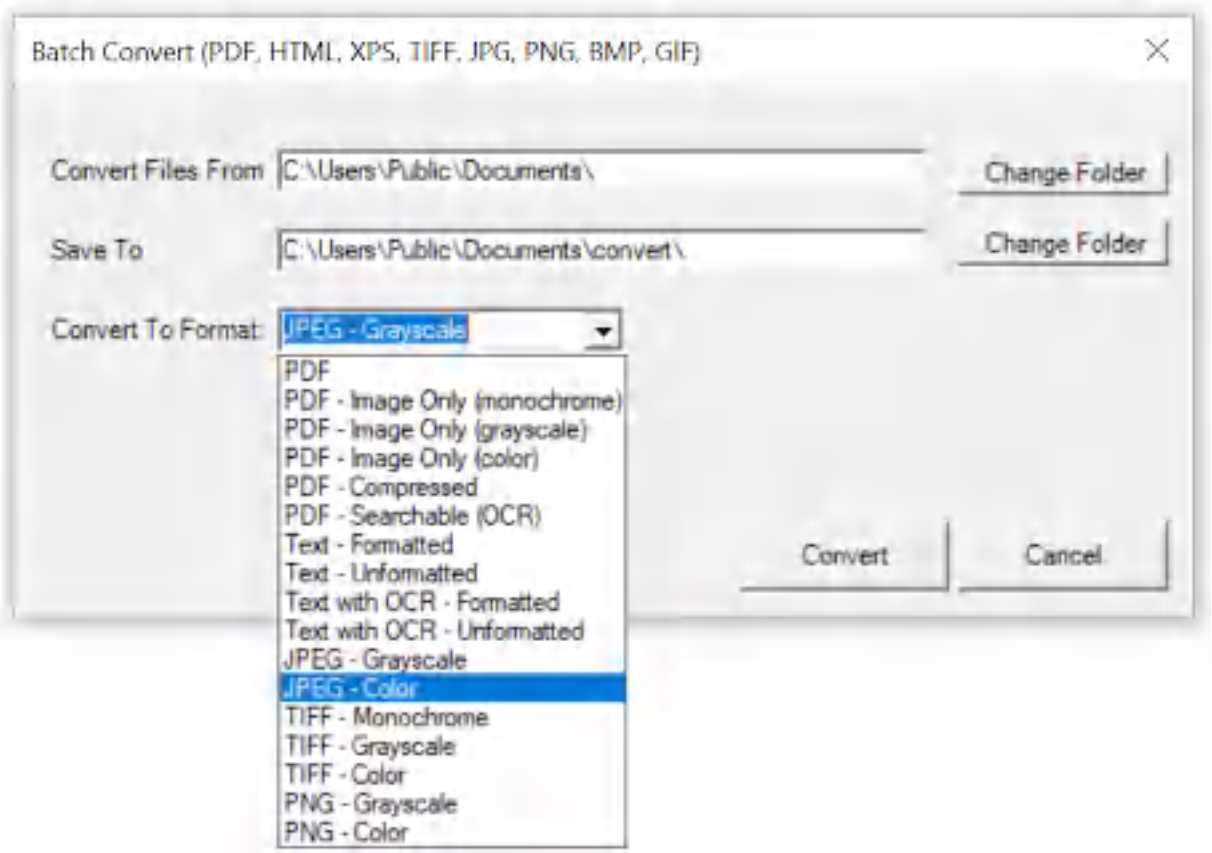

Win2PDF Desktop - Batch Convert GIF to JPG

Set the "Convert Files From" location to the folder containing the GIF files to convert, and set the "Save To" folder to the location for the converted JPG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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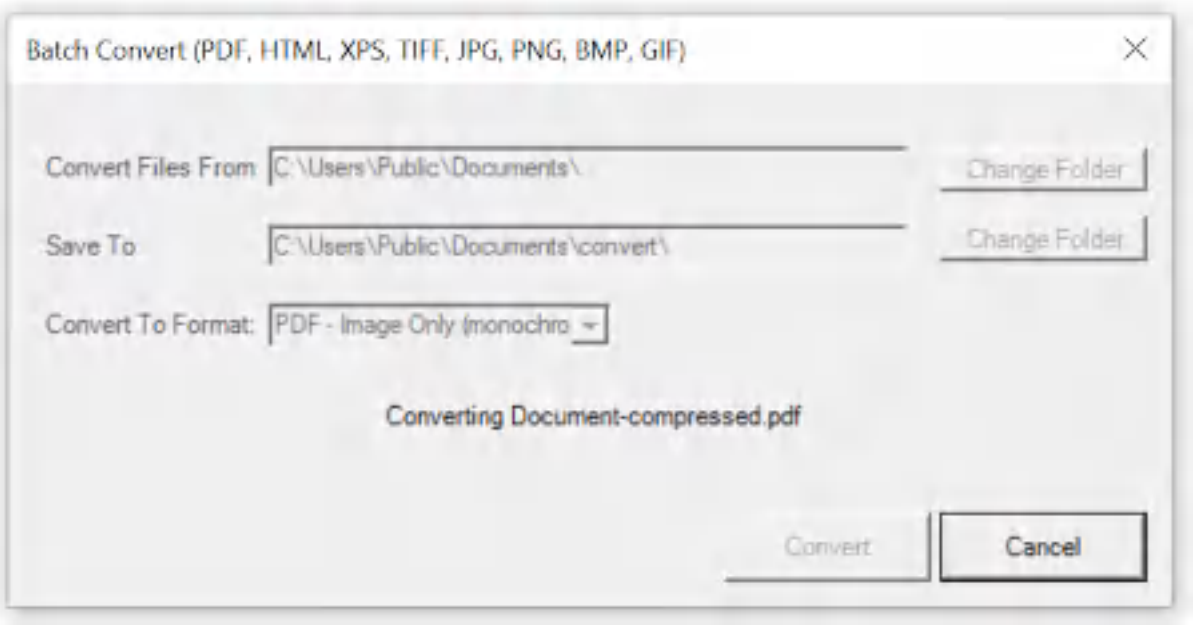
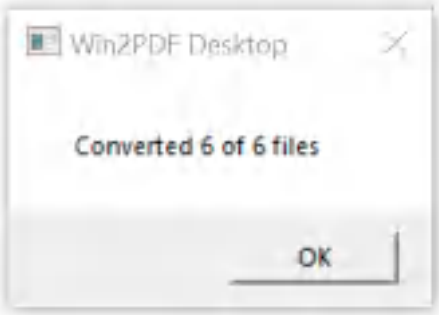


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.60 Batch Convert GIF to PNG

Batch Convert GIF to PNG Win2PDF Pro

To batch convert from GIF to PNG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PNG - Grayscale" or "PNG - Color".

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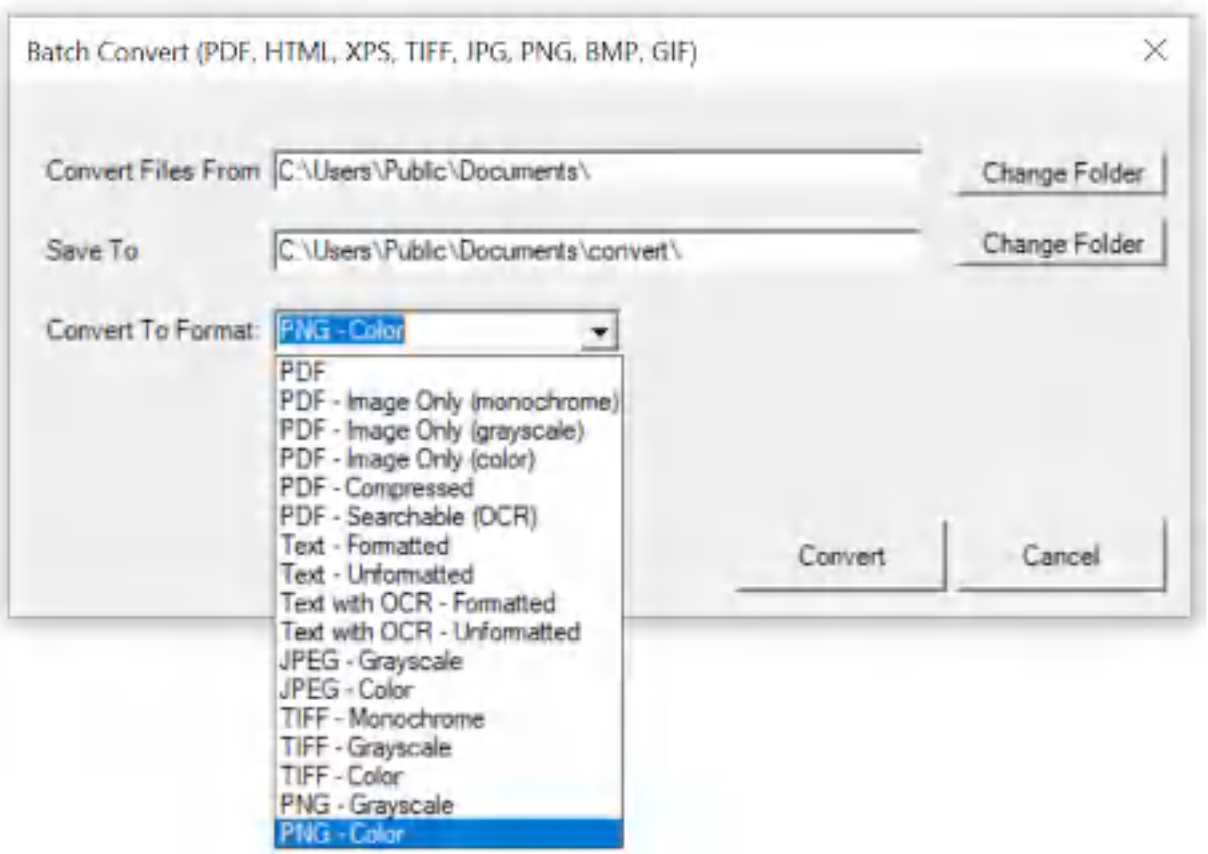

Win2PDF Desktop - Batch Convert GIF to PNG

Set the "Convert Files From" location to the folder containing the GIF files to convert, and set the "Save To" folder to the location for the converted PNG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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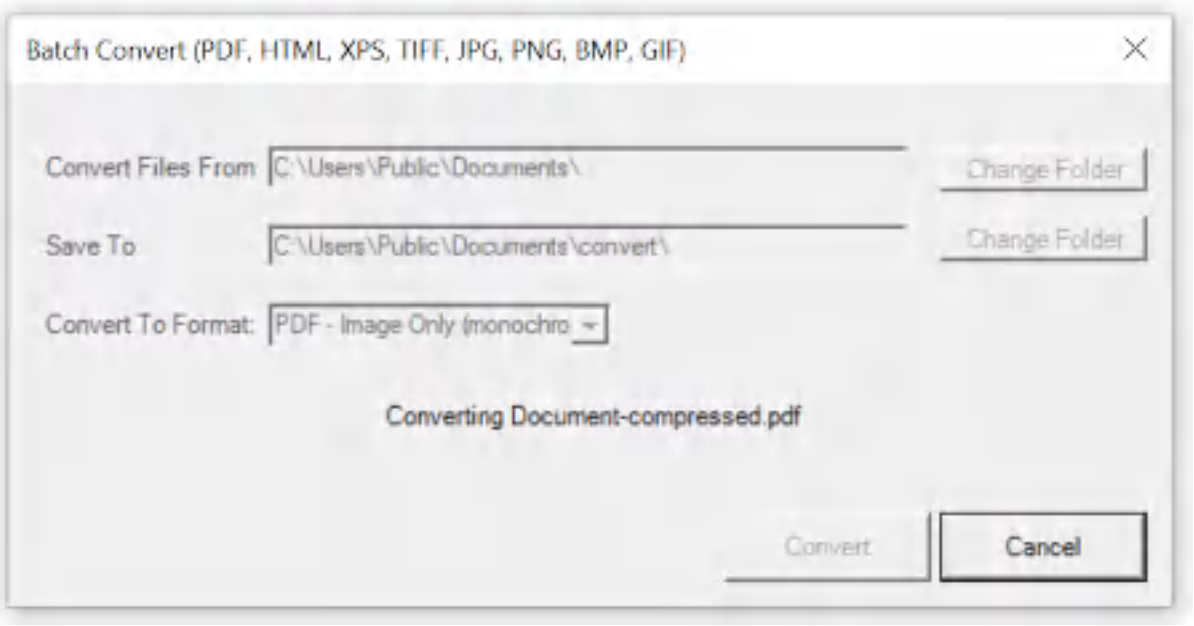
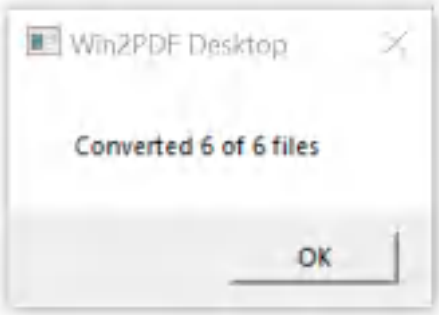


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.61 Batch Convert GIF to TIFF

Batch Convert GIF to TIFF Win2PDF Pro

To batch convert from GIF to TIFF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "TIFF -

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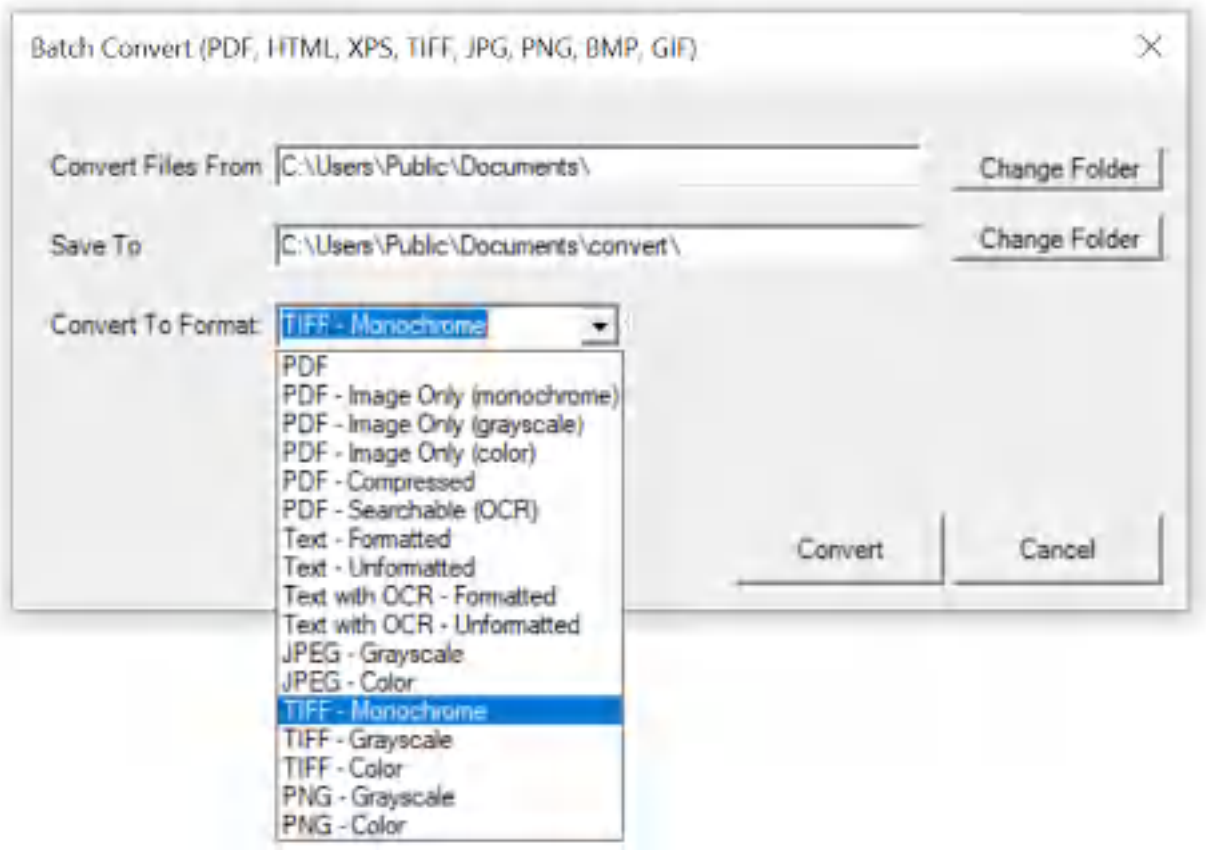
Monochrome", "TIFF - Grayscale", "TIFF - Color", or "TIFF - Color with transparent background".



Win2PDF Desktop - Batch Convert GIF to TIFF

Set the "Convert Files From" location to the folder containing the GIF files to convert, and set the "Save To" folder to the location for the converted TIFF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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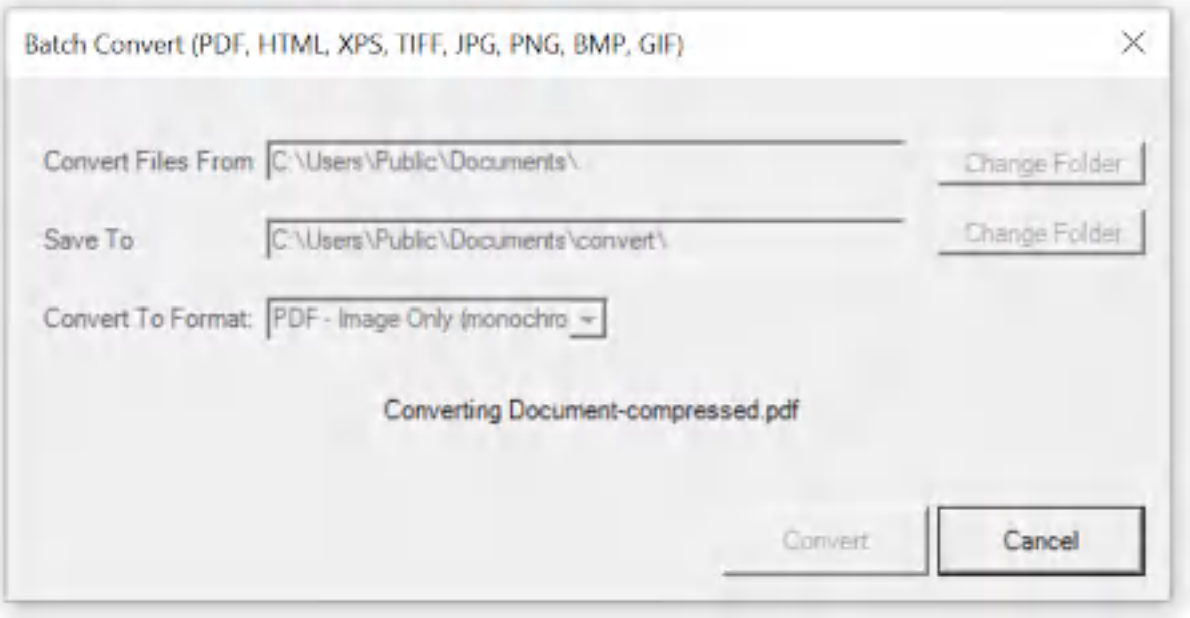
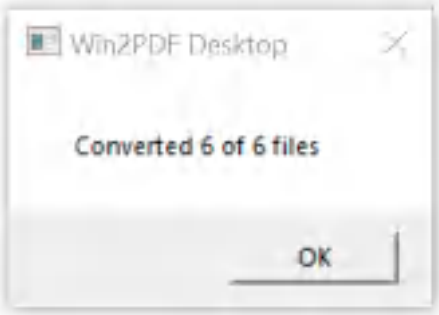


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.62 Batch Convert GIF to Text

Batch Convert GIF to TXT Win2PDF Pro

To batch convert from GIF to Text, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "Text with OCR -

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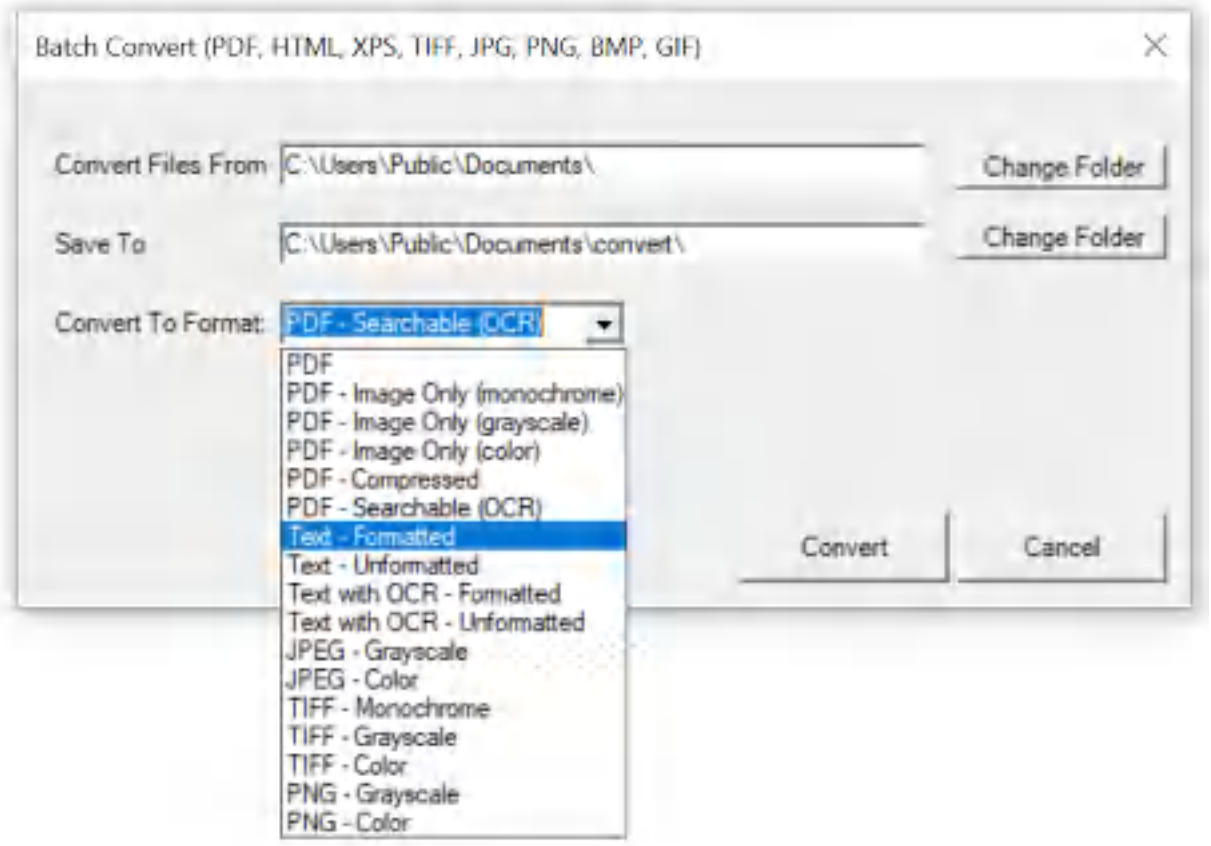
Formatted", or "Text with OCR - Unformatted". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert GIF to Text

Set the "Convert Files From" location to the folder containing the GIF files to convert, and set the "Save To" folder to the location for the converted text files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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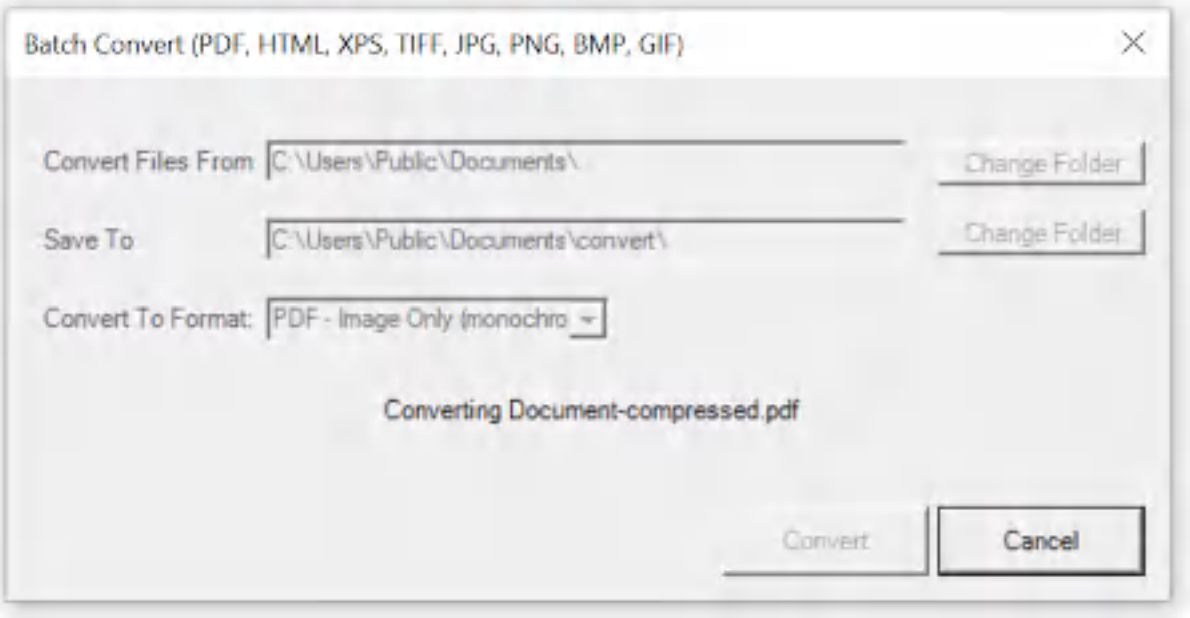
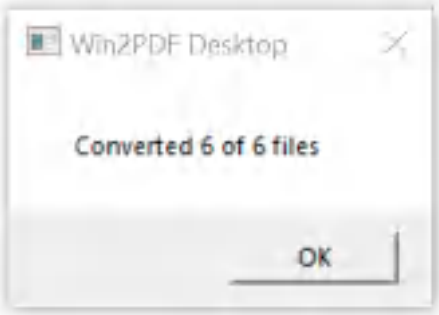


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.63 Batch Convert GIF to Searchable PDF

Batch Convert GIF to Searchable PDF Win2PDF Pro

To batch convert from GIF to searchable PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Searchable (OCR)". This requires the "Win2PDF OCR Add-on" from:

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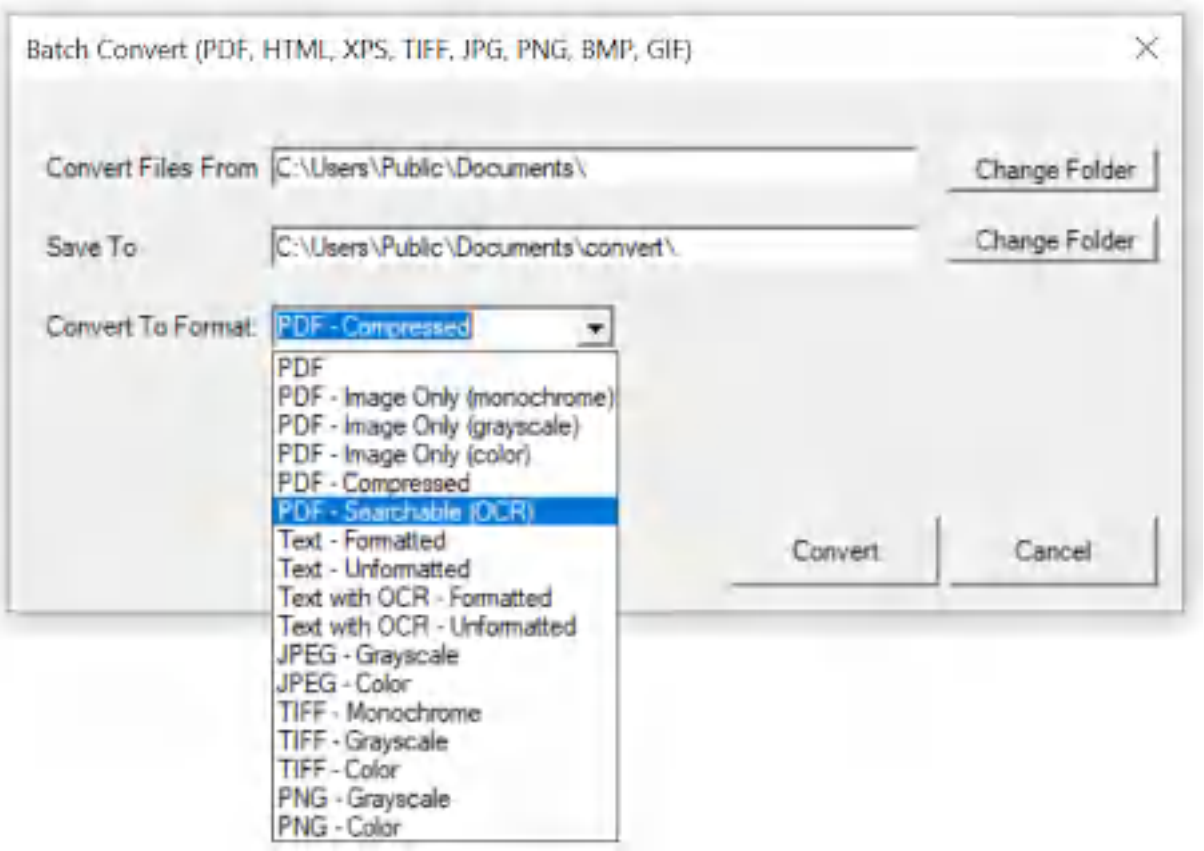
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert GIF to Searchable PDF

Set the "Convert Files From" location to the folder containing the GIF files to convert, and set the "Save To" folder to the location for the converted searchable PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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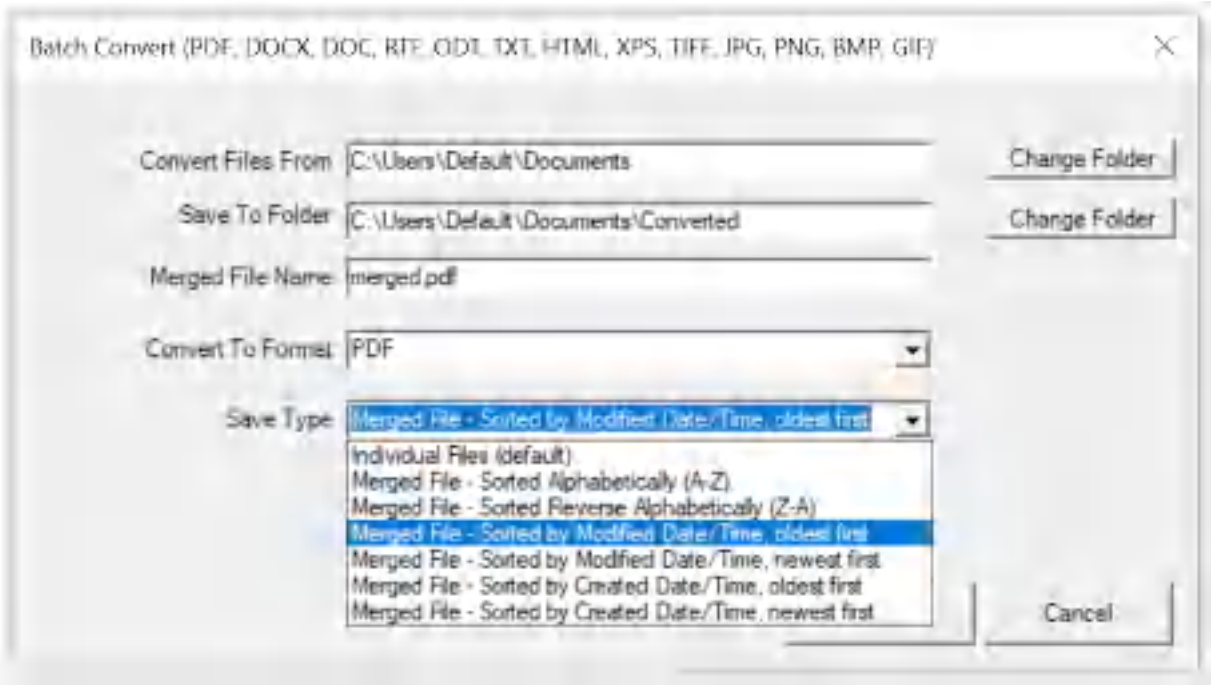

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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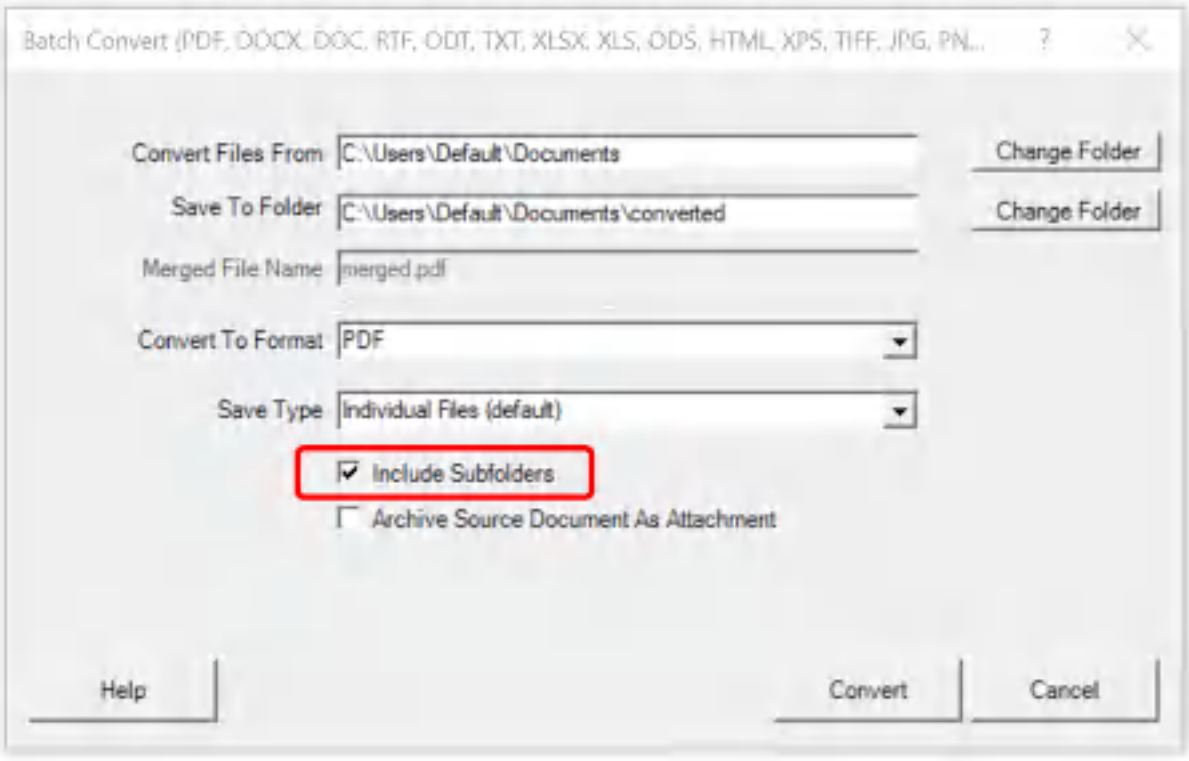

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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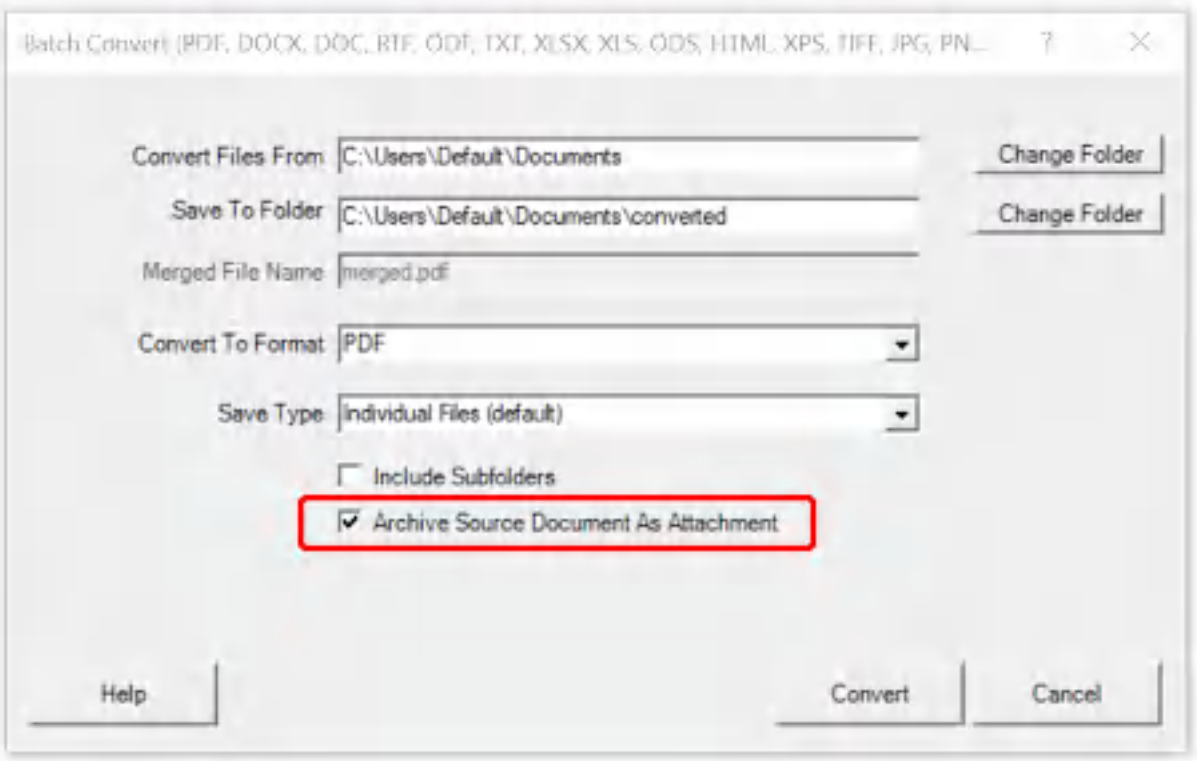

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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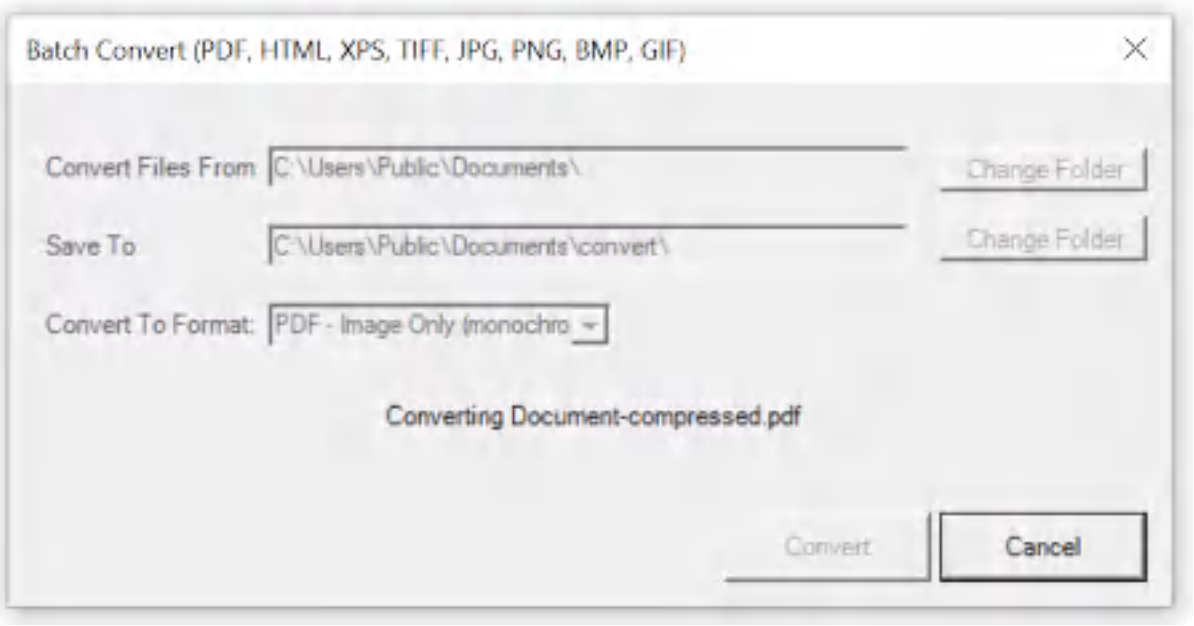
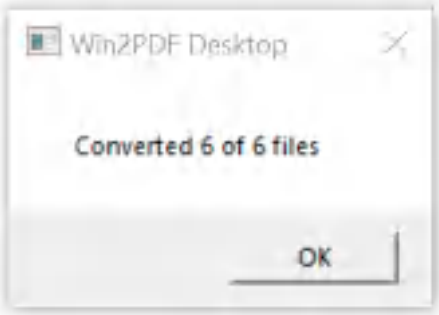


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.64 Batch Convert GIF to Compressed PDF

Batch Convert GIF to Compressed PDF Win2PDF Pro

To batch convert from GIF to compressed PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Compressed".

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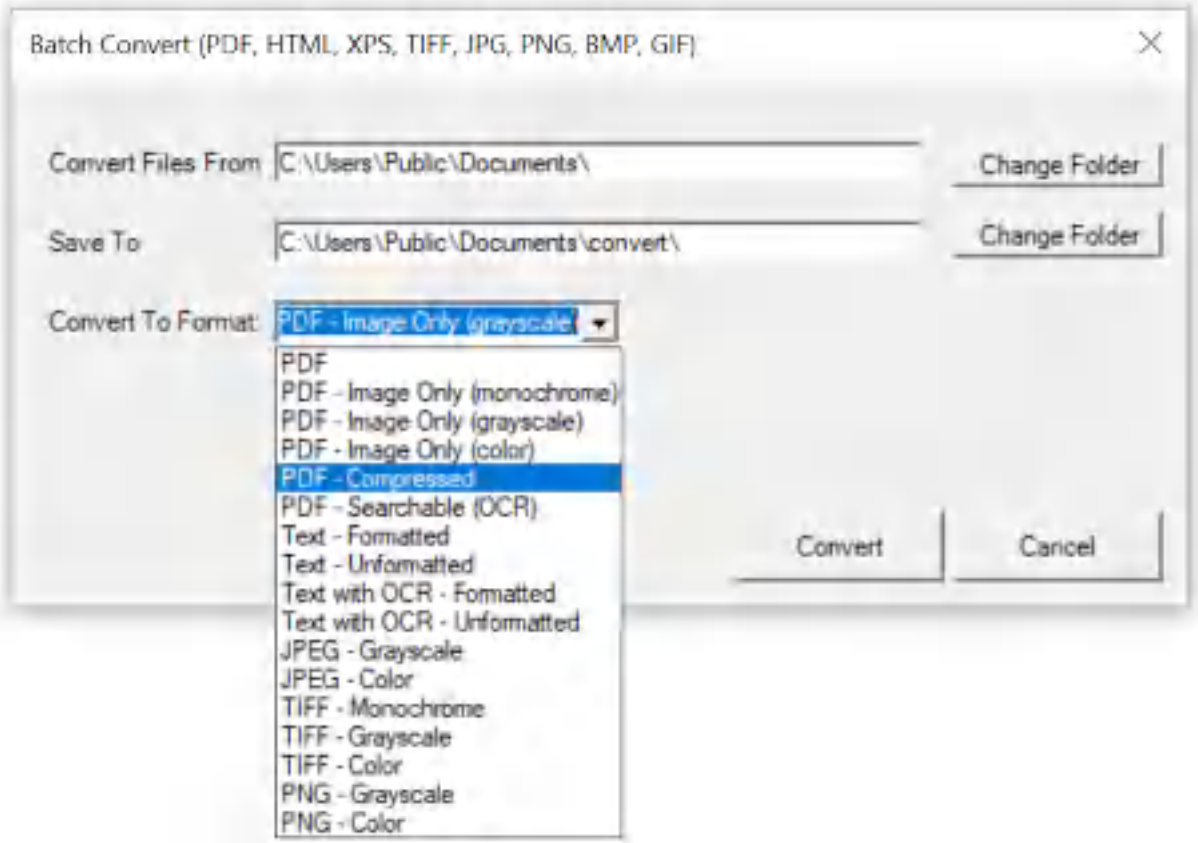

Win2PDF Desktop - Batch Convert GIF to Compressed PDF

Set the "Convert Files From" location to the folder containing the GIF files to convert, and set the "Save To" folder to the location for the converted compressed PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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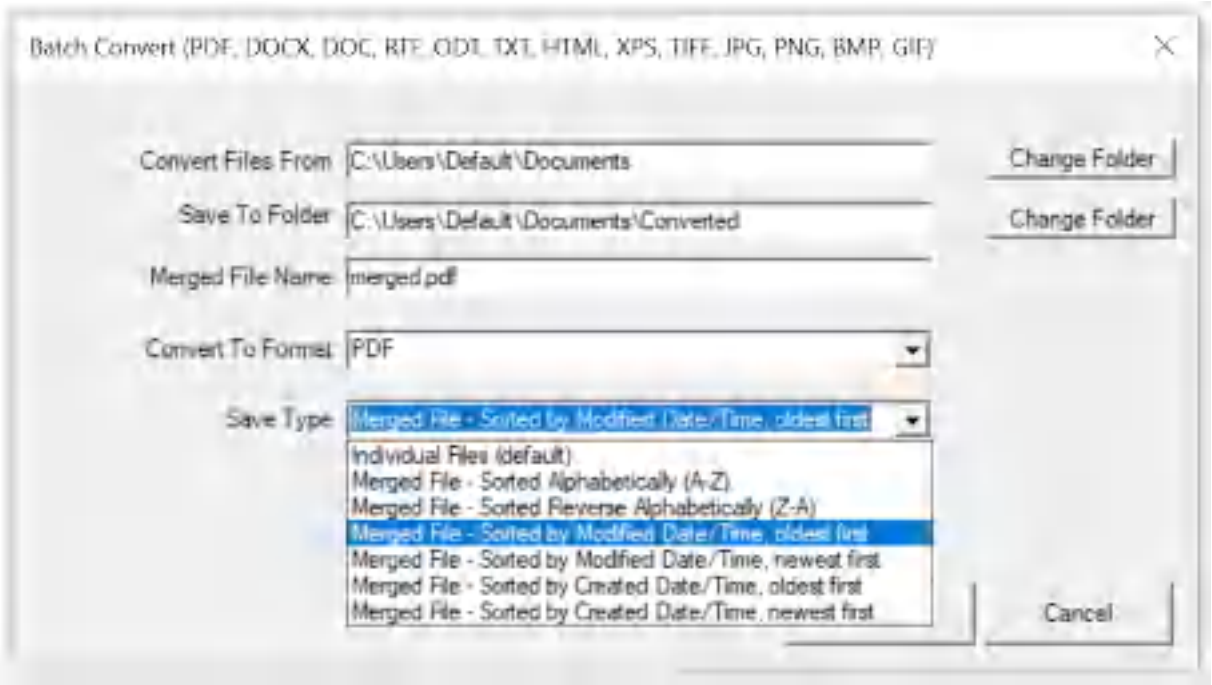

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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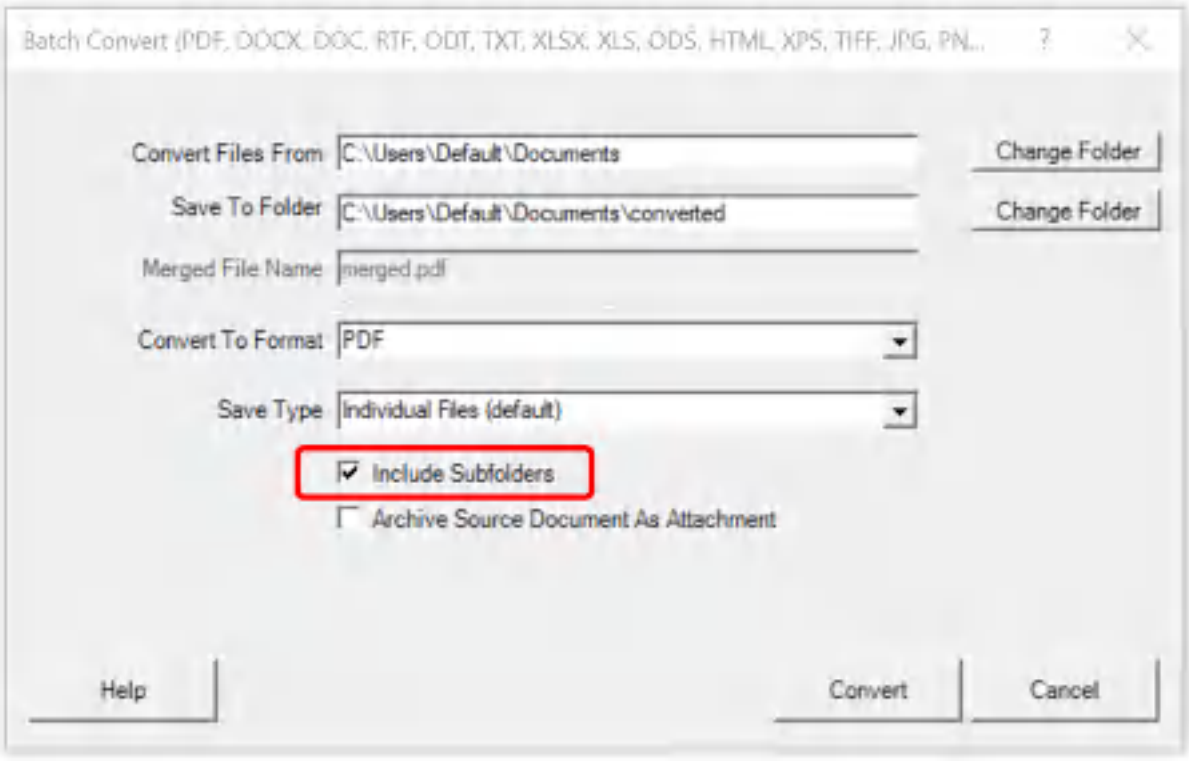

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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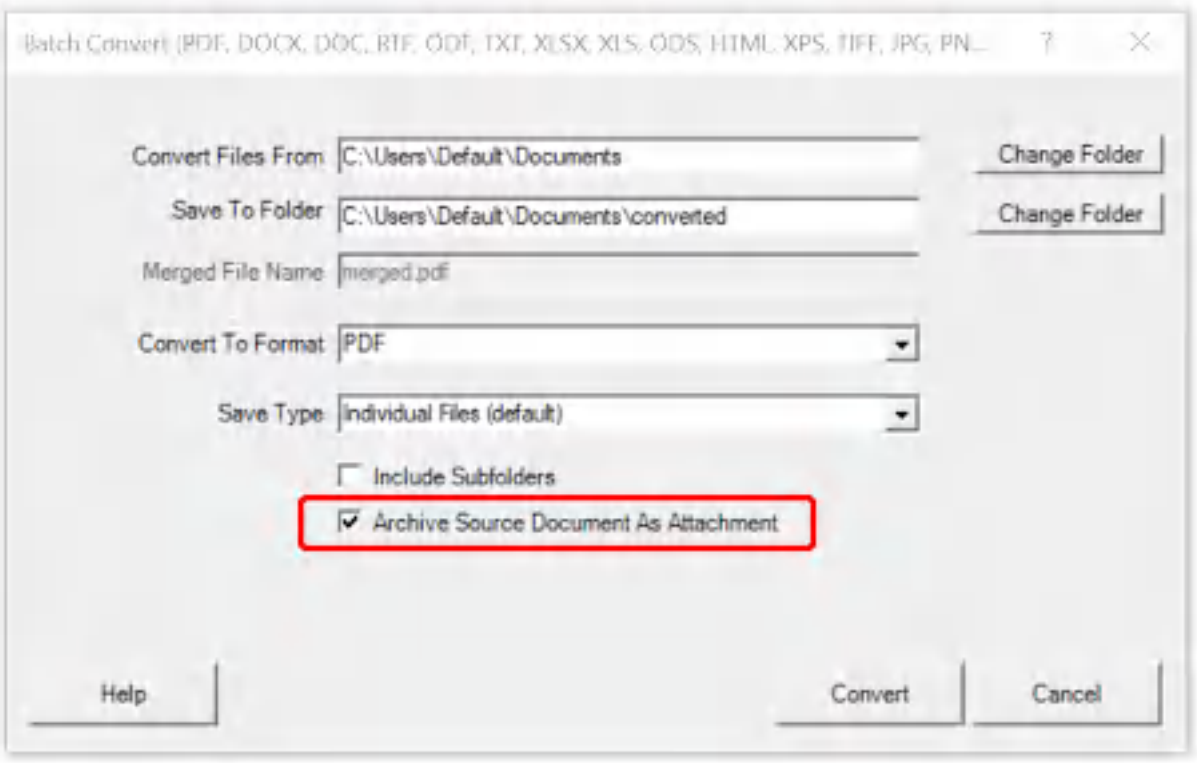

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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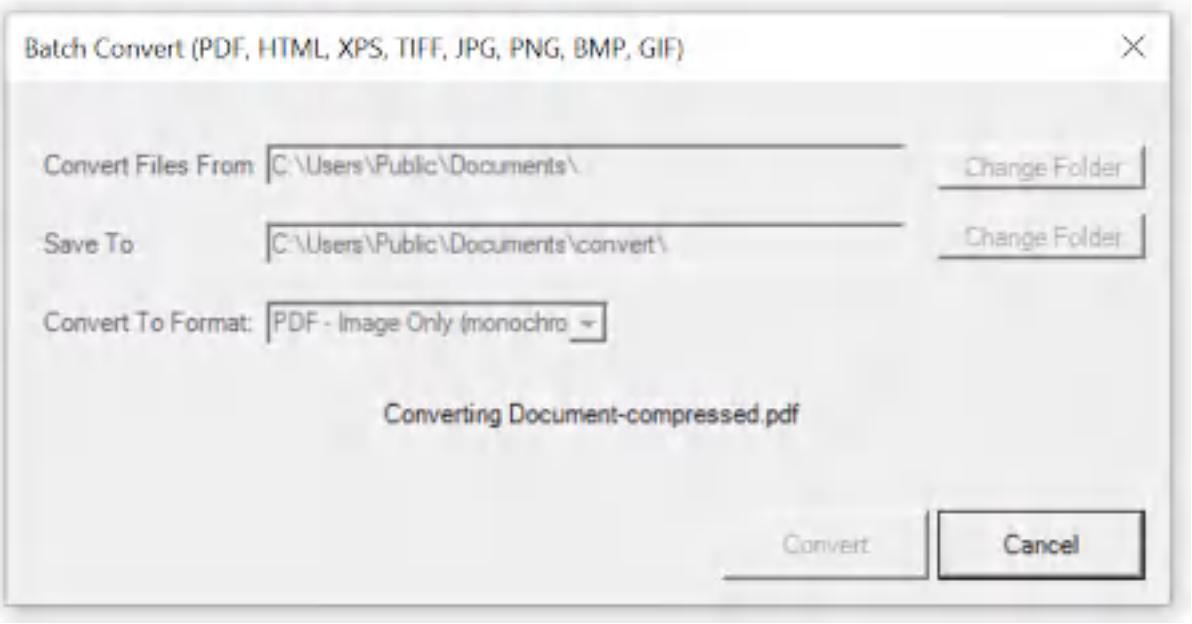
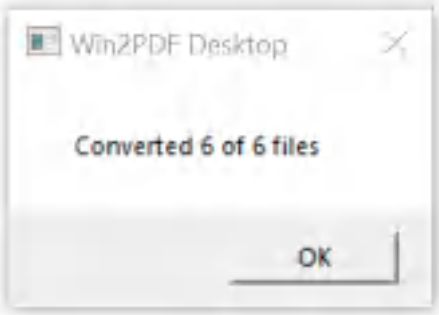


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.65 Batch Convert GIF to Image Only PDF

Batch Convert GIF to Image Only PDF Win2PDF Pro

To batch convert from GIF to an image only PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either

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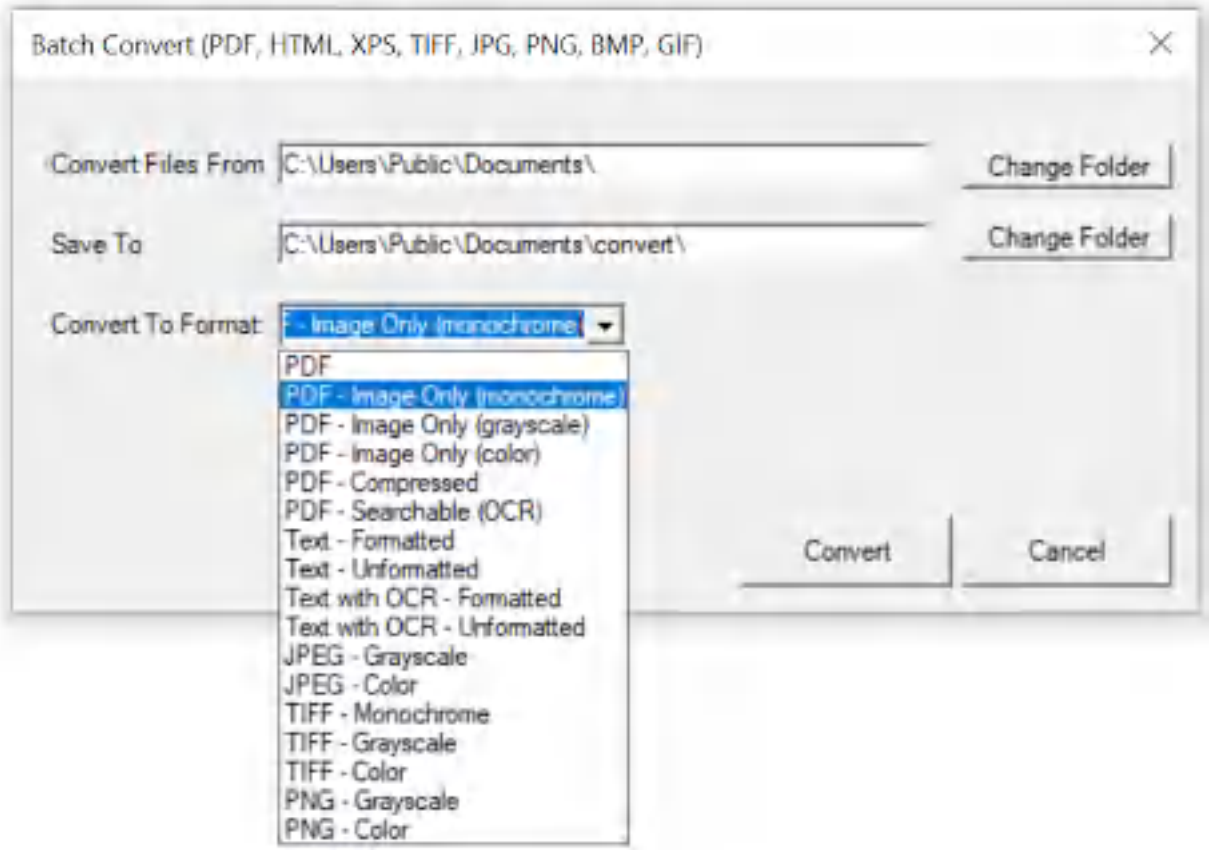
"PDF - Image Only (monochrome)", "PDF - Image Only (grayscale)", or "PDF - Image Only (color)".



Win2PDF Desktop - Batch Convert GIF to Image Only PDF

Set the "Convert Files From" location to the folder containing the GIF files to convert, and set the "Save To" folder to the location for the converted image only PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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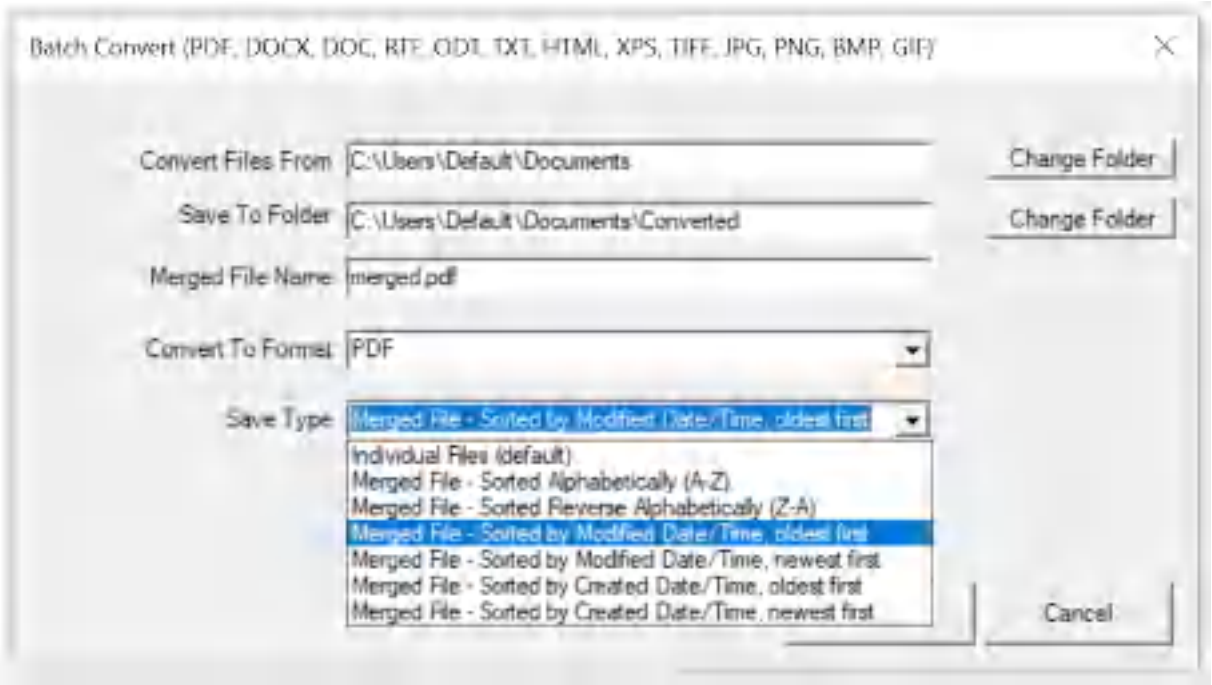

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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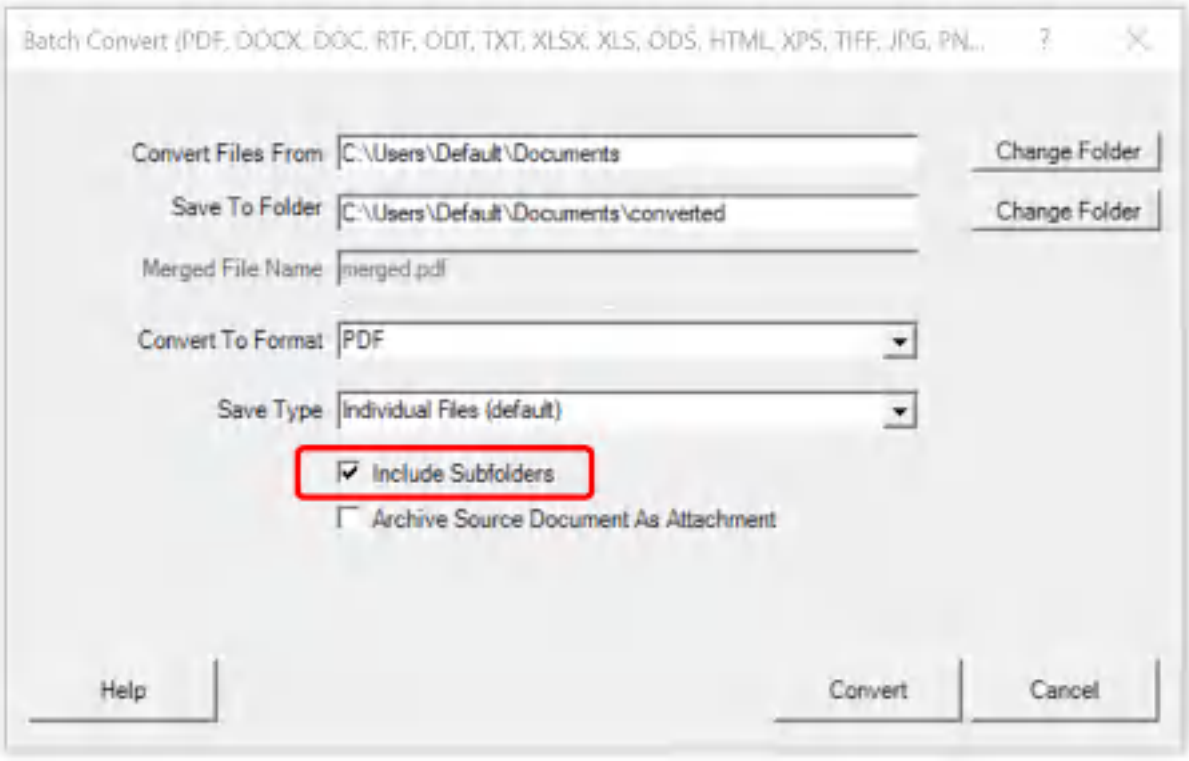

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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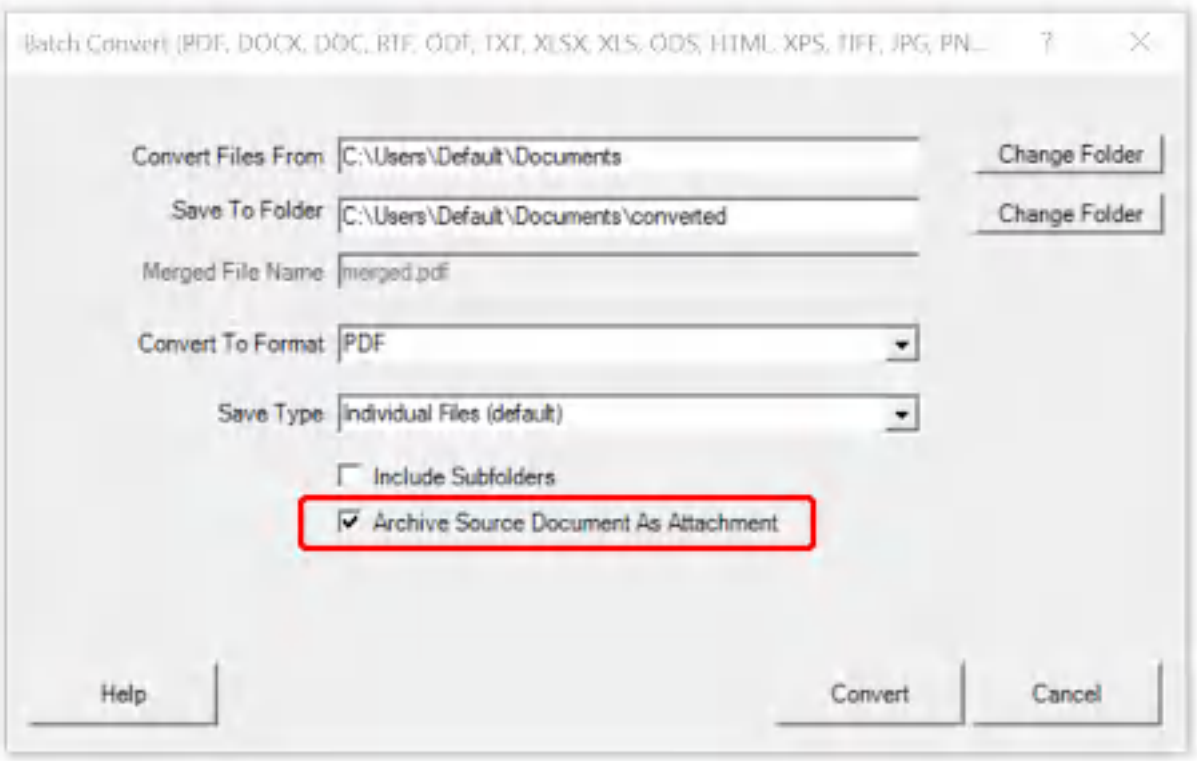

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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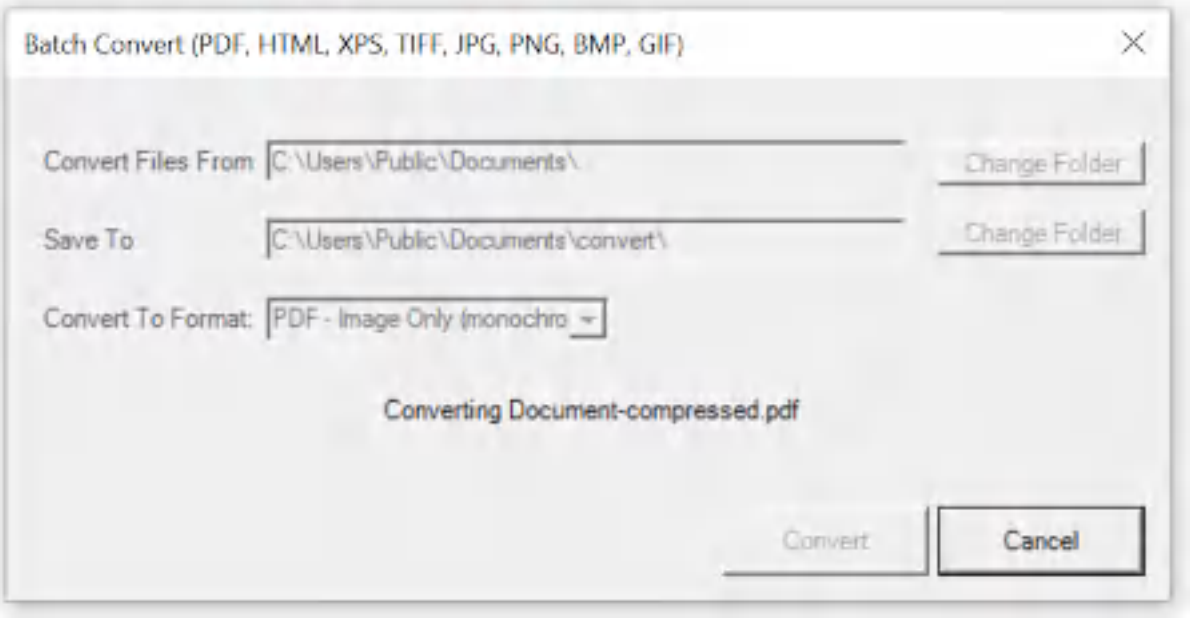
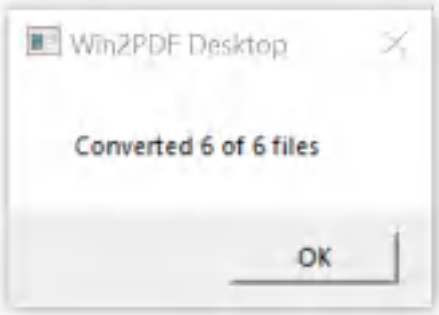


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.66 Batch Convert DOCX to PDF

Batch Convert DOCX to PDF Win2PDF Pro

To batch convert from a Microsoft Word DOCX to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".

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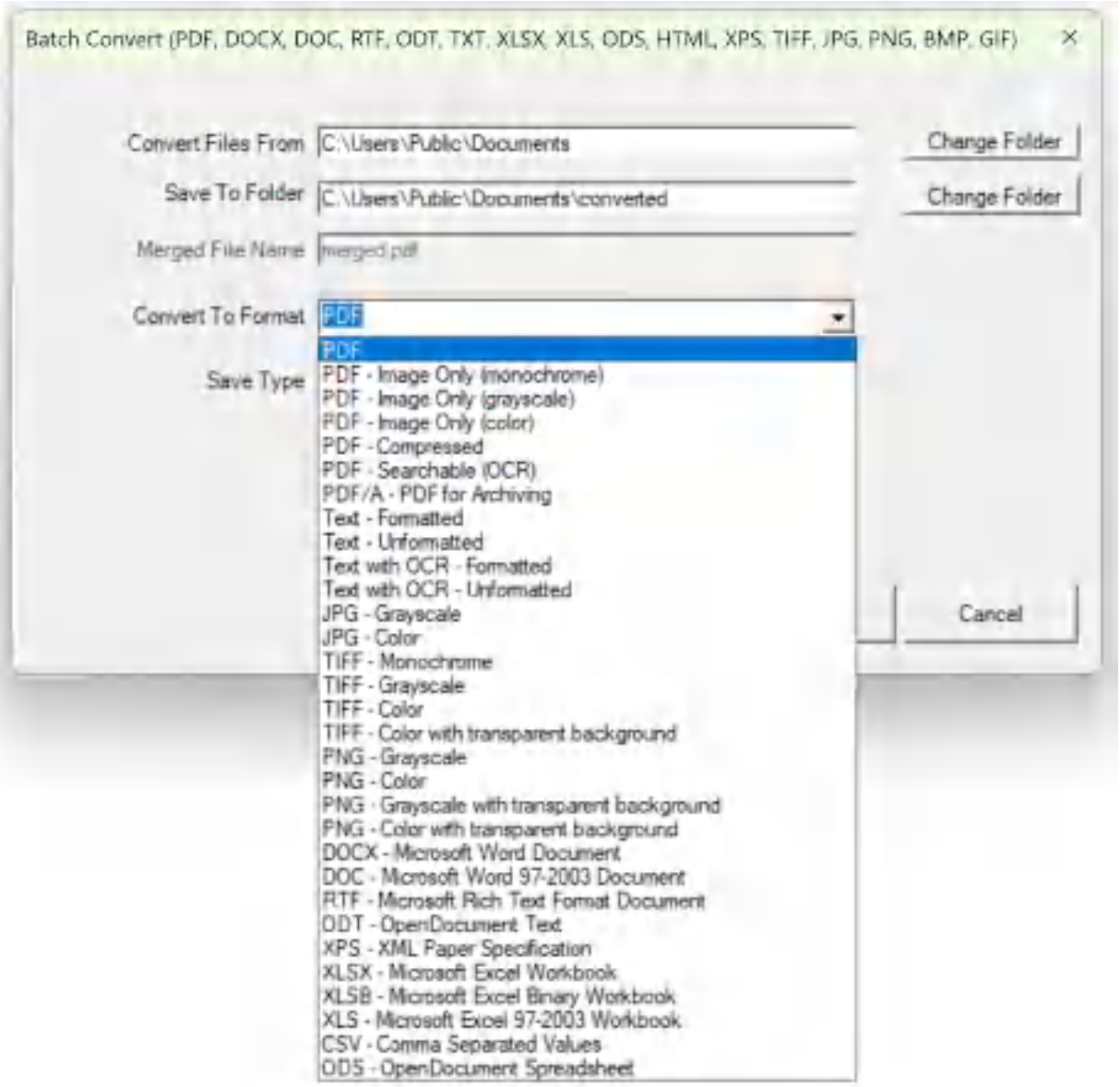

Win2PDF Desktop - Batch Convert DOCX to PDF

Set the "Convert Files From" location to the folder containing the DOCX files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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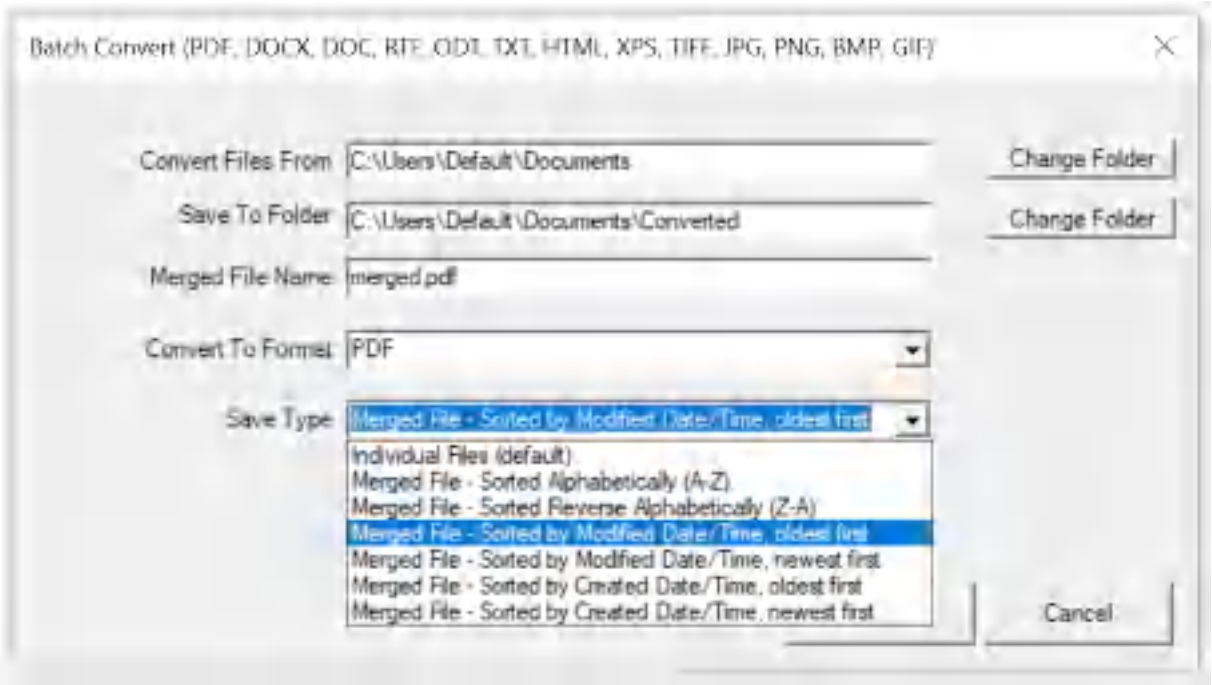

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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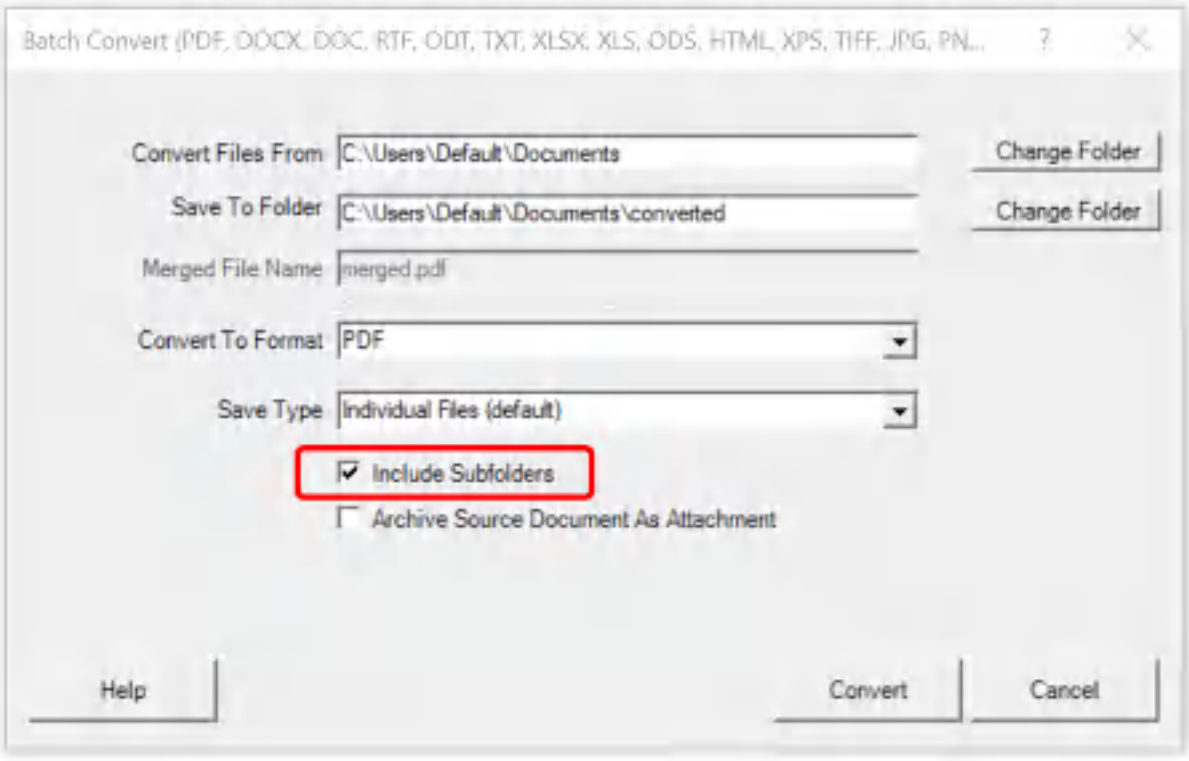

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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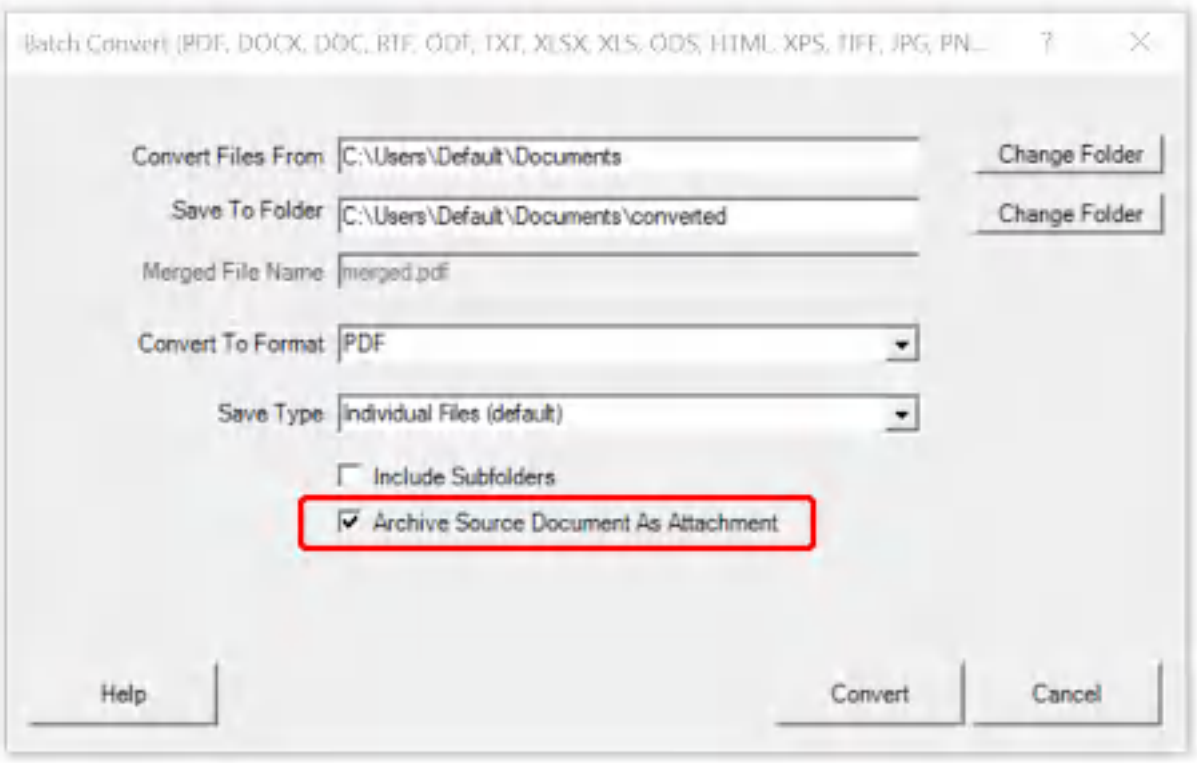

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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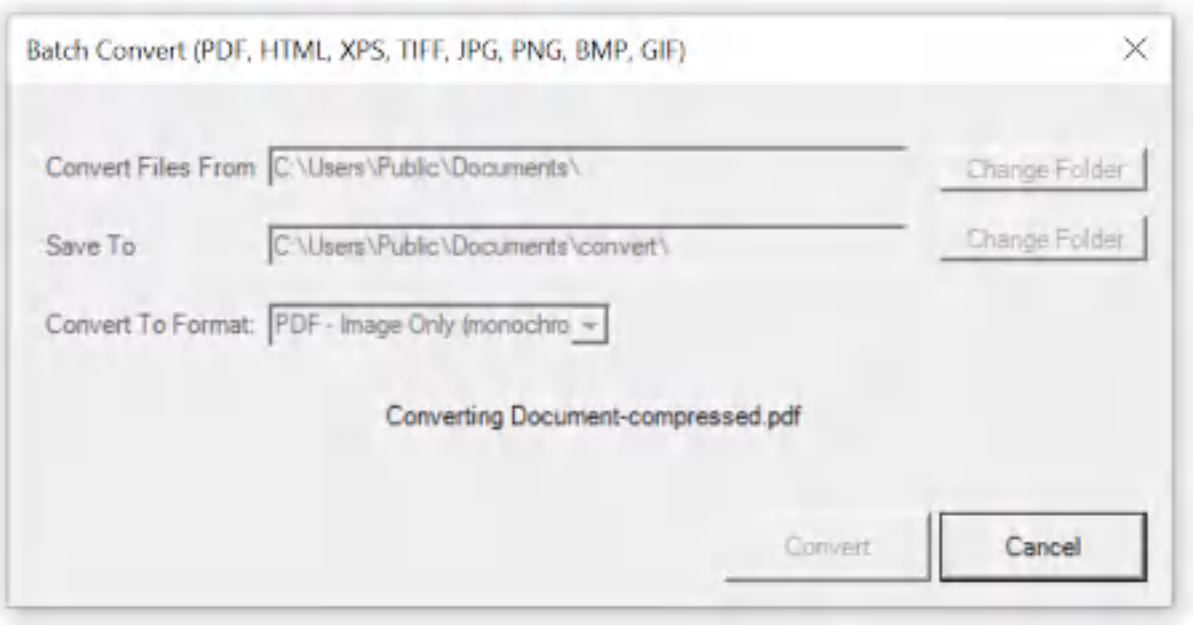
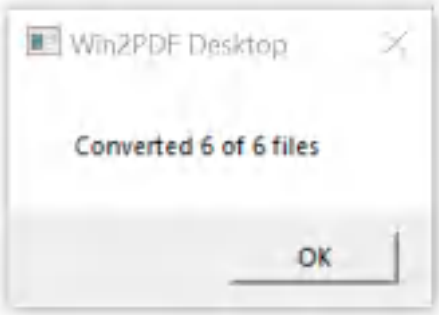


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.67 Batch Convert DOCX to JPG

Batch Convert DOCX to JPEG Win2PDF Pro

To batch convert from a Microsoft Word DOCX to JPG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "JPG - Grayscale" or "JPG - Color".

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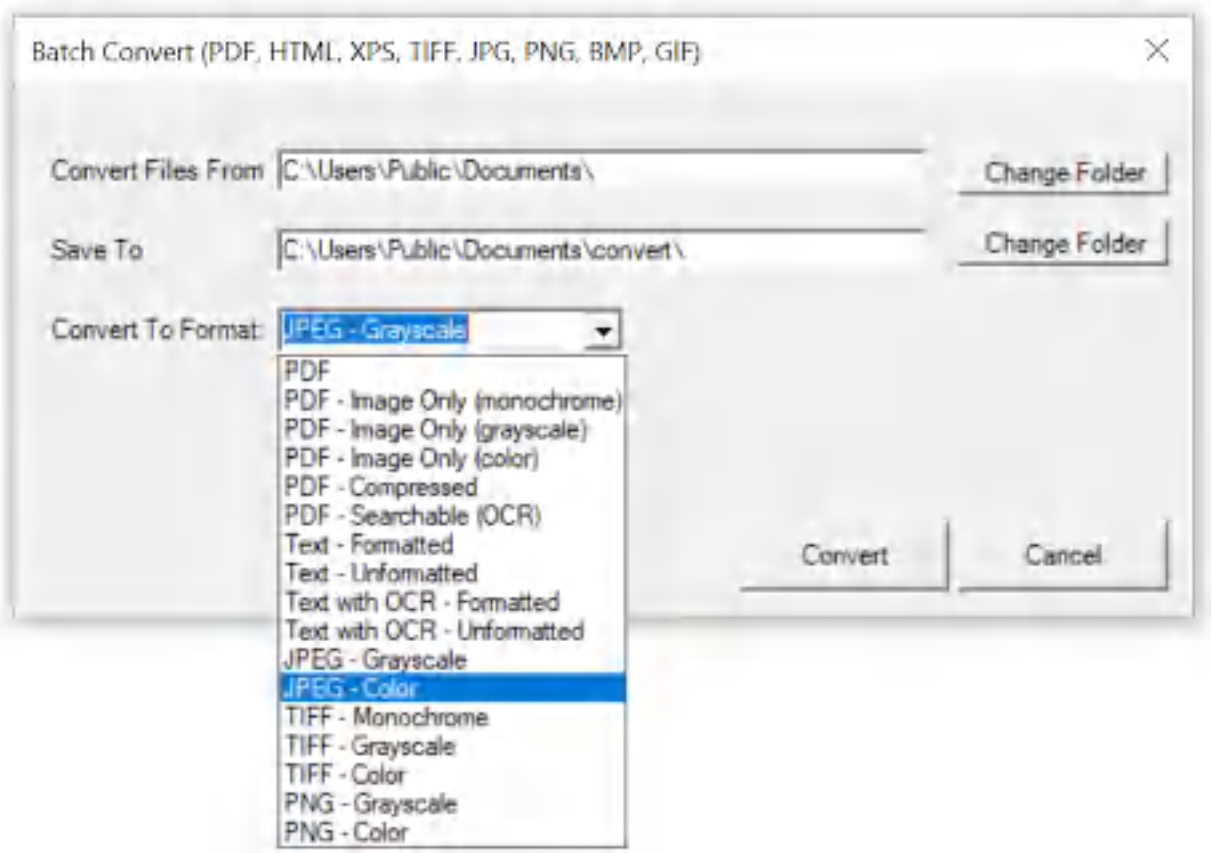

Win2PDF Desktop - Batch Convert DOCX to JPG

Set the "Convert Files From" location to the folder containing the DOCX files to convert, and set the "Save To" folder to the location for the converted JPG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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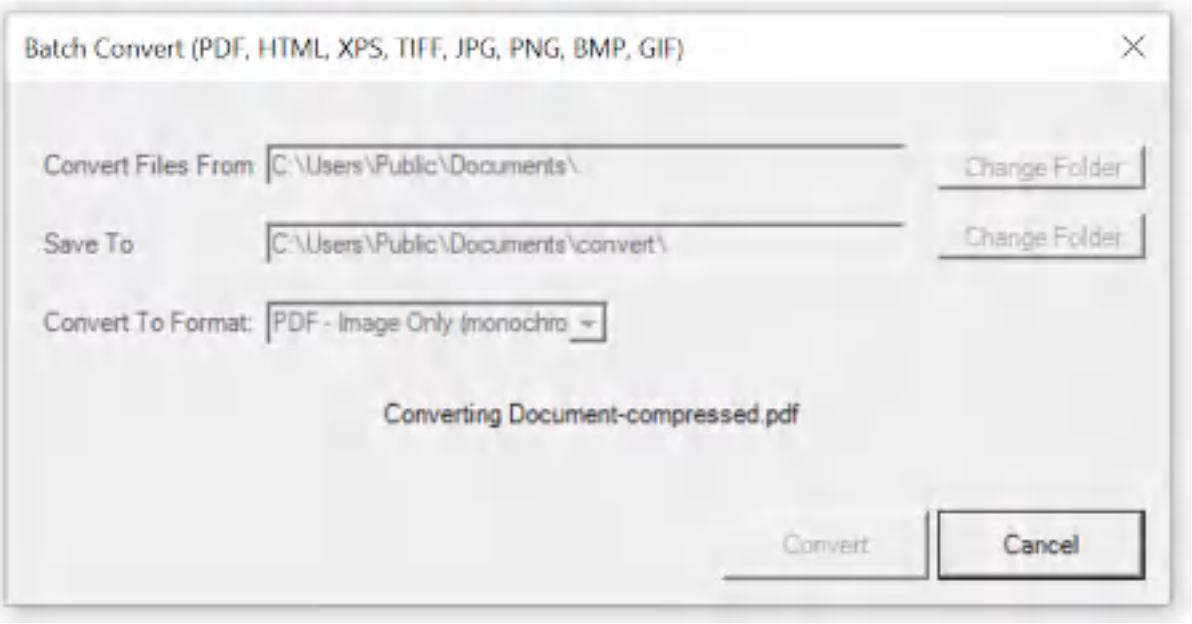
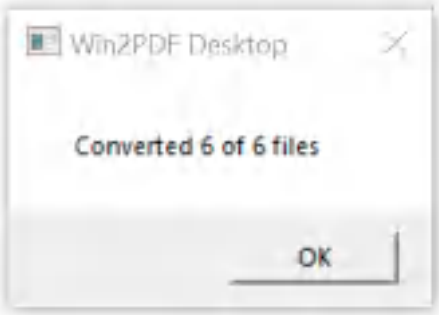


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.68 Batch Convert DOCX to PNG

Batch Convert DOCX to PNG Win2PDF Pro

To batch convert from a Microsoft Word DOCX to PNG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PNG - Grayscale" or "PNG - Color".

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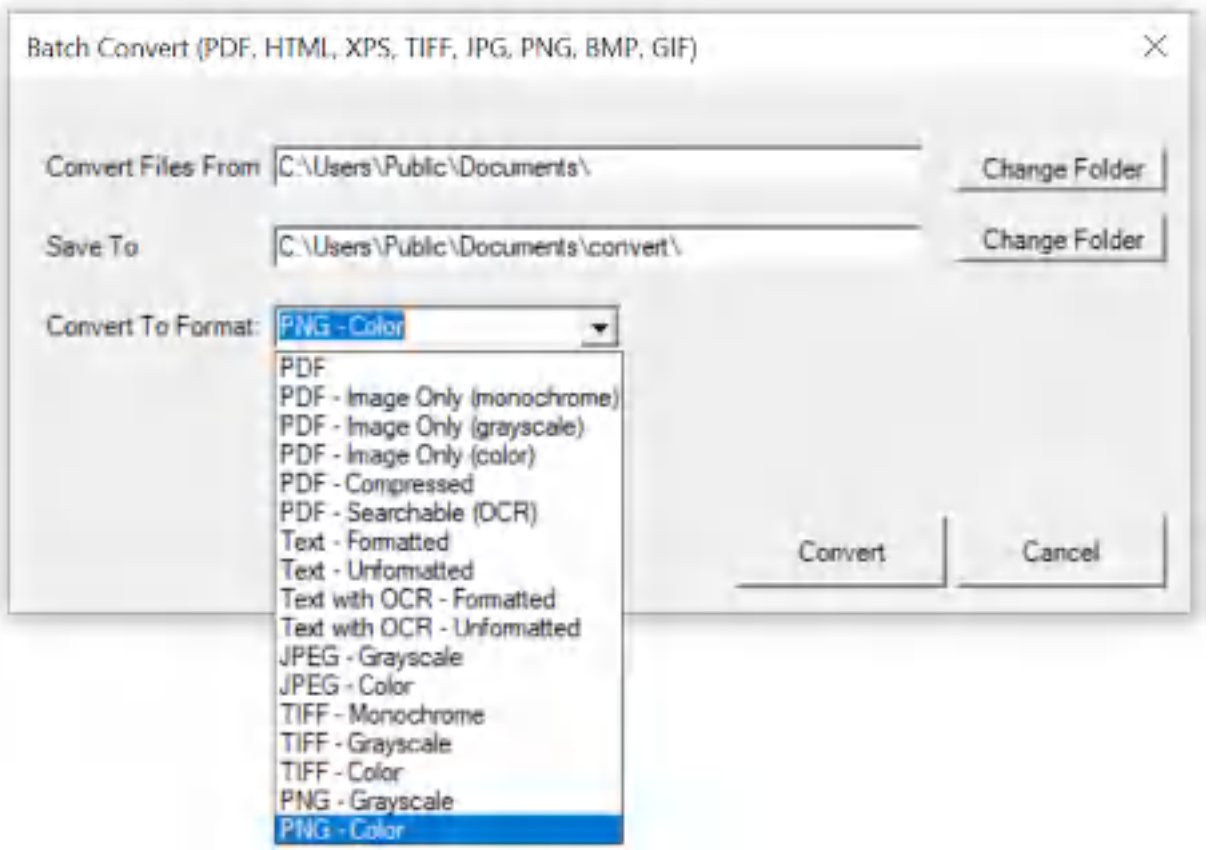

Win2PDF Desktop - Batch Convert DOCX to PNG

Set the "Convert Files From" location to the folder containing the DOCX files to convert, and set the "Save To" folder to the location for the converted PNG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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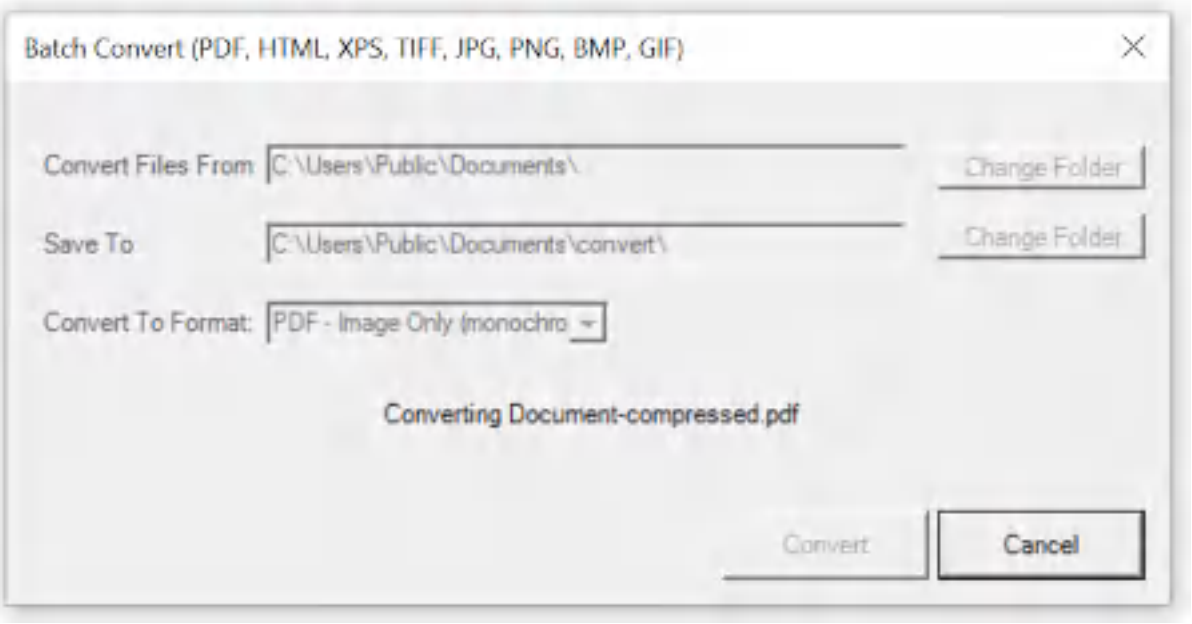
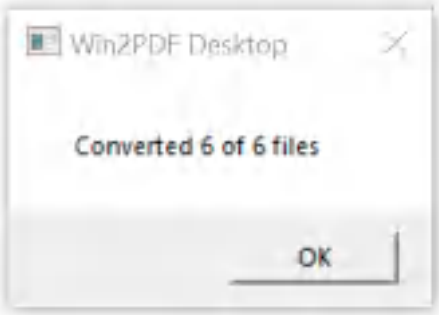


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.69 Batch Convert DOCX to TIFF

Batch Convert DOCX to TIFF Win2PDF Pro

To batch convert from a Microsoft Word DOCX to TIFF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either

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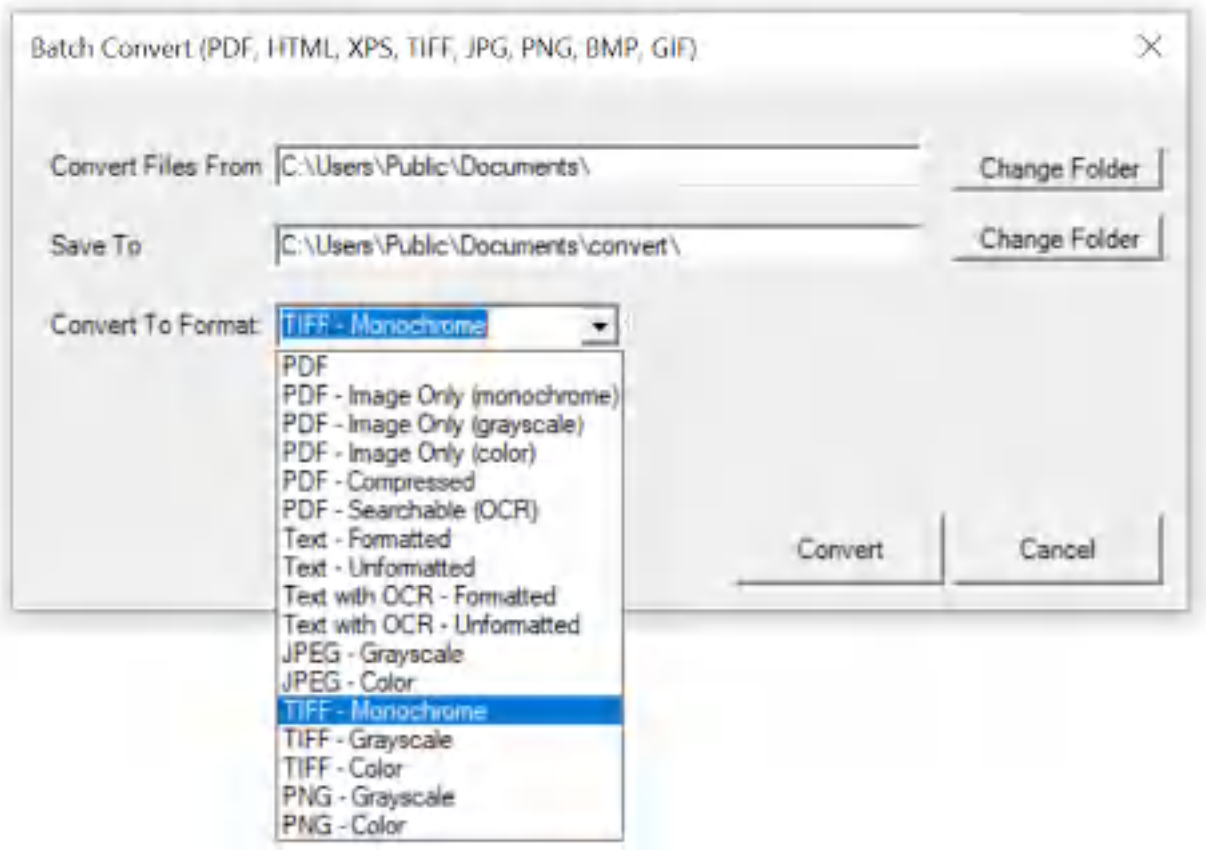
"TIFF - Monochrome", "TIFF - Grayscale", "TIFF - Color", or "TIFF - Color with transparent background".



Win2PDF Desktop - Batch Convert DOCX to TIFF

Set the "Convert Files From" location to the folder containing the DOCX files to convert, and set the "Save To" folder to the location for the converted TIFF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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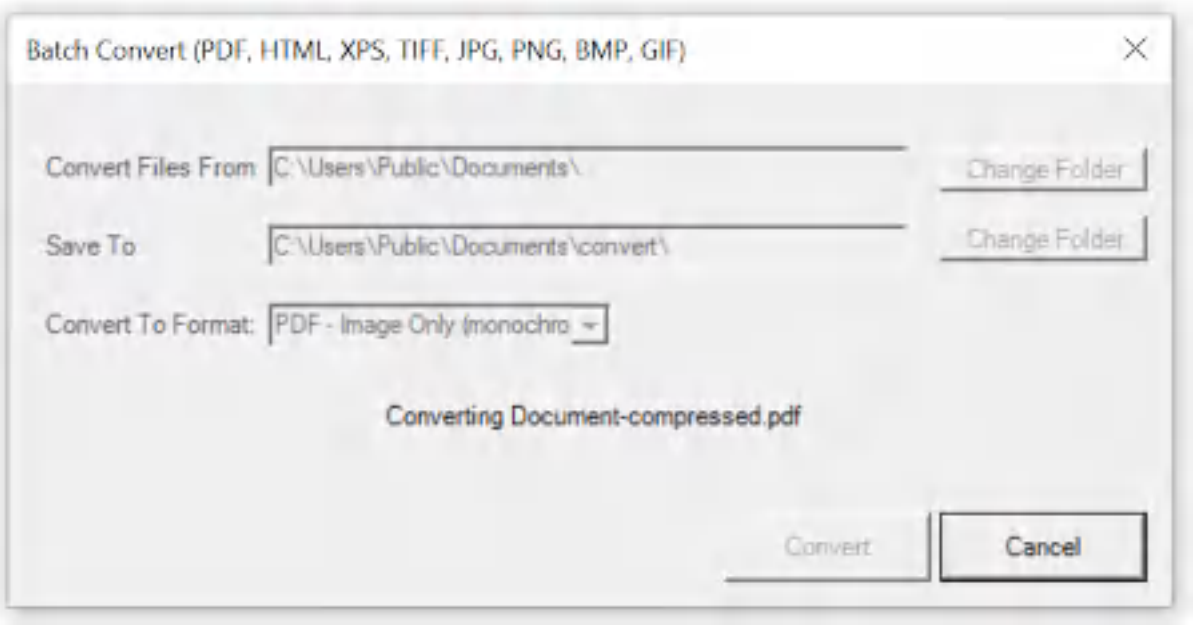
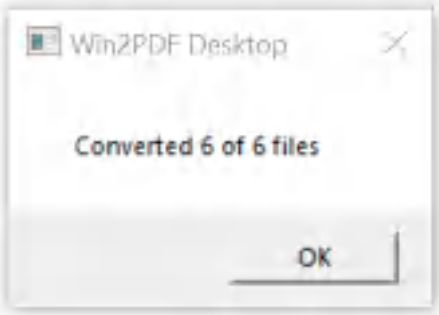


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.70 Batch Convert DOCX to Text

Batch Convert DOCX to TXT Win2PDF Pro

To batch convert from a Microsoft Word DOCX to Text, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "Text

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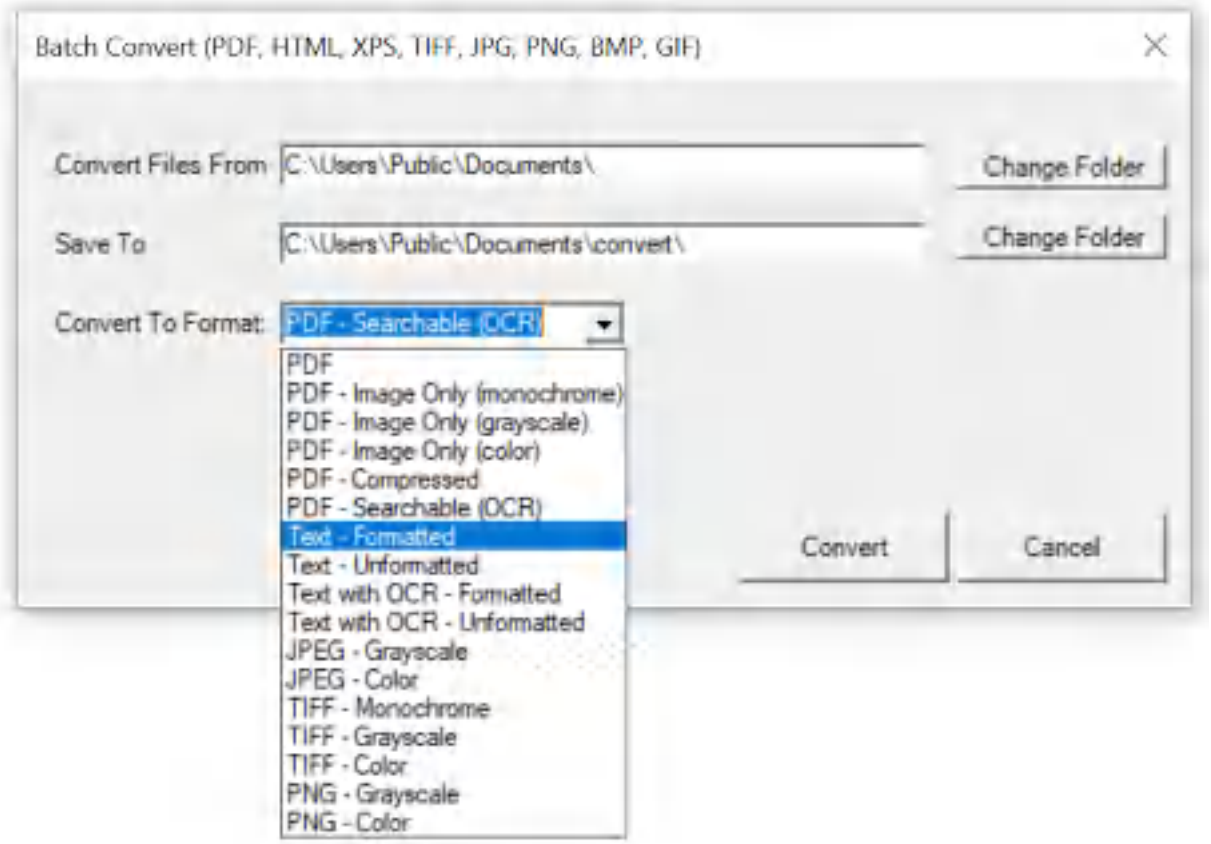
with OCR - Formatted", or "Text with OCR - Unformatted". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert DOCX to Text

Set the "Convert Files From" location to the folder containing the DOCX files to convert, and set the "Save To" folder to the location for the converted text files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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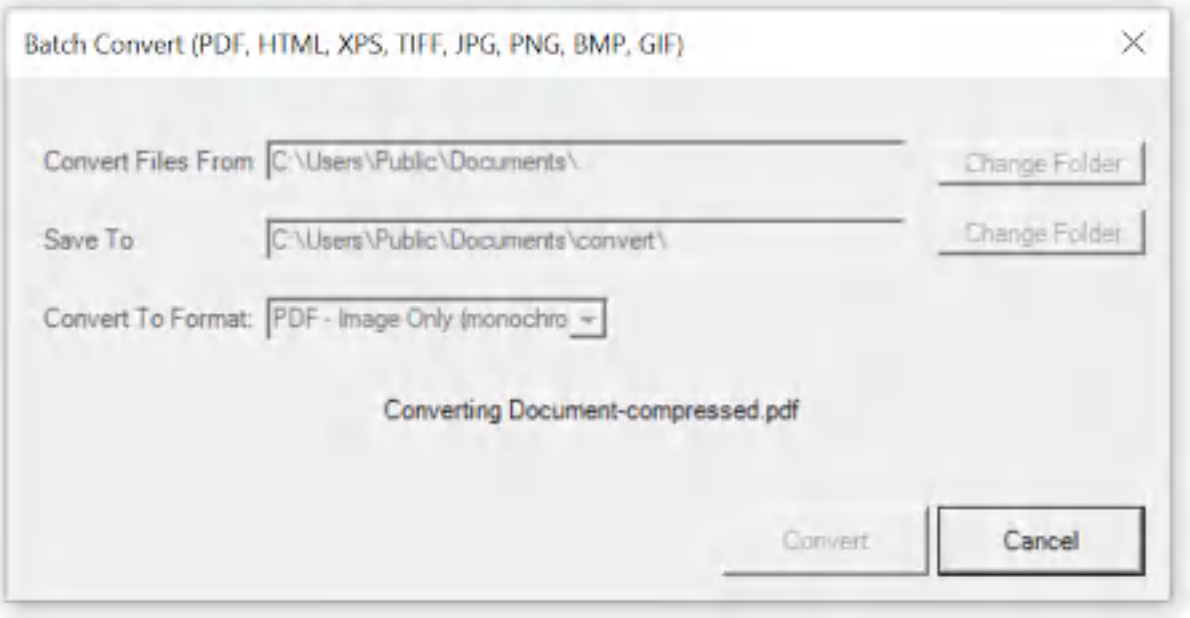
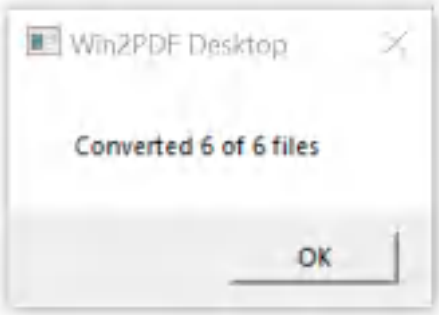


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.71 Batch Convert DOCX to Searchable PDF

Batch Convert DOCX to Searchable PDF Win2PDF Pro

To batch convert from a Microsoft Word DOCX to searchable PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To

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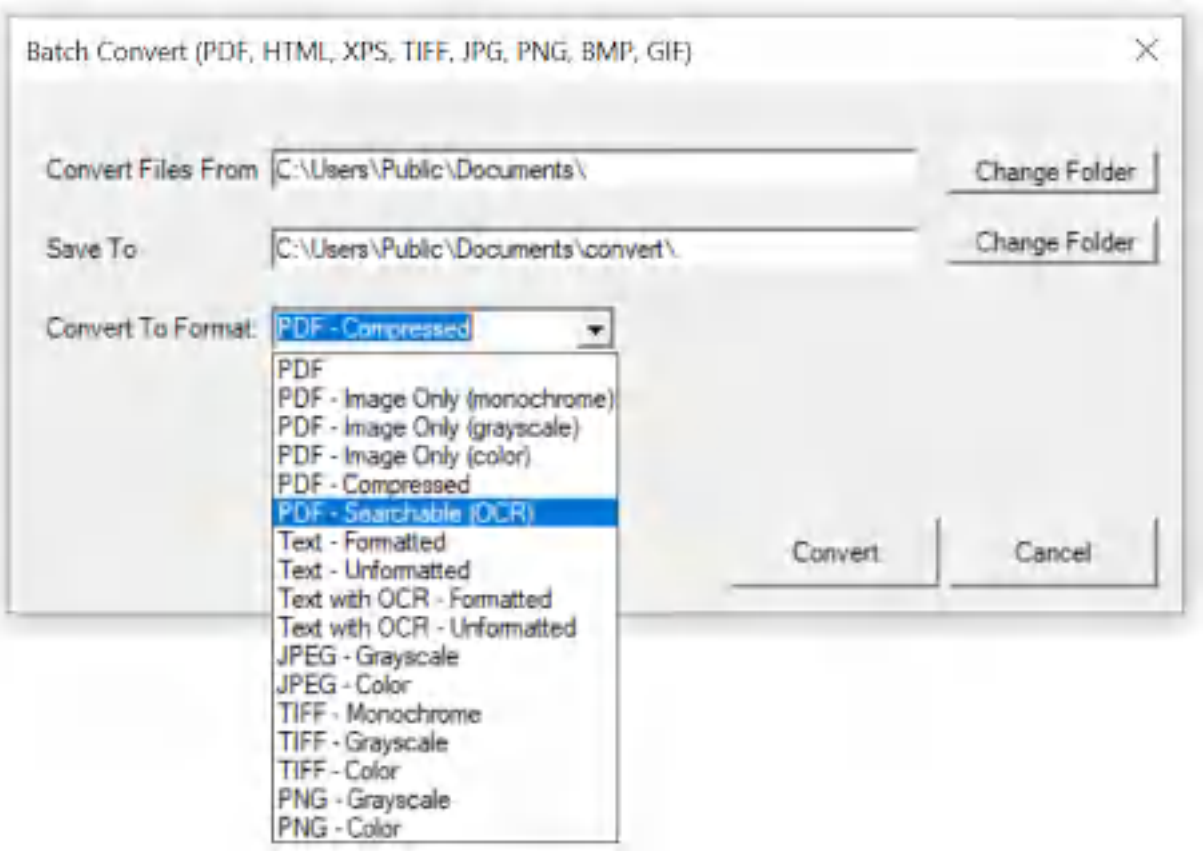
Format" to either "PDF - Searchable (OCR)". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert DOCX to Searchable PDF

Set the "Convert Files From" location to the folder containing the DOCX files to convert, and set the "Save To" folder to the location for the converted searchable PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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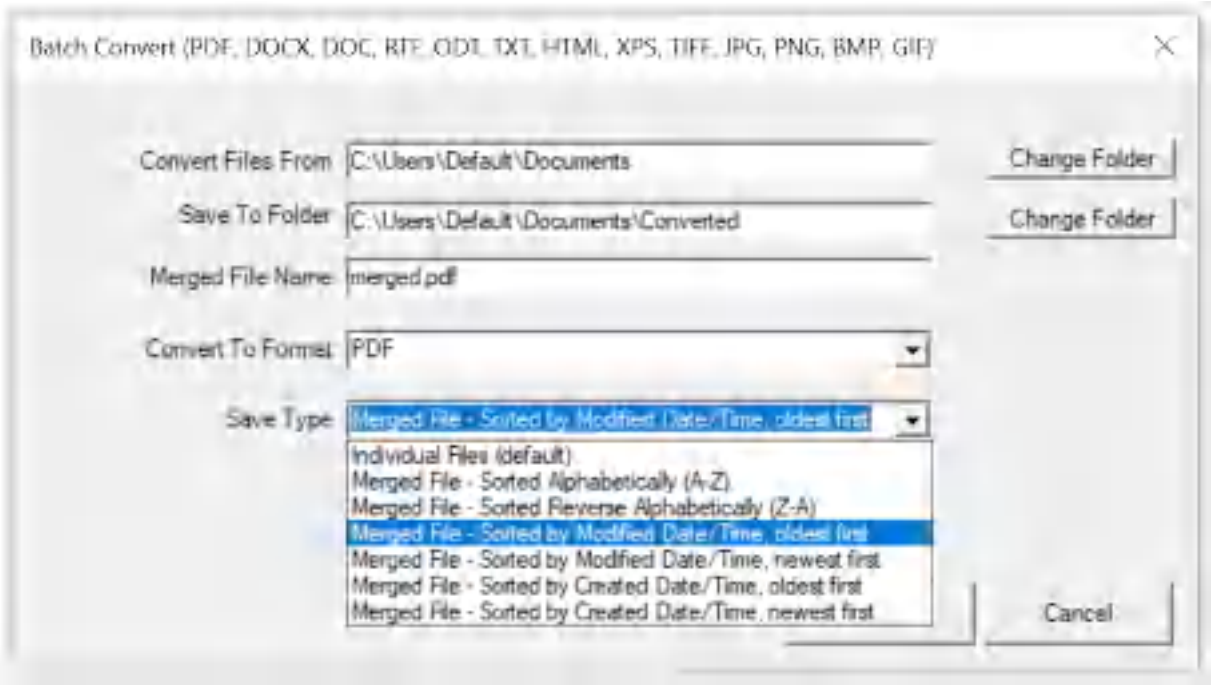

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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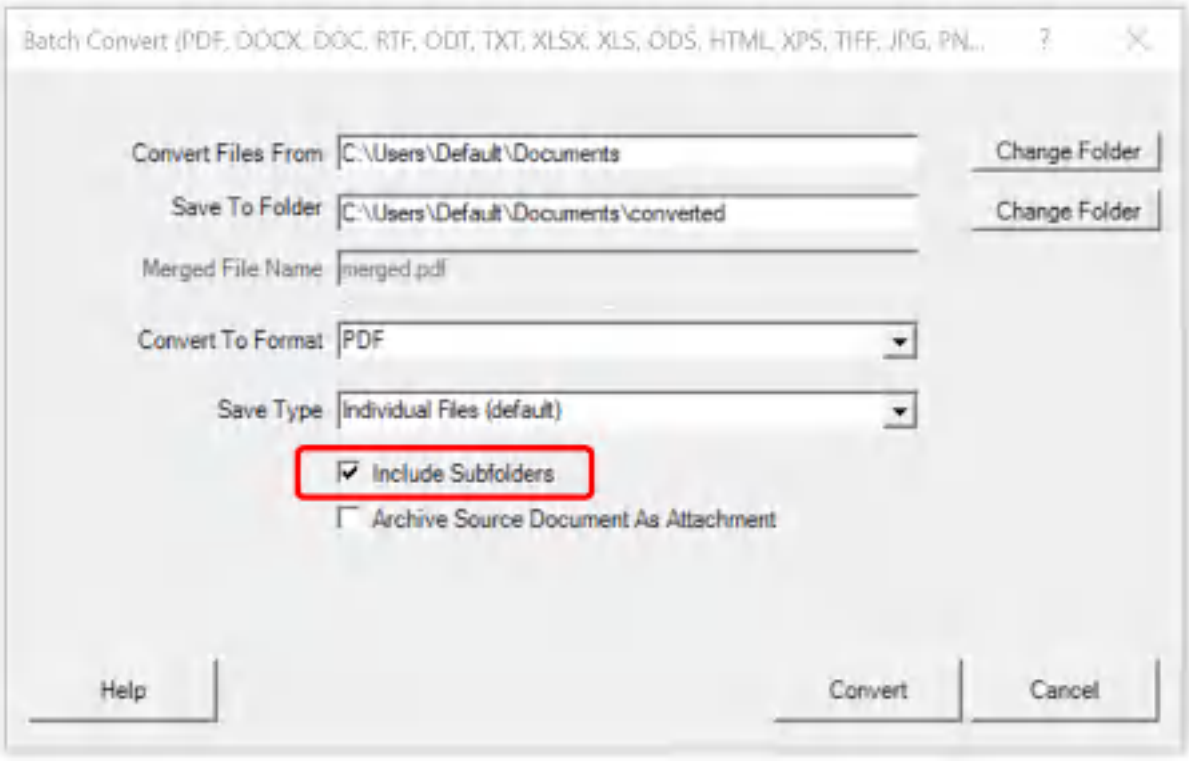

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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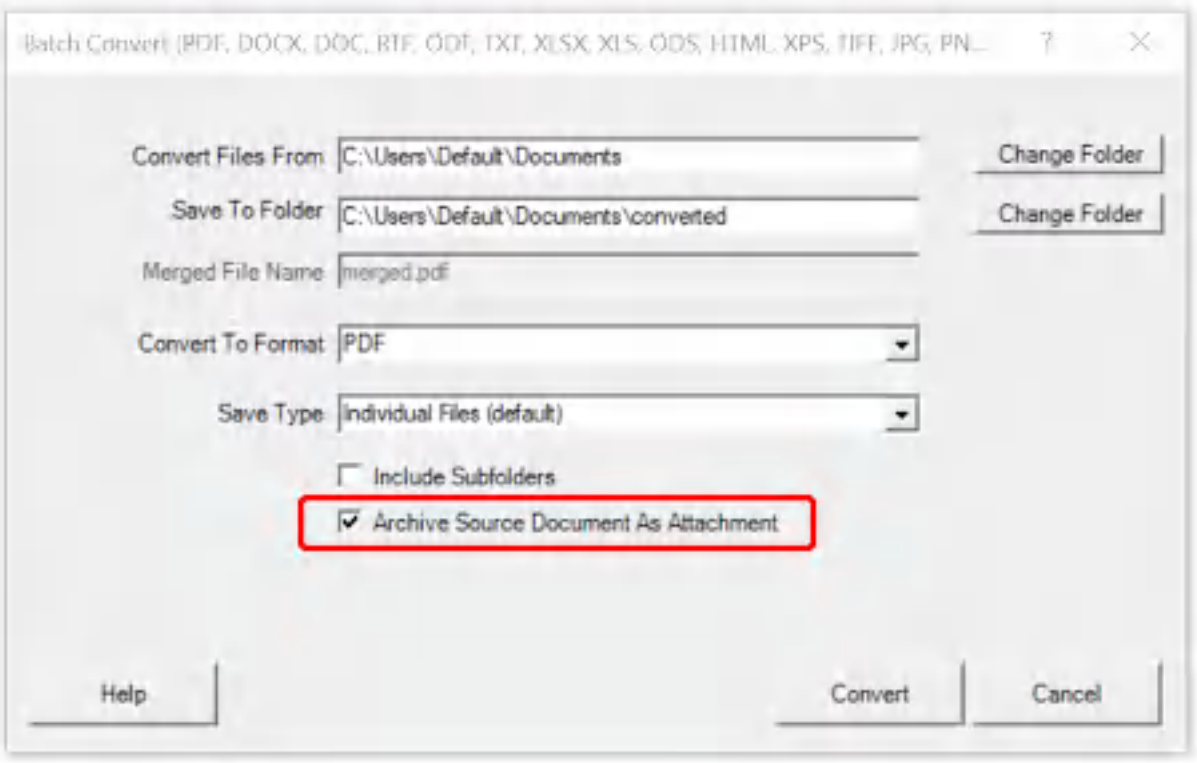

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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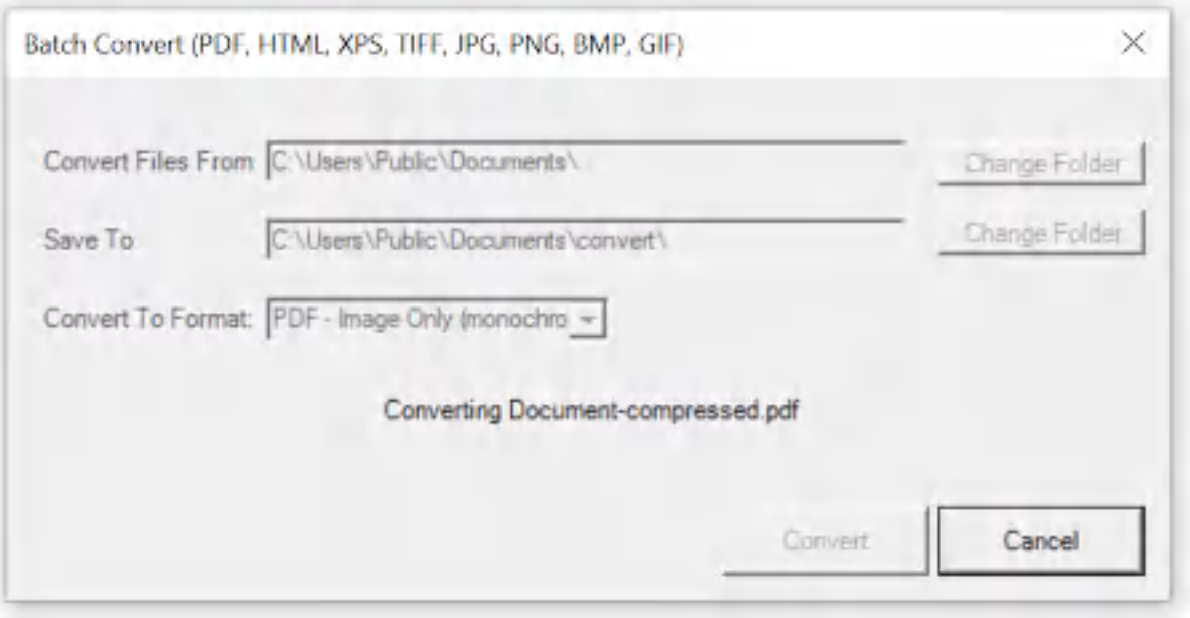
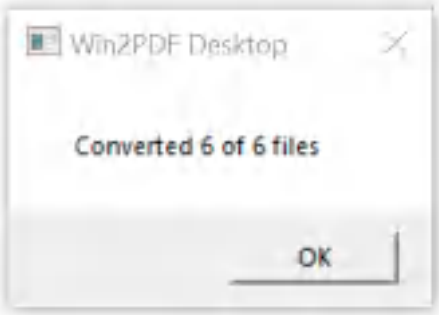


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.72 Batch Convert DOCX to Compressed PDF

Batch Convert DOCX to Compressed PDF Win2PDF Pro

To batch convert from a Microsoft Word DOCX to compressed PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Compressed".

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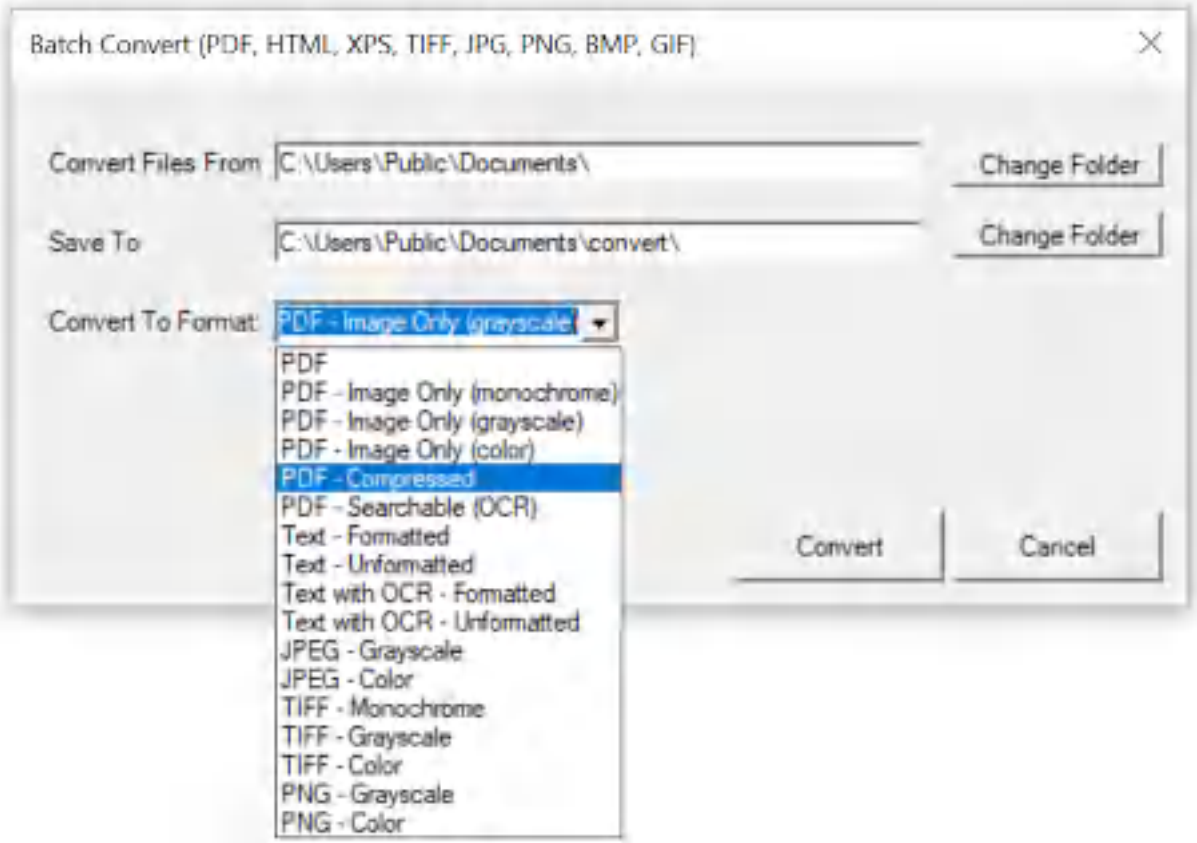

Win2PDF Desktop - Batch Convert DOCX to Compressed PDF

Set the "Convert Files From" location to the folder containing the DOCX files to convert, and set the "Save To" folder to the location for the converted compressed PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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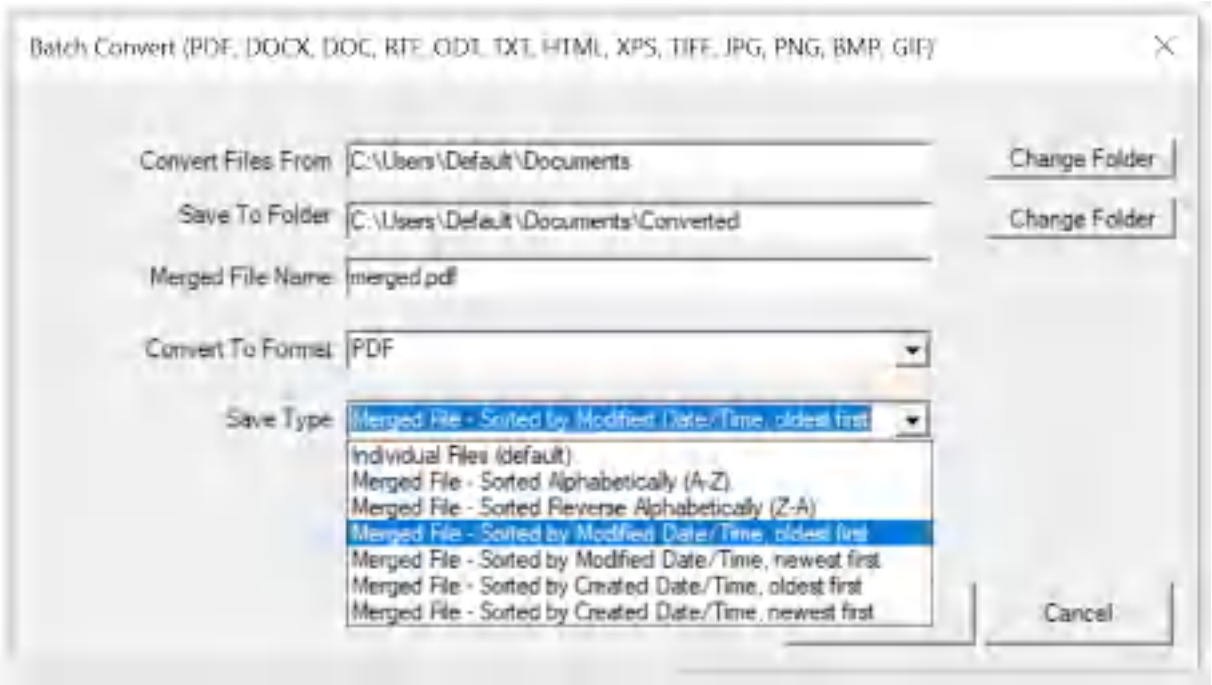

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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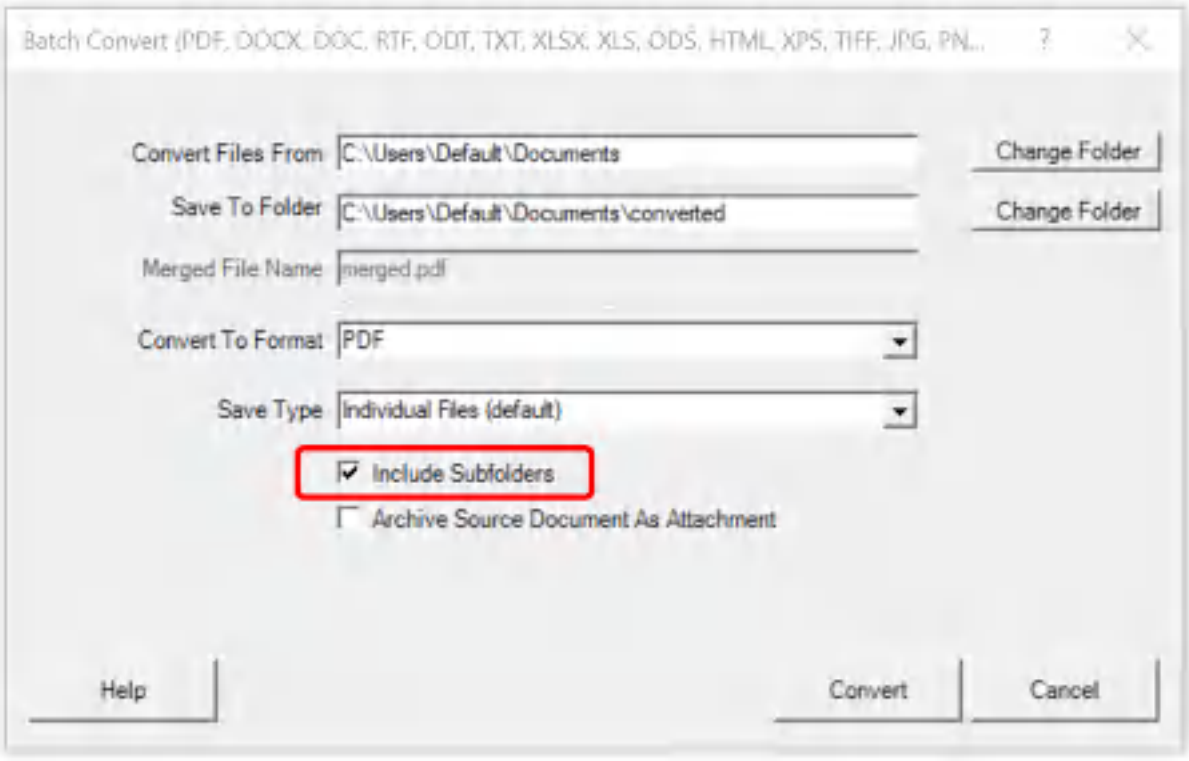

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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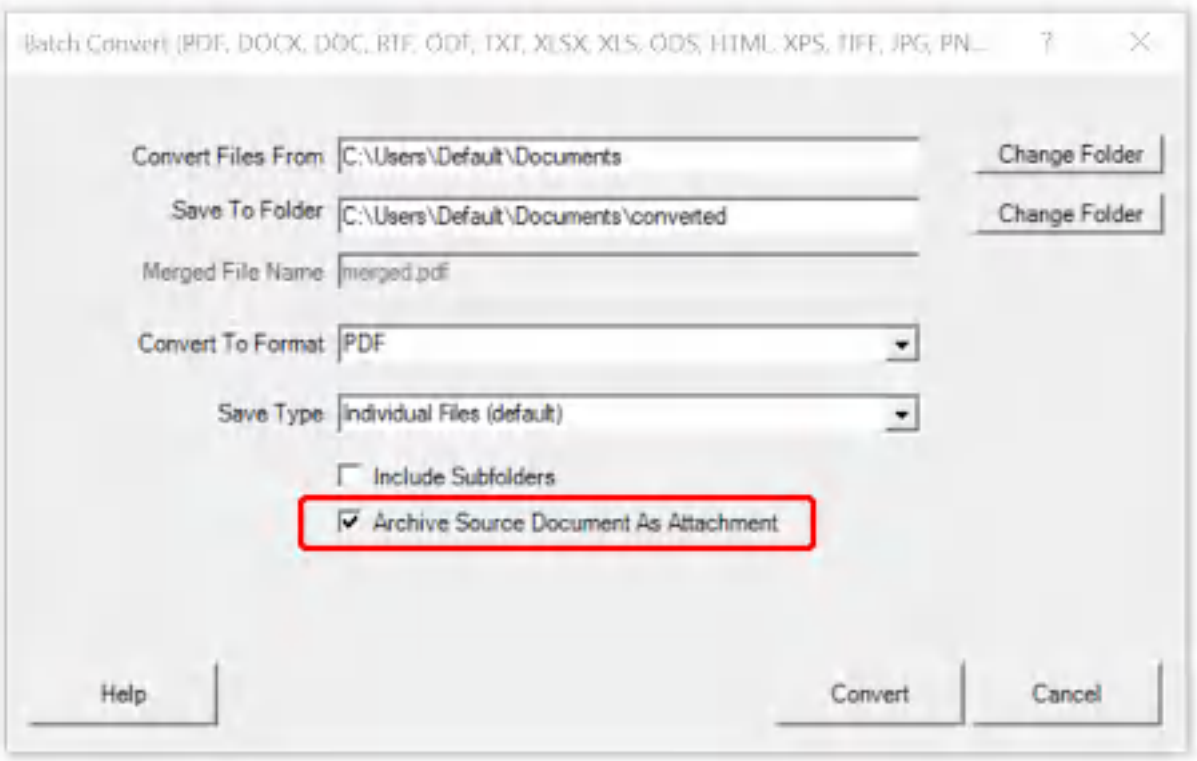

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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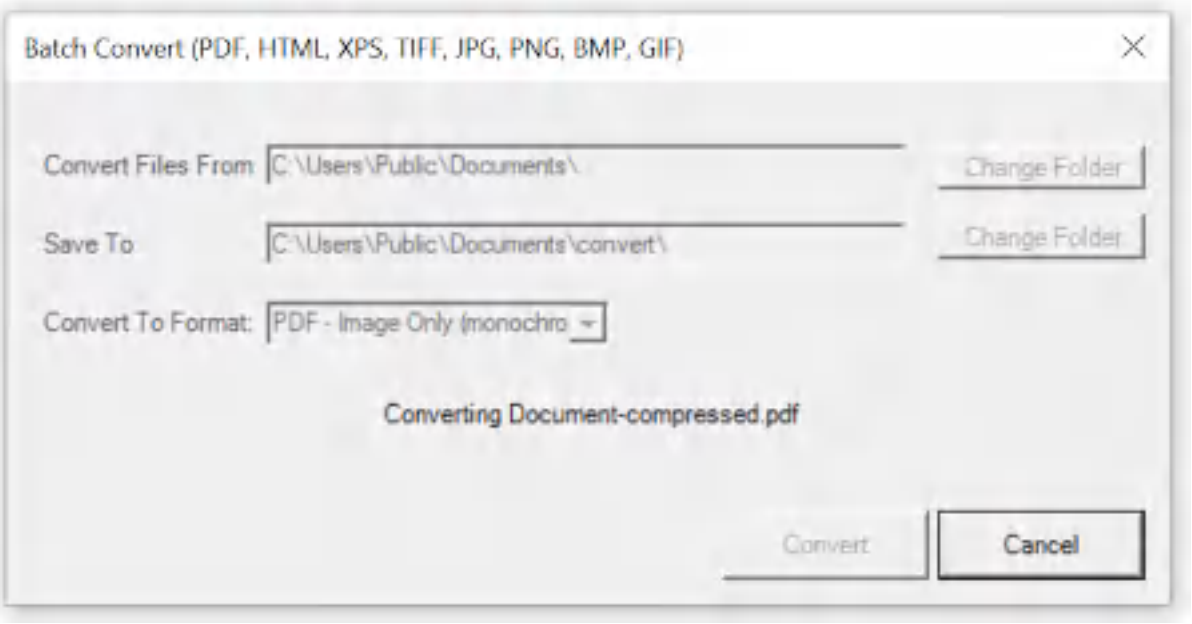
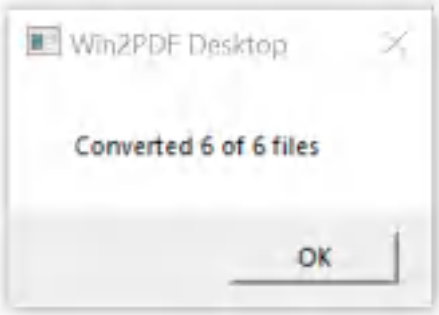


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.73 Batch Convert DOCX to Image Only PDF

Batch Convert DOCX to Image Only PDF Win2PDF Pro

To batch convert from a Microsoft Word DOCX to an image only PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To

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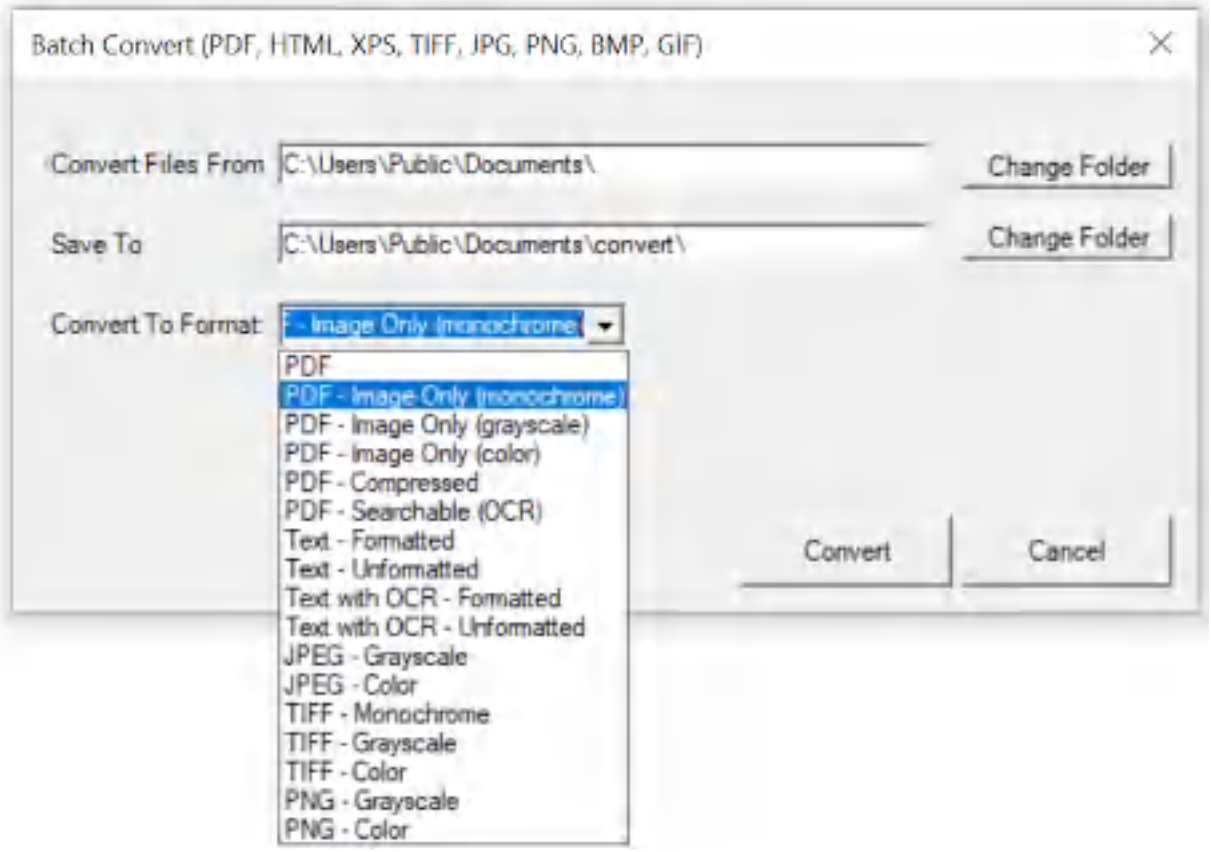
Format" to either "PDF - Image Only (monochrome)", "PDF - Image Only (grayscale)", or "PDF - Image Only (color)".



Win2PDF Desktop - Batch Convert DOCX to Image Only PDF

Set the "Convert Files From" location to the folder containing the DOCX files to convert, and set the "Save To" folder to the location for the converted image only PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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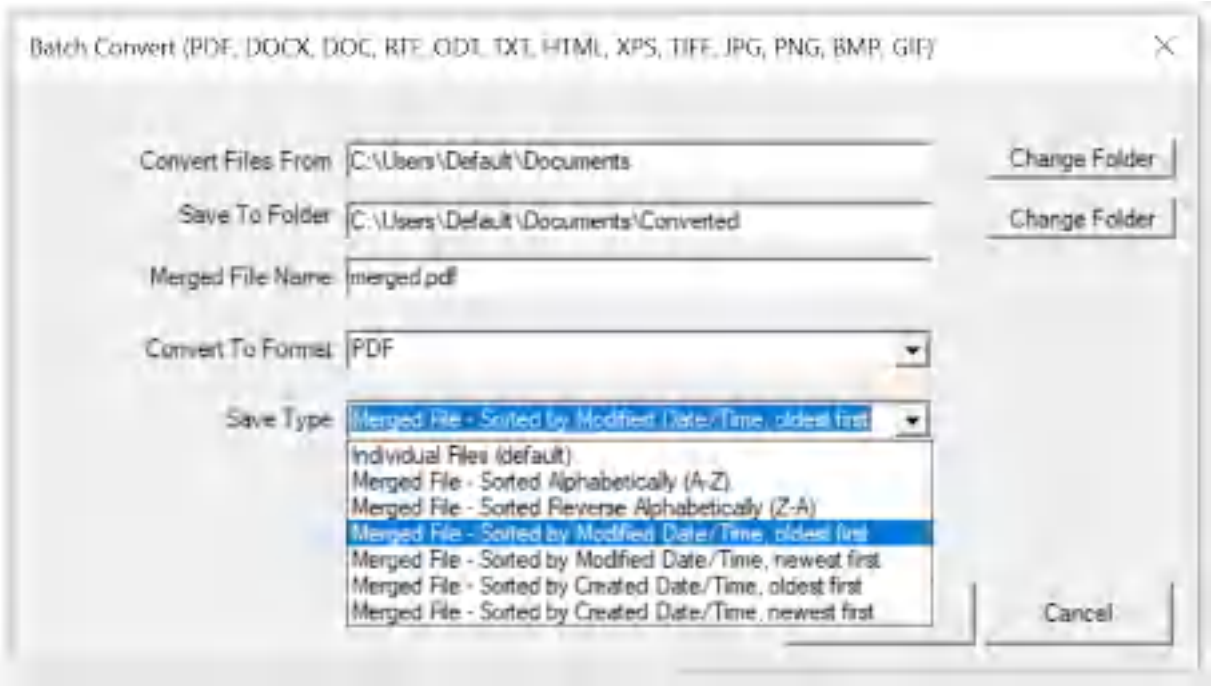

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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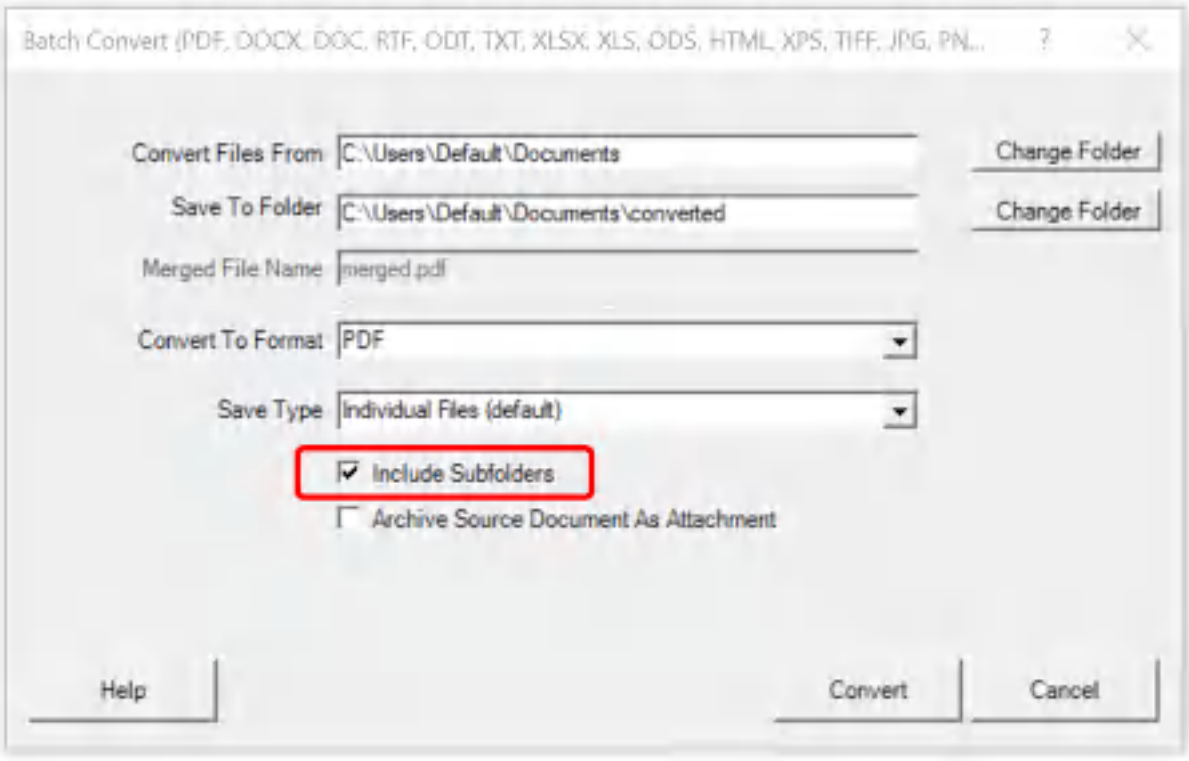

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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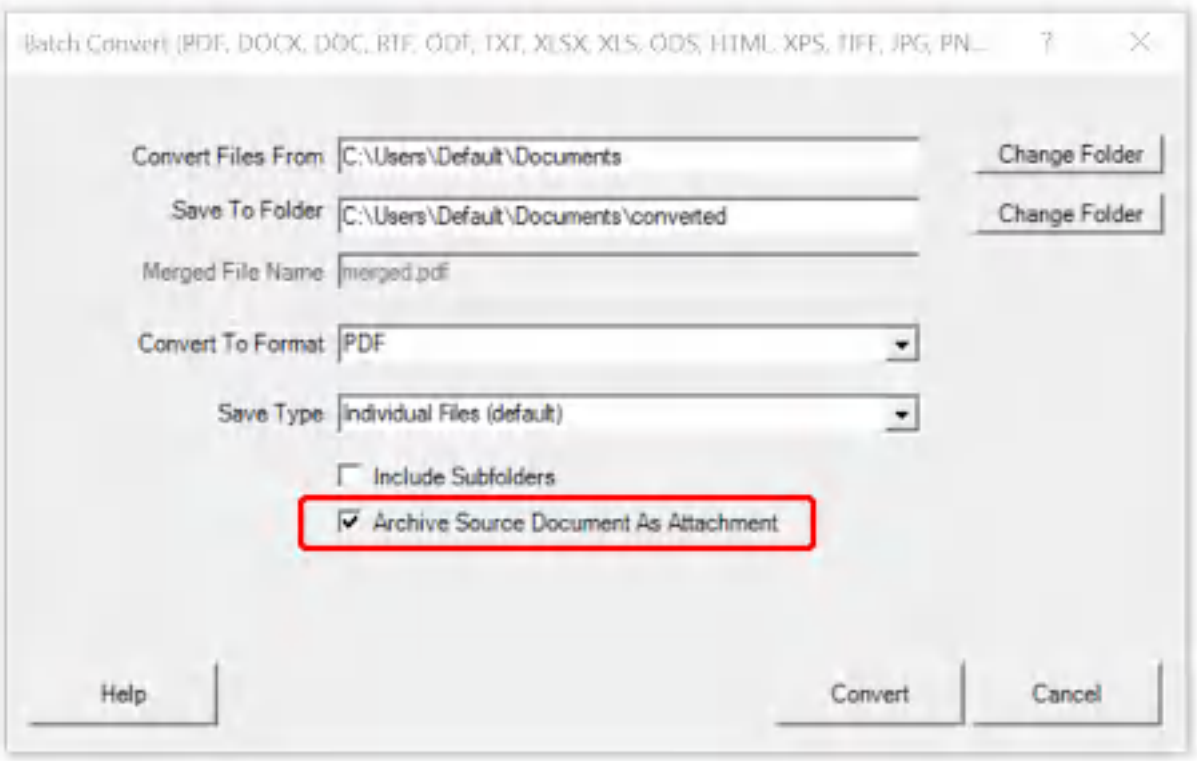

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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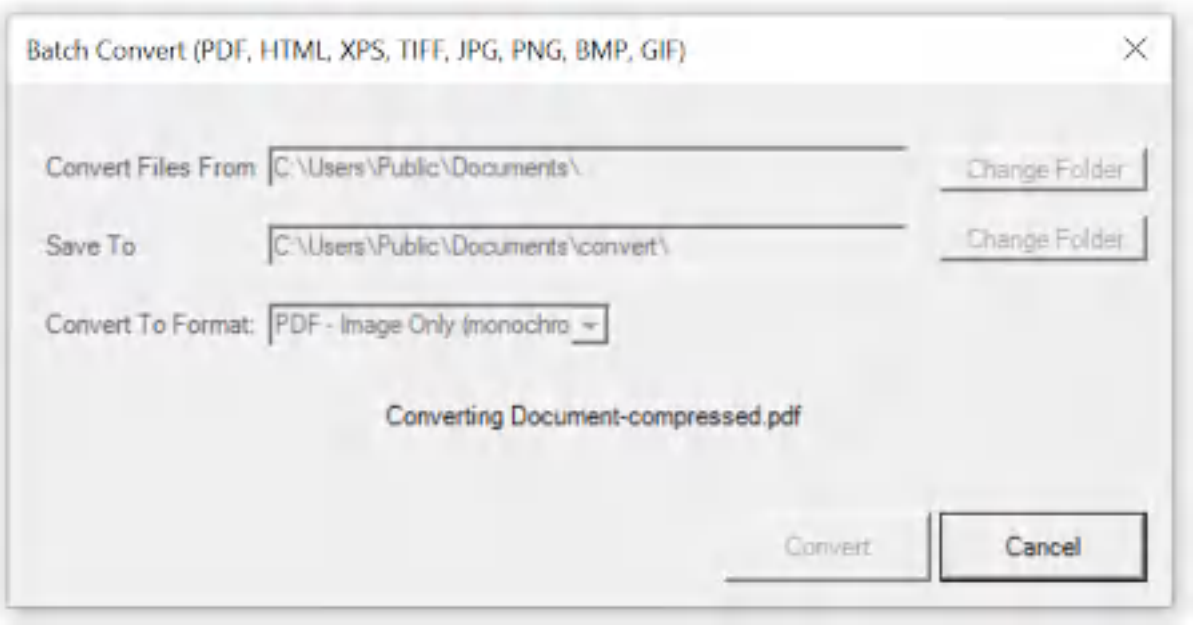
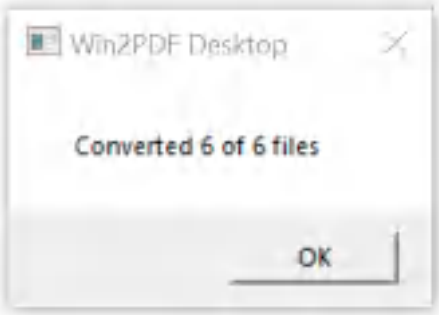


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.74 Batch Convert DOCX to RTF

Batch Convert DOCX to RTF Win2PDF Pro

To batch convert from Microsoft Word DOCX to a Rich Text Format RTF file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "RTF - Microsoft Rich Text Format Document".

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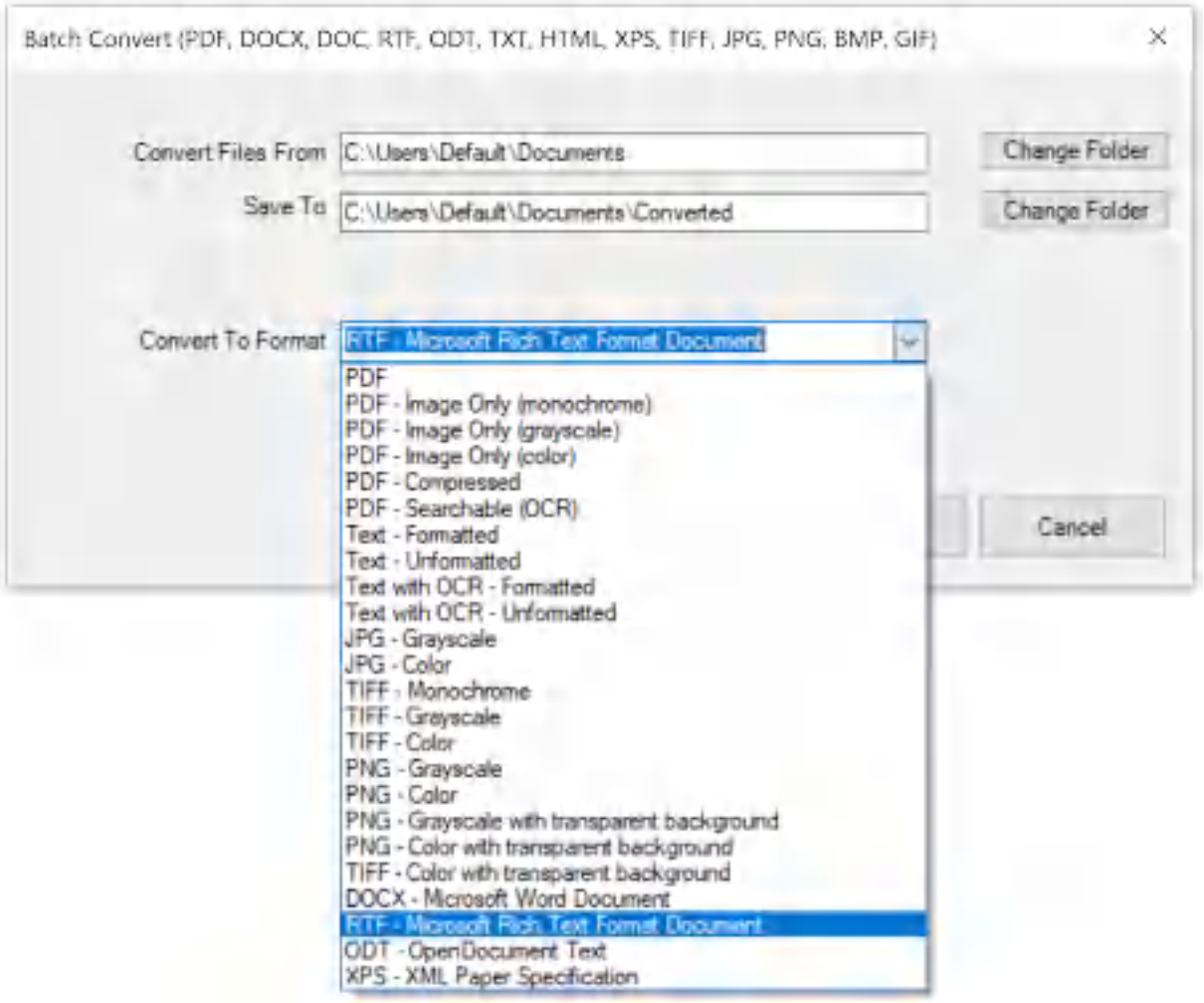

Win2PDF Desktop - Batch Convert DOCX to RTF

Set the "Convert Files From" location to the folder containing the DOCX files to convert, and set the "Save To" folder to the location for the converted RTF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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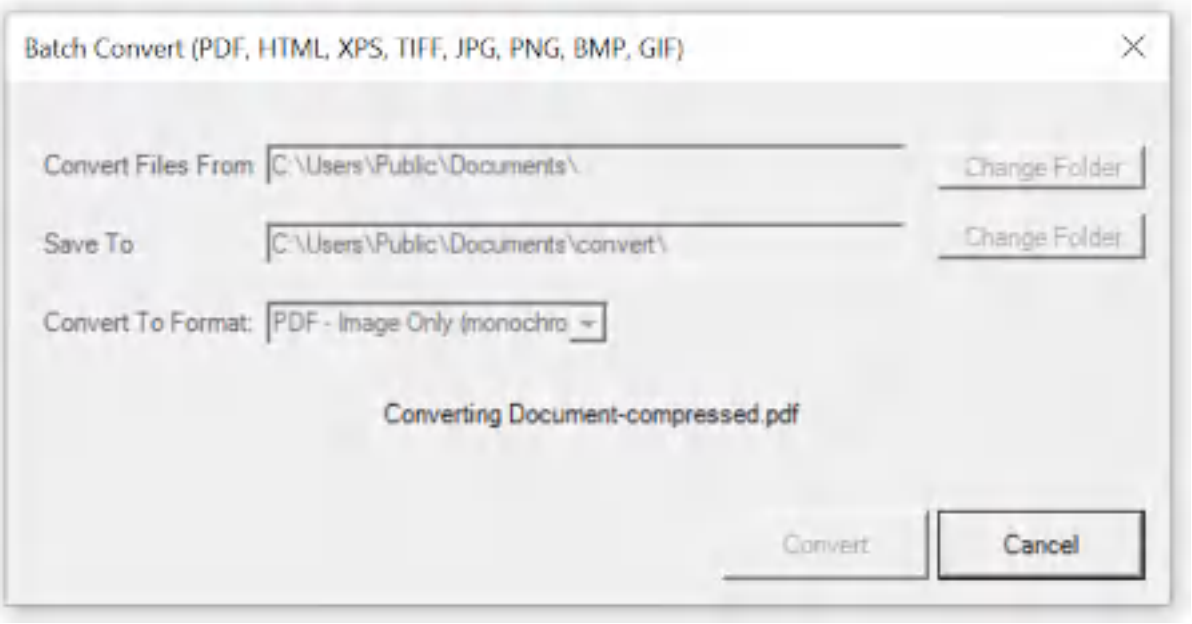
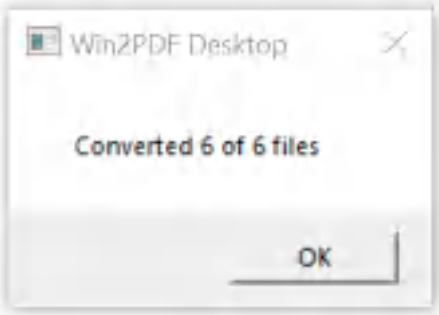


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.75 Batch Convert DOCX to ODT

Batch Convert DOCX to ODT Win2PDF Pro

To batch convert from Microsoft Word DOCX to an OpenDocument Text ODT file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "ODT - OpenDocument Text".

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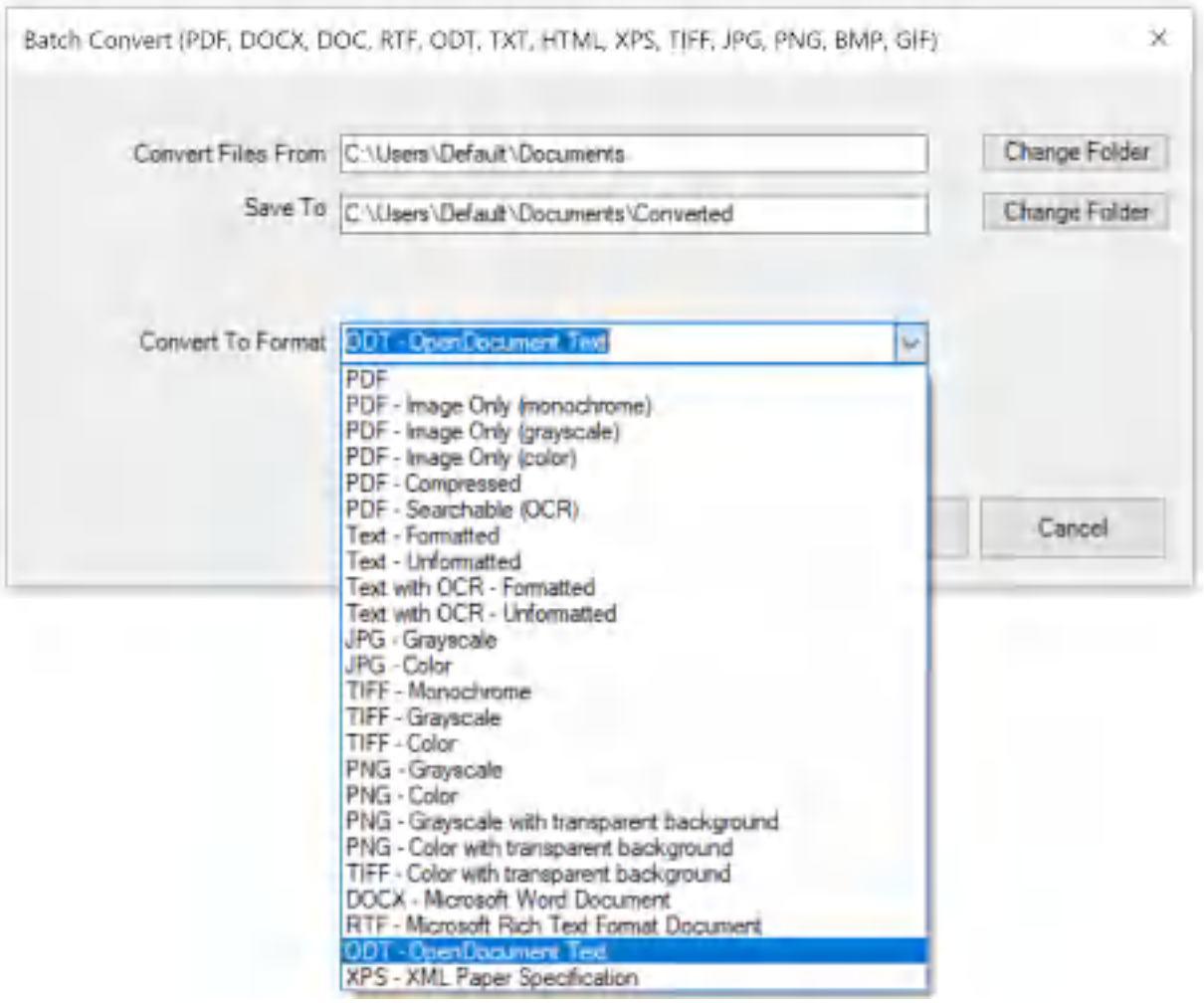

Win2PDF Desktop - Batch Convert DOCX to ODT

Set the "Convert Files From" location to the folder containing the DOCX files to convert, and set the "Save To" folder to the location for the converted ODT files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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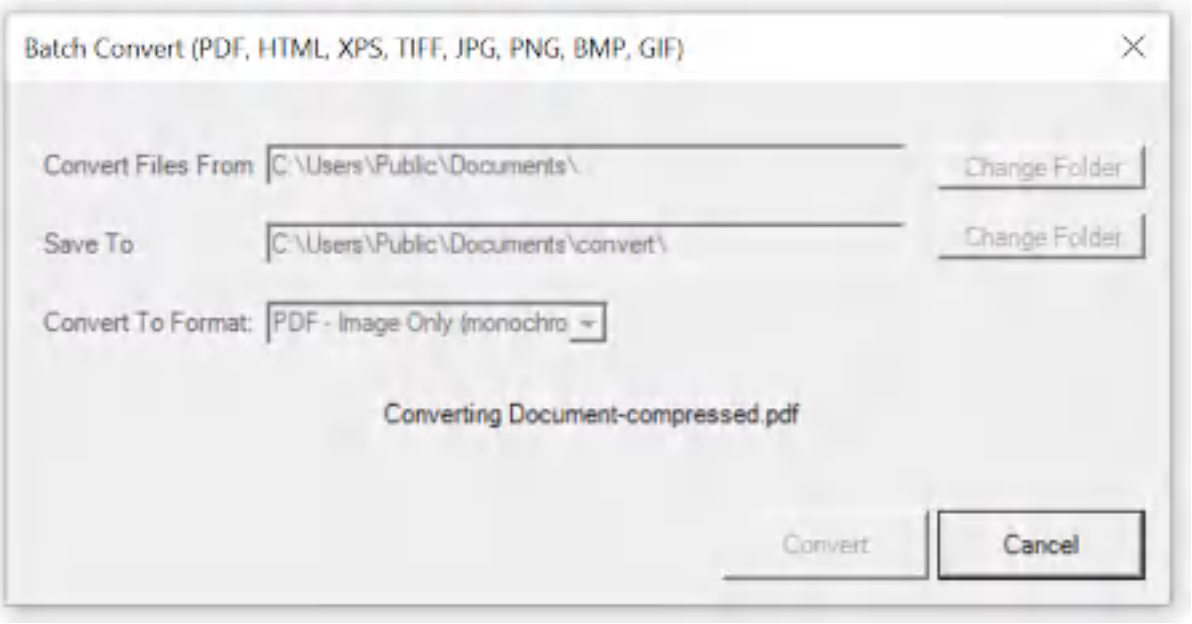
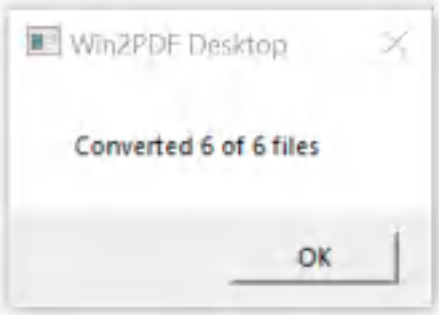


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.76 Batch Convert DOCX to XPS

Batch Convert DOCX to XPS Win2PDF Pro

To batch convert from Microsoft Word DOCX to an XML Paper Specification XPS file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "XPS - XML Paper Specification".

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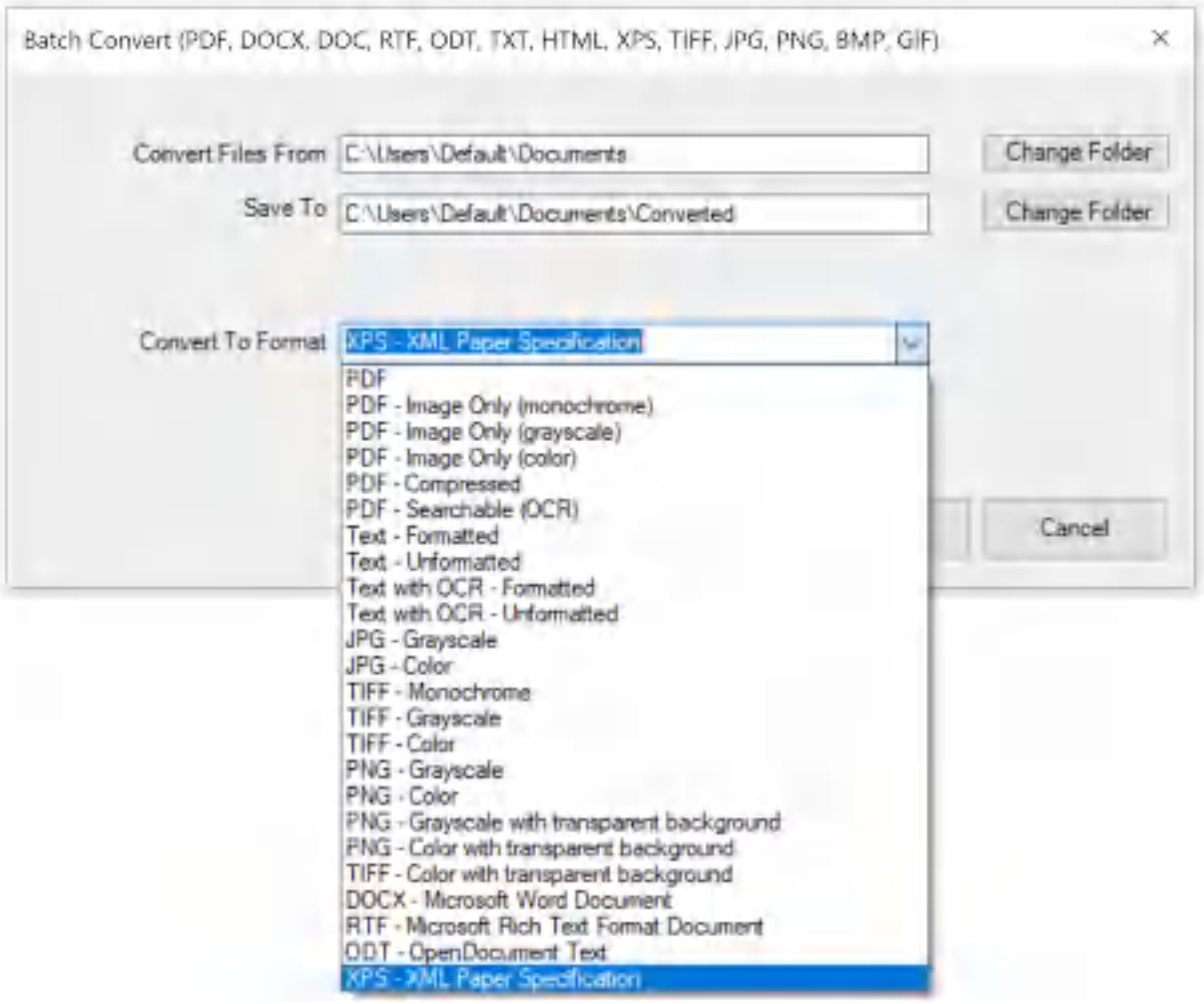

Win2PDF Desktop - Batch Convert DOCX to XPS

Set the "Convert Files From" location to the folder containing the DOCX files to convert, and set the "Save To" folder to the location for the converted XPS files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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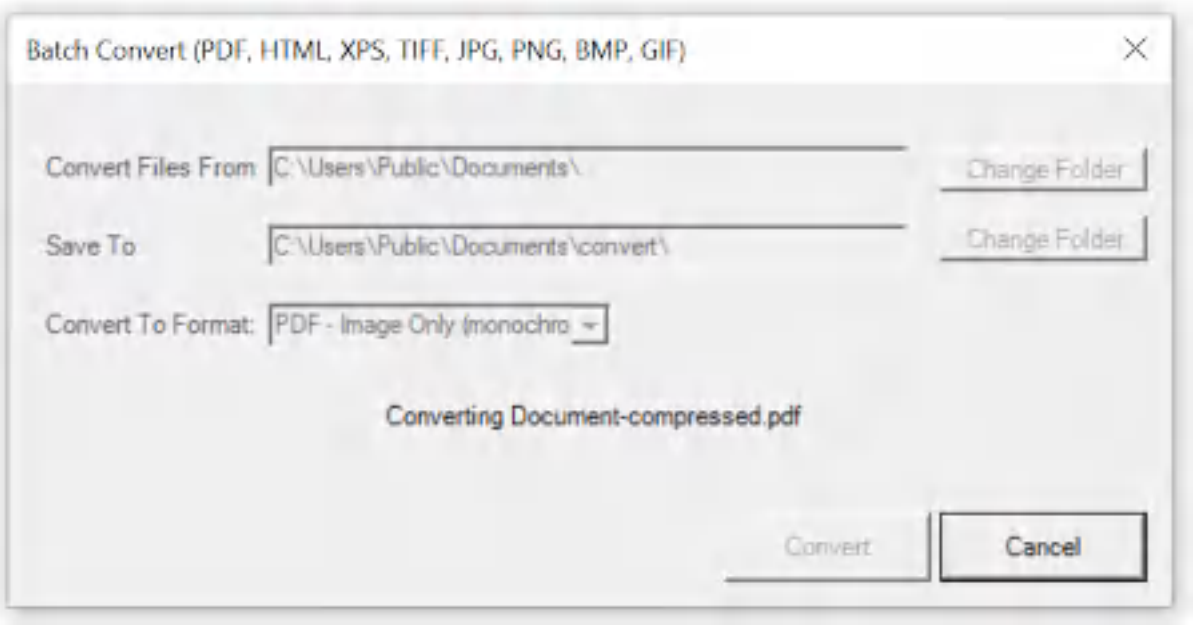
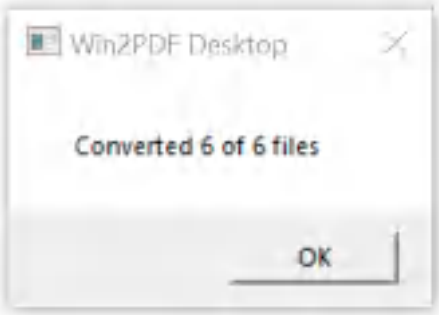


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.77 Batch Convert DOC to PDF

Batch Convert DOC to PDF Win2PDF Pro

To batch convert from a Microsoft Word DOC to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".

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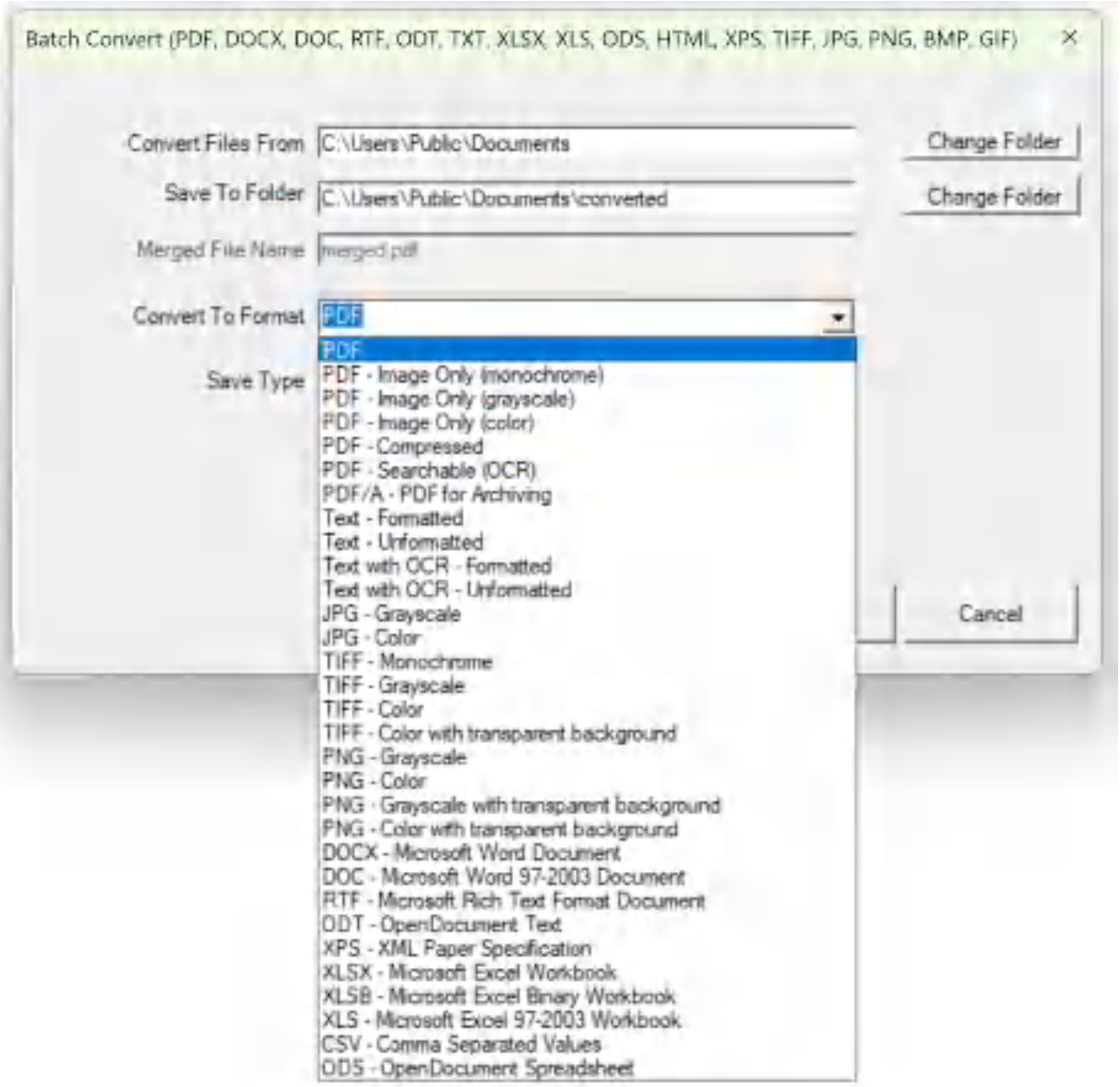

Win2PDF Desktop - Batch Convert DOC to PDF

Set the "Convert Files From" location to the folder containing the DOC files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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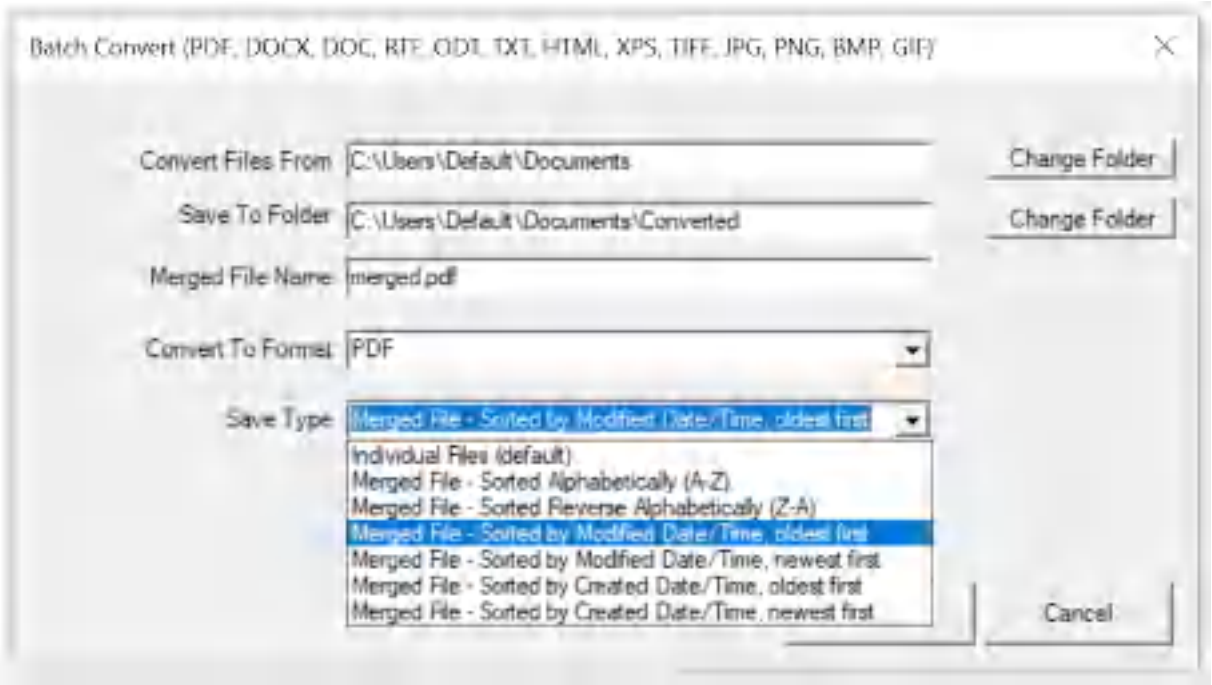

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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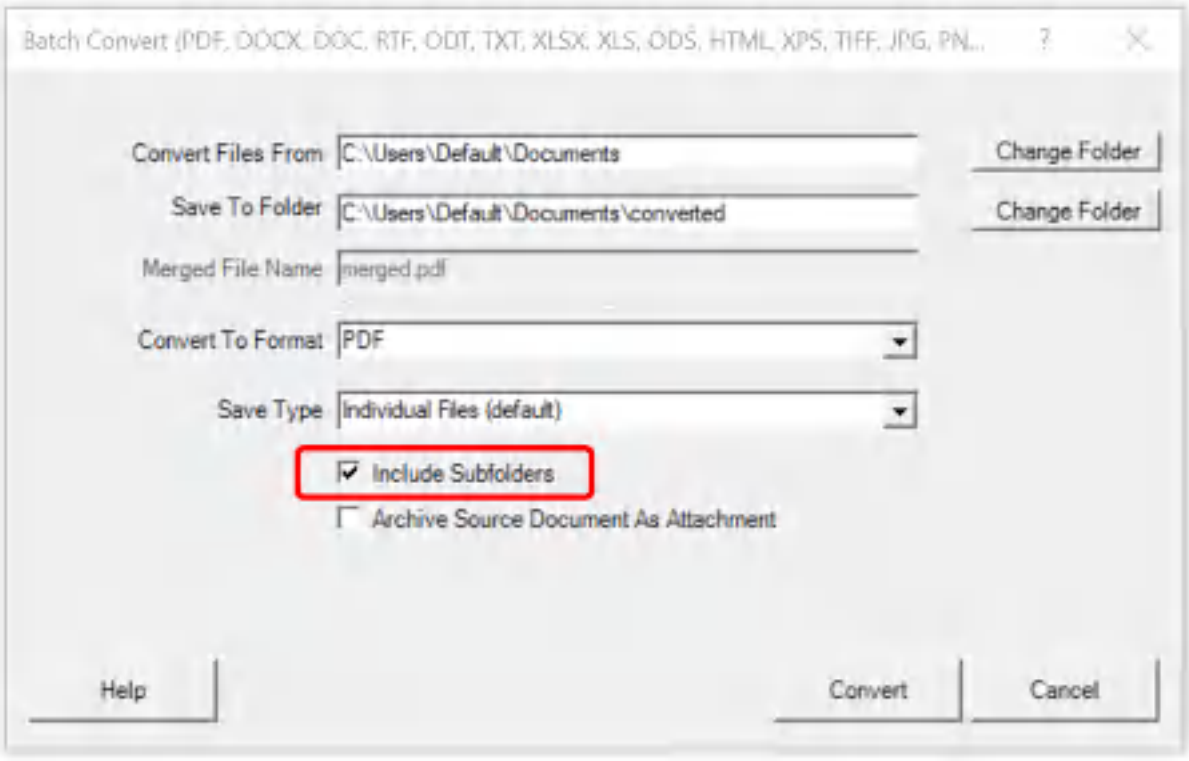

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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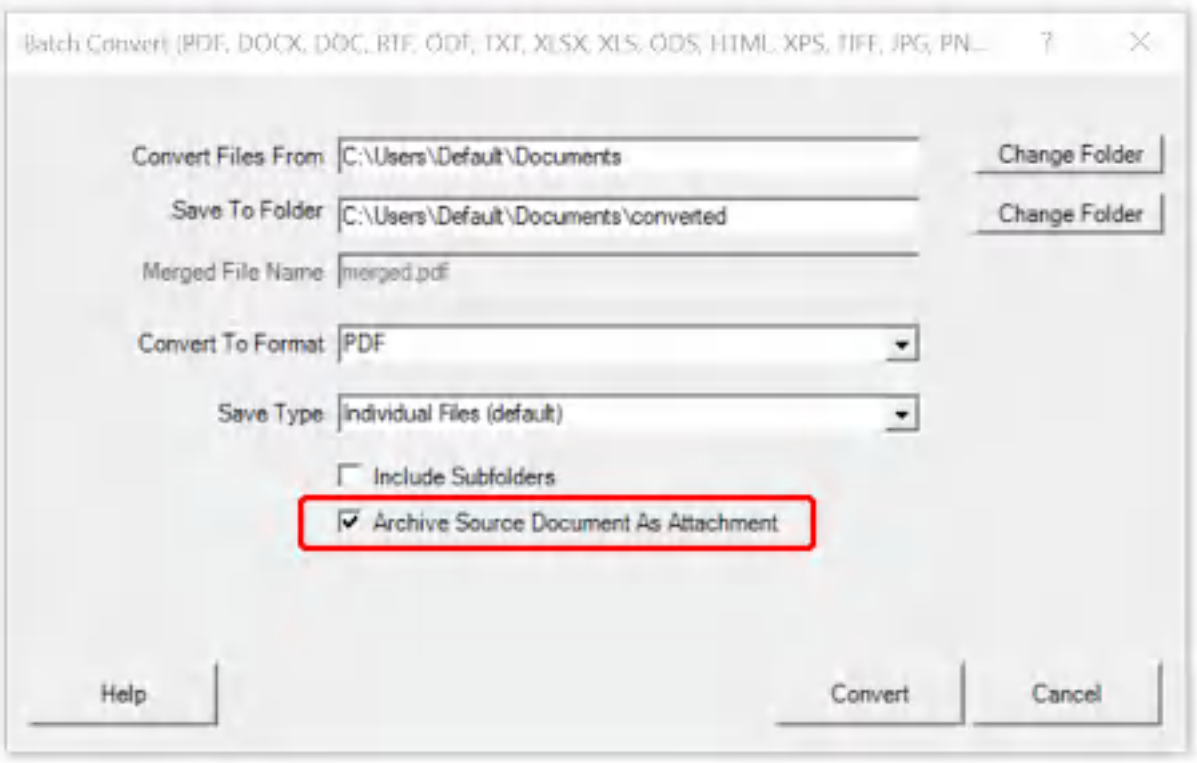

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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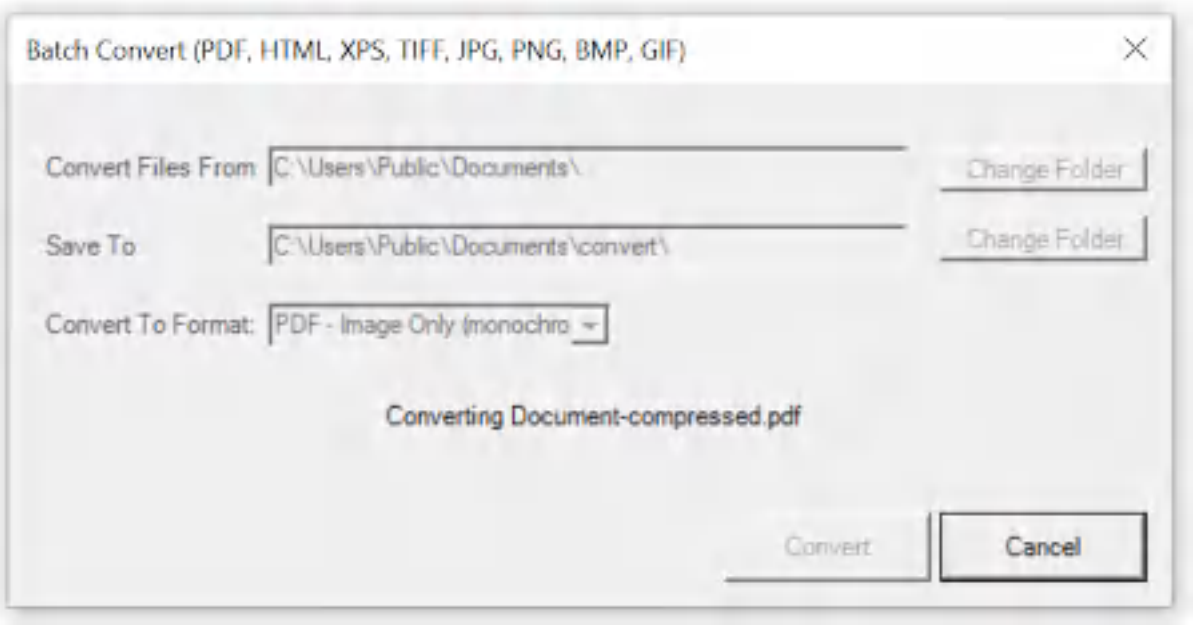
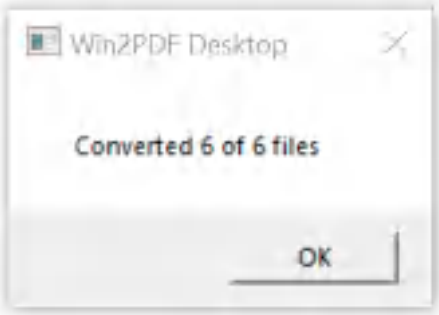


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.78 Batch Convert DOC to JPG

Batch Convert DOC to JPEG Win2PDF Pro

To batch convert from a Microsoft Word DOC to JPG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "JPG - Grayscale" or "JPG - Color".

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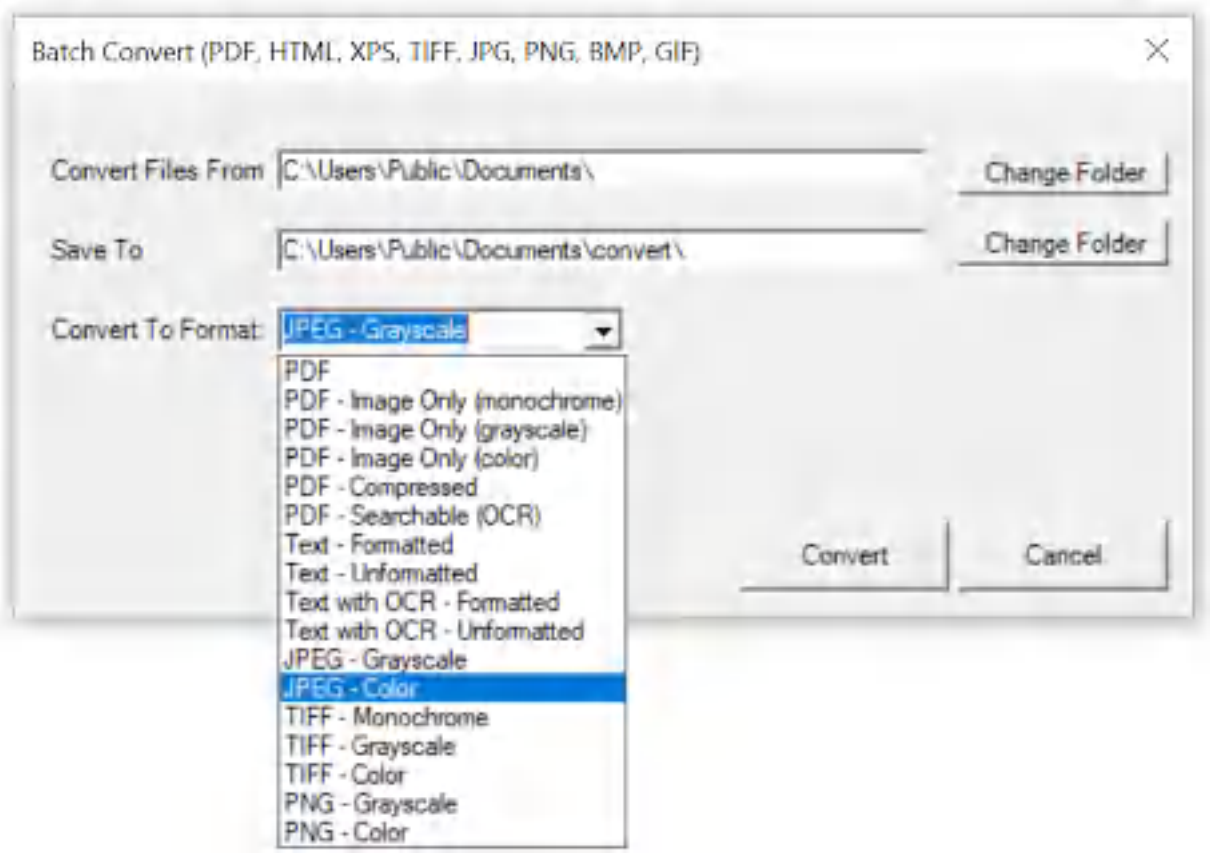

Win2PDF Desktop - Batch Convert DOC to JPG

Set the "Convert Files From" location to the folder containing the DOC files to convert, and set the "Save To" folder to the location for the converted JPG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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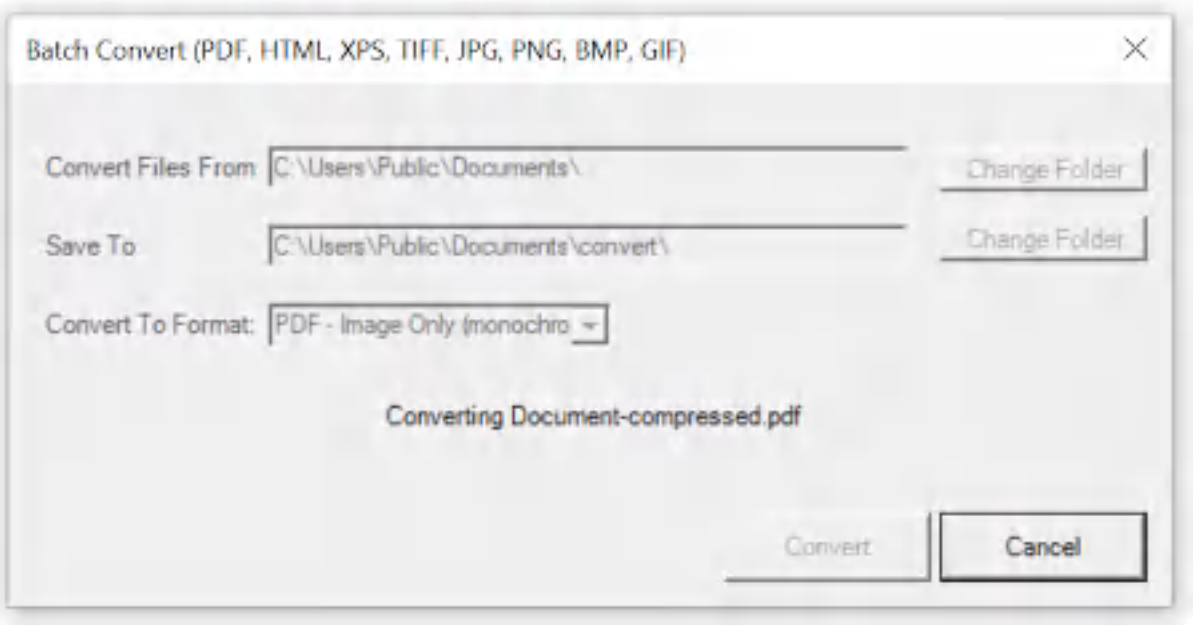
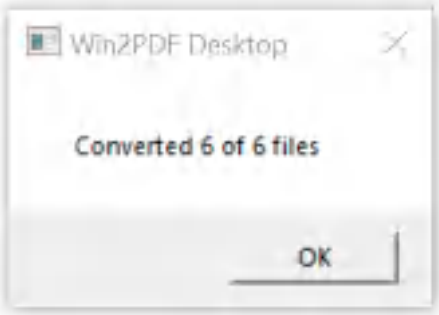


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.79 Batch Convert DOC to PNG

Batch Convert DOC to PNG Win2PDF Pro

To batch convert from a Microsoft Word DOC to PNG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PNG - Grayscale" or "PNG - Color".

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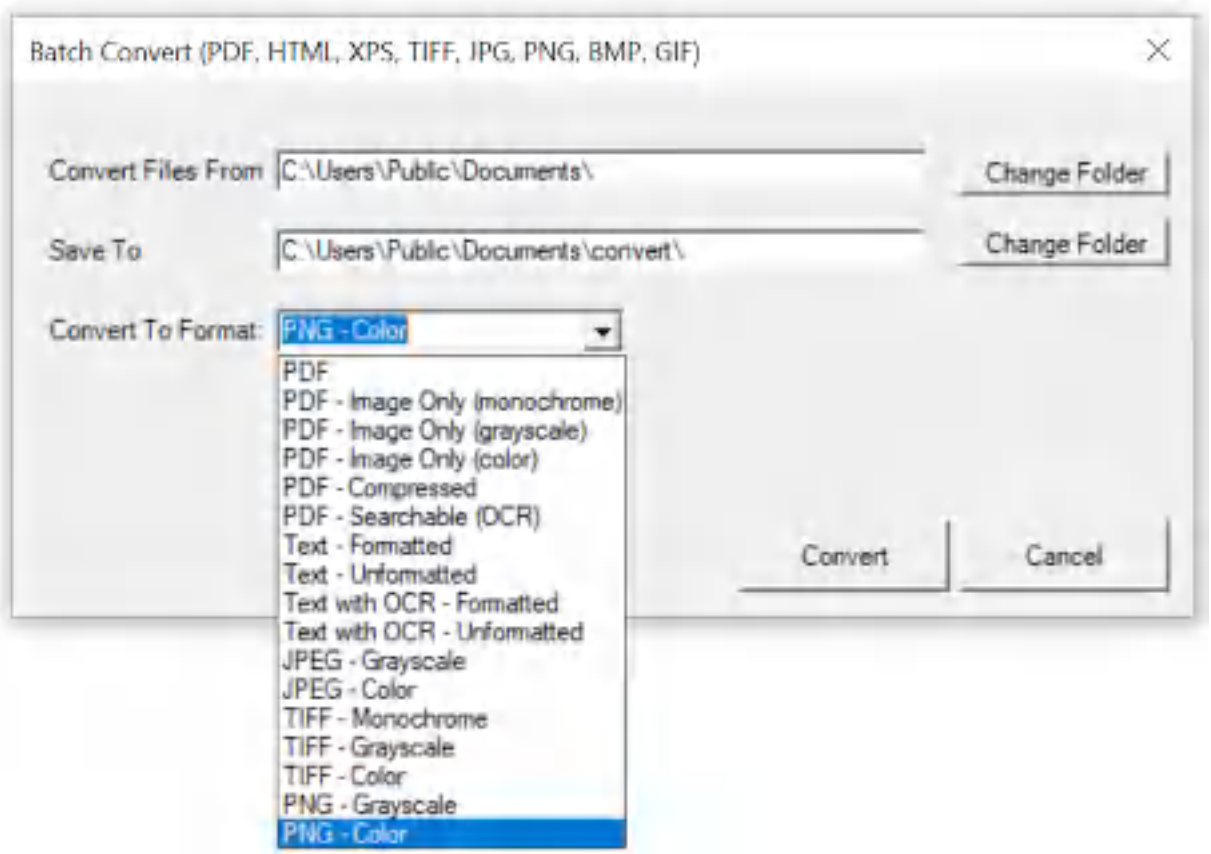

Win2PDF Desktop - Batch Convert DOC to PNG

Set the "Convert Files From" location to the folder containing the DOC files to convert, and set the "Save To" folder to the location for the converted PNG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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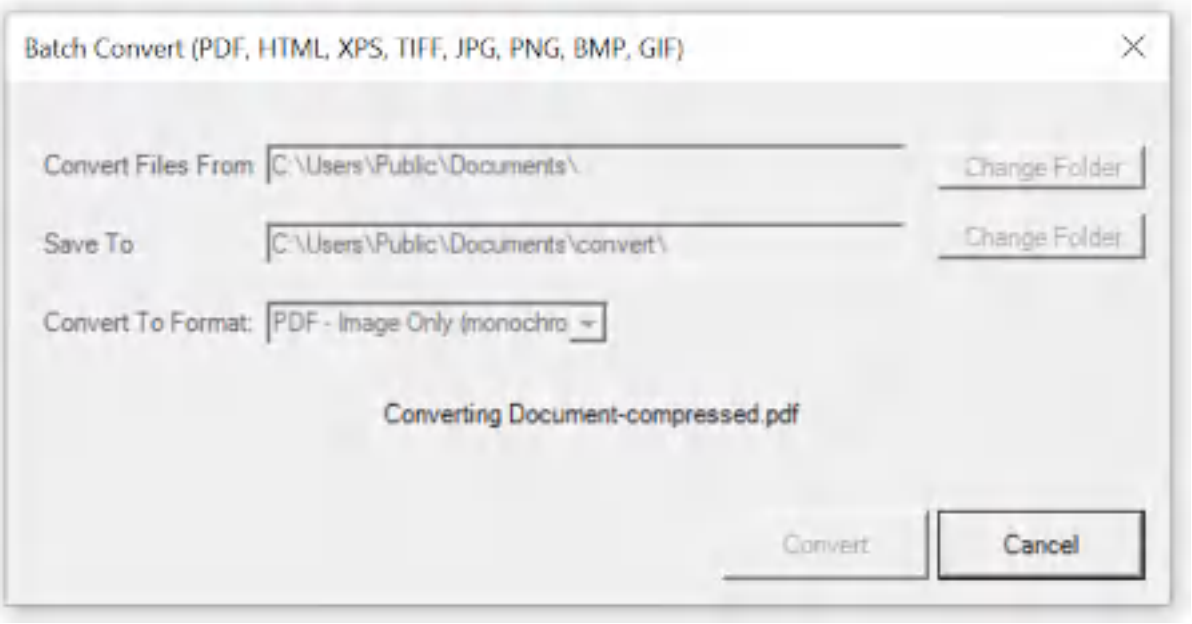
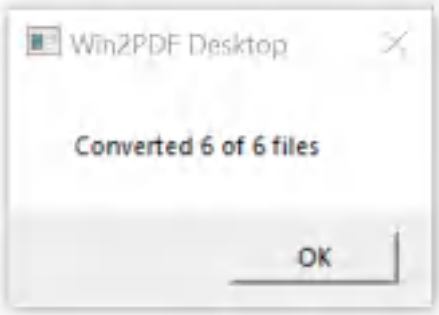


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.80 Batch Convert DOC to TIFF

Batch Convert DOC to TIFF Win2PDF Pro

To batch convert from a Microsoft Word DOC to TIFF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either

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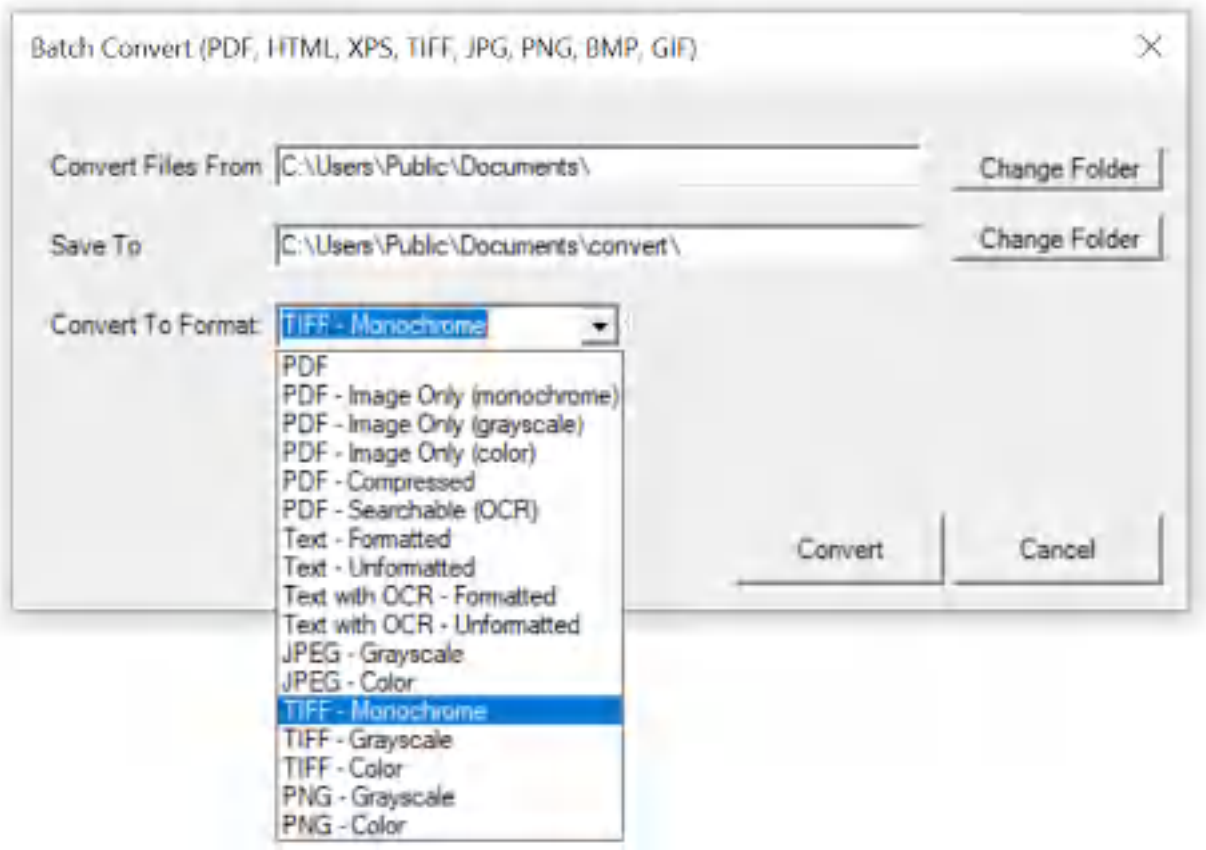
"TIFF - Monochrome", "TIFF - Grayscale", "TIFF - Color", or "TIFF - Color with transparent background".



Win2PDF Desktop - Batch Convert DOC to TIFF

Set the "Convert Files From" location to the folder containing the DOC files to convert, and set the "Save To" folder to the location for the converted TIFF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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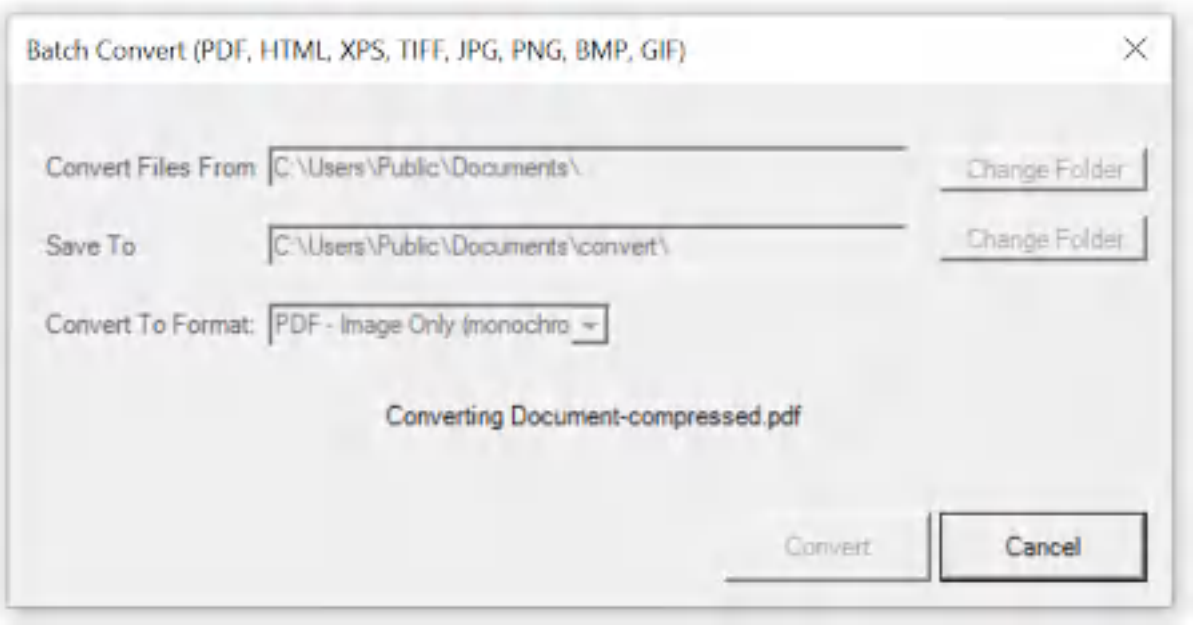
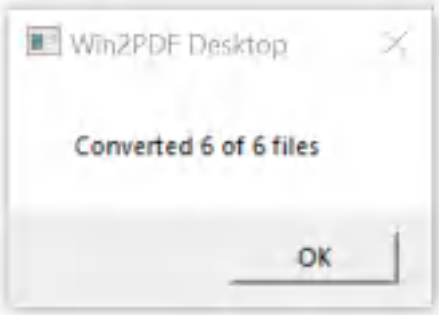


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.81 Batch Convert DOC to Text

Batch Convert DOC to TXT Win2PDF Pro

To batch convert from a Microsoft Word DOC to Text, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "Text

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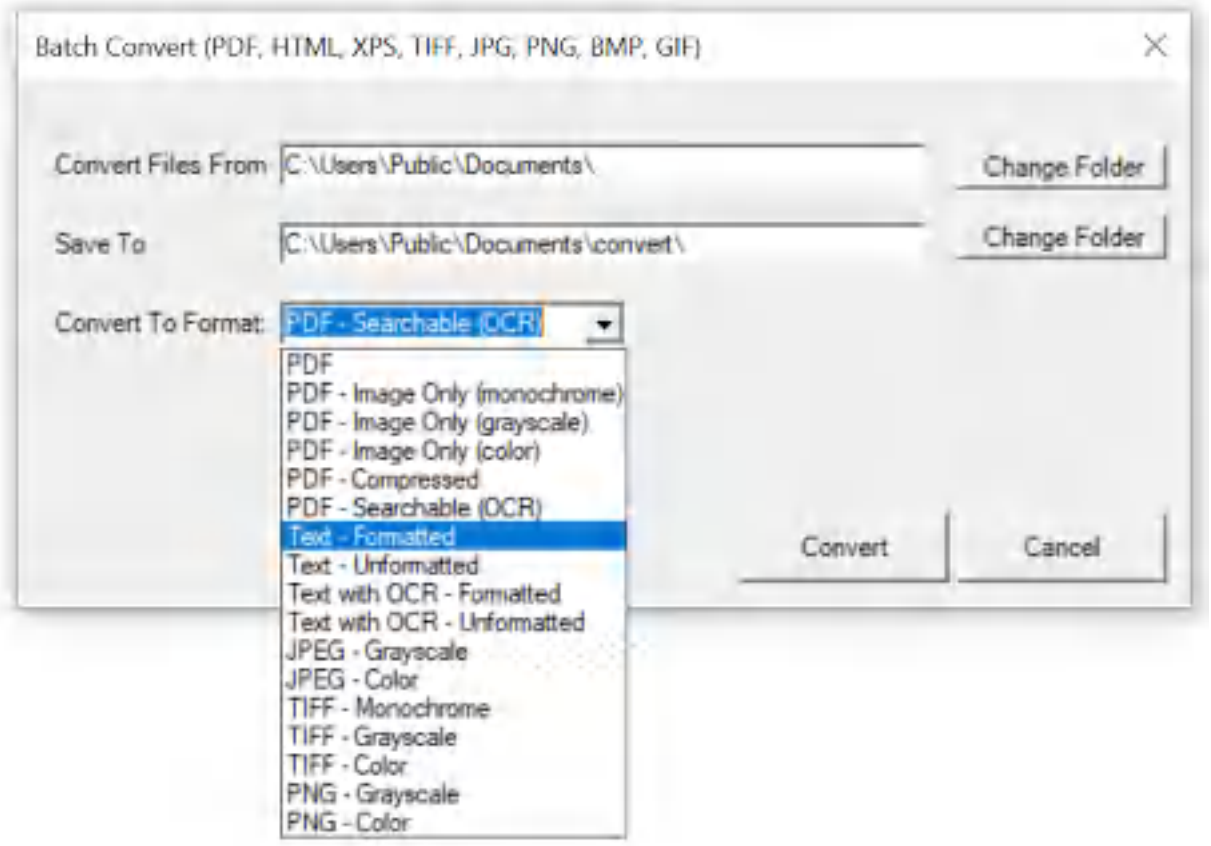
with OCR - Formatted", or "Text with OCR - Unformatted". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert DOC to Text

Set the "Convert Files From" location to the folder containing the DOC files to convert, and set the "Save To" folder to the location for the converted text files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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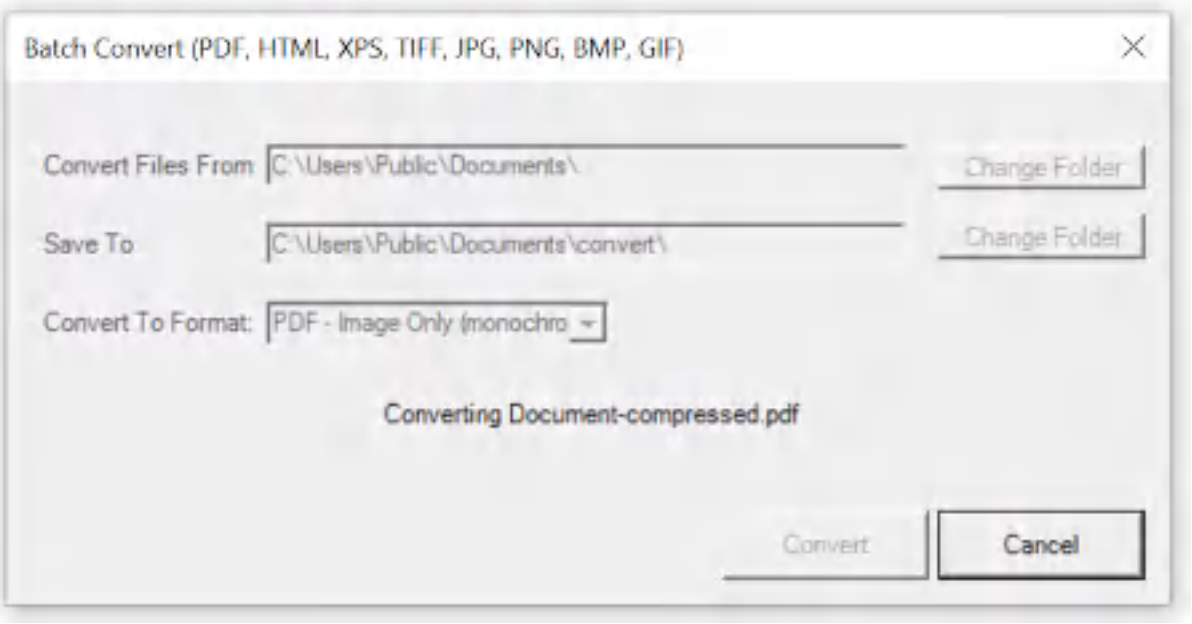
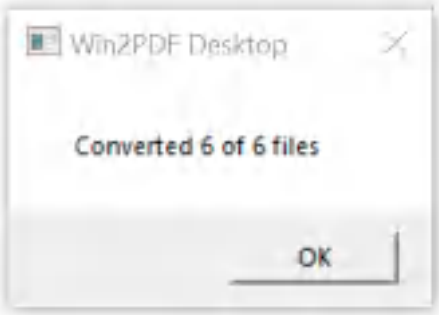


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.82 Batch Convert DOC to Searchable PDF

Batch Convert DOC to Searchable PDF Win2PDF Pro

To batch convert from a Microsoft Word DOC to searchable PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To

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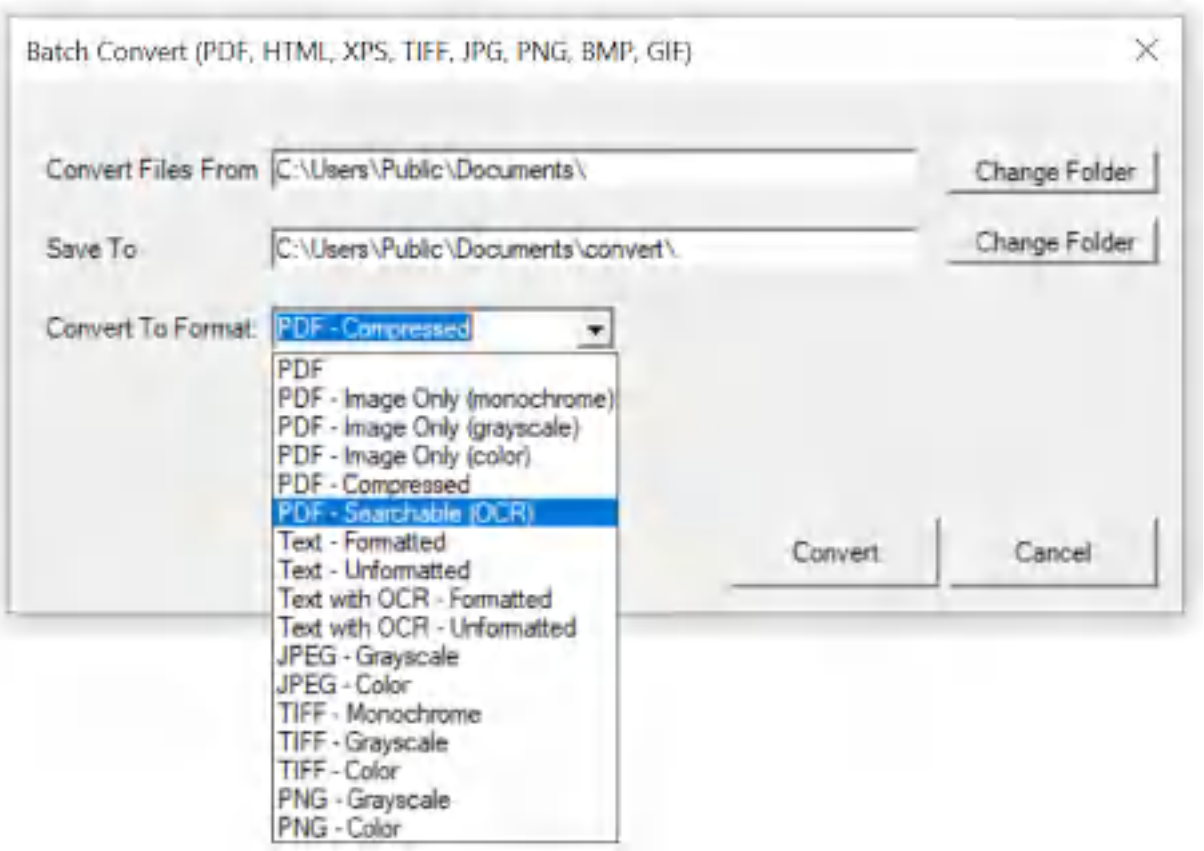
Format" to either "PDF - Searchable (OCR)". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert DOC to Searchable PDF

Set the "Convert Files From" location to the folder containing the DOC files to convert, and set the "Save To" folder to the location for the converted searchable PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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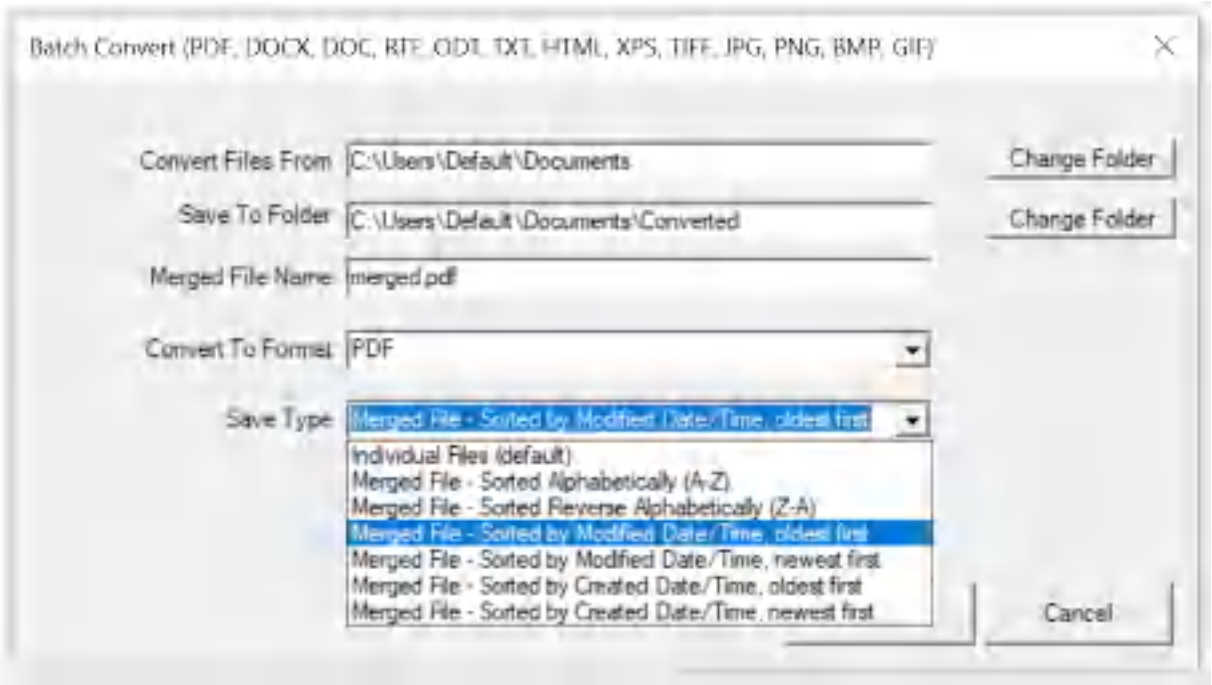

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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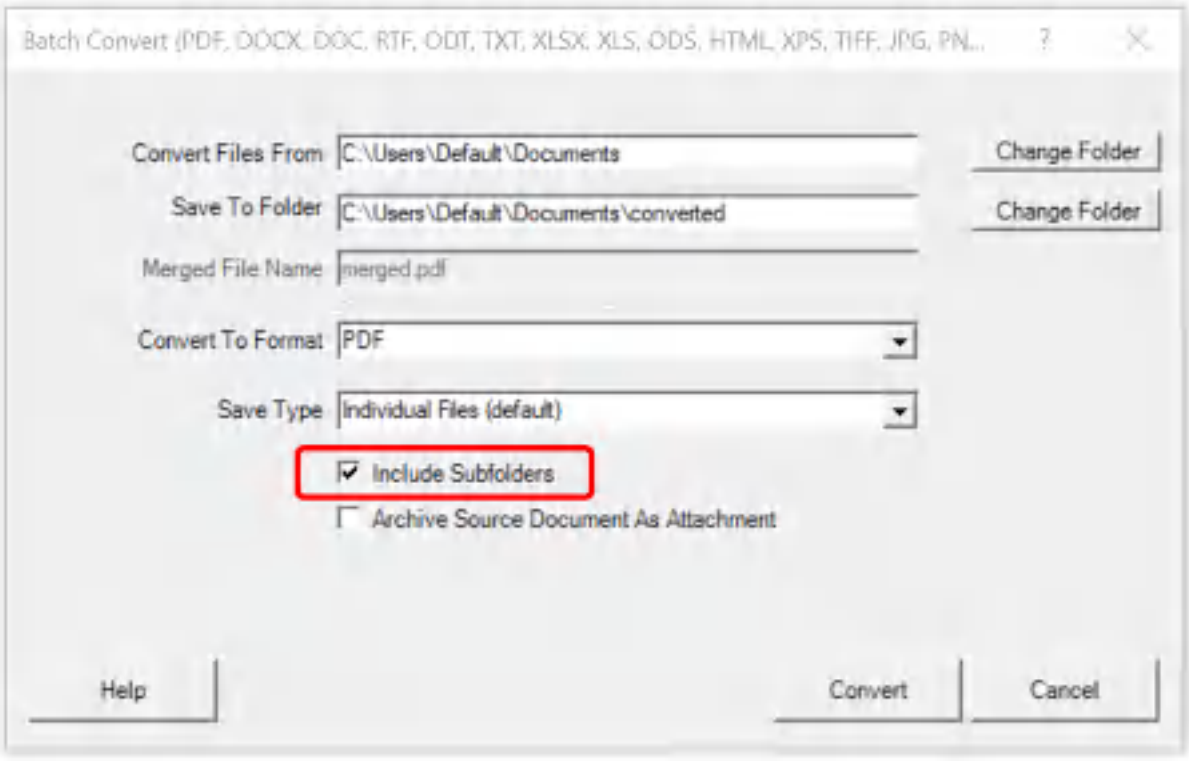

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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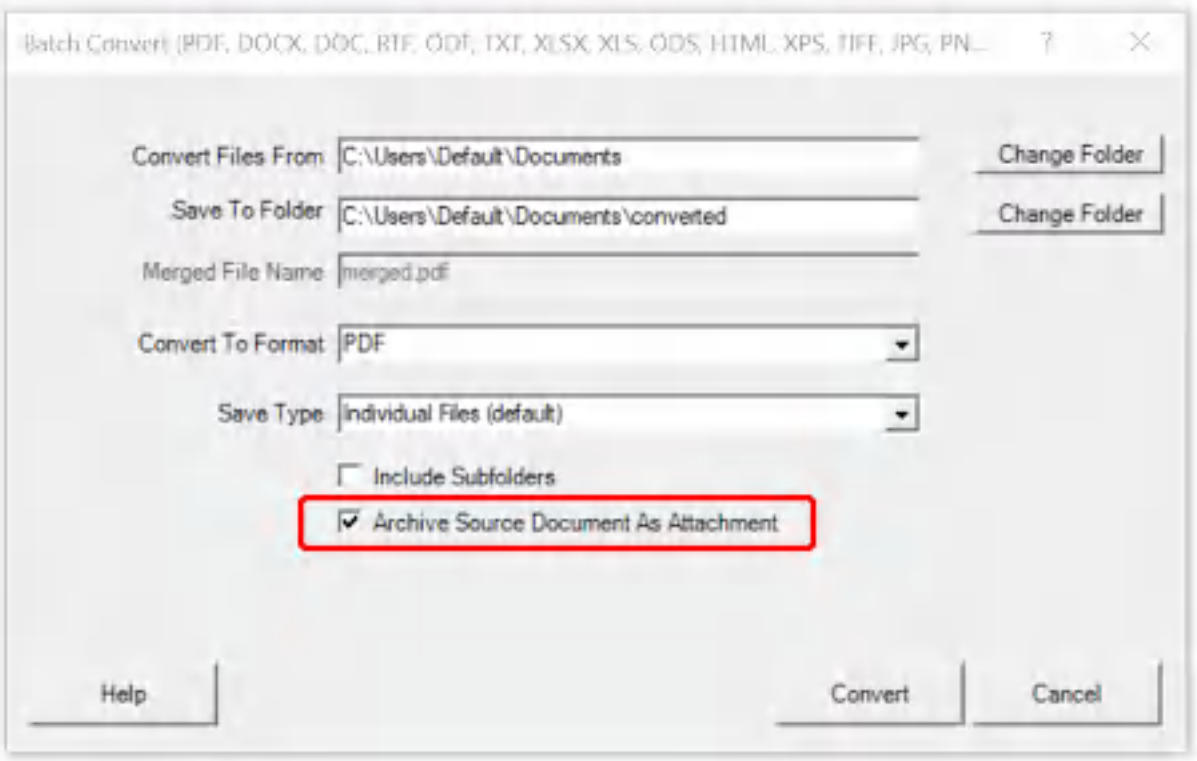

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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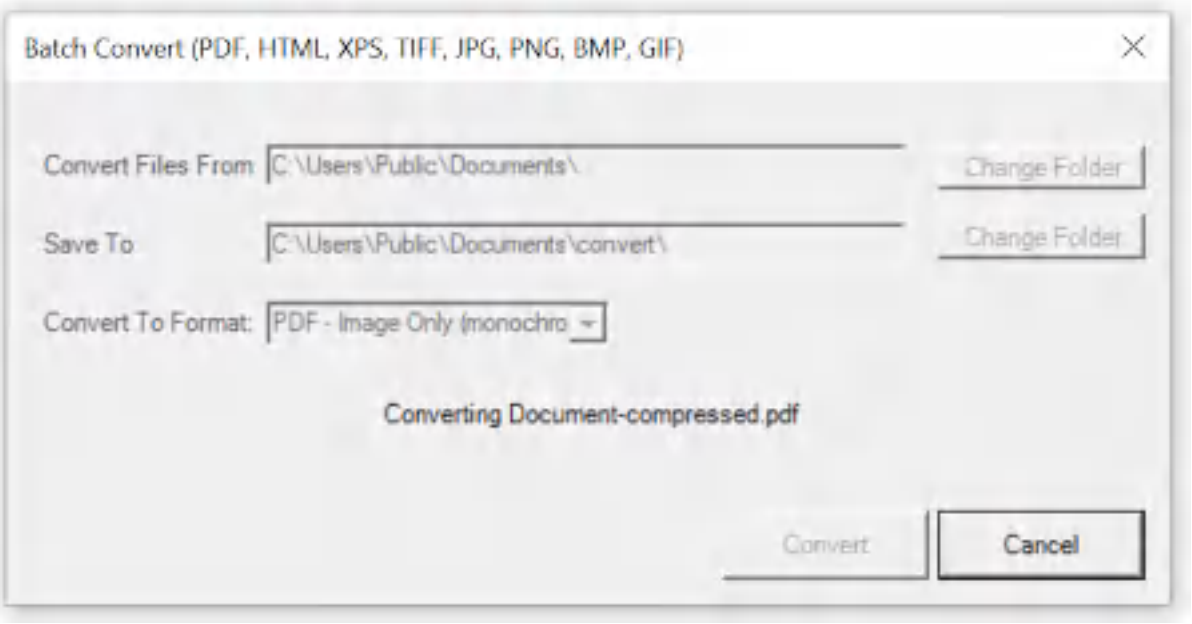
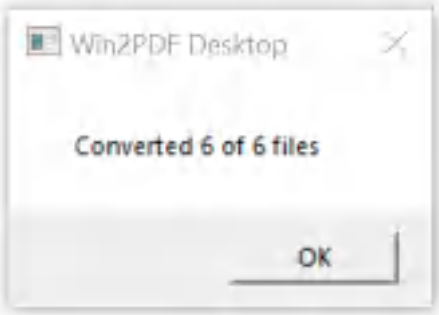


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.83 Batch Convert DOC to Compressed PDF

Batch Convert DOC to Compressed PDF Win2PDF Pro

To batch convert from a Microsoft Word DOC to compressed PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Compressed".

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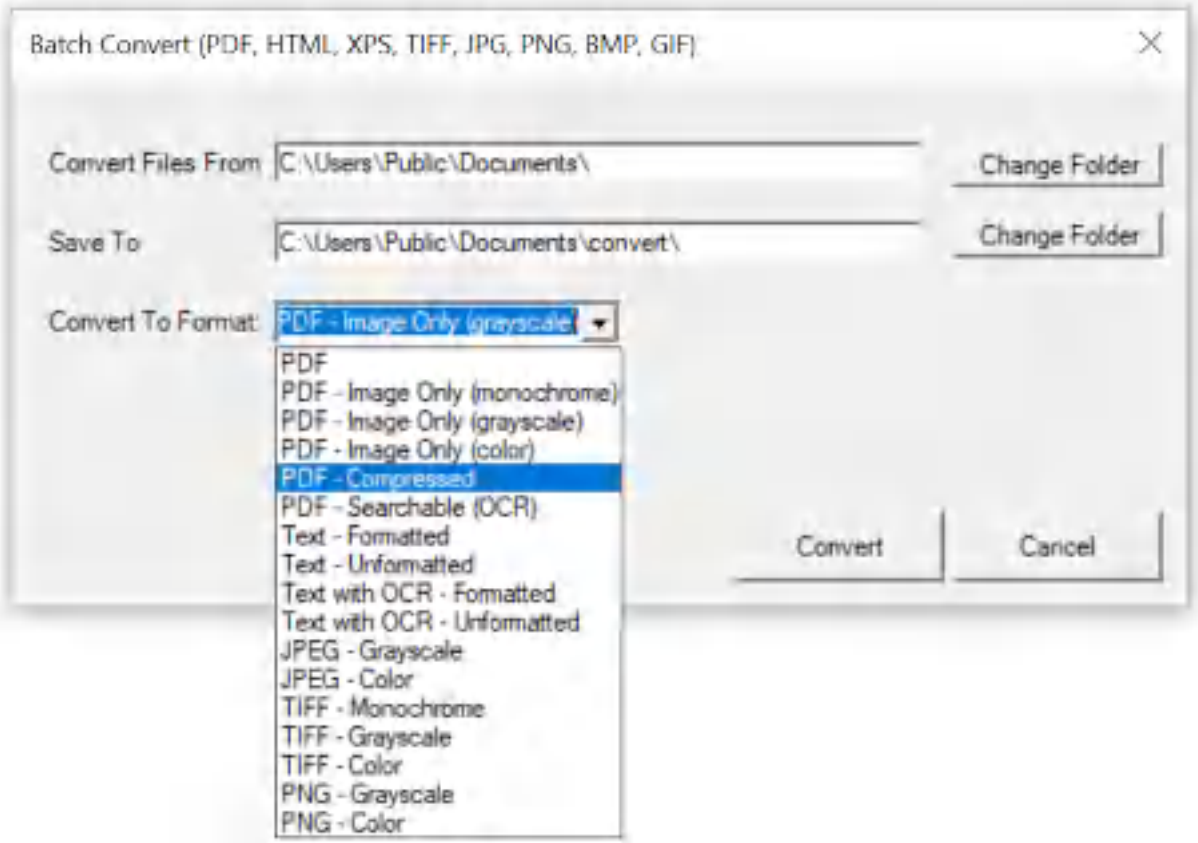

Win2PDF Desktop - Batch Convert DOC to Compressed PDF

Set the "Convert Files From" location to the folder containing the DOC files to convert, and set the "Save To" folder to the location for the converted compressed PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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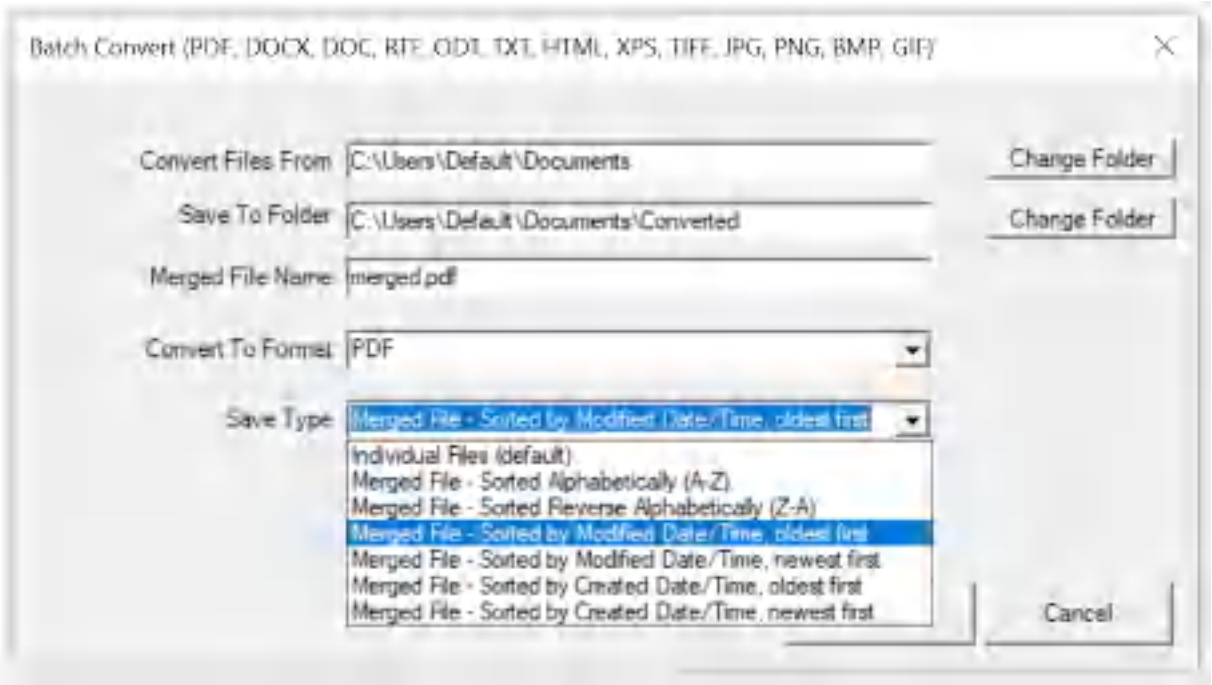

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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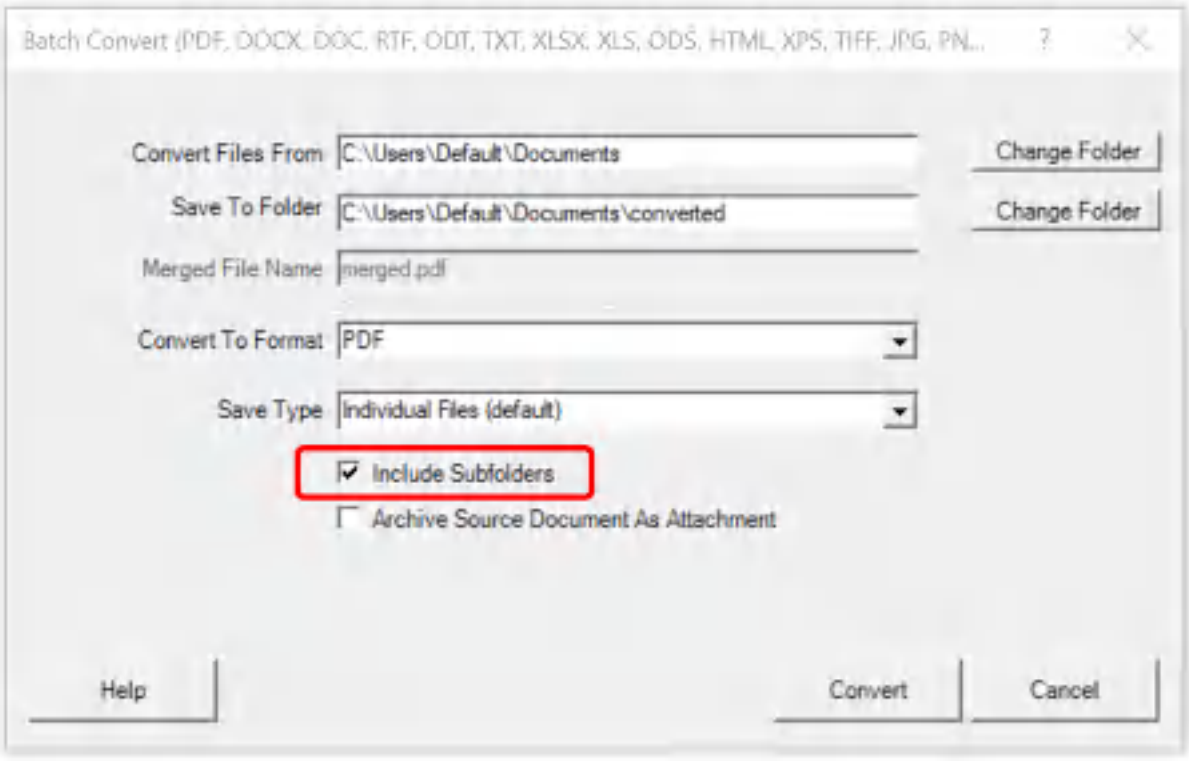

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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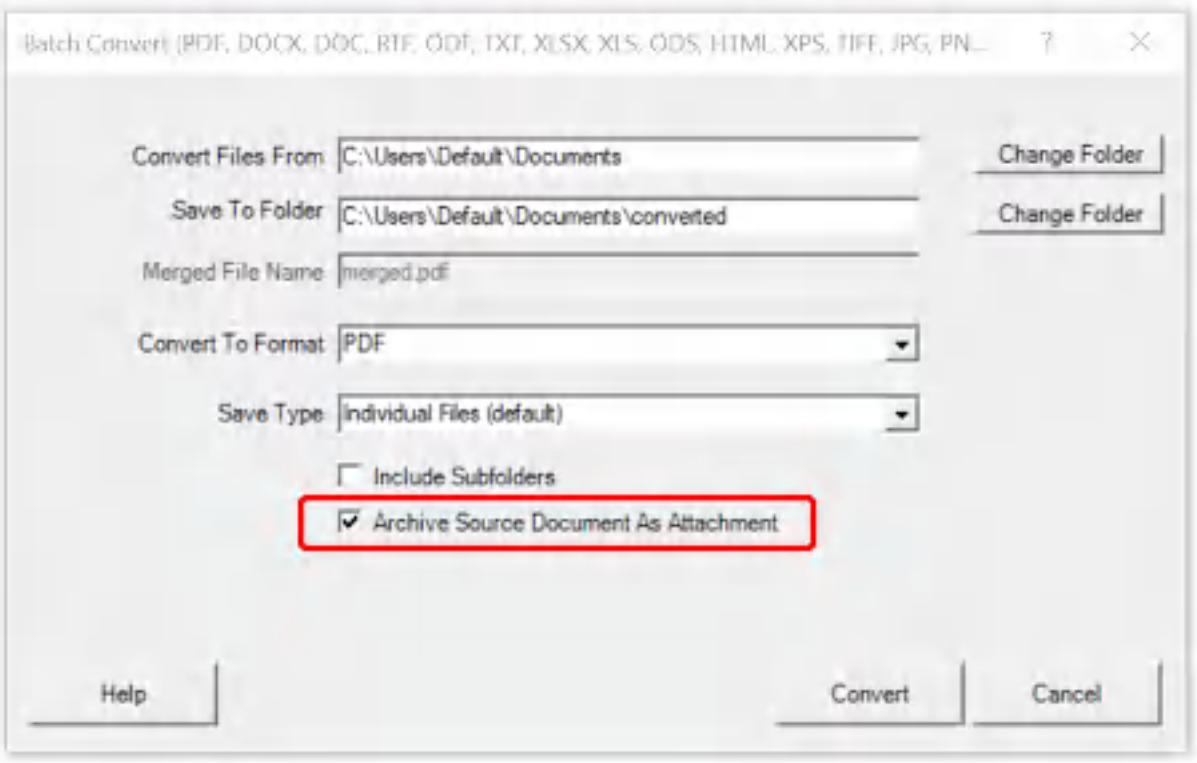

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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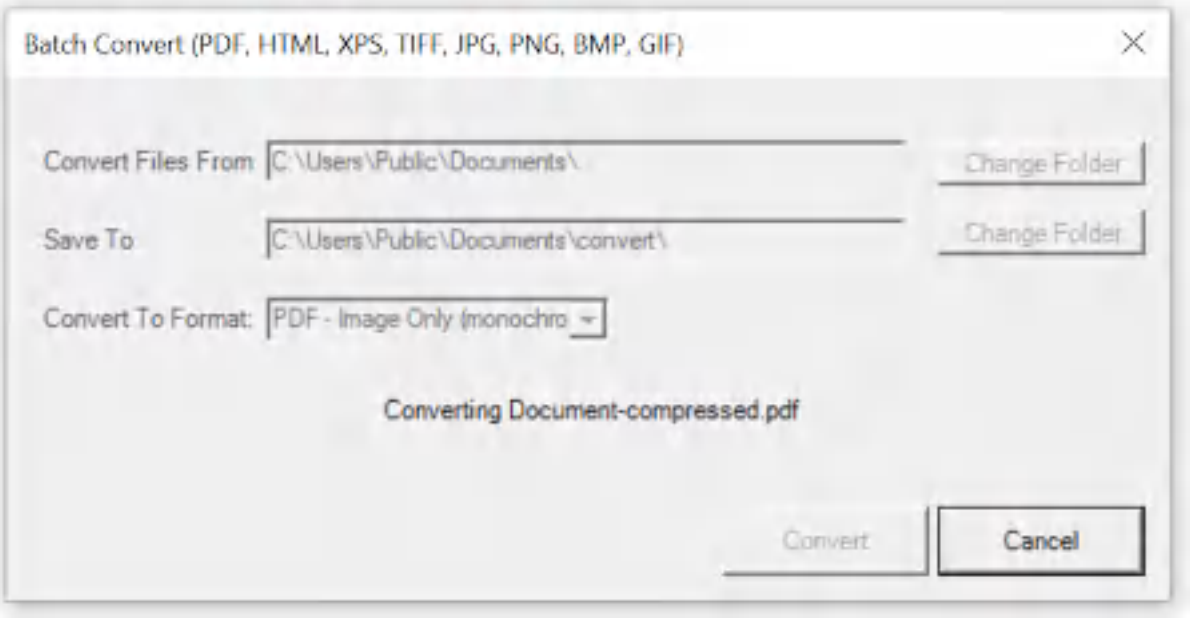
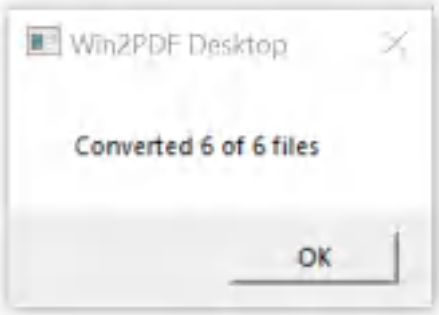


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.84 Batch Convert DOC to Image Only PDF

Batch Convert DOC to Image Only PDF Win2PDF Pro

To batch convert from a Microsoft Word DOC to an image only PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To

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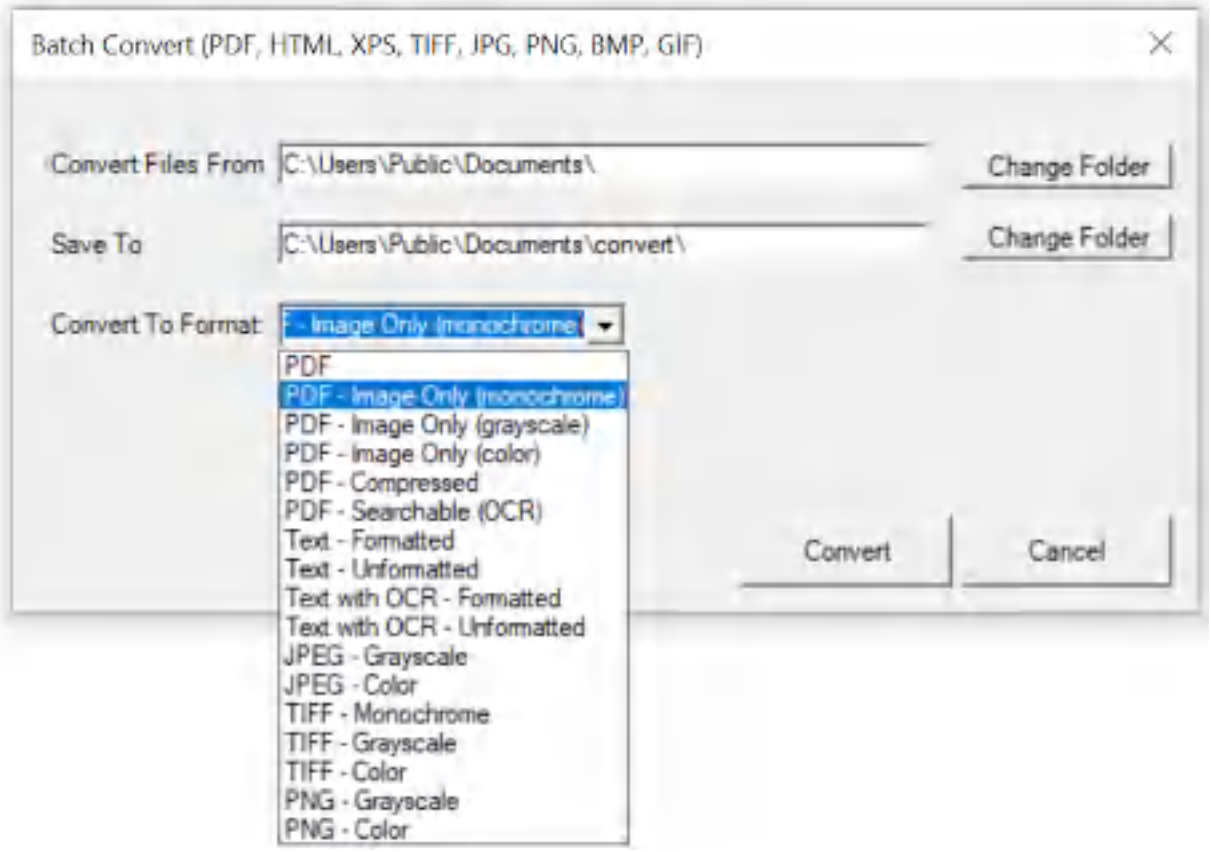
Format" to either "PDF - Image Only (monochrome)", "PDF - Image Only (grayscale)", or "PDF - Image Only (color)".



Win2PDF Desktop - Batch Convert DOC to Image Only PDF

Set the "Convert Files From" location to the folder containing the DOC files to convert, and set the "Save To" folder to the location for the converted image only PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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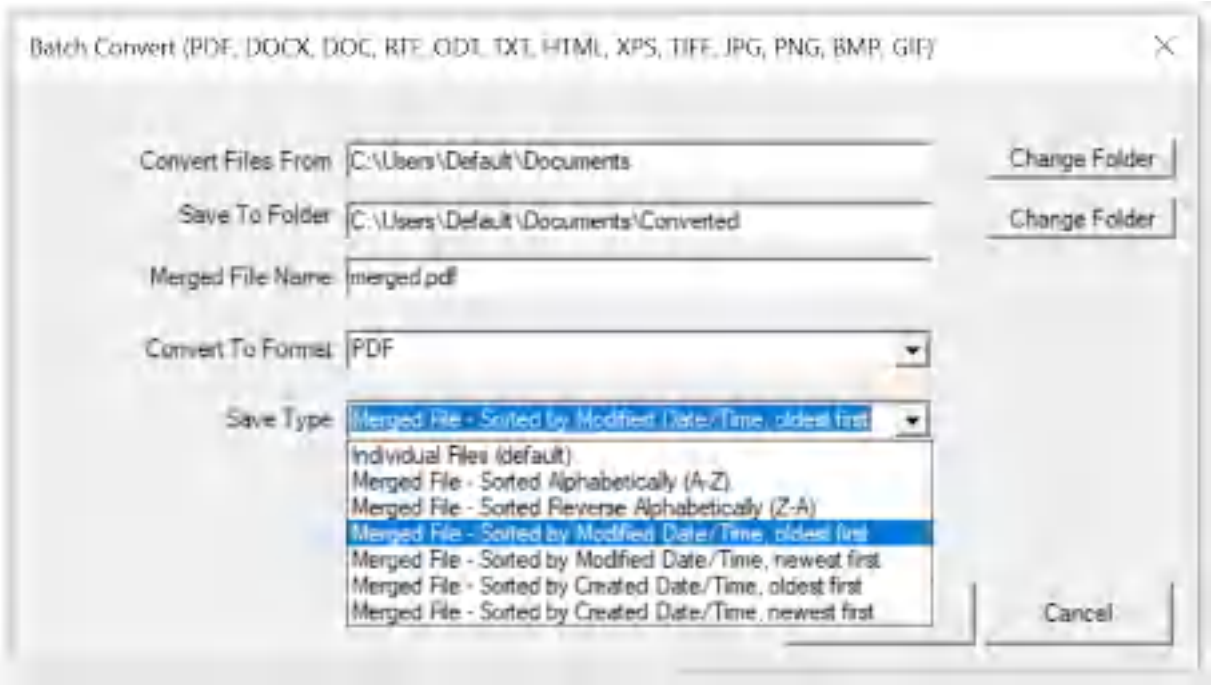

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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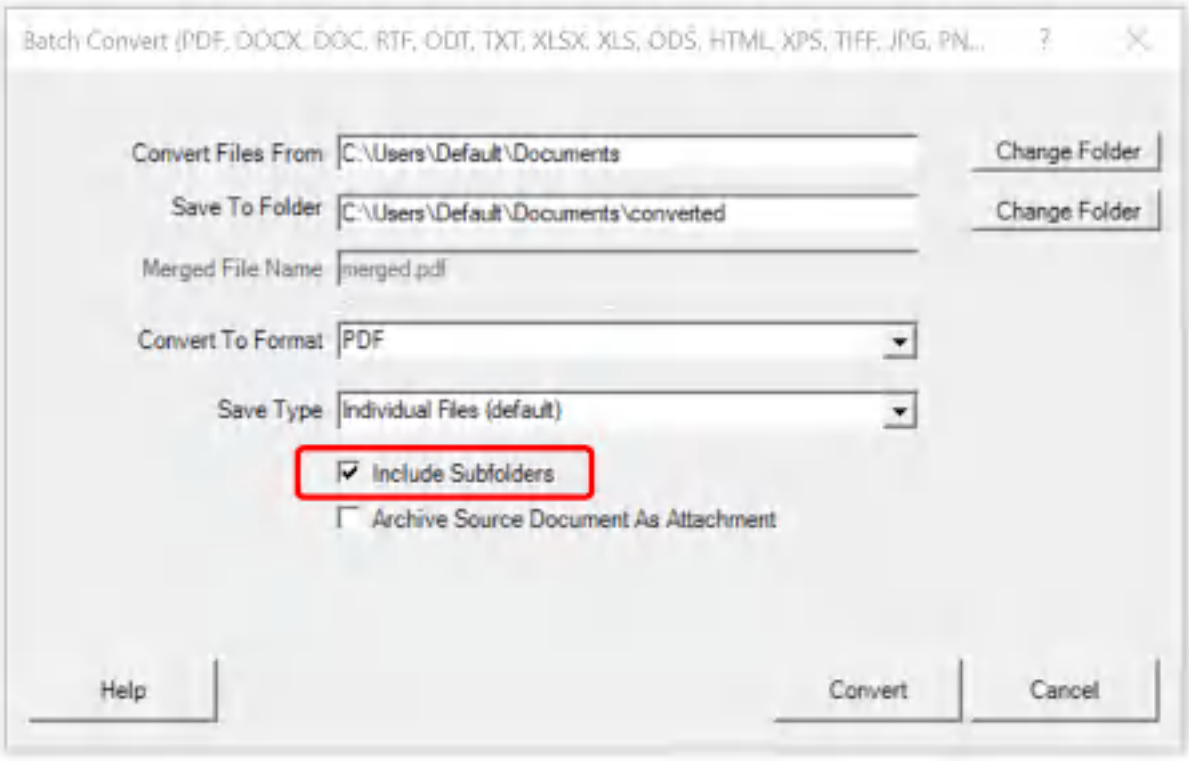

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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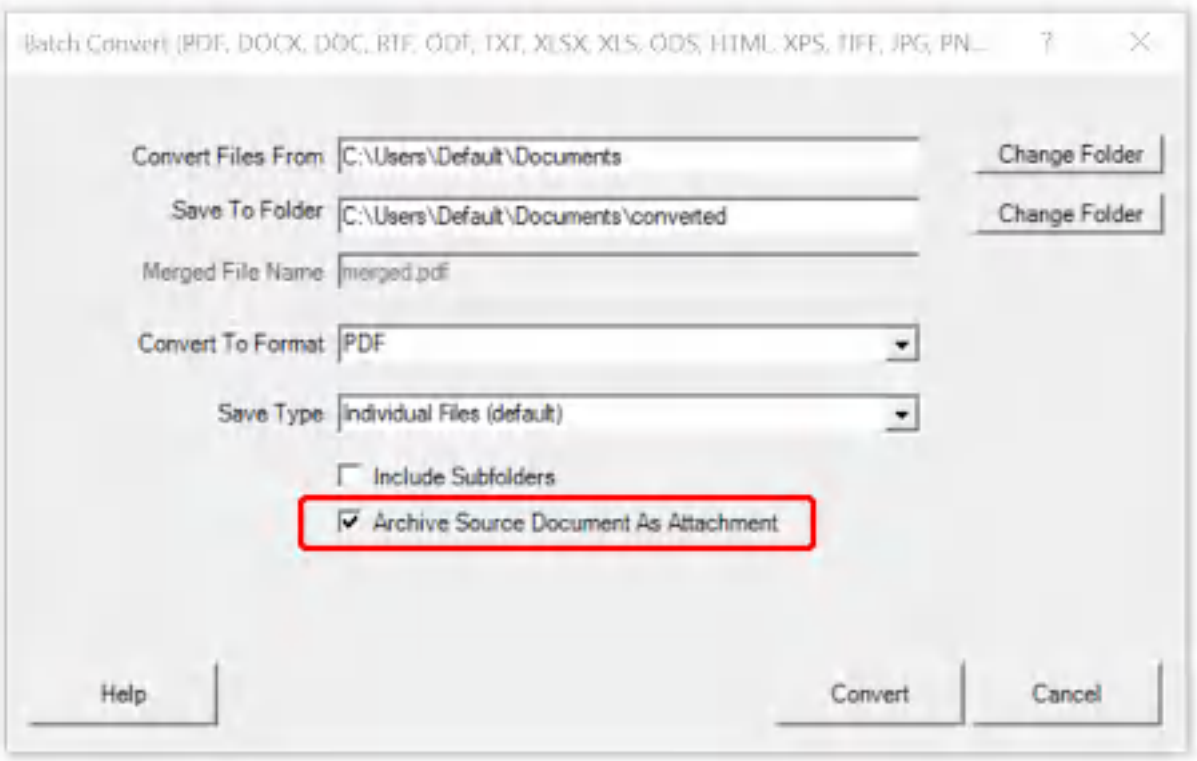

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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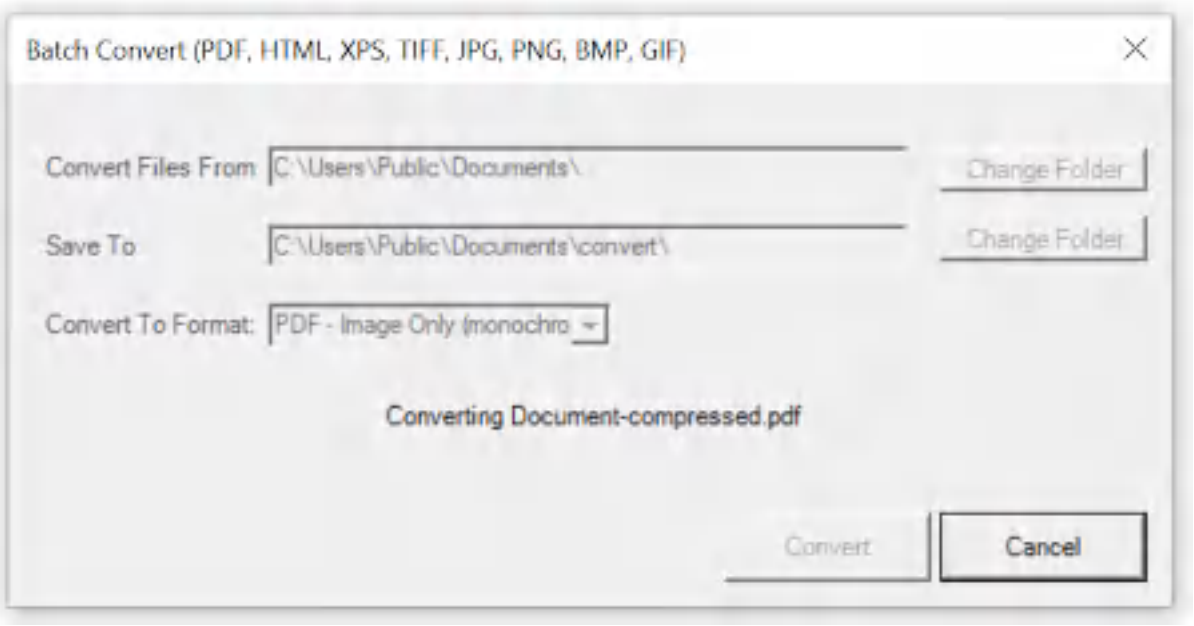
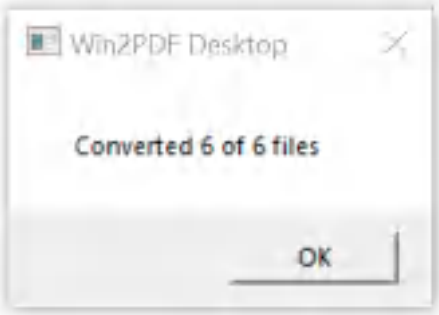


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.85 Batch Convert DOC to DOCX

Batch Convert DOC to DOCX Win2PDF Pro

To batch convert from a Microsoft Word DOC to a DOCX file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "DOCX - Microsoft Word Document".

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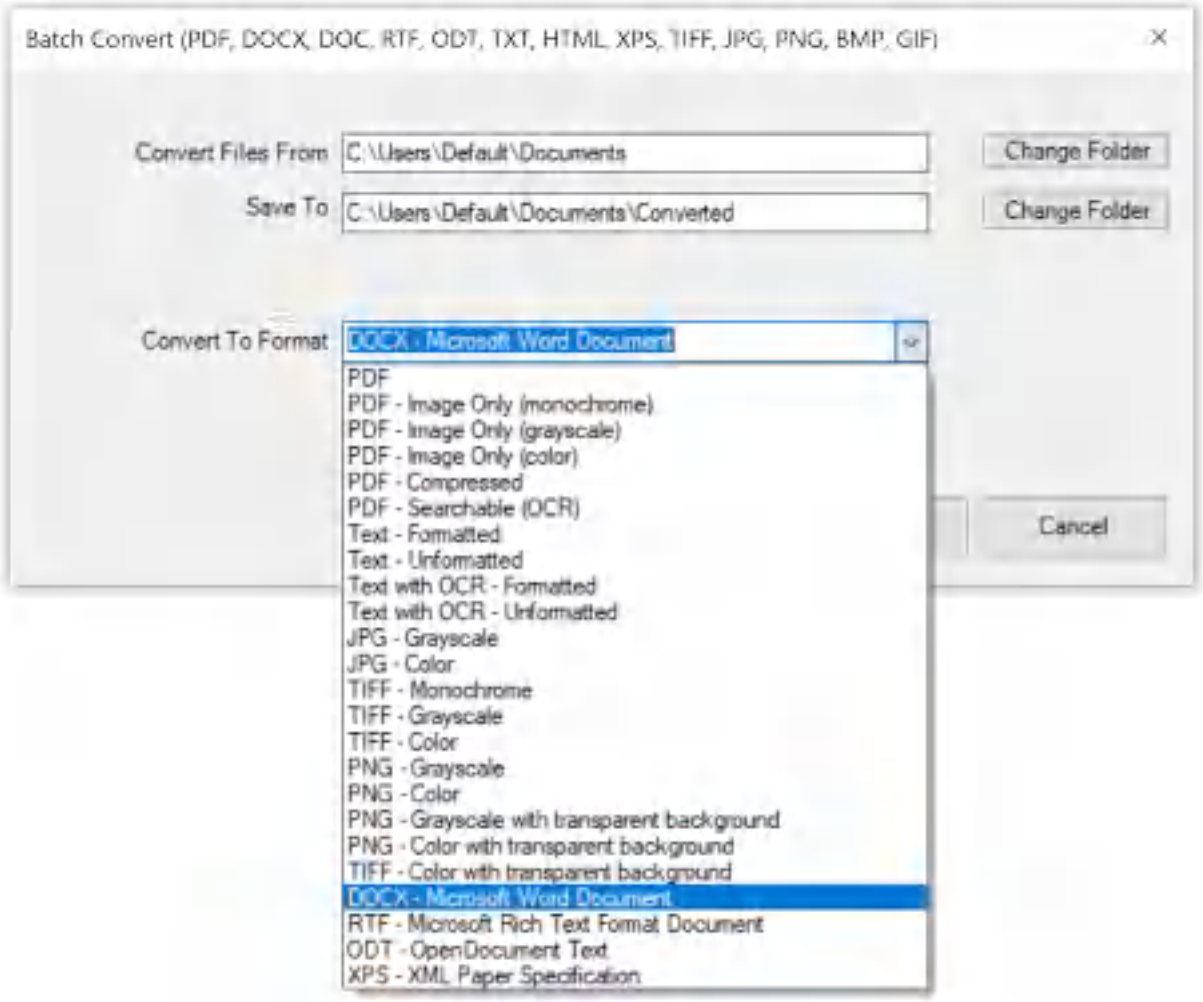

Win2PDF Desktop - Batch Convert DOC to DOCX

Set the "Convert Files From" location to the folder containing the DOC files to convert, and set the "Save To" folder to the location for the converted DOCX files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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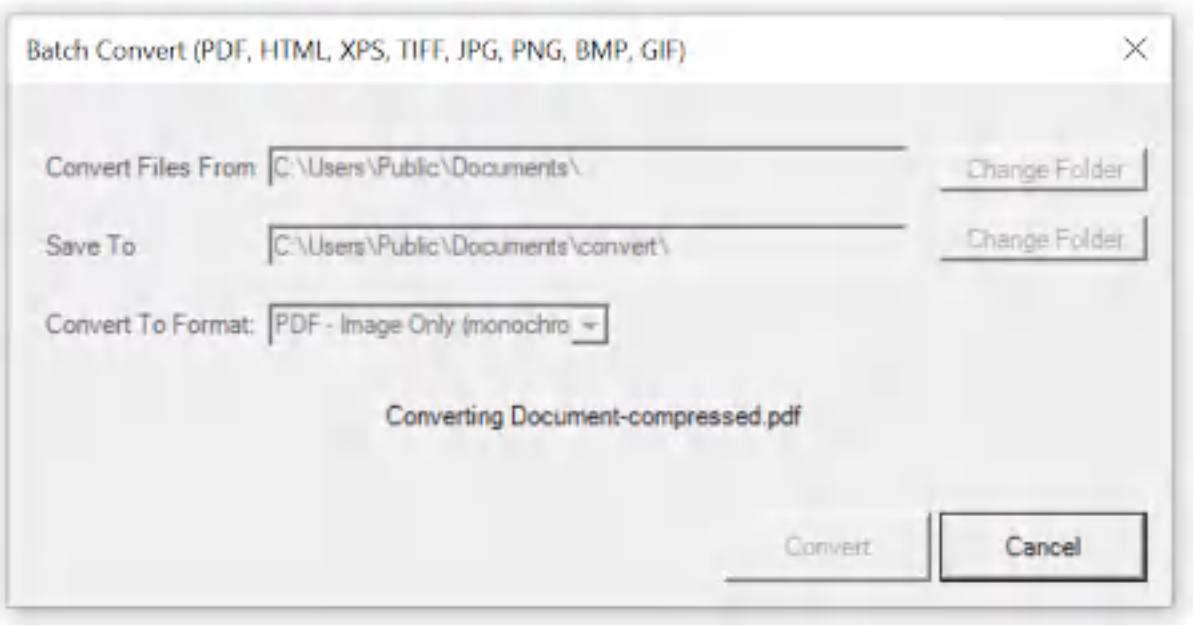
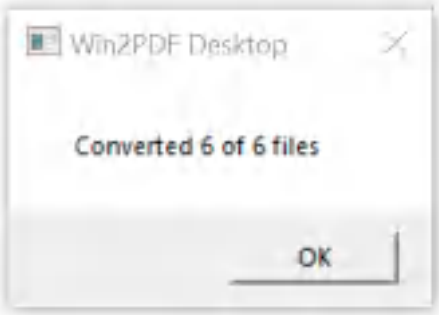


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.86 Batch Convert DOC to RTF

Batch Convert DOC to RTF Win2PDF Pro

To batch convert from Microsoft Word DOC to a Rich Text Format RTF file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "RTF - Microsoft Rich Text Format Document".

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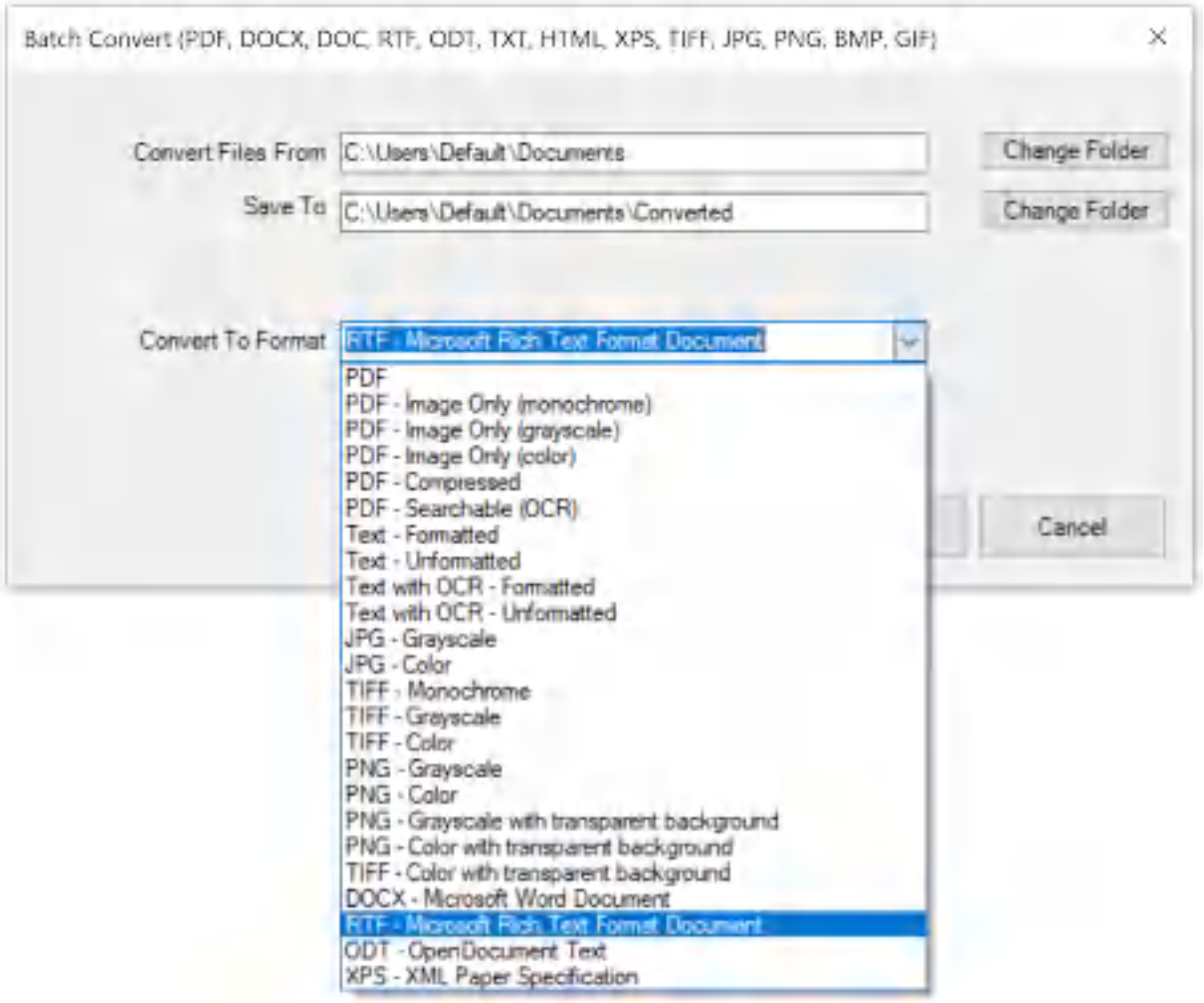

Win2PDF Desktop - Batch Convert DOC to RTF

Set the "Convert Files From" location to the folder containing the DOC files to convert, and set the "Save To" folder to the location for the converted RTF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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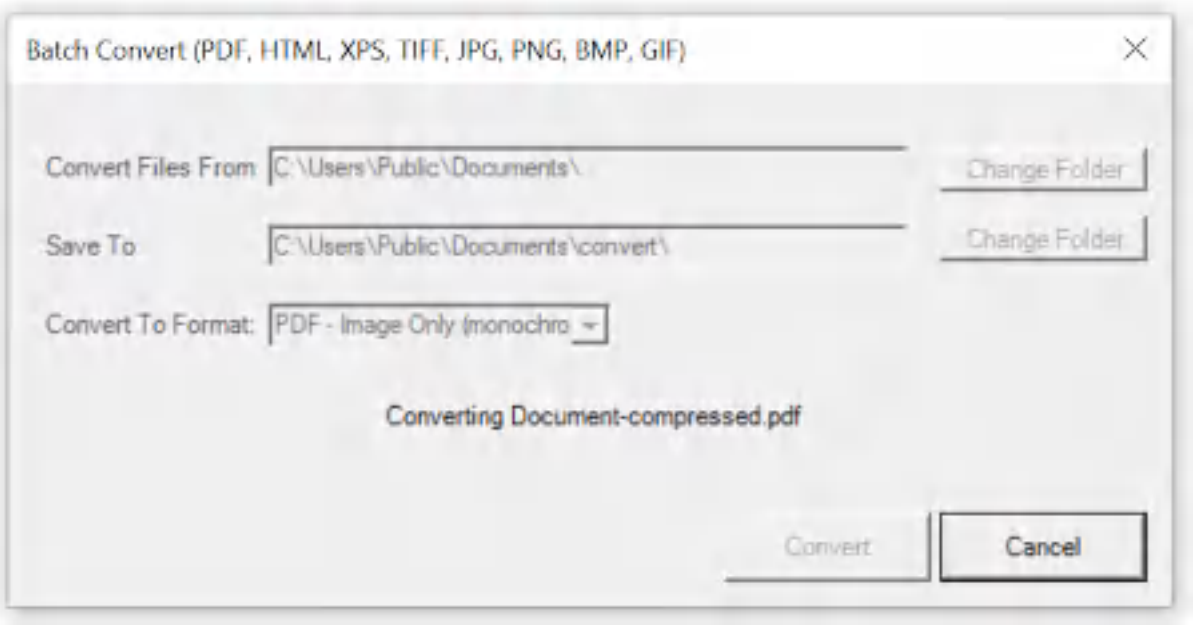
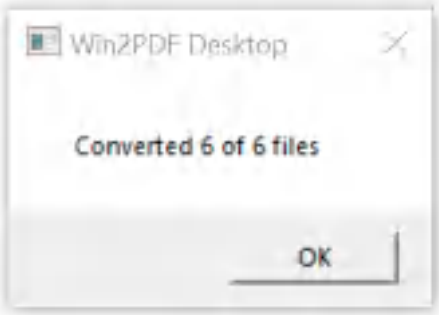


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.87 Batch Convert DOC to ODT

Batch Convert DOC to ODT Win2PDF Pro

To batch convert from Microsoft Word DOC to an OpenDocument Text ODT file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "ODT - OpenDocument Text".

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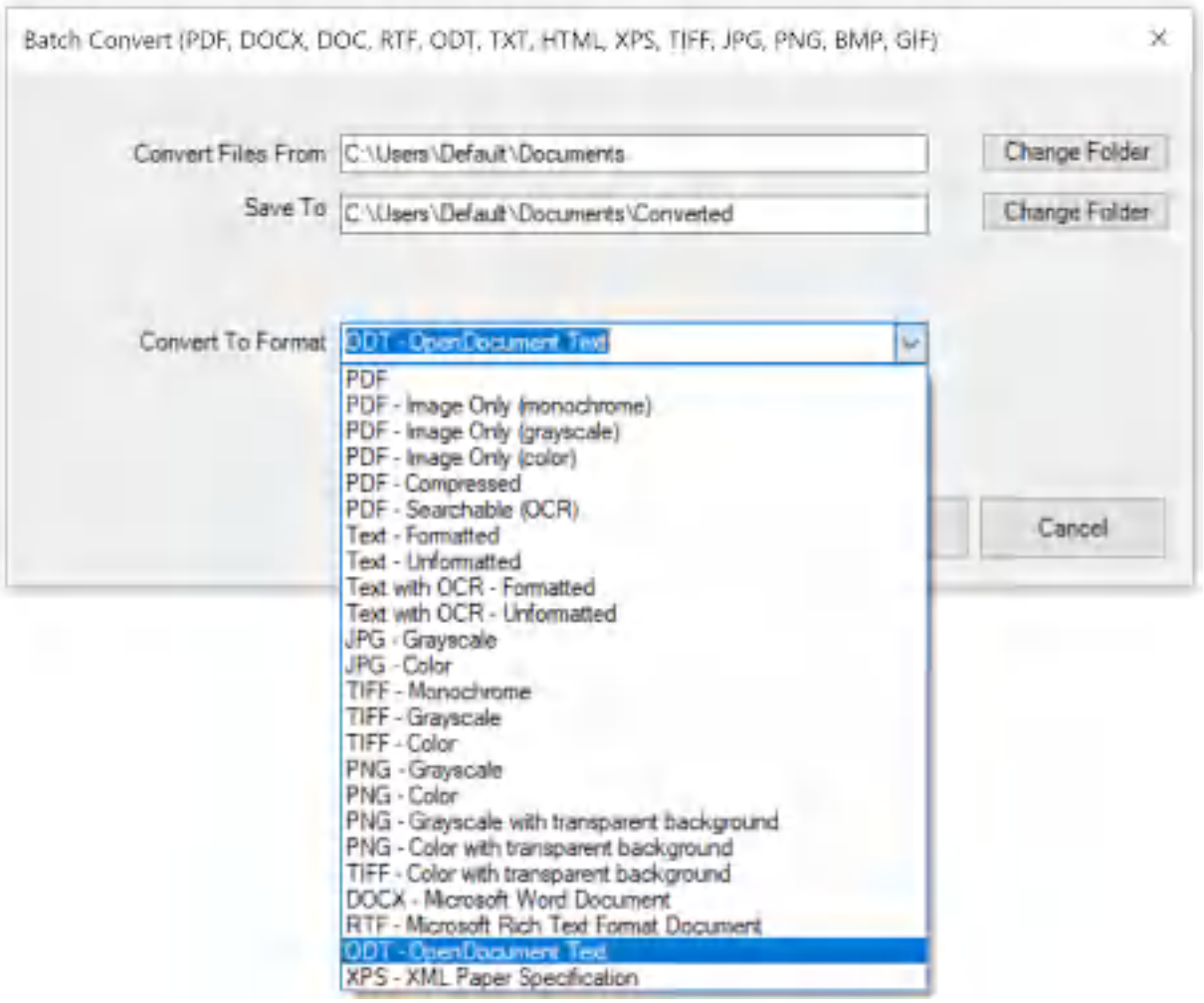

Win2PDF Desktop - Batch Convert DOC to ODT

Set the "Convert Files From" location to the folder containing the DOC files to convert, and set the "Save To" folder to the location for the converted ODT files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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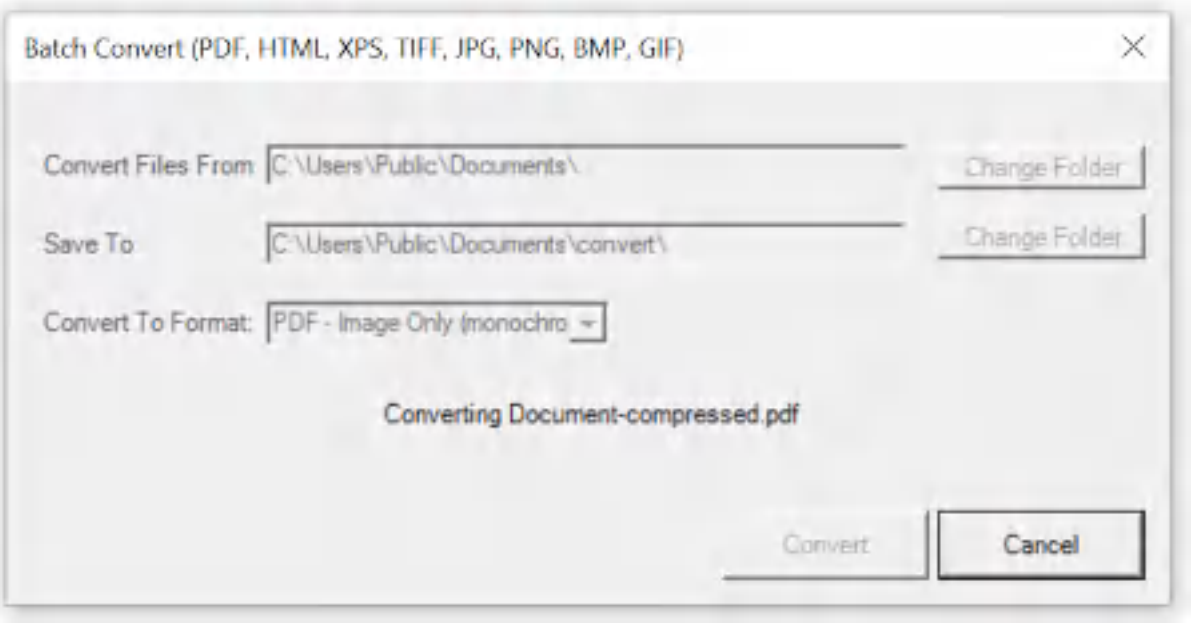
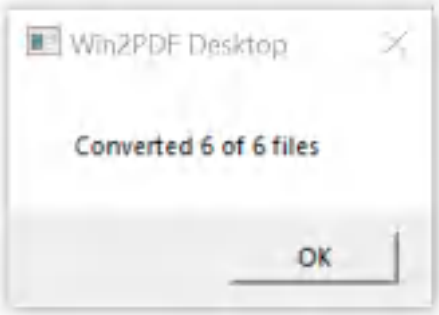


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.88 Batch Convert DOC to XPS

Batch Convert DOC to XPS Win2PDF Pro

To batch convert from Microsoft Word DOC to an XML Paper Specification XPS file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "XPS - XML Paper Specification".

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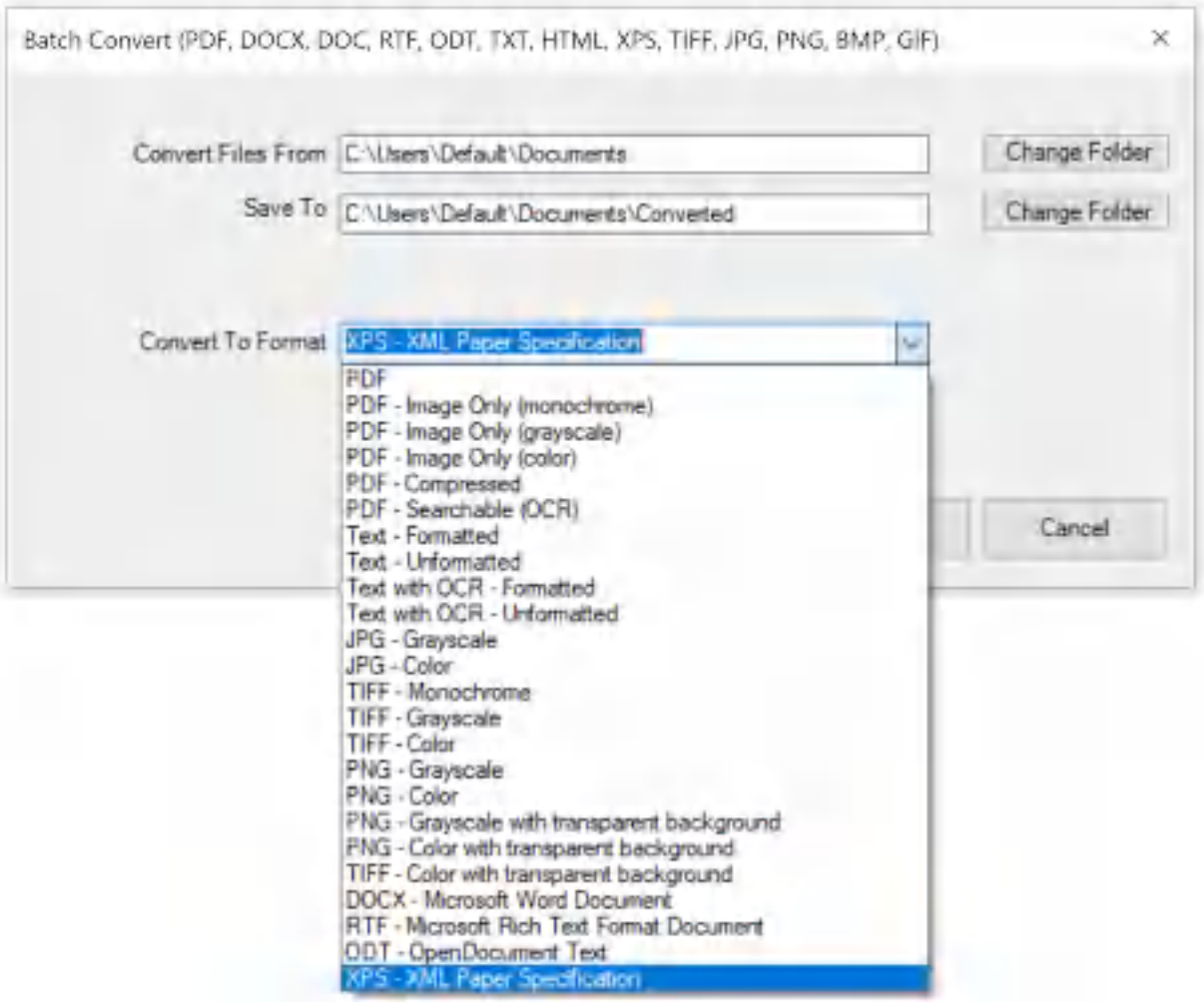

Win2PDF Desktop - Batch Convert DOC to XPS

Set the "Convert Files From" location to the folder containing the DOC files to convert, and set the "Save To" folder to the location for the converted XPS files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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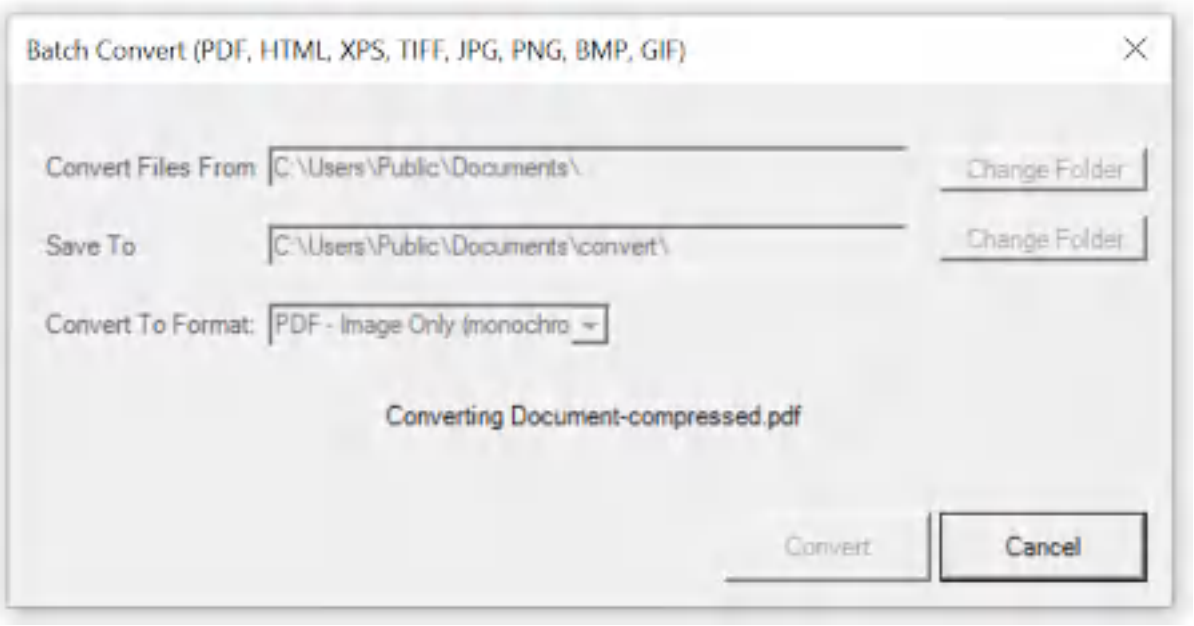
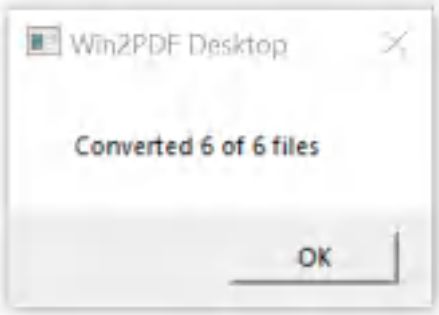


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.89 Batch Convert RTF to PDF

Batch Convert RTF to PDF Win2PDF Pro

To batch convert from a Rich Text Format RTF to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".

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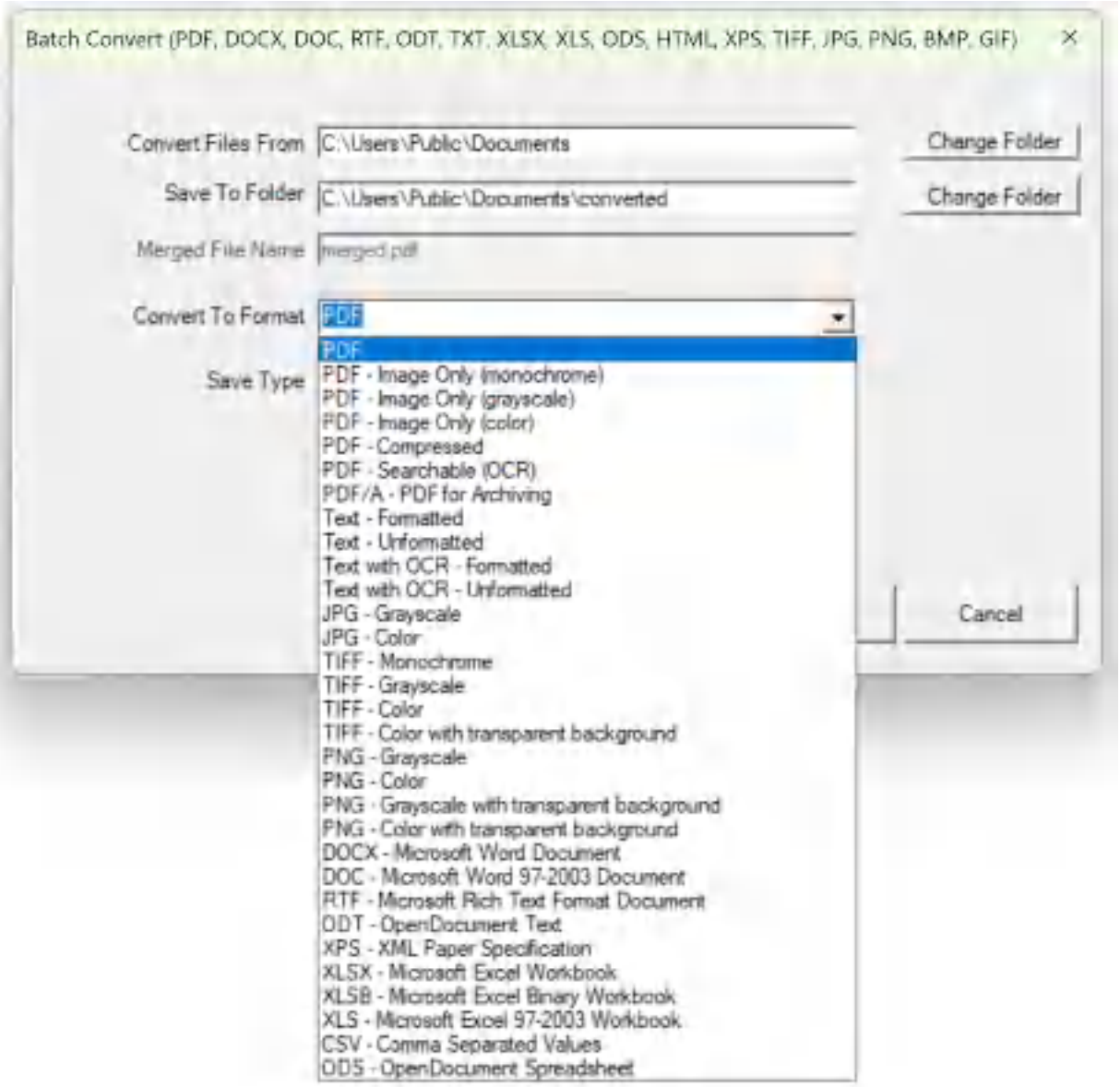

Win2PDF Desktop - Batch Convert RTF to PDF

Set the "Convert Files From" location to the folder containing the RTF files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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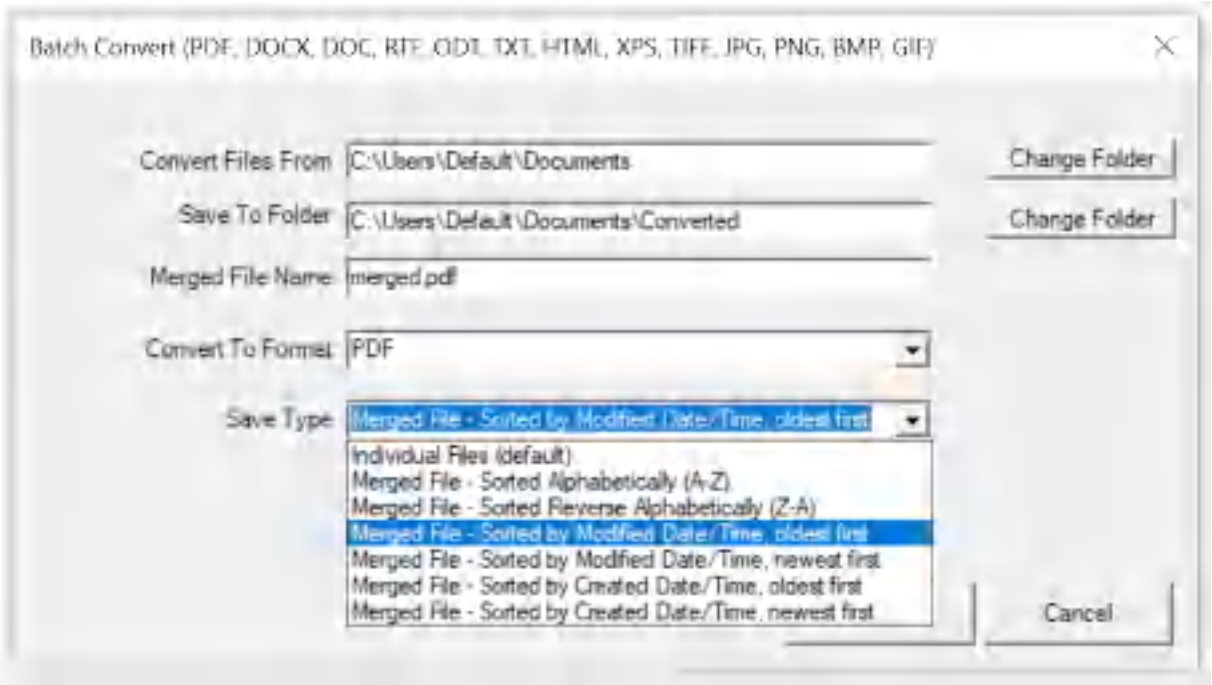

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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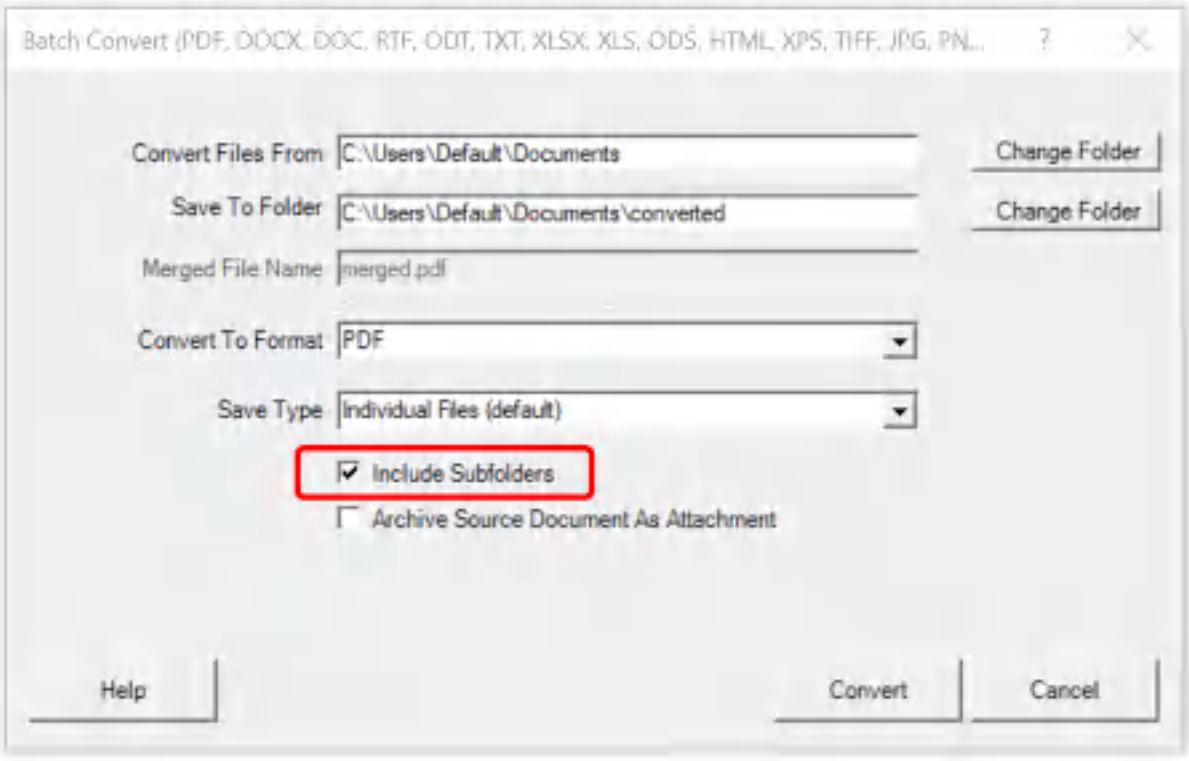

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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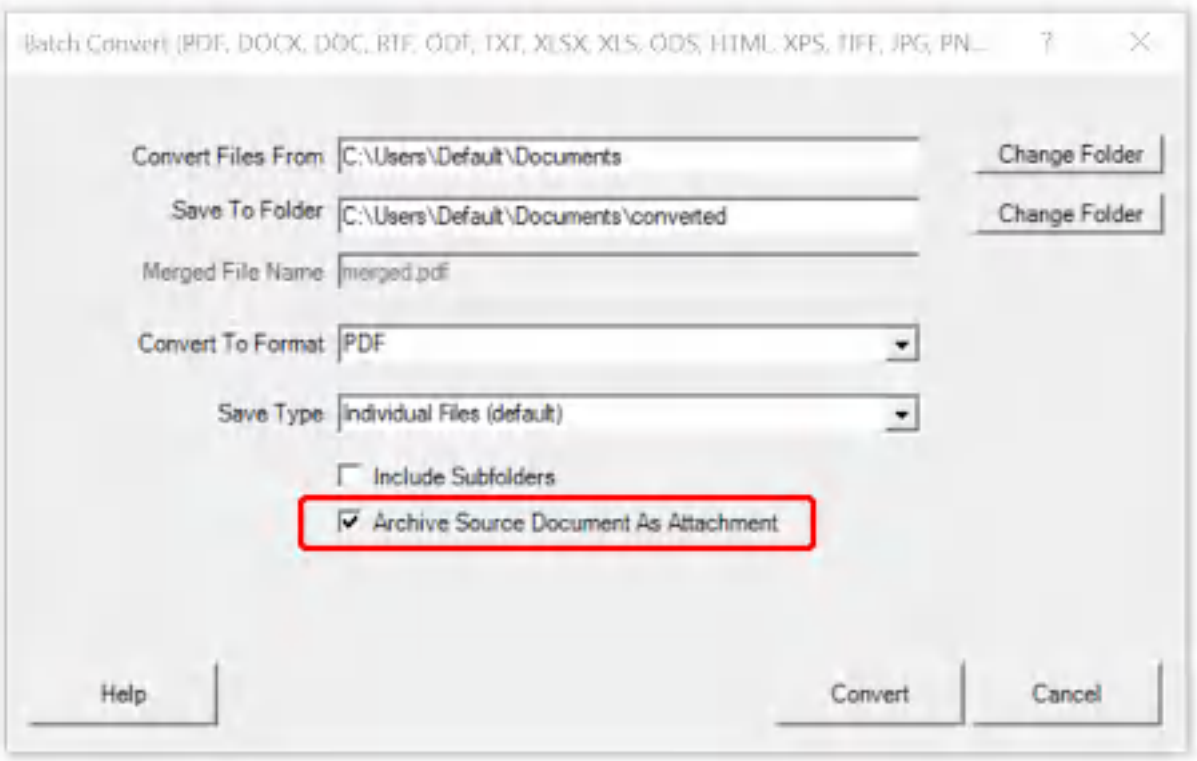

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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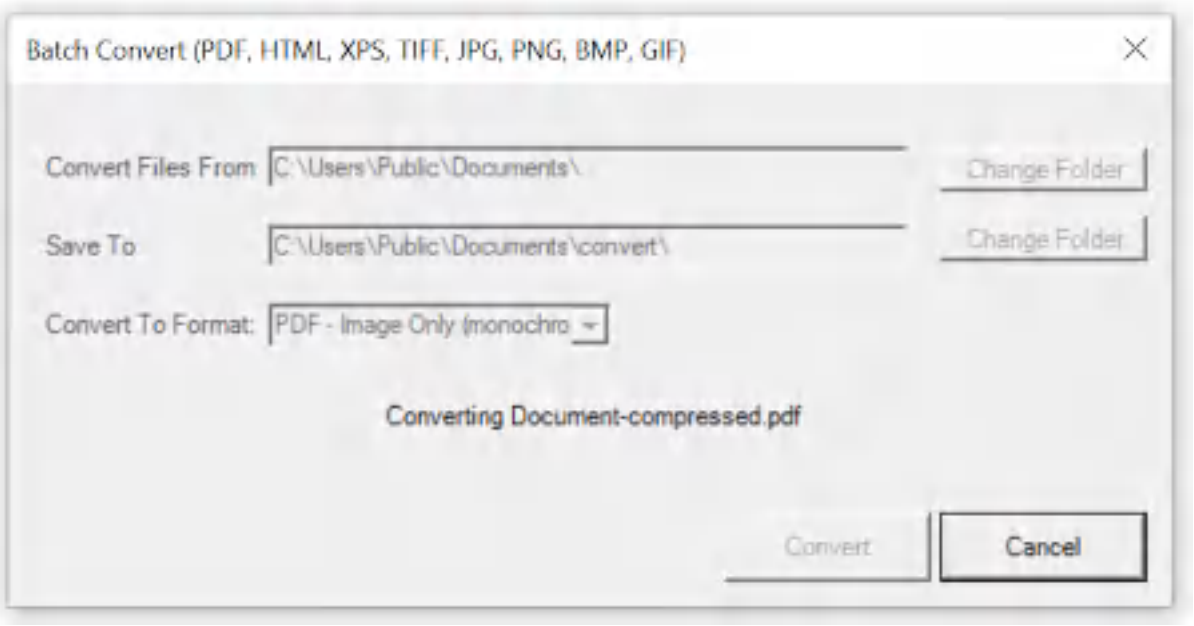
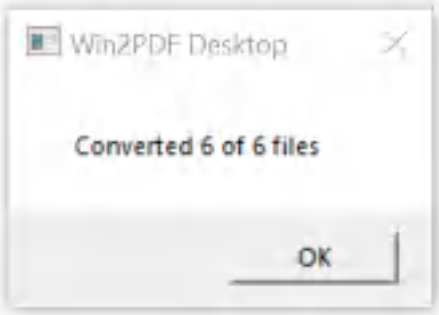


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.90 Batch Convert RTF to JPG

Batch Convert RTF to JPEG Win2PDF Pro

To batch convert from a Rich Text Format RTF to JPG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "JPG - Grayscale" or "JPG - Color".

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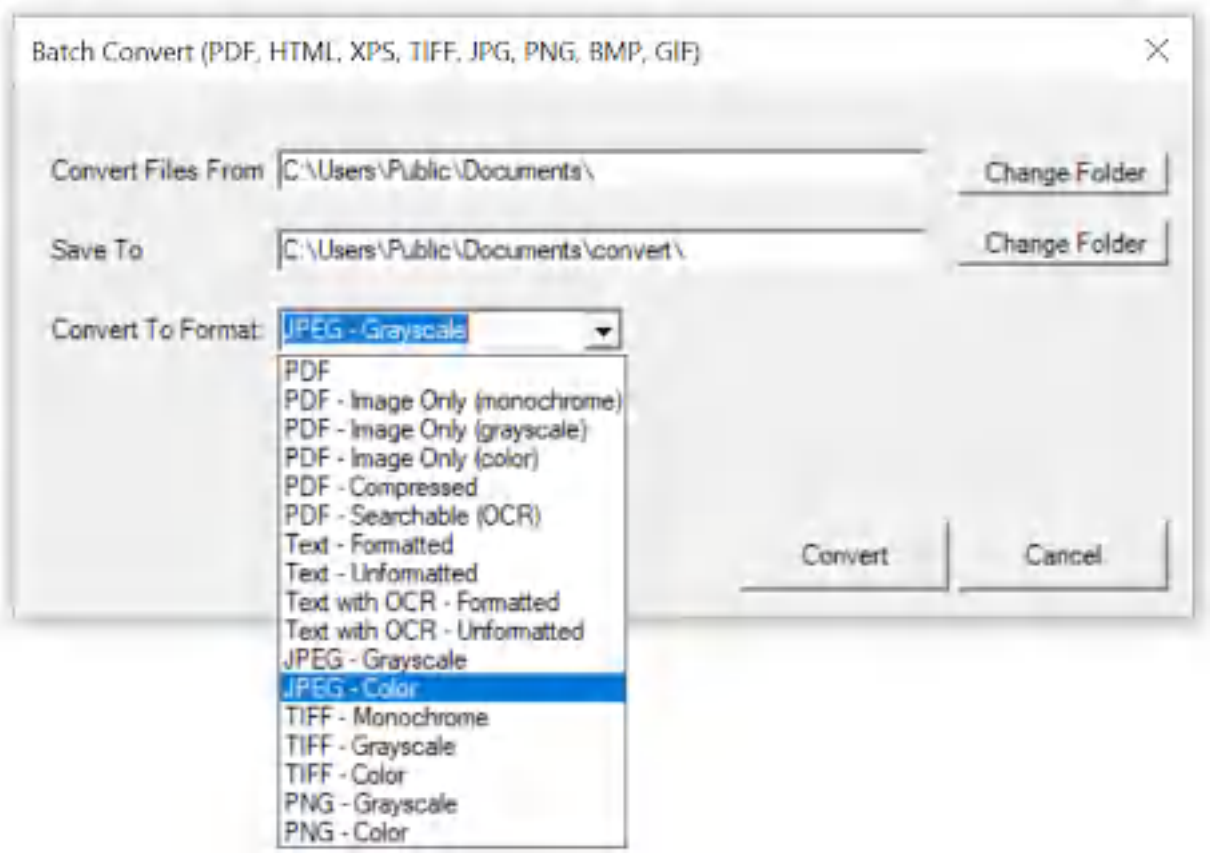

Win2PDF Desktop - Batch Convert RTF to JPG

Set the "Convert Files From" location to the folder containing the RTF files to convert, and set the "Save To" folder to the location for the converted JPG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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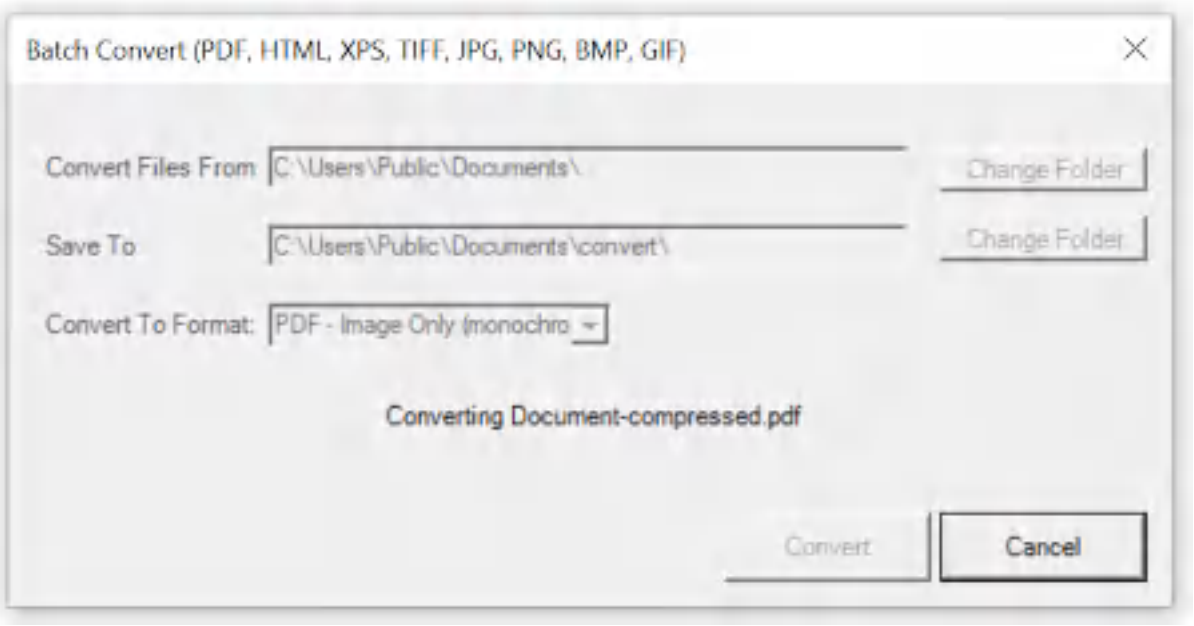
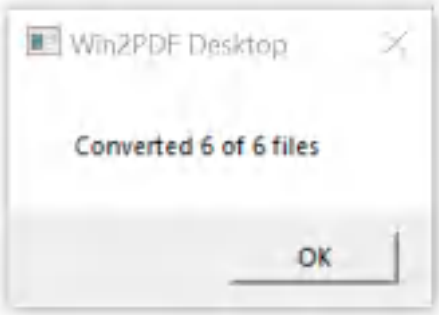


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.91 Batch Convert RTF to PNG

Batch Convert RTF to PNG Win2PDF Pro

To batch convert from a Rich Text Format RTF to PNG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PNG - Grayscale" or "PNG - Color".

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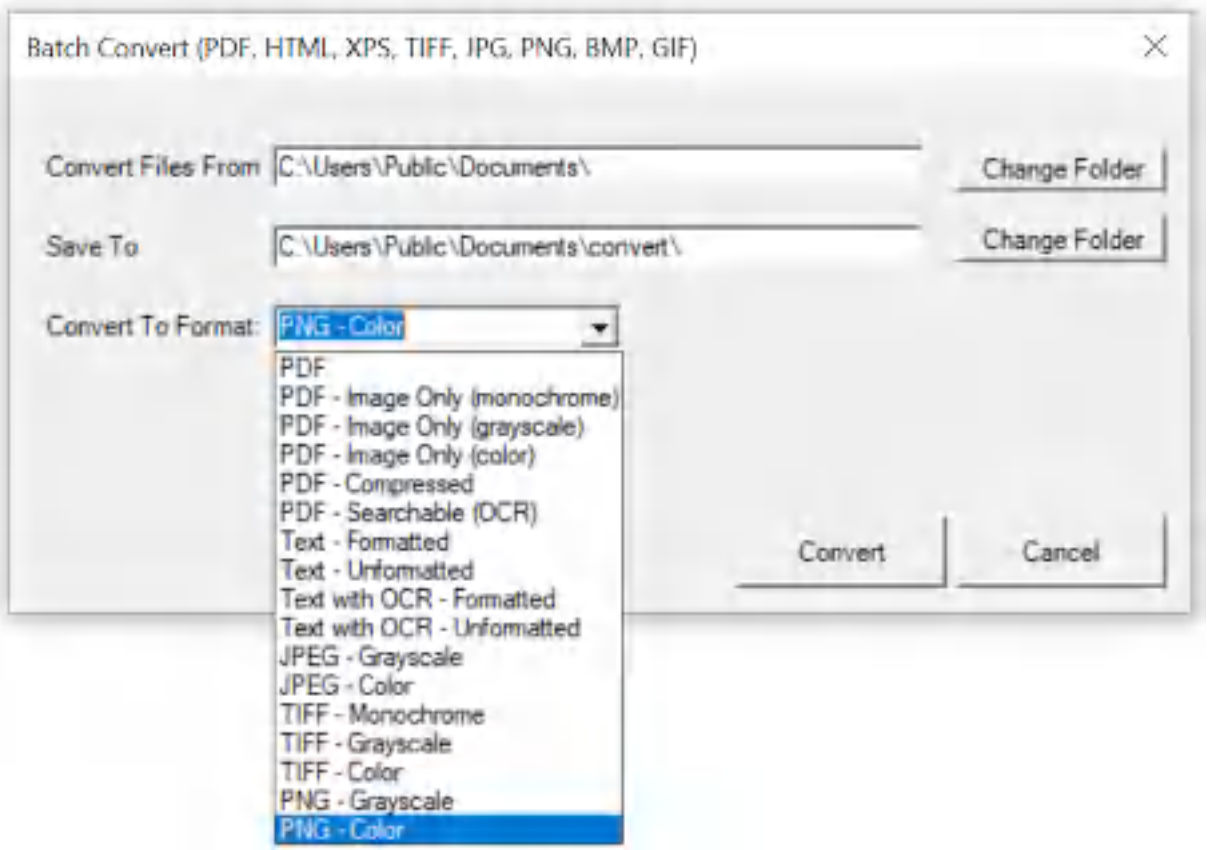

Win2PDF Desktop - Batch Convert RTF to PNG

Set the "Convert Files From" location to the folder containing the RTF files to convert, and set the "Save To" folder to the location for the converted PNG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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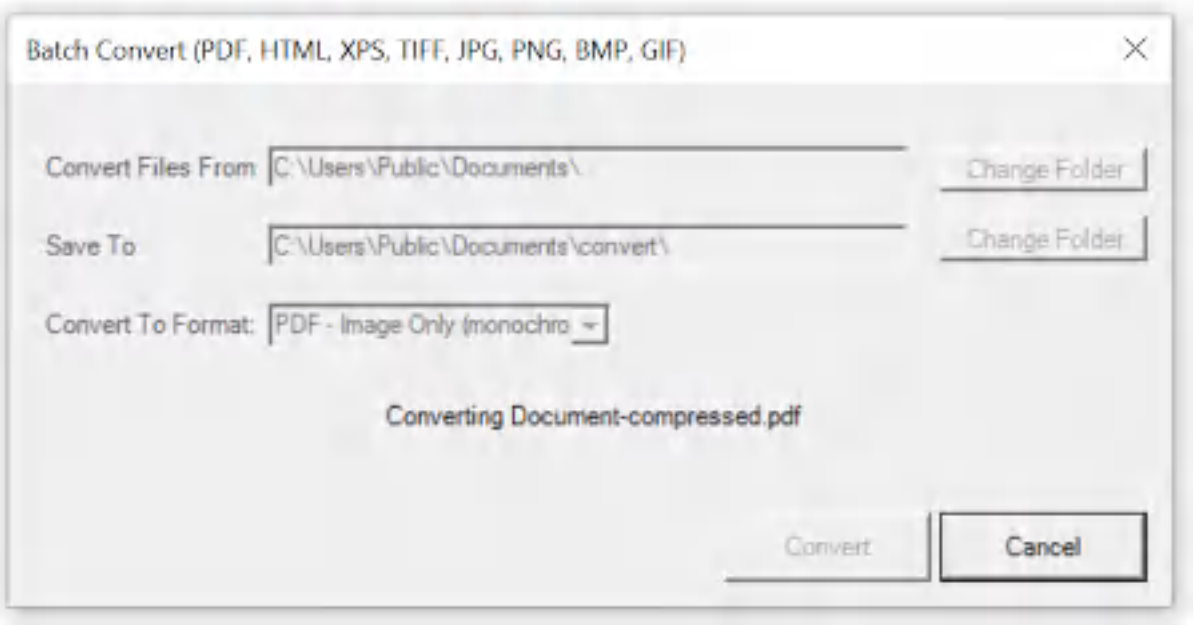
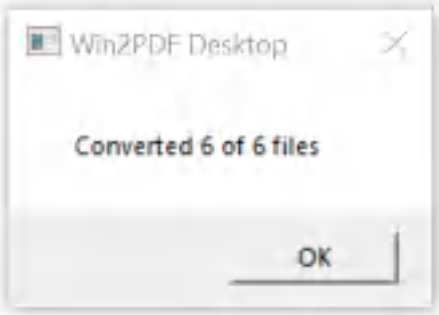


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.92 Batch Convert RTF to TIFF

Batch Convert RTF to TIFF Win2PDF Pro

To batch convert from a Rich Text Format RTF to TIFF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either

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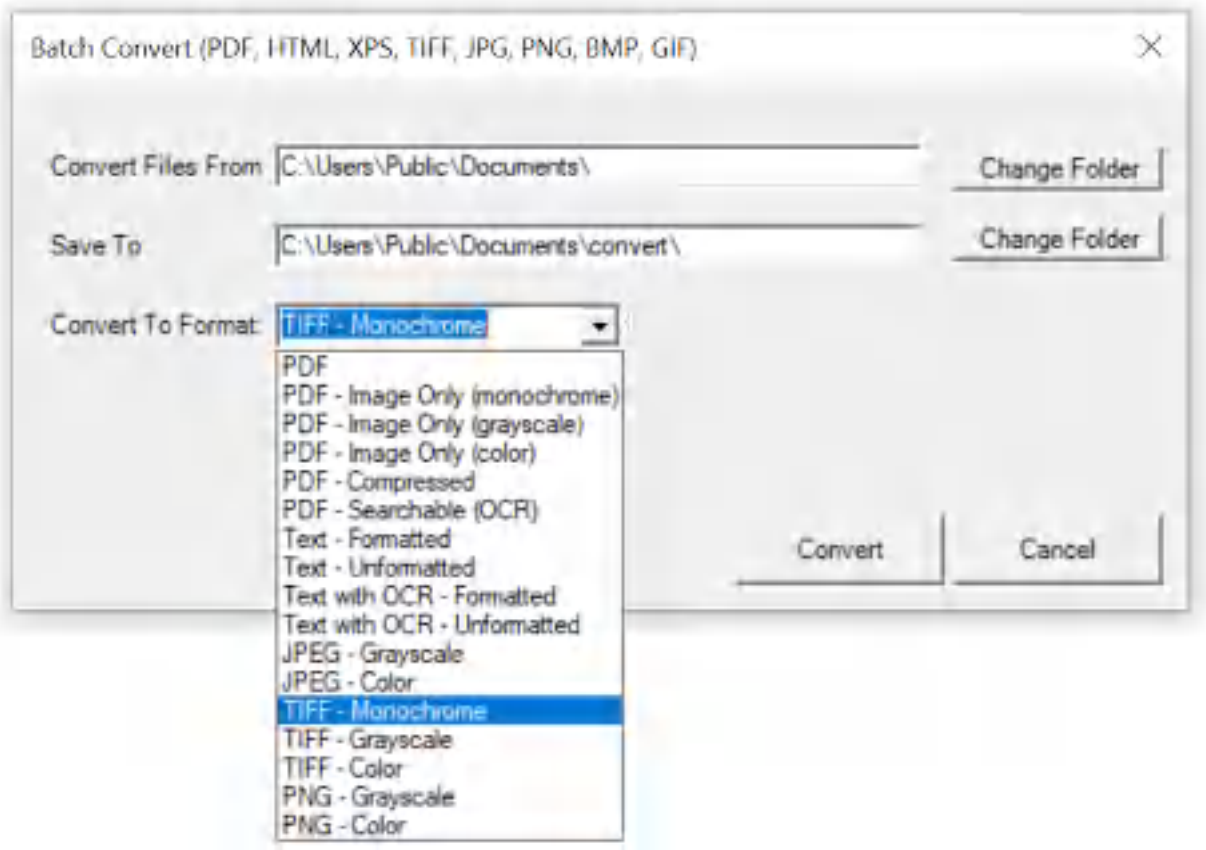
"TIFF - Monochrome", "TIFF - Grayscale", "TIFF - Color", or "TIFF - Color with transparent background".



Win2PDF Desktop - Batch Convert RTF to TIFF

Set the "Convert Files From" location to the folder containing the RTF files to convert, and set the "Save To" folder to the location for the converted TIFF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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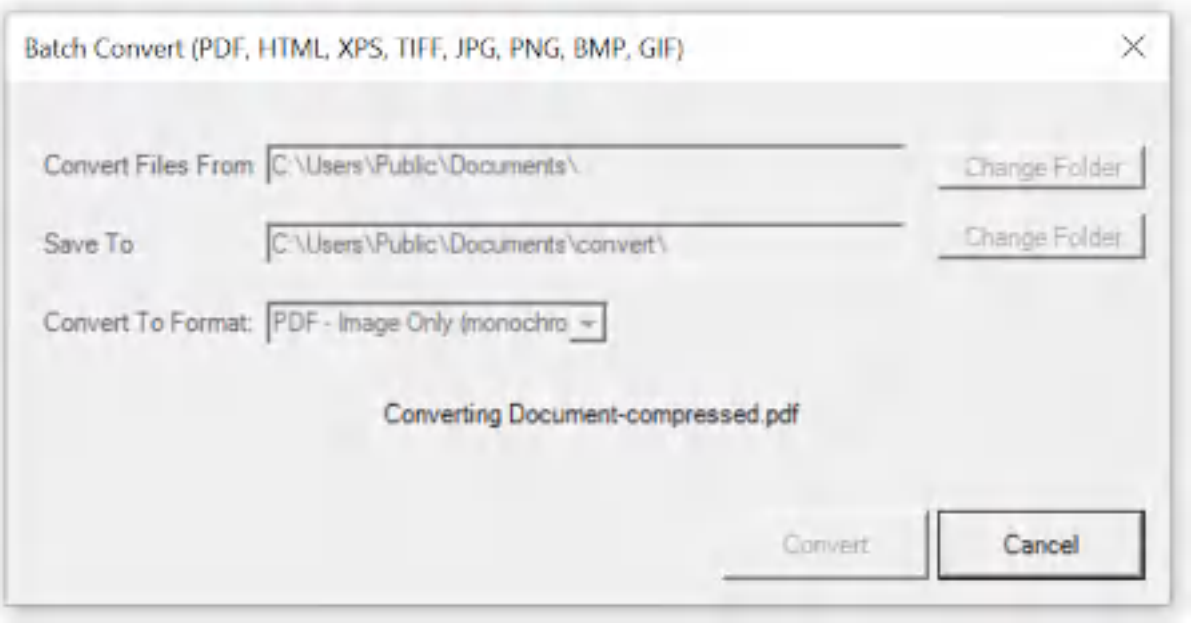
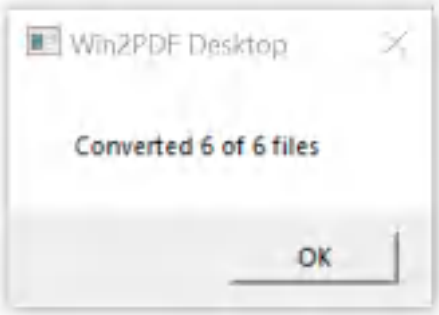


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.93 Batch Convert RTF to Text

Batch Convert RTF to TXT Win2PDF Pro

To batch convert from a Rich Text Format RTF to Text, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "Text

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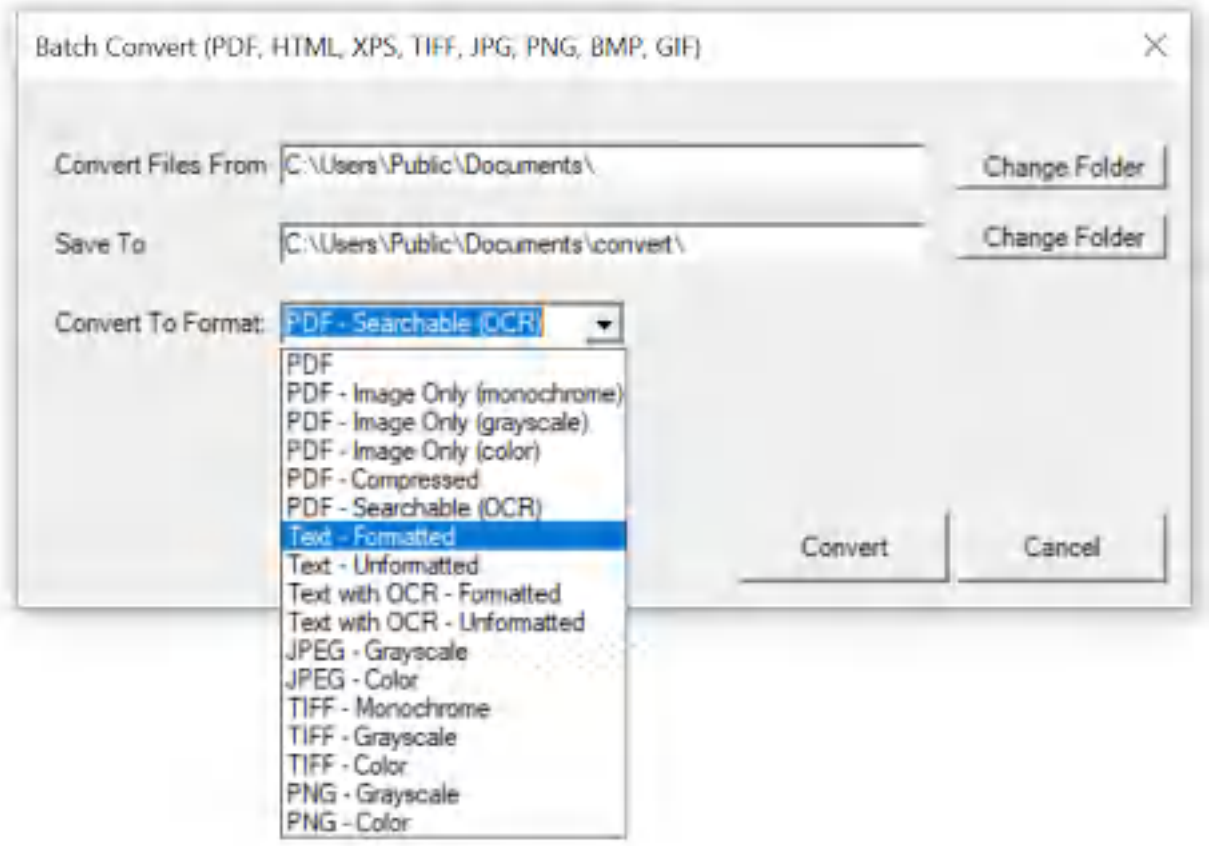
with OCR - Formatted", or "Text with OCR - Unformatted". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert RTF to Text

Set the "Convert Files From" location to the folder containing the RTF files to convert, and set the "Save To" folder to the location for the converted text files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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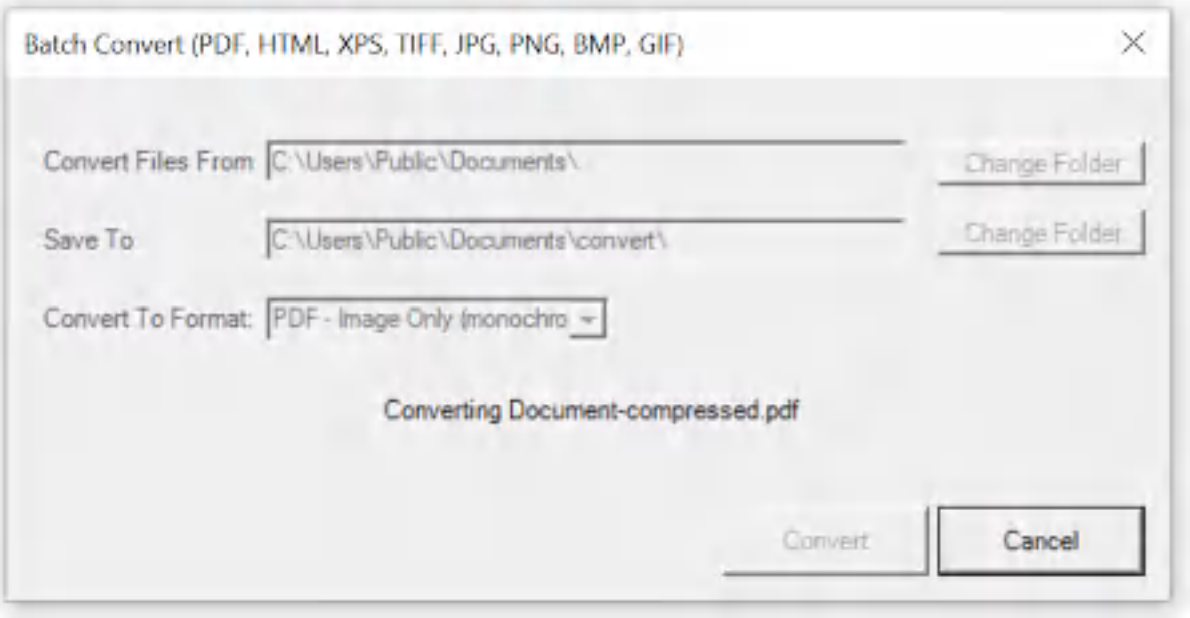
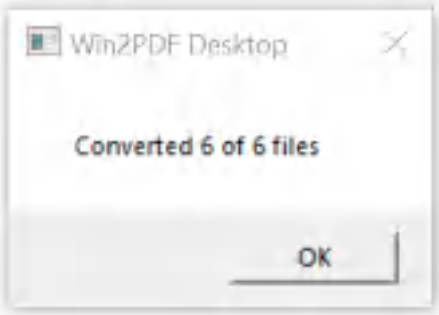


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.94 Batch Convert RTF to Searchable PDF

Batch Convert RTF to Searchable PDF Win2PDF Pro

To batch convert from a Rich Text Format RTF to searchable PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To

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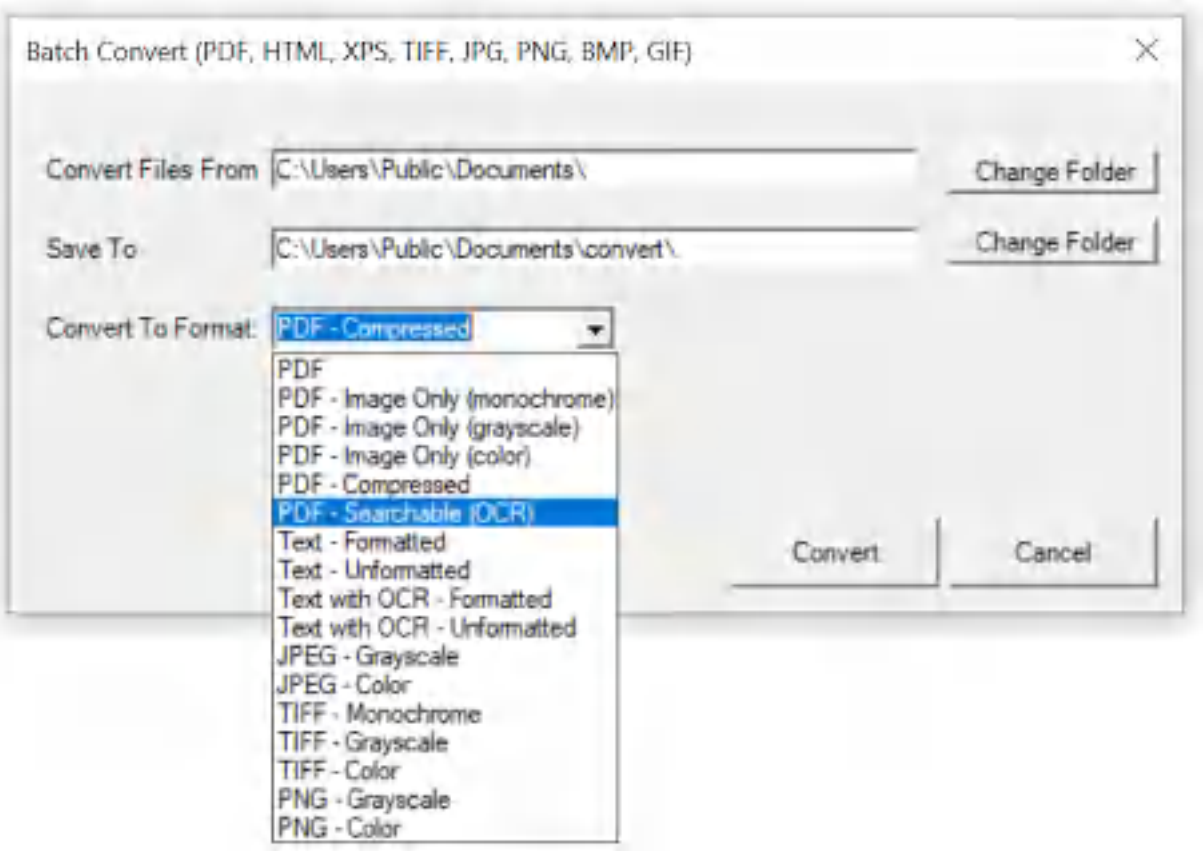
Format" to either "PDF - Searchable (OCR)". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert RTF to Searchable PDF

Set the "Convert Files From" location to the folder containing the RTF files to convert, and set the "Save To" folder to the location for the converted searchable PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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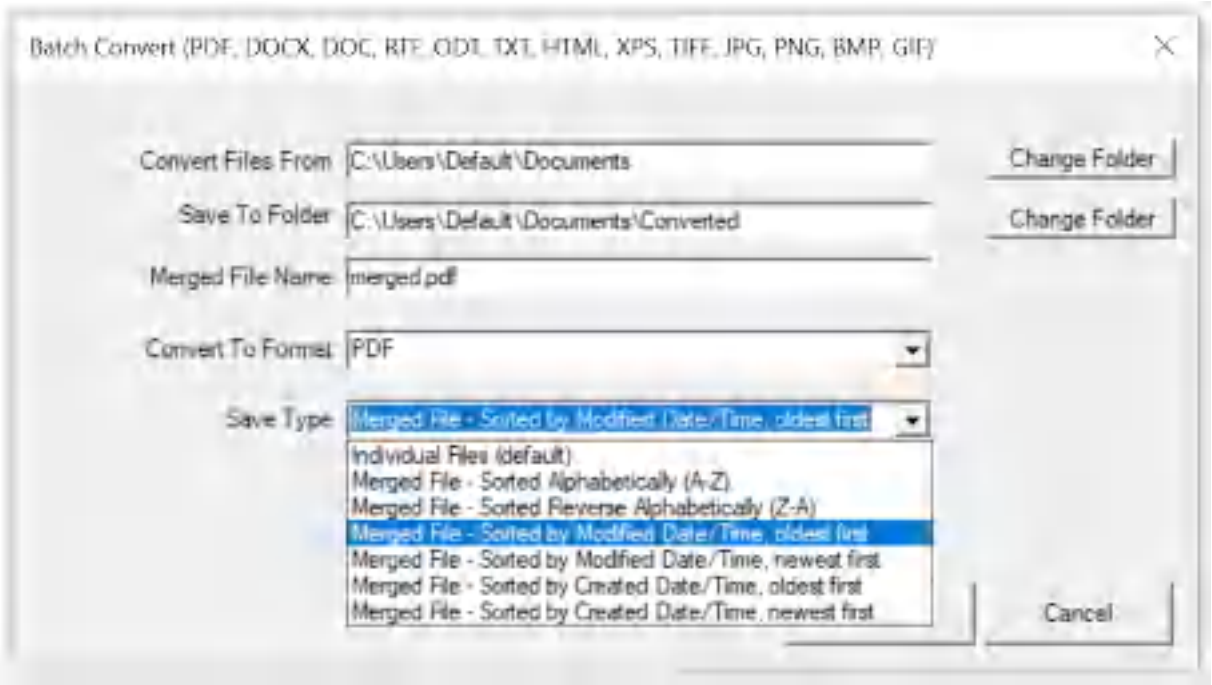

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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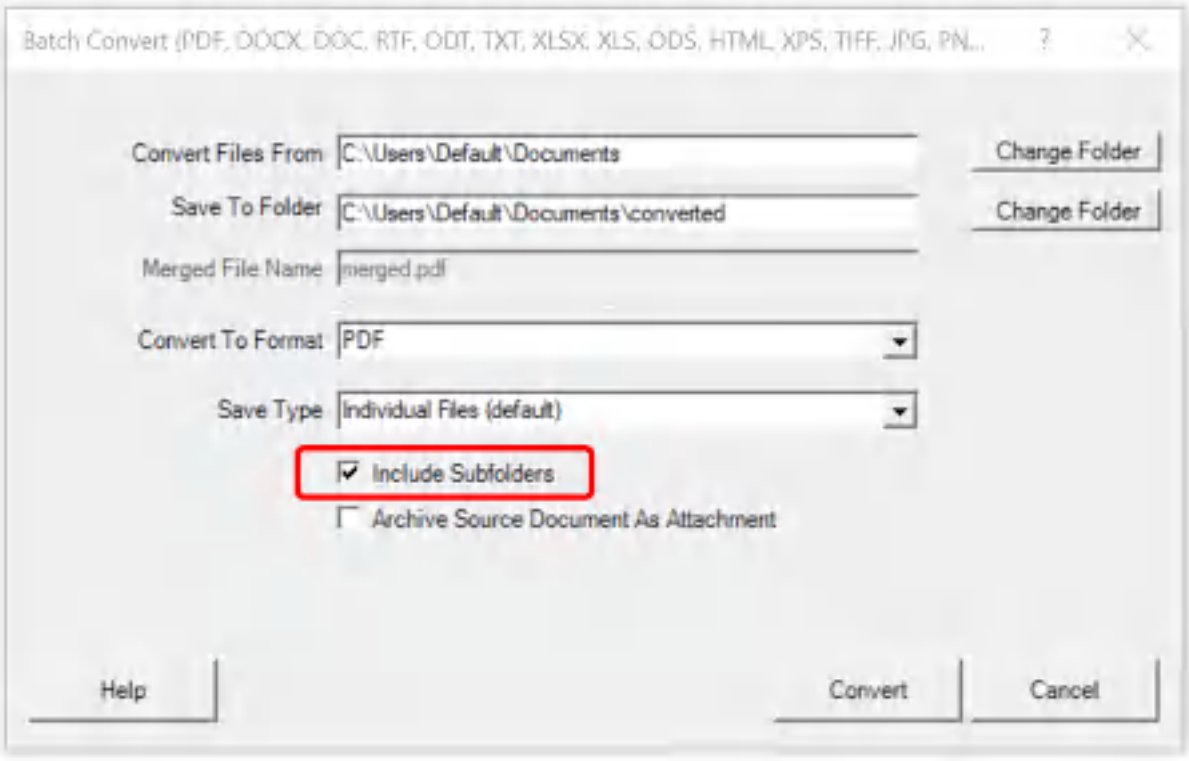

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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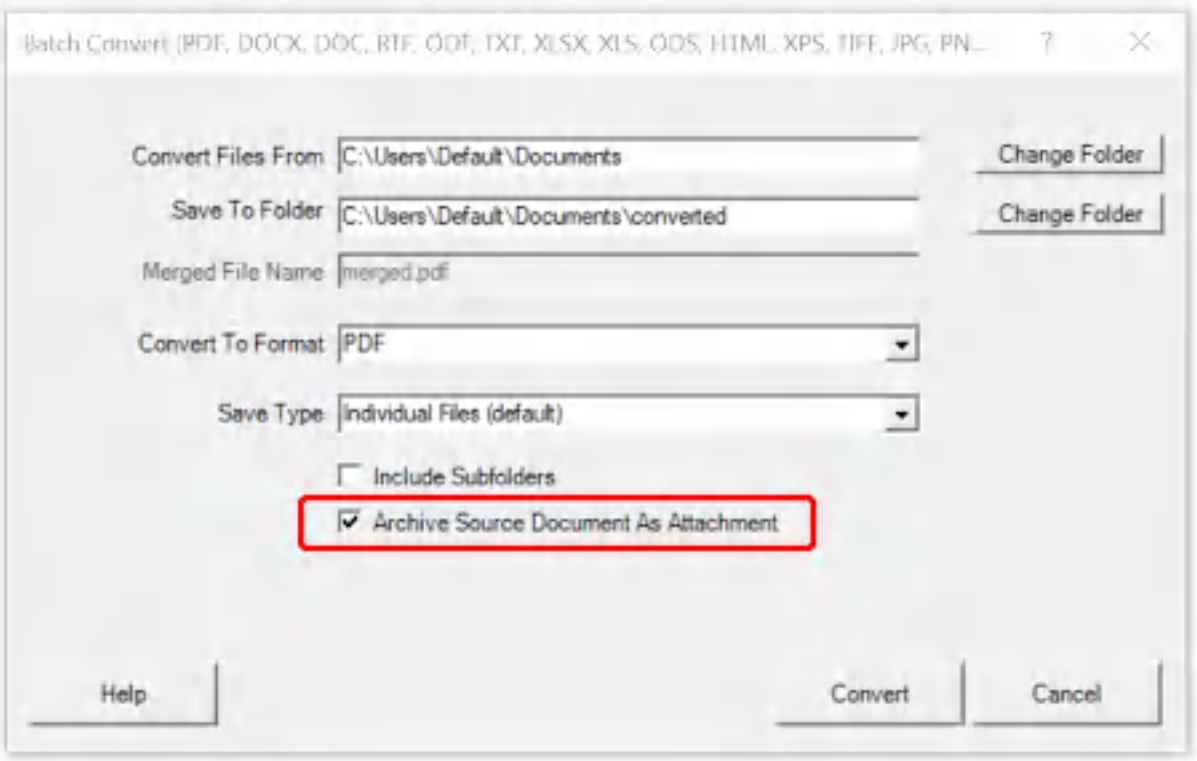

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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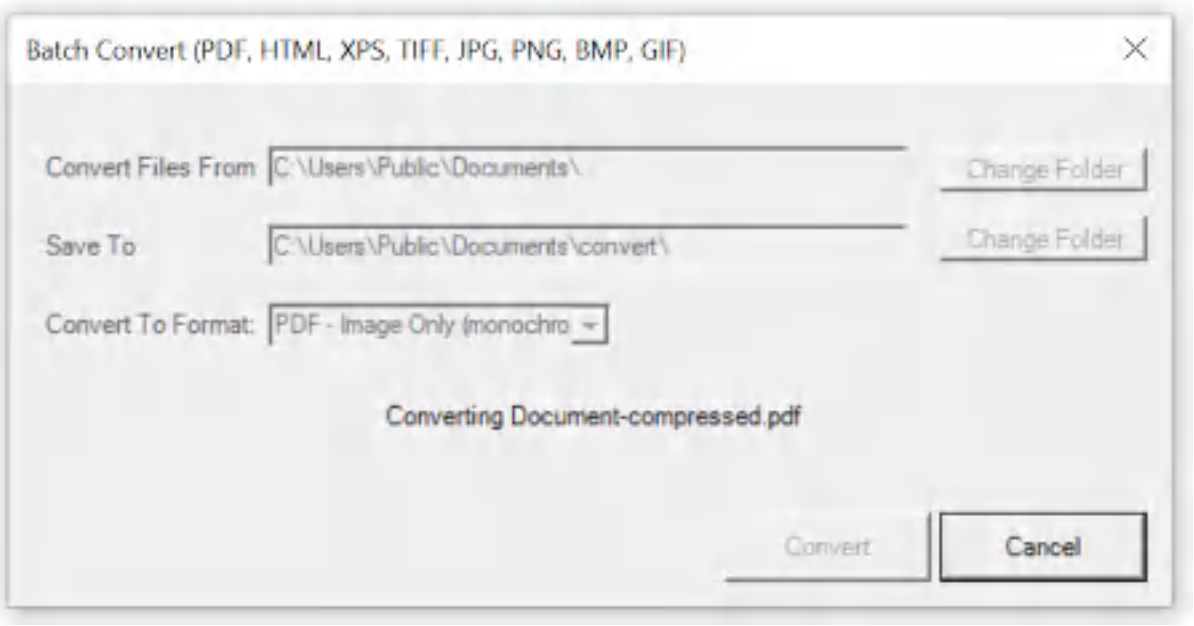
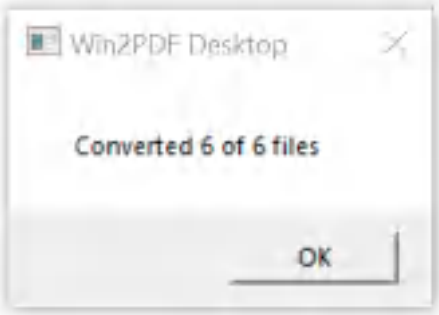


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.95 Batch Convert RTF to Compressed PDF

Batch Convert RTF to Compressed PDF Win2PDF Pro

To batch convert from a Rich Text Format RTF to compressed PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Compressed".

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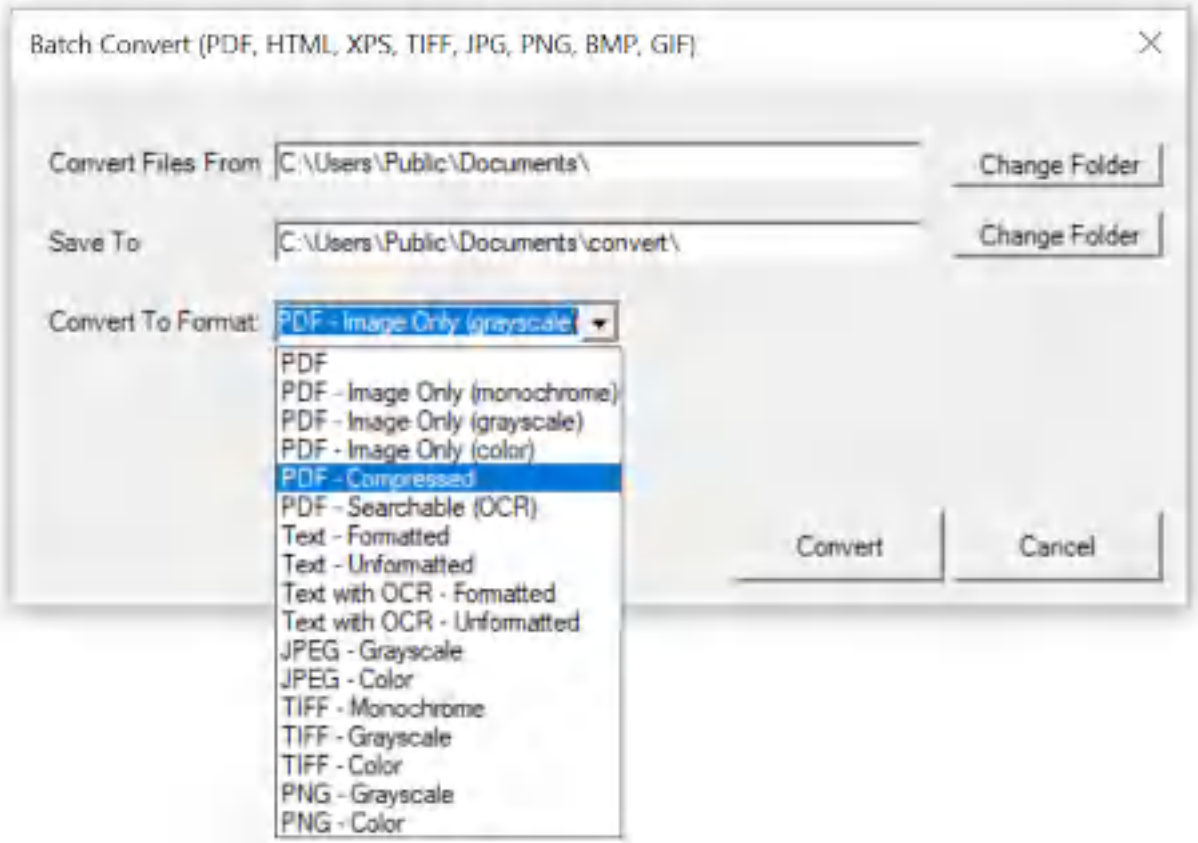

Win2PDF Desktop - Batch Convert RTR to Compressed PDF

Set the "Convert Files From" location to the folder containing the RTF files to convert, and set the "Save To" folder to the location for the converted compressed PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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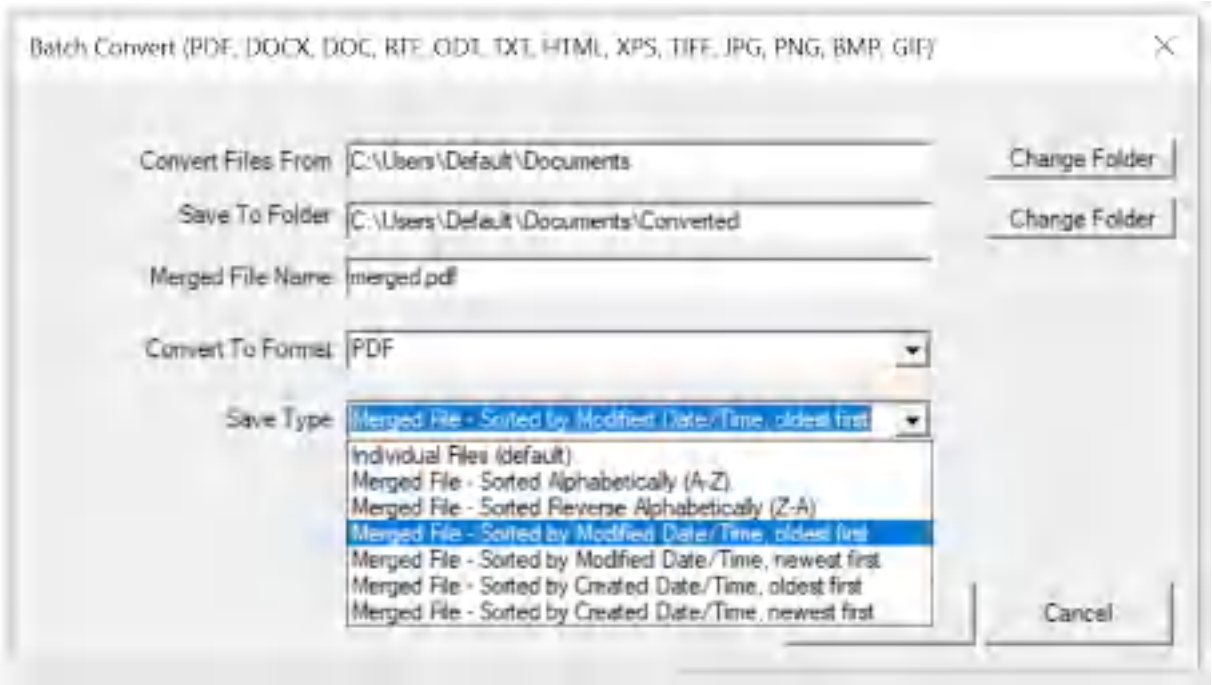

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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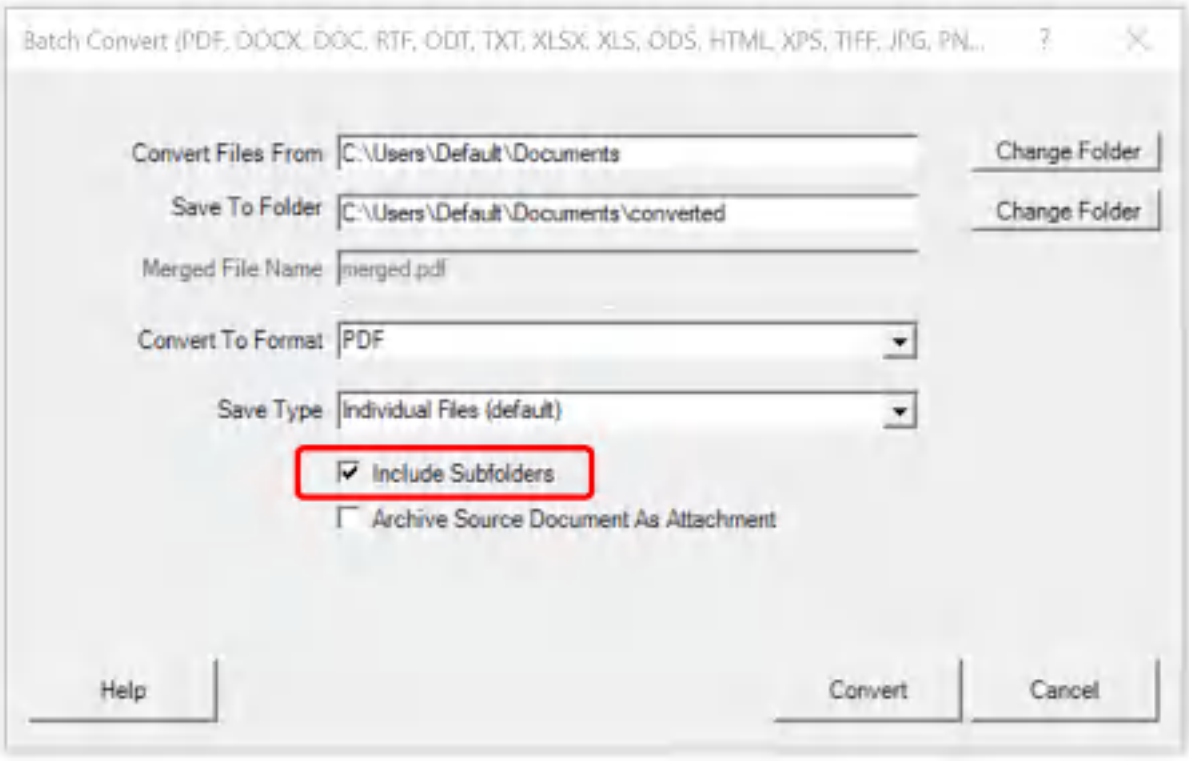

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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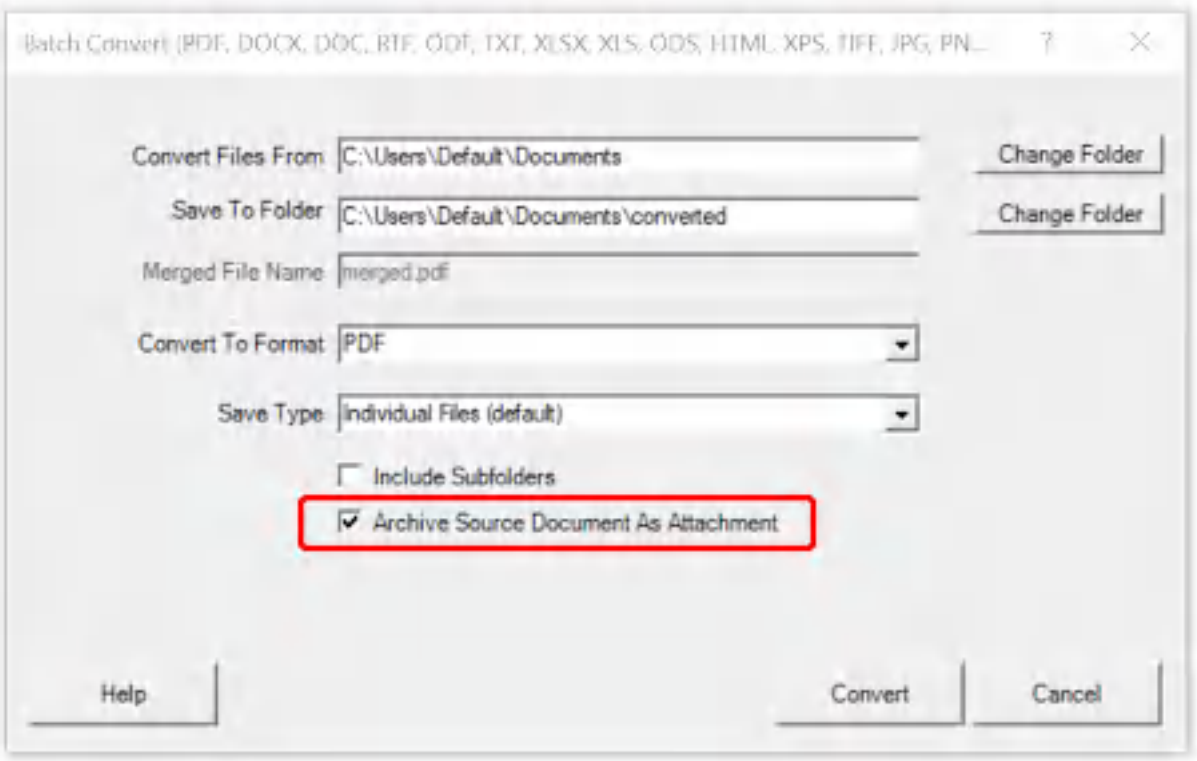

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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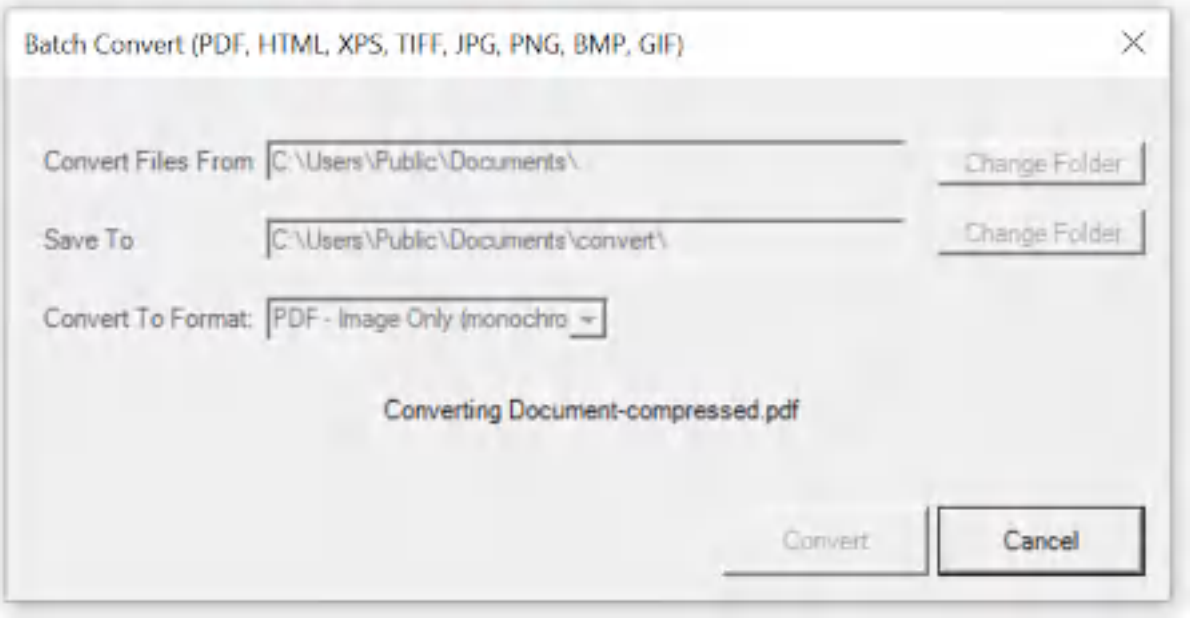
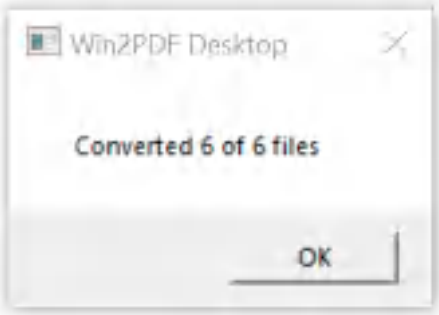


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.96 Batch Convert RTF to Image Only PDF

Batch Convert RTF to Image Only PDF Win2PDF Pro

To batch convert from a Rich Text Format RTF to an image only PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To

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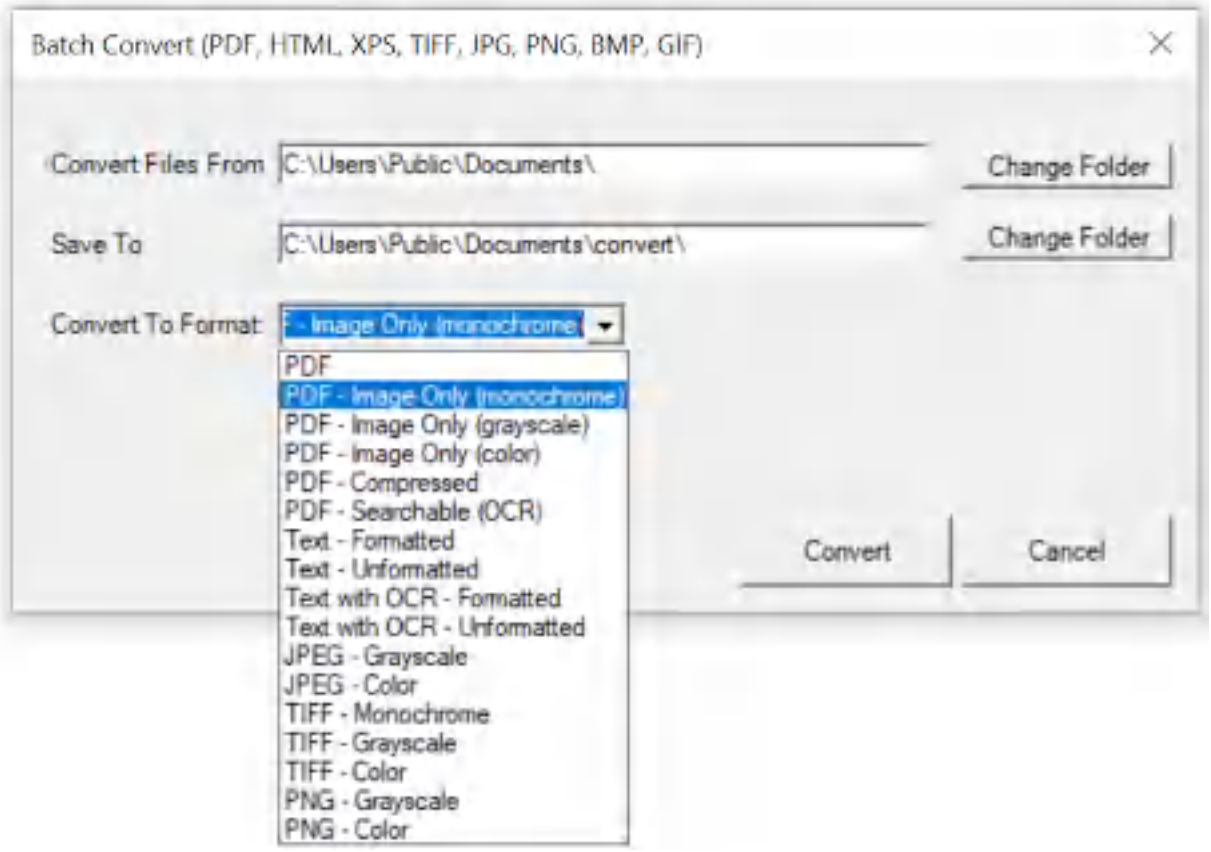
Format" to either "PDF - Image Only (monochrome)", "PDF - Image Only (grayscale)", or "PDF - Image Only (color)".



Win2PDF Desktop - Batch Convert RTF to Image Only PDF

Set the "Convert Files From" location to the folder containing the RTF files to convert, and set the "Save To" folder to the location for the converted image only PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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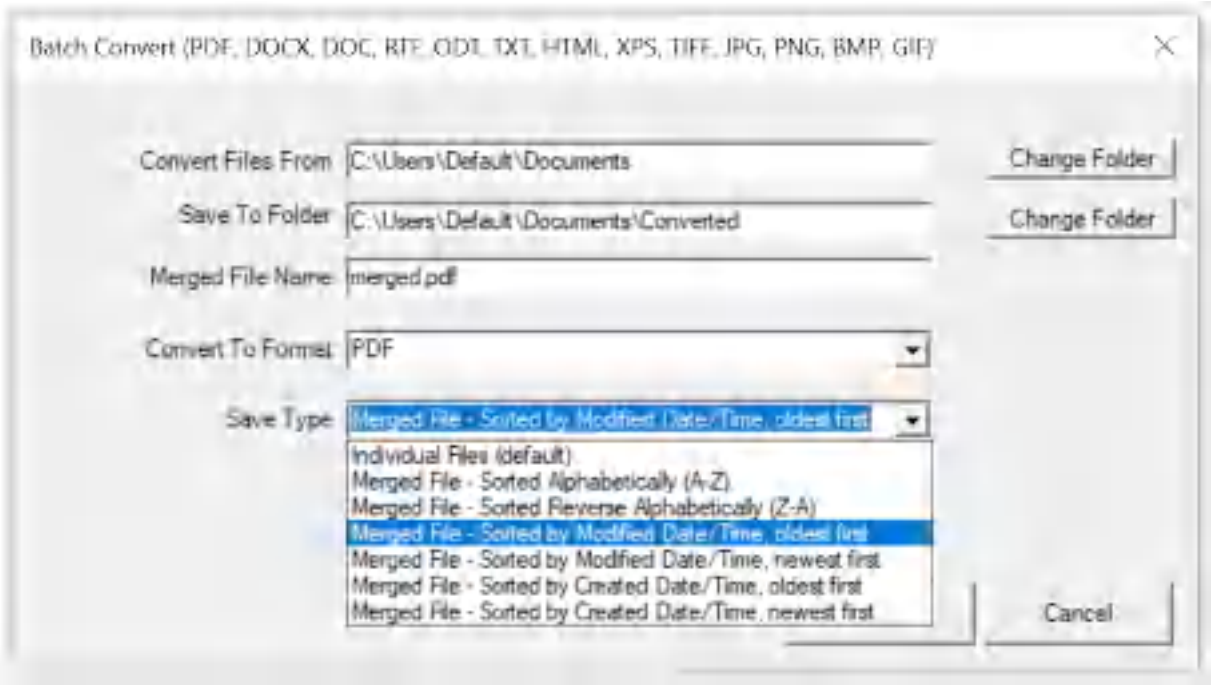

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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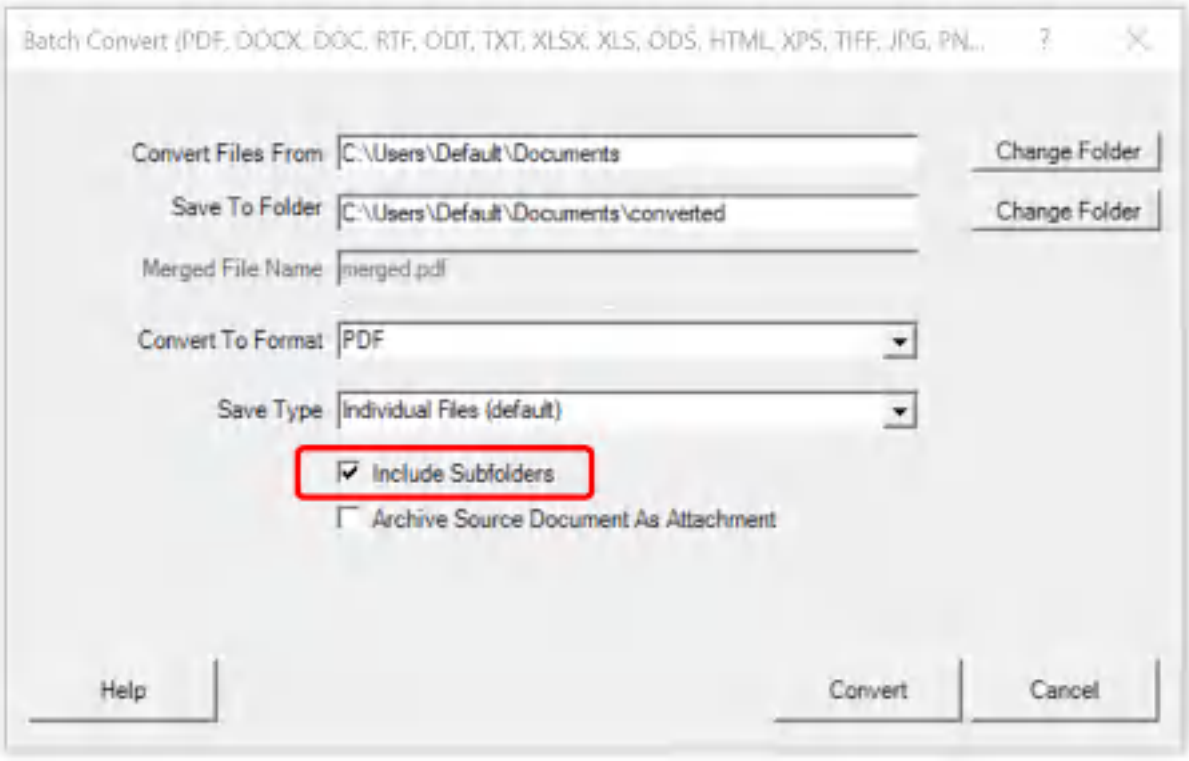

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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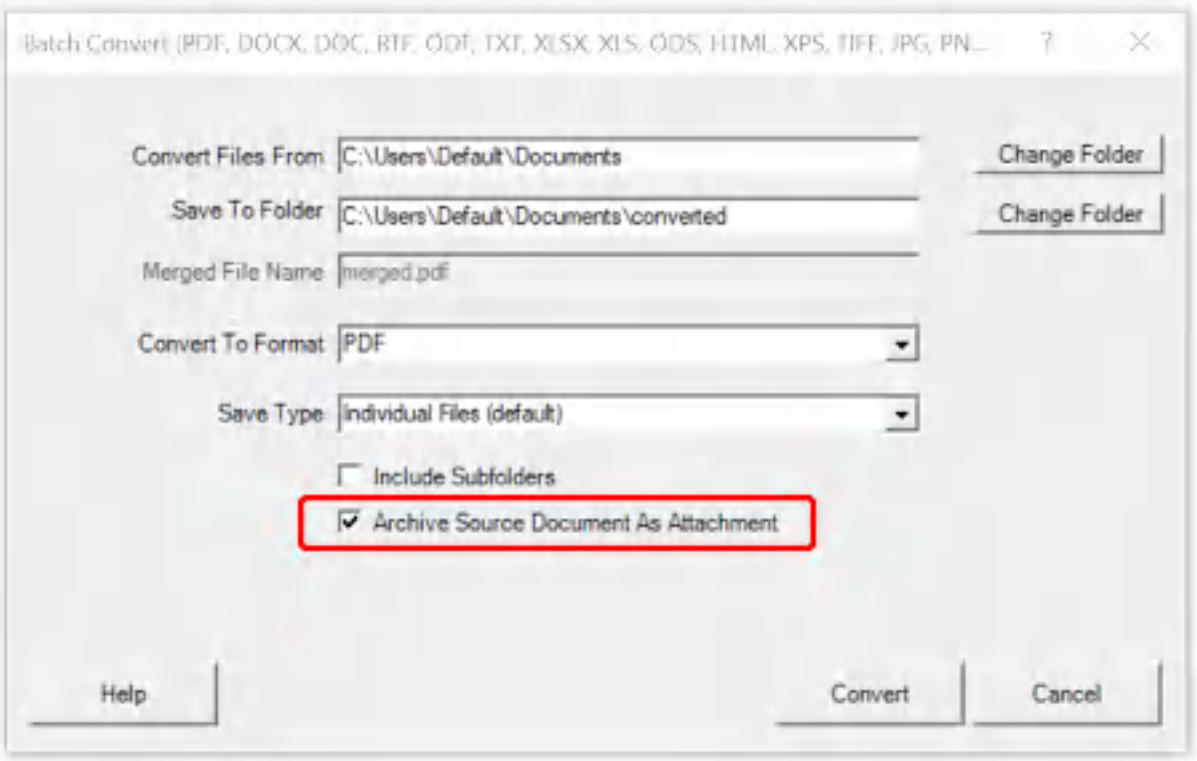

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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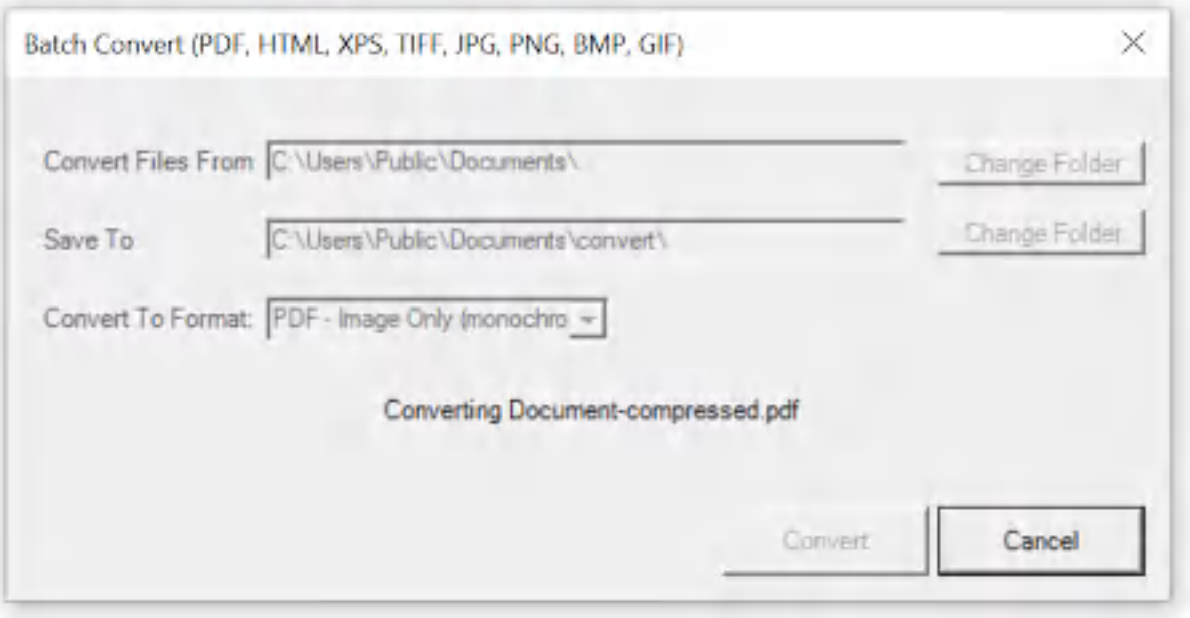
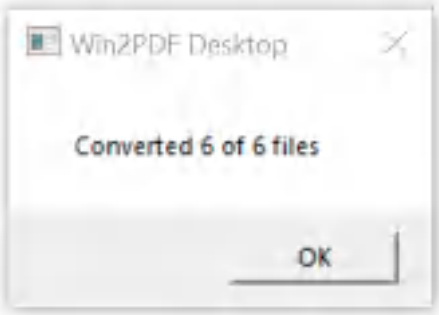


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.97 Batch Convert RTF to DOCX

Batch Convert RTF to DOCX Win2PDF Pro

To batch convert from a Rich Text Format RTF to a DOCX file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "DOCX - Microsoft Word Document".

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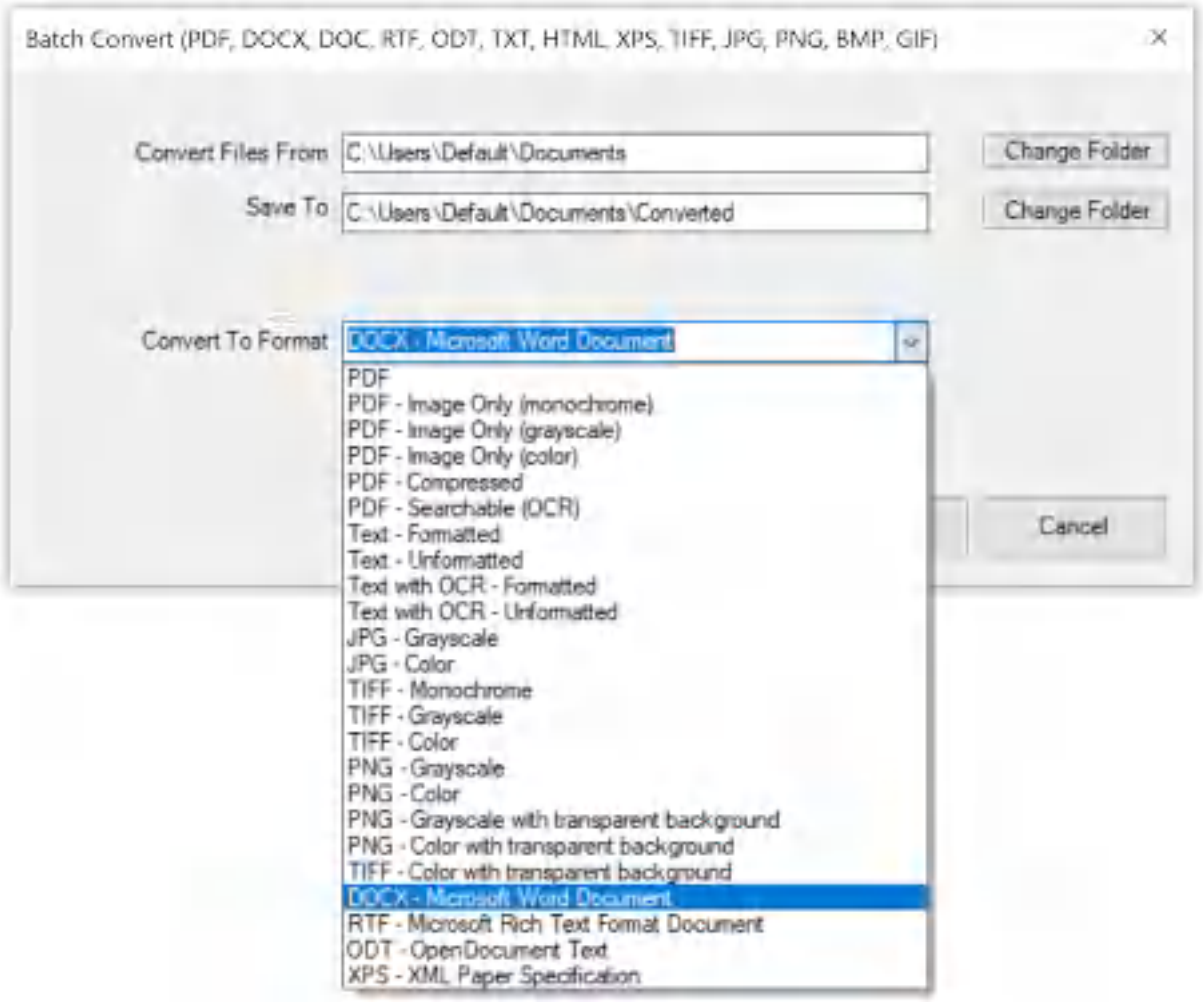

Win2PDF Desktop - Batch Convert RTF to DOCX

Set the "Convert Files From" location to the folder containing the RTF files to convert, and set the "Save To" folder to the location for the converted DOCX files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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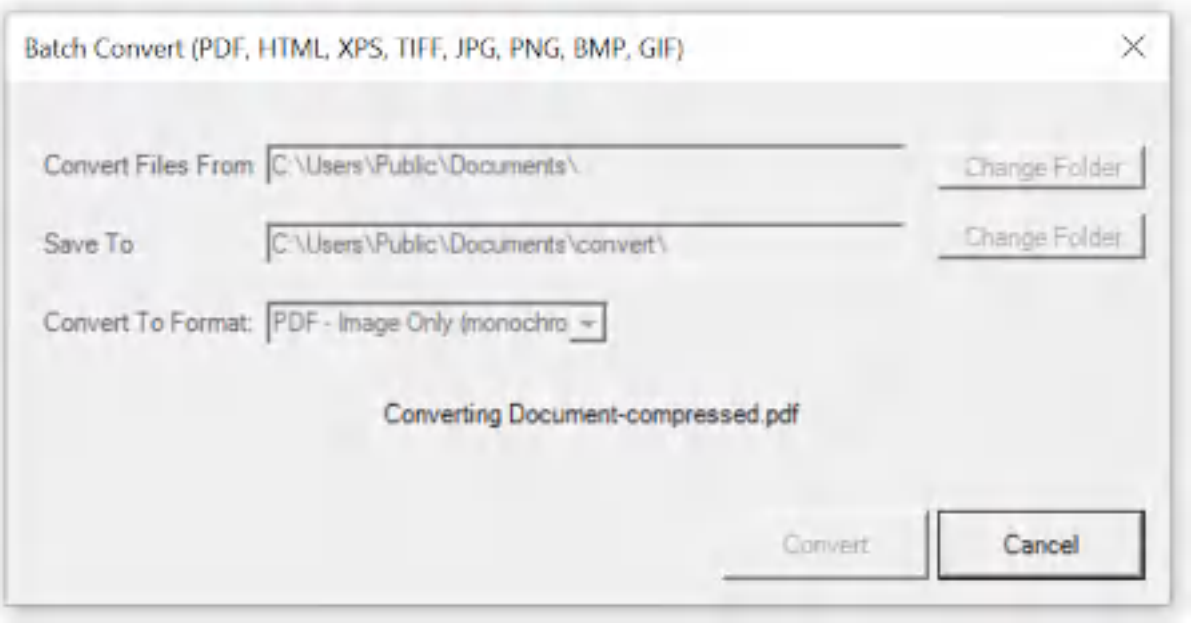
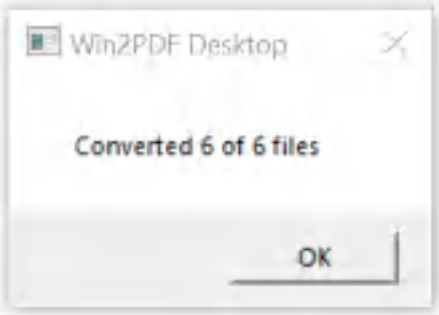


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.98 Batch Convert RTF to ODT

Batch Convert RTF to ODT Win2PDF Pro

To batch convert from Rich Text Format RTF to an OpenDocument Text ODT file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "ODT - OpenDocument Text".

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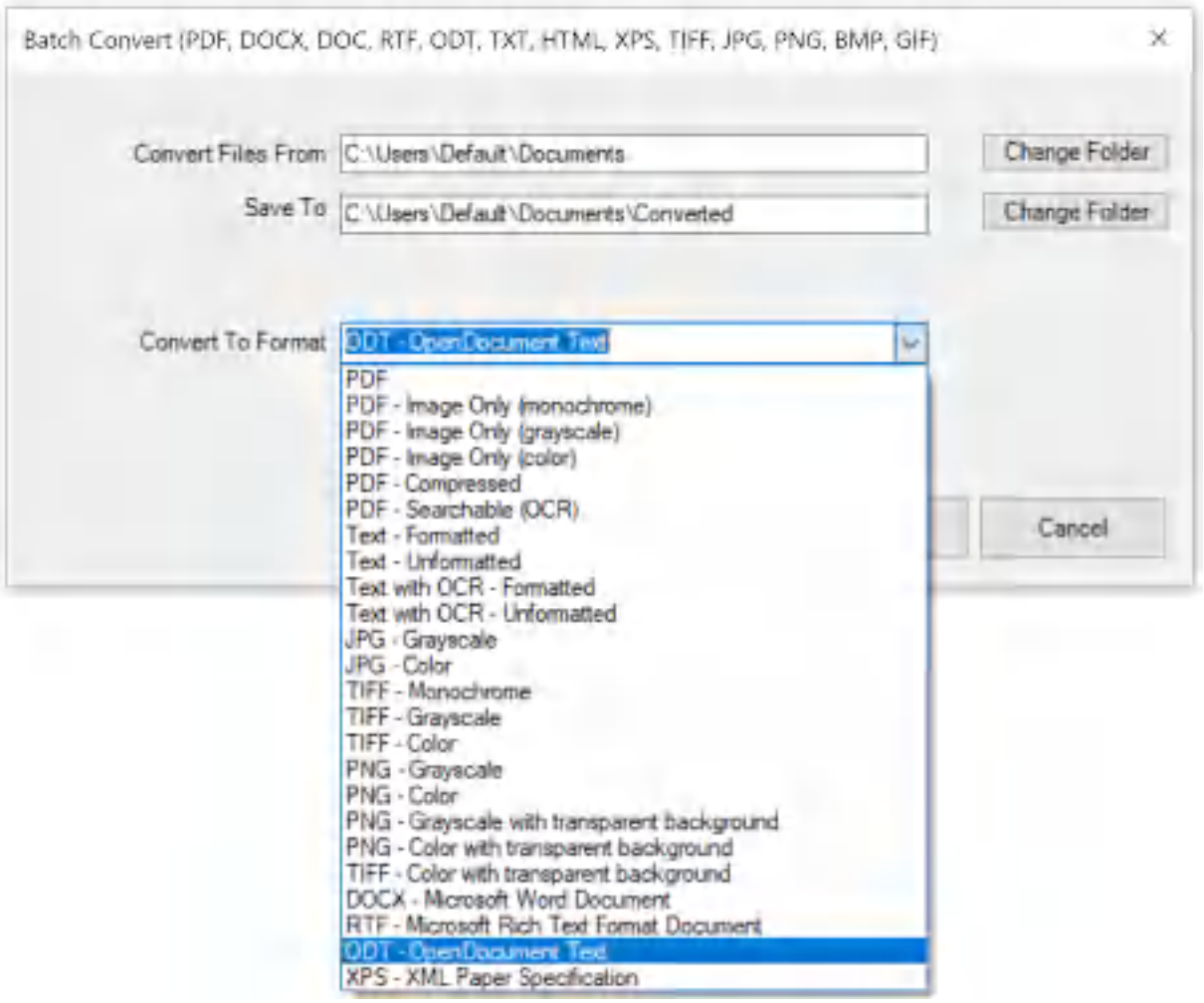

Win2PDF Desktop - Batch Convert RTF to ODT

Set the "Convert Files From" location to the folder containing the RTF files to convert, and set the "Save To" folder to the location for the converted ODT files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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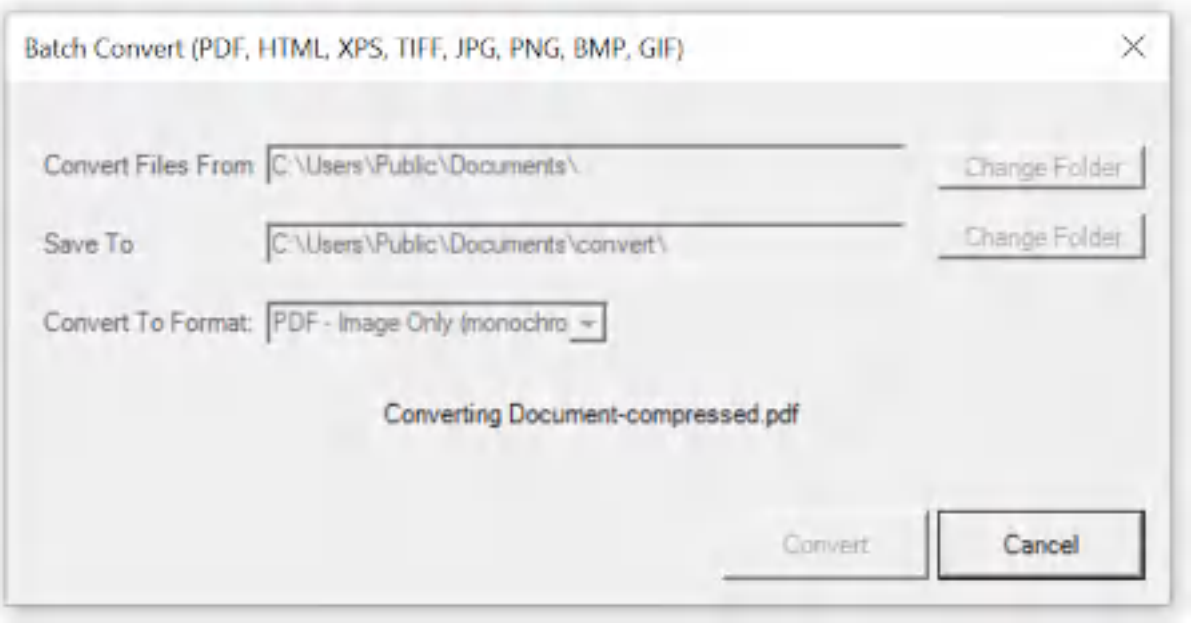
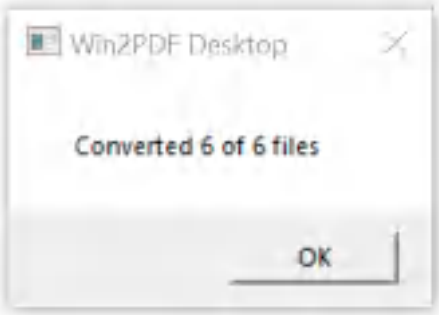


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.99 Batch Convert RTF to XPS

Batch Convert RTF to XPS Win2PDF Pro

To batch convert from Rich Text Format RTF to an XML Paper Specification XPS file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "XPS - XML Paper Specification".

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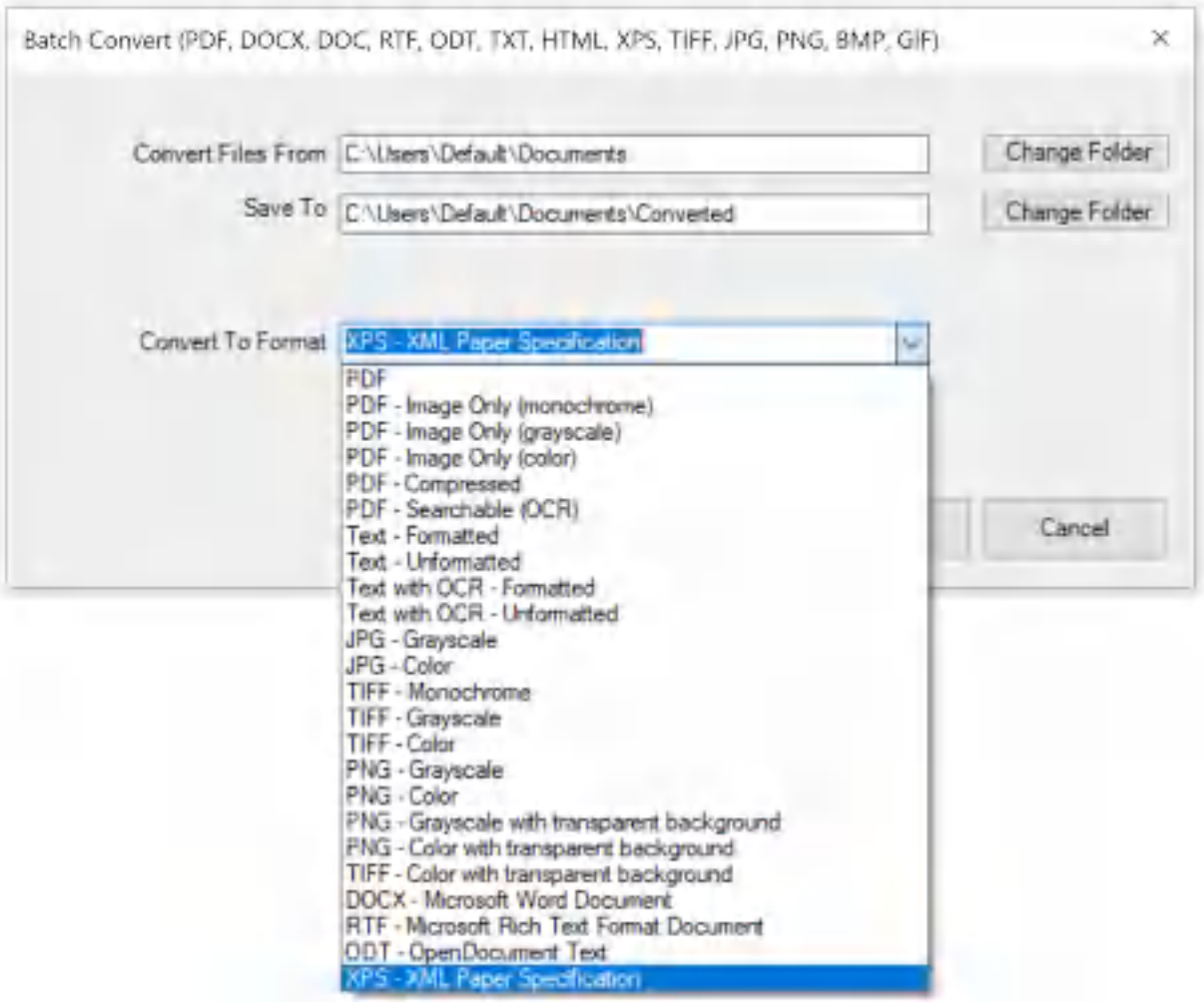

Win2PDF Desktop - Batch Convert RTF to XPS

Set the "Convert Files From" location to the folder containing the RTF files to convert, and set the "Save To" folder to the location for the converted XPS files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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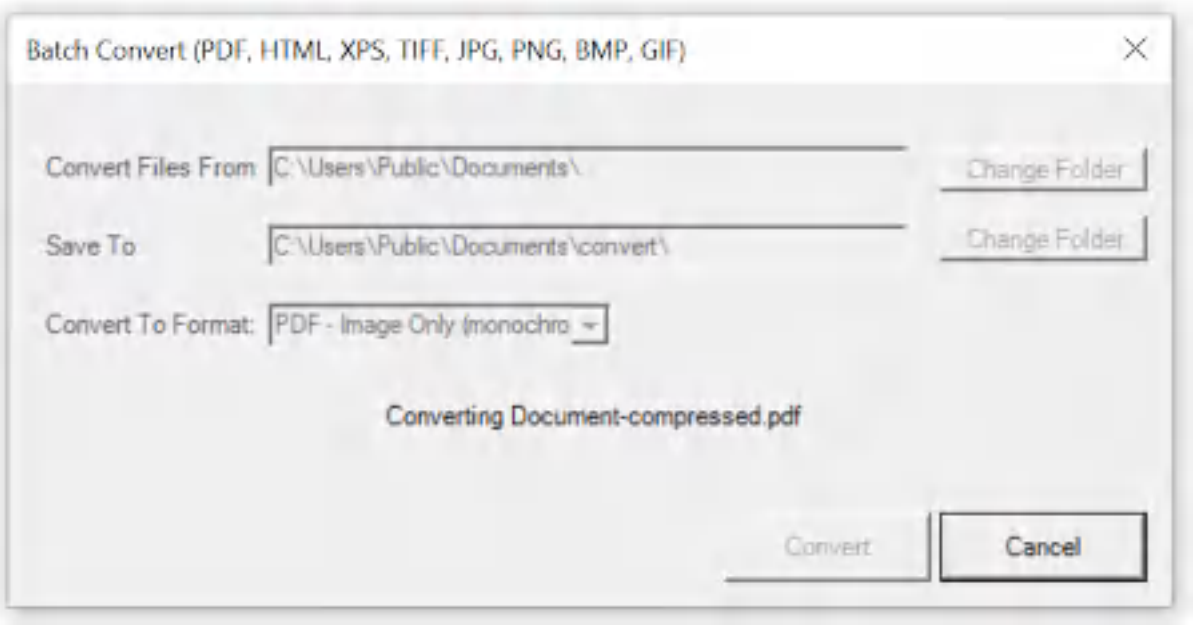
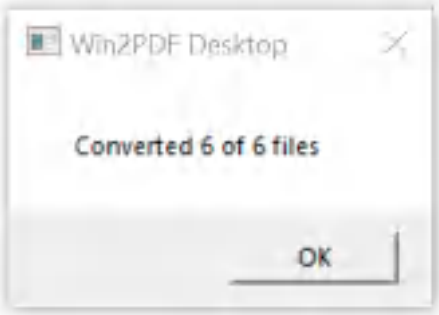


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.10 Batch Convert ODT to PDF

Batch Convert ODT to PDF Win2PDF Pro

To batch convert from an OpenDocument Text ODT to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".

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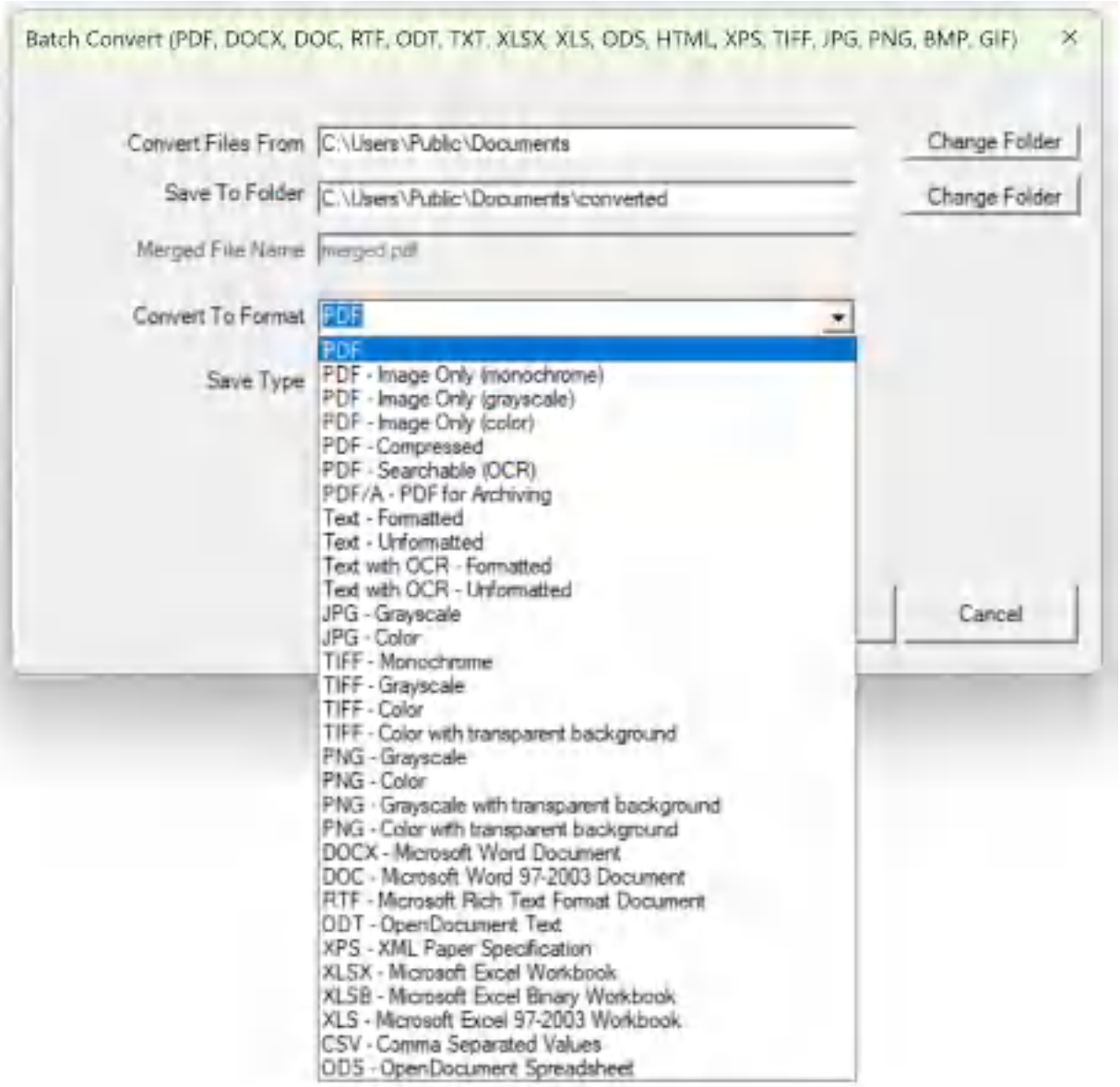

Win2PDF Desktop - Batch Convert ODT to PDF

Set the "Convert Files From" location to the folder containing the ODT files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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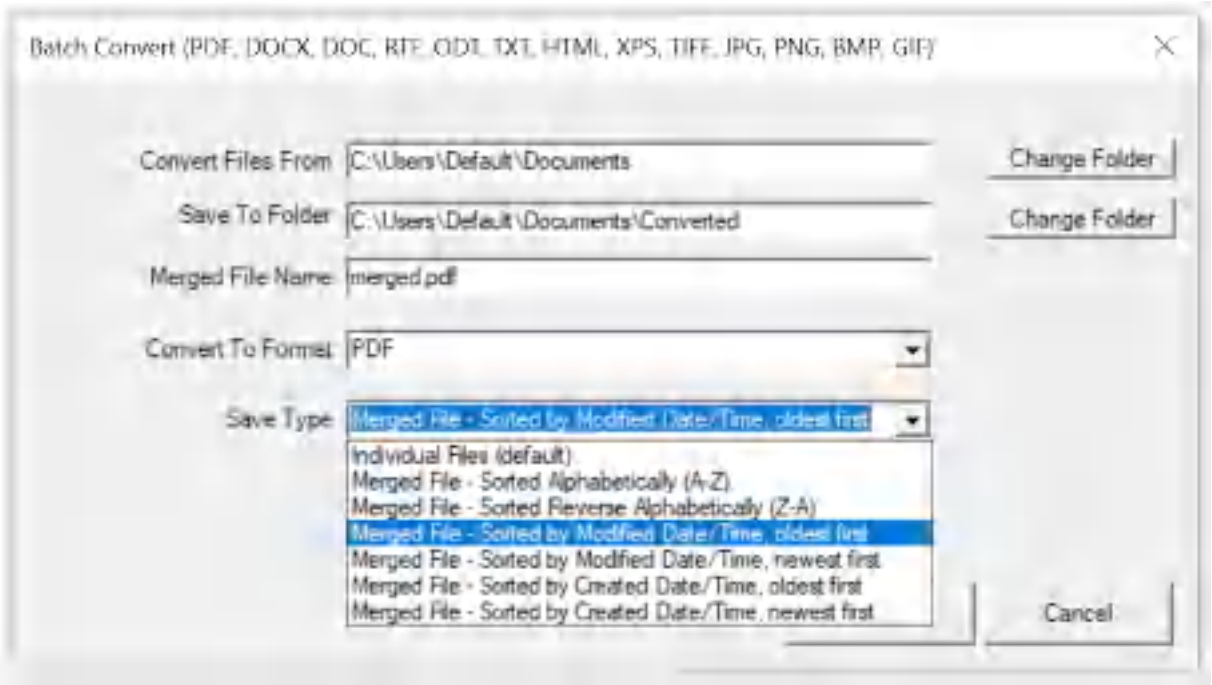

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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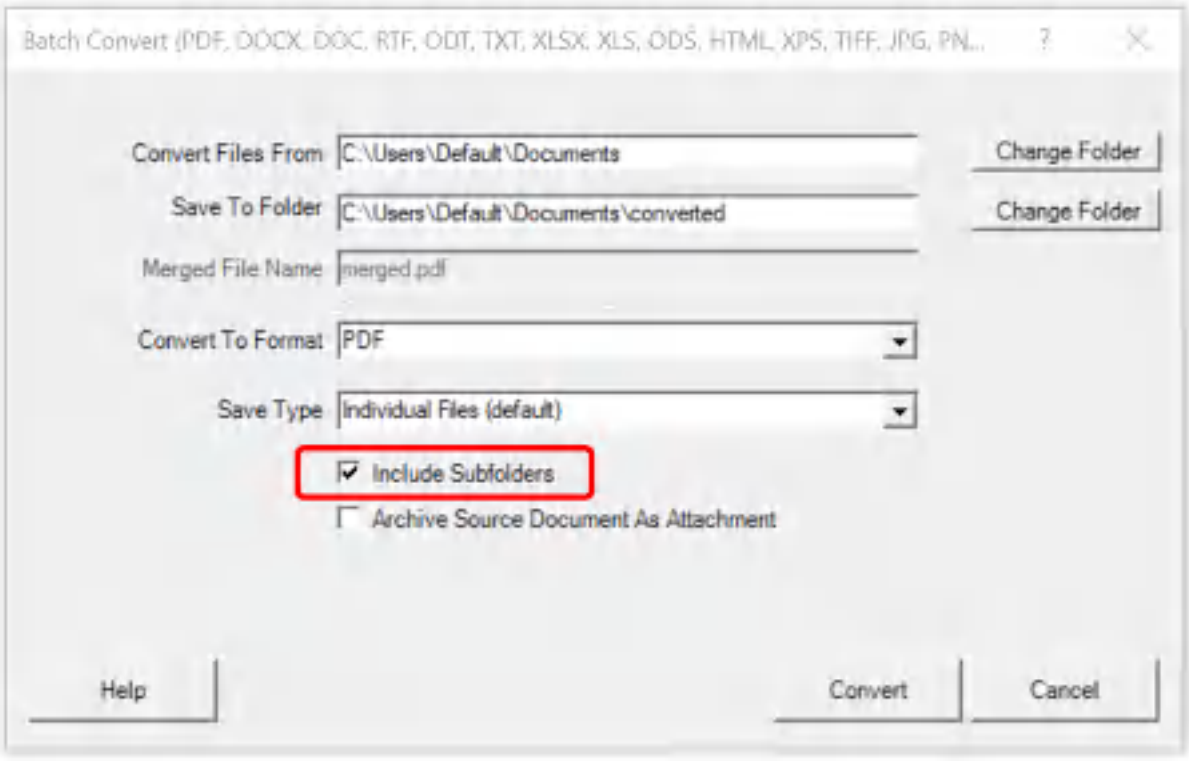

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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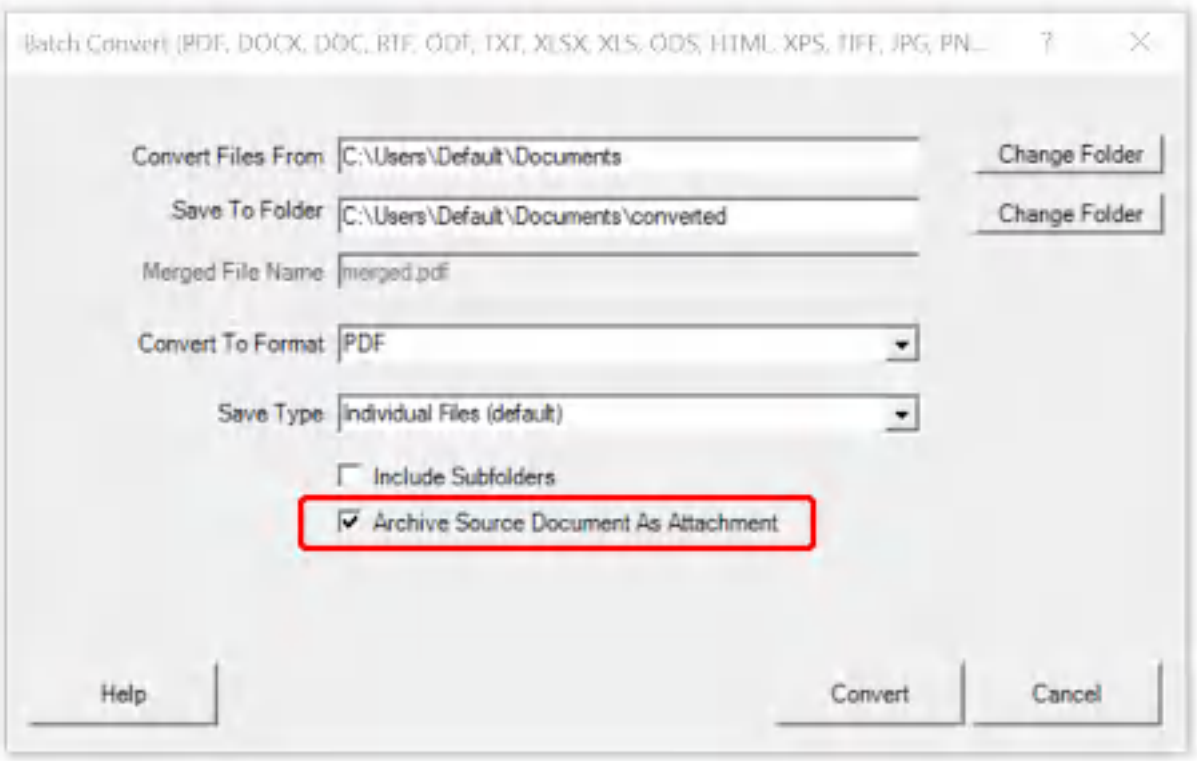

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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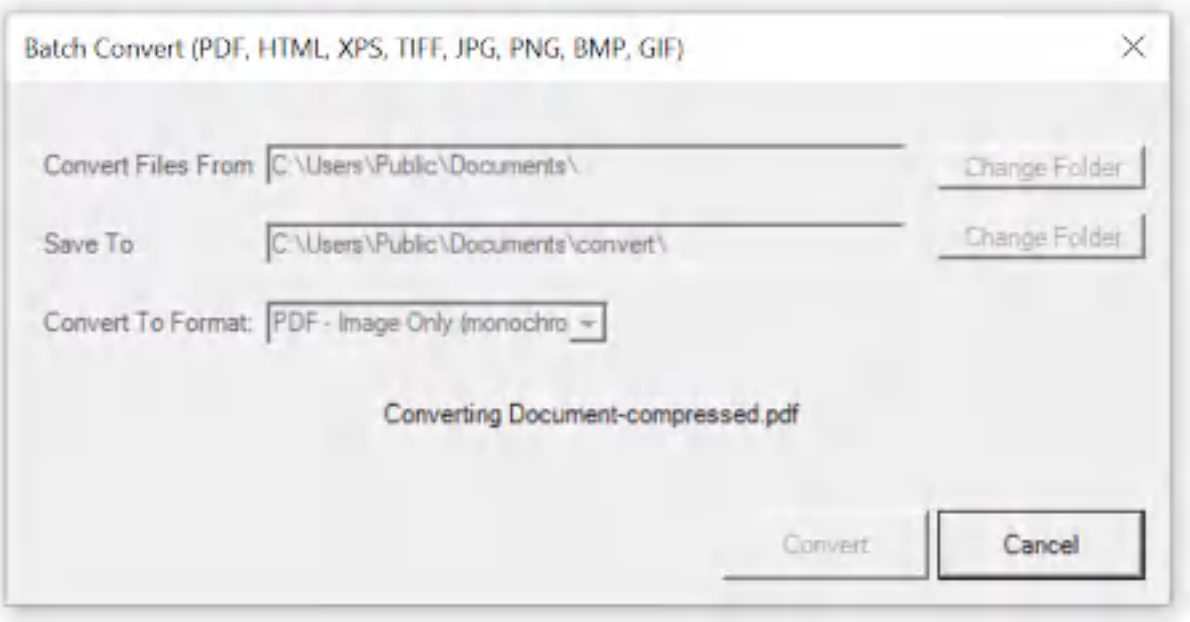
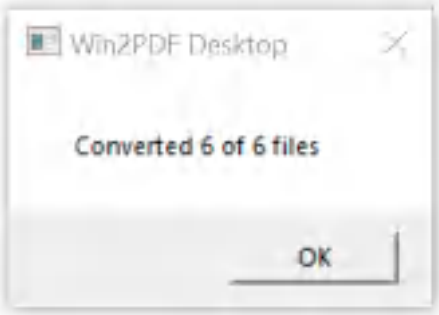


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.10 Batch Convert ODT to JPG

Batch Convert ODT to JPEG Win2PDF Pro

To batch convert from an OpenDocument Text ODT to JPG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "JPG - Grayscale" or "JPG - Color".

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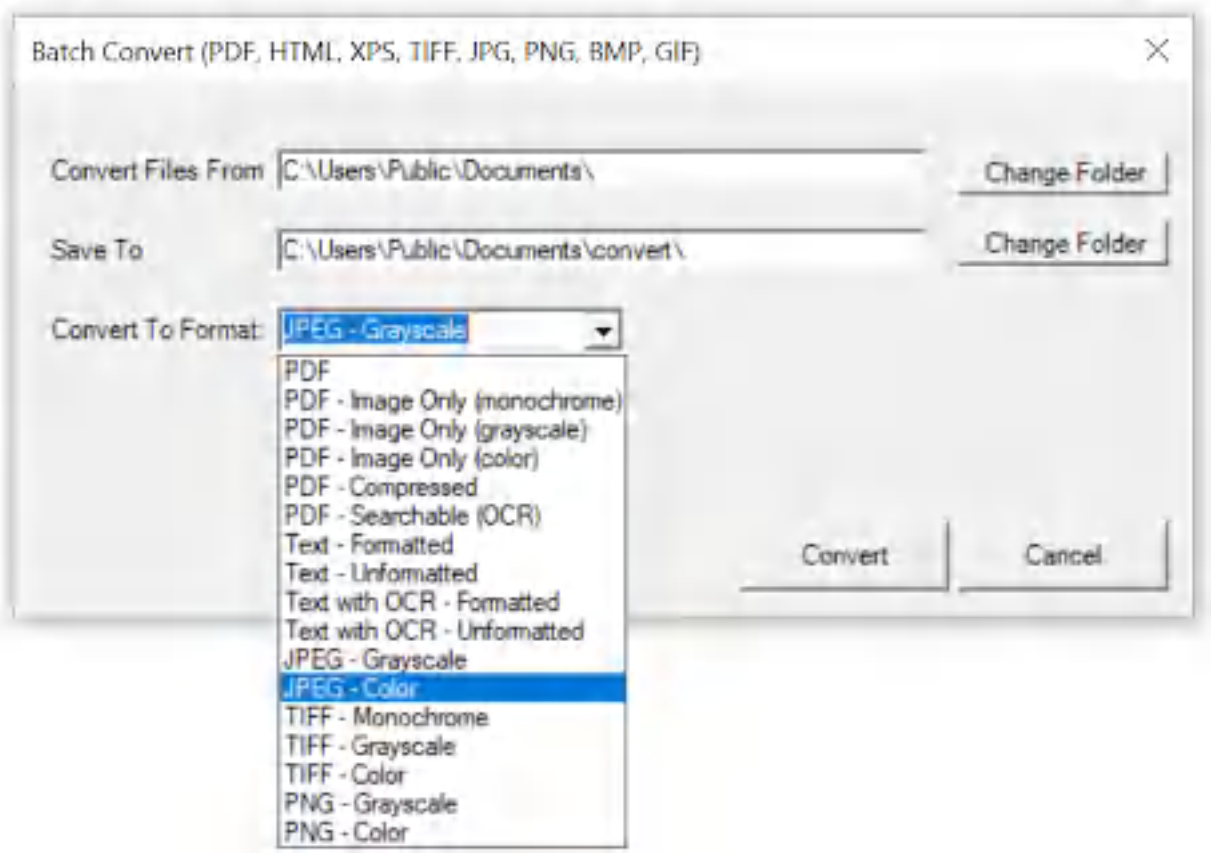

Win2PDF Desktop - Batch Convert ODT to JPG

Set the "Convert Files From" location to the folder containing the ODT files to convert, and set the "Save To" folder to the location for the converted JPG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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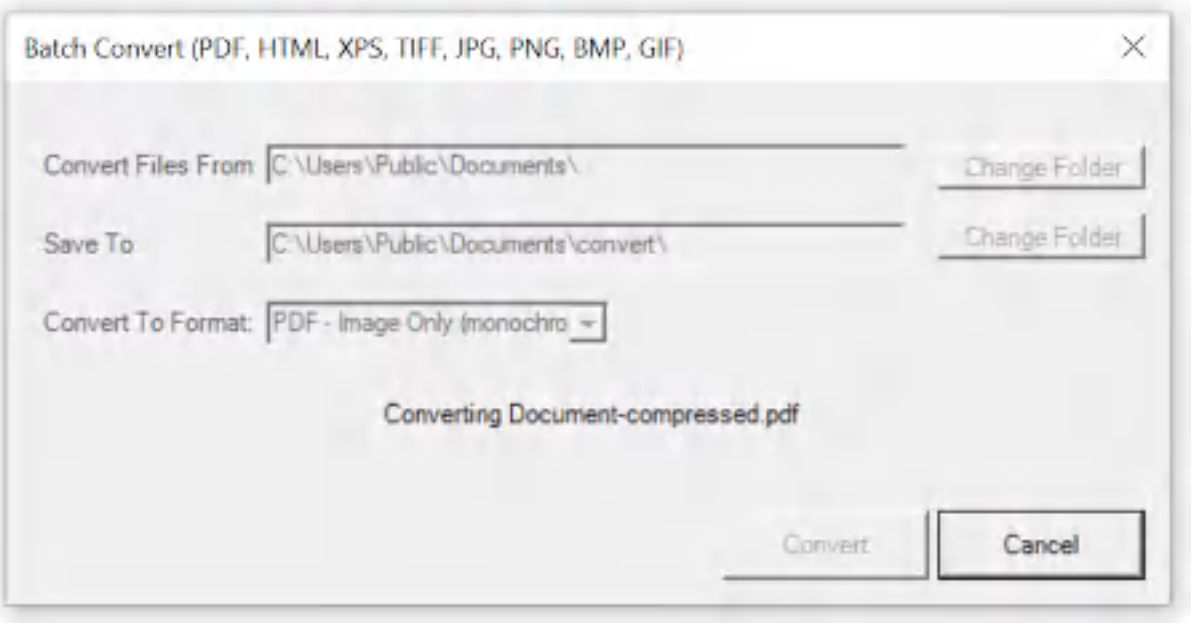
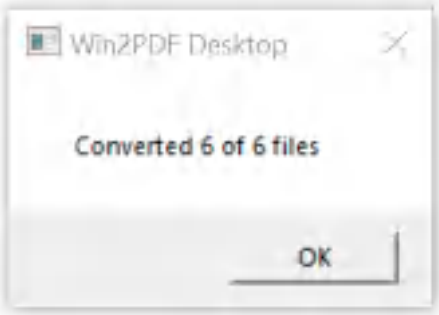


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.10 Batch Convert ODT to PNG

Batch Convert ODT to PNG Win2PDF Pro

To batch convert from an OpenDocument Text ODT to PNG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PNG - Grayscale" or "PNG - Color".

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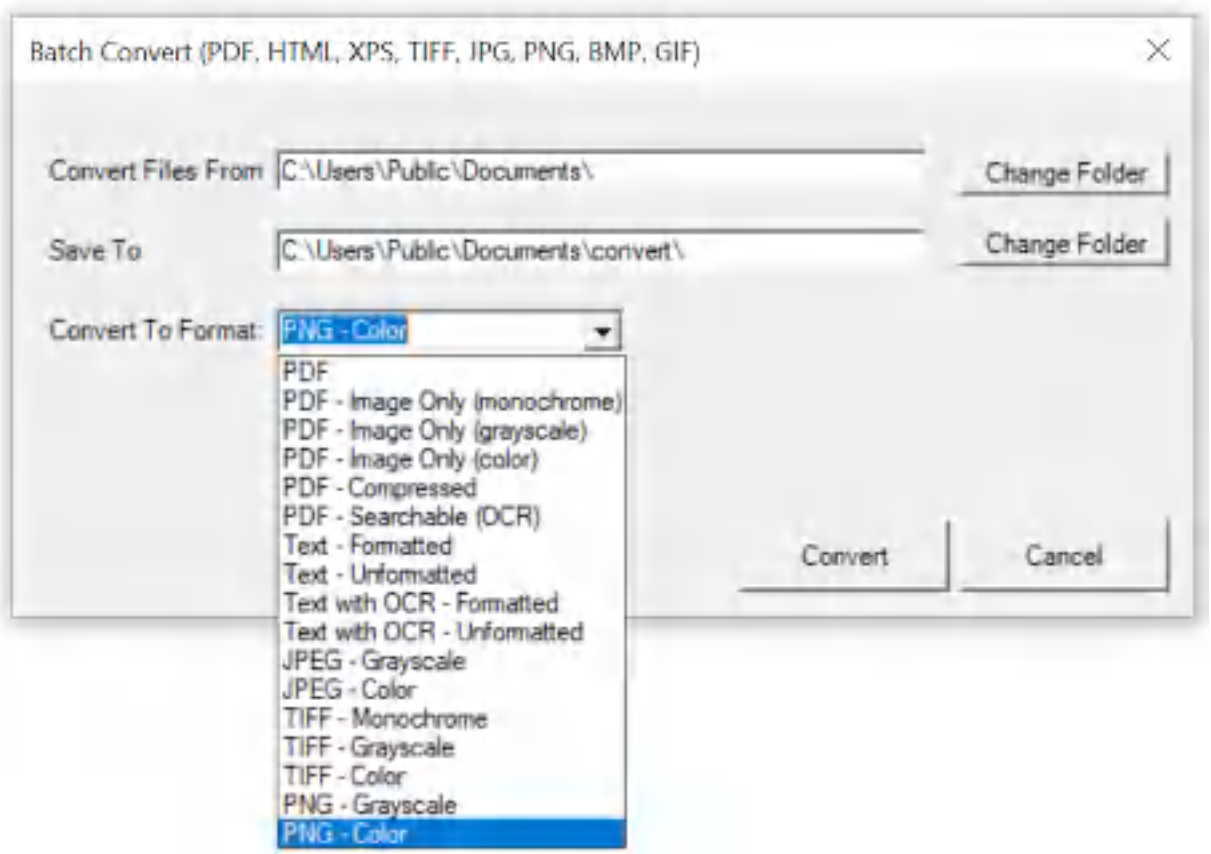

Win2PDF Desktop - Batch Convert ODT to PNG

Set the "Convert Files From" location to the folder containing the ODT files to convert, and set the "Save To" folder to the location for the converted PNG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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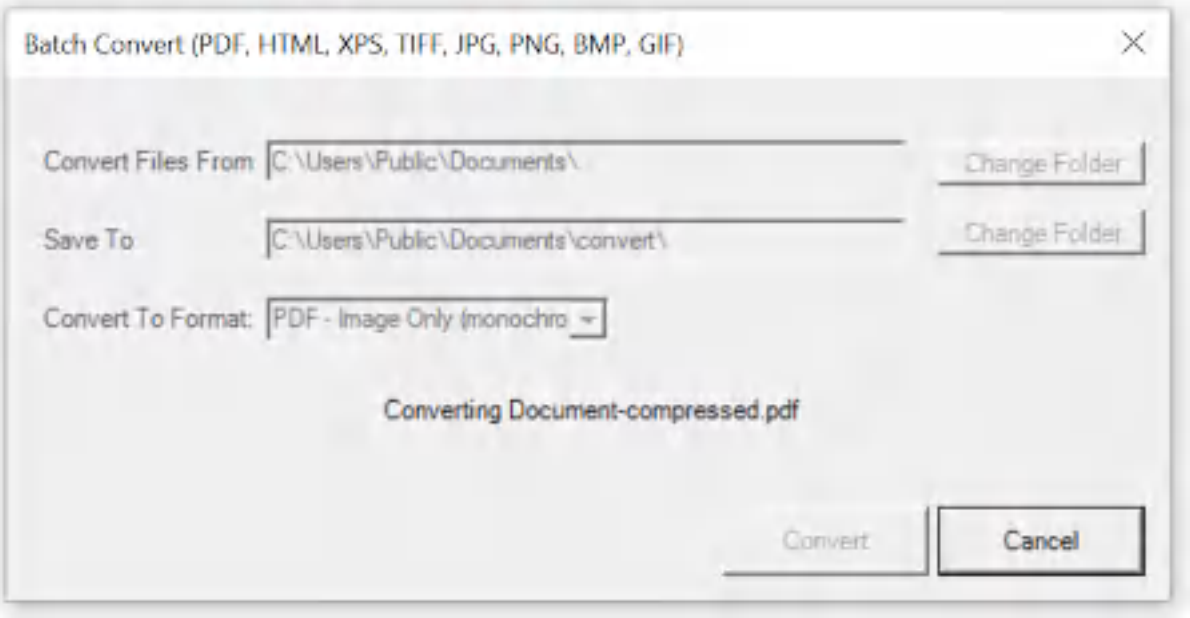
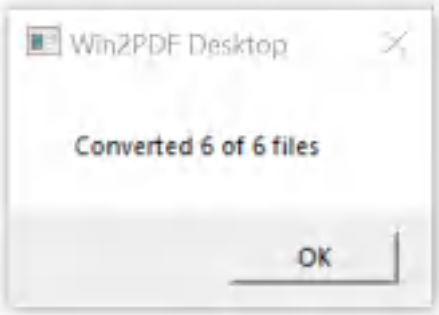


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.10 Batch Convert ODT to TIFF

Batch Convert ODT to TIFF Win2PDF Pro

To batch convert from an OpenDocument Text ODT to TIFF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To

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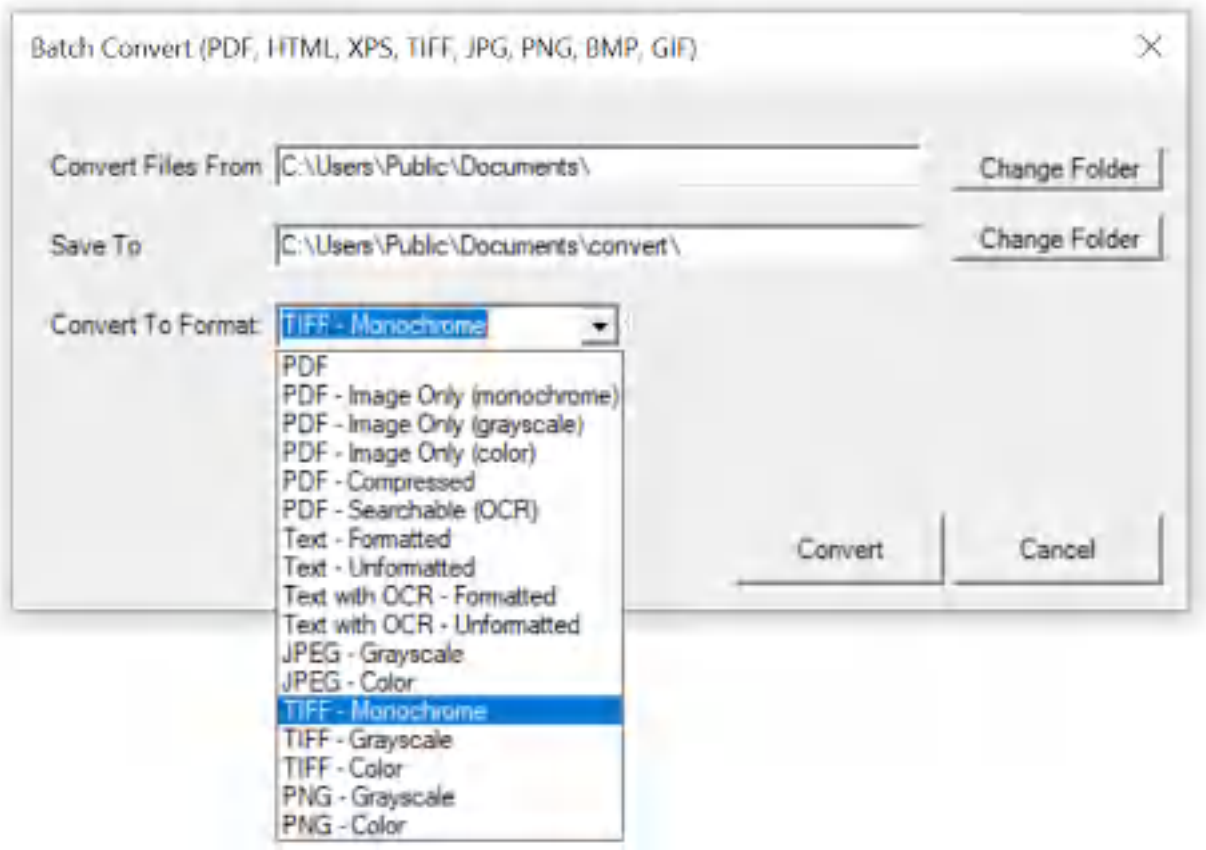
Format" to either "TIFF - Monochrome", "TIFF - Grayscale", "TIFF - Color", or "TIFF - Color with transparent background".



Win2PDF Desktop - Batch Convert ODT to TIFF

Set the "Convert Files From" location to the folder containing the ODT files to convert, and set the "Save To" folder to the location for the converted TIFF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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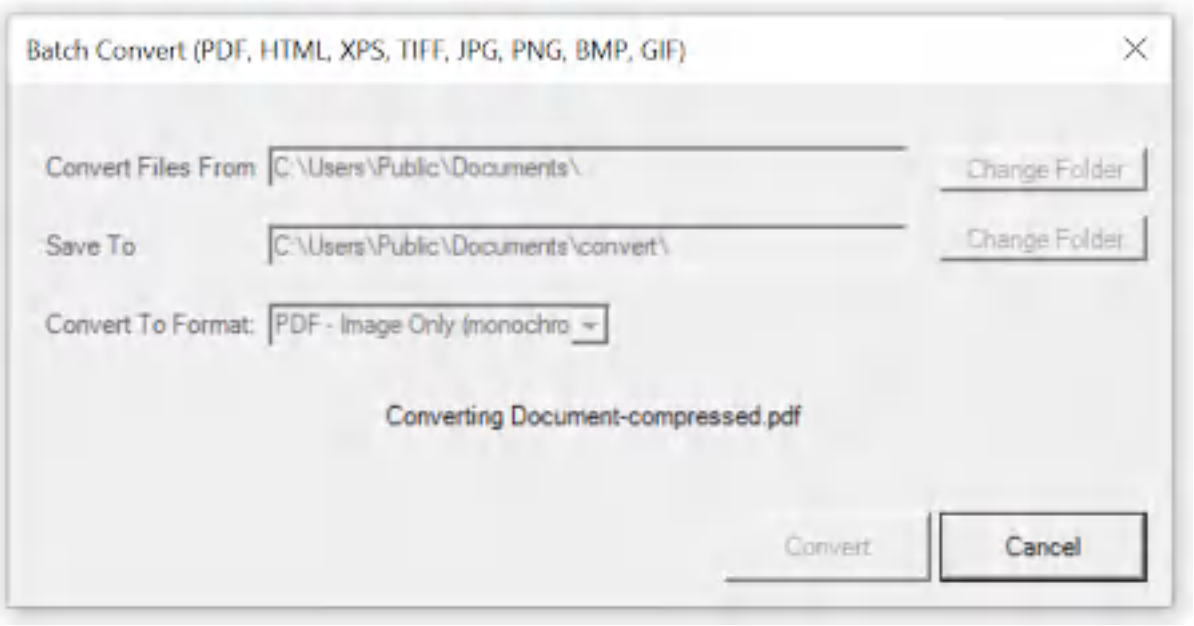
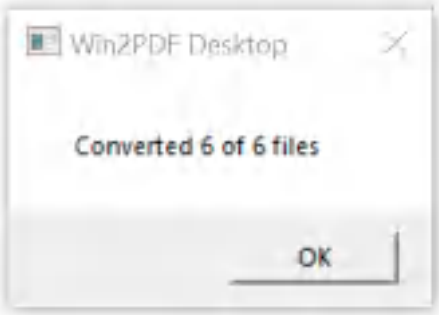


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.10 Batch Convert ODT to Text

Batch Convert ODT to TXT Win2PDF Pro

To batch convert from an OpenDocument Text ODT to Text, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To

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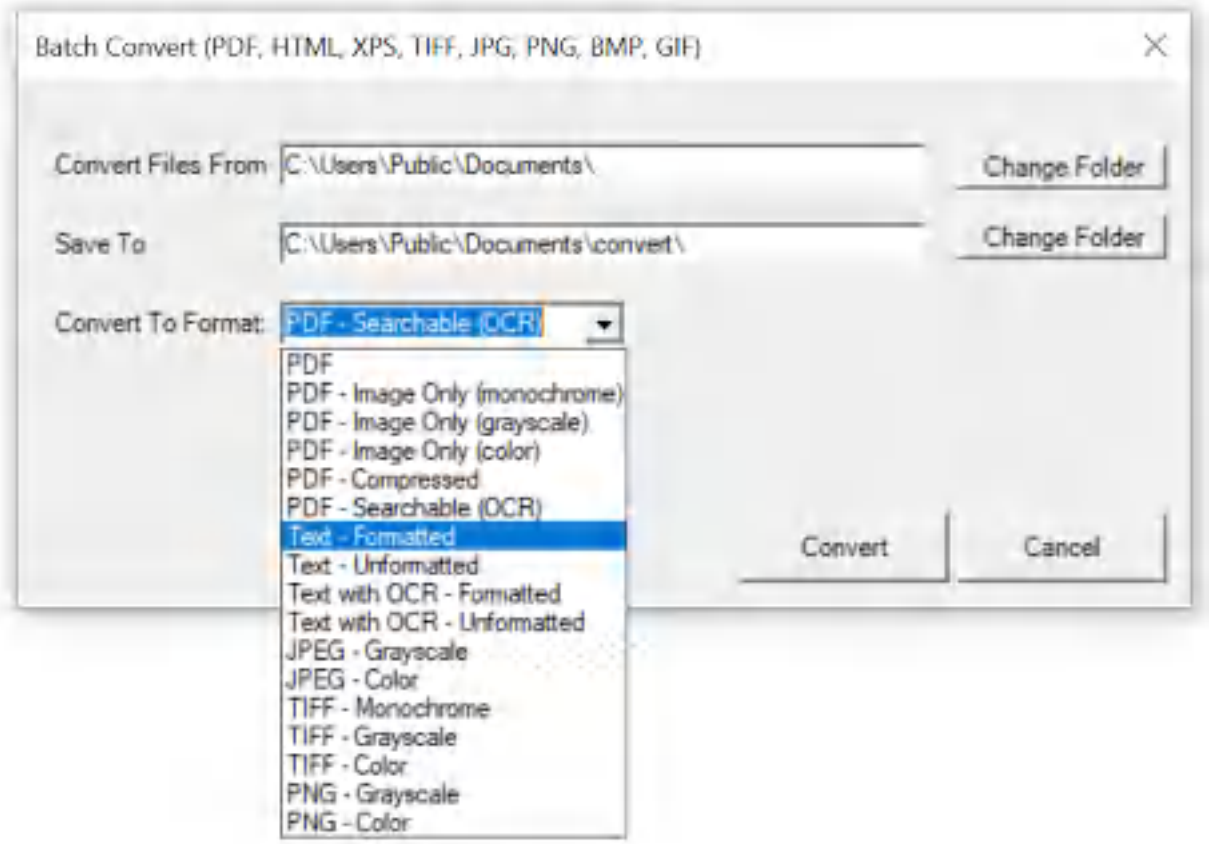
Format" to "Text with OCR - Formatted", or "Text with OCR - Unformatted". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert ODT to Text

Set the "Convert Files From" location to the folder containing the ODT files to convert, and set the "Save To" folder to the location for the converted text files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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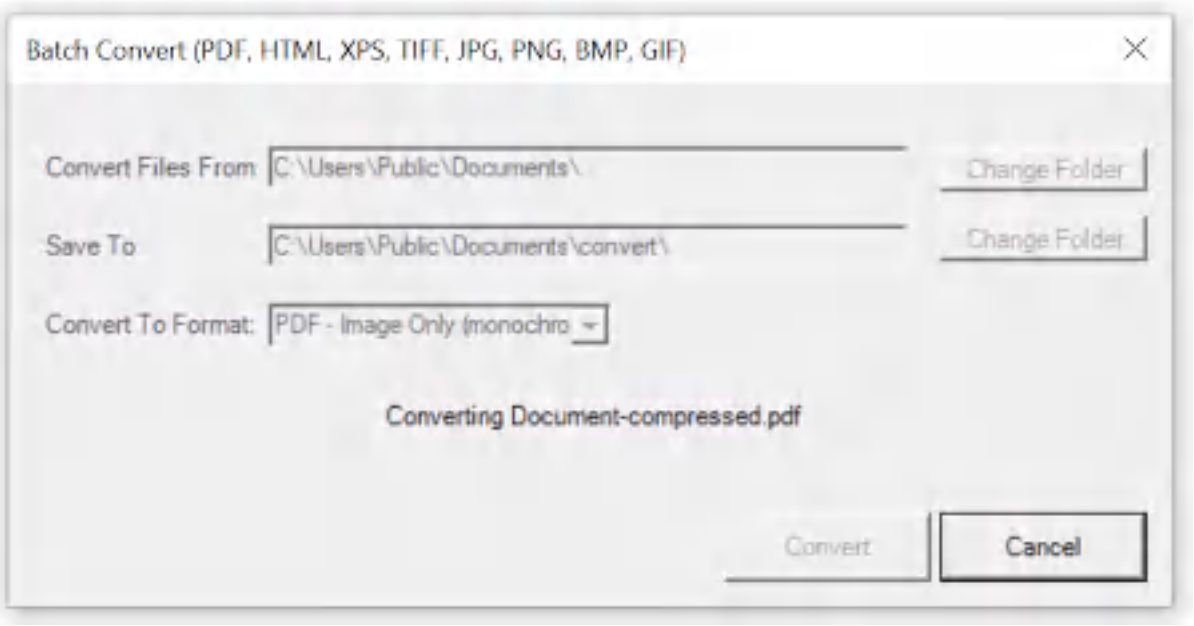
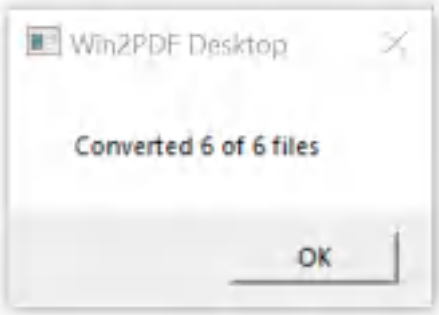


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.10 Batch Convert ODT to Searchable PDF

Batch Convert ODT to Searchable PDF Win2PDF Pro

To batch convert from an OpenDocument Text ODT to searchable PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert

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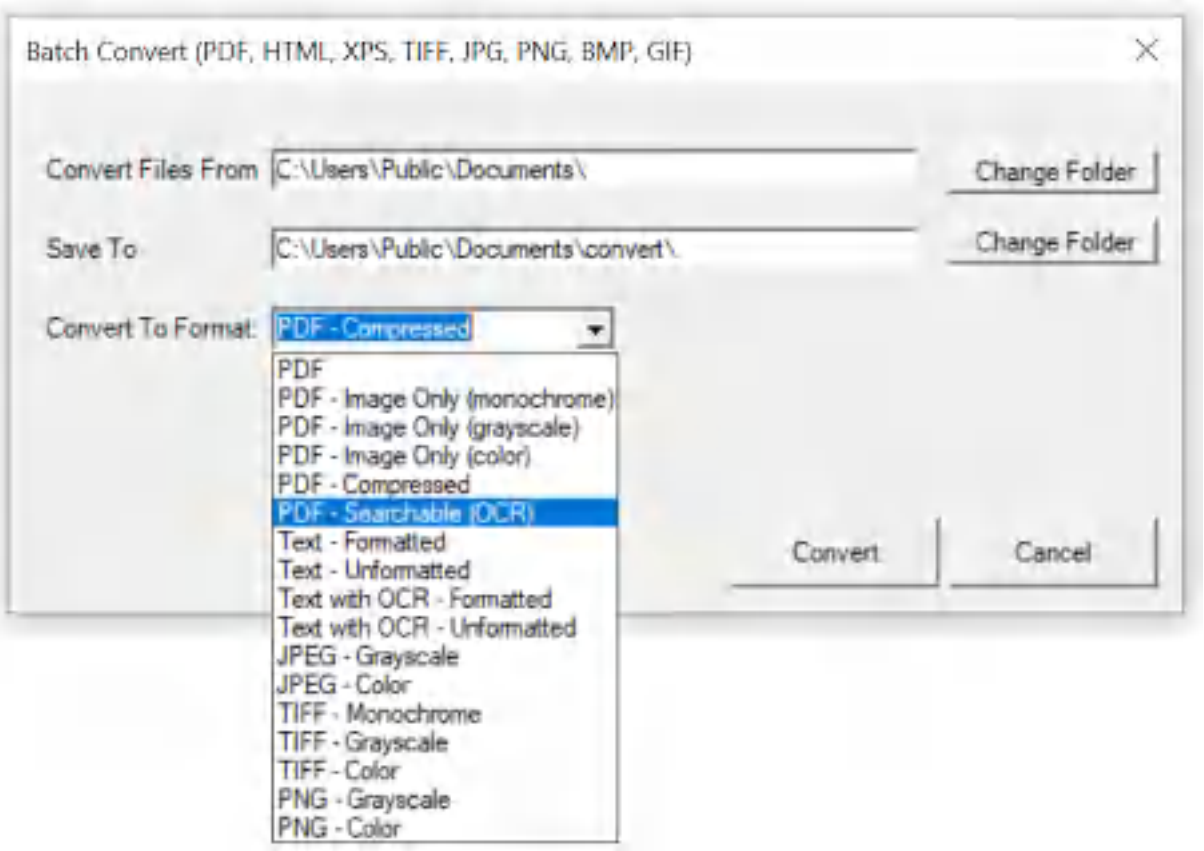
To Format" to either "PDF - Searchable (OCR)". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert ODT to Searchable PDF

Set the "Convert Files From" location to the folder containing the ODT files to convert, and set the "Save To" folder to the location for the converted searchable PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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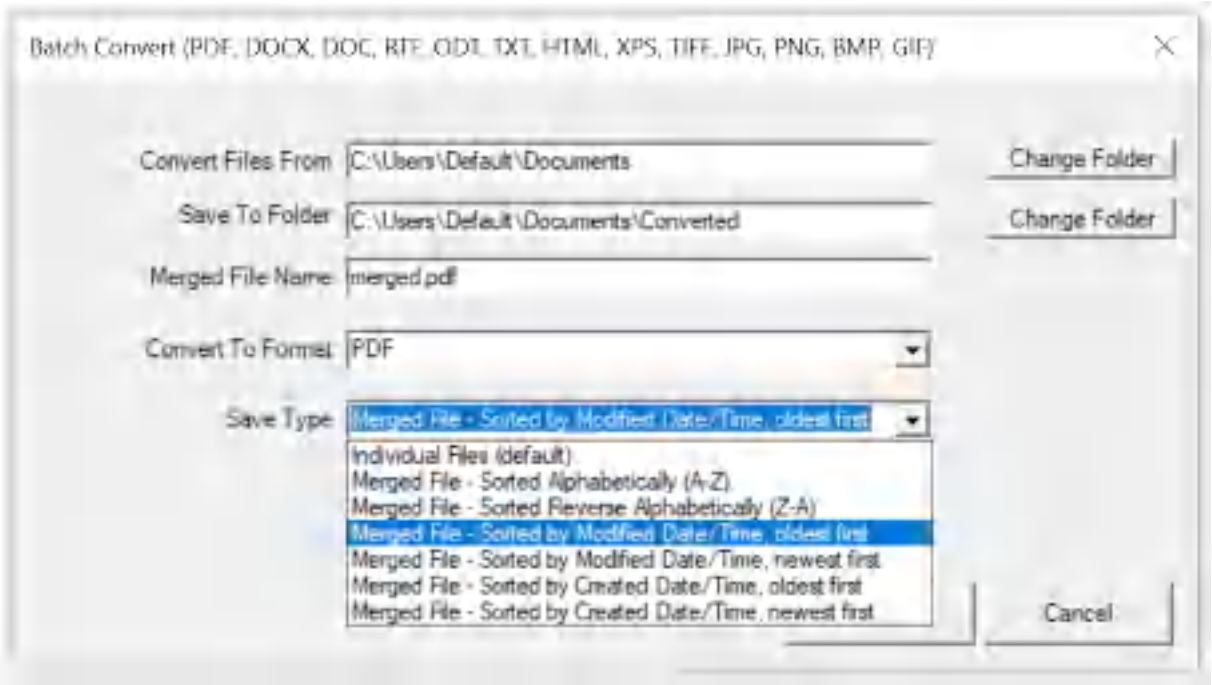

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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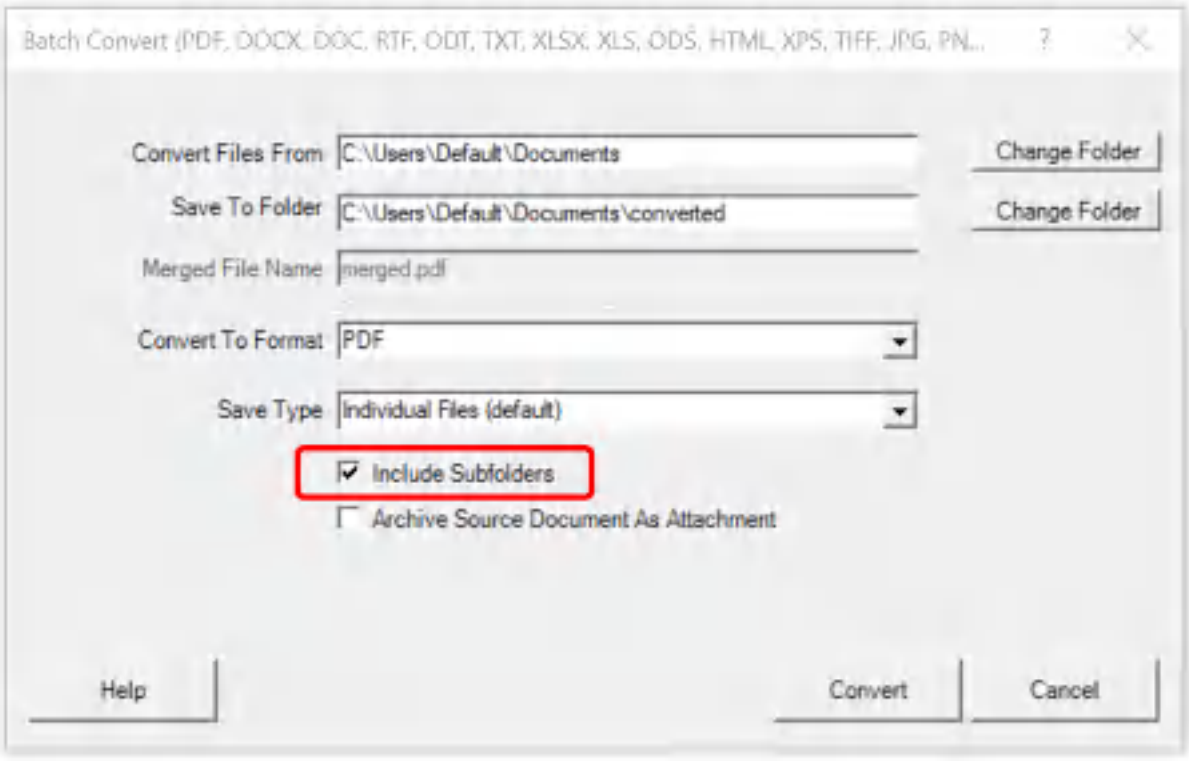

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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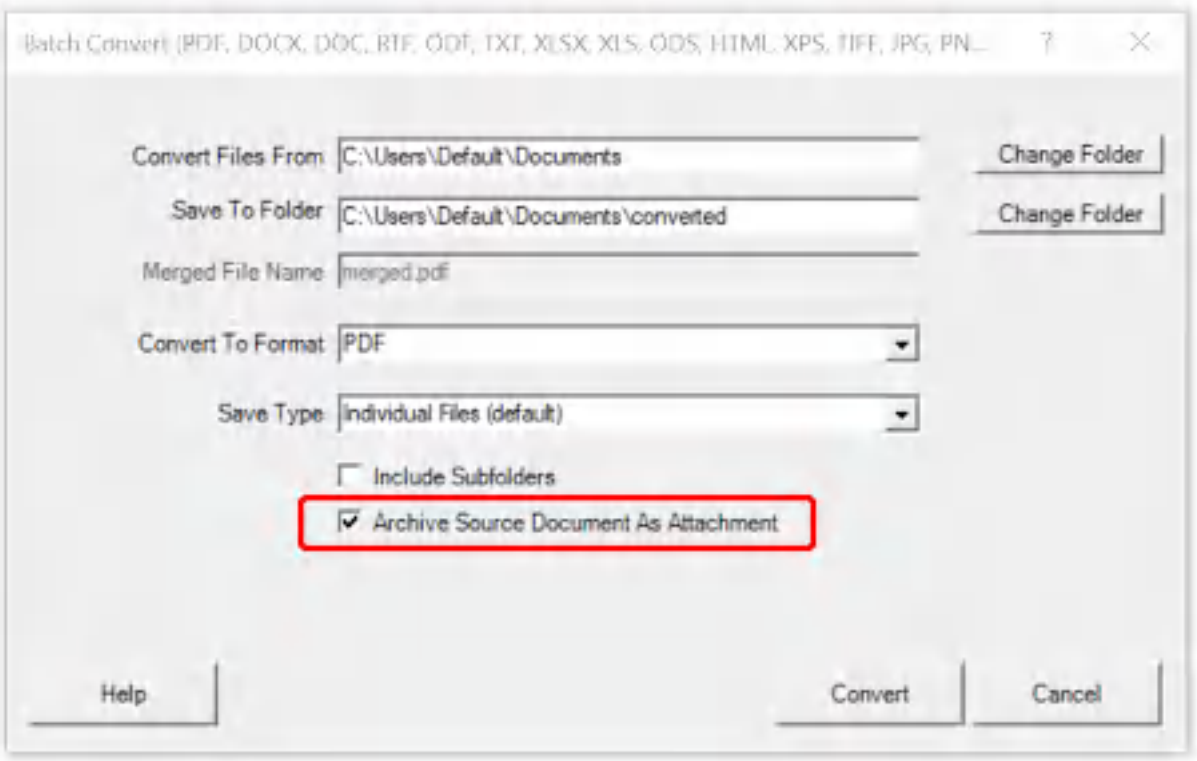

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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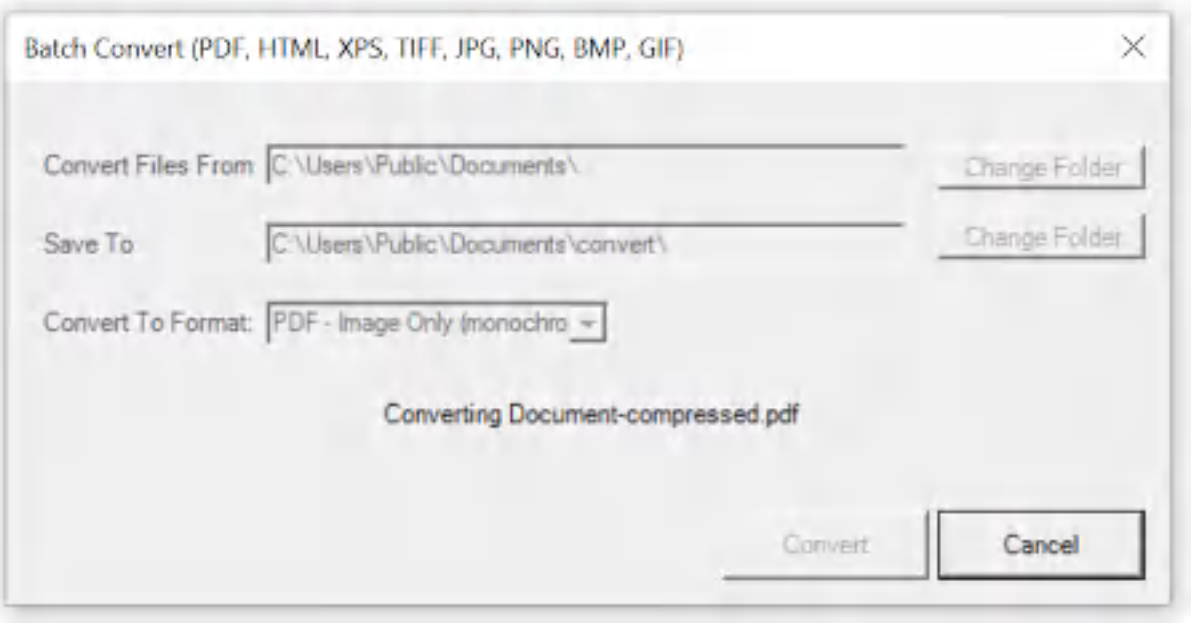
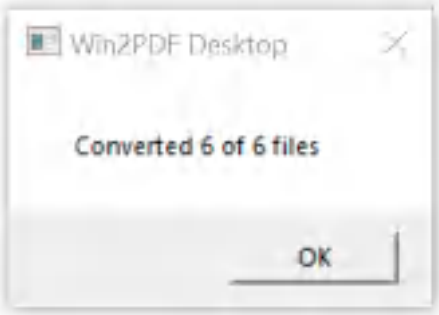


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.10 Batch Convert ODT to Compressed PDF

Batch Convert ODT to Compressed PDF Win2PDF Pro

To batch convert from an OpenDocument Text ODT to compressed PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Compressed".

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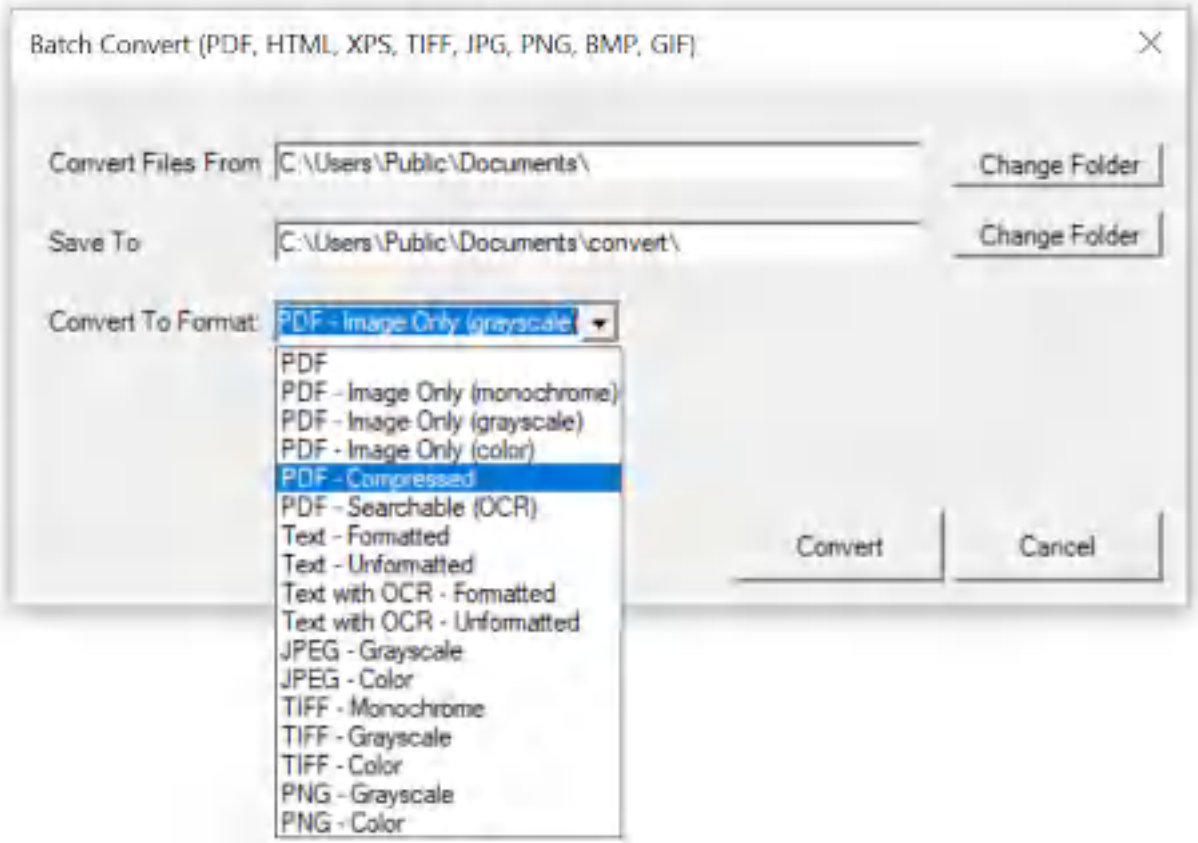

Win2PDF Desktop - Batch Convert ODT to Compressed PDF

Set the "Convert Files From" location to the folder containing the ODT files to convert, and set the "Save To" folder to the location for the converted compressed PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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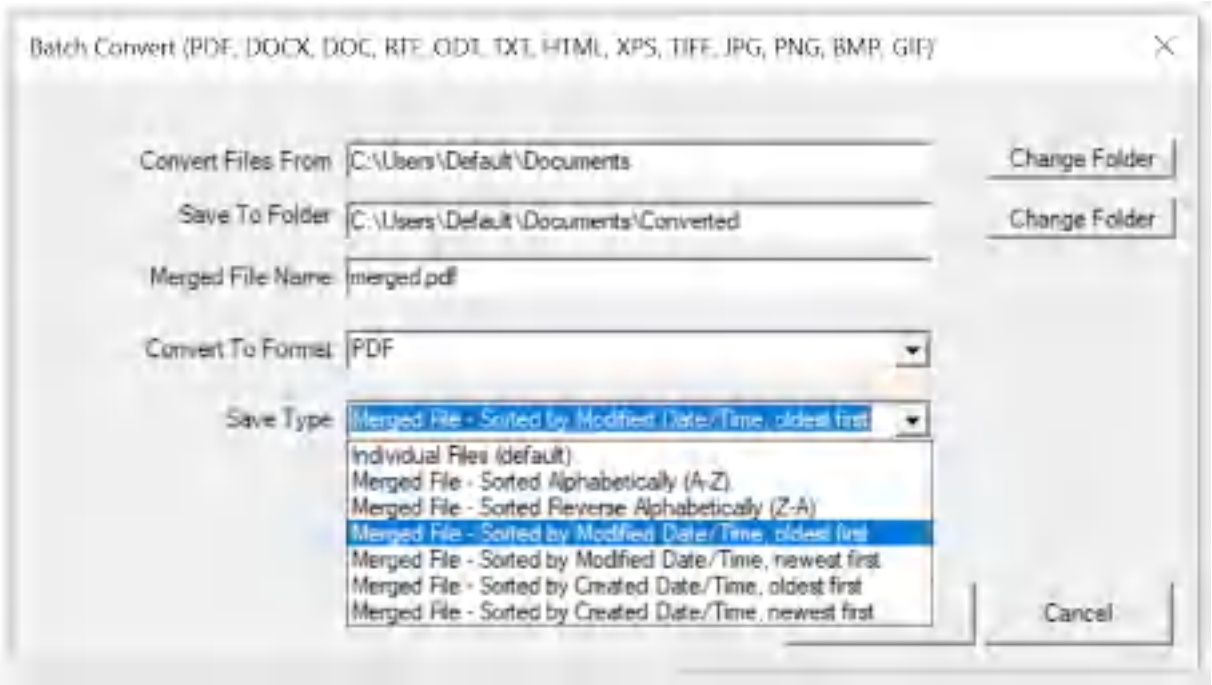

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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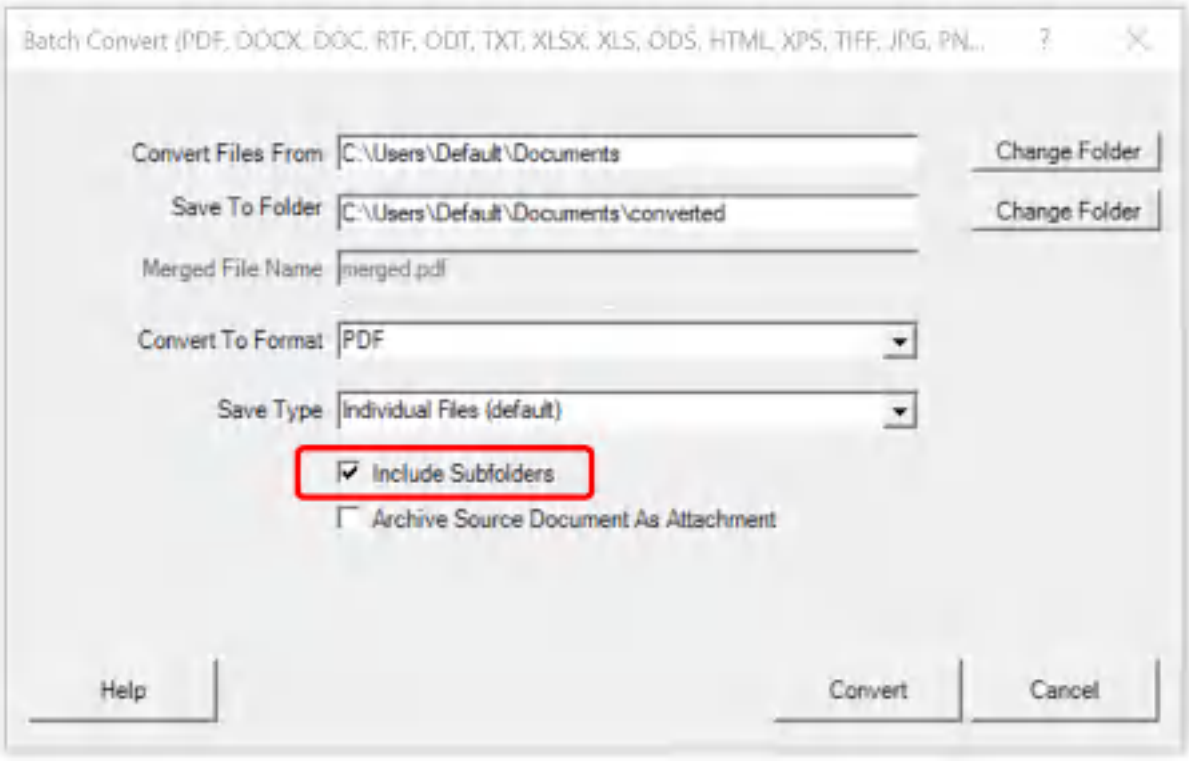

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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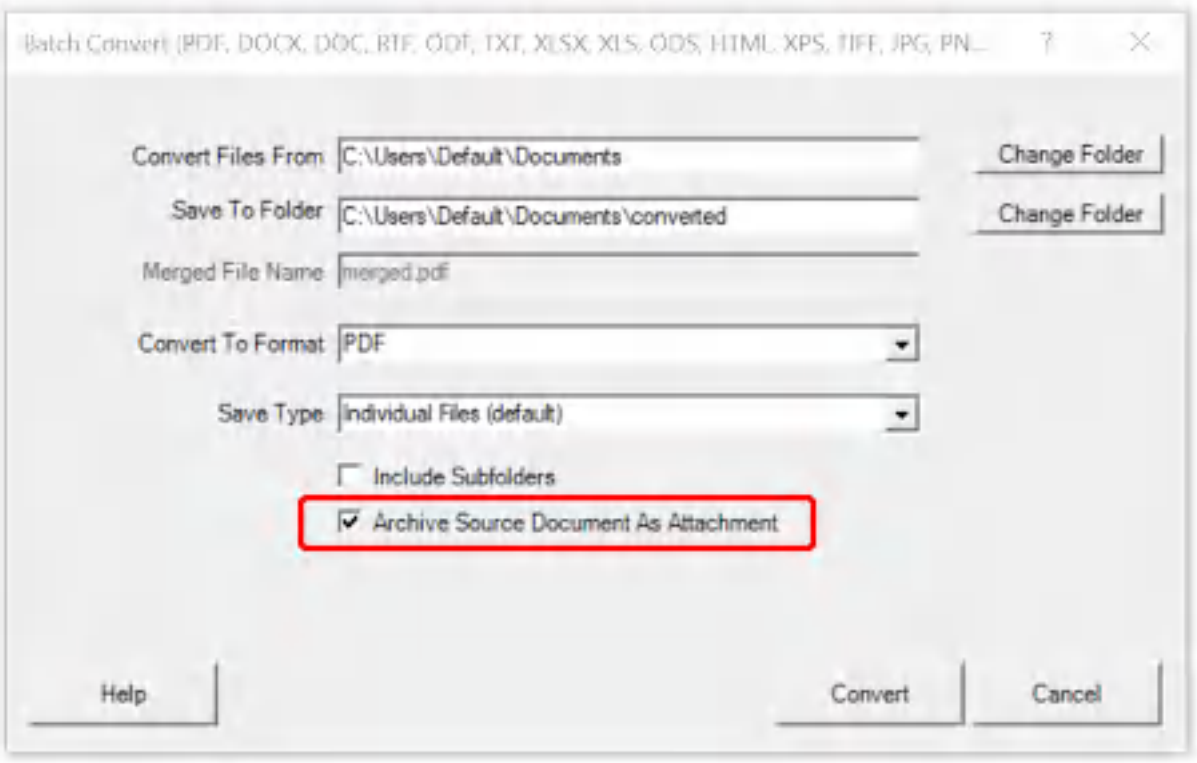

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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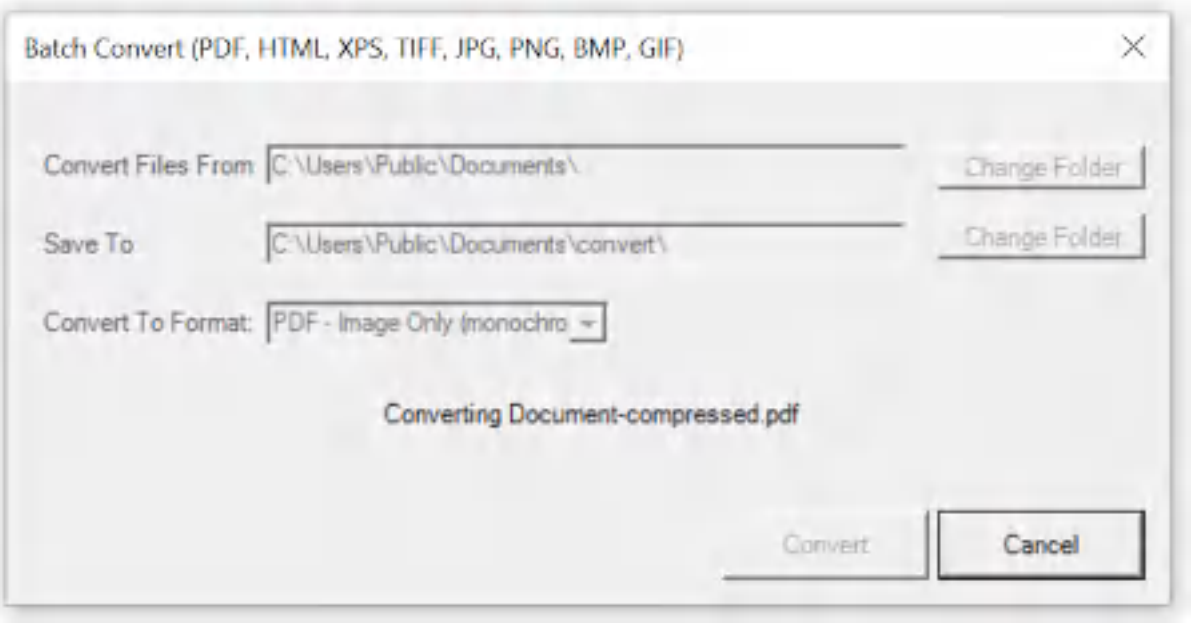
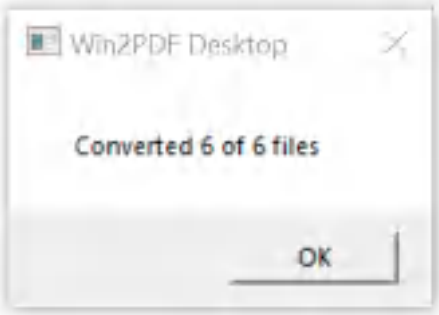


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.10 Batch Convert ODT to Image Only PDF

Batch Convert ODT to Image Only PDF Win2PDF Pro

To batch convert from an OpenDocument Text ODT to an image only PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert

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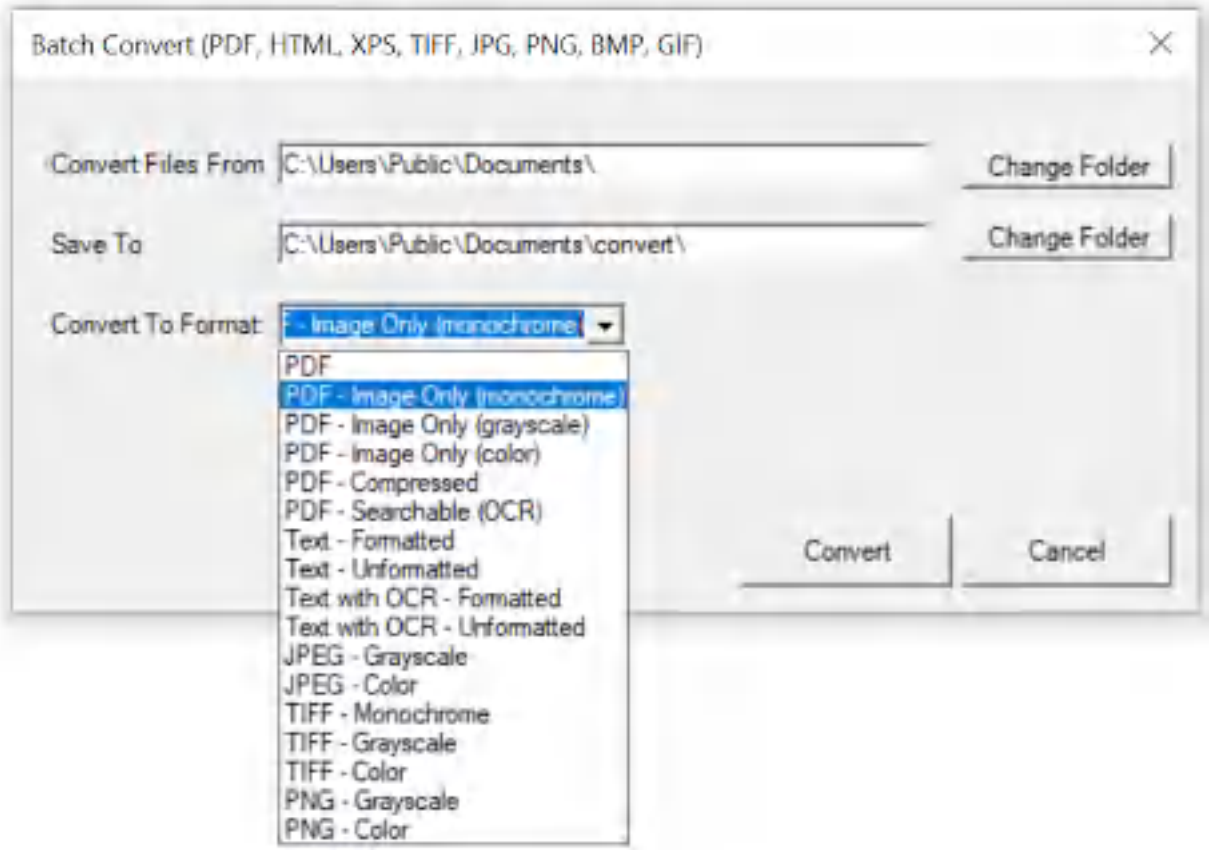
To Format" to either "PDF - Image Only (monochrome)", "PDF - Image Only (grayscale)", or "PDF - Image Only (color)".



Win2PDF Desktop - Batch Convert ODT to Image Only PDF

Set the "Convert Files From" location to the folder containing the ODT files to convert, and set the "Save To" folder to the location for the converted image only PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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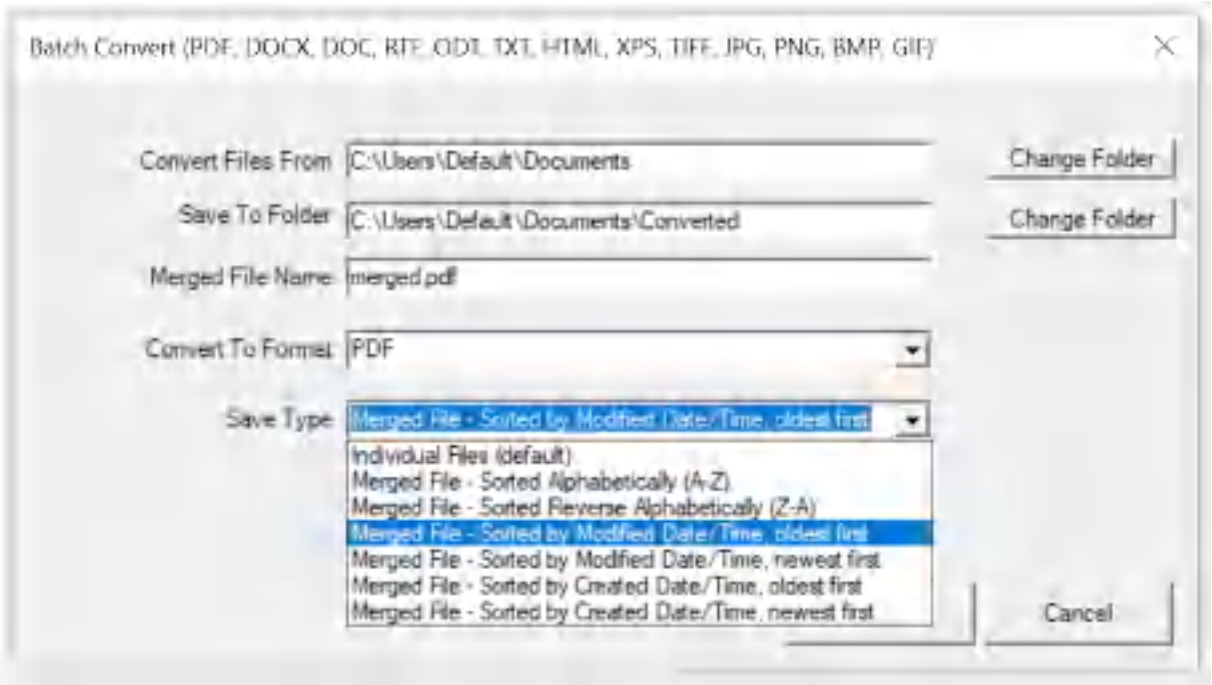

Win2PDF Desktop - Batch Convert Save Type

The options are:

© 2025 Dane Prairie Systems, LLC

Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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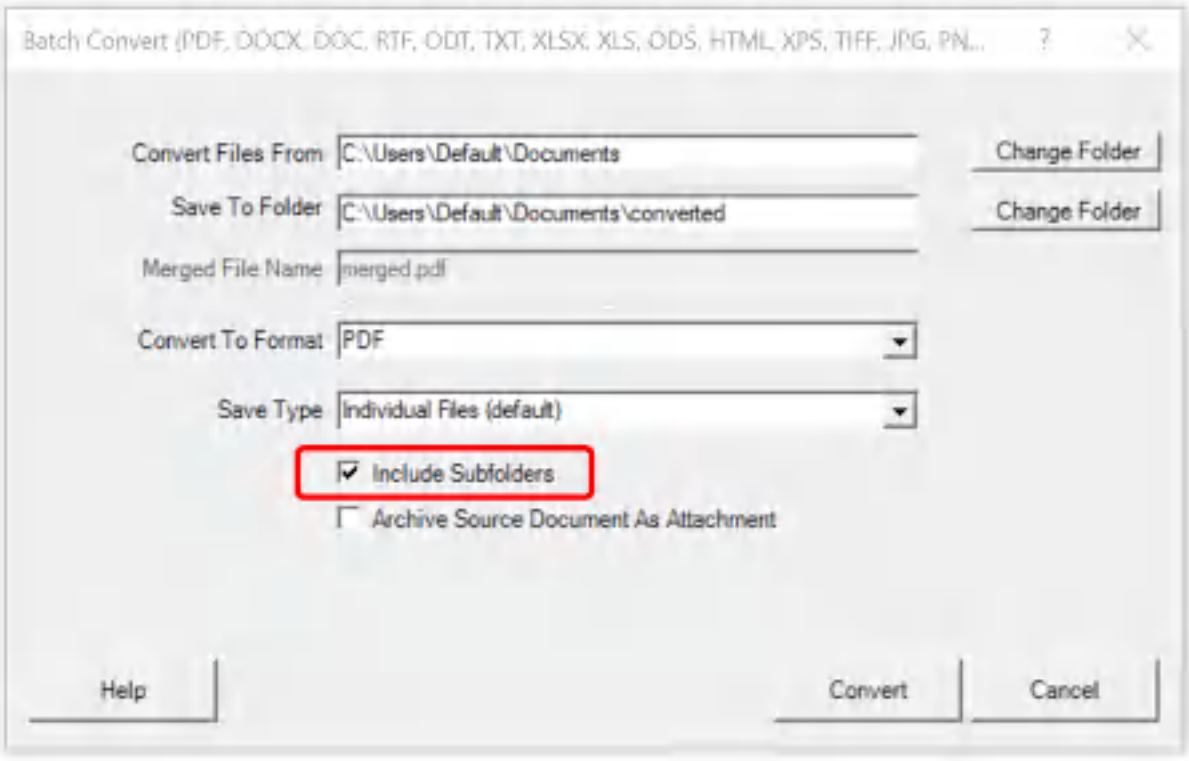

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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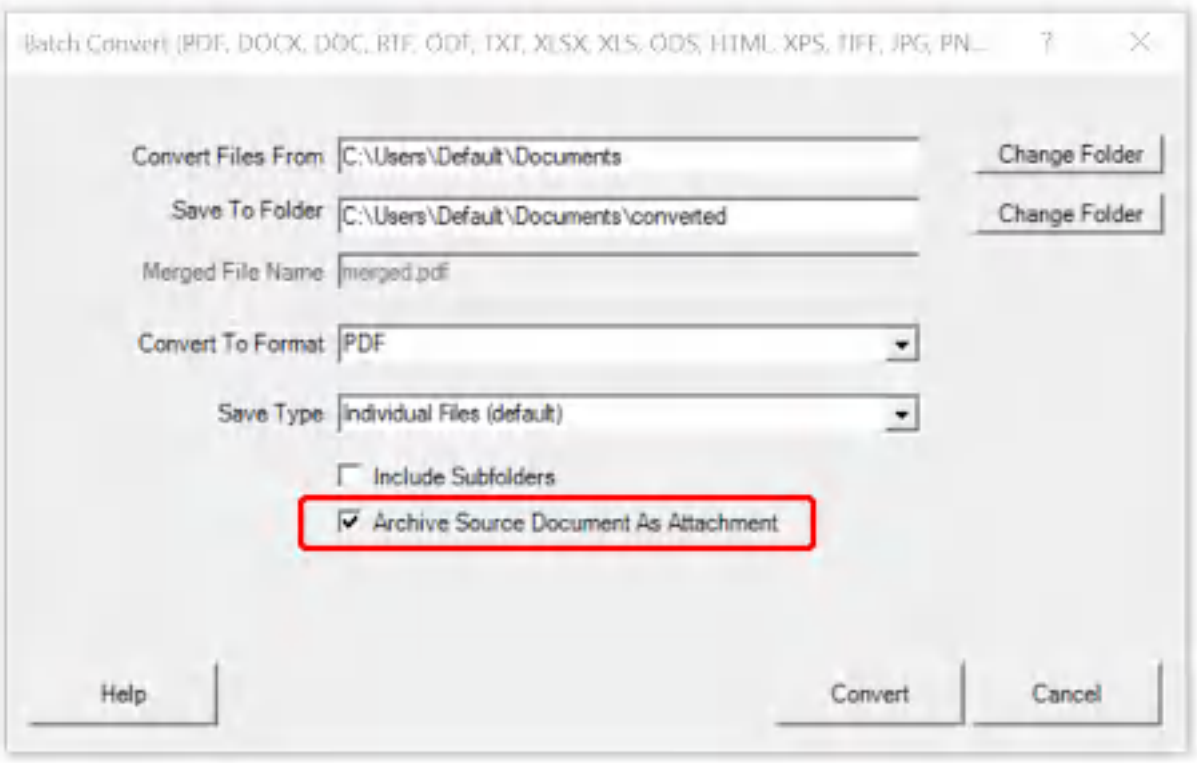

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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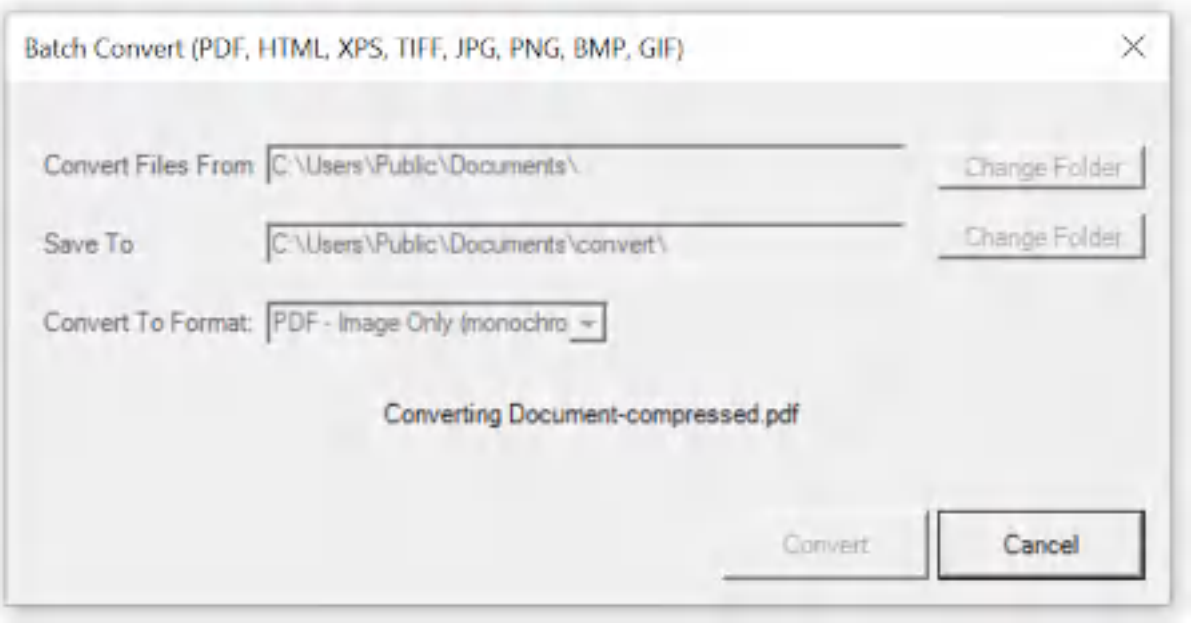
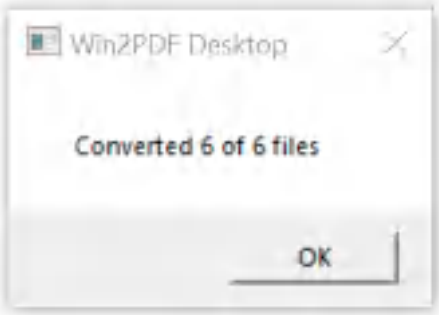


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.10 Batch Convert ODT to DOCX

Batch Convert ODT to DOCX Win2PDF Pro

To batch convert from an OpenDocument Text ODT to a DOCX file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "DOCX - Microsoft Word Document".

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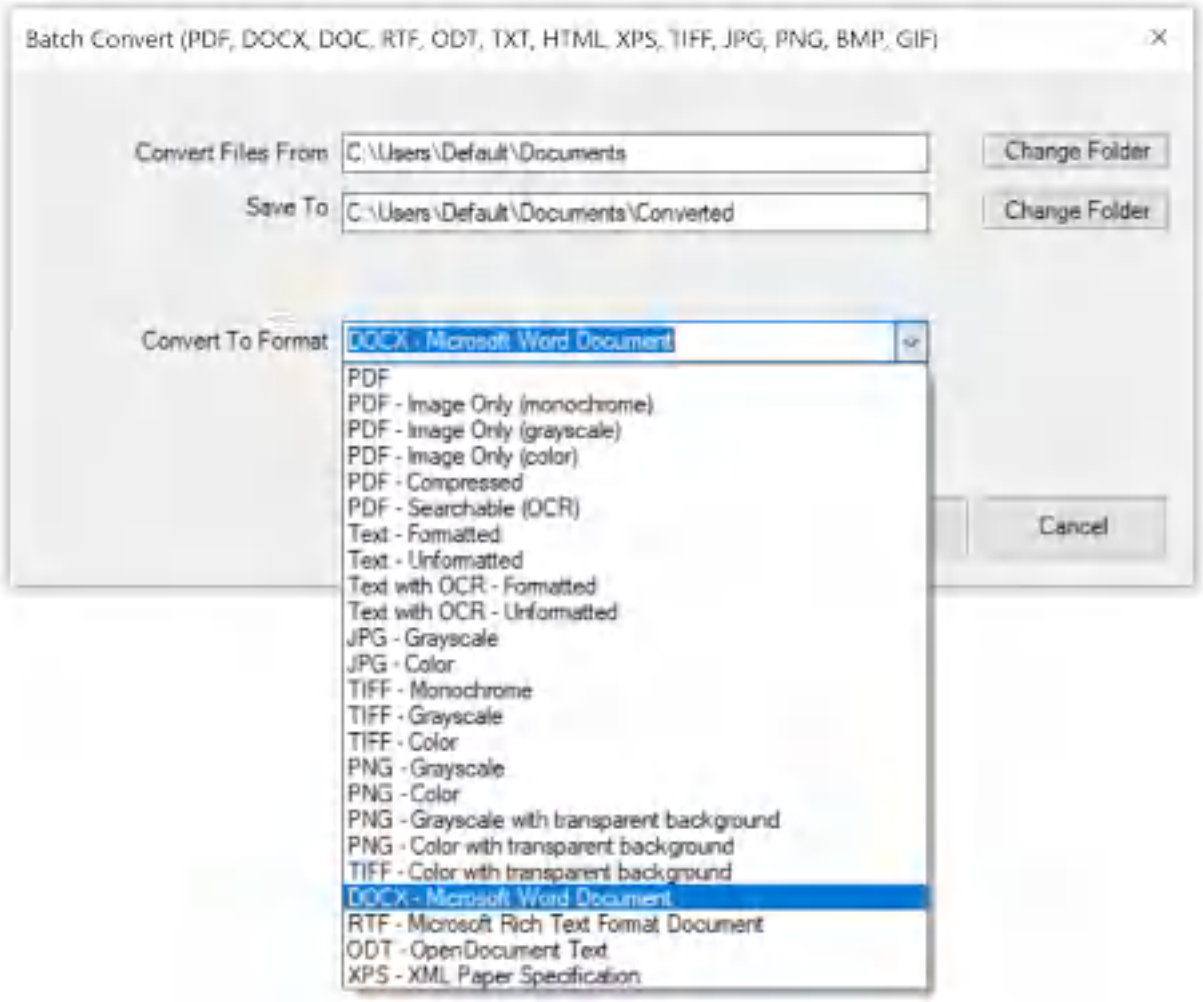

Win2PDF Desktop - Batch Convert ODT to DOCX

Set the "Convert Files From" location to the folder containing the ODT files to convert, and set the "Save To" folder to the location for the converted DOCX files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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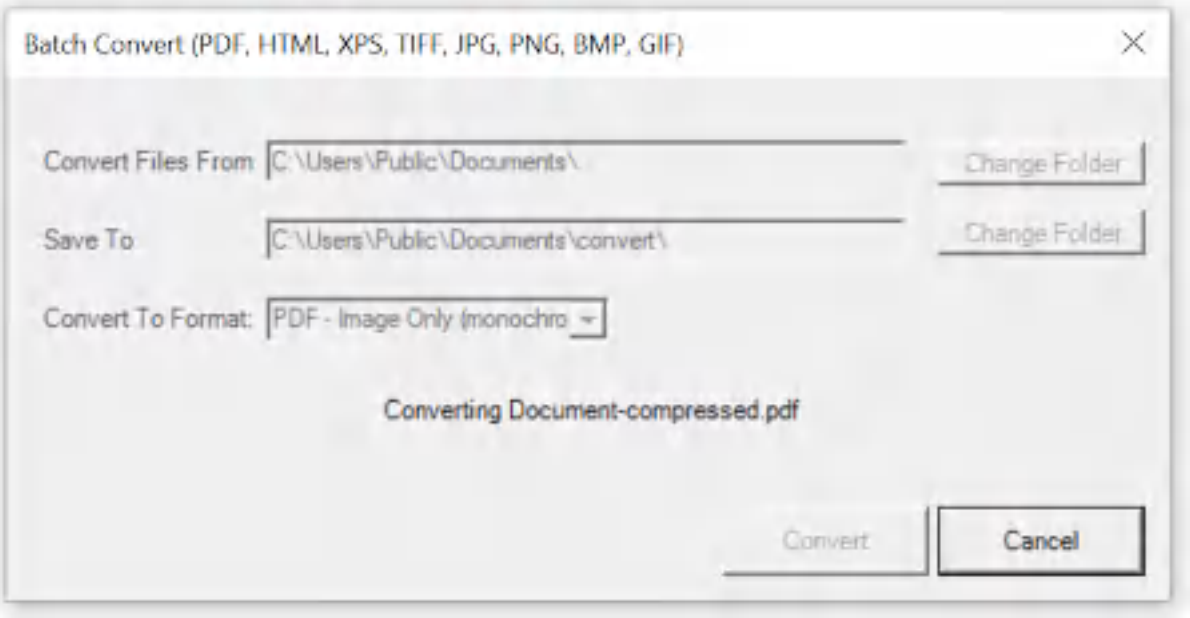
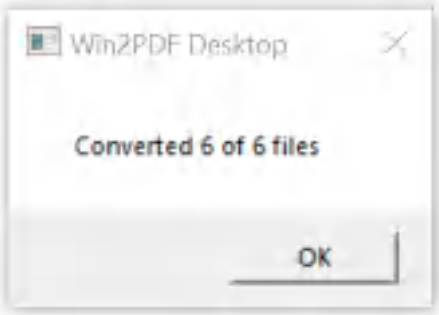


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.10 Batch Convert ODT to RTF

Batch Convert ODT to RTF Win2PDF Pro

To batch convert from an OpenDocument Text ODT to a Rich Text Format RTF file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "RTF - Microsoft Rich Text Format Document".

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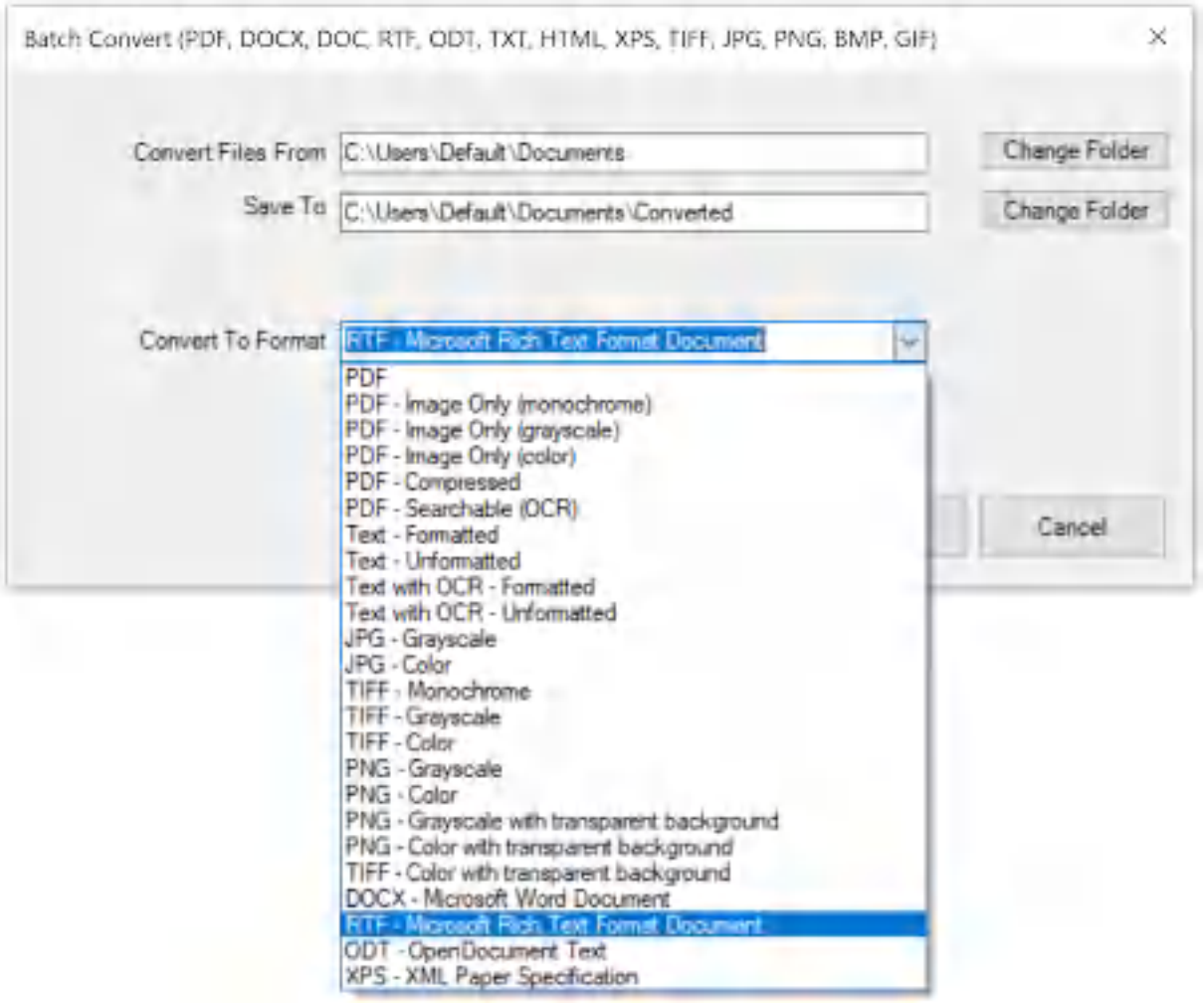

Win2PDF Desktop - Batch Convert ODT to RTF

Set the "Convert Files From" location to the folder containing the ODT files to convert, and set the "Save To" folder to the location for the converted RTF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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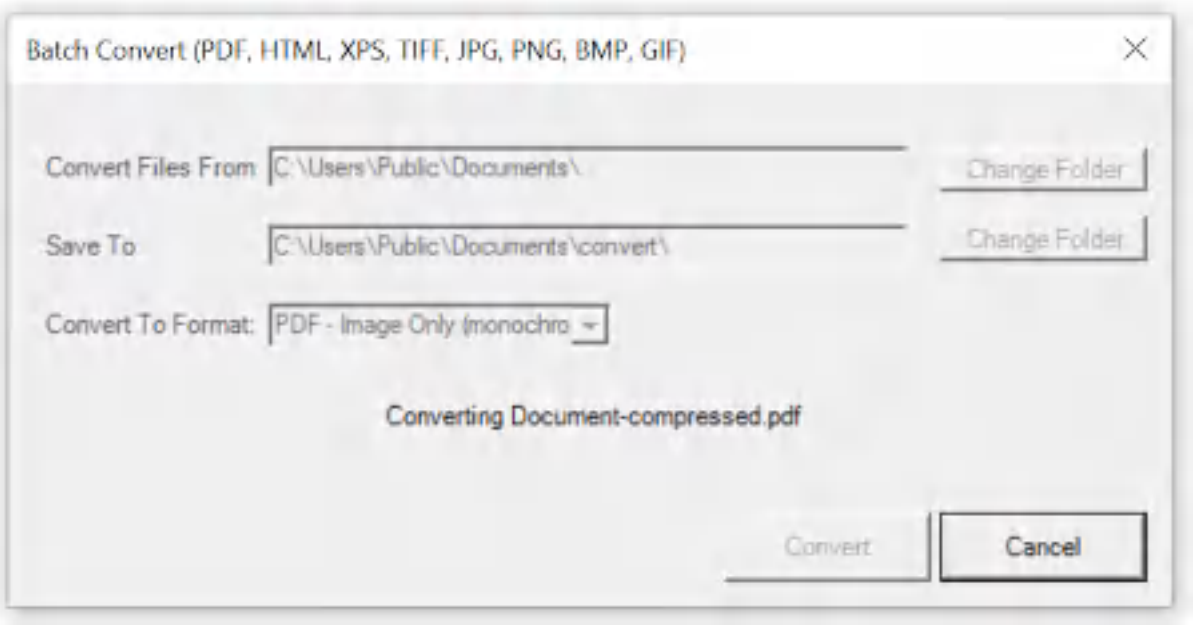
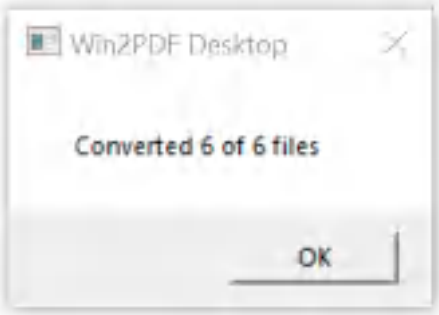


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.11 Batch Convert ODT to XPS

Batch Convert ODT to XPS Win2PDF Pro

To batch convert from an OpenDocument Text ODT to an XML Paper Specification XPS file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "XPS - XML Paper Specification".

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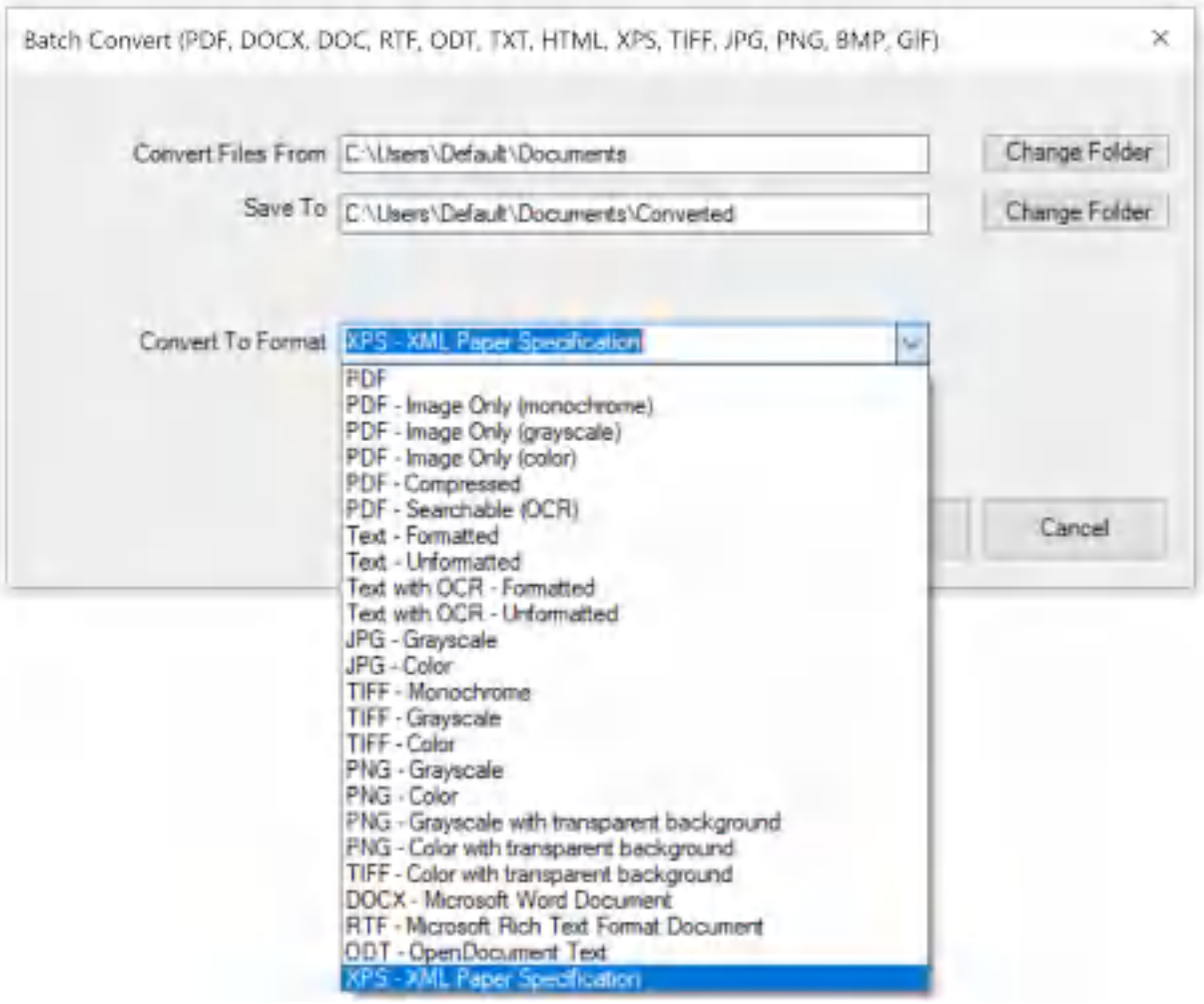

Win2PDF Desktop - Batch Convert ODT to XPS

Set the "Convert Files From" location to the folder containing the ODT files to convert, and set the "Save To" folder to the location for the converted XPS files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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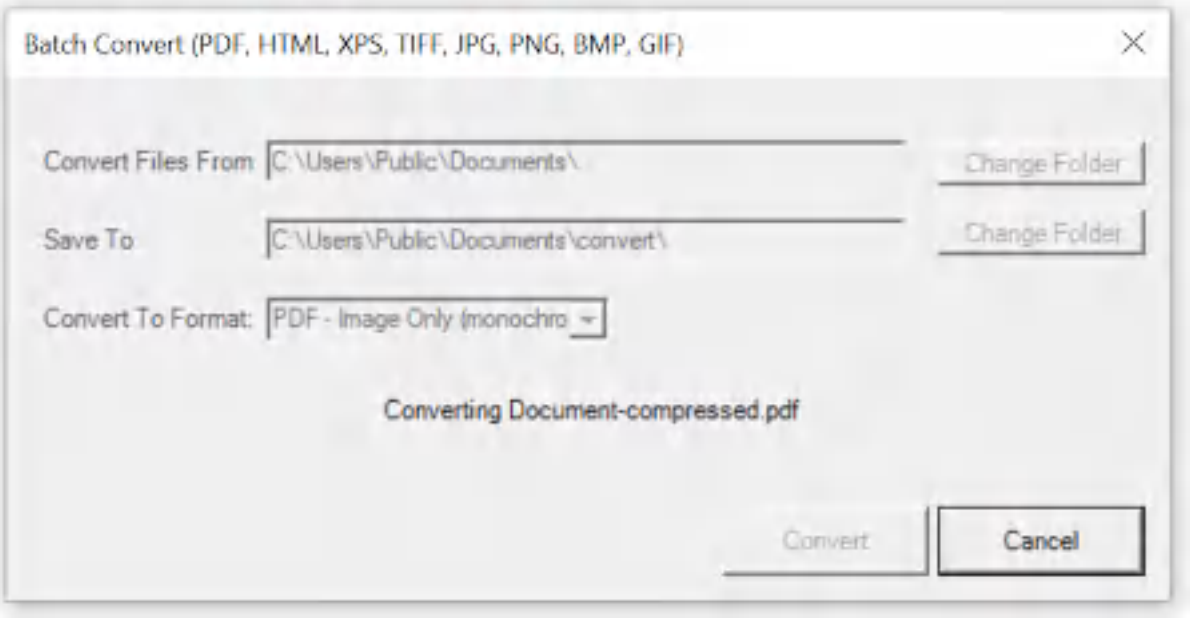
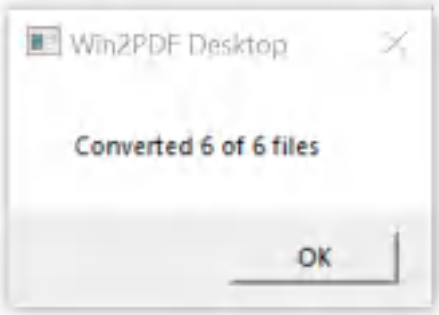


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.11 Batch Convert Markdown to PDF

Batch Convert Markdown to PDF Win2PDF Pro

To batch convert from a markdown file to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".

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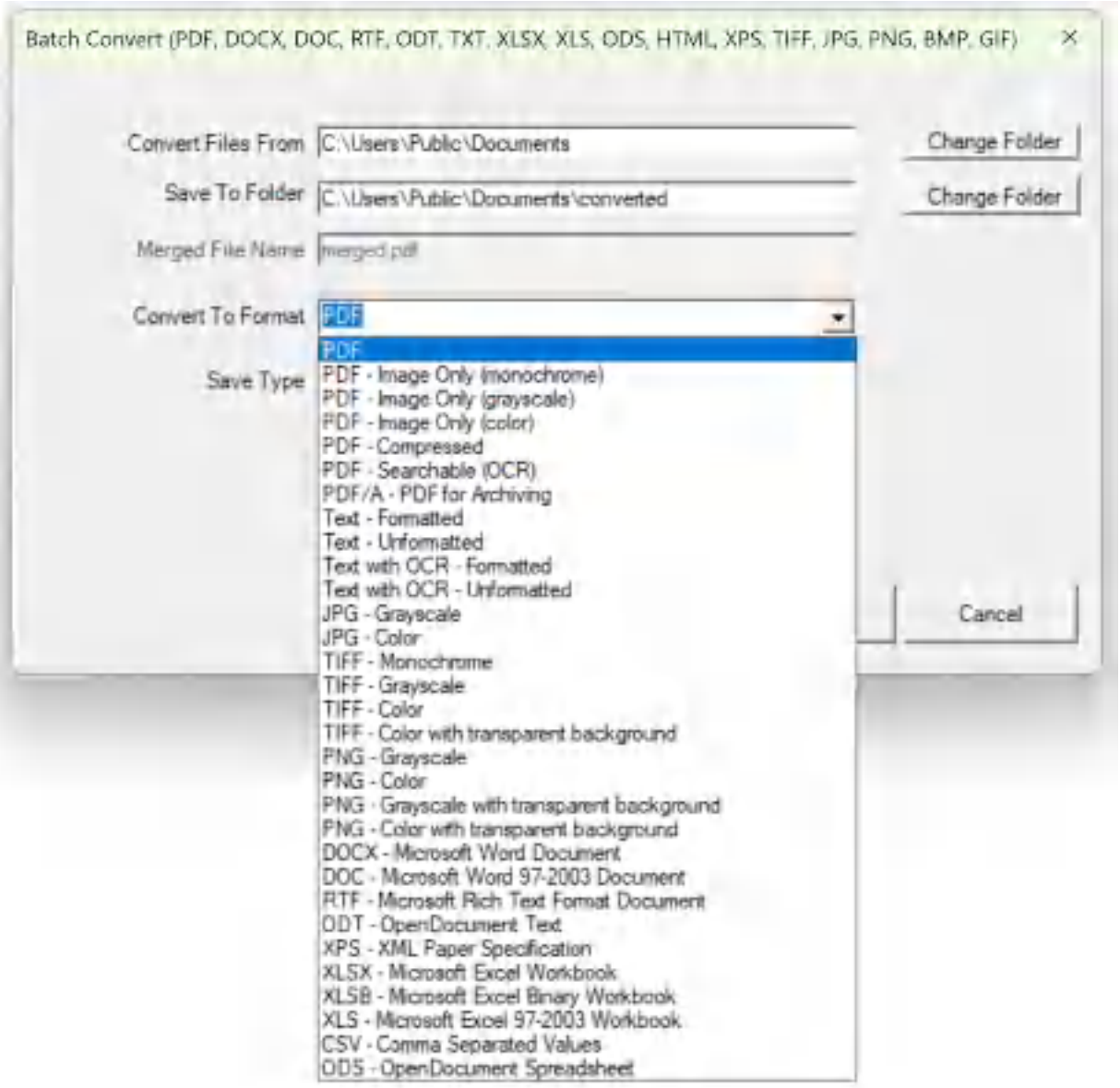

Win2PDF Desktop - Batch Convert ODT to PDF

Set the "Convert Files From" location to the folder containing the markdown files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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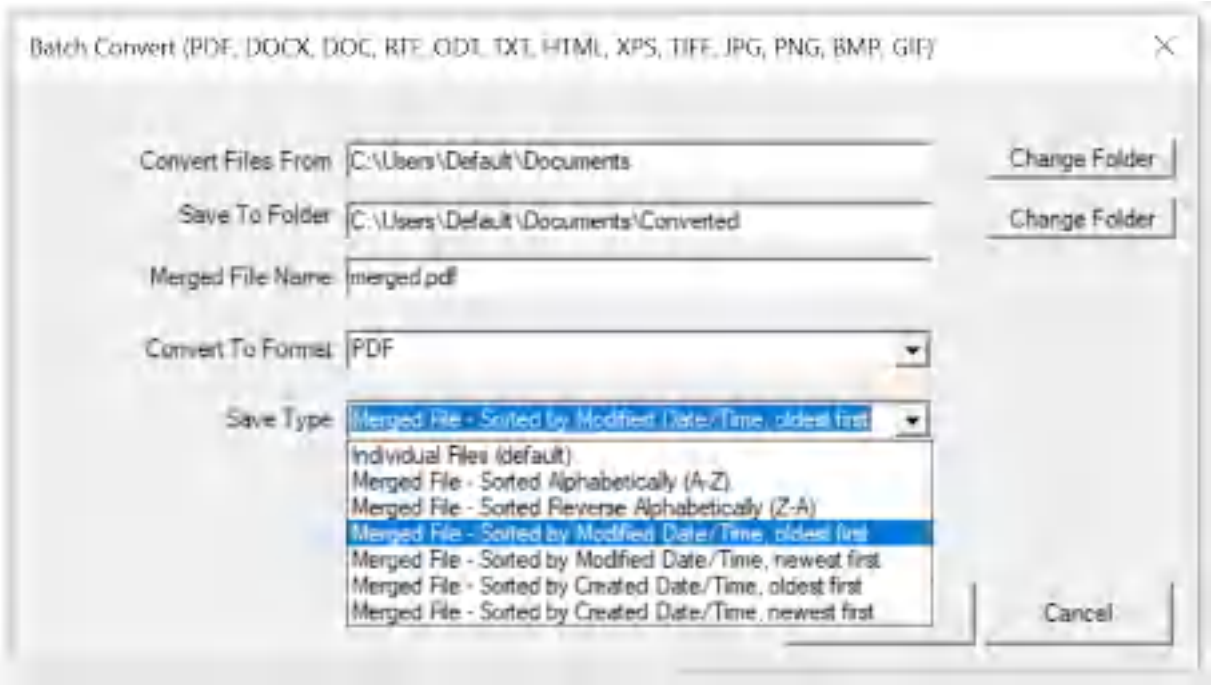

Win2PDF Desktop - Batch Convert Save Type

The options are:

© 2025 Dane Prairie Systems, LLC

Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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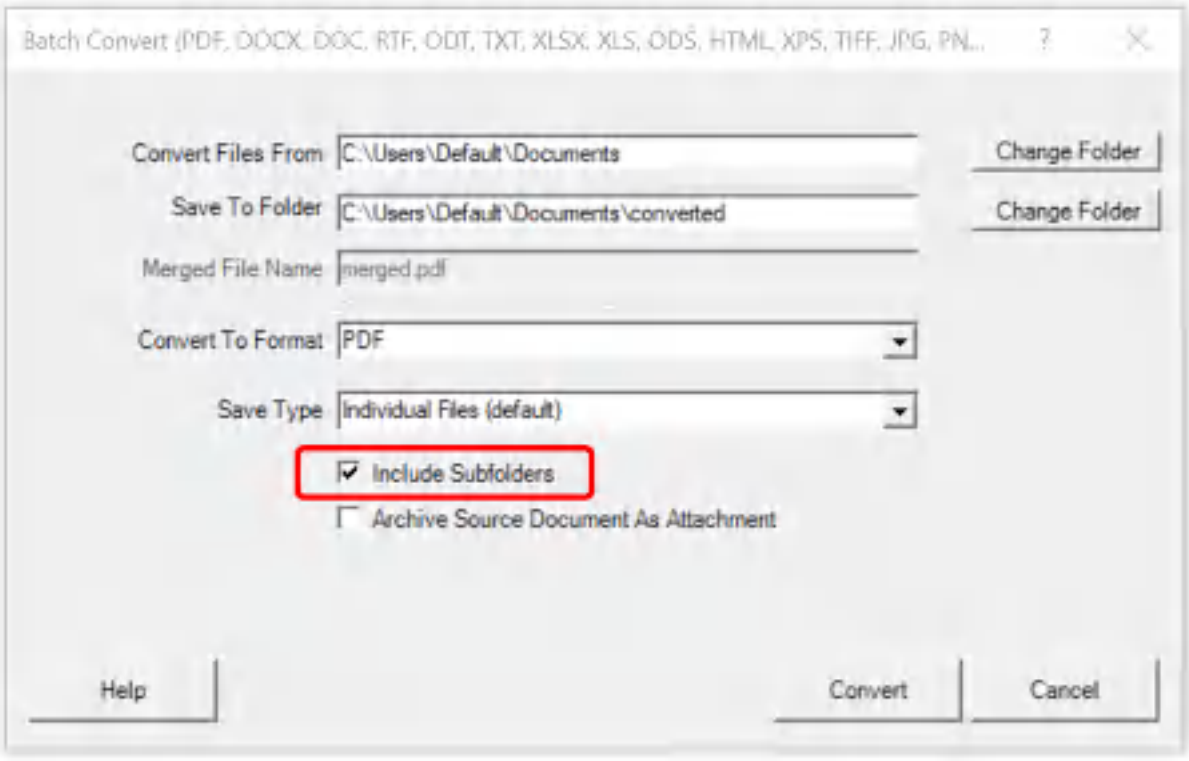

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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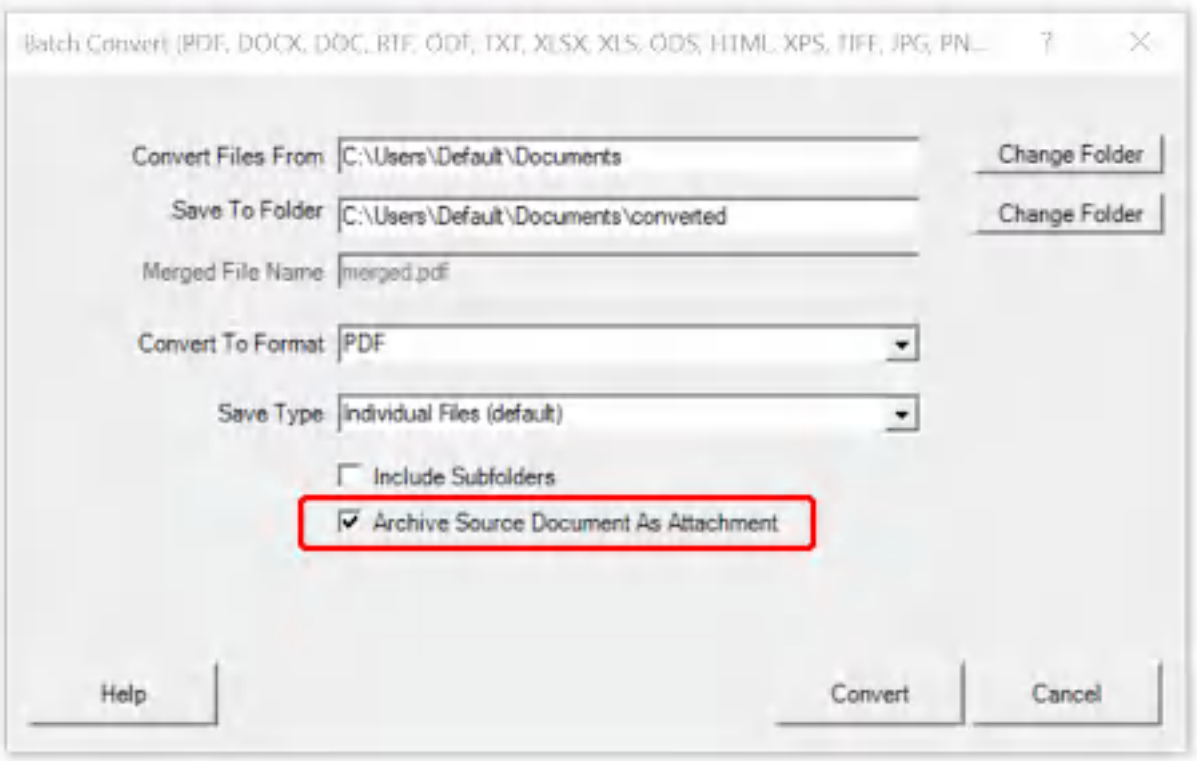

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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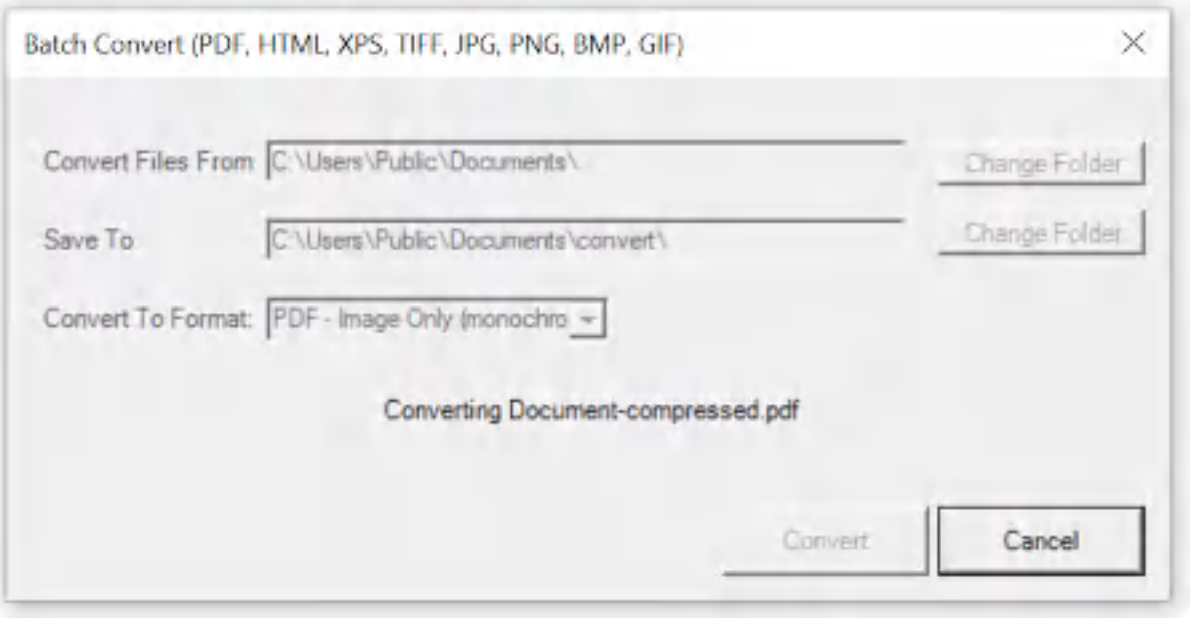
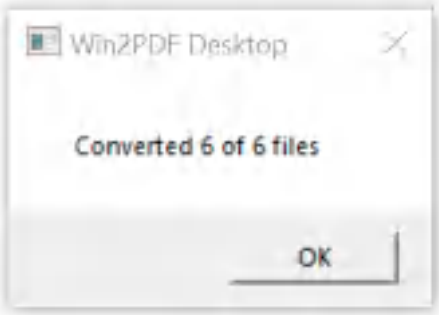


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.11 Batch Convert Markdown to JPG

Batch Convert Markdown to JPEG Win2PDF Pro

To batch convert from a markdown file to JPG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "JPG - Grayscale" or "JPG - Color".

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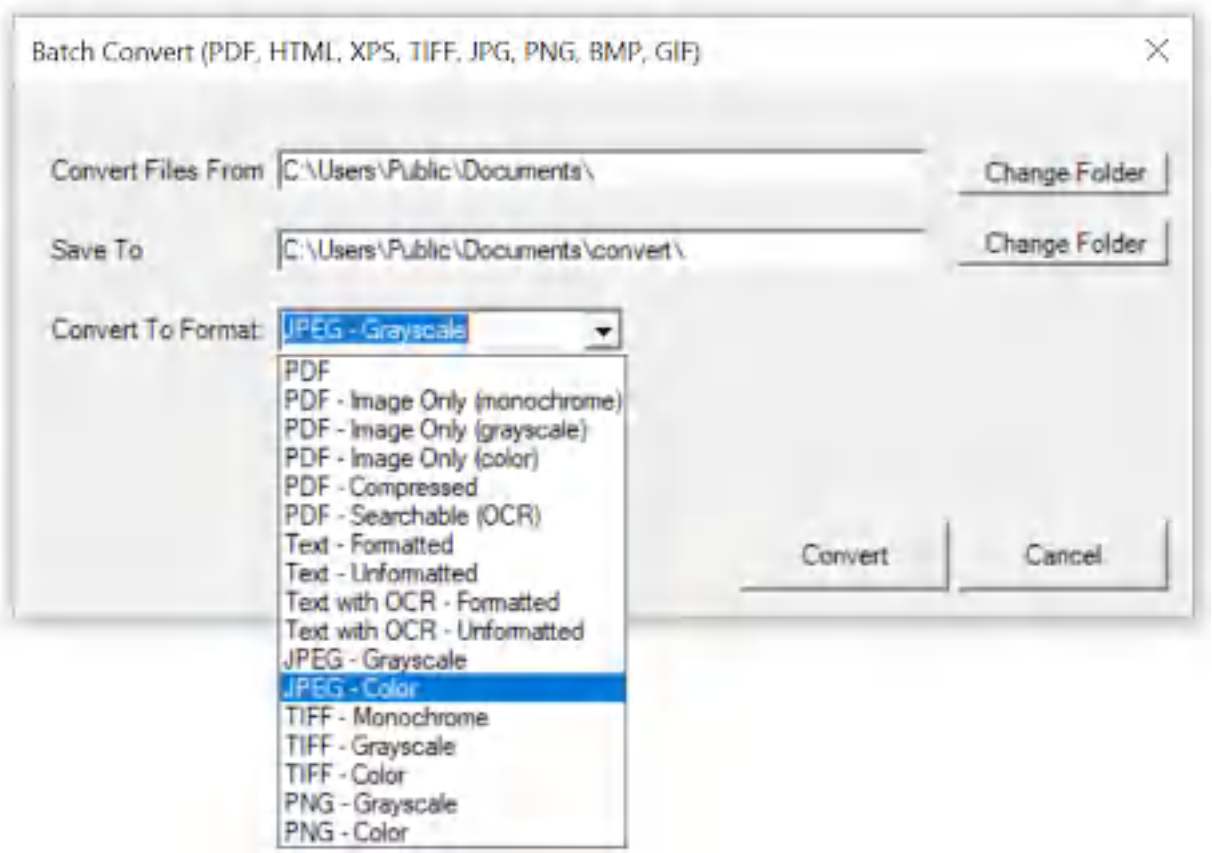

Win2PDF Desktop - Batch Convert ODT to JPG

Set the "Convert Files From" location to the folder containing the markdown files to convert, and set the "Save To" folder to the location for the converted JPG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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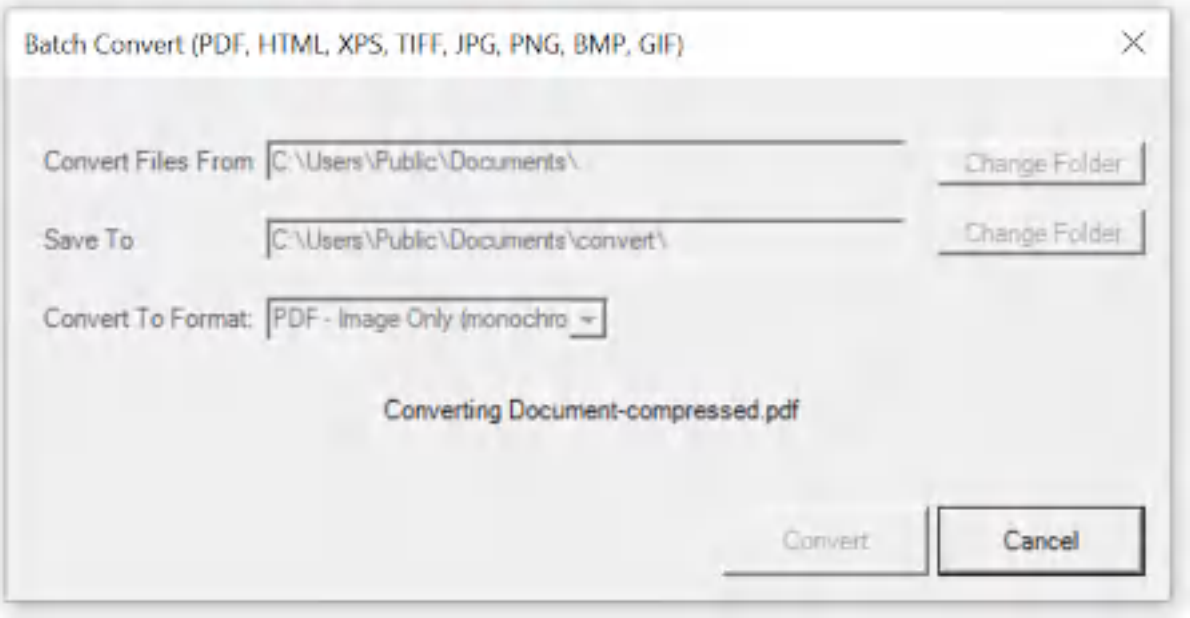
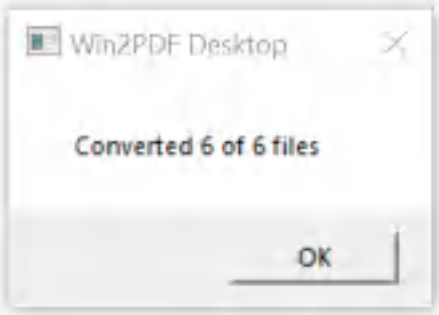


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.11 Batch Convert Markdown to PNG

Batch Convert Markdown to PNG Win2PDF Pro

To batch convert from a markdown file to PNG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PNG - Grayscale" or "PNG - Color".

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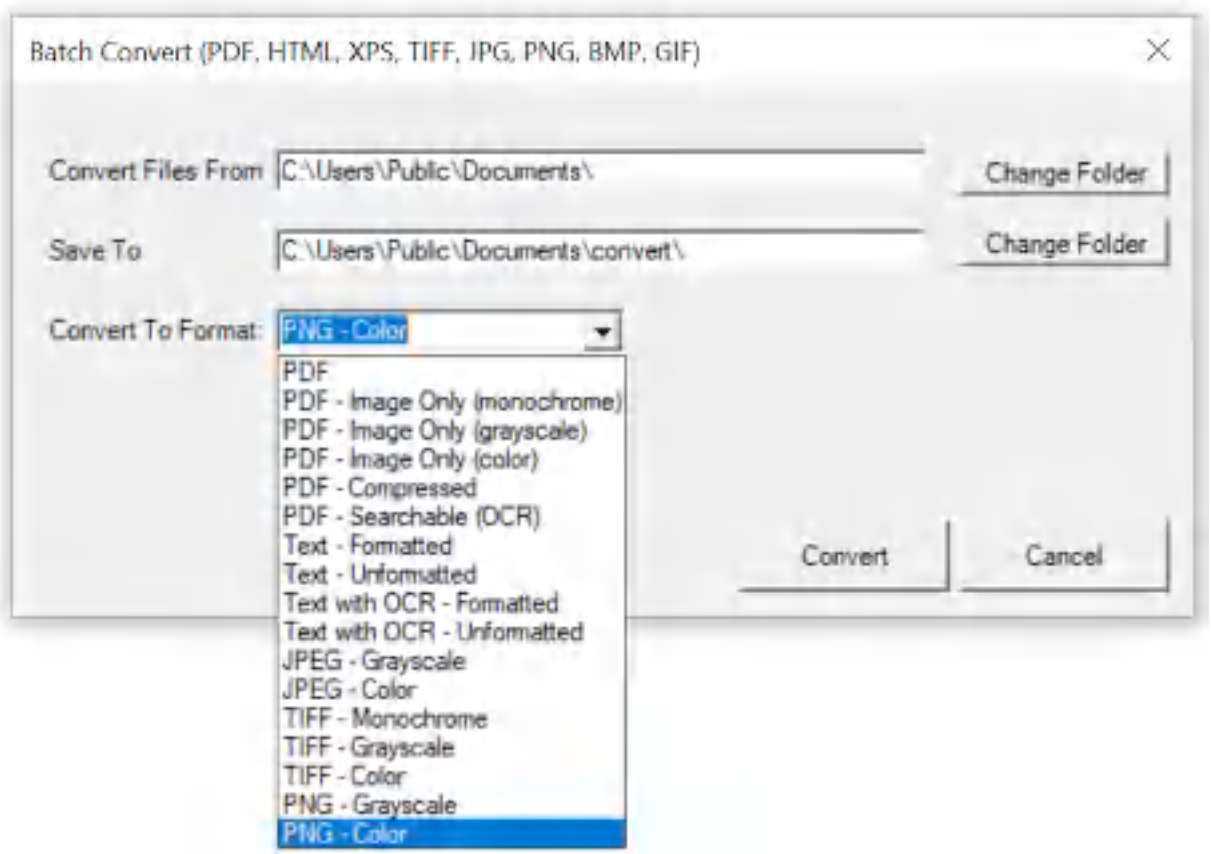

Win2PDF Desktop - Batch Convert ODT to PNG

Set the "Convert Files From" location to the folder containing the Markdown files to convert, and set the "Save To" folder to the location for the converted PNG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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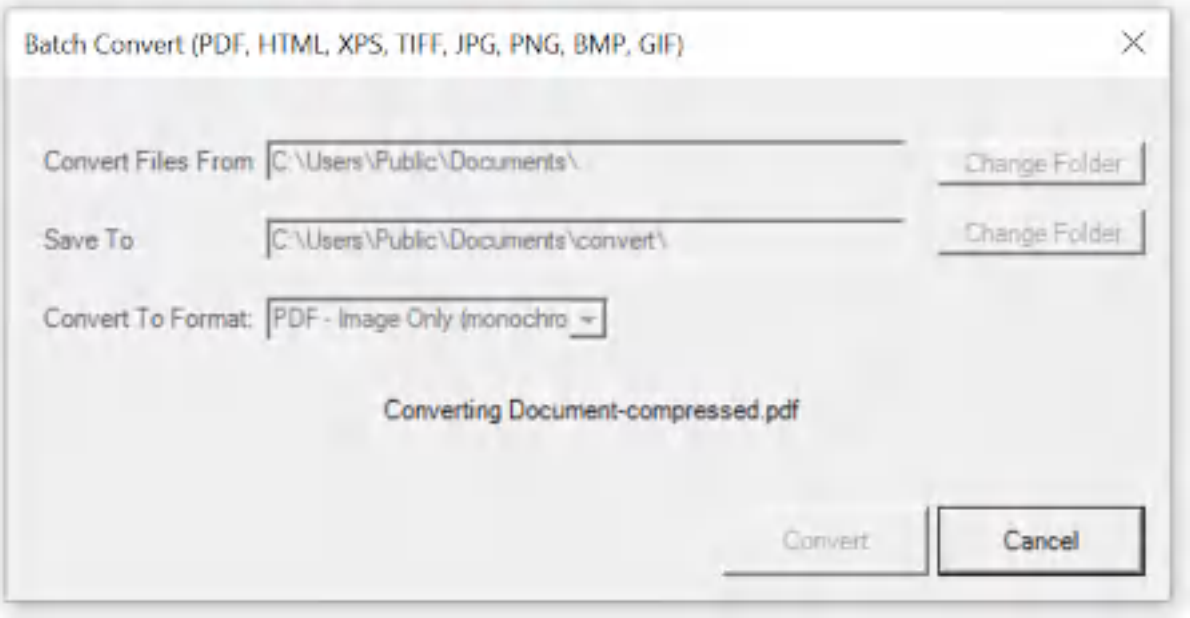
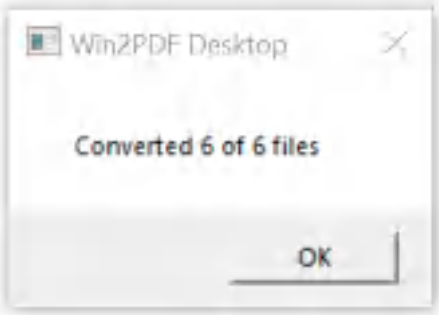


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.11 Batch Convert Markdown to TIFF

Batch Convert Markdown to TIFF Win2PDF Pro

To batch convert from a markdown file to TIFF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "TIFF -

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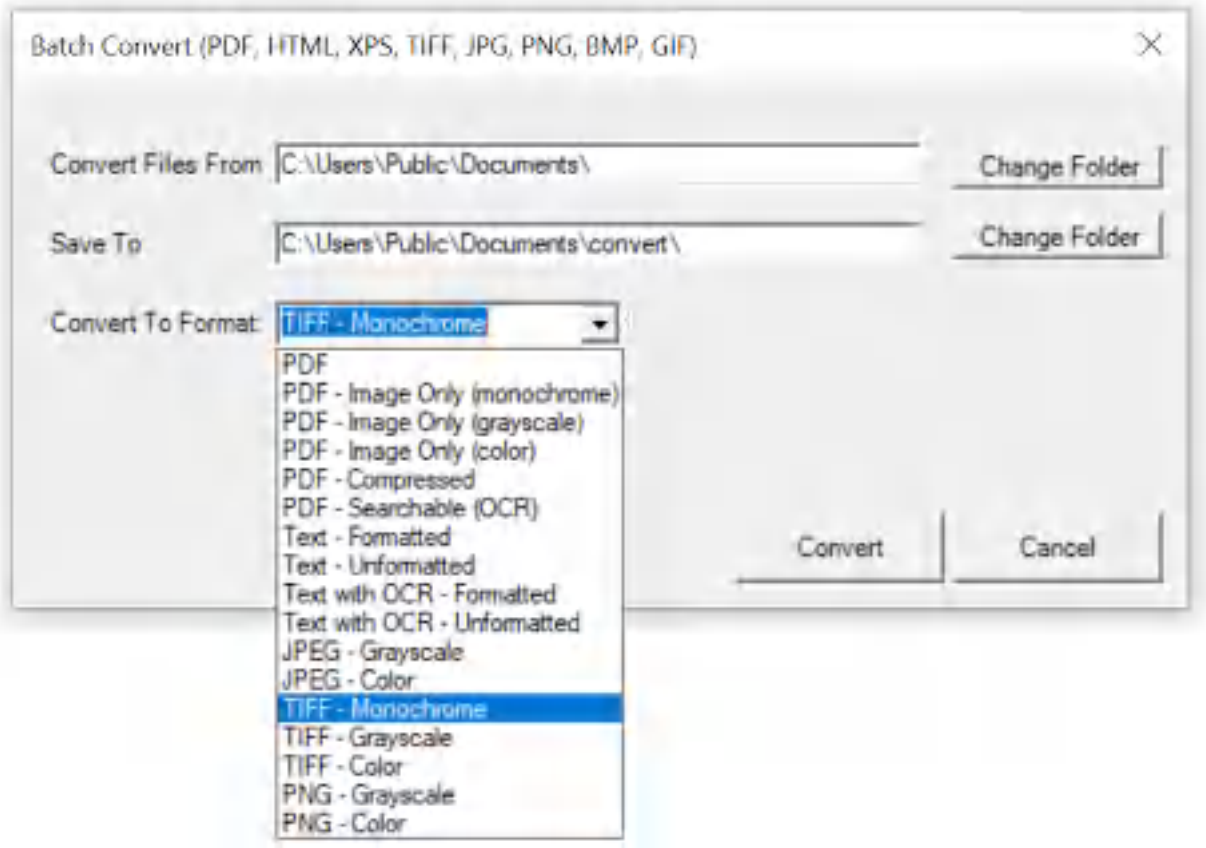
Monochrome", "TIFF - Grayscale", "TIFF - Color", or "TIFF - Color with transparent background".



Win2PDF Desktop - Batch Convert ODT to TIFF

Set the "Convert Files From" location to the folder containing the markdown files to convert, and set the "Save To" folder to the location for the converted TIFF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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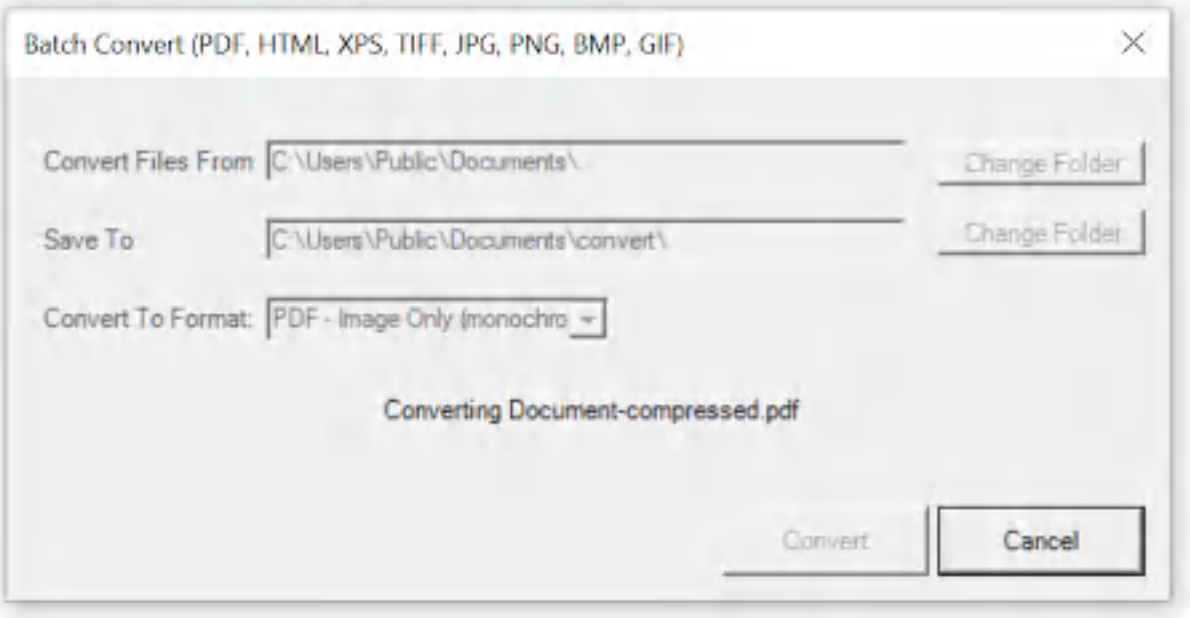
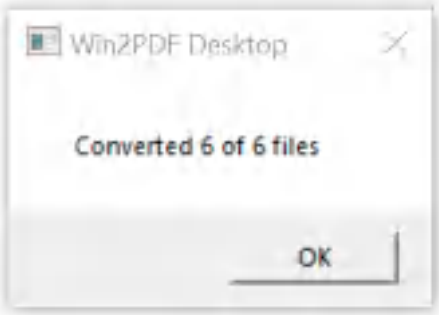


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.11 Batch Convert Markdown to Text

Batch Convert Markdown to TXT Win2PDF Pro

To batch convert from a markdown file to Text, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "Text with

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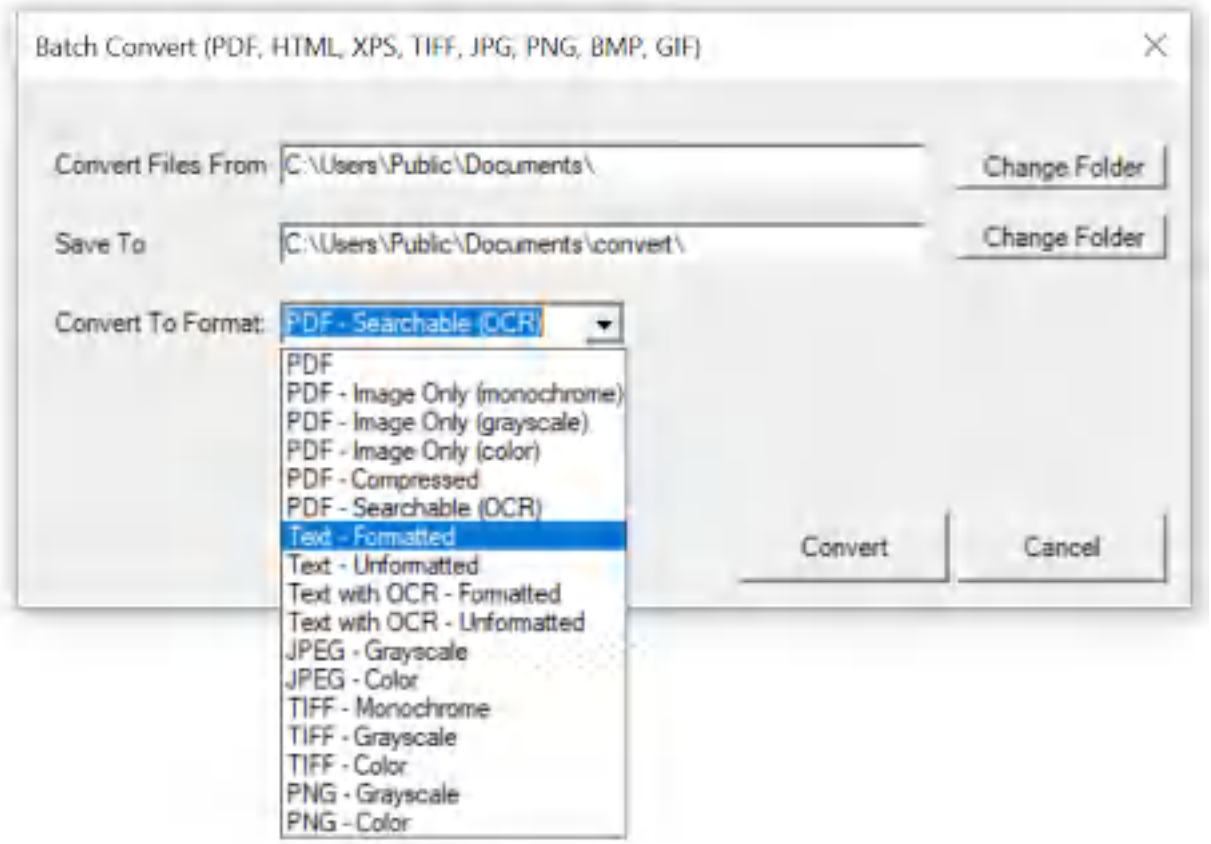
OCR - Formatted", or "Text with OCR - Unformatted". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert ODT to Text

Set the "Convert Files From" location to the folder containing the markdown files to convert, and set the "Save To" folder to the location for the converted text files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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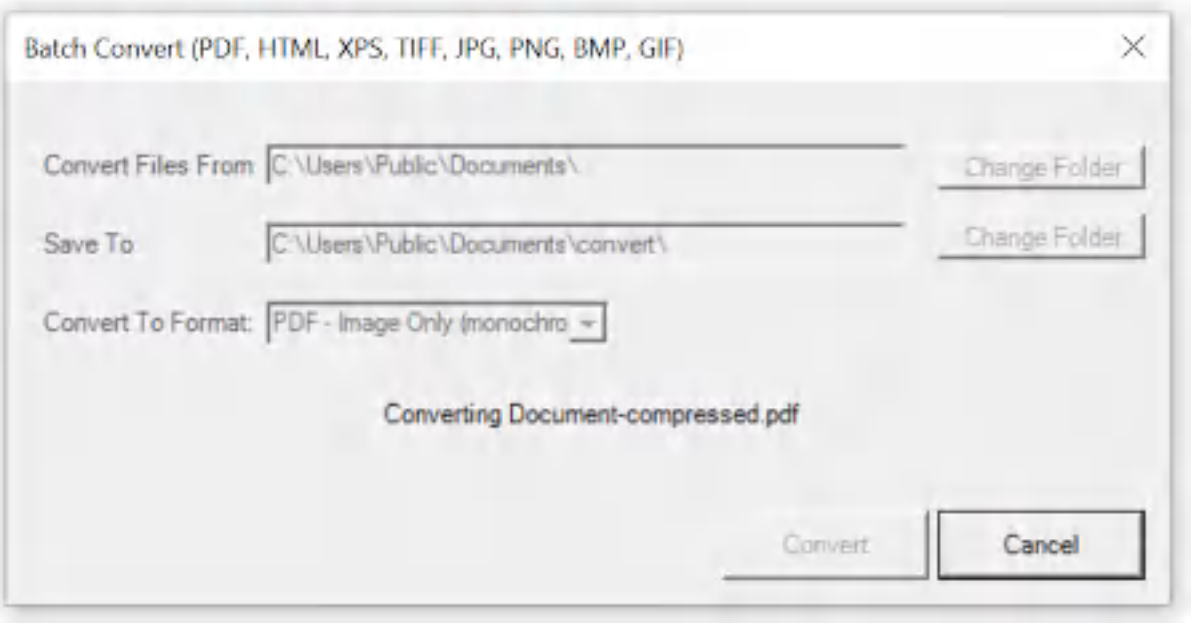
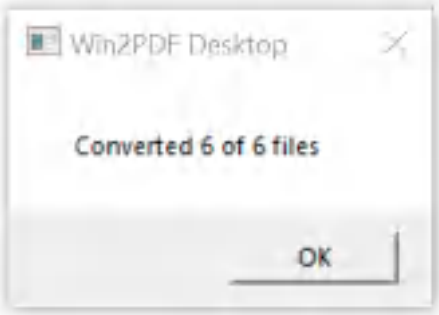


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.11 Batch Convert Markdown to Searchable PDF

Batch Convert Markdown to Searchable PDF

Win2PDF Pro

To batch convert from a markdown file to searchable PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To

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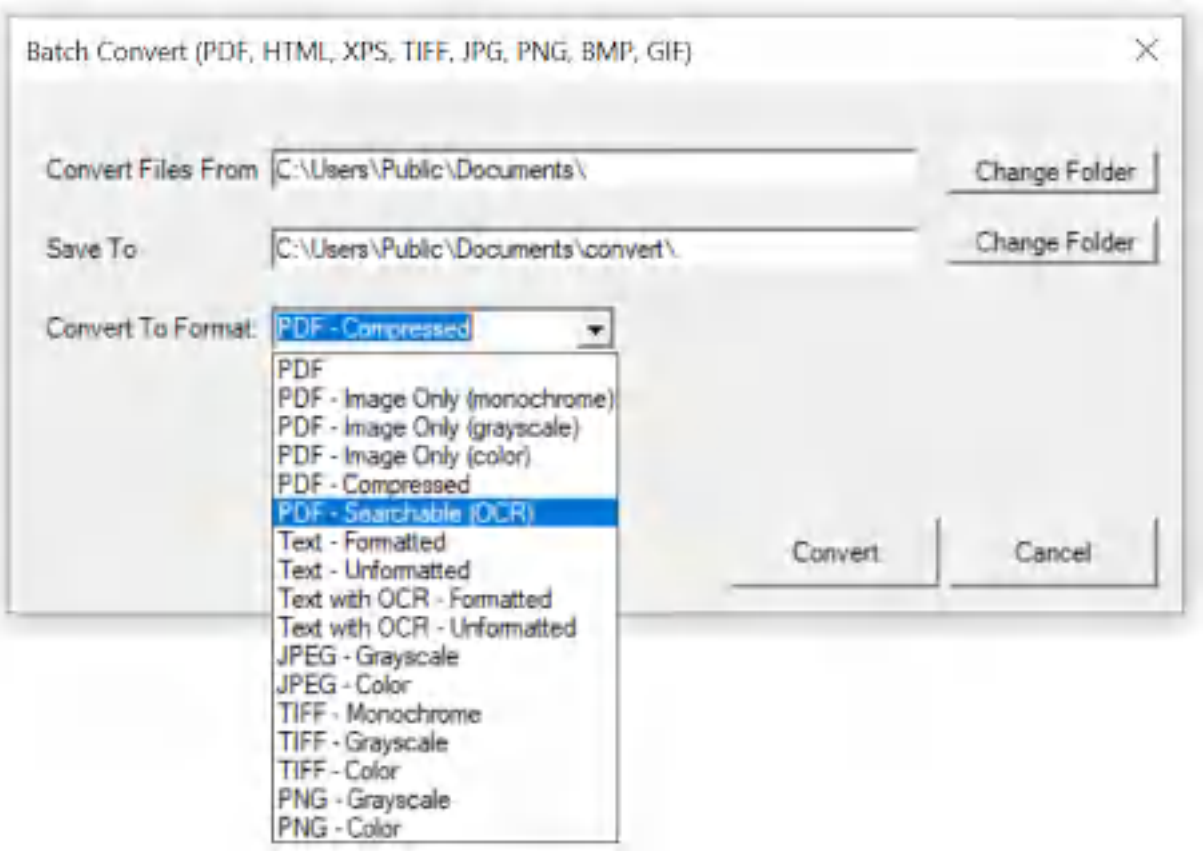
Format" to either "PDF - Searchable (OCR)". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert ODT to Searchable PDF

Set the "Convert Files From" location to the folder containing the markdown files to convert, and set the "Save To" folder to the location for the converted searchable PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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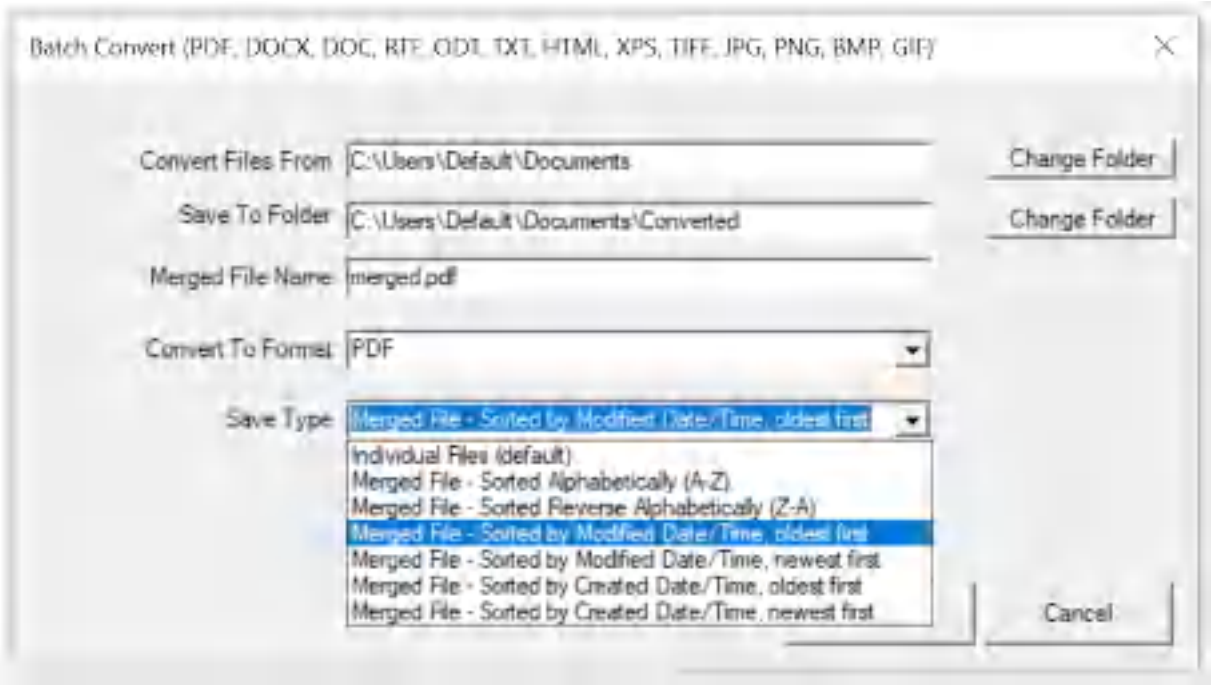

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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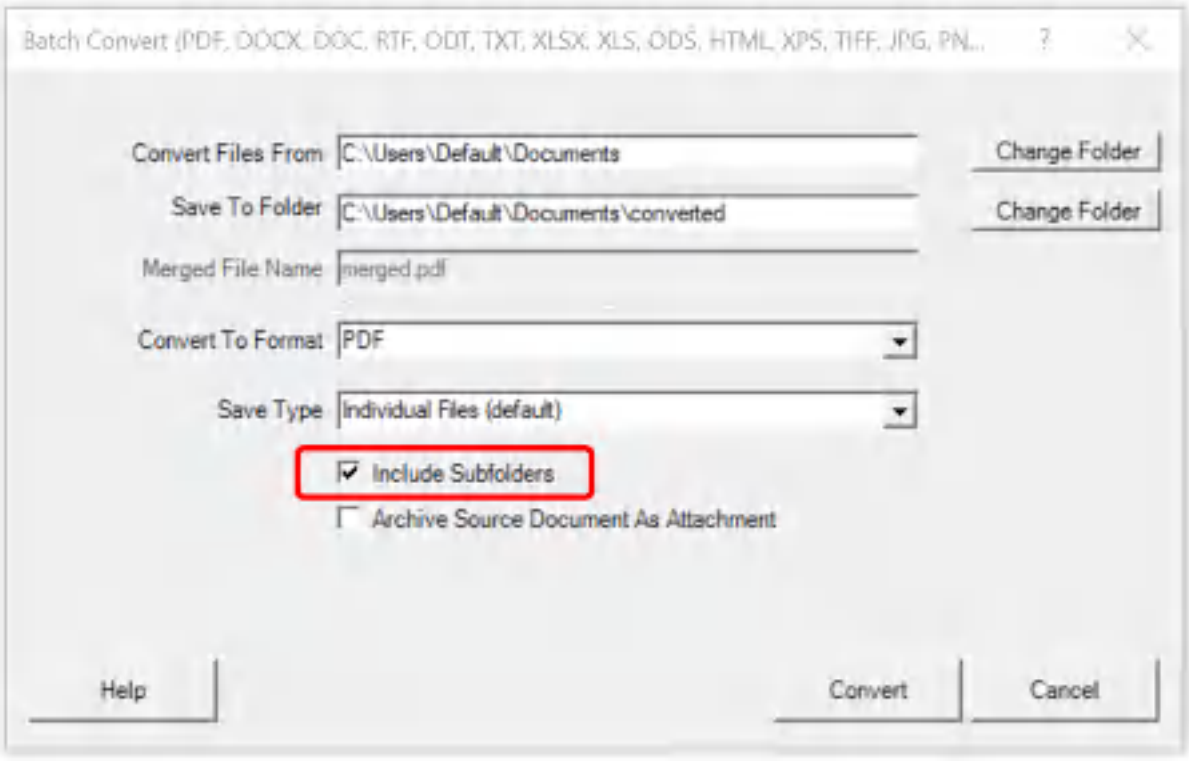

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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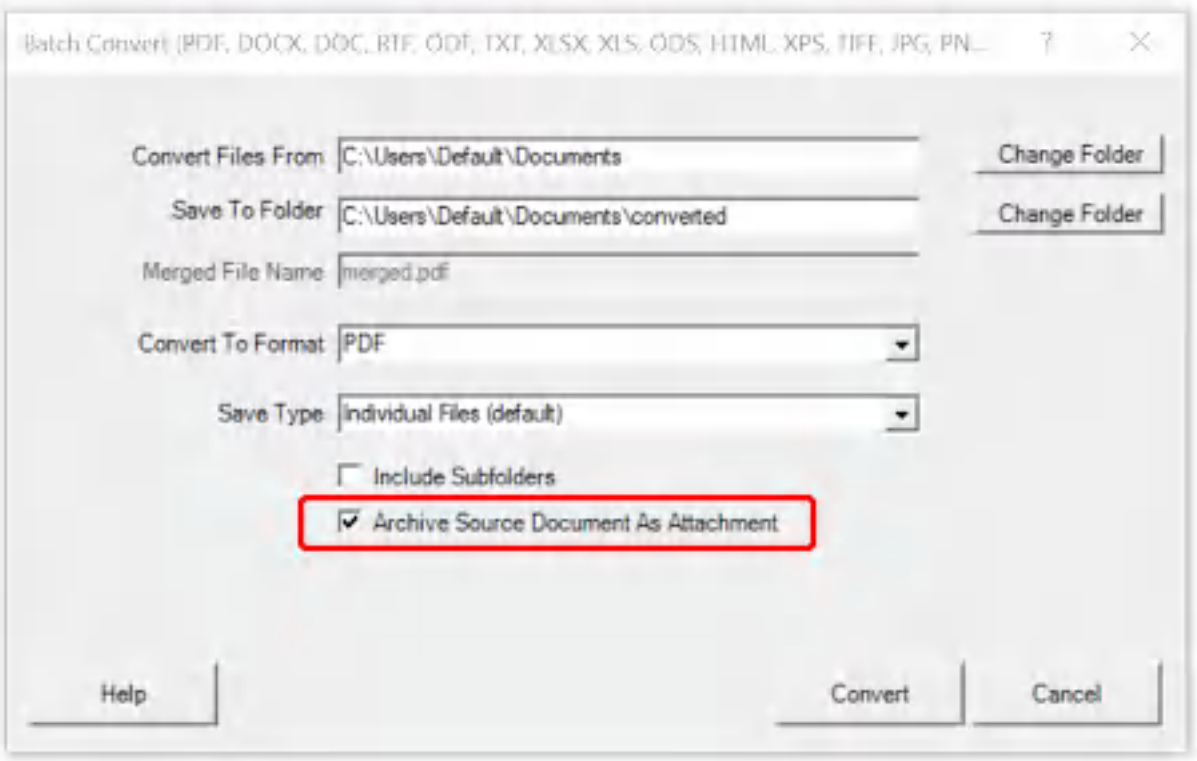

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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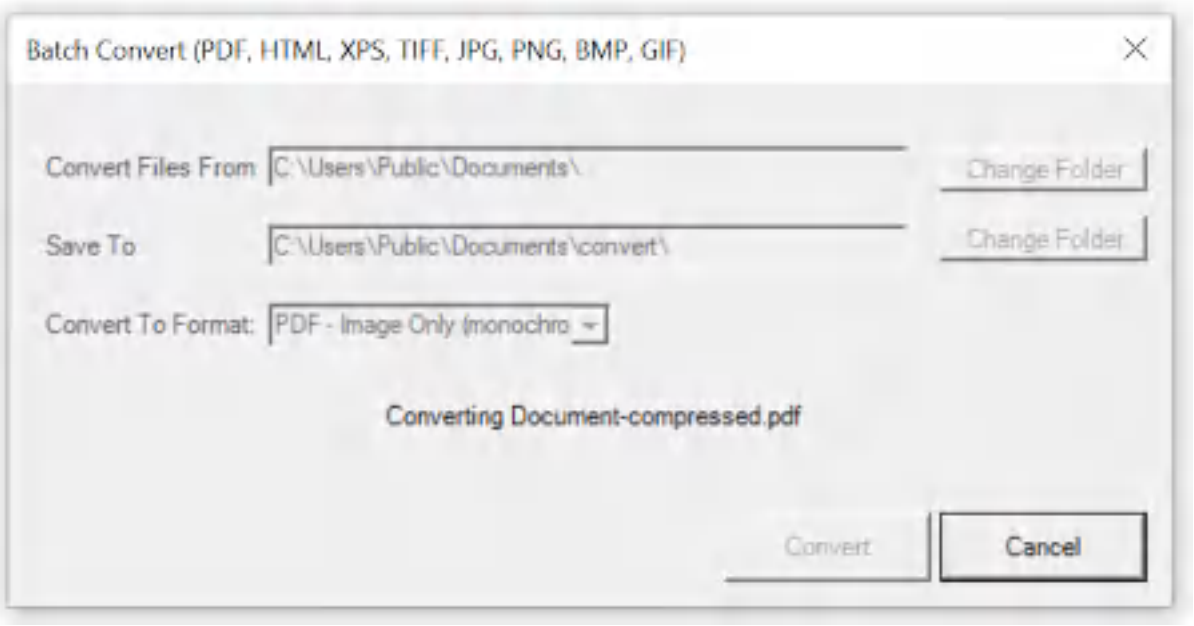
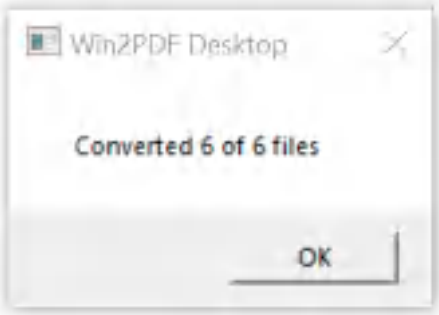


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.11 Batch Convert Markdown to Compressed PDF

Batch Convert Markdown to Compressed PDF

Win2PDF Pro

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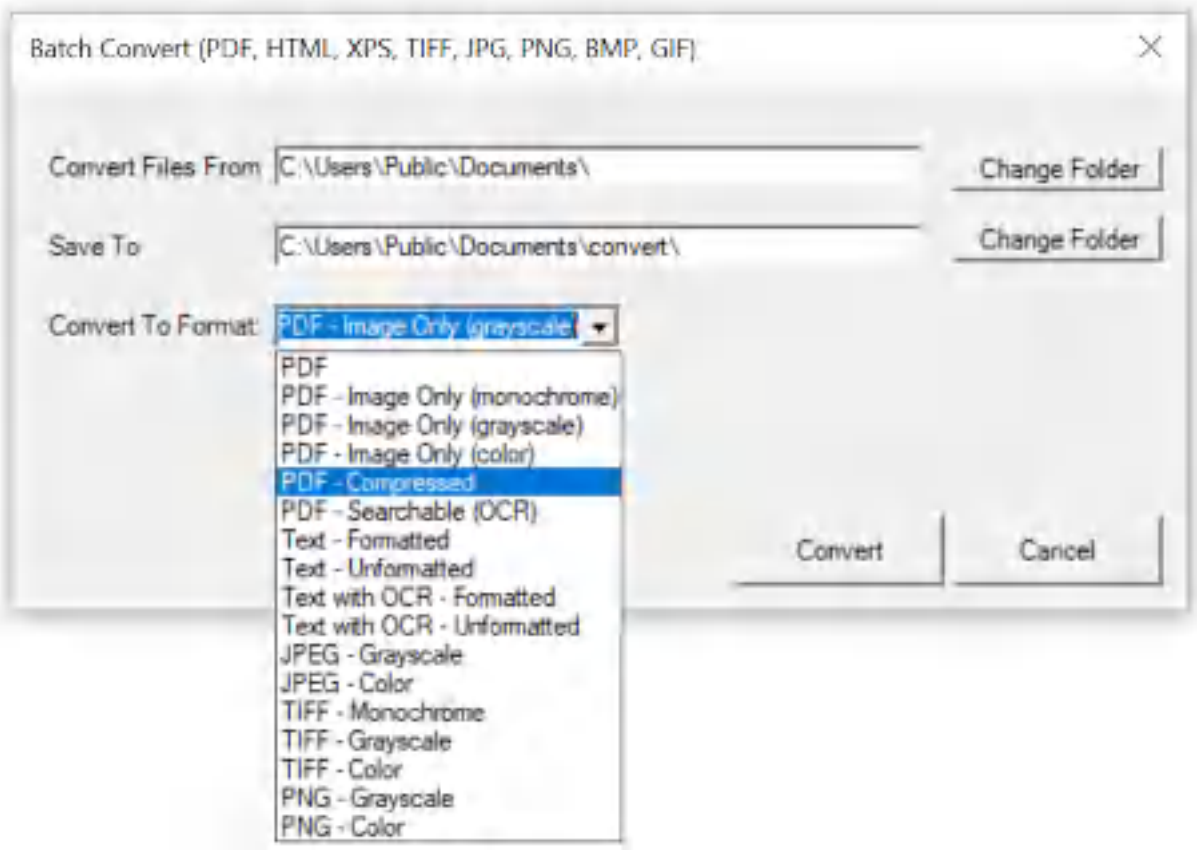
To batch convert from a markdown file to compressed PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Compressed".



Win2PDF Desktop - Batch Convert ODT to Compressed PDF

Set the "Convert Files From" location to the folder containing the markdown files to convert, and set the "Save To" folder to the location for the converted compressed PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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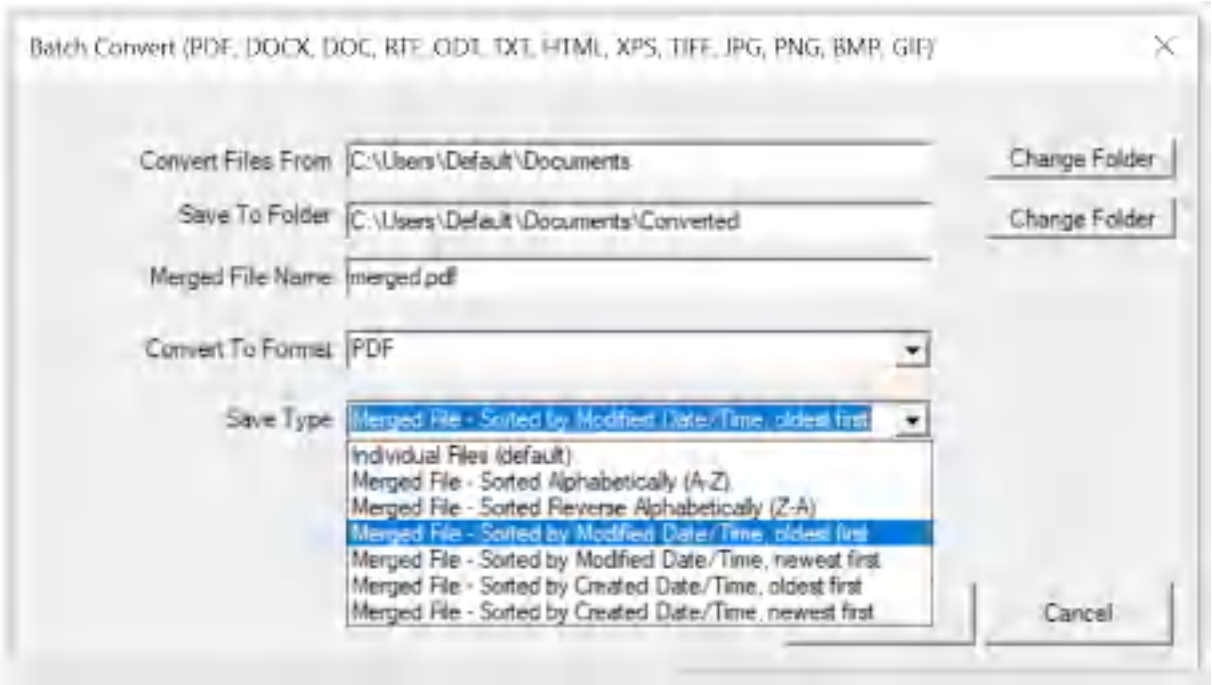

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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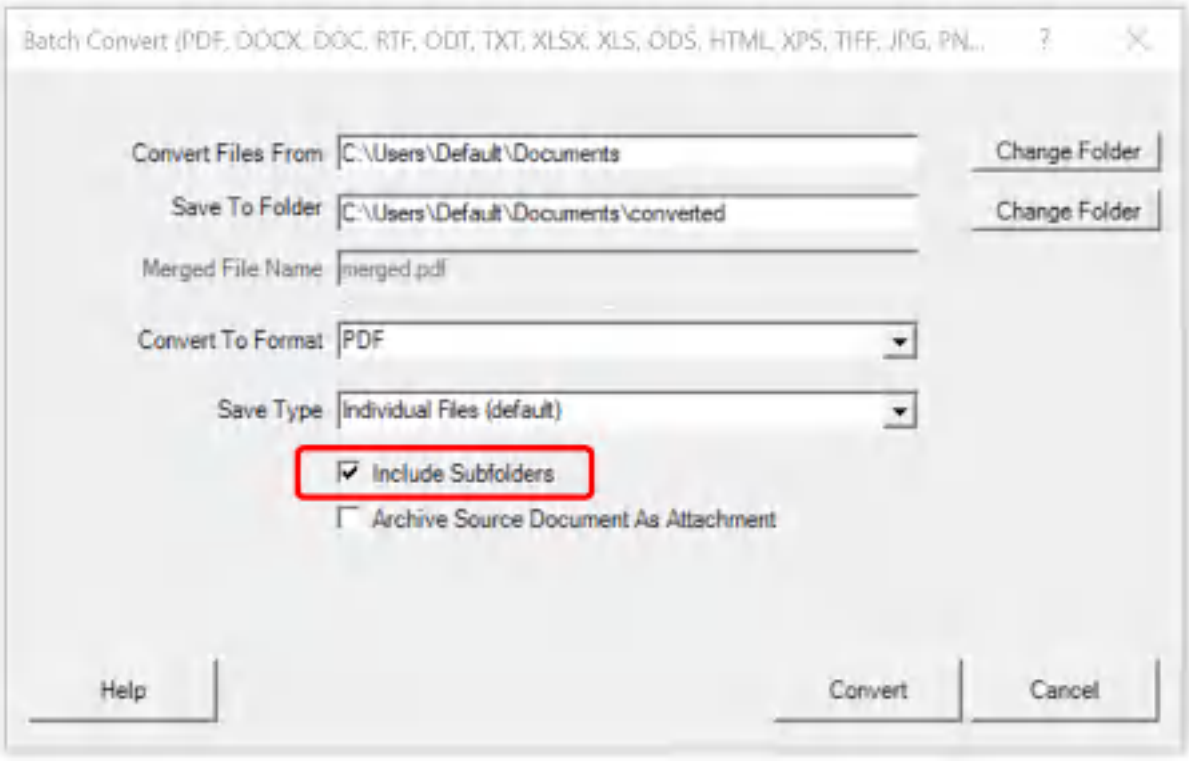

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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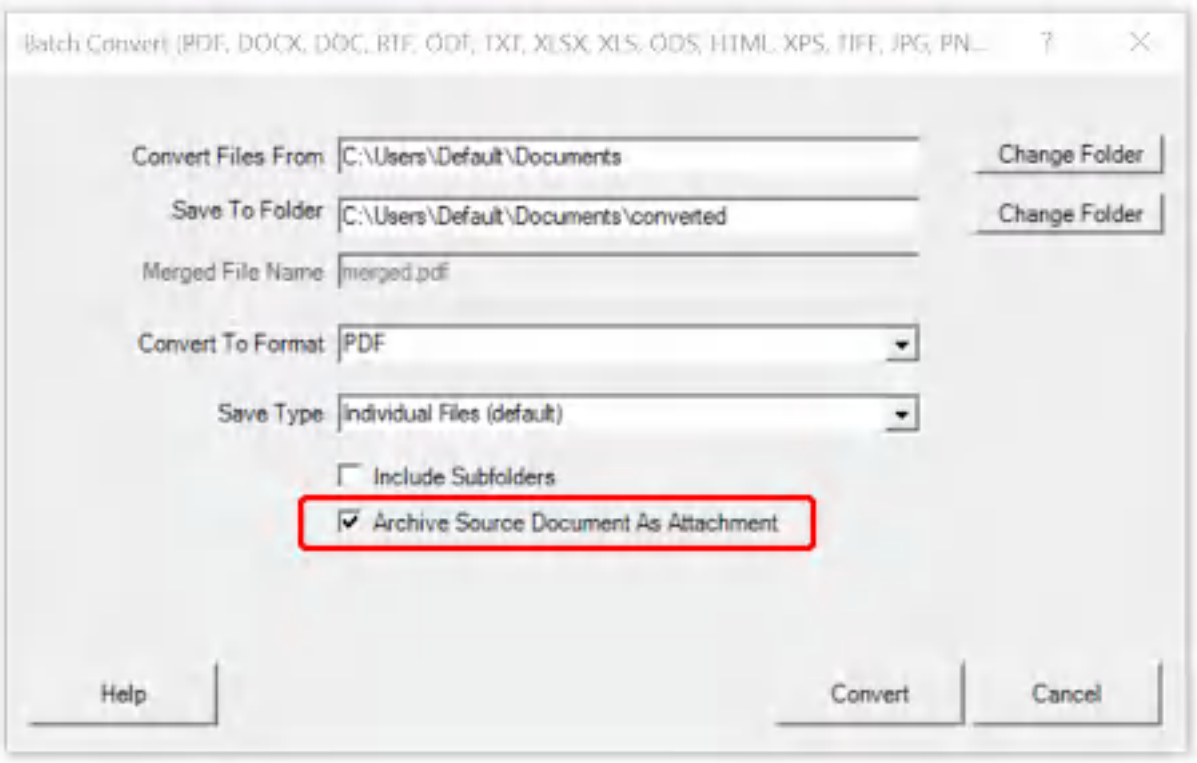

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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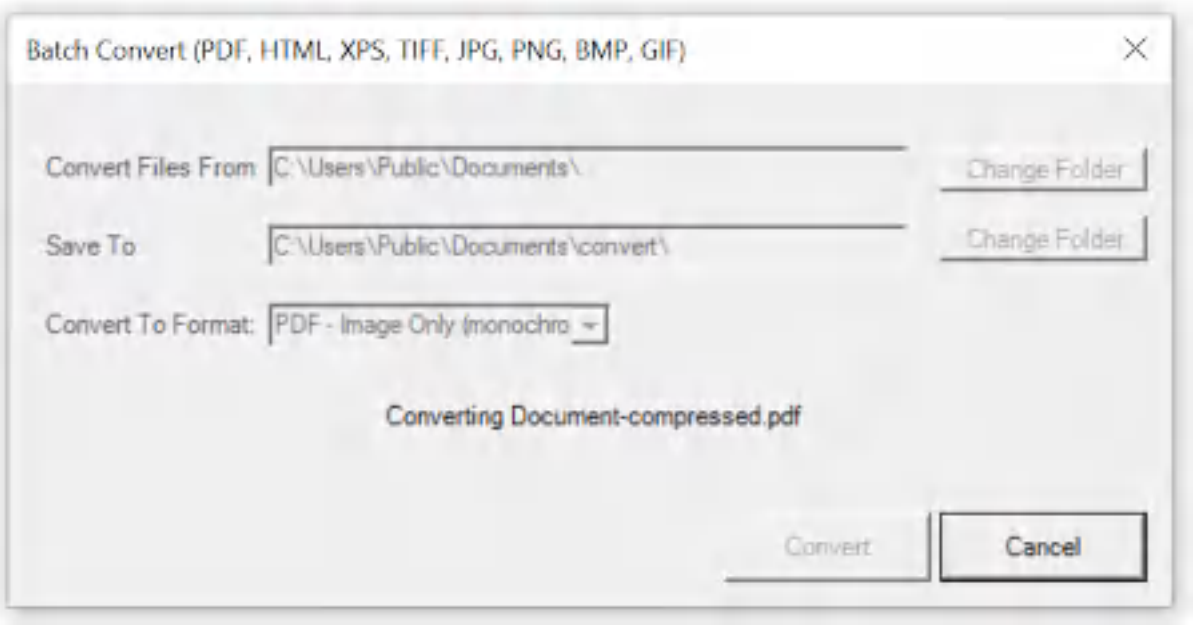
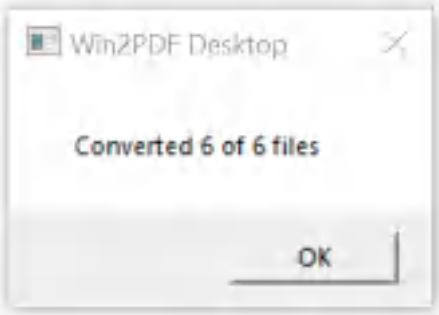


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.11 Batch Convert Markdown to Image Only PDF

Batch Convert Markdown to Image Only PDF

Win2PDF Pro

To batch convert from a markdown file to an image only PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To

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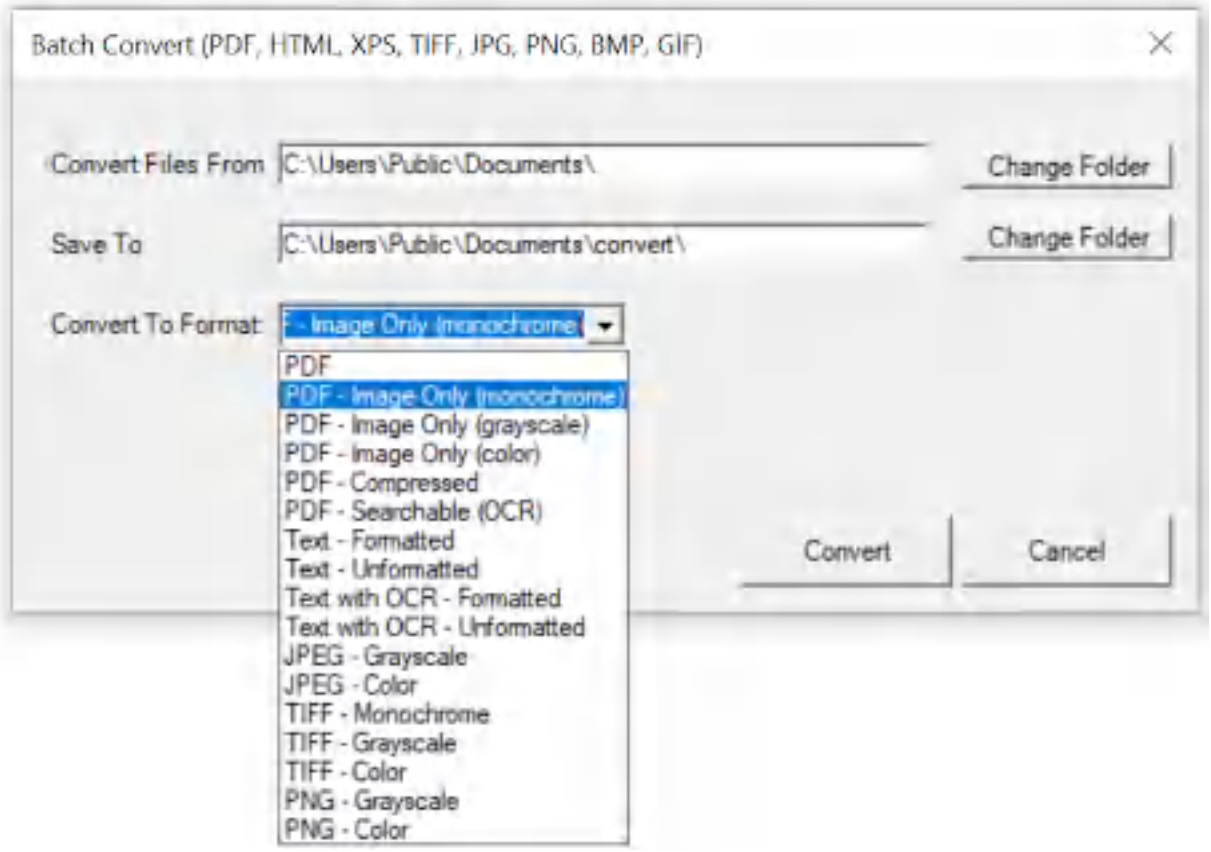
Format" to either "PDF - Image Only (monochrome)", "PDF - Image Only (grayscale)", or "PDF - Image Only (color)".



Win2PDF Desktop - Batch Convert ODT to Image Only PDF

Set the "Convert Files From" location to the folder containing the markdown files to convert, and set the "Save To" folder to the location for the converted image only PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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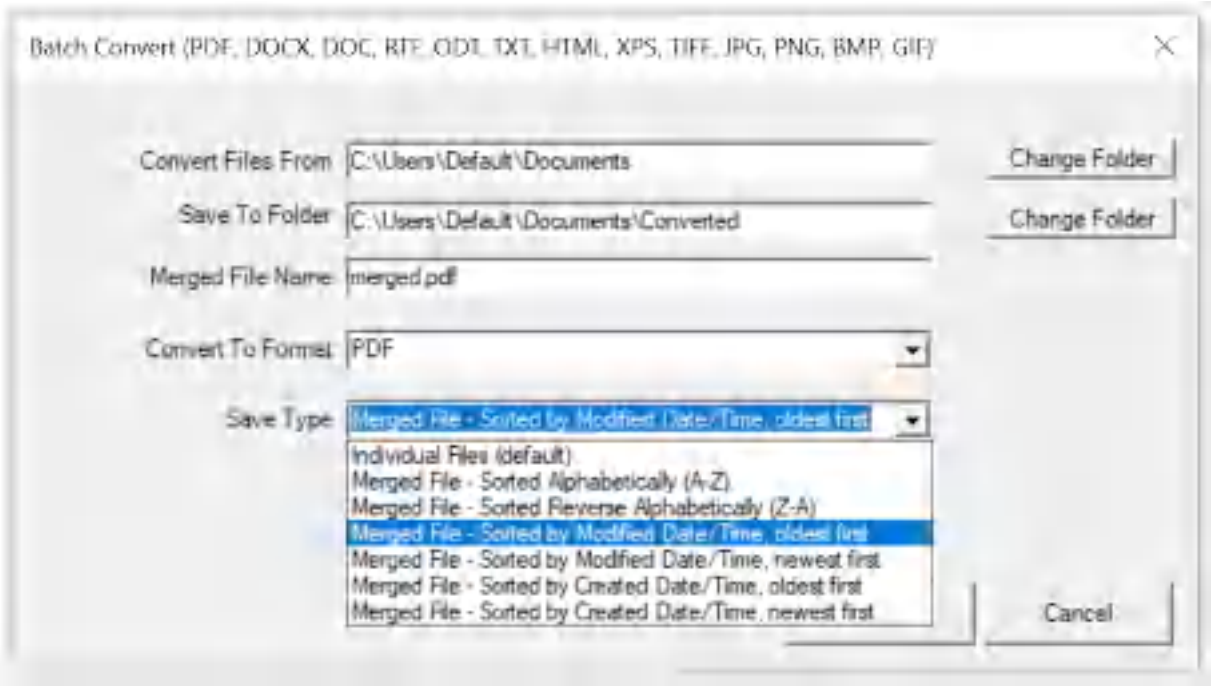

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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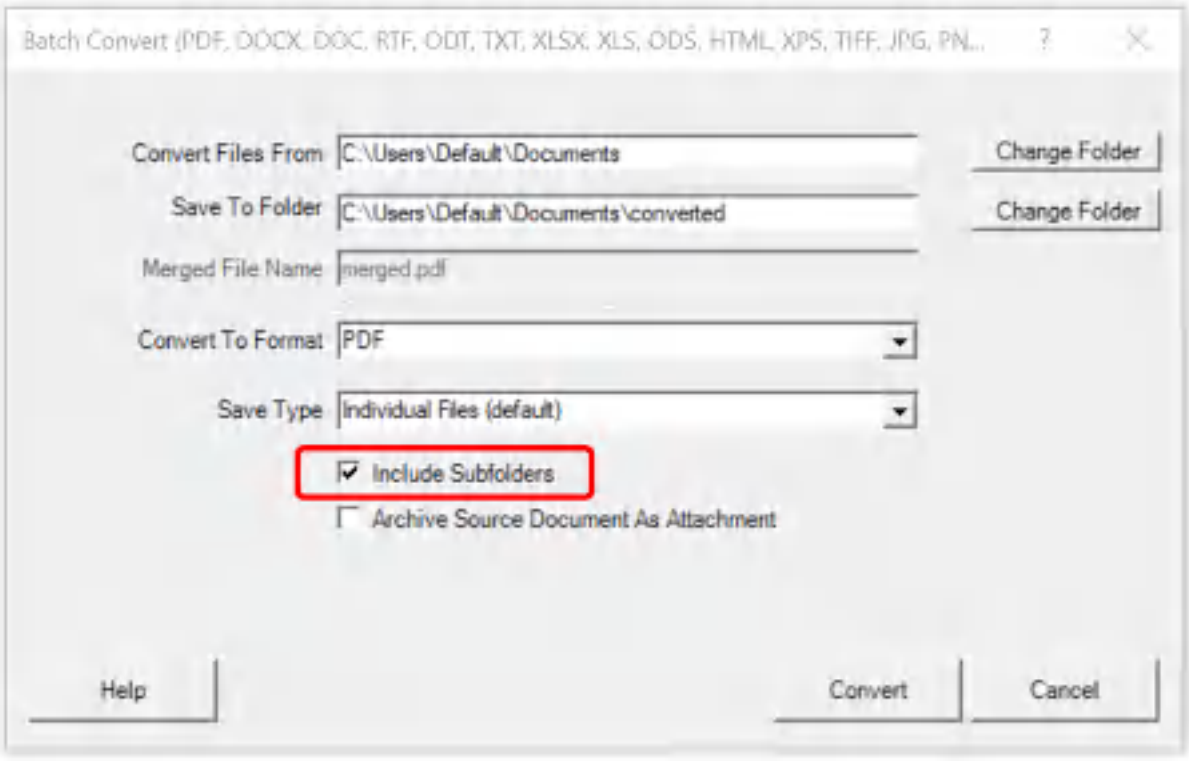

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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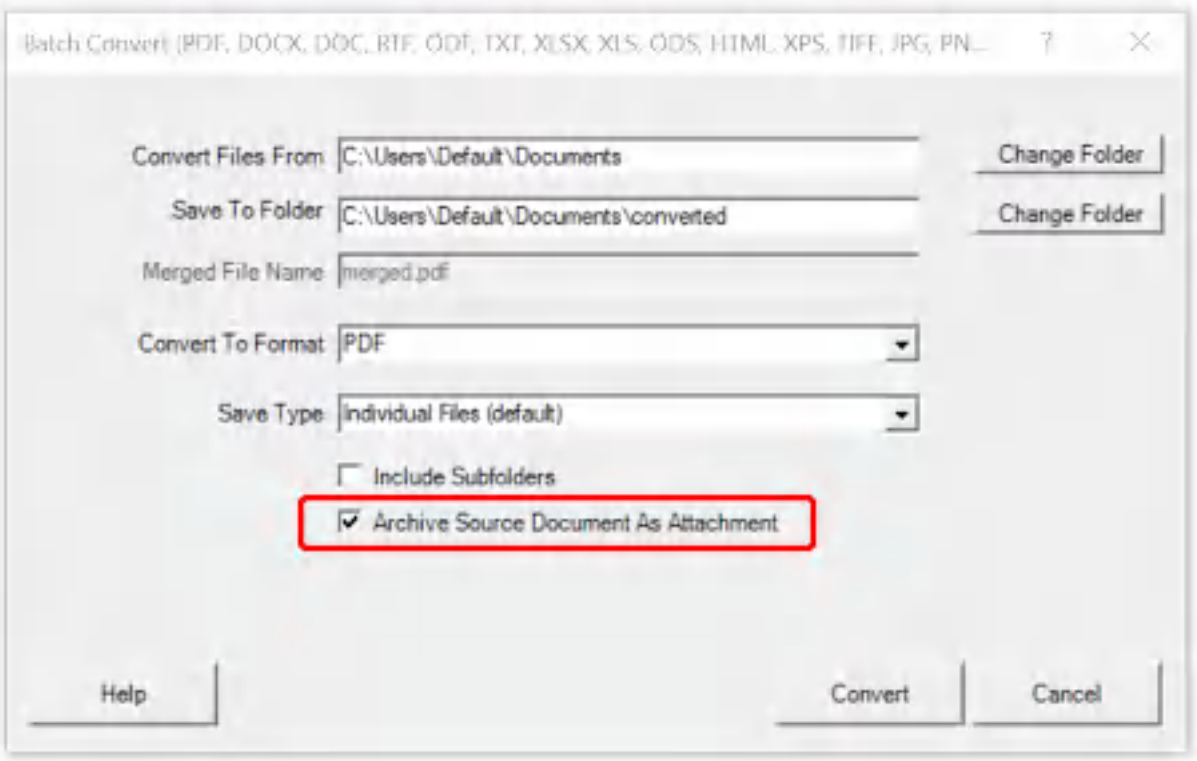

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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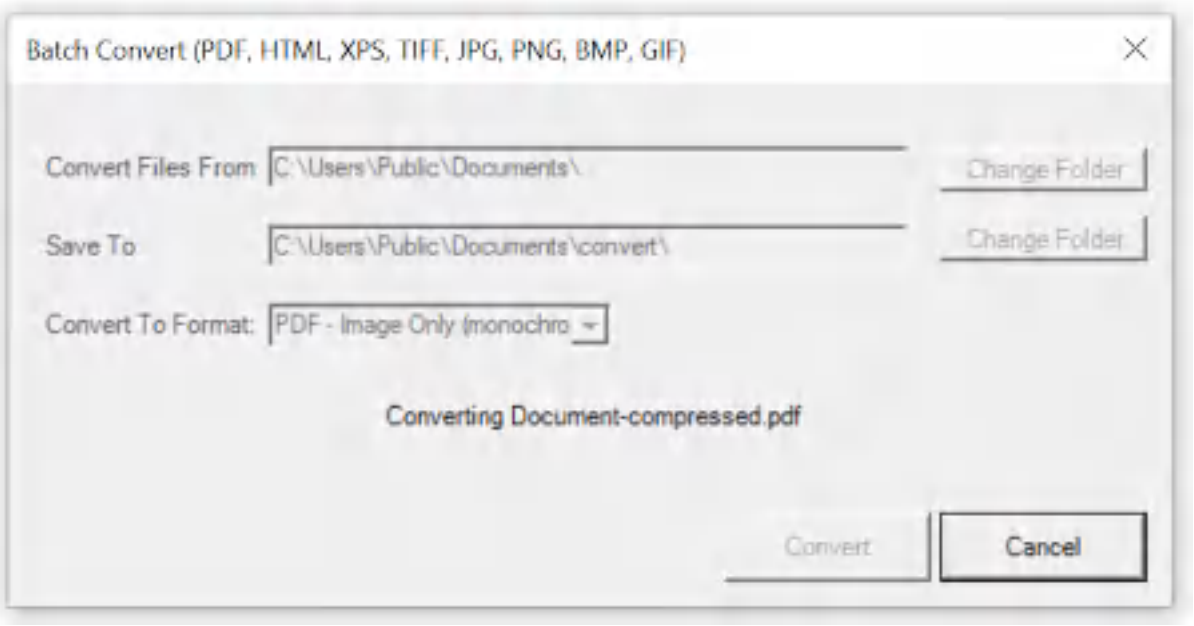
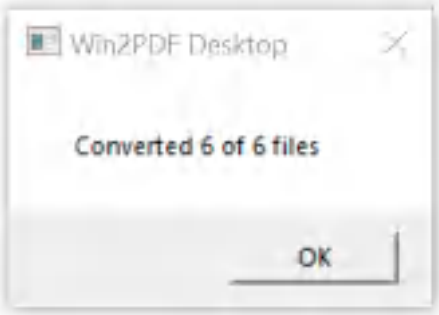


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.11 Batch Convert Markdown to DOCX

Batch Convert Markdown to DOCX Win2PDF Pro

To batch convert from a markdown file to a DOCX file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "DOCX - Microsoft Word Document".

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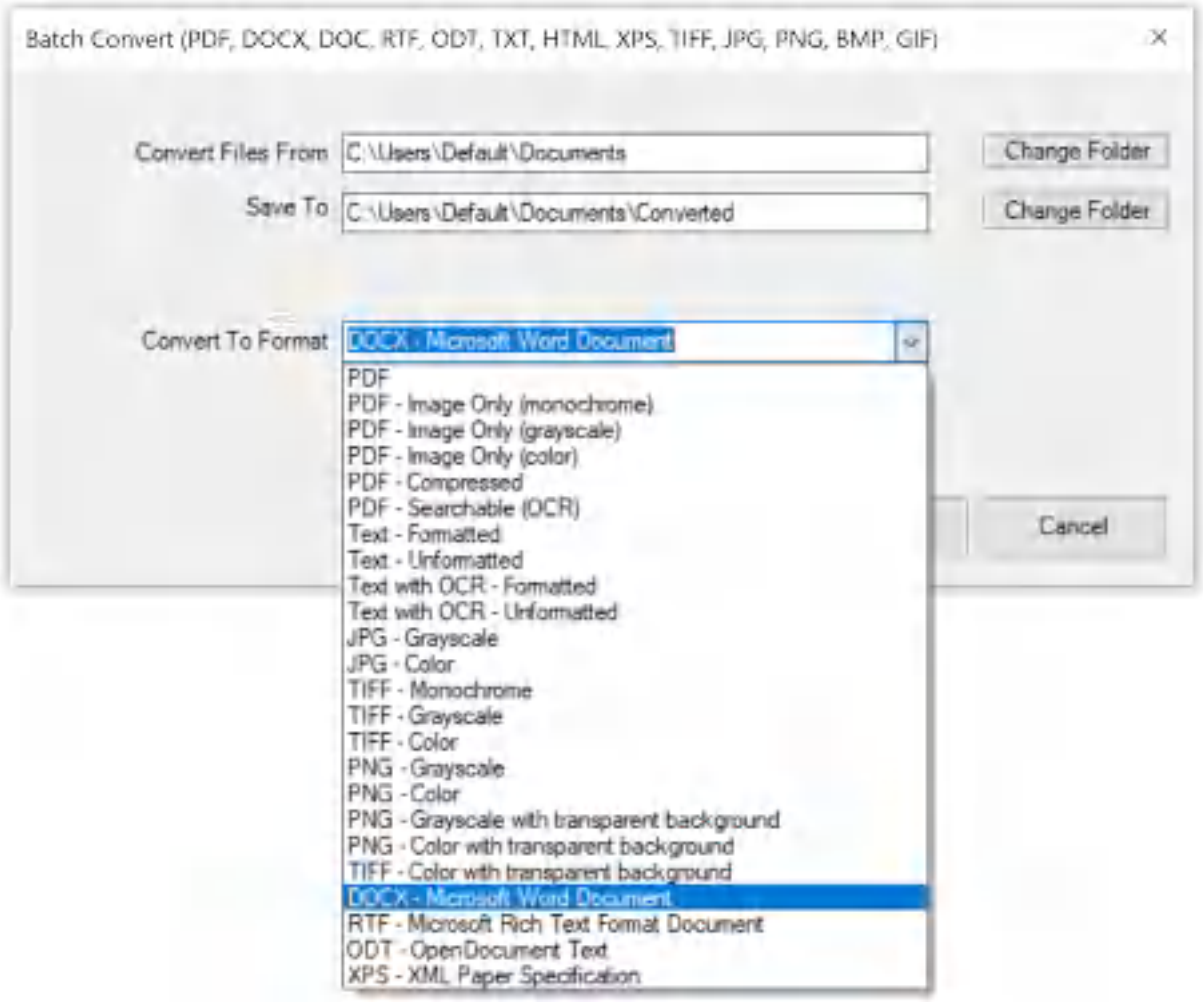

Win2PDF Desktop - Batch Convert ODT to DOCX

Set the "Convert Files From" location to the folder containing the markdown files to convert, and set the "Save To" folder to the location for the converted DOCX files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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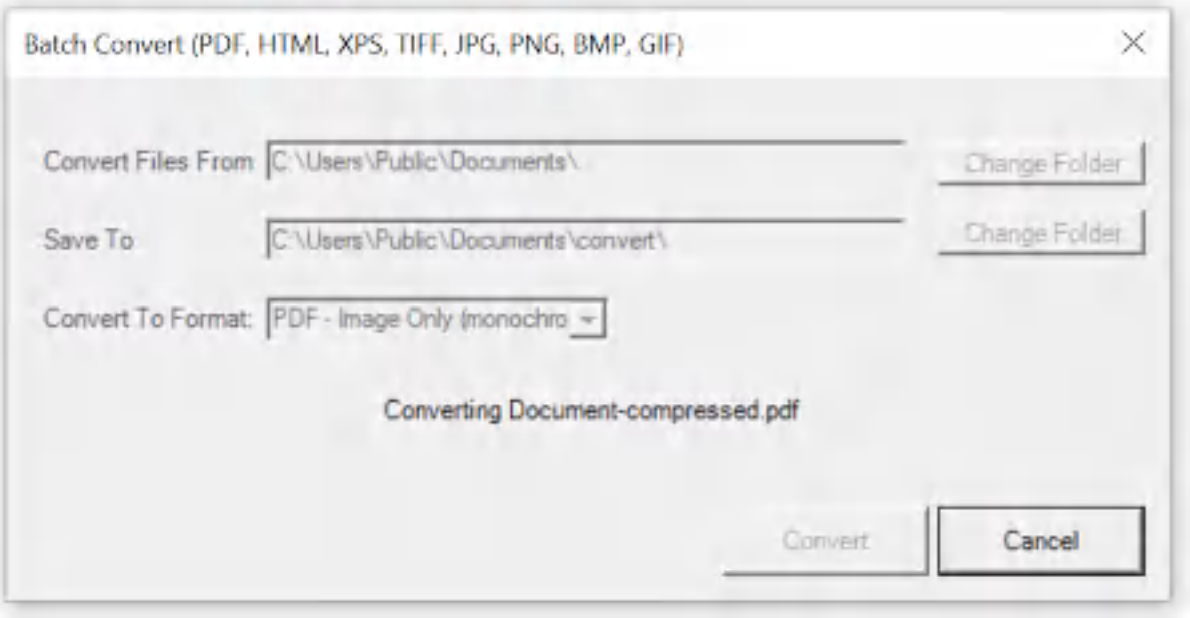
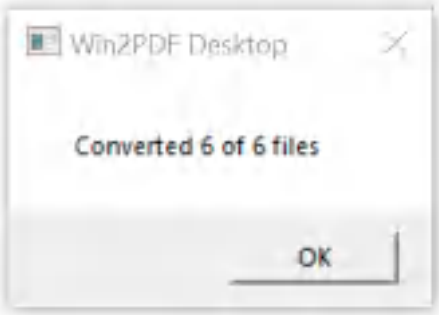


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.12 Batch Convert Markdown to RTF

Batch Convert Markdown to RTF Win2PDF Pro

To batch convert from a markdown file to a Rich Text Format RTF file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "RTF - Microsoft Rich Text Format Document".

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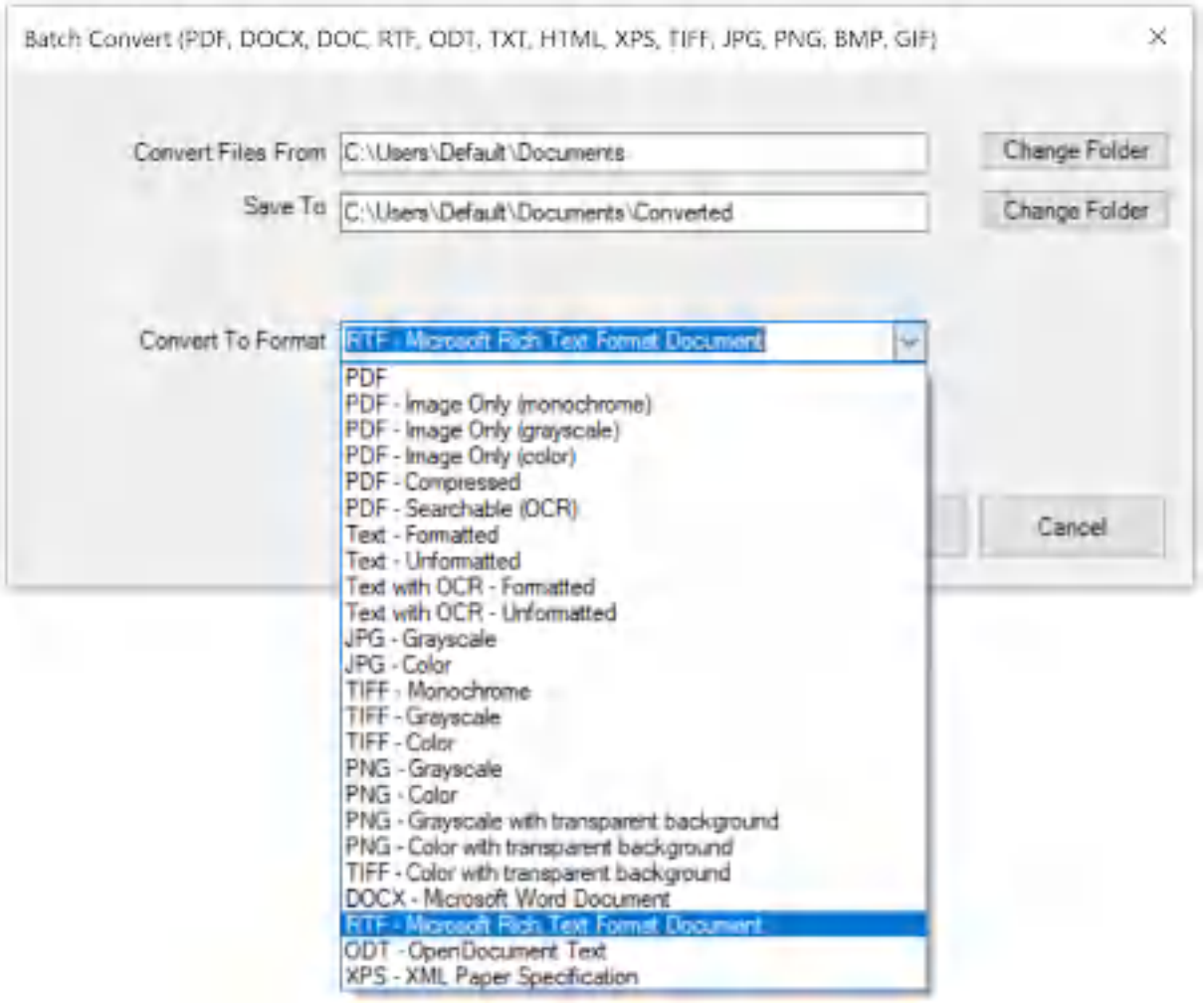

Win2PDF Desktop - Batch Convert ODT to RTF

Set the "Convert Files From" location to the folder containing the markdown files to convert, and set the "Save To" folder to the location for the converted RTF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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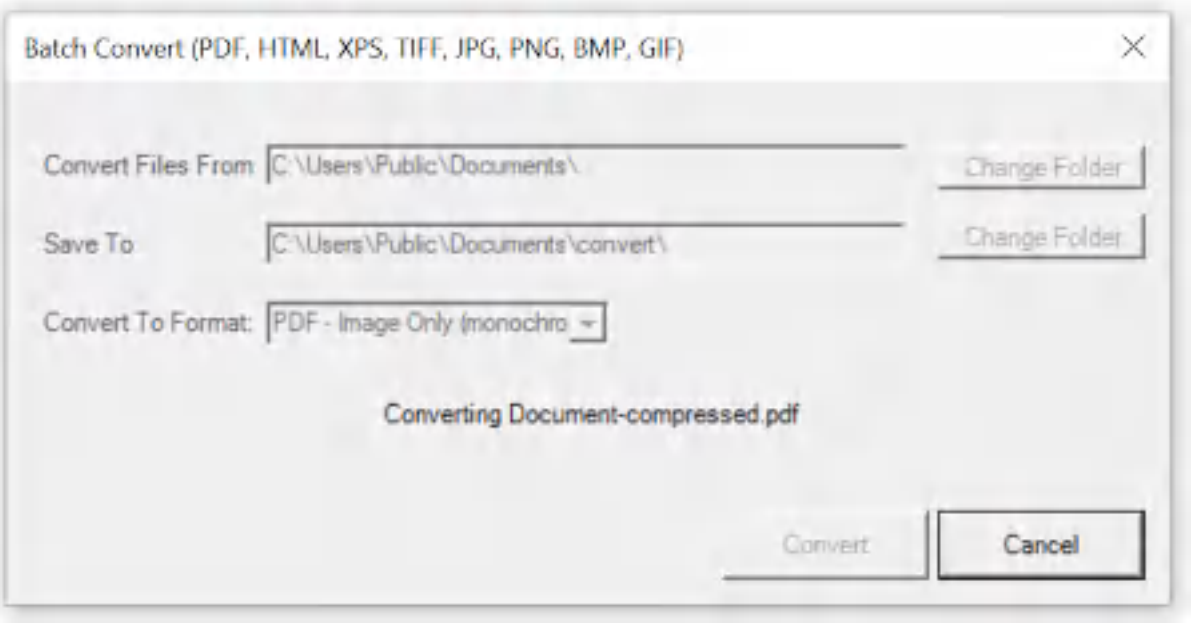
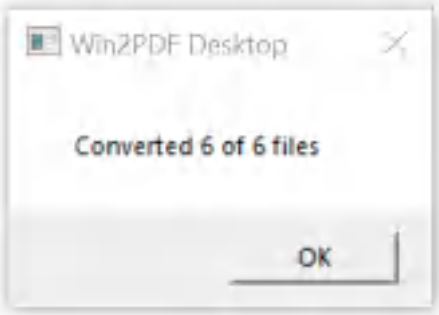


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.12 Batch Convert Markdown to XPS

Batch Convert Markdown to XPS Win2PDF Pro

To batch convert from a markdown file to an XML Paper Specification XPS file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "XPS - XML Paper Specification".

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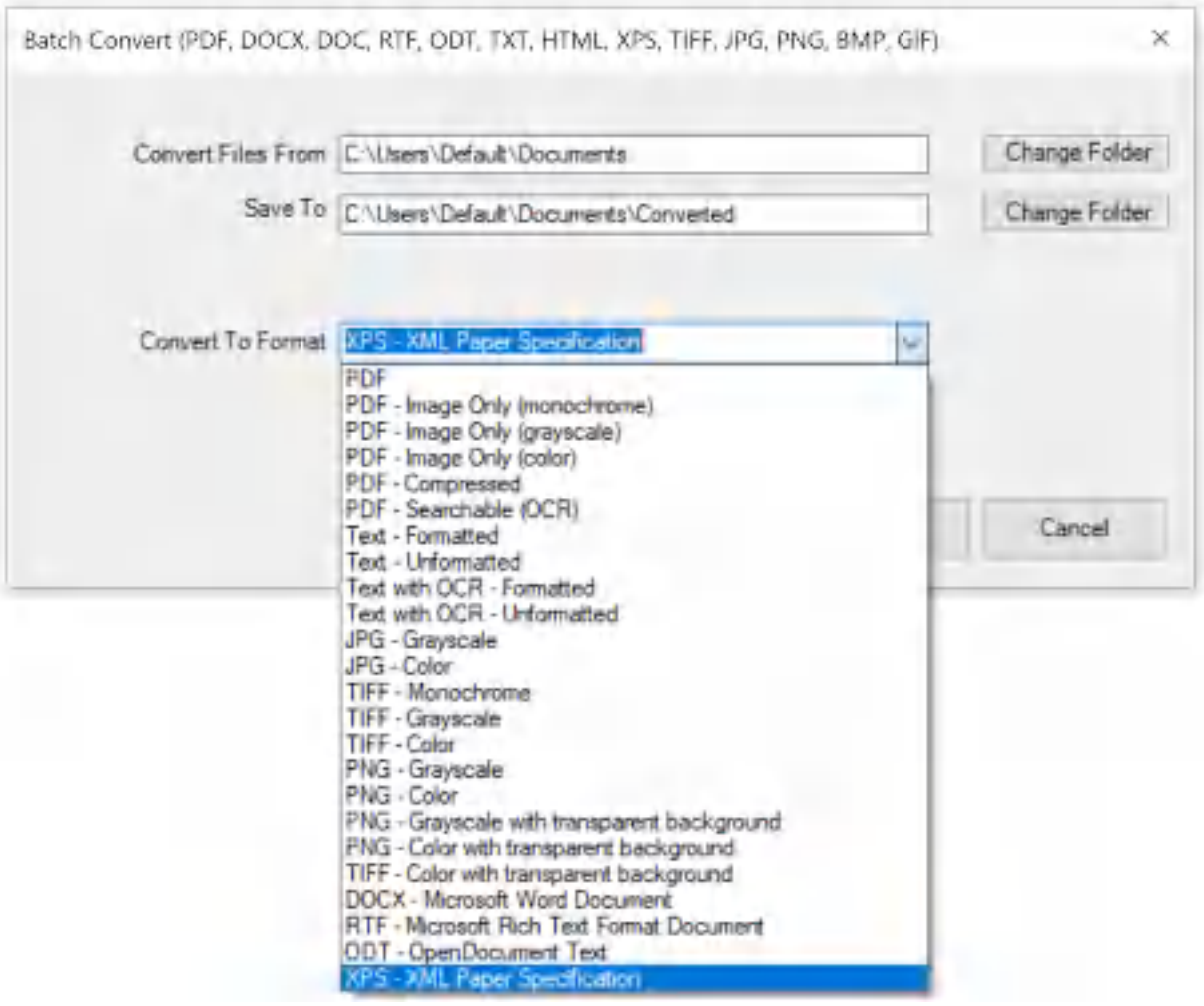

Win2PDF Desktop - Batch Convert ODT to XPS

Set the "Convert Files From" location to the folder containing the markdown files to convert, and set the "Save To" folder to the location for the converted XPS files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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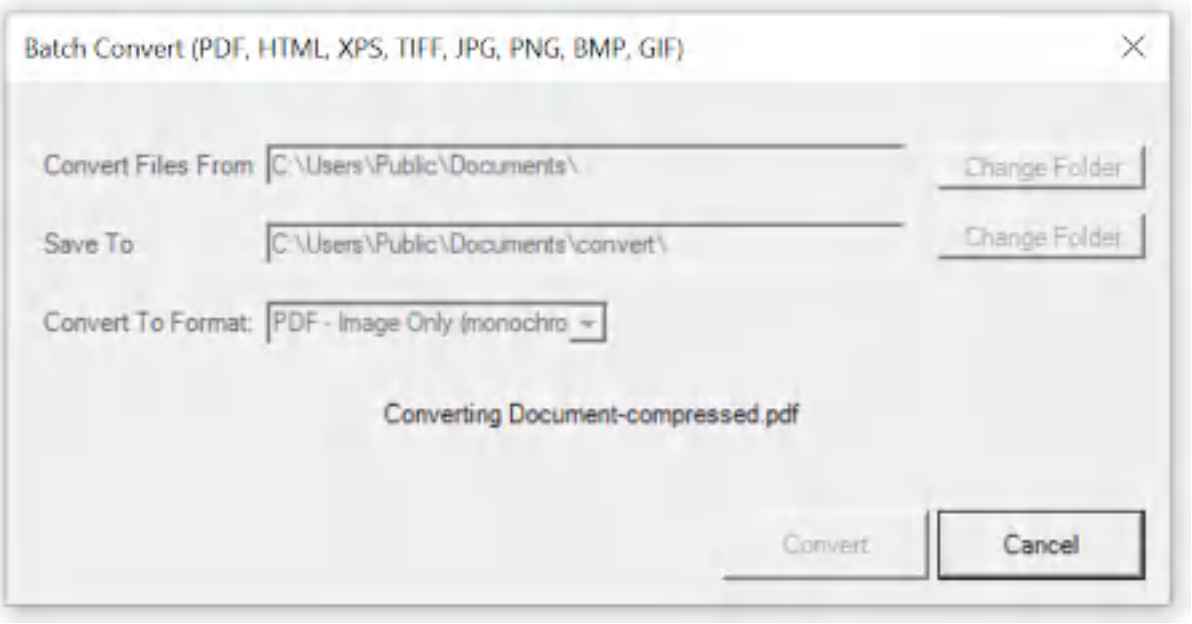
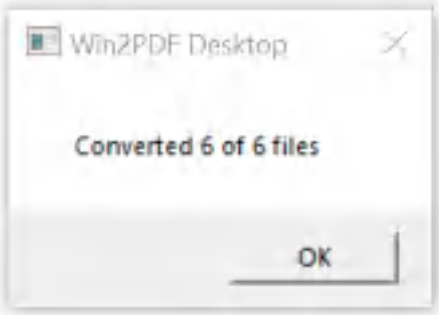


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.12 Batch Convert Text to PDF

Batch Convert TXT to PDF Win2PDF Pro

To batch convert from Text to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".

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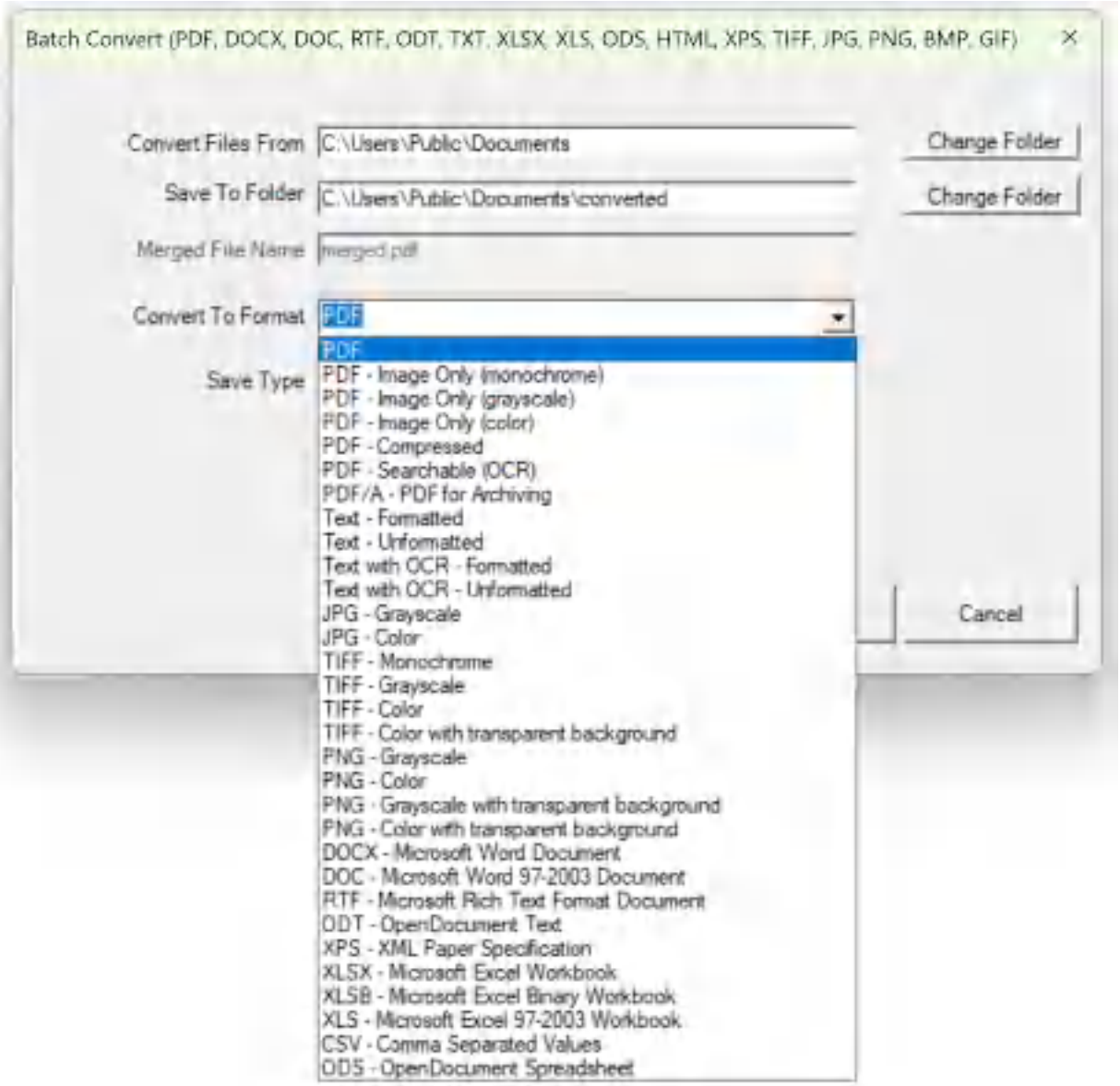

Win2PDF Desktop - Batch Convert TXT to PDF

Set the "Convert Files From" location to the folder containing the TXT files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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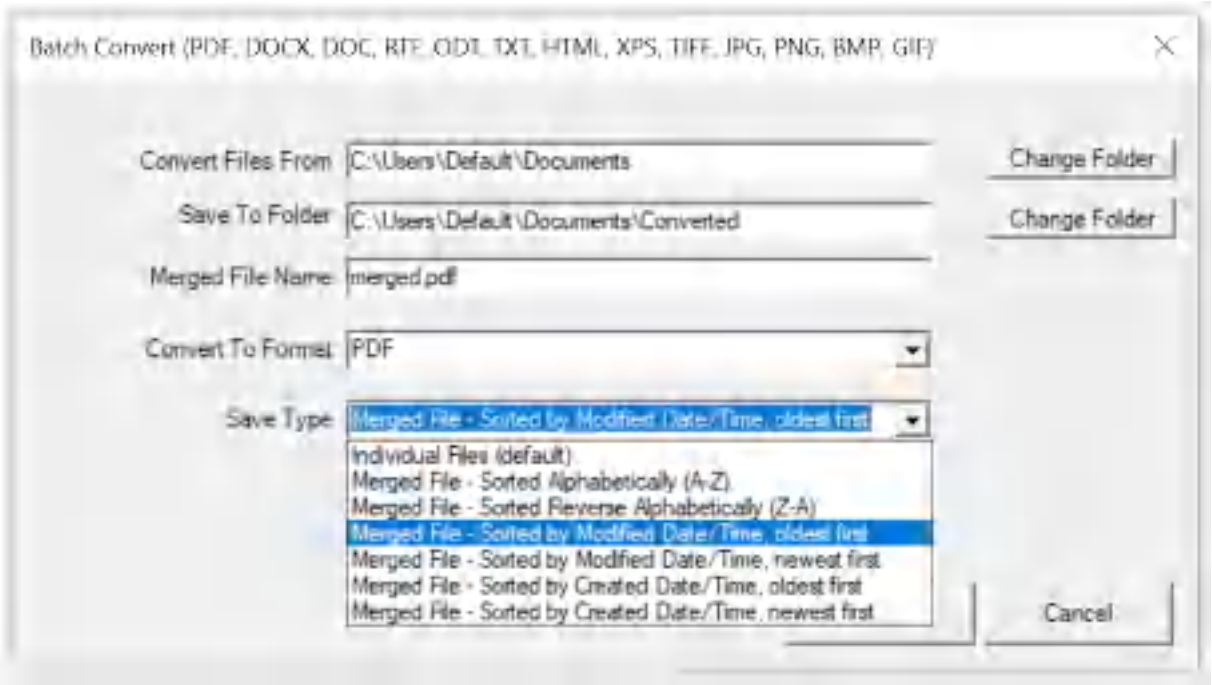

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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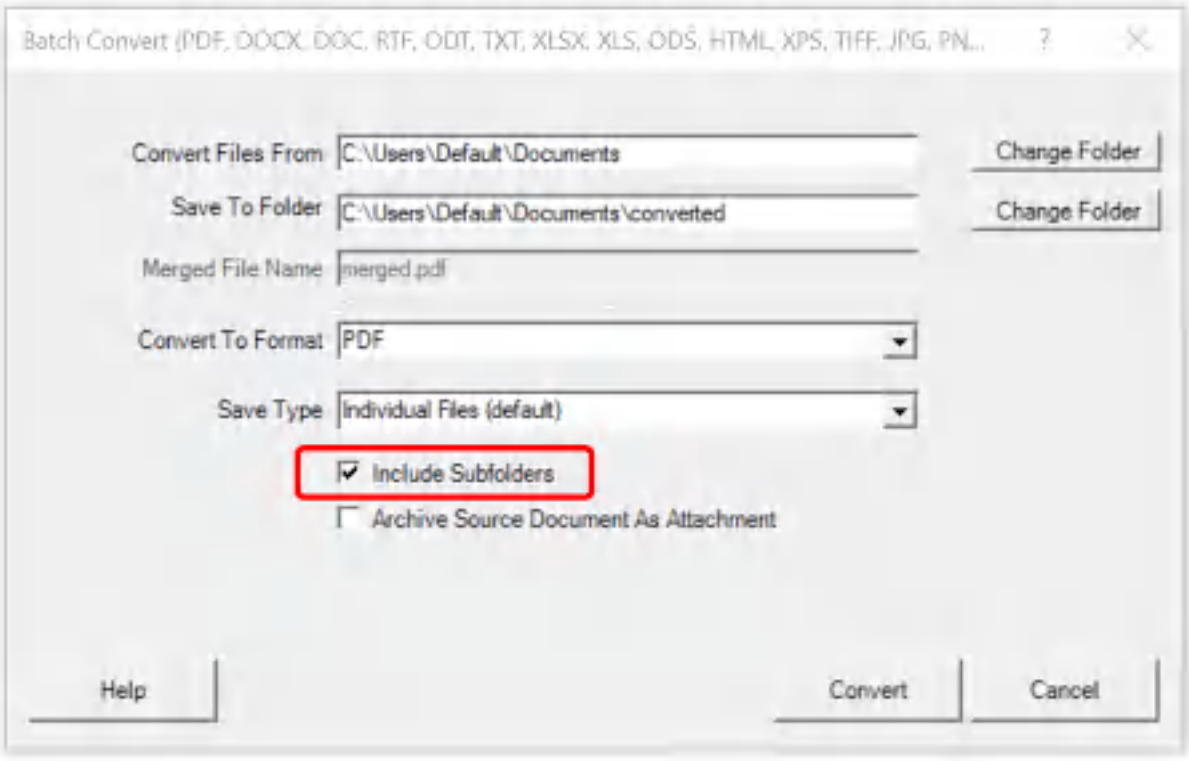

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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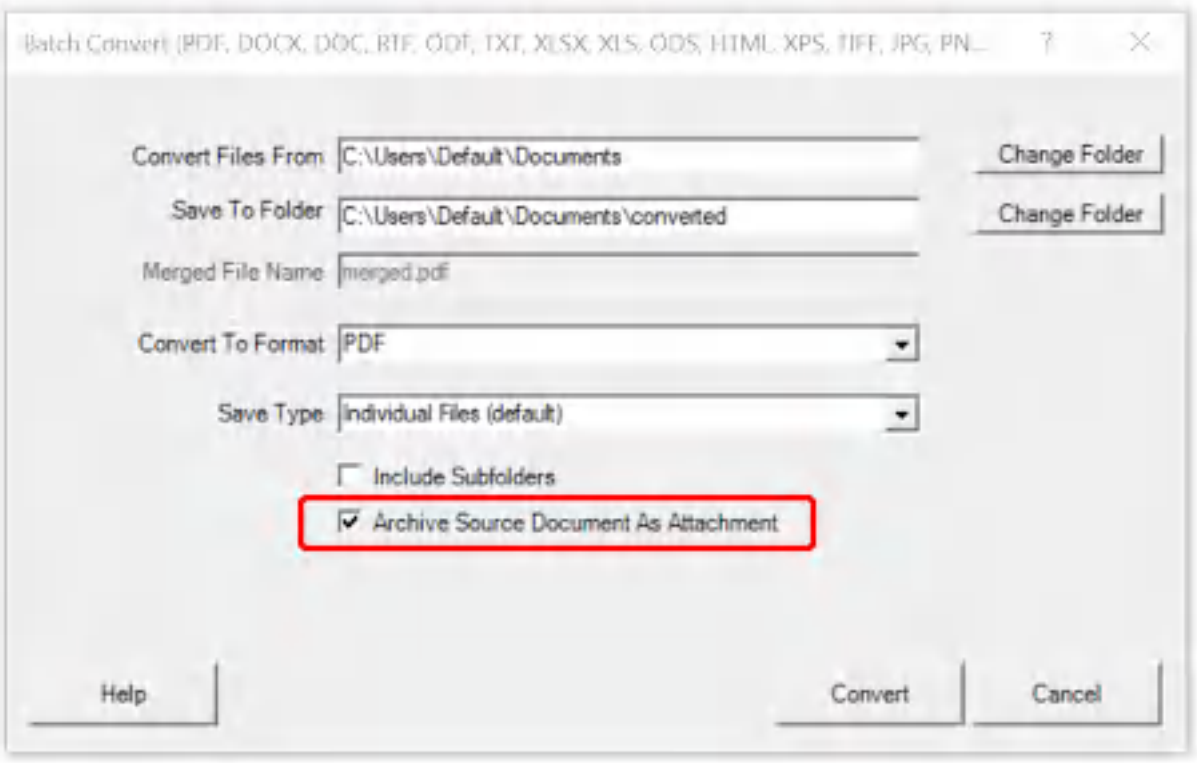

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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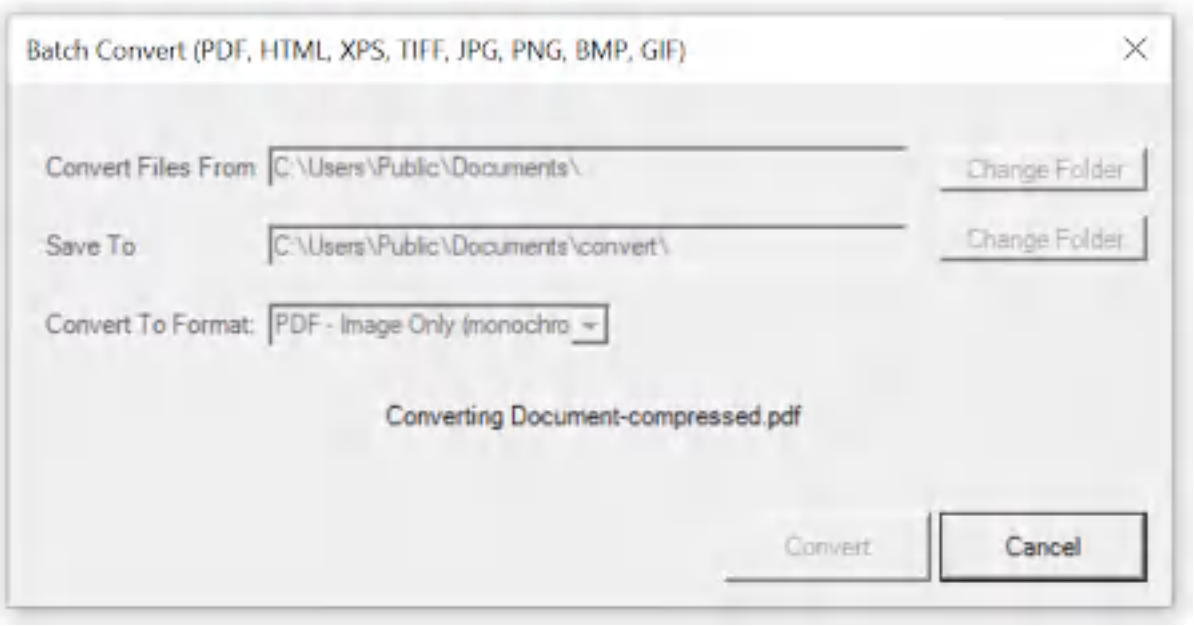
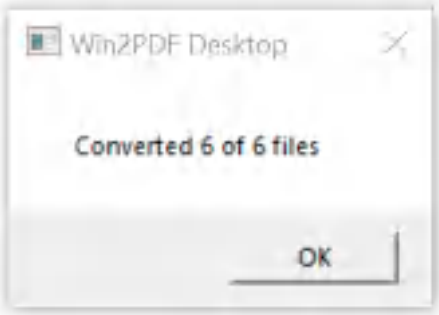


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.12 Batch Convert Text to JPG

Batch Convert TXT to JPEG Win2PDF Pro

To batch convert from Text to JPG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "JPG - Grayscale" or "JPG - Color".

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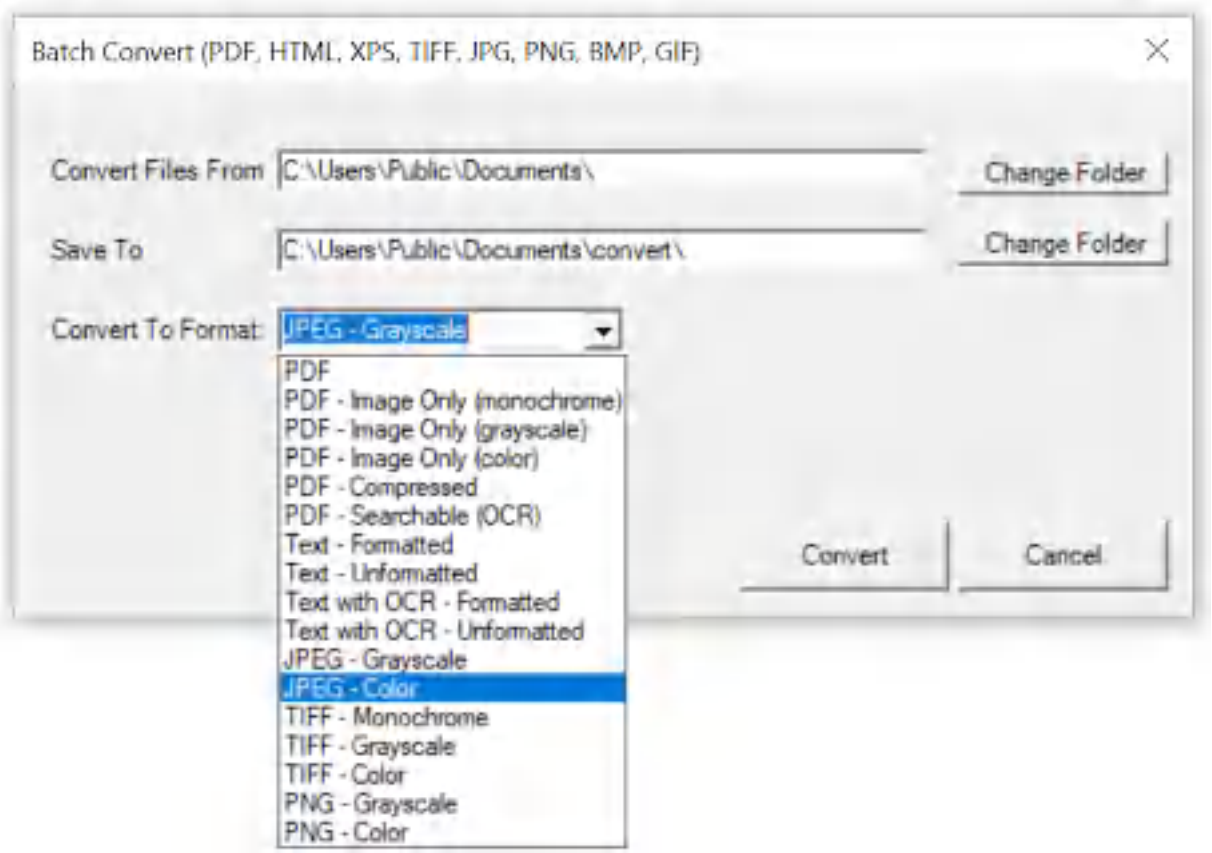

Win2PDF Desktop - Batch Convert TXT to JPG

Set the "Convert Files From" location to the folder containing the TXT files to convert, and set the "Save To" folder to the location for the converted JPG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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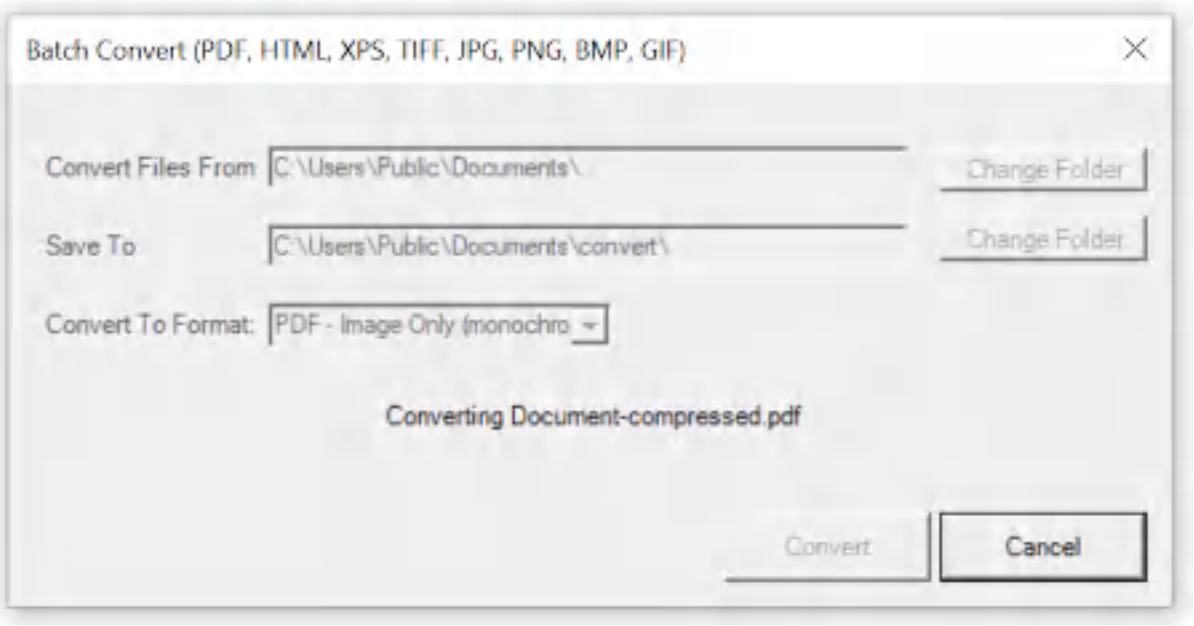
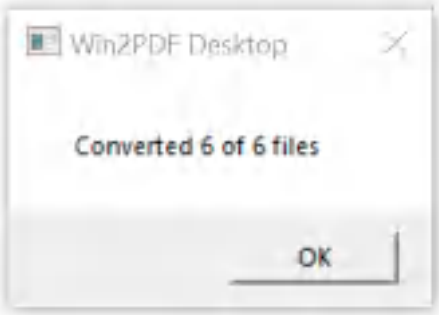


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.12 Batch Convert Text to PNG

Batch Convert TXT to PNG Win2PDF Pro

To batch convert from Text to PNG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PNG - Grayscale" or "PNG - Color".

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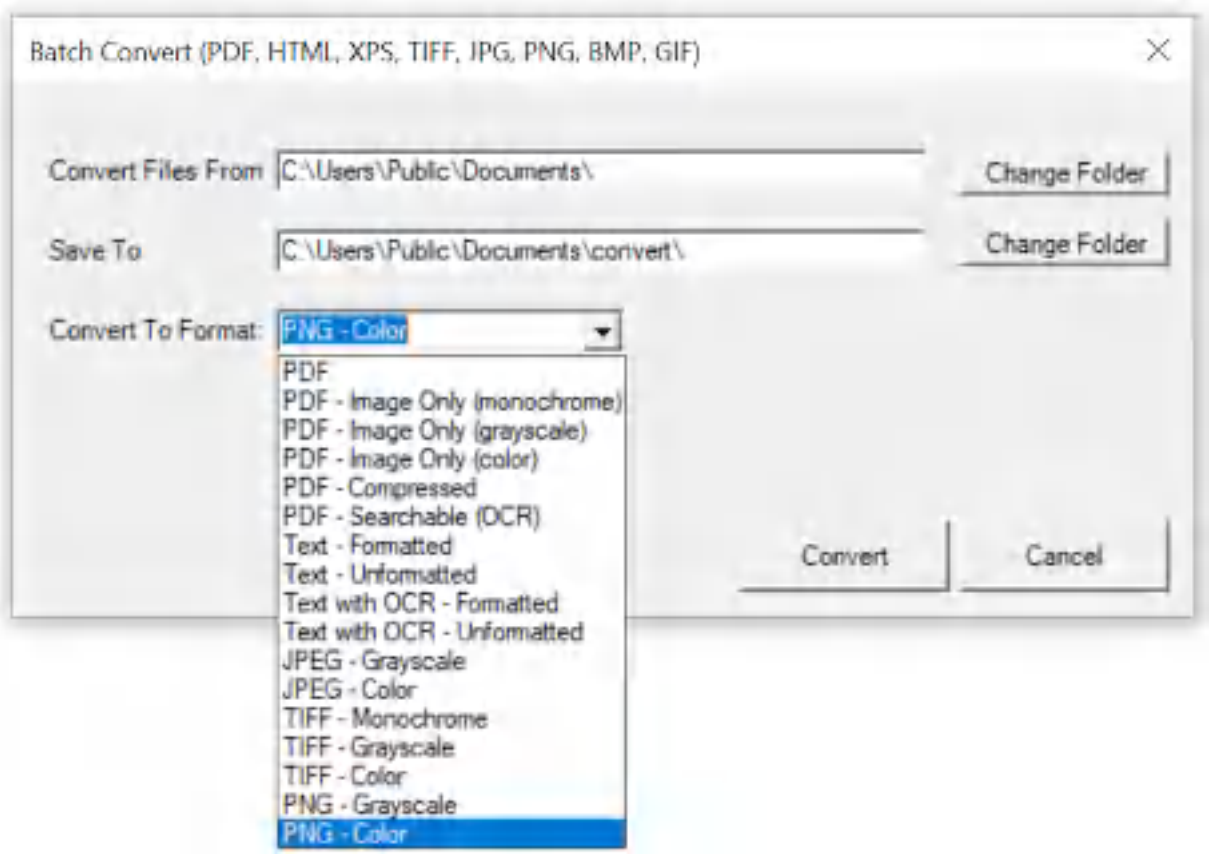

Win2PDF Desktop - Batch Convert TXT to PNG

Set the "Convert Files From" location to the folder containing the TXT files to convert, and set the "Save To" folder to the location for the converted PNG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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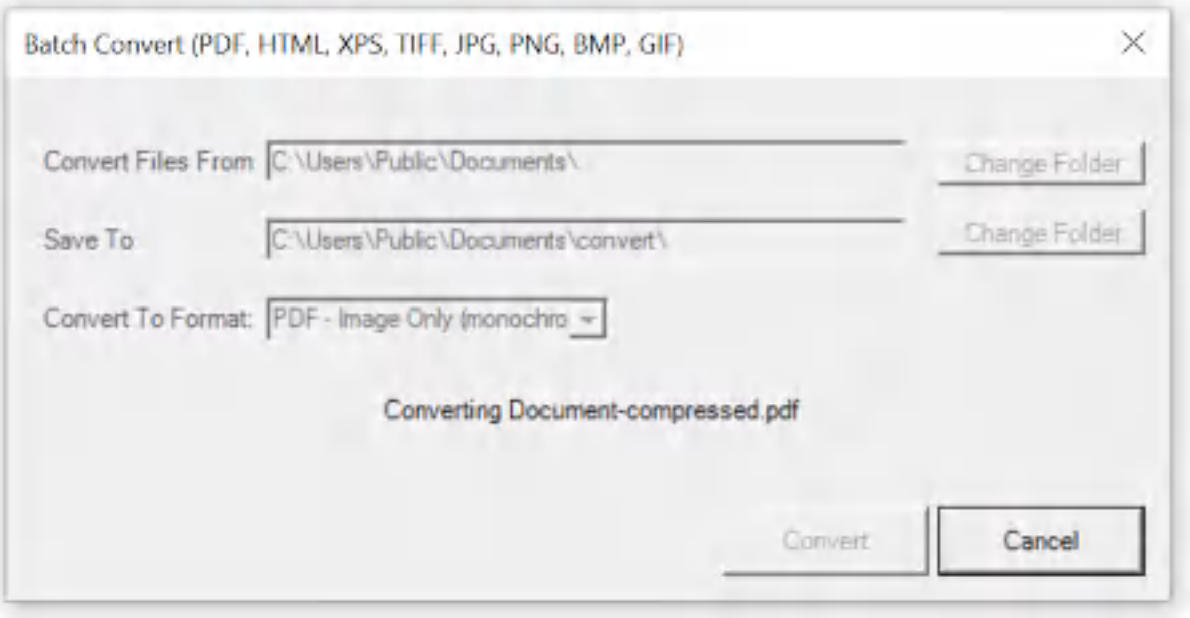
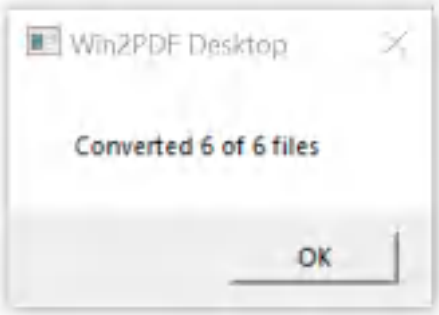


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.12 Batch Convert Text to TIFF

Batch Convert TXT to TIFF Win2PDF Pro

To batch convert from Text to TIFF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "TIFF -

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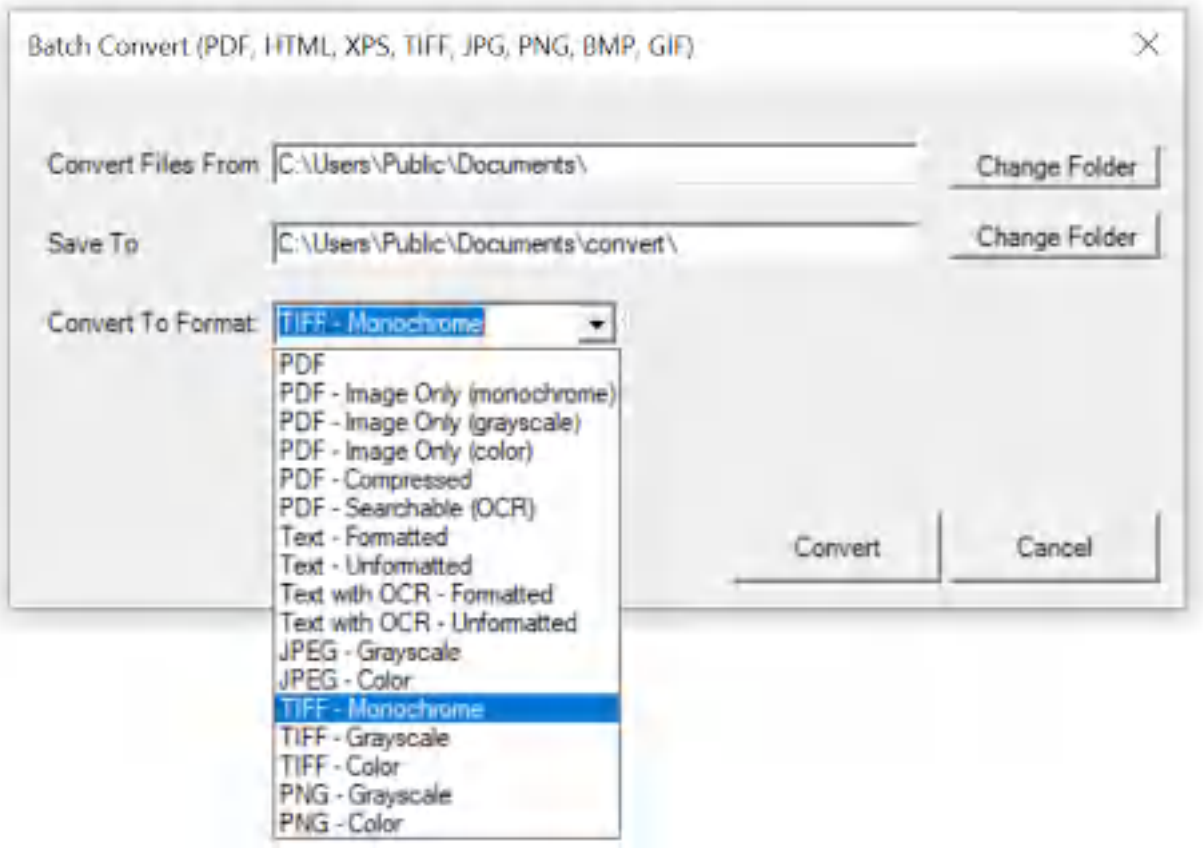
Monochrome", "TIFF - Grayscale", "TIFF - Color", or "TIFF - Color with transparent background".



Win2PDF Desktop - Batch Convert TXT to TIFF

Set the "Convert Files From" location to the folder containing the TXT files to convert, and set the "Save To" folder to the location for the converted TIFF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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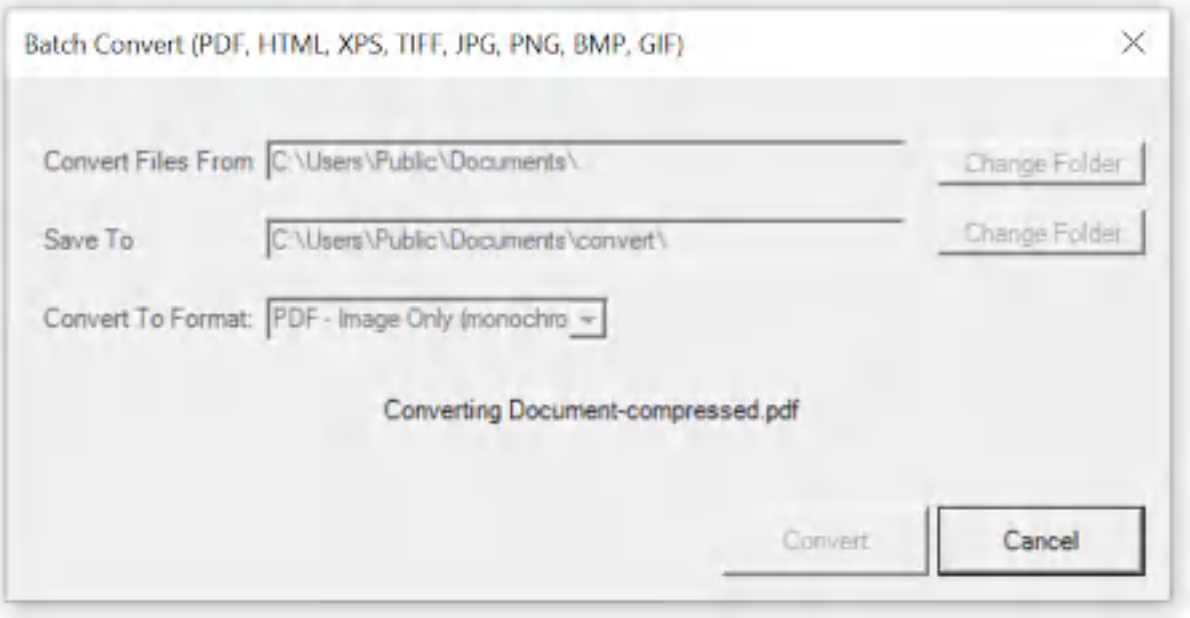
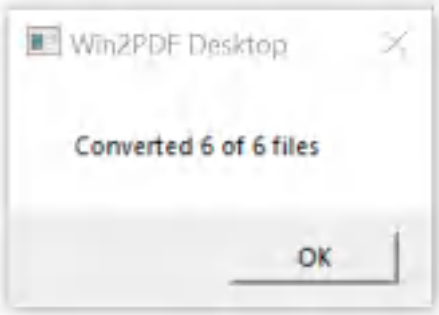


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.12 Batch Convert Text to Searchable PDF

Batch Convert TXT to Searchable PDF Win2PDF Pro

To batch convert from Text to searchable PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Searchable (OCR)". This requires the "Win2PDF OCR Add-on" from:

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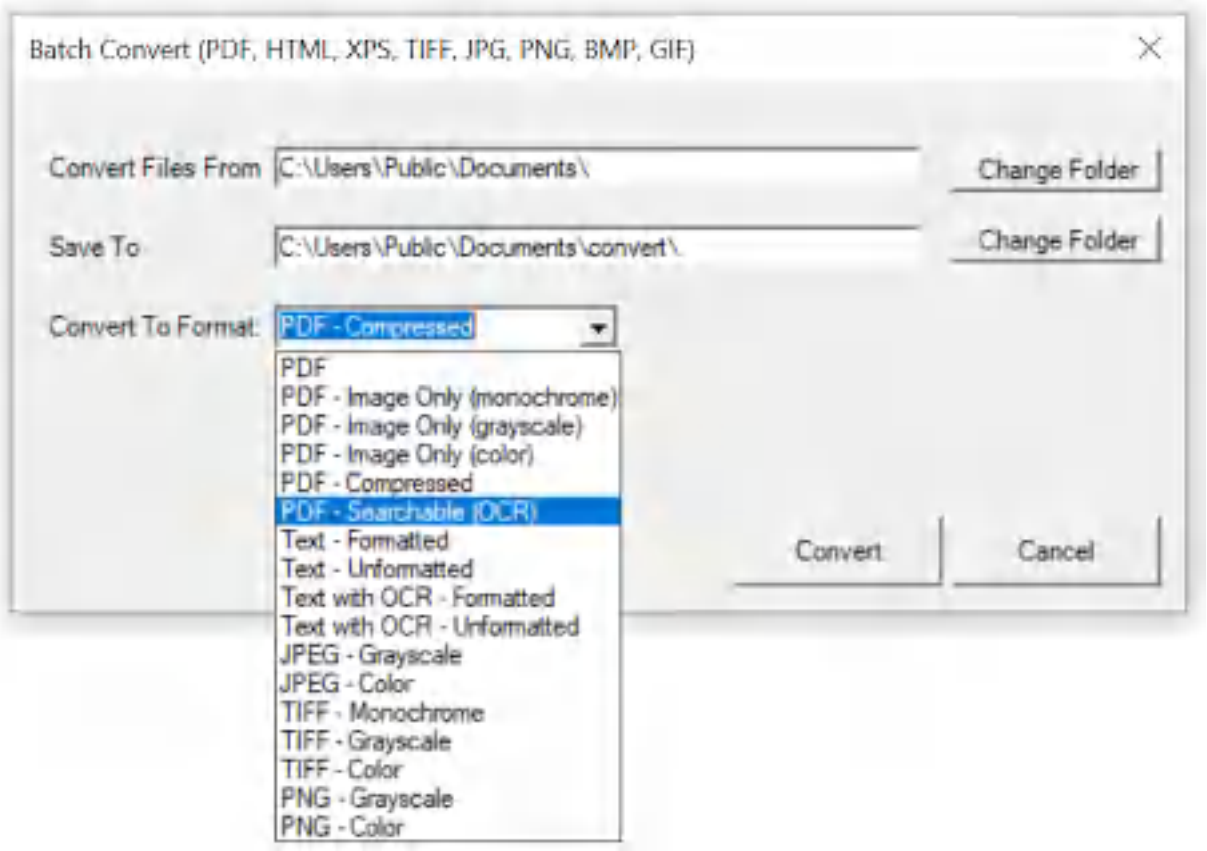
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert TXT to Searchable PDF

Set the "Convert Files From" location to the folder containing the TXT files to convert, and set the "Save To" folder to the location for the converted searchable PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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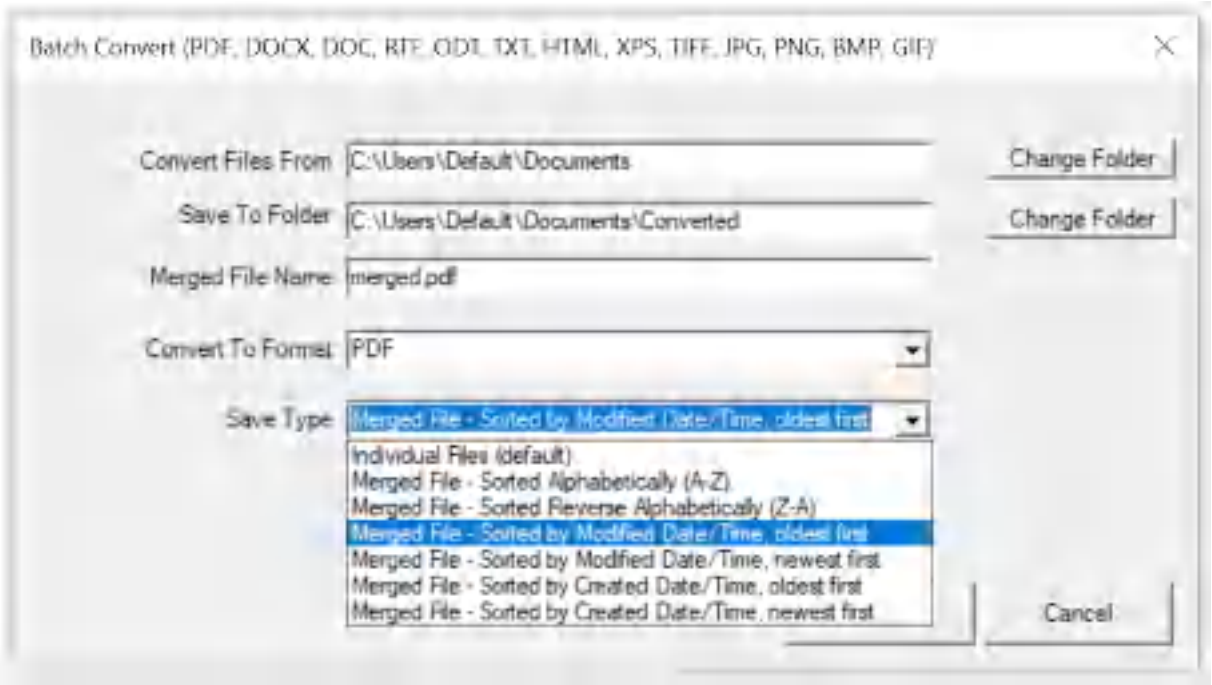

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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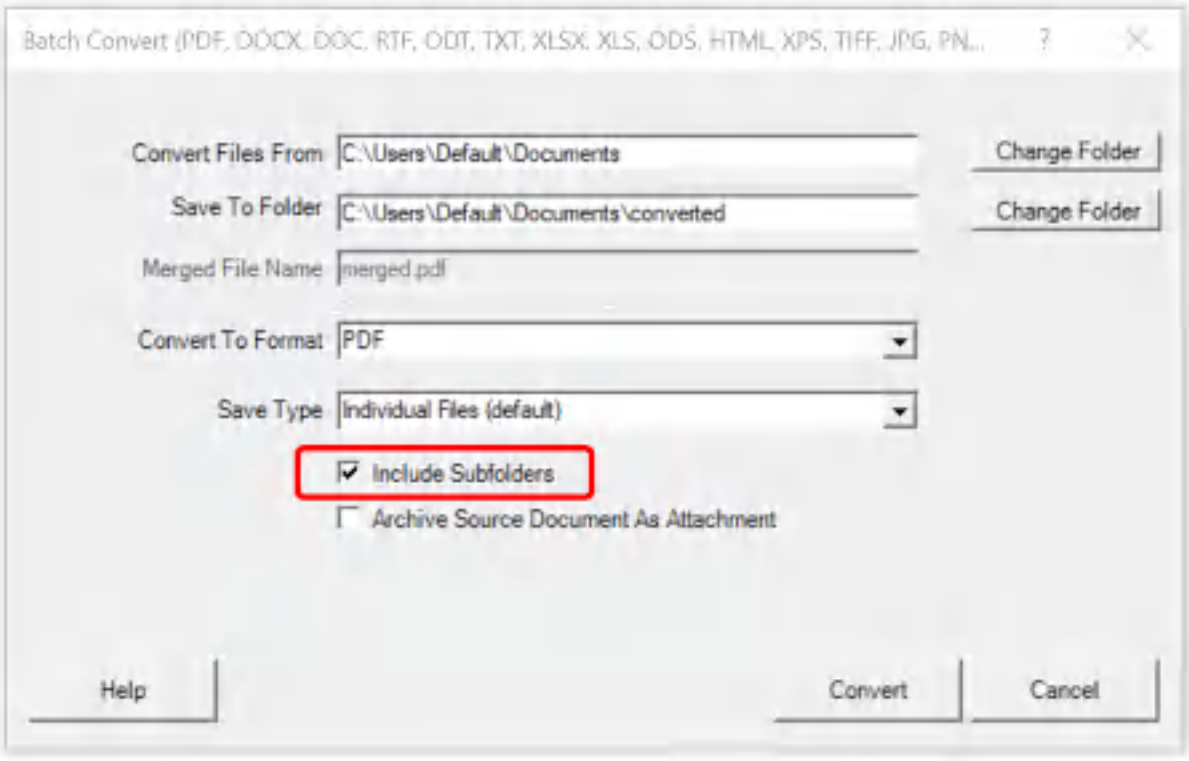

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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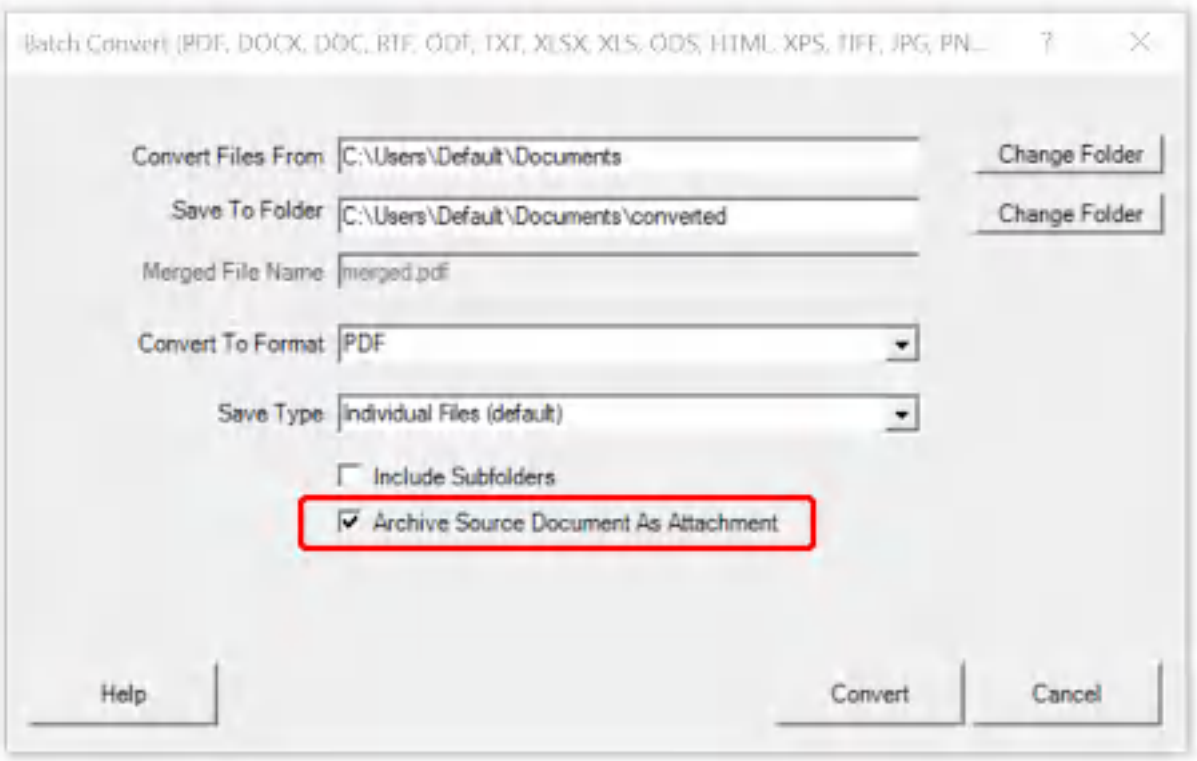

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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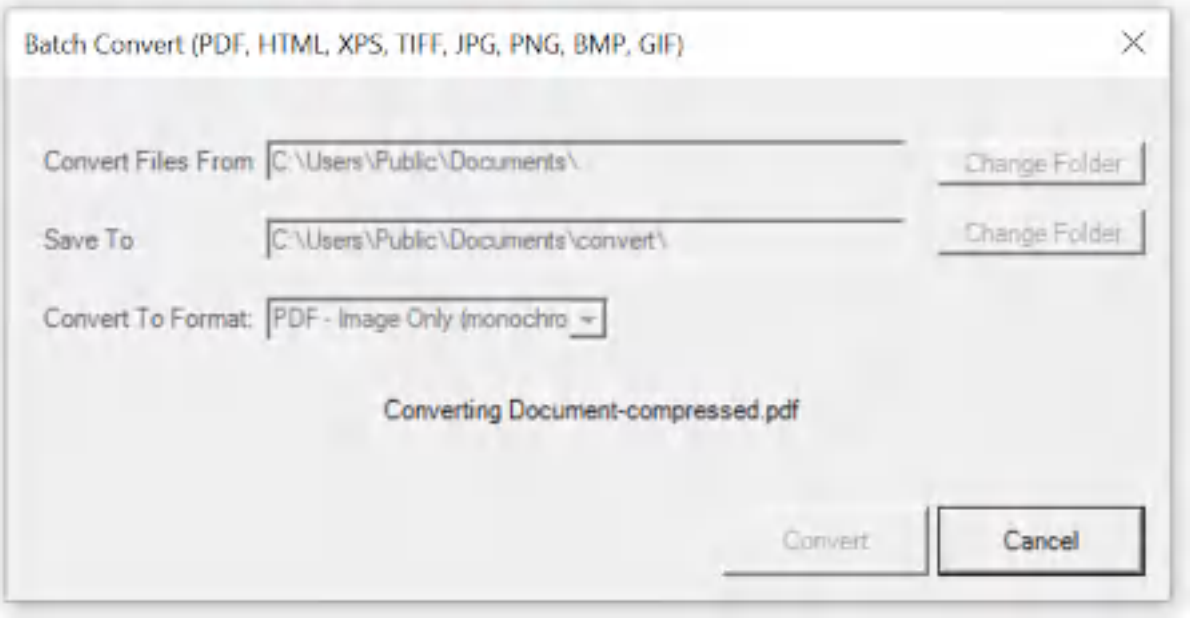
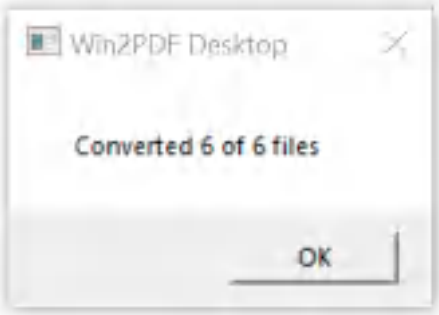


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.12 Batch Convert Text to Compressed PDF

Batch Convert TXT to Compressed PDF Win2PDF Pro

To batch convert from a Text to compressed PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Compressed".

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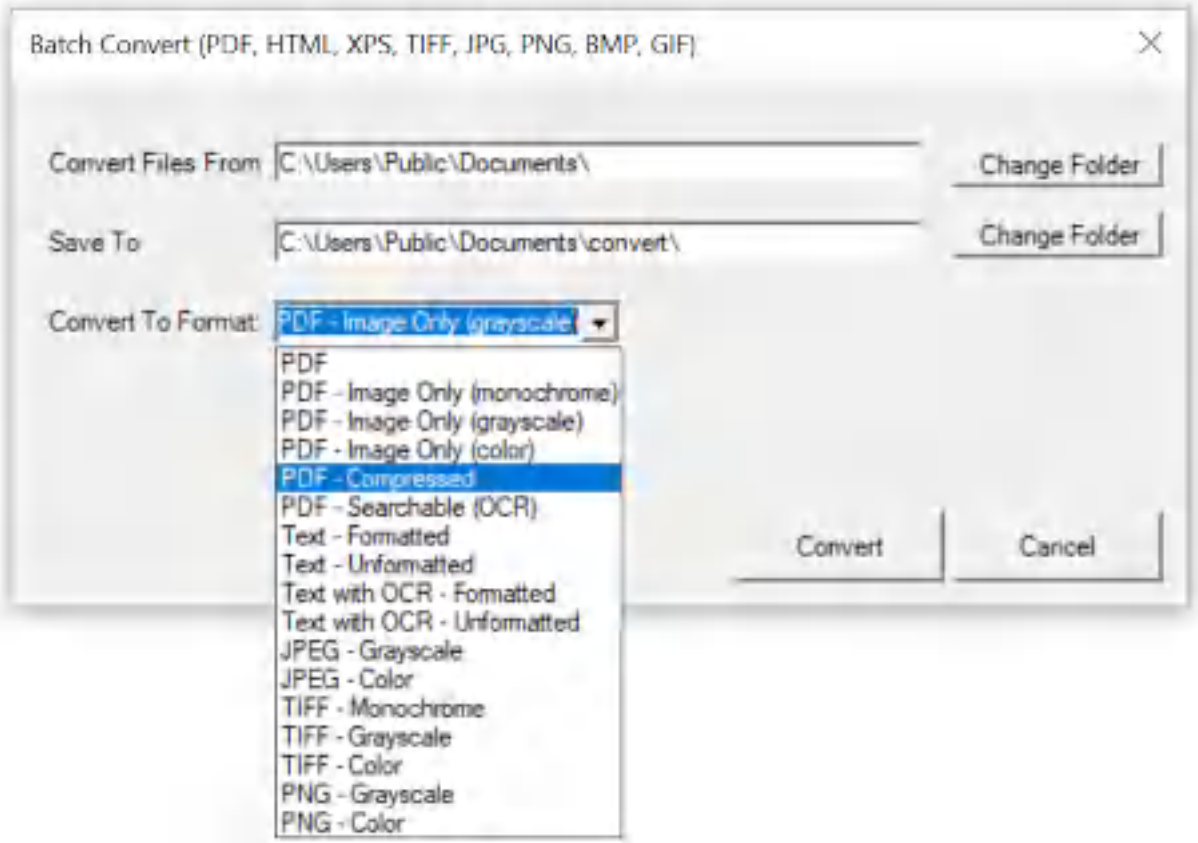

Win2PDF Desktop - Batch Convert TXT to Compressed PDF

Set the "Convert Files From" location to the folder containing the TXT files to convert, and set the "Save To" folder to the location for the converted compressed PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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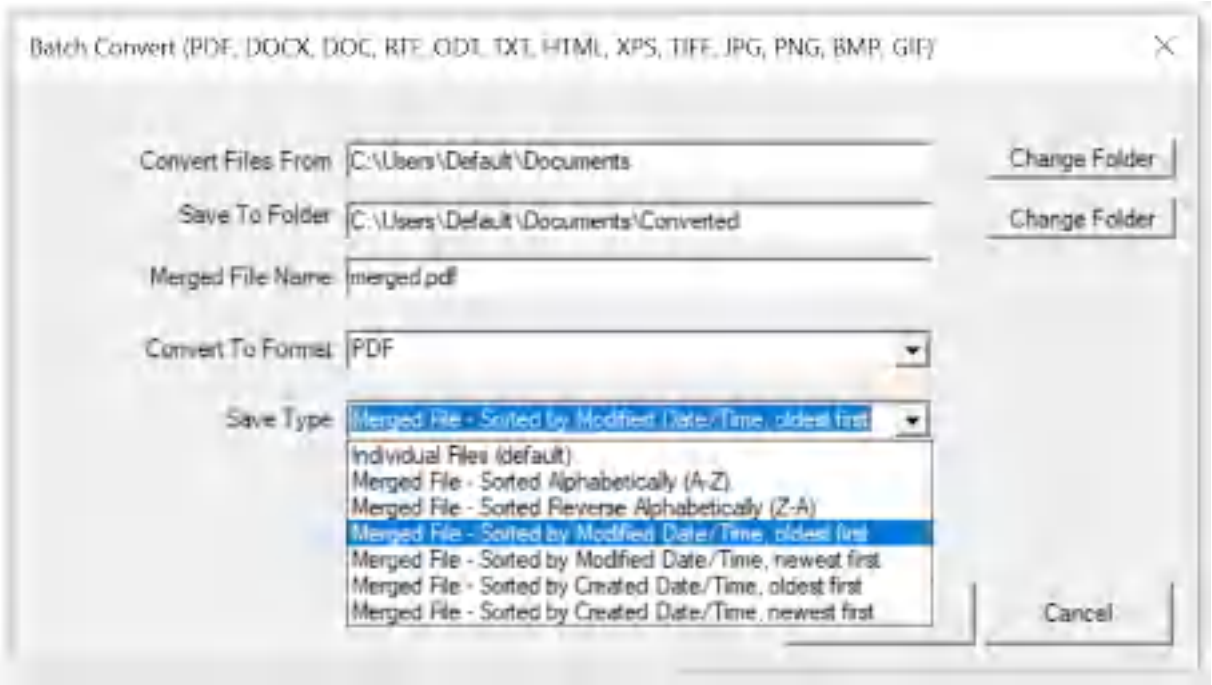

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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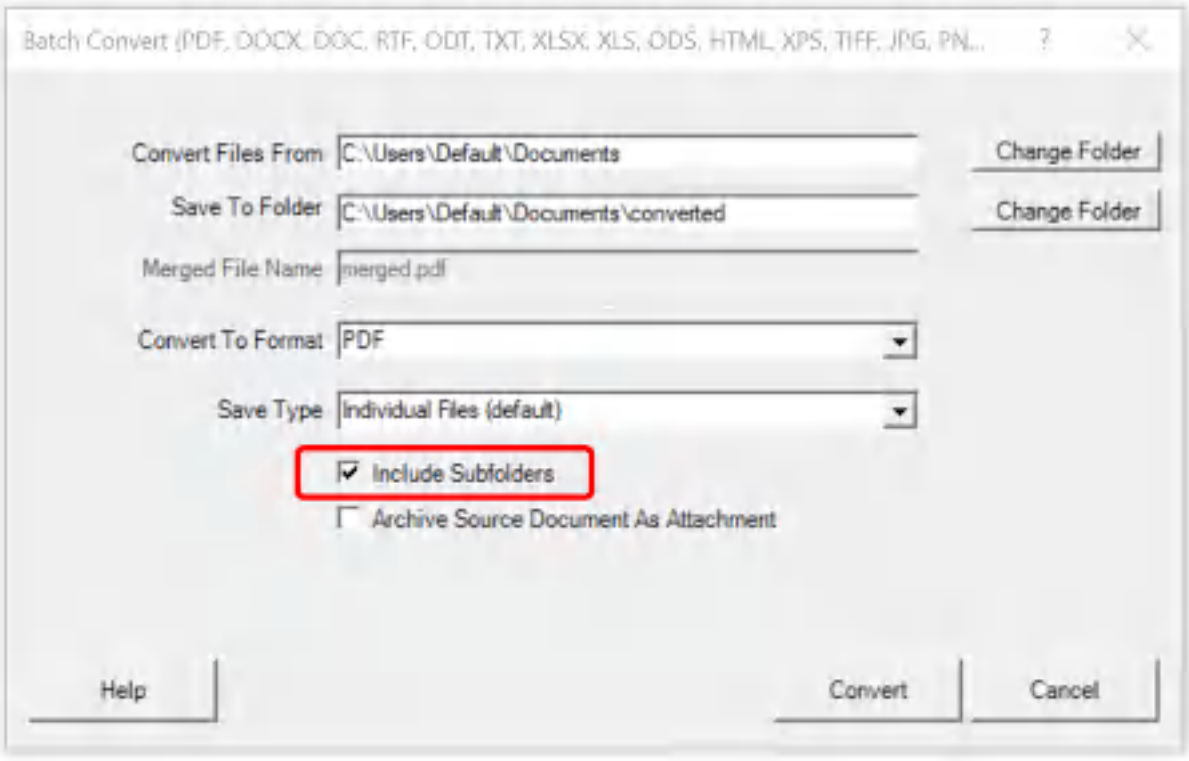

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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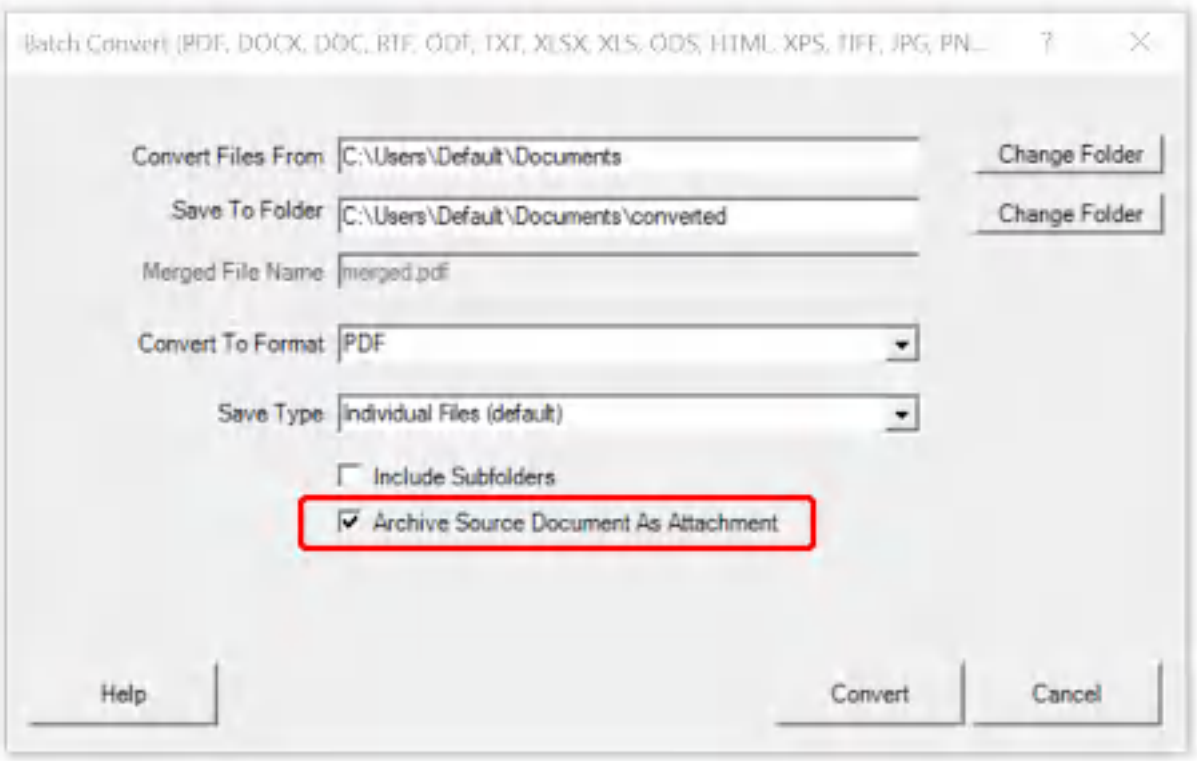

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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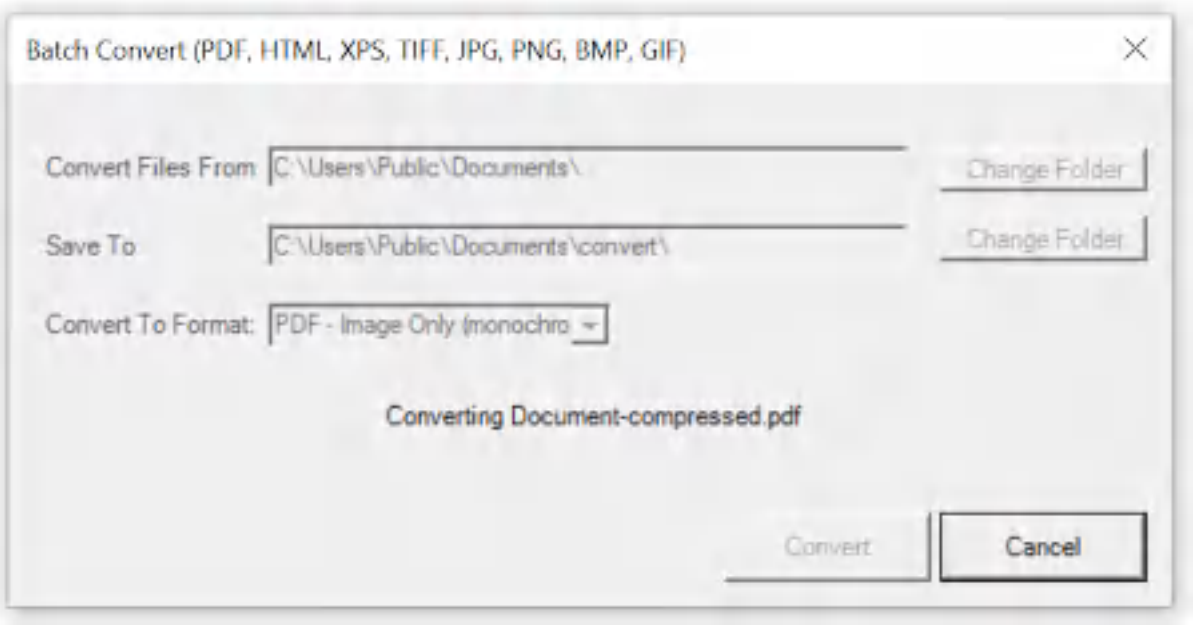
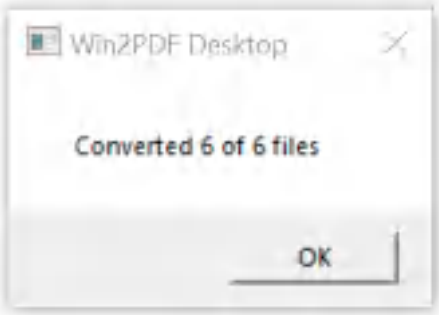


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.12 Batch Convert Text to Image Only PDF

Batch Convert TXT to Image Only PDF Win2PDF Pro

To batch convert from Text to an image only PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either

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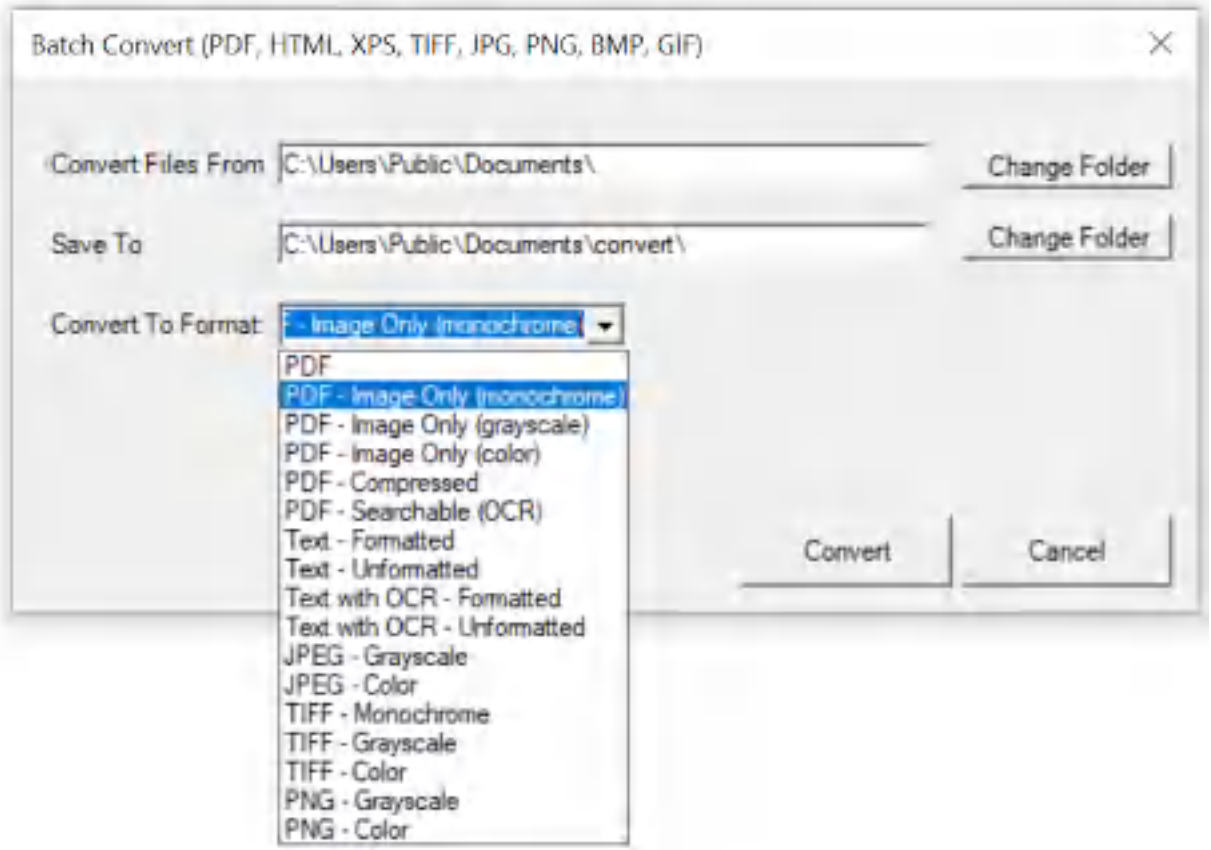
"PDF - Image Only (monochrome)", "PDF - Image Only (grayscale)", or "PDF - Image Only (color)".



Win2PDF Desktop - Batch Convert TXT to Image Only PDF

Set the "Convert Files From" location to the folder containing the TXT files to convert, and set the "Save To" folder to the location for the converted image only PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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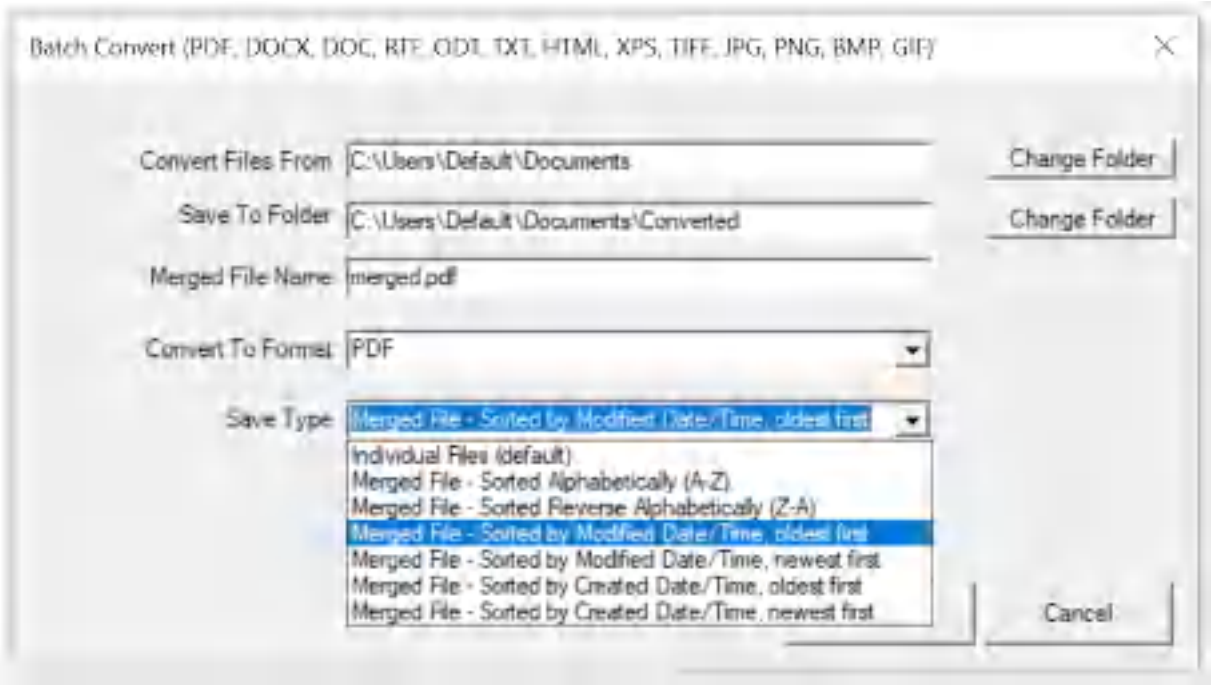

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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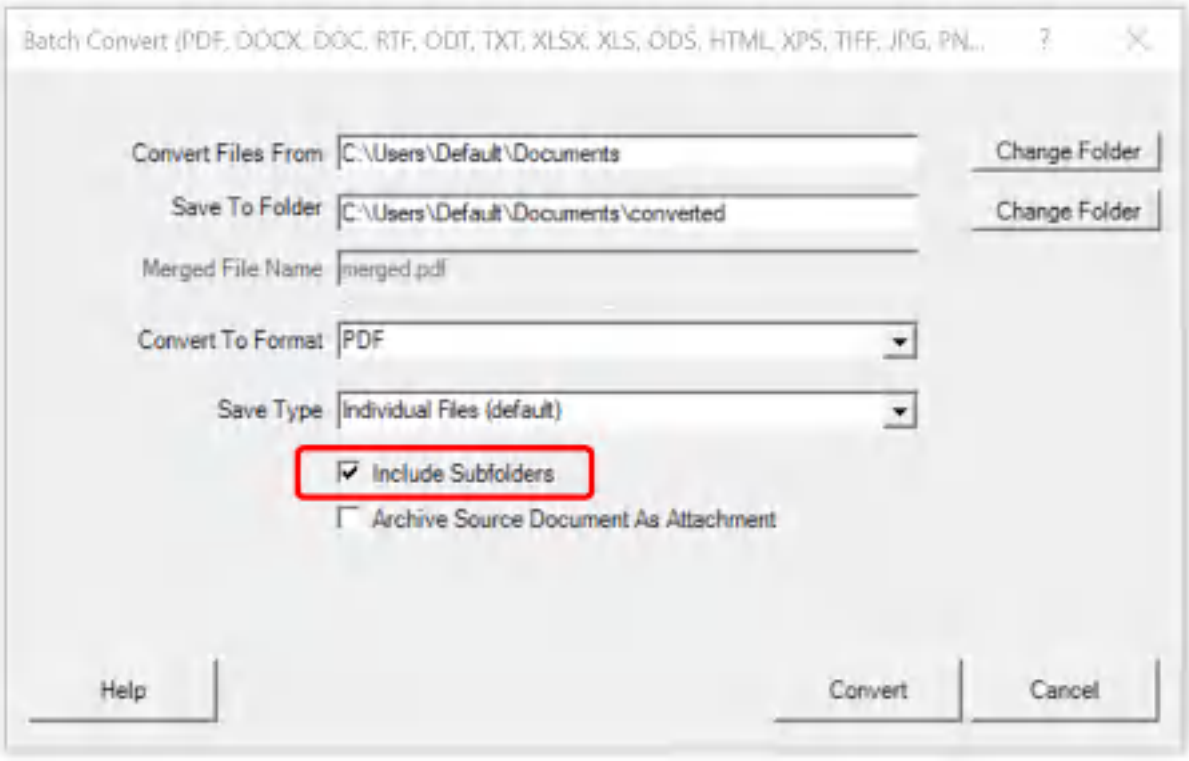

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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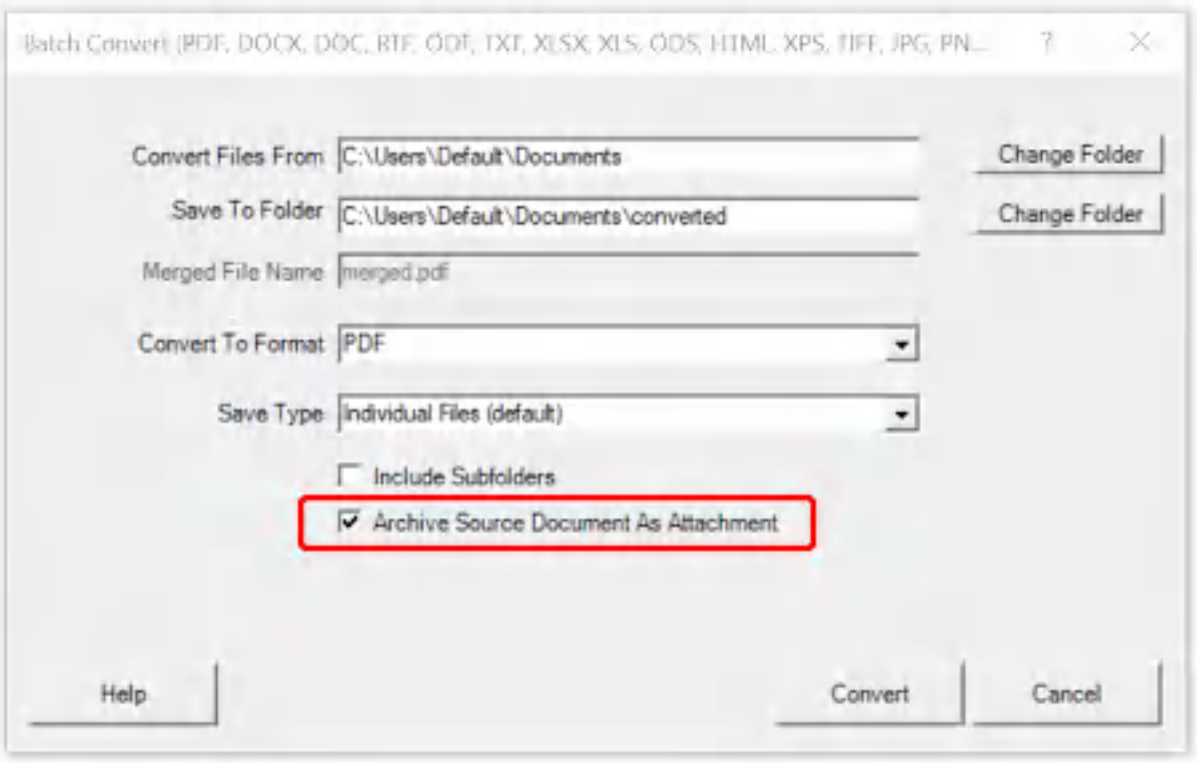

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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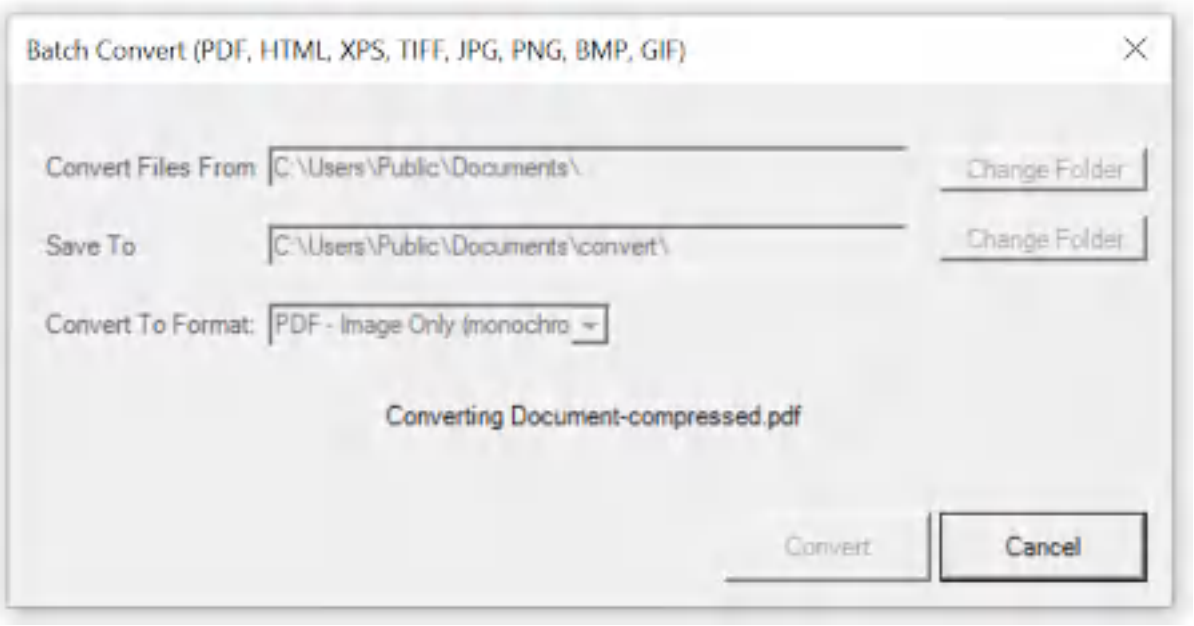
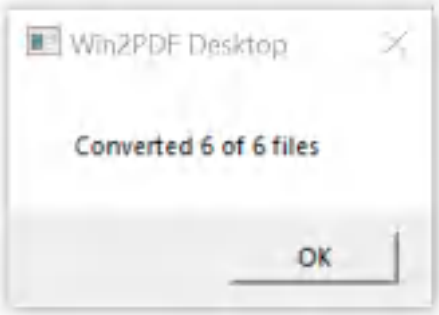


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.12 Batch Convert Text to DOCX

Batch Convert TXT to DOCX Win2PDF Pro

To batch convert from Text to a DOCX file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "DOCX - Microsoft Word Document".

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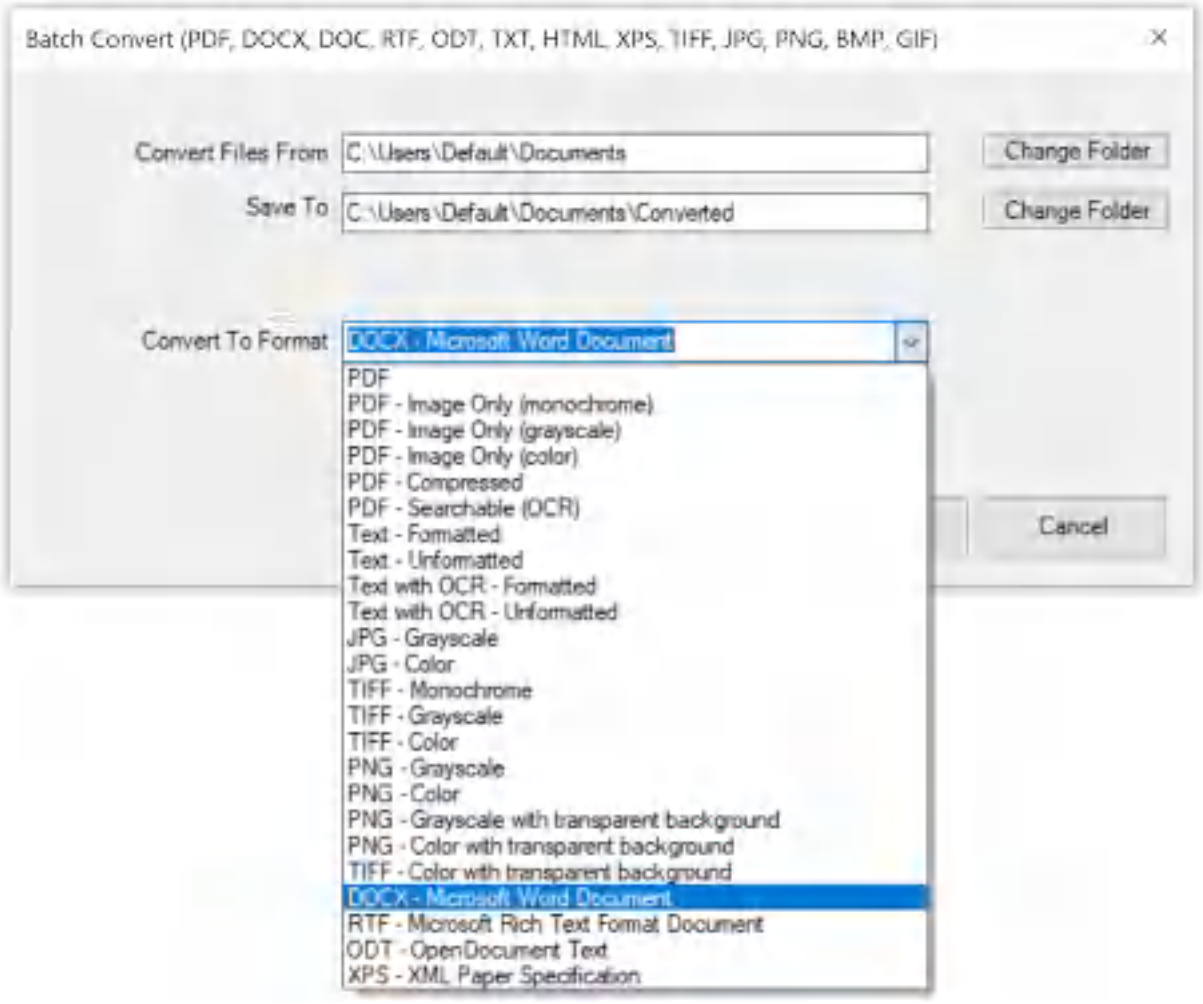

Win2PDF Desktop - Batch Convert TXT to DOCX

Set the "Convert Files From" location to the folder containing the TXT files to convert, and set the "Save To" folder to the location for the converted DOCX files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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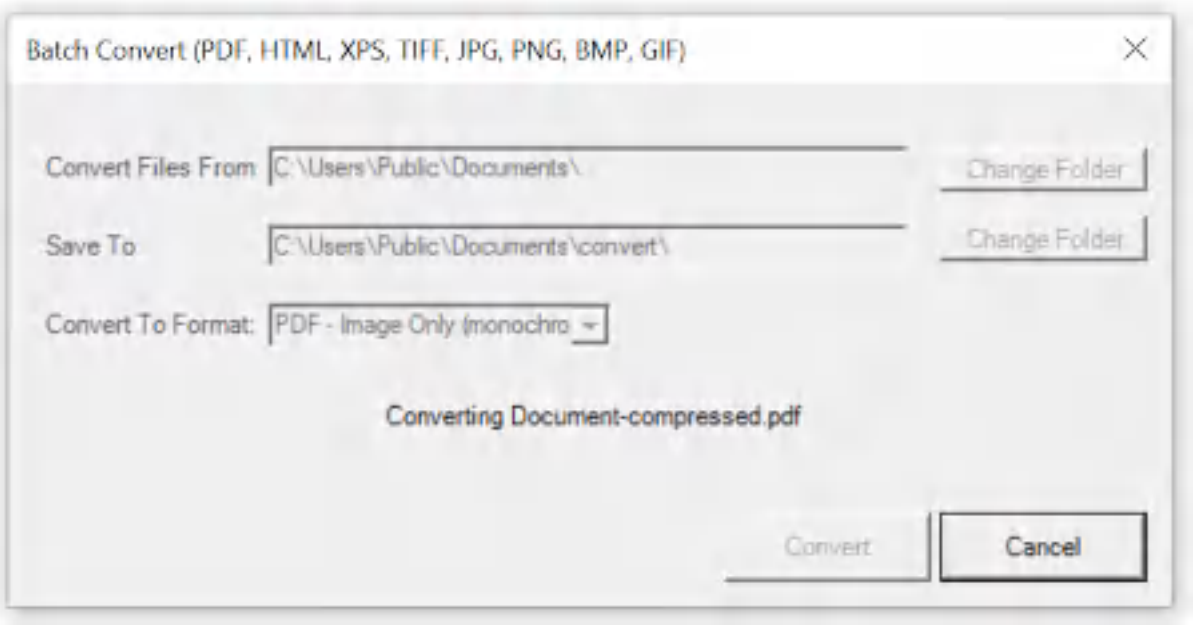
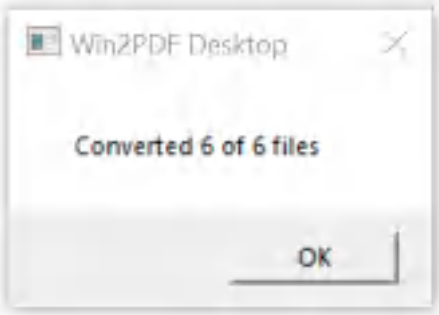


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.13 Batch Convert Text to RTF

Batch Convert TXT to RTF Win2PDF Pro

To batch convert from Text to a Rich Text Format RTF file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "RTF - Microsoft Rich Text Format Document".

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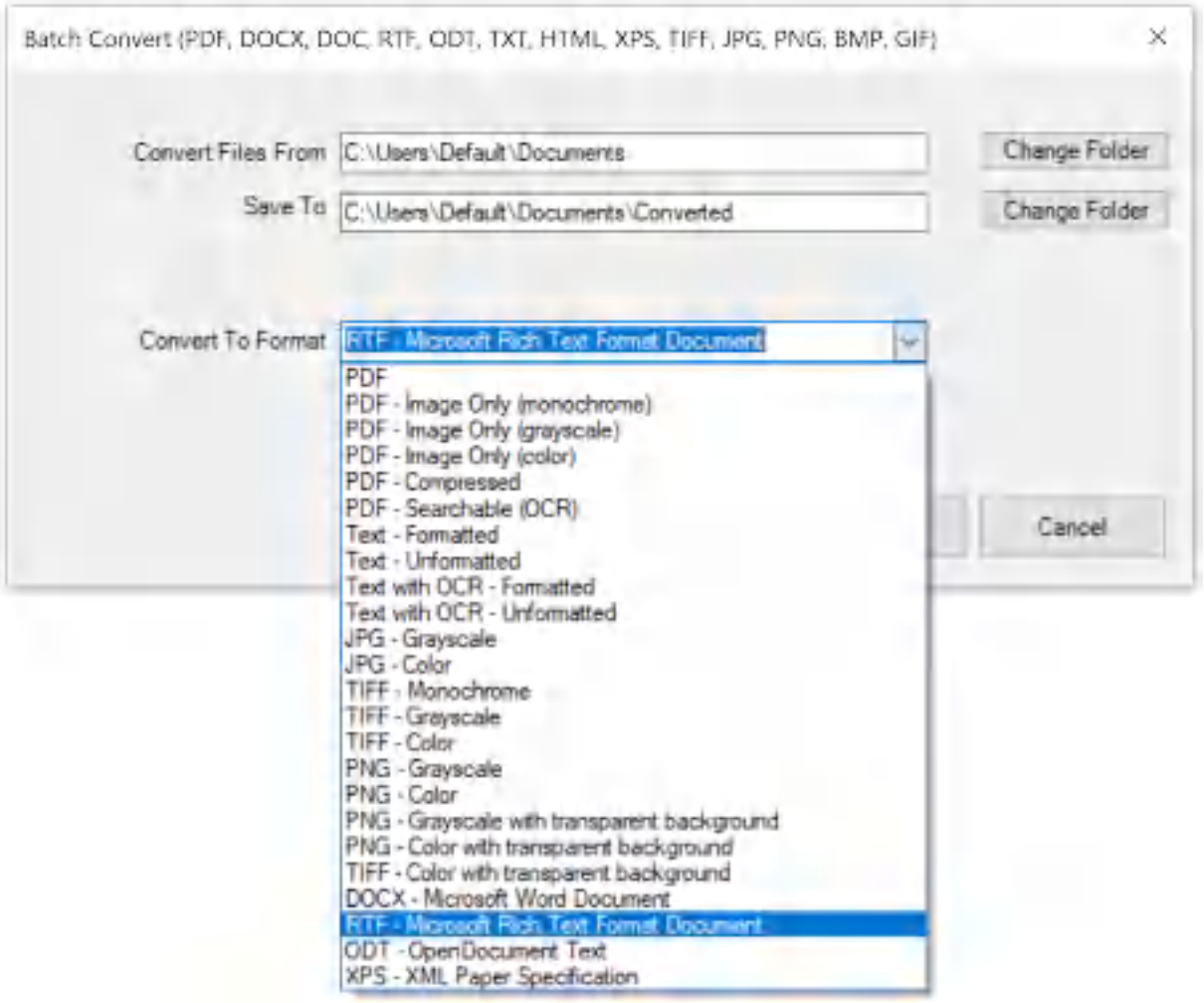

Win2PDF Desktop - Batch Convert TXT to RTF

Set the "Convert Files From" location to the folder containing the TXT files to convert, and set the "Save To" folder to the location for the converted RTF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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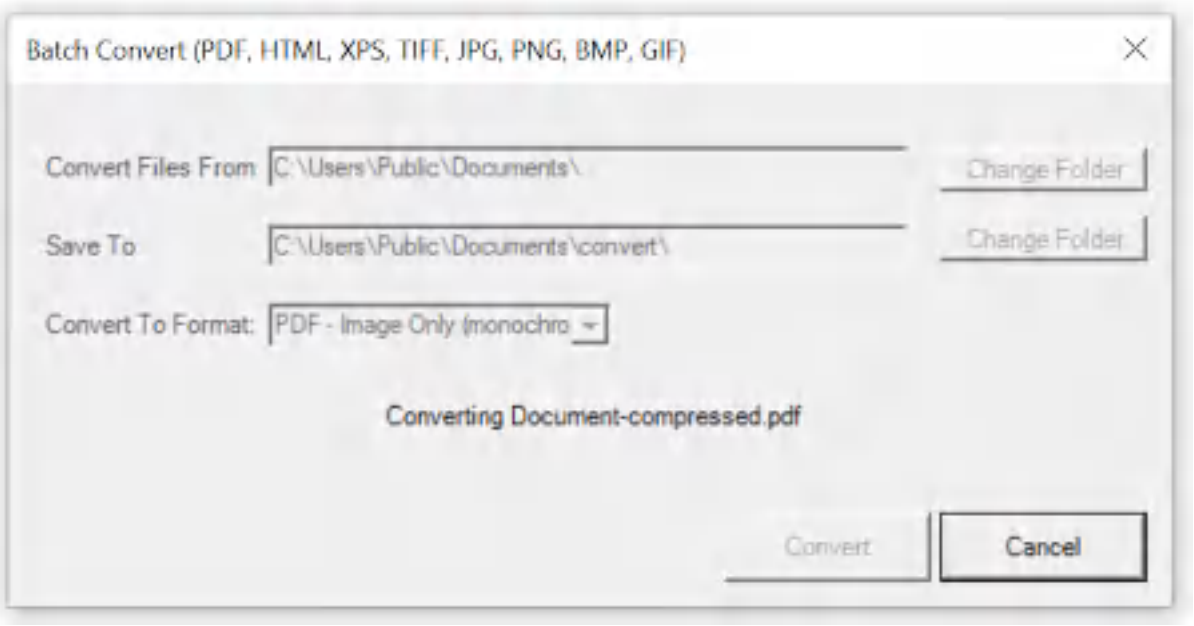
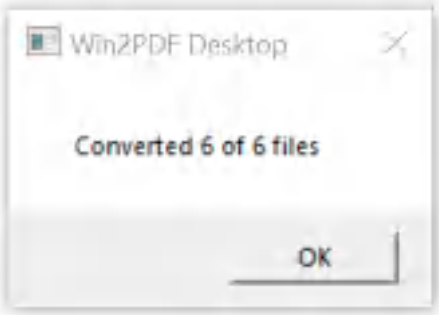


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.13 Batch Convert Text to ODT

Batch Convert TXT to ODT Win2PDF Pro

To batch convert from Text to an OpenDocument Text ODT file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "ODT - OpenDocument Text".

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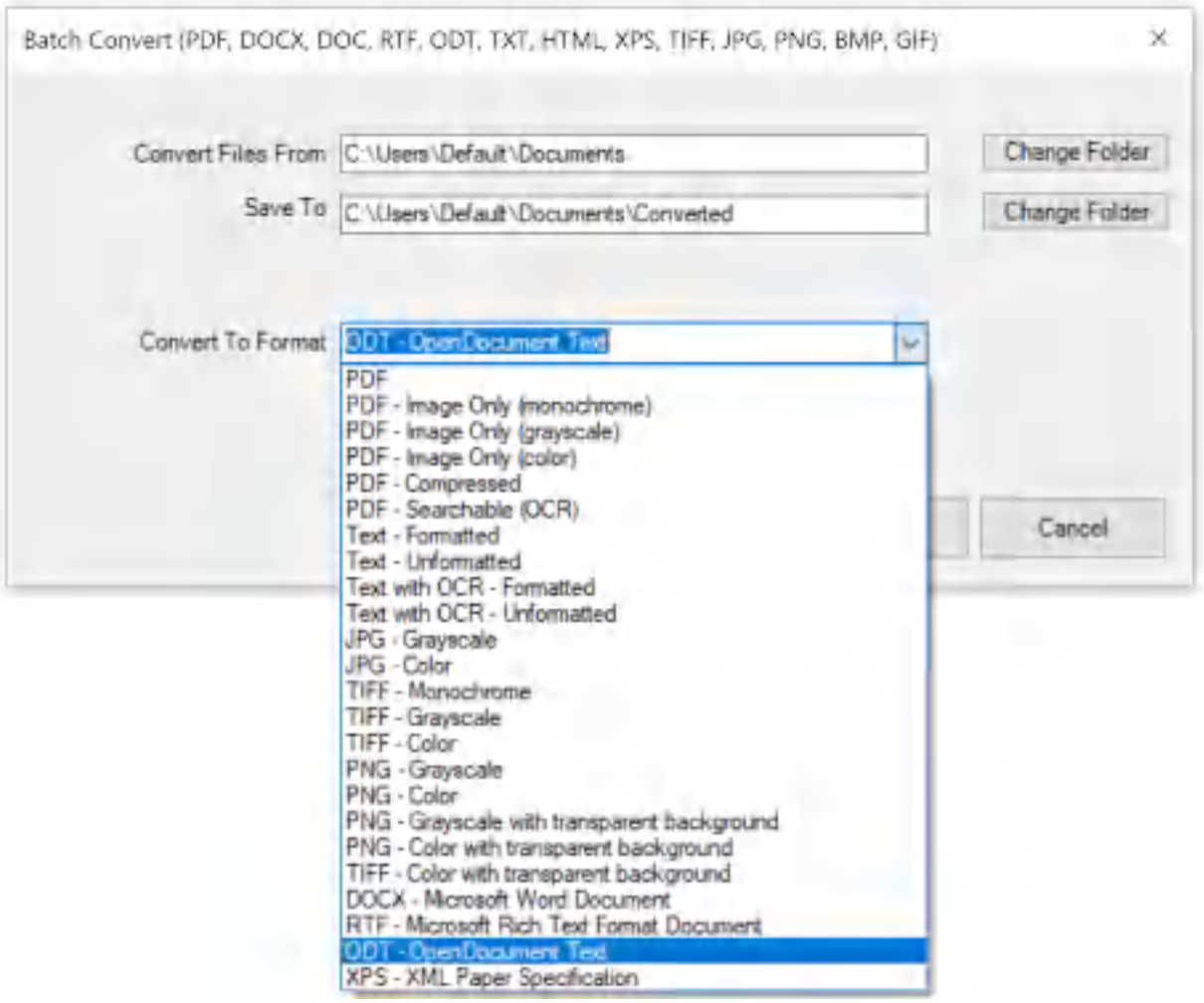

Win2PDF Desktop - Batch Convert TXT to ODT

Set the "Convert Files From" location to the folder containing the TXT files to convert, and set the "Save To" folder to the location for the converted ODT files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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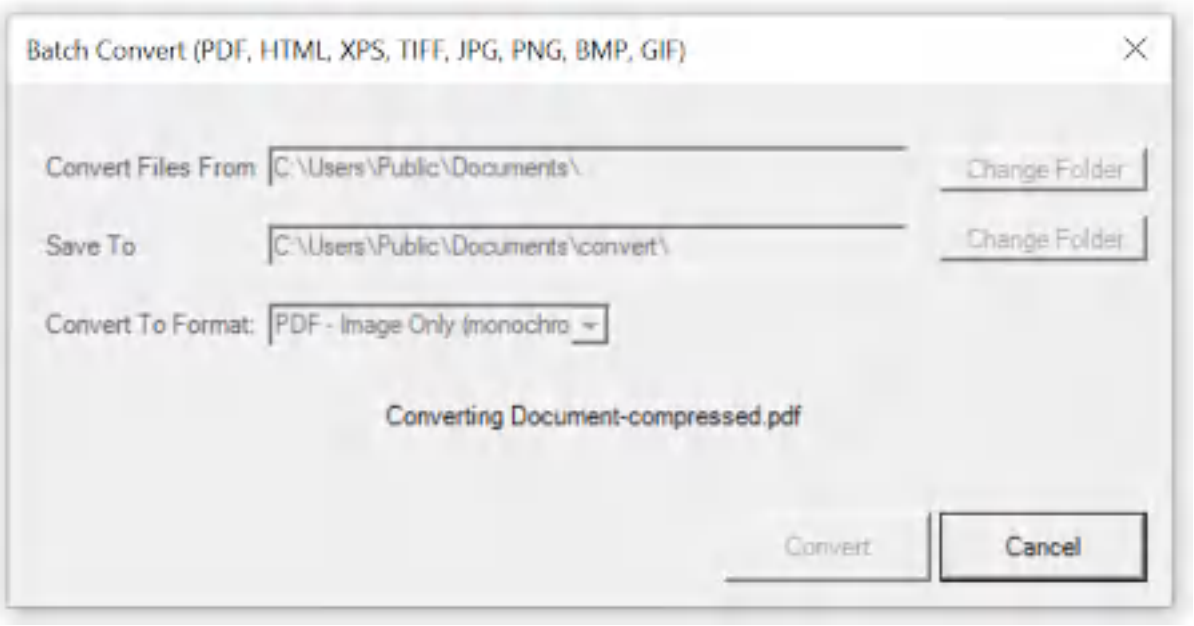
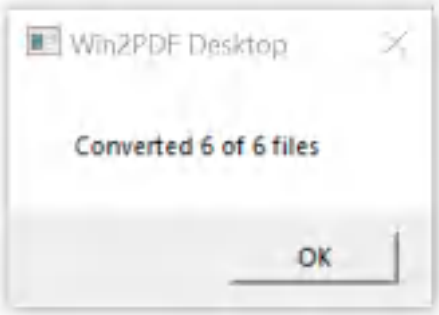


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.13 Batch Convert Text to XPS

Batch Convert TXT to XPS Win2PDF Pro

To batch convert from Text to an XML Paper Specification XPS file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "XPS - XML Paper Specification".

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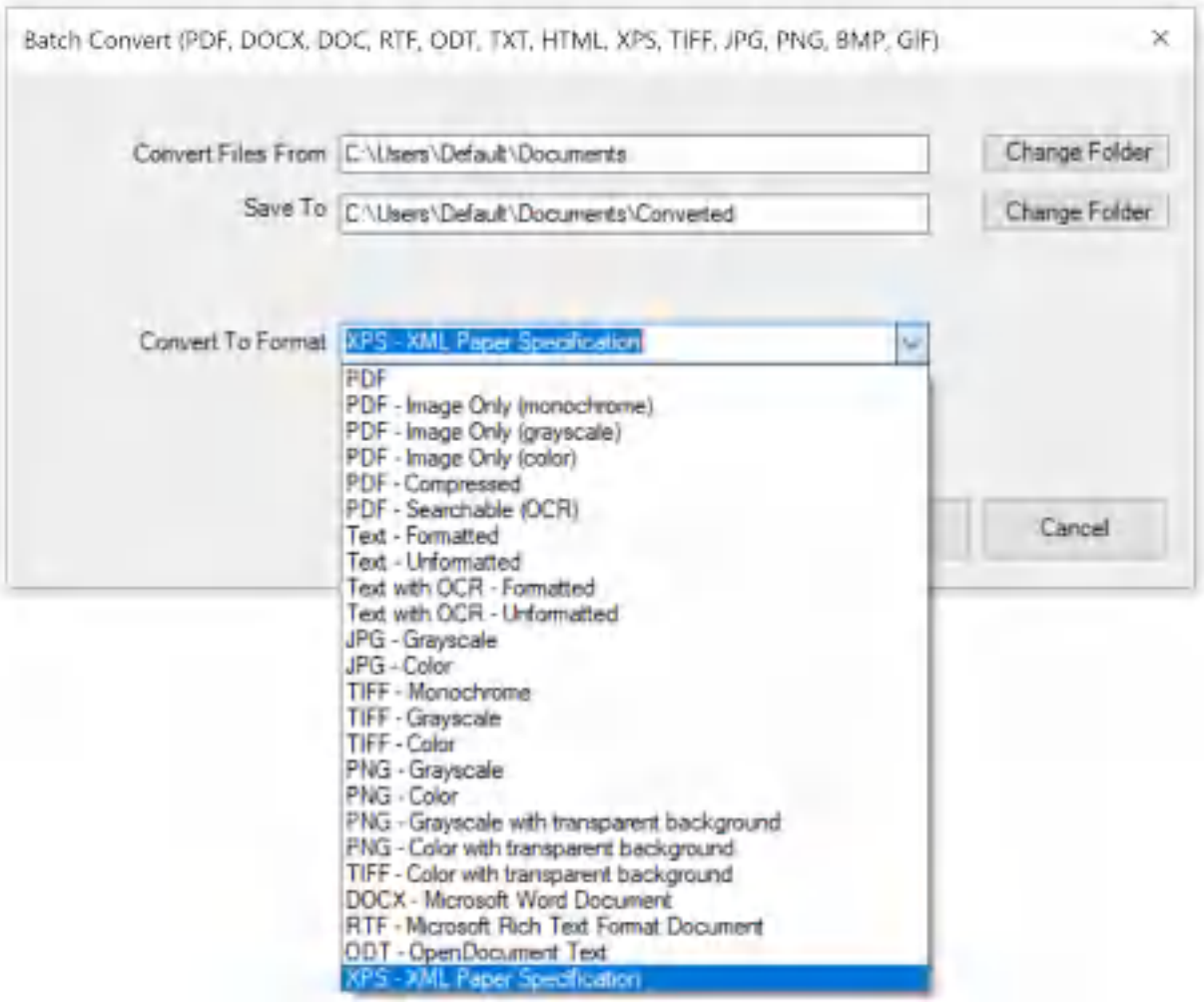

Win2PDF Desktop - Batch Convert TXT to XPS

Set the "Convert Files From" location to the folder containing the TXT files to convert, and set the "Save To" folder to the location for the converted XPS files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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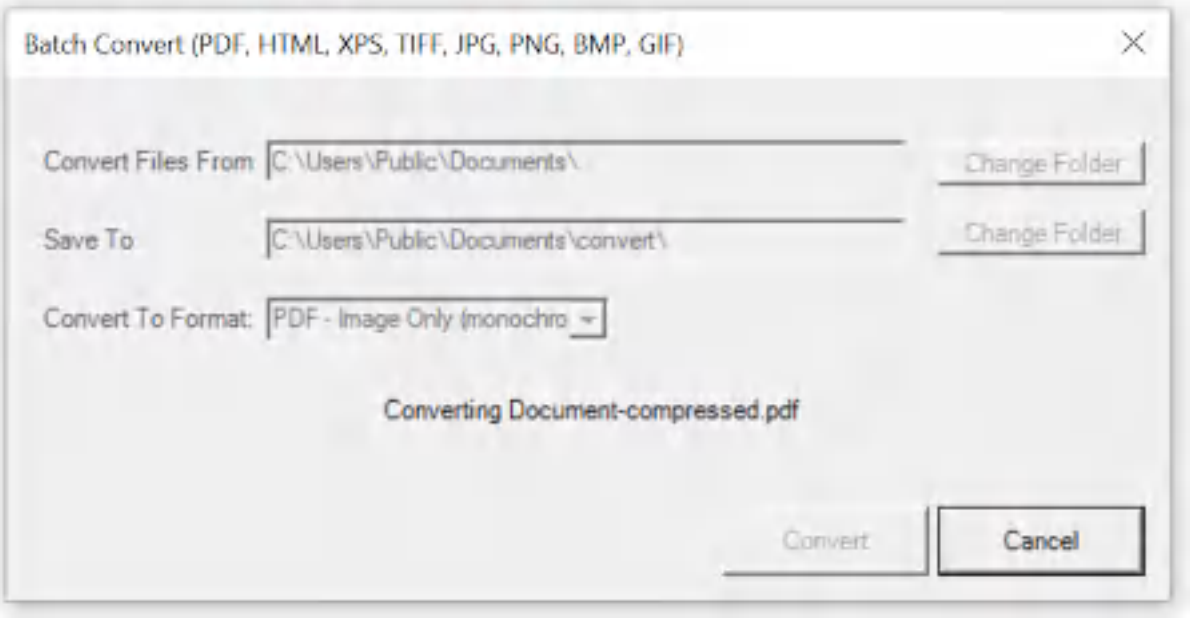
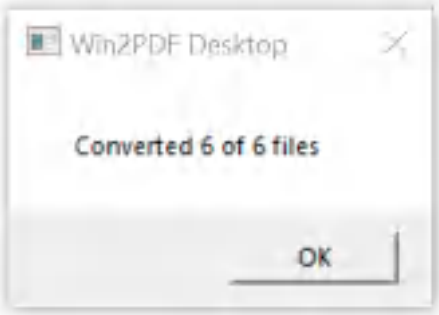


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.13 Batch Convert XLSX to PDF

Batch Convert XLSX to PDF Win2PDF Pro

To batch convert from a Microsoft Excel XLSX to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".

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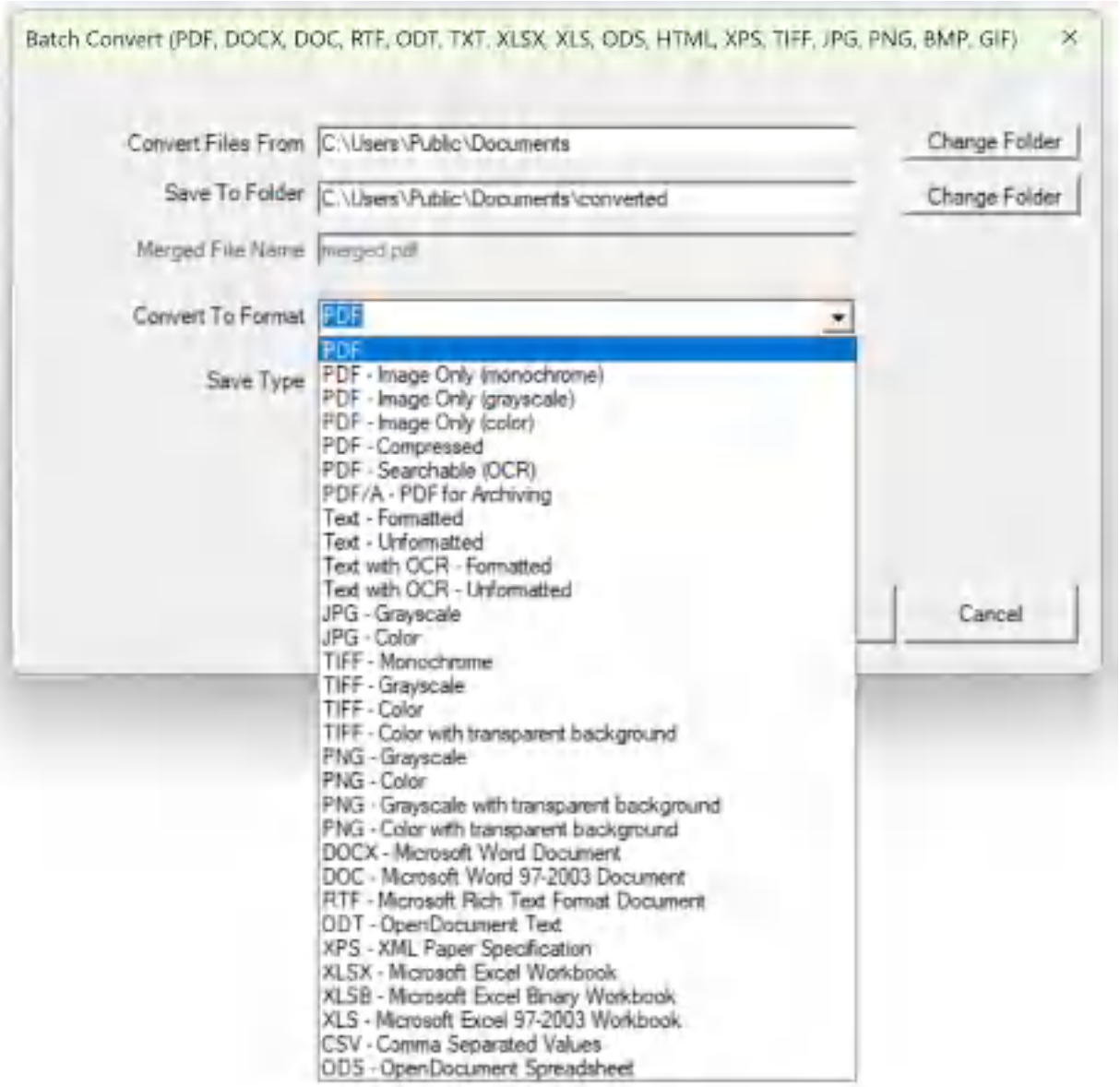

Win2PDF Desktop - Batch Convert XLSX to PDF

Set the "Convert Files From" location to the folder containing the XLSX files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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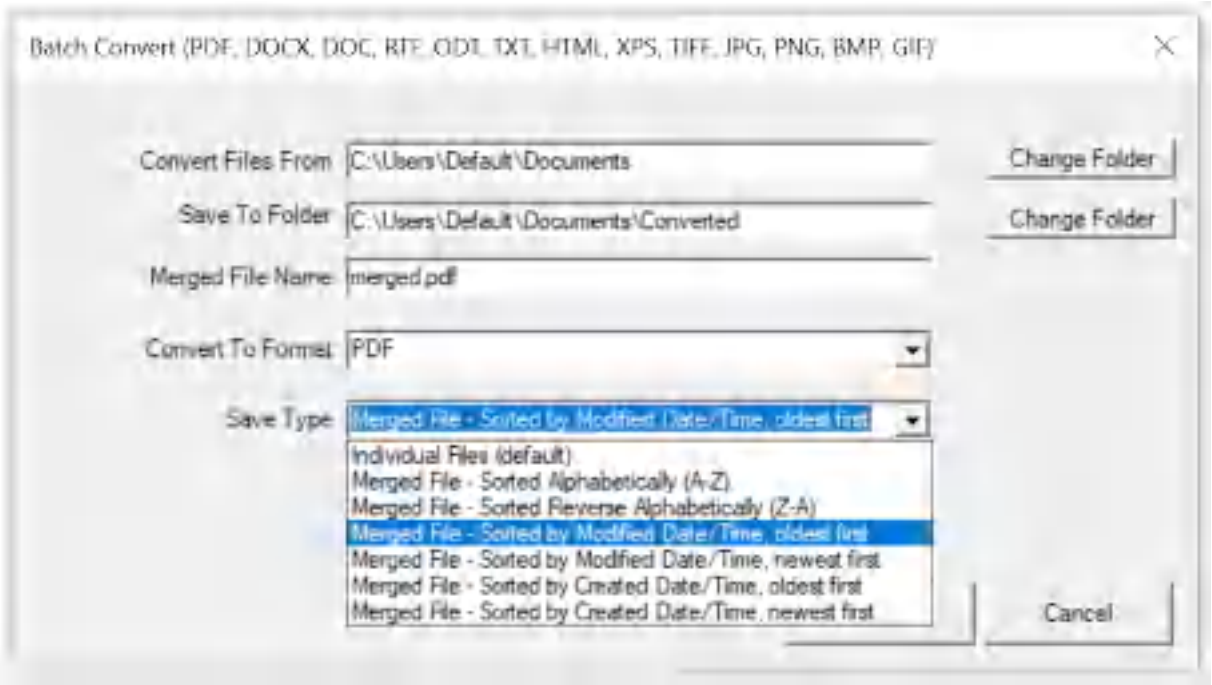

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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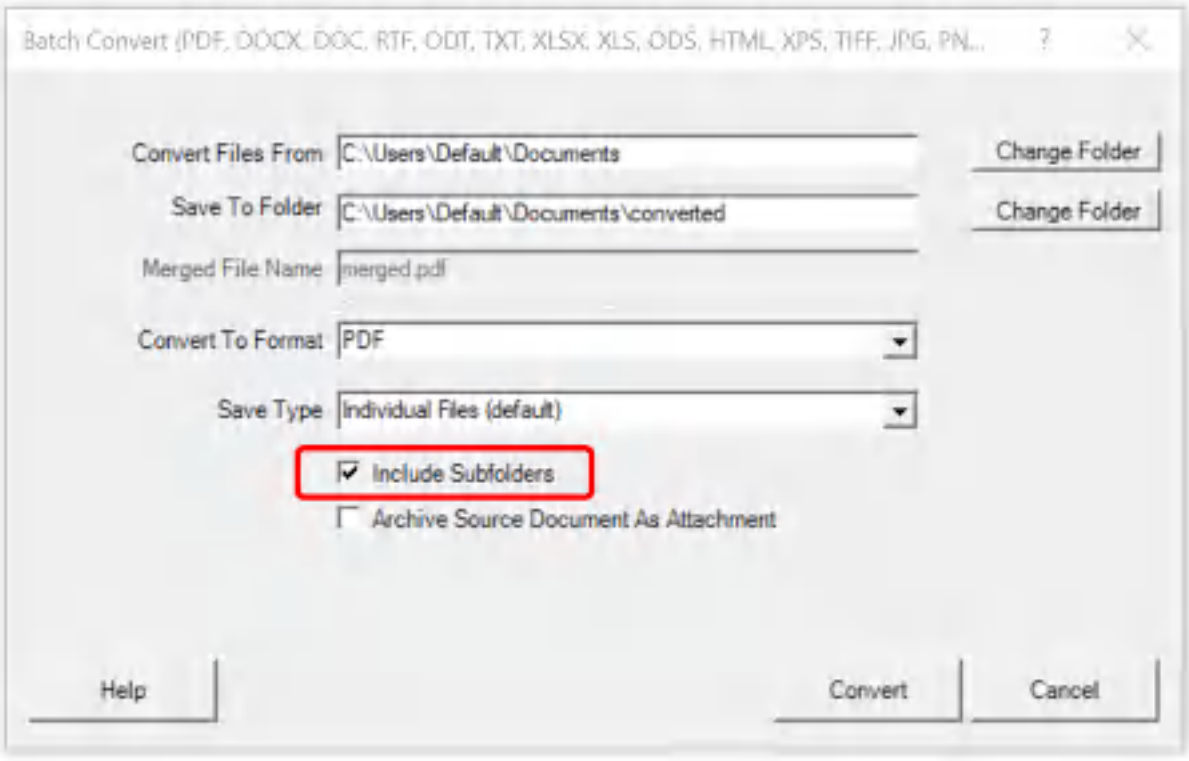

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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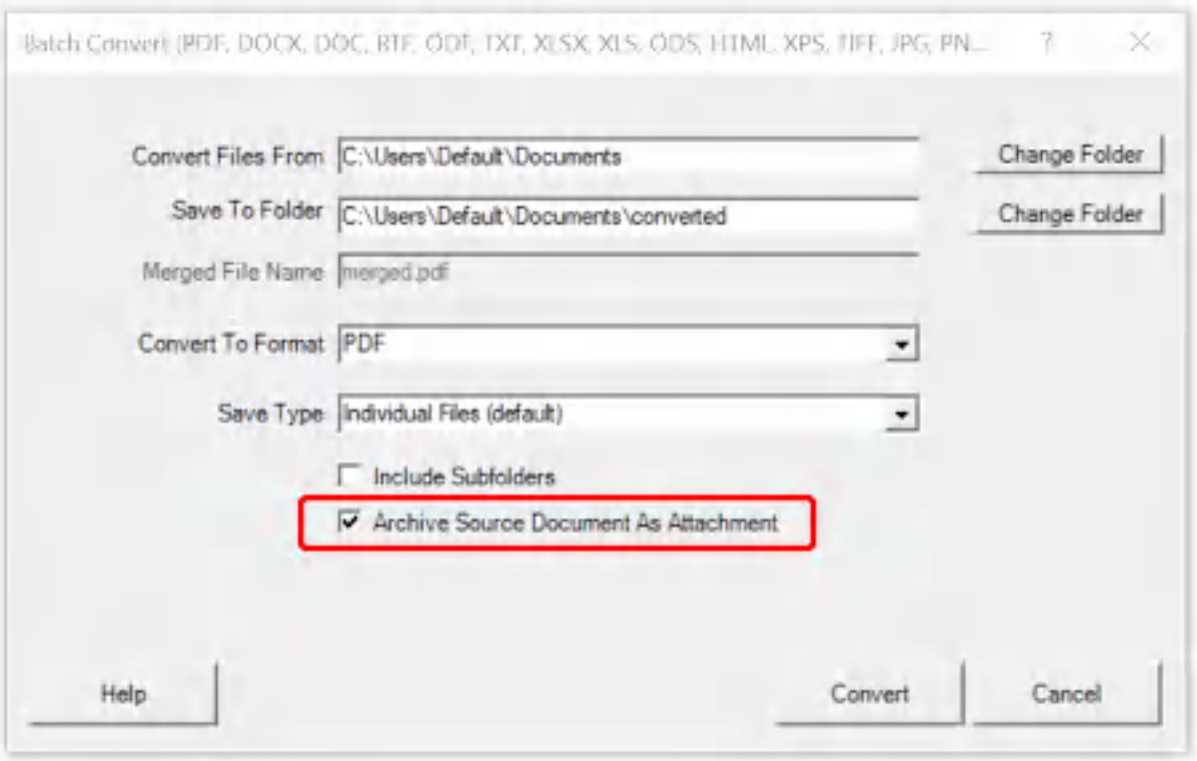

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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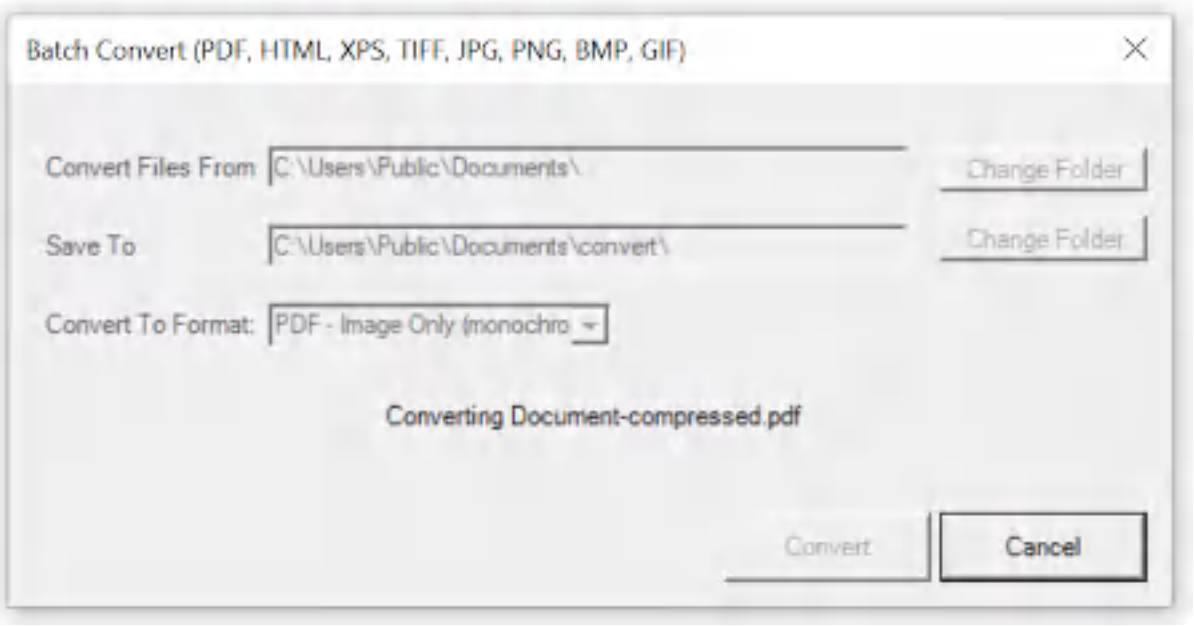
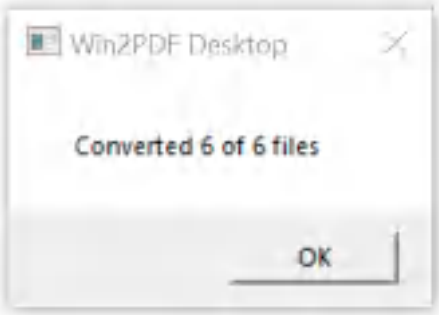


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.13 Batch Convert XLSX to JPG

Batch Convert XLSX to JPEG Win2PDF Pro

To batch convert from a Microsoft Excel XLSX to JPG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "JPG - Grayscale" or "JPG - Color".

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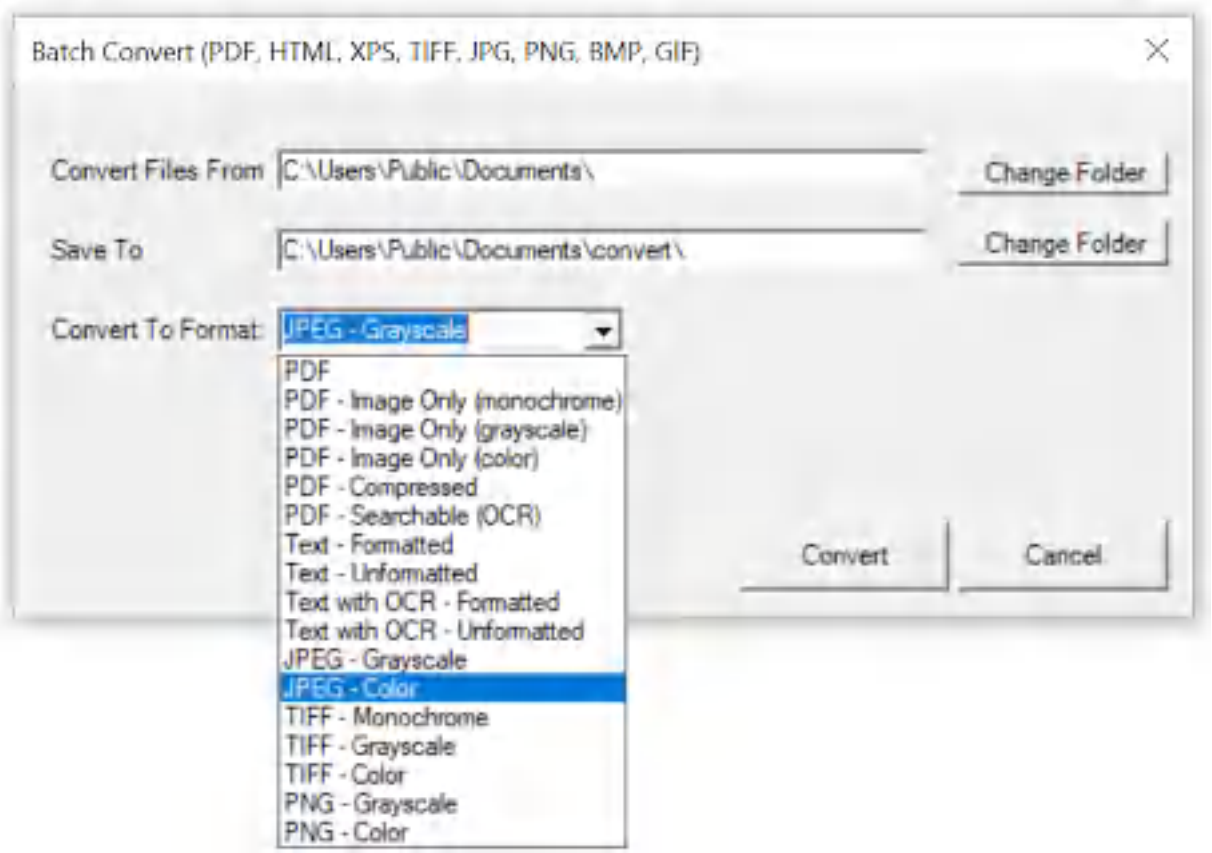

Win2PDF Desktop - Batch Convert XLSX to JPG

Set the "Convert Files From" location to the folder containing the XLSX files to convert, and set the "Save To" folder to the location for the converted JPG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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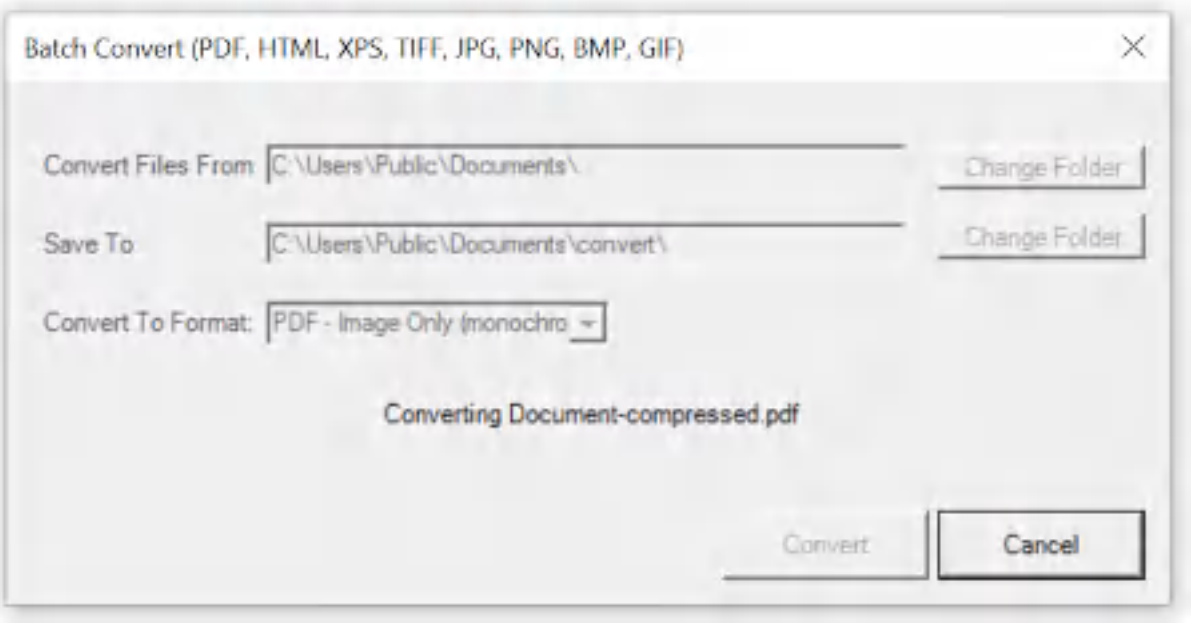
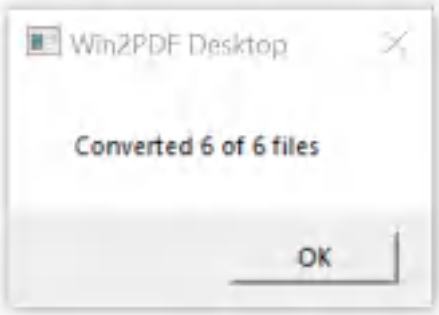


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.13 Batch Convert XLSX to PNG

Batch Convert XLSX to PNG Win2PDF Pro

To batch convert from a Microsoft Excel XLSX to PNG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PNG - Grayscale" or "PNG - Color".

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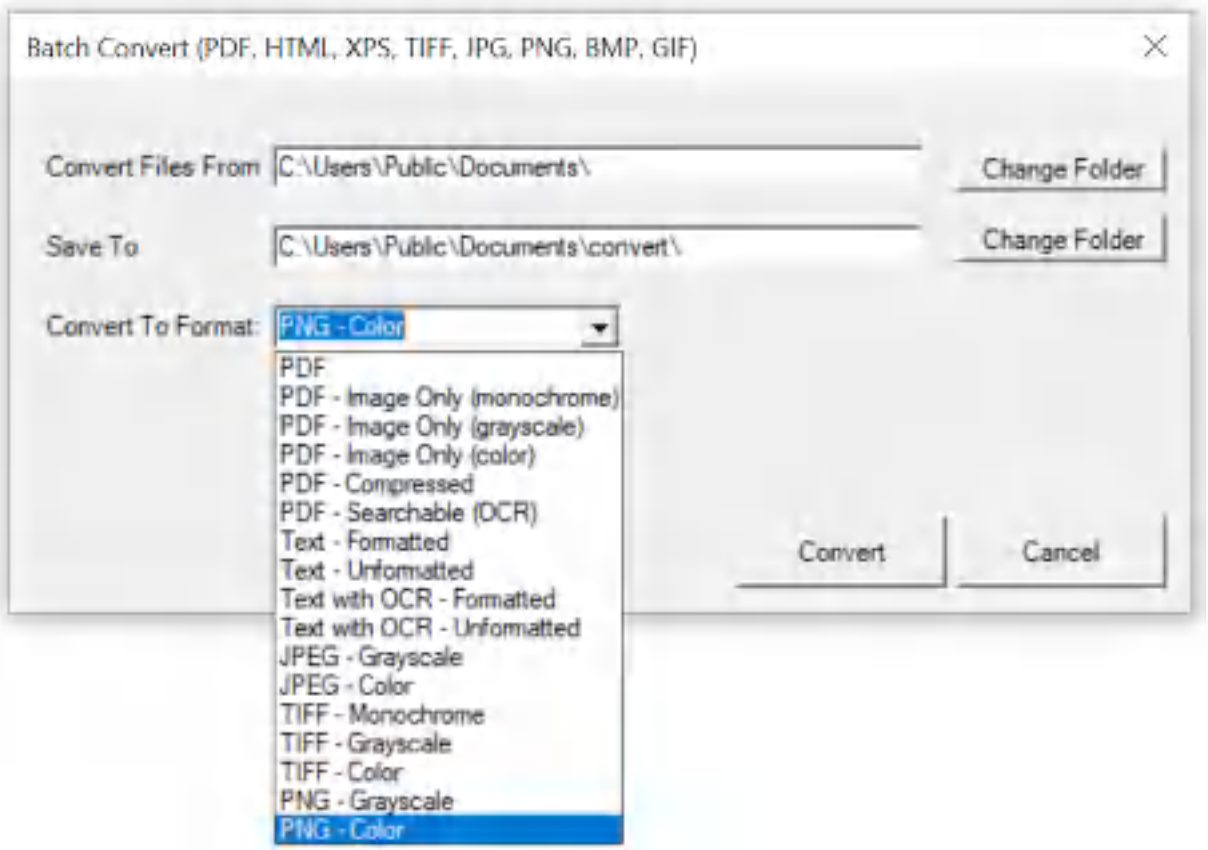

Win2PDF Desktop - Batch Convert XLSX to PNG

Set the "Convert Files From" location to the folder containing the XLSX files to convert, and set the "Save To" folder to the location for the converted PNG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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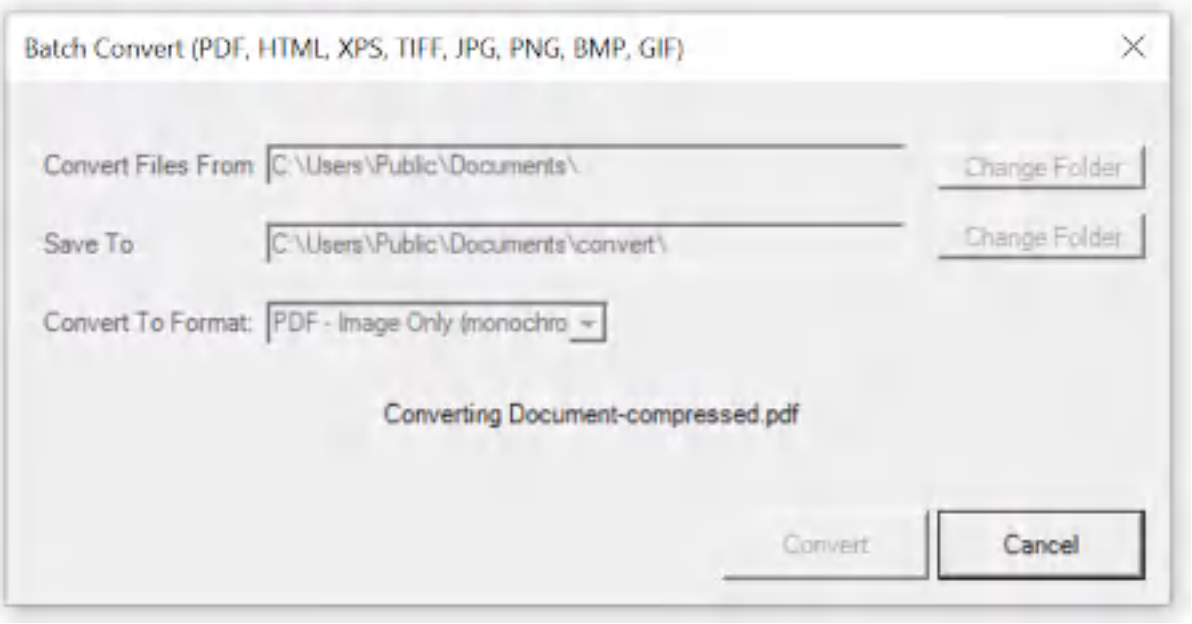
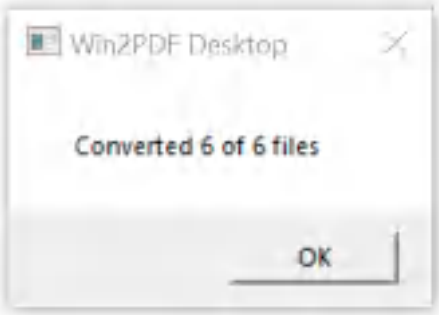


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.13 Batch Convert XLSX to TIFF

Batch Convert XLSX to TIFF Win2PDF Pro

To batch convert from a Microsoft Excel XLSX to TIFF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either

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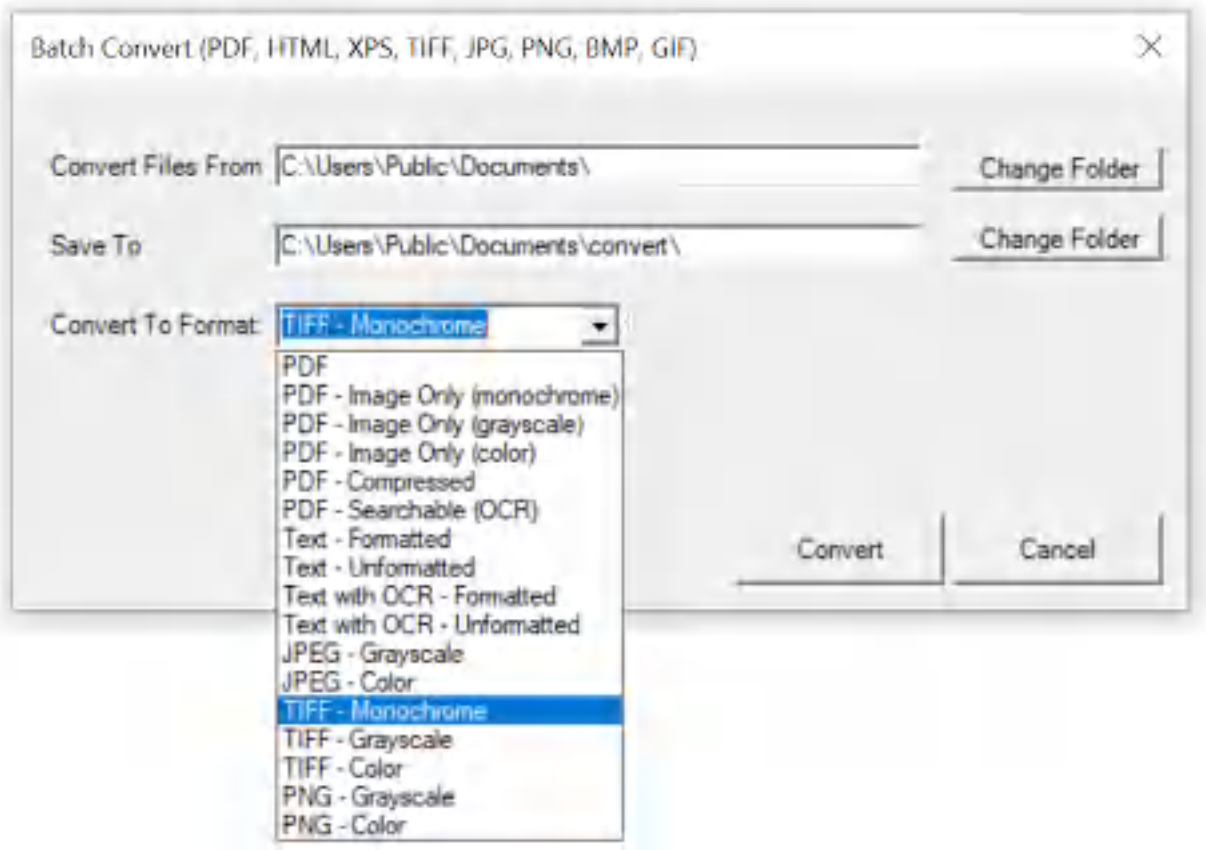
"TIFF - Monochrome", "TIFF - Grayscale", "TIFF - Color", or "TIFF - Color with transparent background".



Win2PDF Desktop - Batch Convert XLSX to TIFF

Set the "Convert Files From" location to the folder containing the XLSX files to convert, and set the "Save To" folder to the location for the converted TIFF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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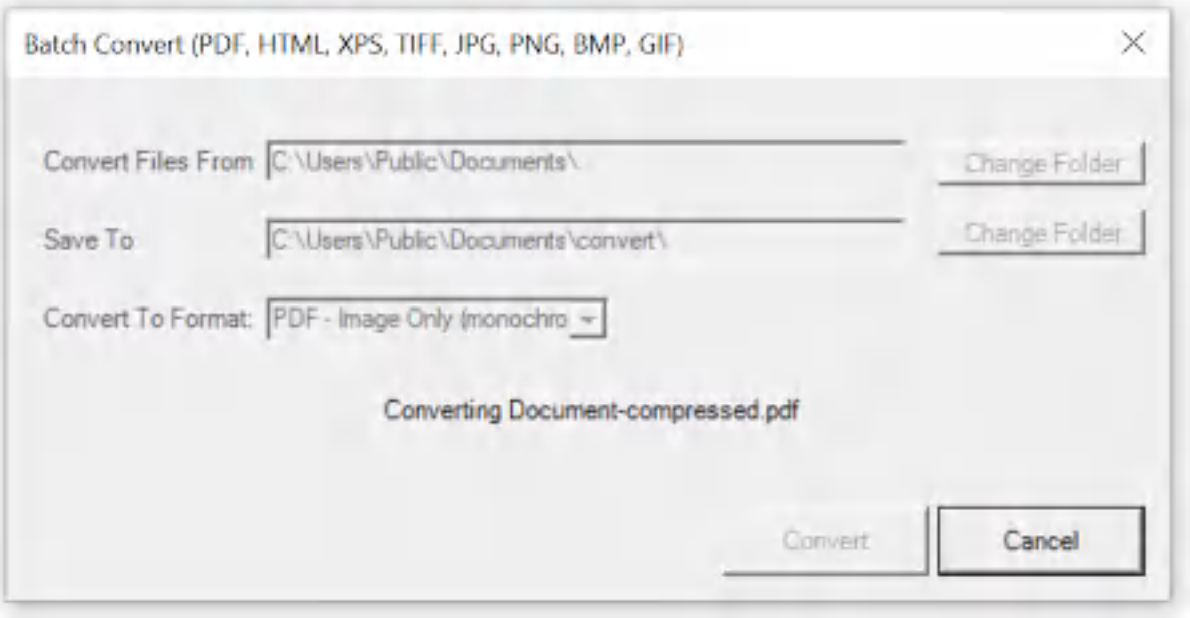
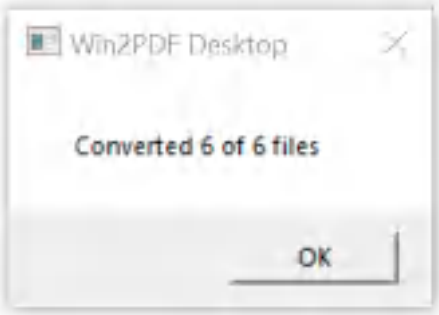


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.13 Batch Convert XLSX to Text

Batch Convert XLSX to TXT Win2PDF Pro

To batch convert from a Microsoft Excel XLSX to Text, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "Text

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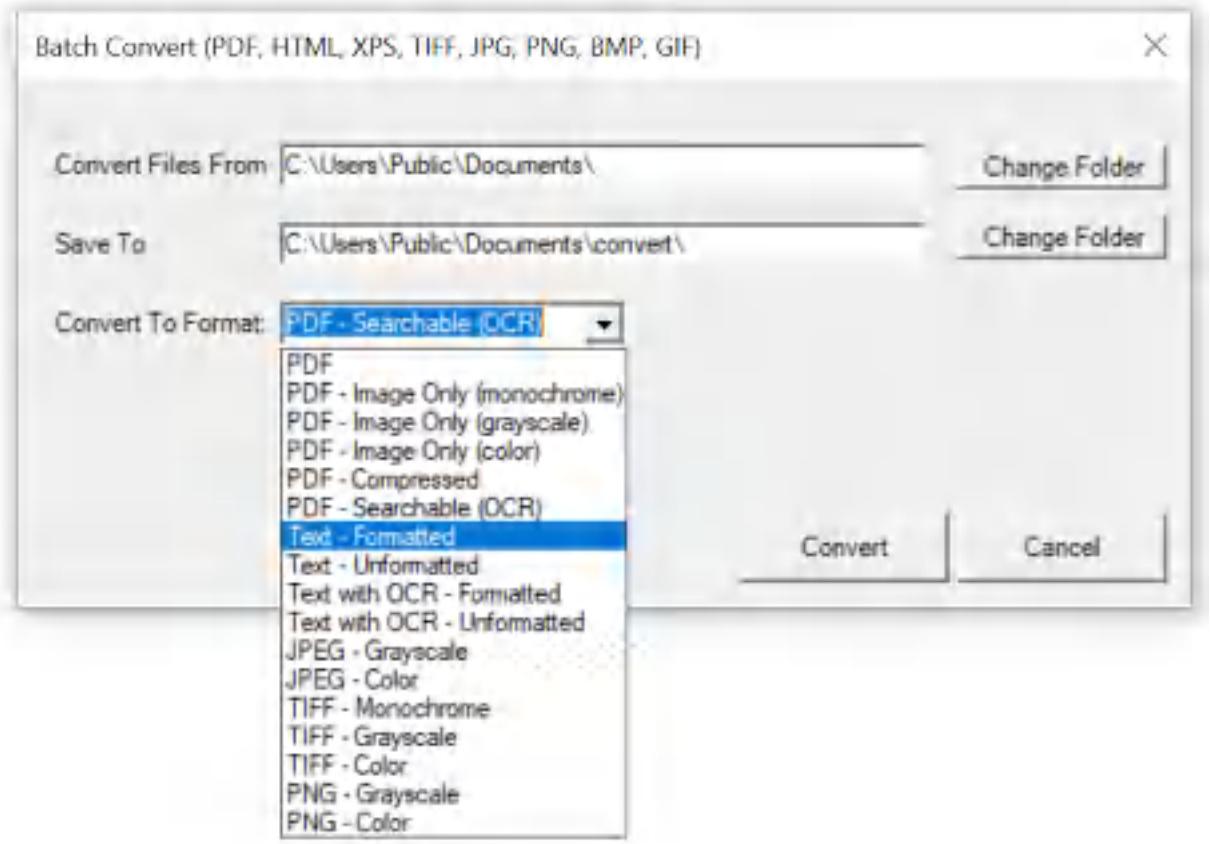
with OCR - Formatted", or "Text with OCR - Unformatted". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert XLSX to Text

Set the "Convert Files From" location to the folder containing the XLSX files to convert, and set the "Save To" folder to the location for the converted text files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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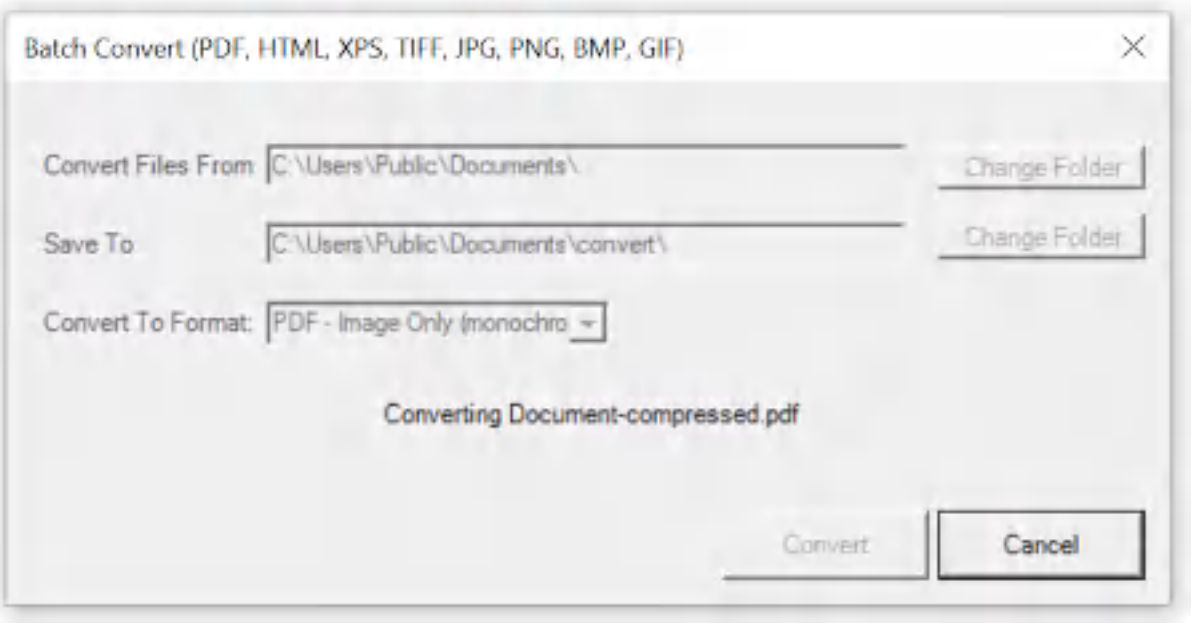
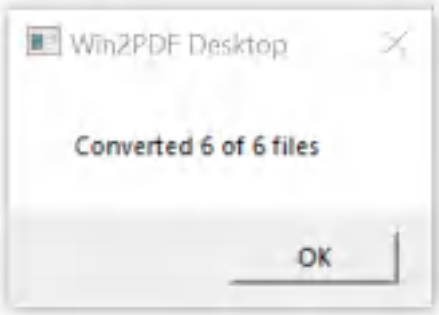


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.13 Batch Convert XLSX to Searchable PDF

Batch Convert XLSX to Searchable PDF Win2PDF Pro

To batch convert from a Microsoft Excel XLSX to searchable PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To

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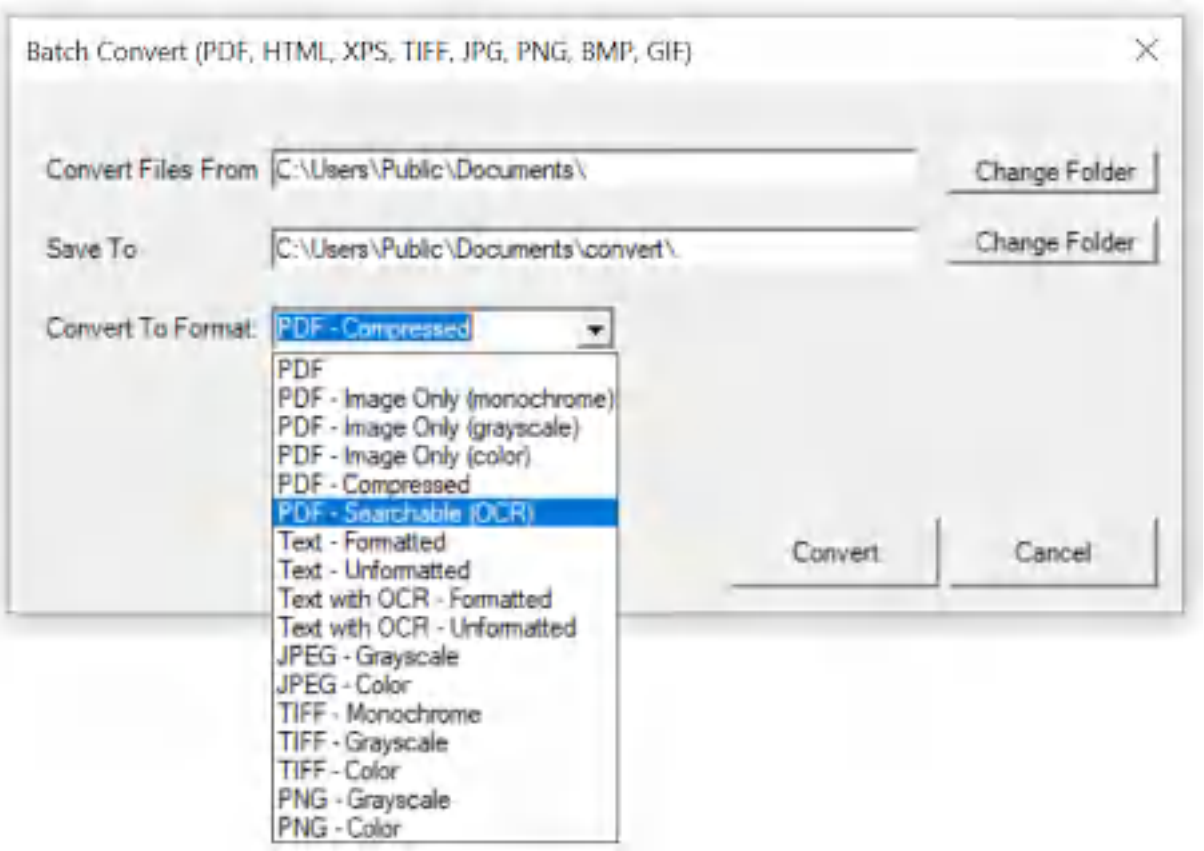
Format" to either "PDF - Searchable (OCR)". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert XLSX to Searchable PDF

Set the "Convert Files From" location to the folder containing the XLSX files to convert, and set the "Save To" folder to the location for the converted searchable PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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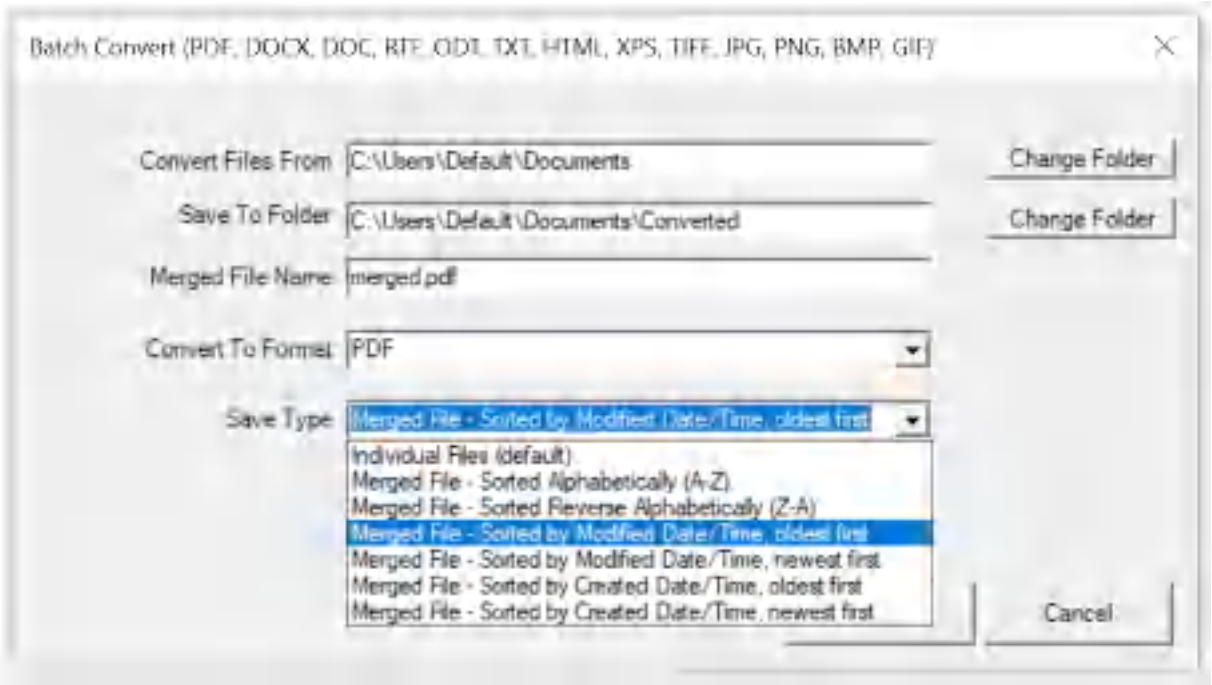

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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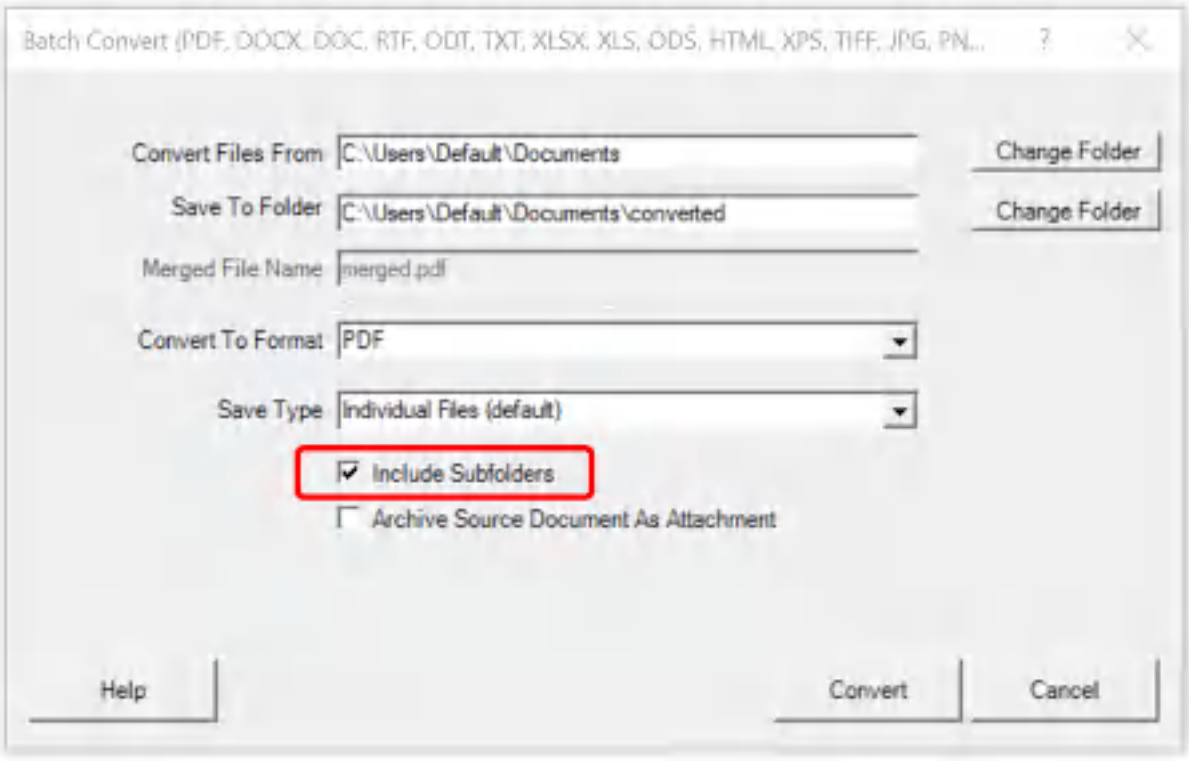

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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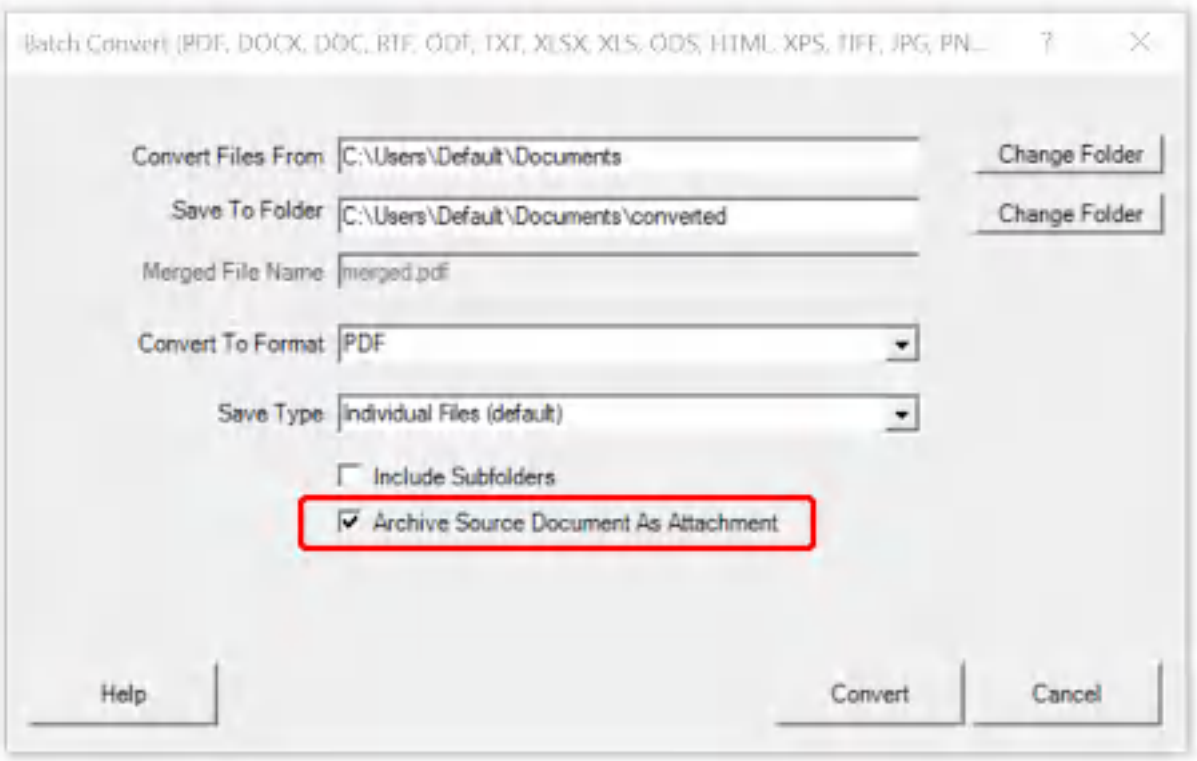

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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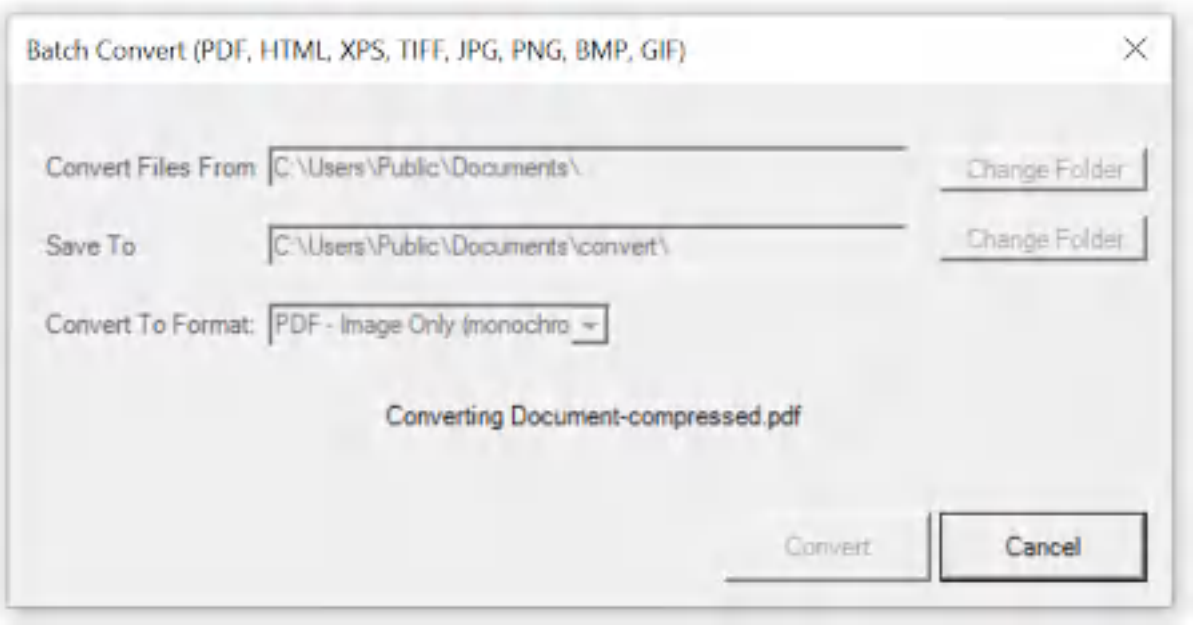
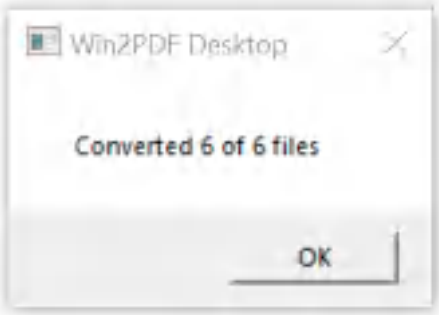


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.13 Batch Convert XLSX to Compressed PDF

Batch Convert XLSX to Compressed PDF Win2PDF Pro

To batch convert from a Microsoft Excel XLSX to compressed PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Compressed".

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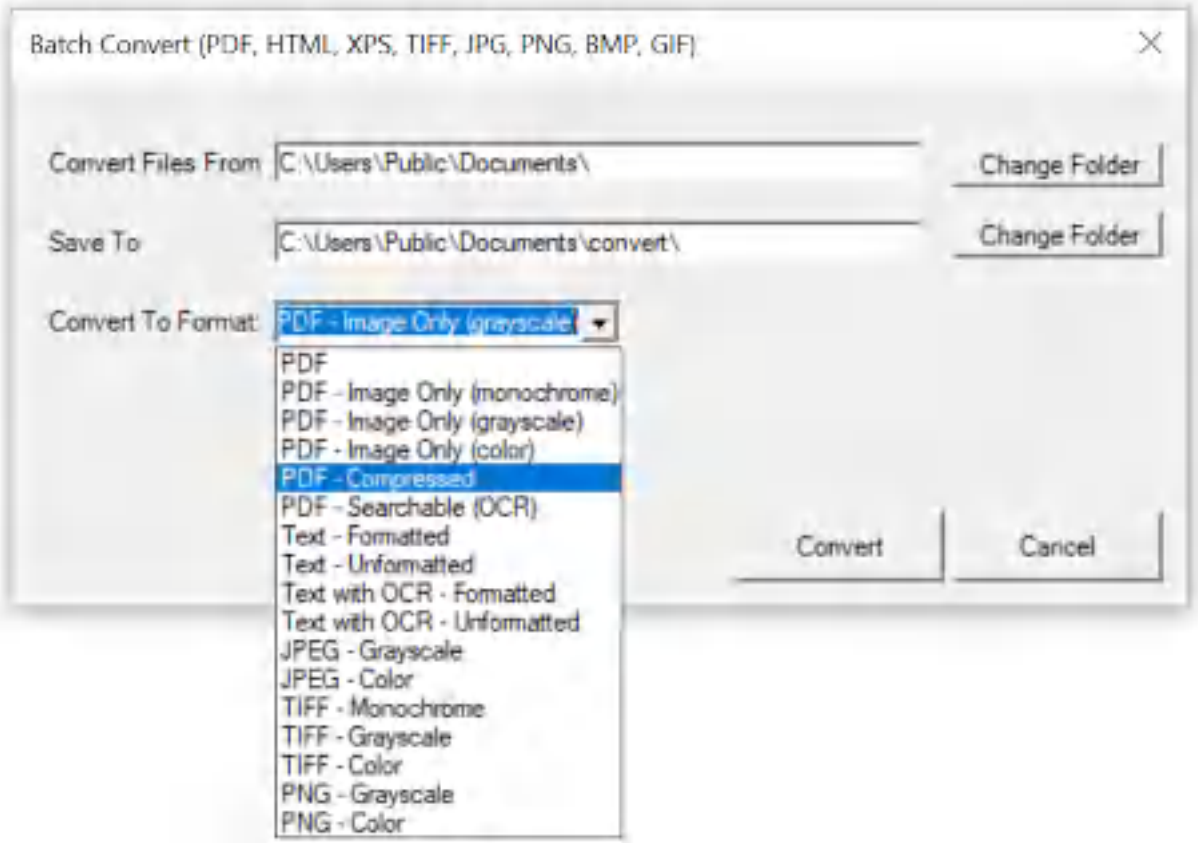

Win2PDF Desktop - Batch Convert XLSX to Compressed PDF

Set the "Convert Files From" location to the folder containing the XLSX files to convert, and set the "Save To" folder to the location for the converted compressed PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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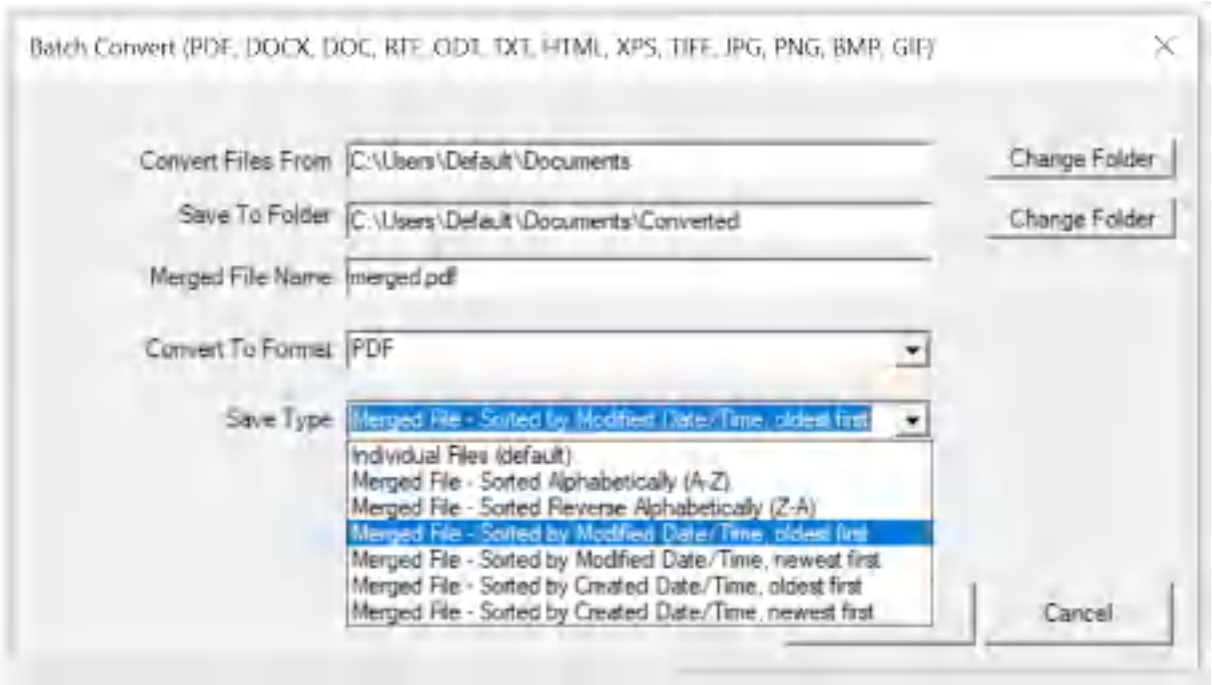

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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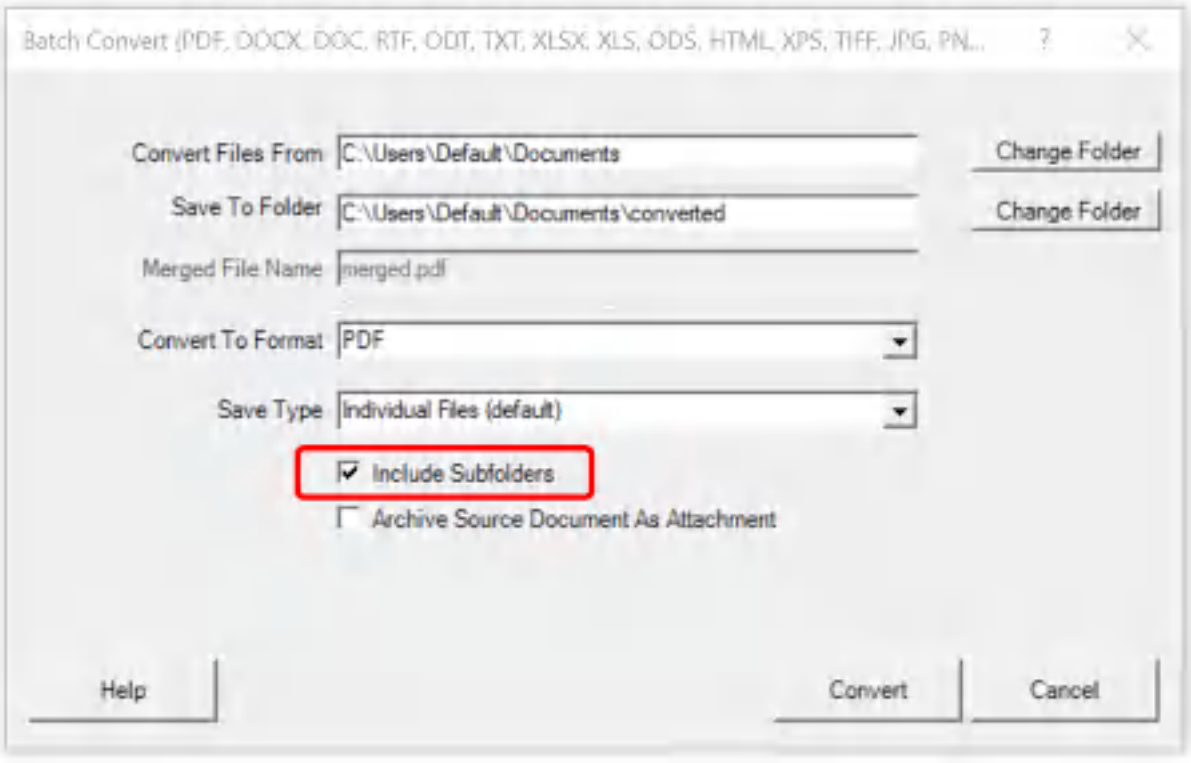

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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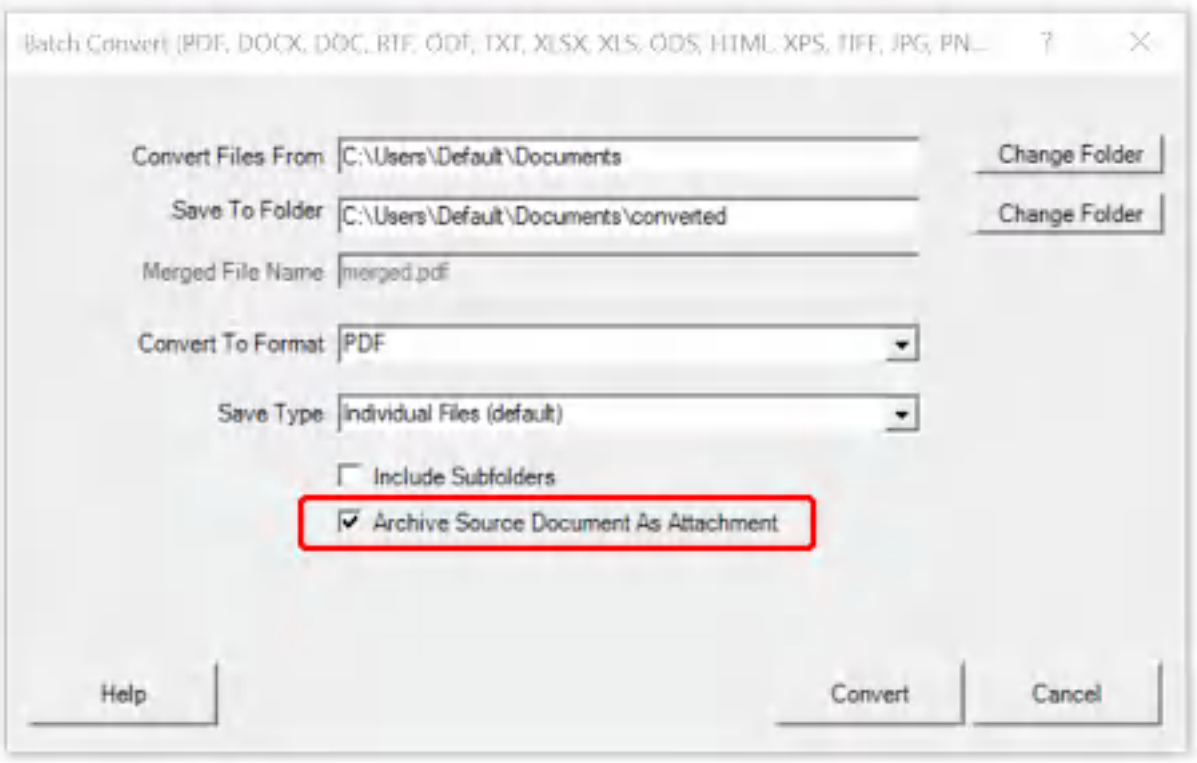

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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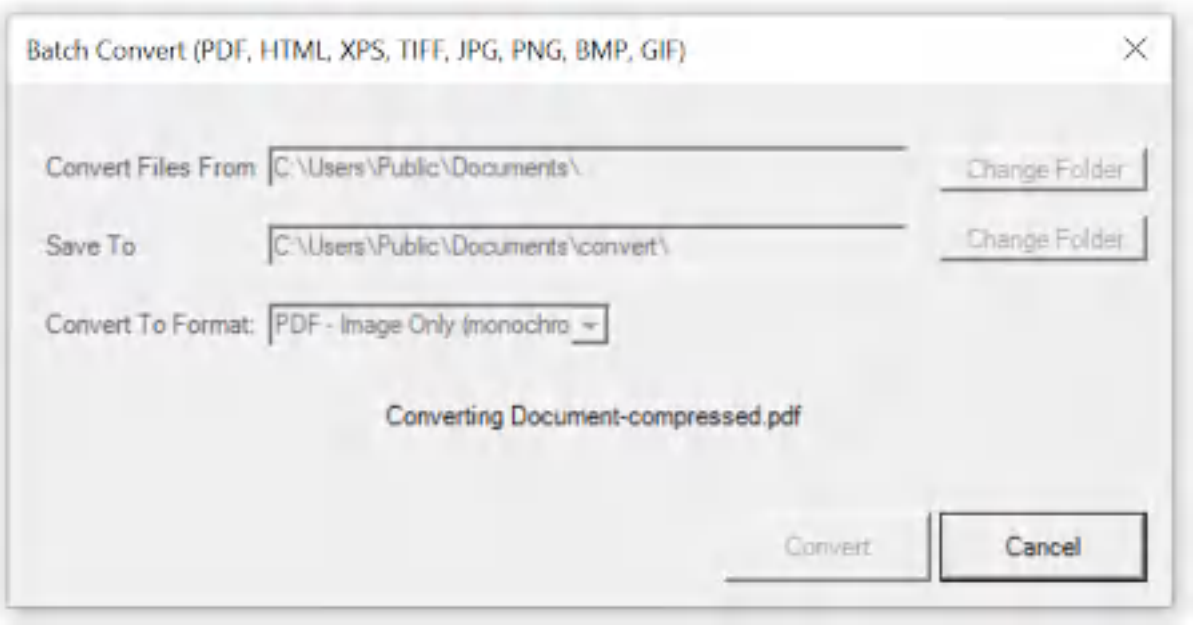
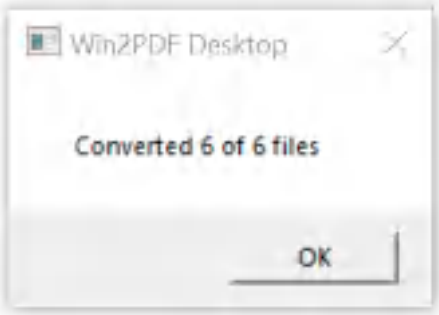


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.14 Batch Convert XLSX to Image Only PDF

Batch Convert XLSX to Image Only PDF Win2PDF Pro

To batch convert from a Microsoft Excel XLSX to an image only PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To

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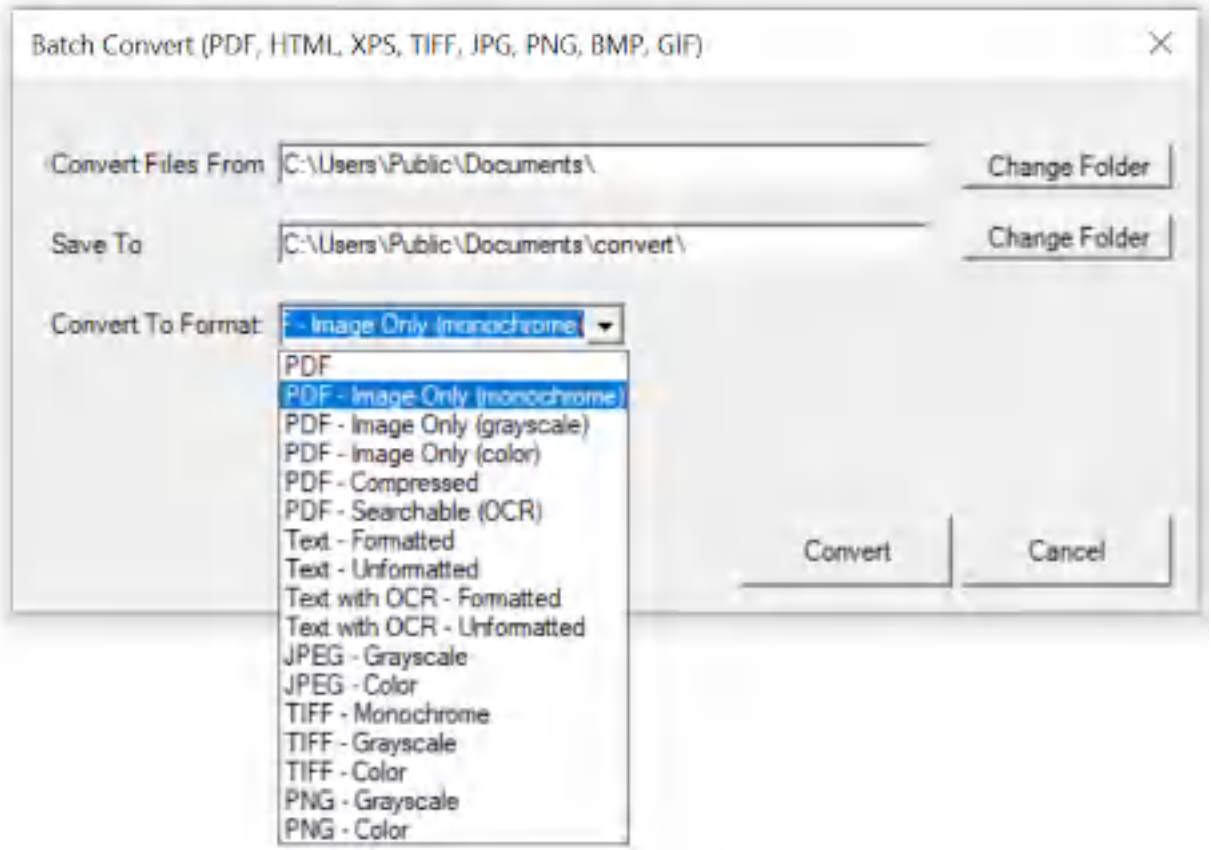
Format" to either "PDF - Image Only (monochrome)", "PDF - Image Only (grayscale)", or "PDF - Image Only (color)".



Win2PDF Desktop - Batch Convert XLSX to Image Only PDF

Set the "Convert Files From" location to the folder containing the XLSX files to convert, and set the "Save To" folder to the location for the converted image only PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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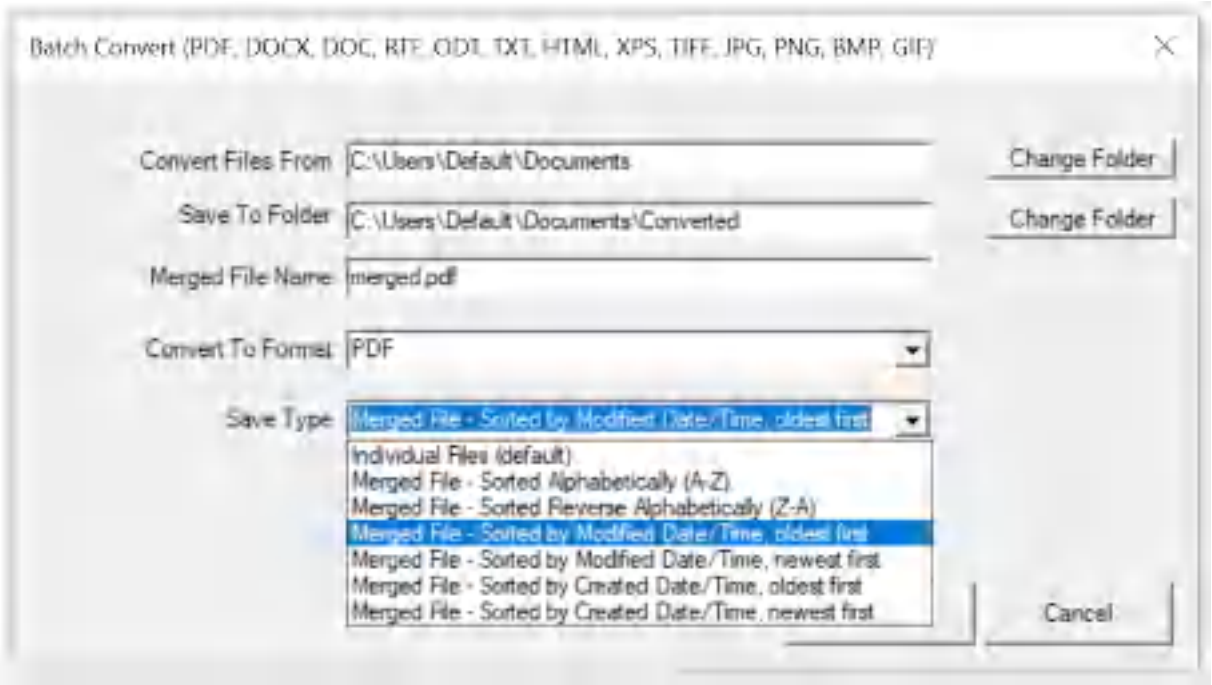

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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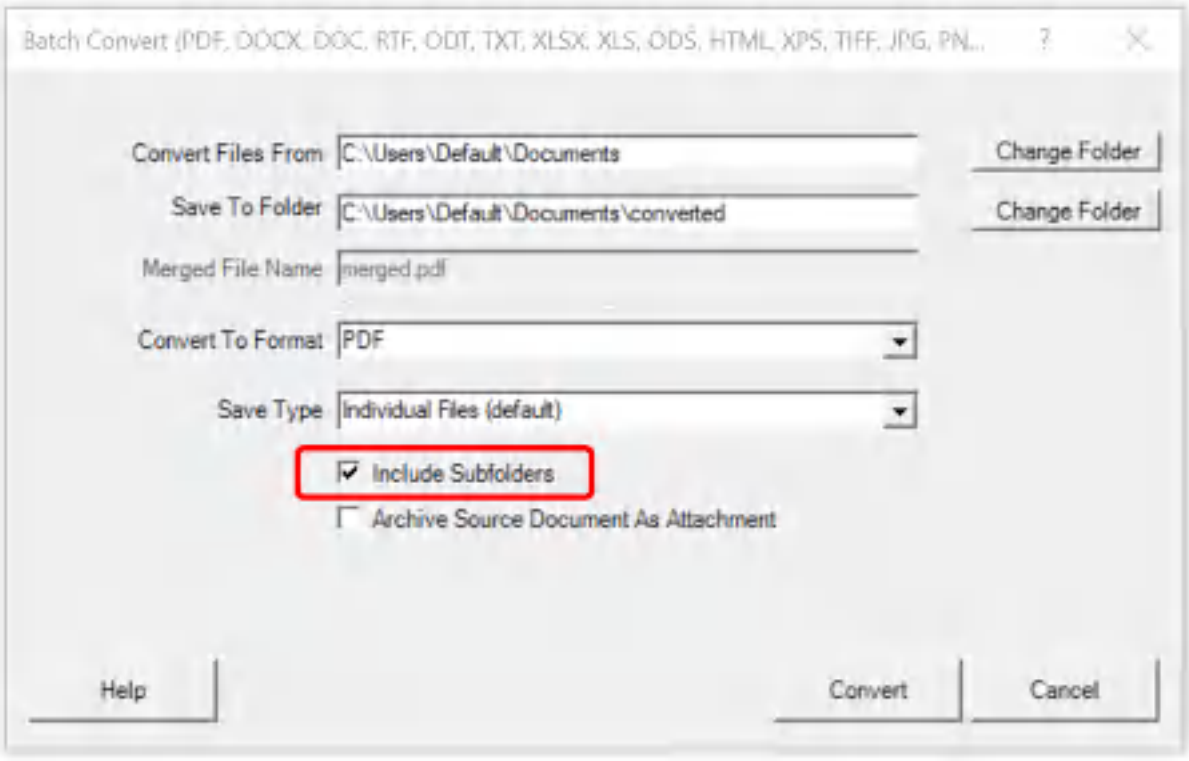

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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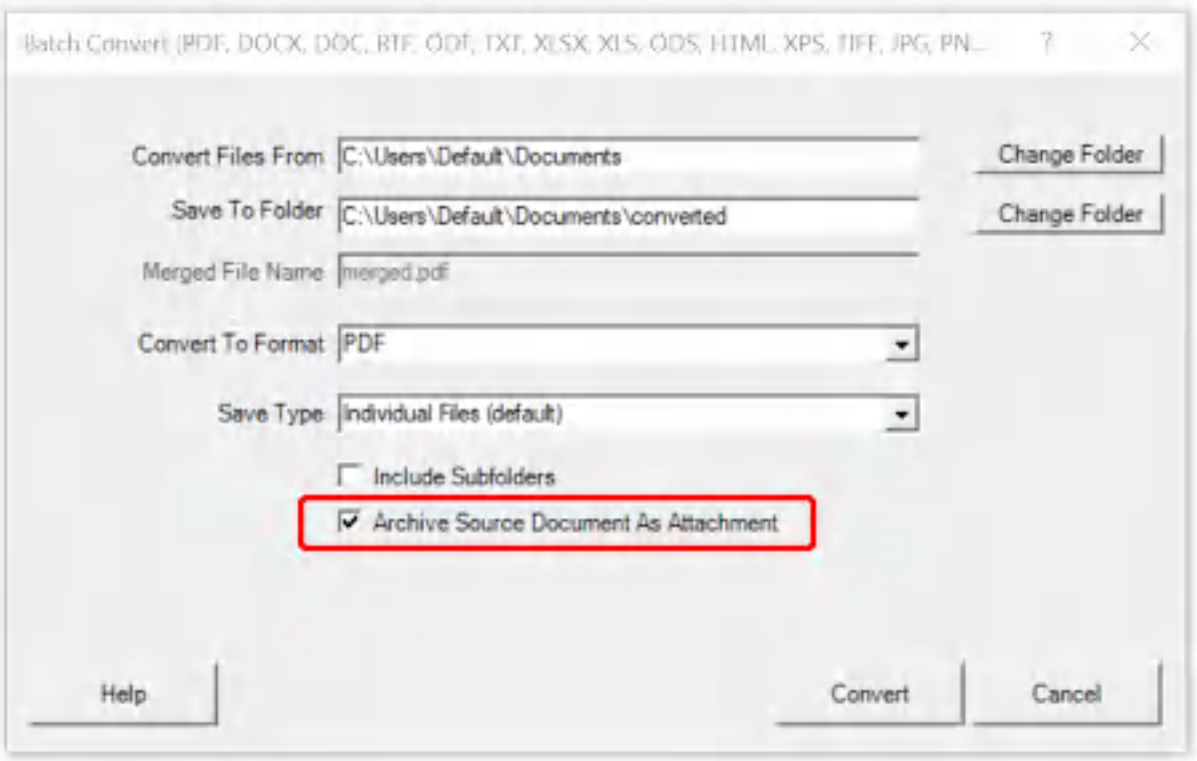

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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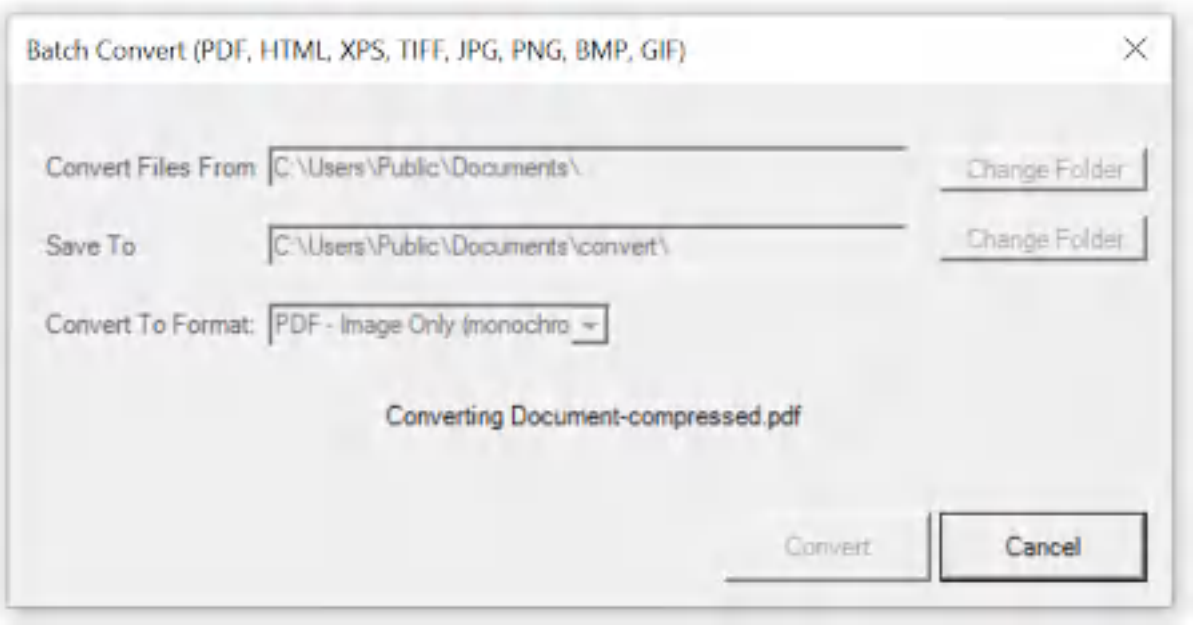
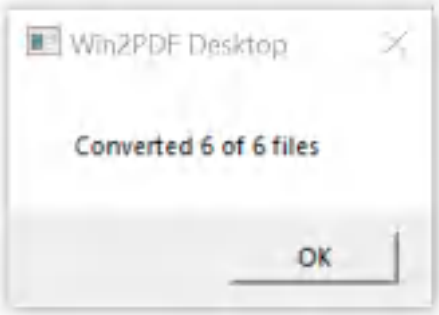


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.14 Batch Convert XLSX to XLS

Batch Convert XLSX to XLS Win2PDF Pro

To batch convert from Microsoft Excel XLSX to a Microsoft Excel 97-2003 XLS file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "XLS - Microsoft Excel 97-2003 Workbook".

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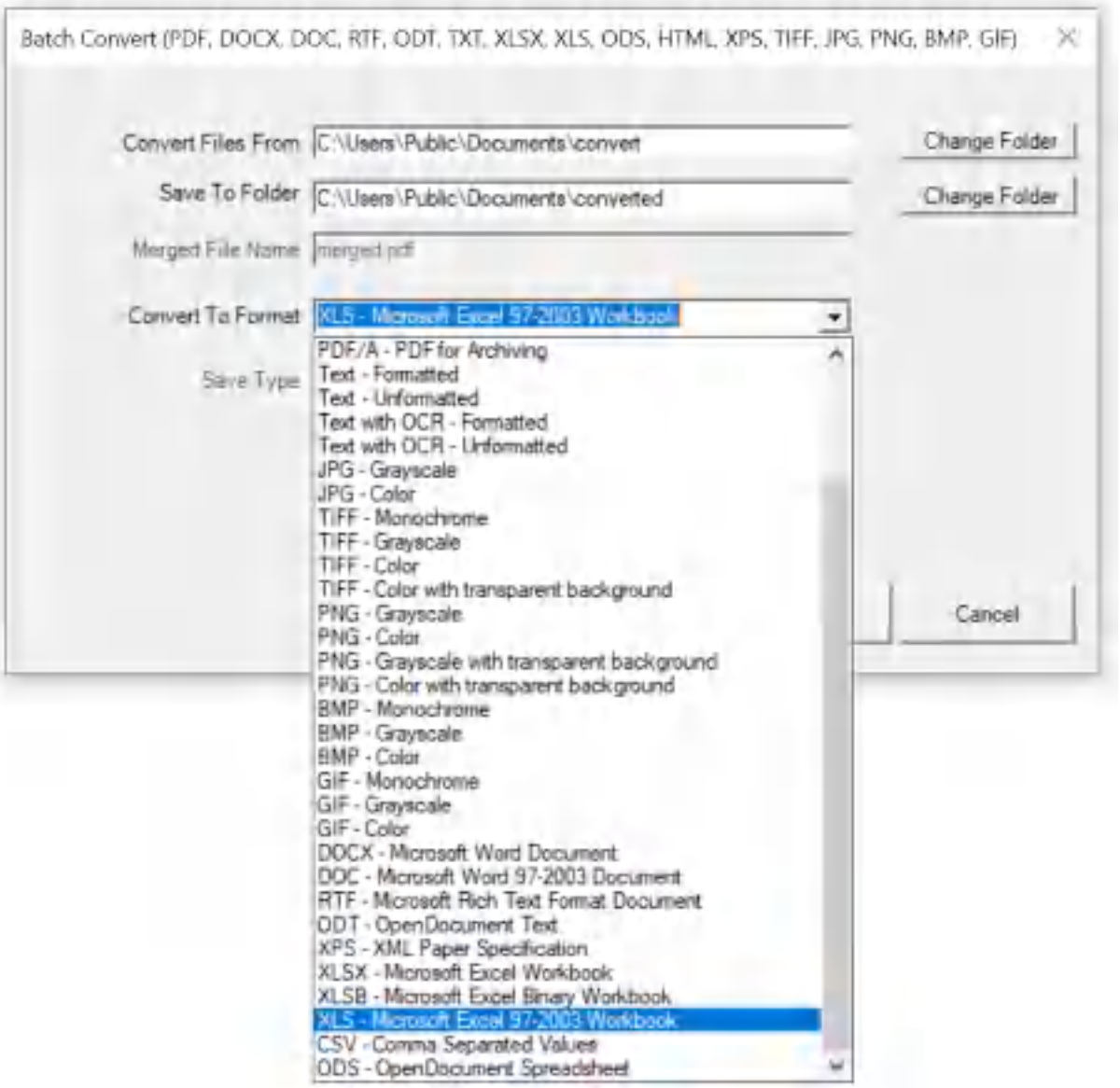

Win2PDF Desktop - Batch Convert XLSX to XLS

Set the "Convert Files From" location to the folder containing the XLSX files to convert, and set the "Save To" folder to the location for the converted XLS files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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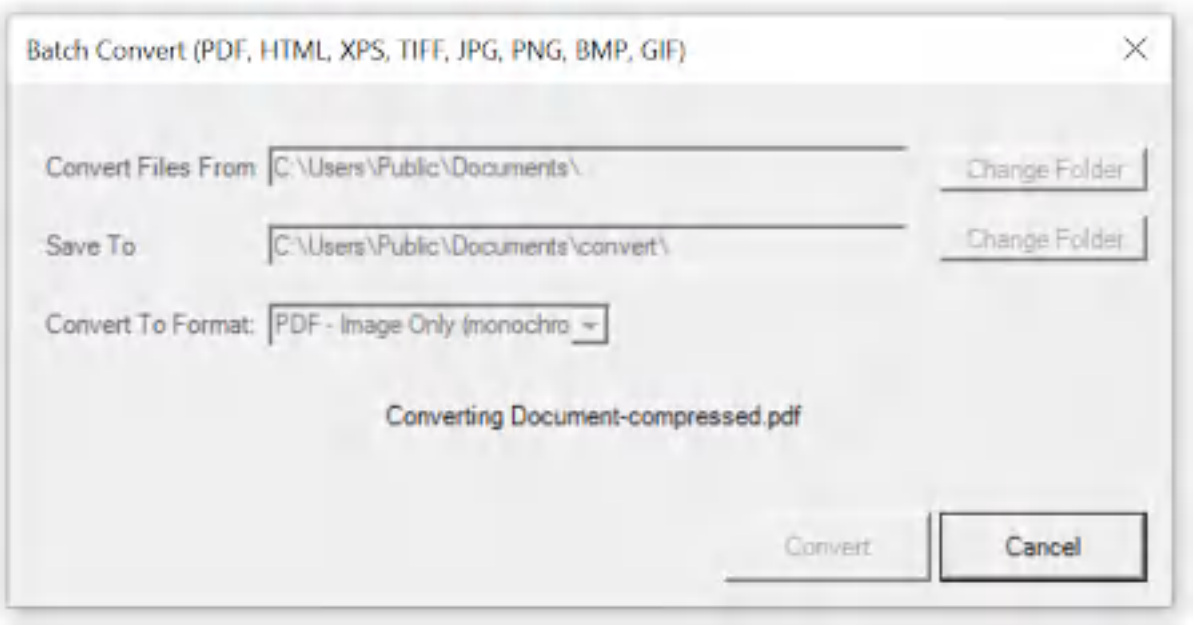
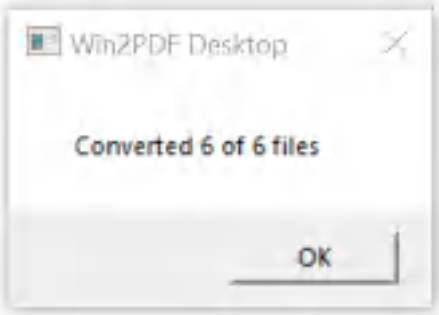


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.14 Batch Convert XLSX to ODS

Batch Convert XLSX to ODS Win2PDF Pro

To batch convert from Microsoft Excel XLSX to an OpenDocument Spreadsheet ODS file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "ODS - OpenDocument Spreadsheet".

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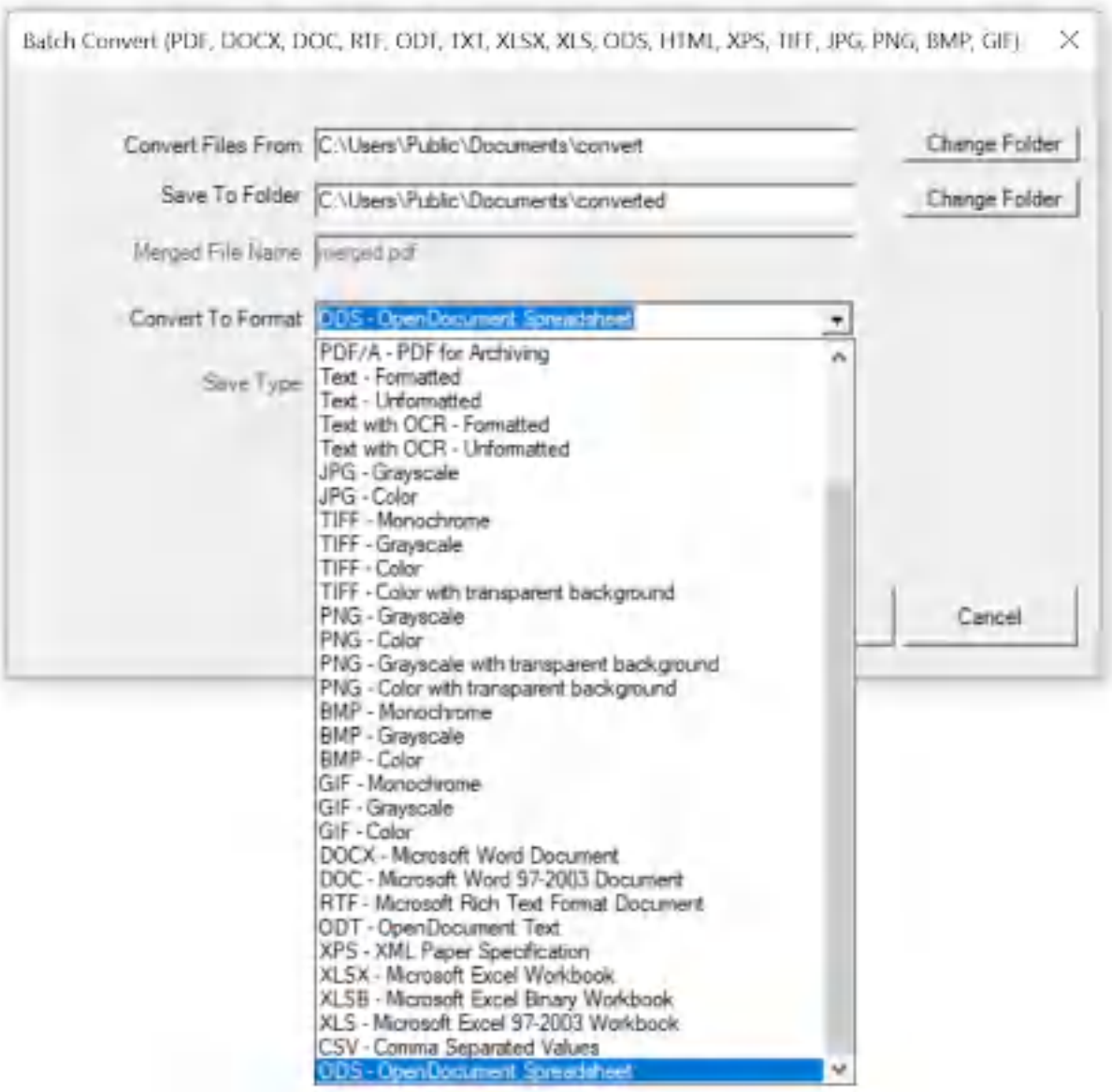

Win2PDF Desktop - Batch Convert XLSX to ODS

Set the "Convert Files From" location to the folder containing the XLSX files to convert, and set the "Save To" folder to the location for the converted ODS files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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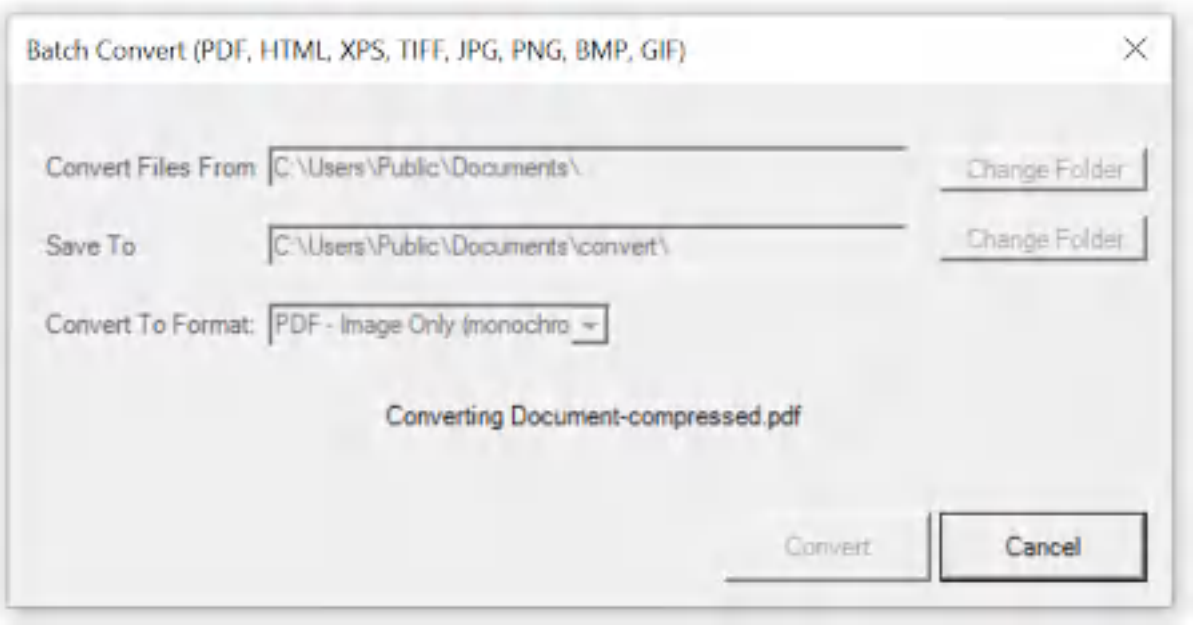
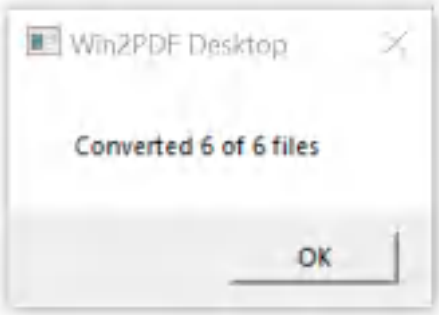


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.14 Batch Convert XLSX to XPS

Batch Convert XLSX to XPS Win2PDF Pro

To batch convert from Microsoft Excel XLSX to an XML Paper Specification XPS file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "XPS - XML Paper Specification".

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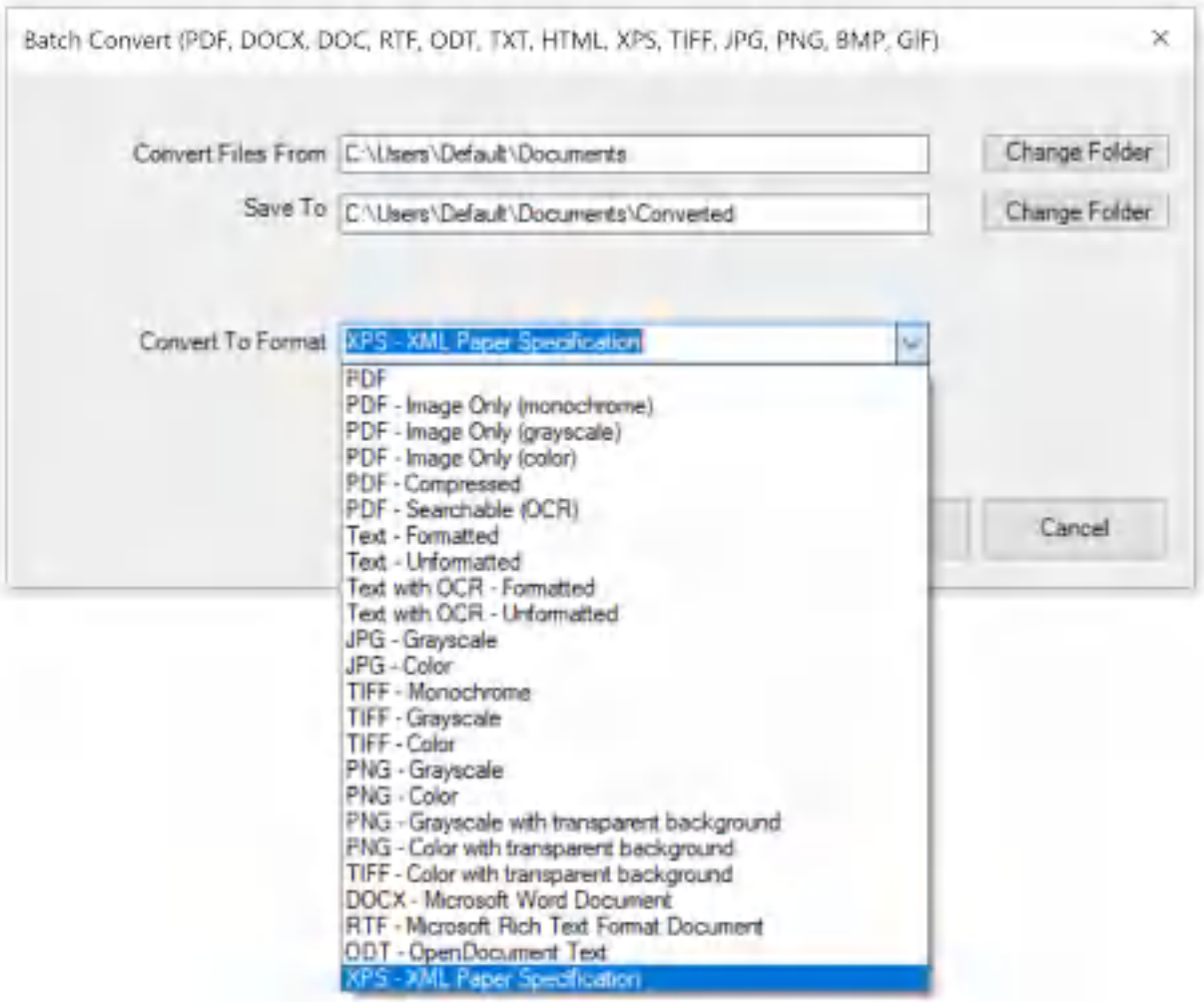

Win2PDF Desktop - Batch Convert XLSX to XPS

Set the "Convert Files From" location to the folder containing the XLSX files to convert, and set the "Save To" folder to the location for the converted XPS files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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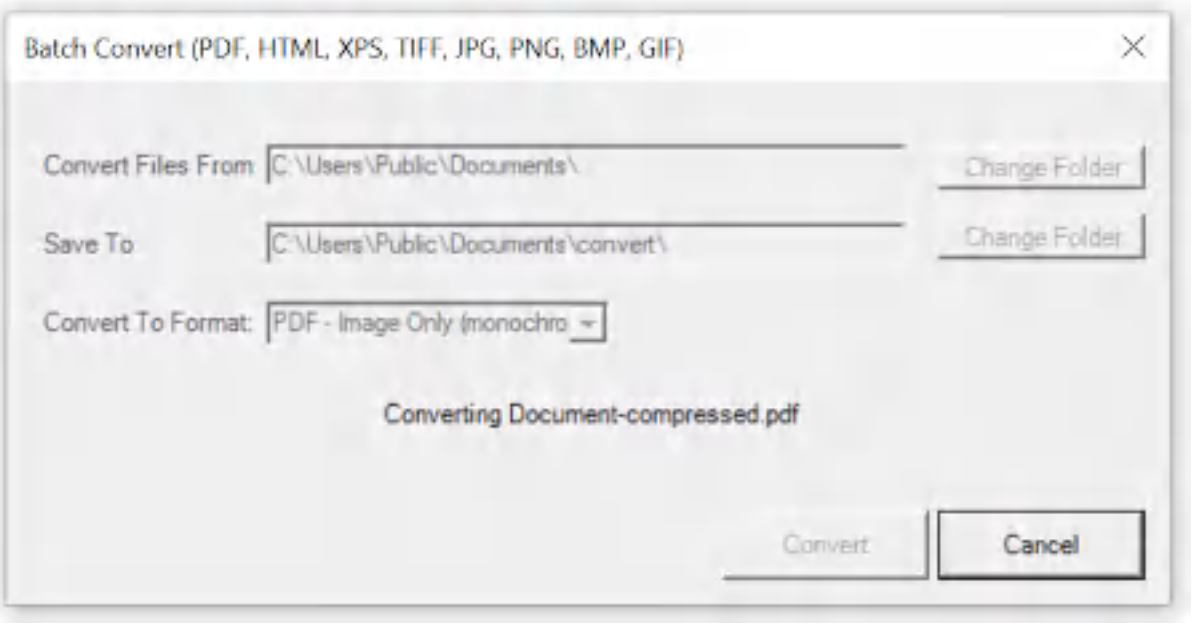
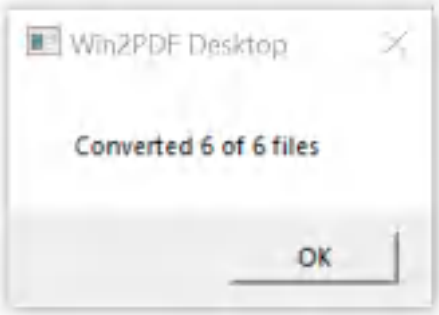


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.14 Batch Convert XLSX to CSV

Batch Convert XLSX to CSV Win2PDF Pro

To batch convert from Microsoft Excel XLSX to a comma separated value CSV file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "CSV - Comma Separated Values".

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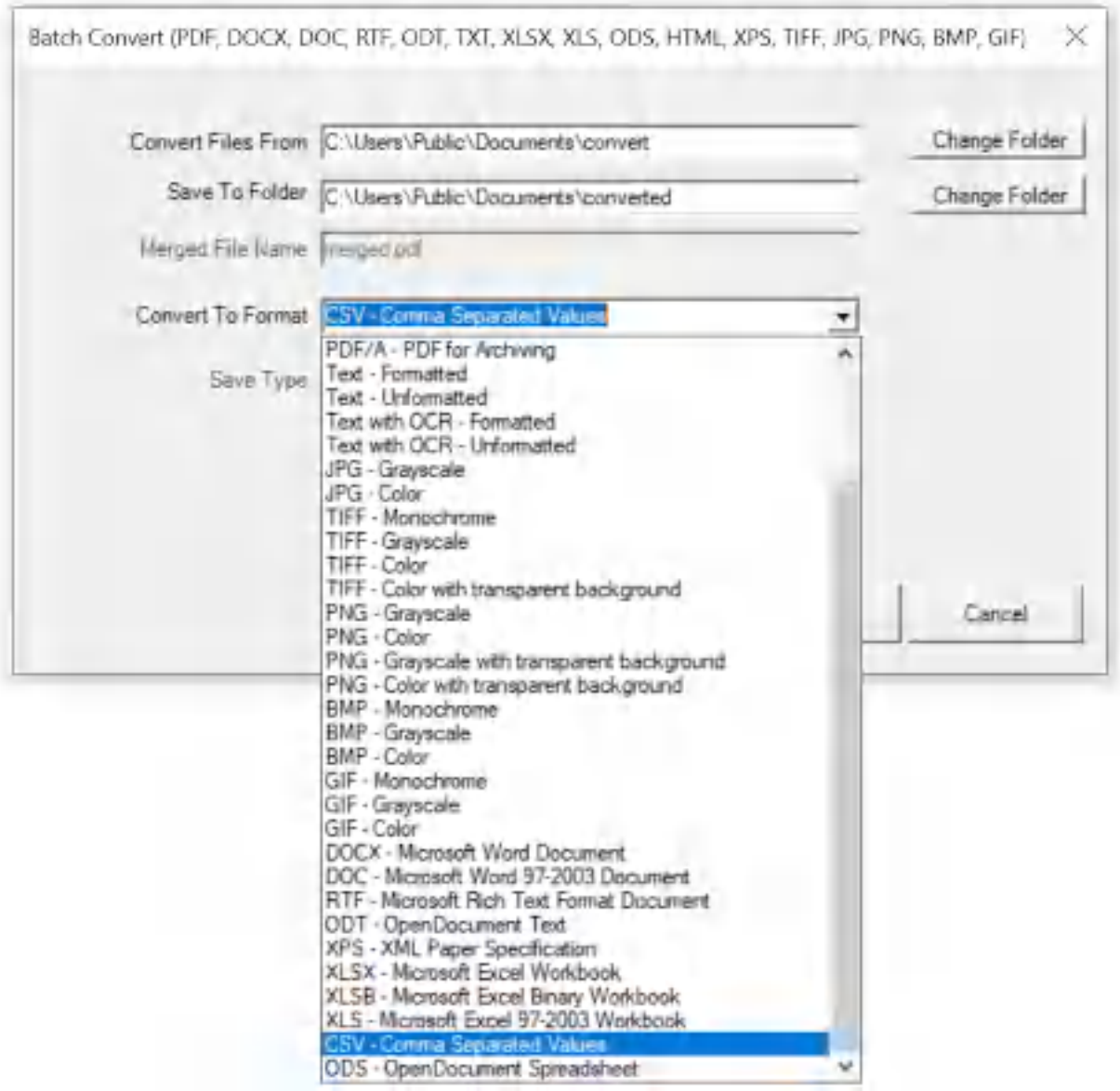

Win2PDF Desktop - Batch Convert XLSX to CSV

Set the "Convert Files From" location to the folder containing the XLSX files to convert, and set the "Save To" folder to the location for the converted CSV files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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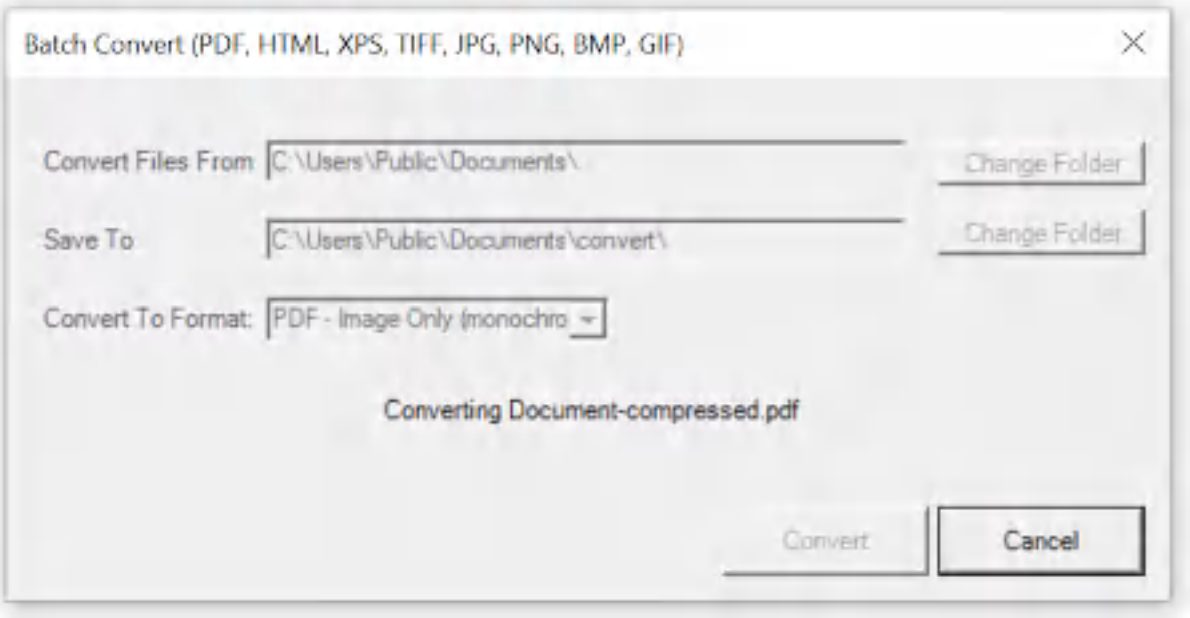
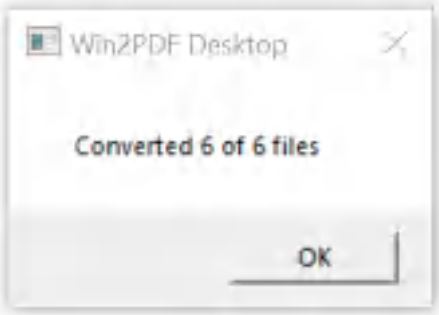


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.14 Batch Convert XLS to PDF

Batch Convert XLS to PDF Win2PDF Pro

To batch convert from a Microsoft Excel XLS to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".

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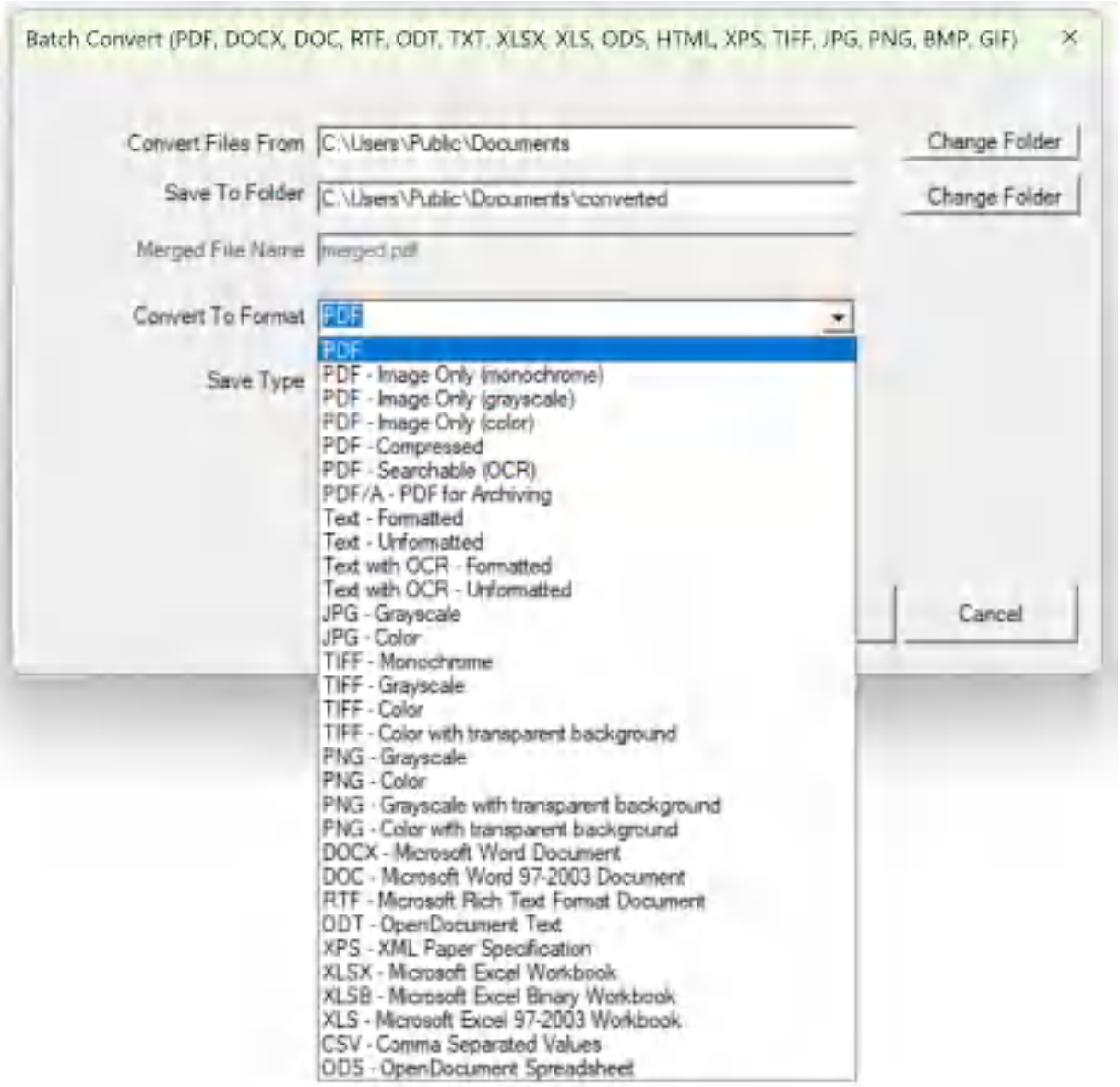

Win2PDF Desktop - Batch Convert XLS to PDF

Set the "Convert Files From" location to the folder containing the XLS files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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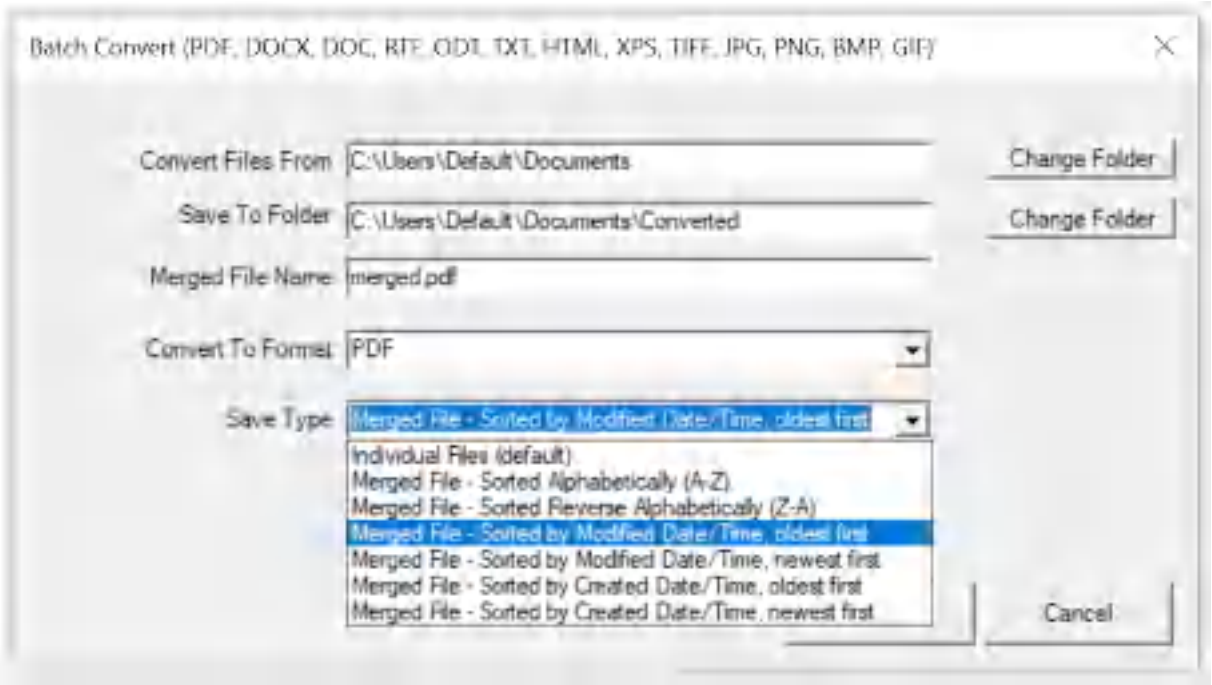

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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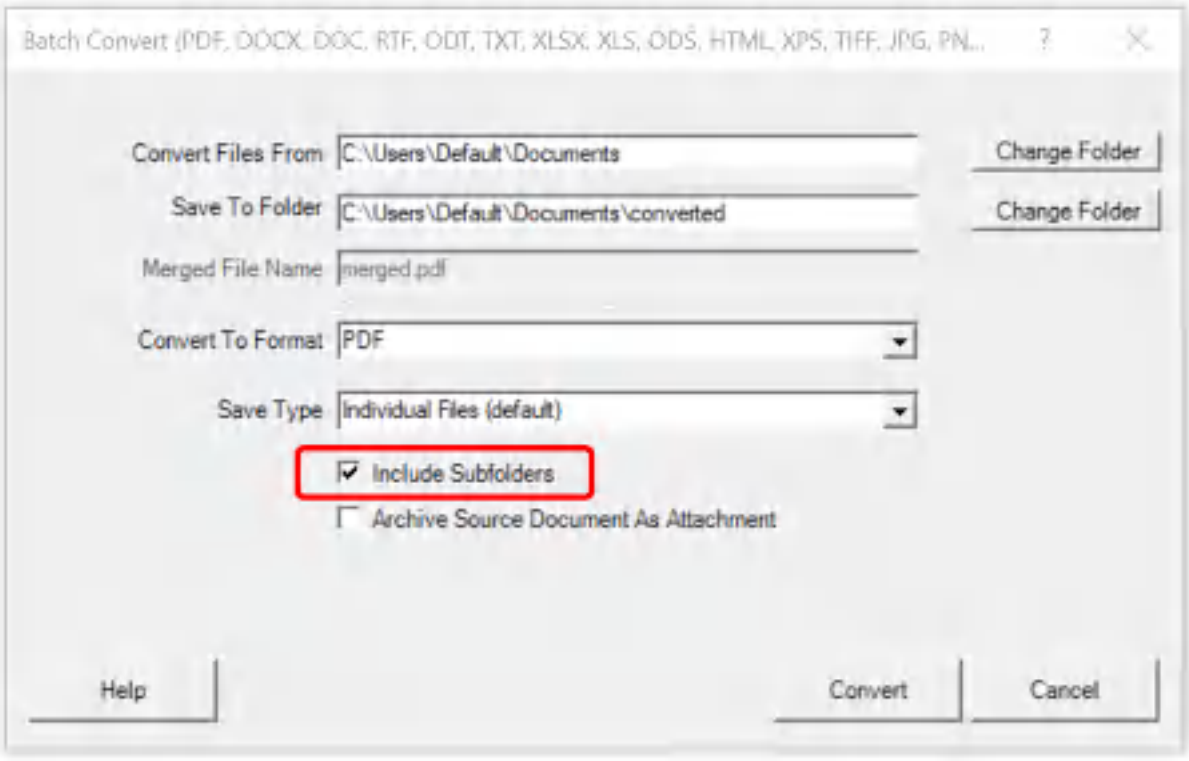

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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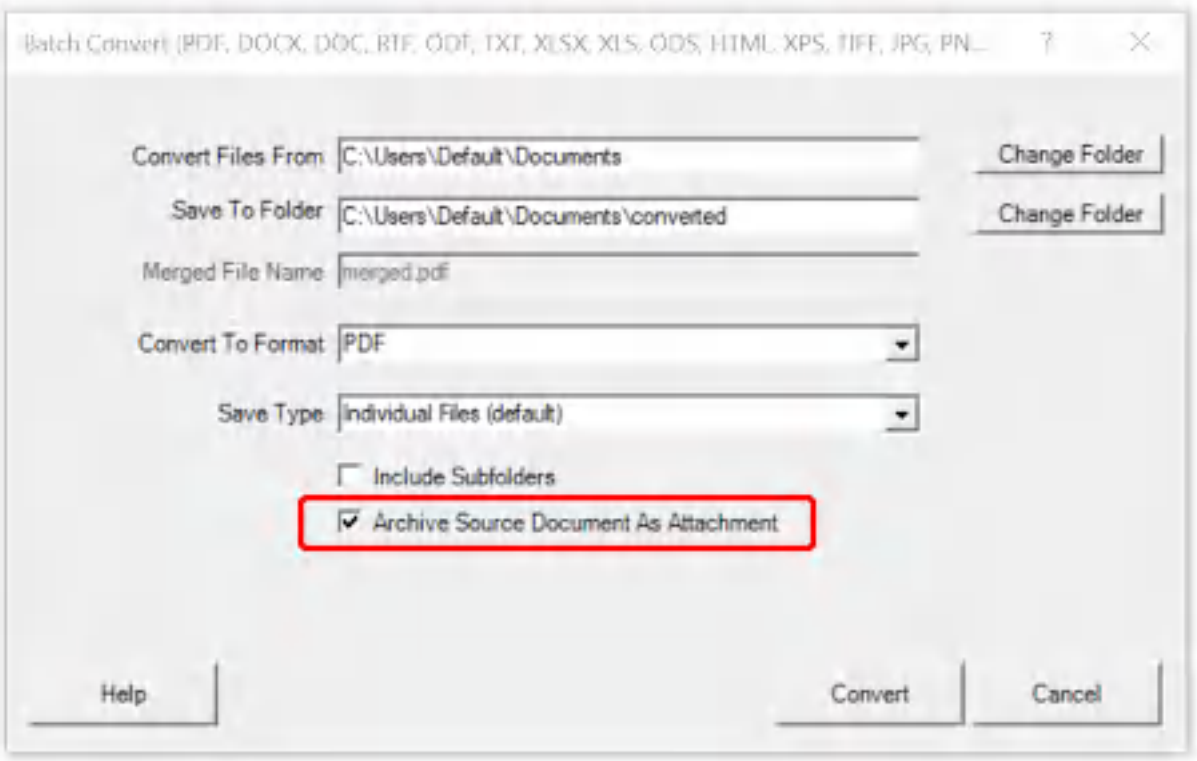

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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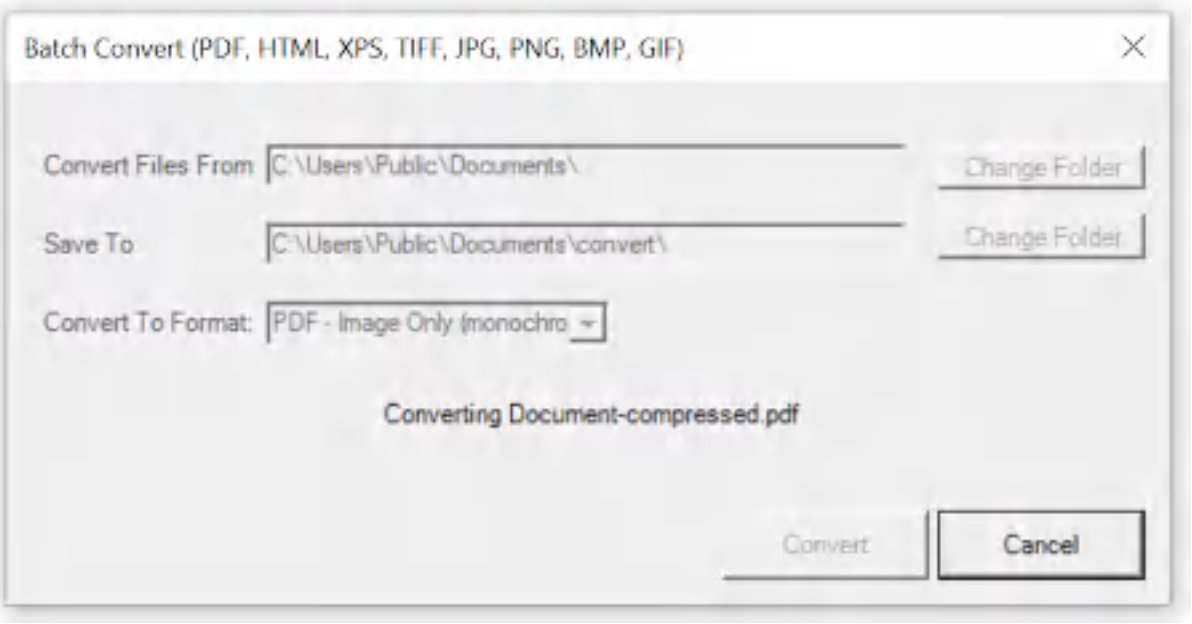
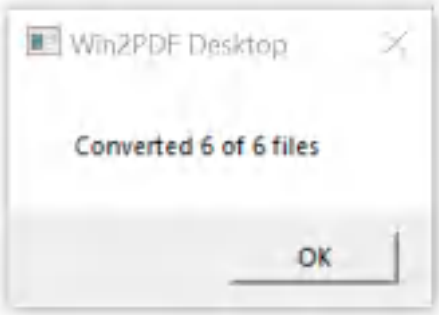


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.14 Batch Convert XLS to JPG

Batch Convert XLS to JPEG Win2PDF Pro

To batch convert from a Microsoft Excel XLS to JPG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "JPG - Grayscale" or "JPG - Color".

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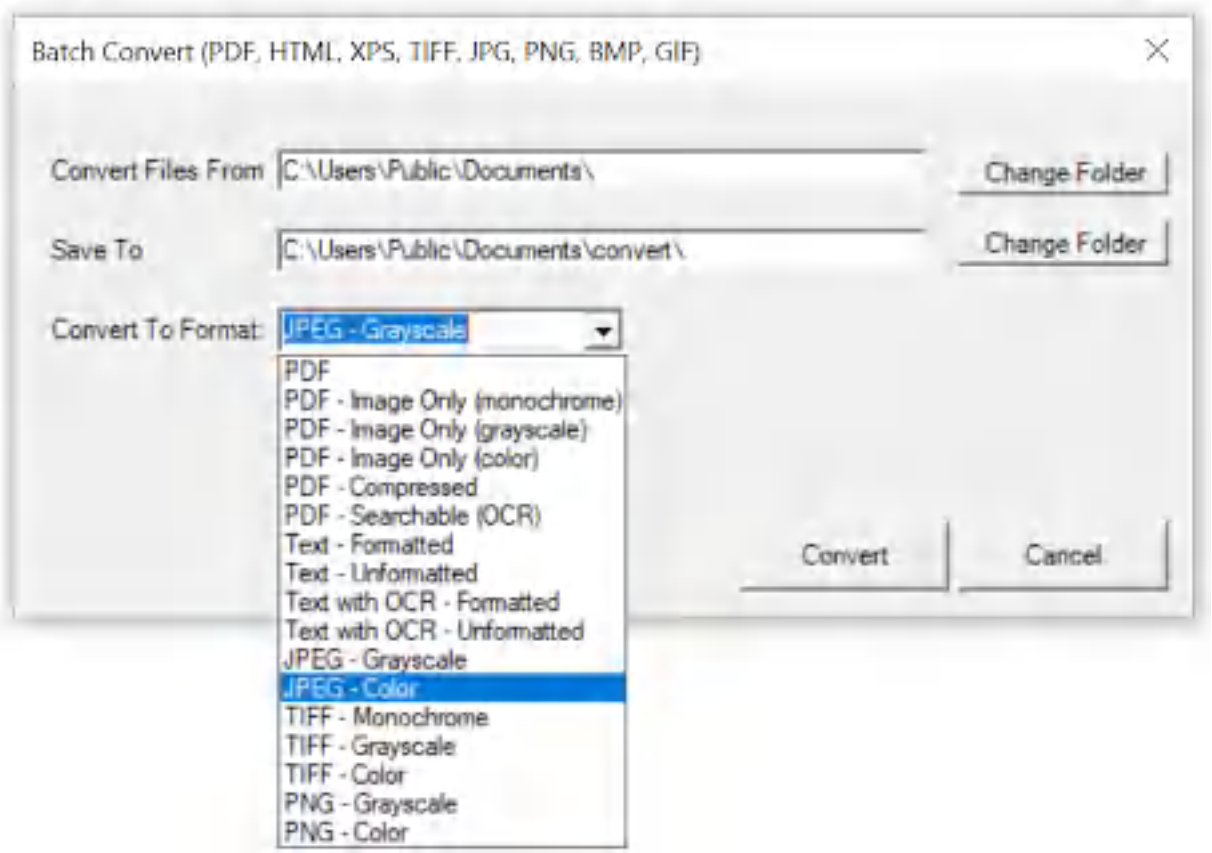

Win2PDF Desktop - Batch Convert XLS to JPG

Set the "Convert Files From" location to the folder containing the XLS files to convert, and set the "Save To" folder to the location for the converted JPG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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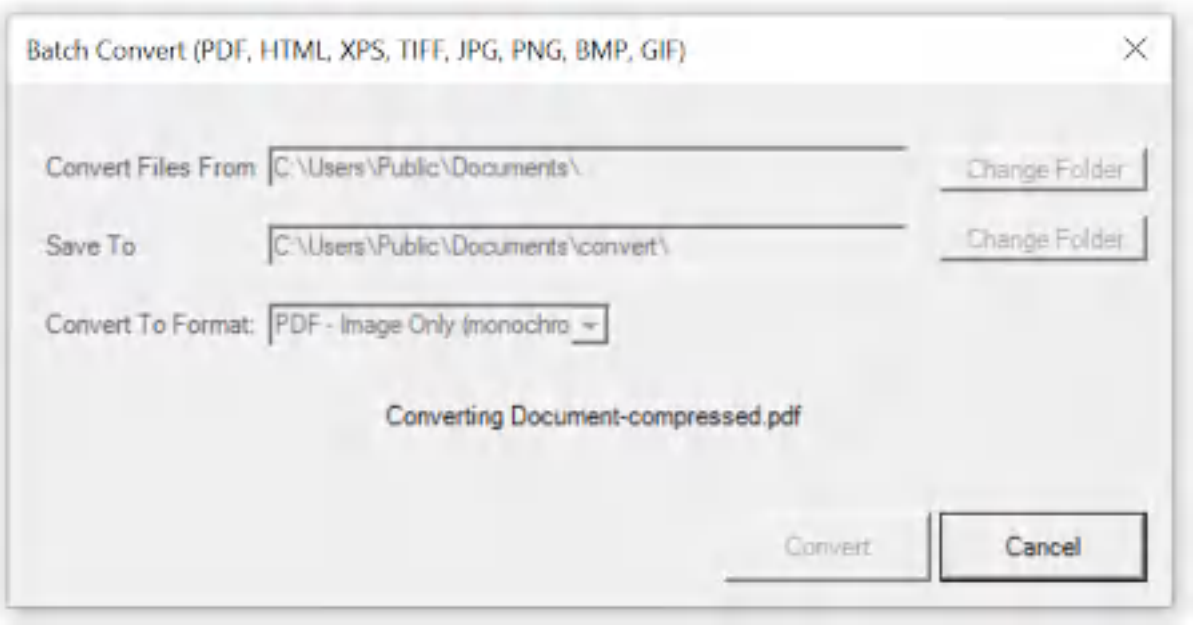
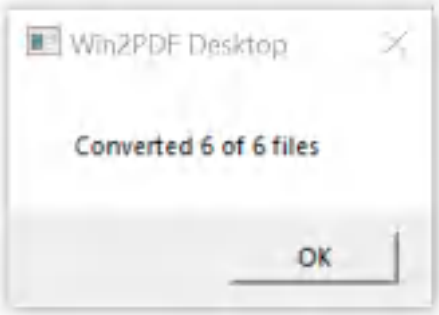


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.14 Batch Convert XLS to PNG

Batch Convert XLS to PNG Win2PDF Pro

To batch convert from a Microsoft Excel XLS to PNG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PNG - Grayscale" or "PNG - Color".

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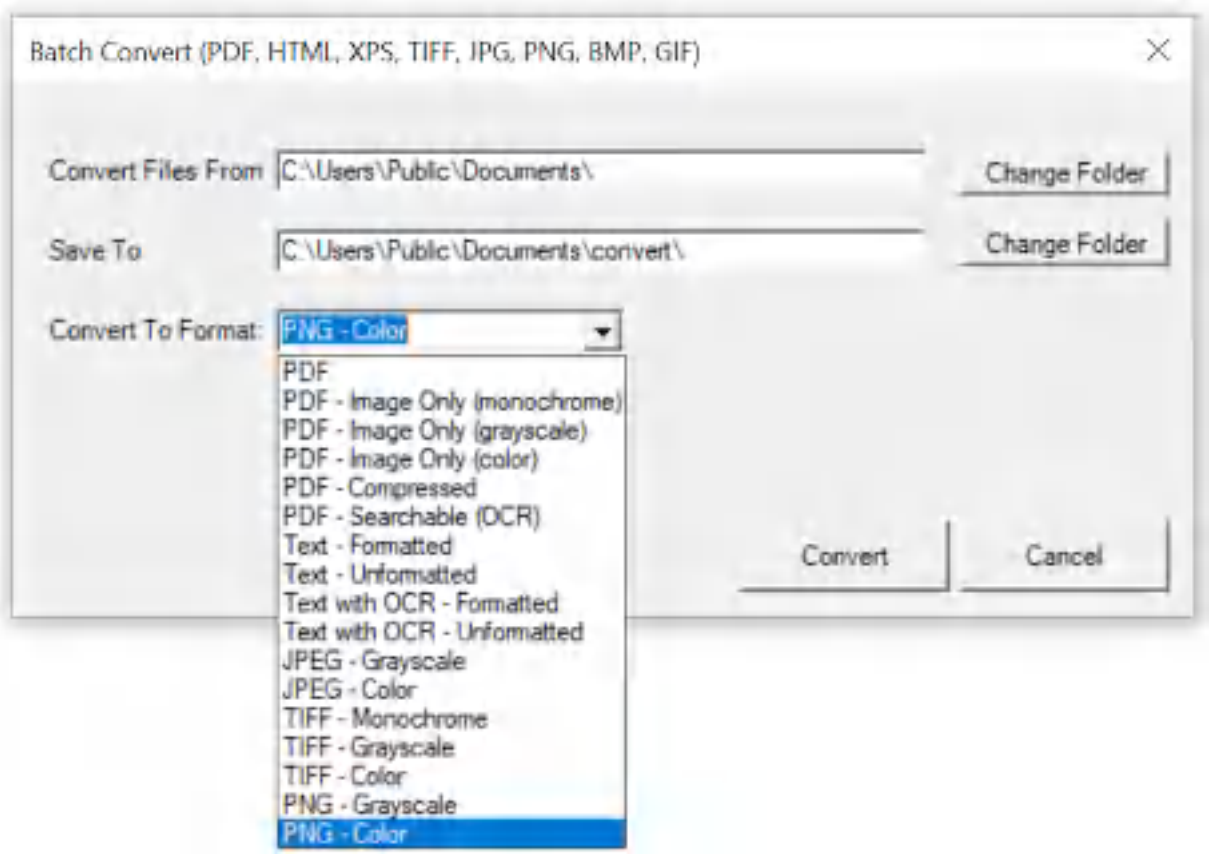

Win2PDF Desktop - Batch Convert XLS to PNG

Set the "Convert Files From" location to the folder containing the XLS files to convert, and set the "Save To" folder to the location for the converted PNG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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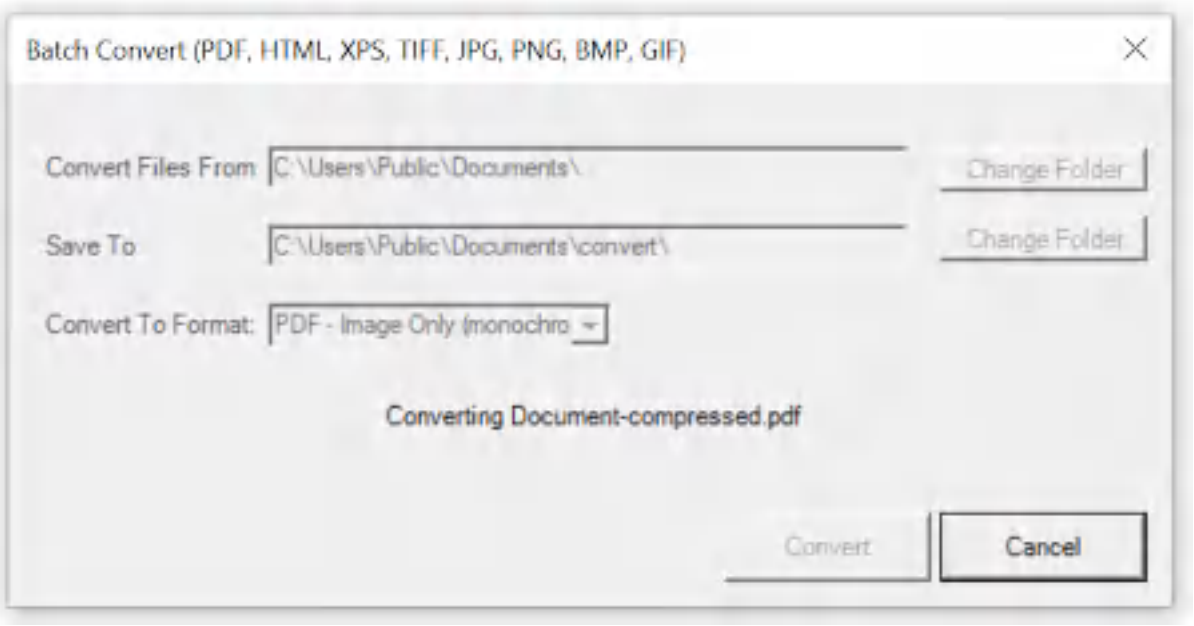
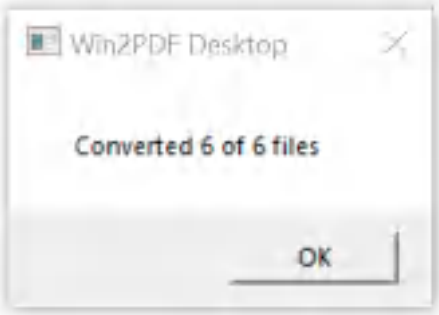


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.14 Batch Convert XLS to TIFF

Batch Convert XLS to TIFF Win2PDF Pro

To batch convert from a Microsoft Excel XLS to TIFF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either

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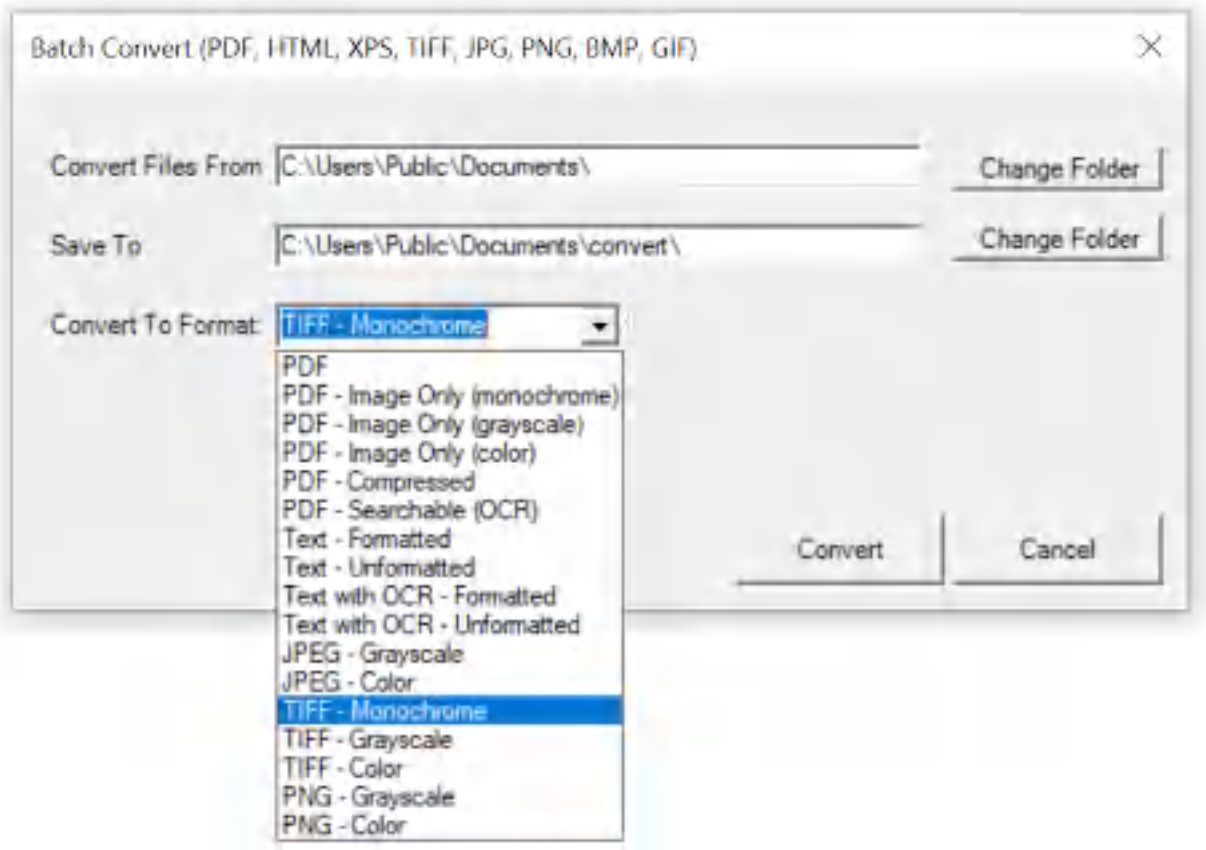
"TIFF - Monochrome", "TIFF - Grayscale", "TIFF - Color", or "TIFF - Color with transparent background".



Win2PDF Desktop - Batch Convert XLS to TIFF

Set the "Convert Files From" location to the folder containing the XLS files to convert, and set the "Save To" folder to the location for the converted TIFF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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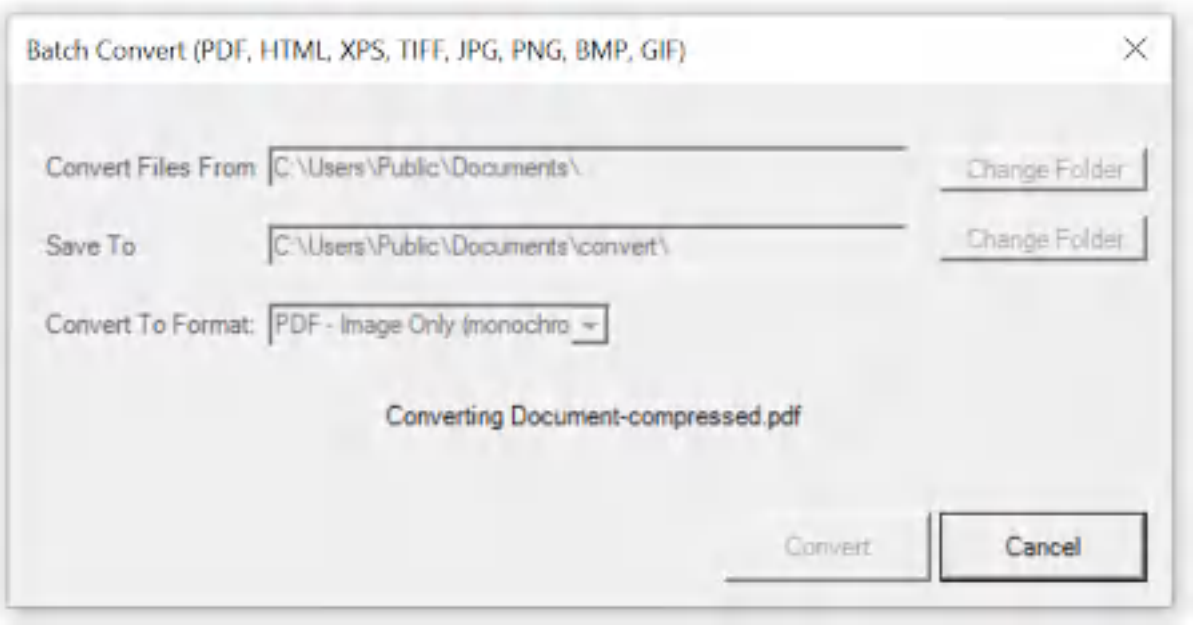
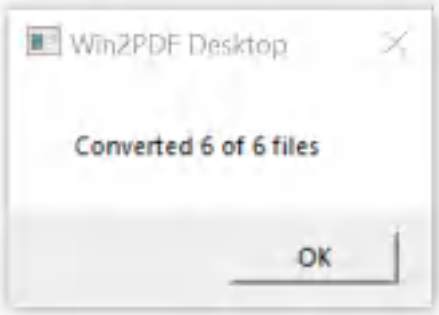


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.14 Batch Convert XLS to Text

Batch Convert XLS to TXT Win2PDF Pro

To batch convert from a Microsoft Excel XLS to Text, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "Text

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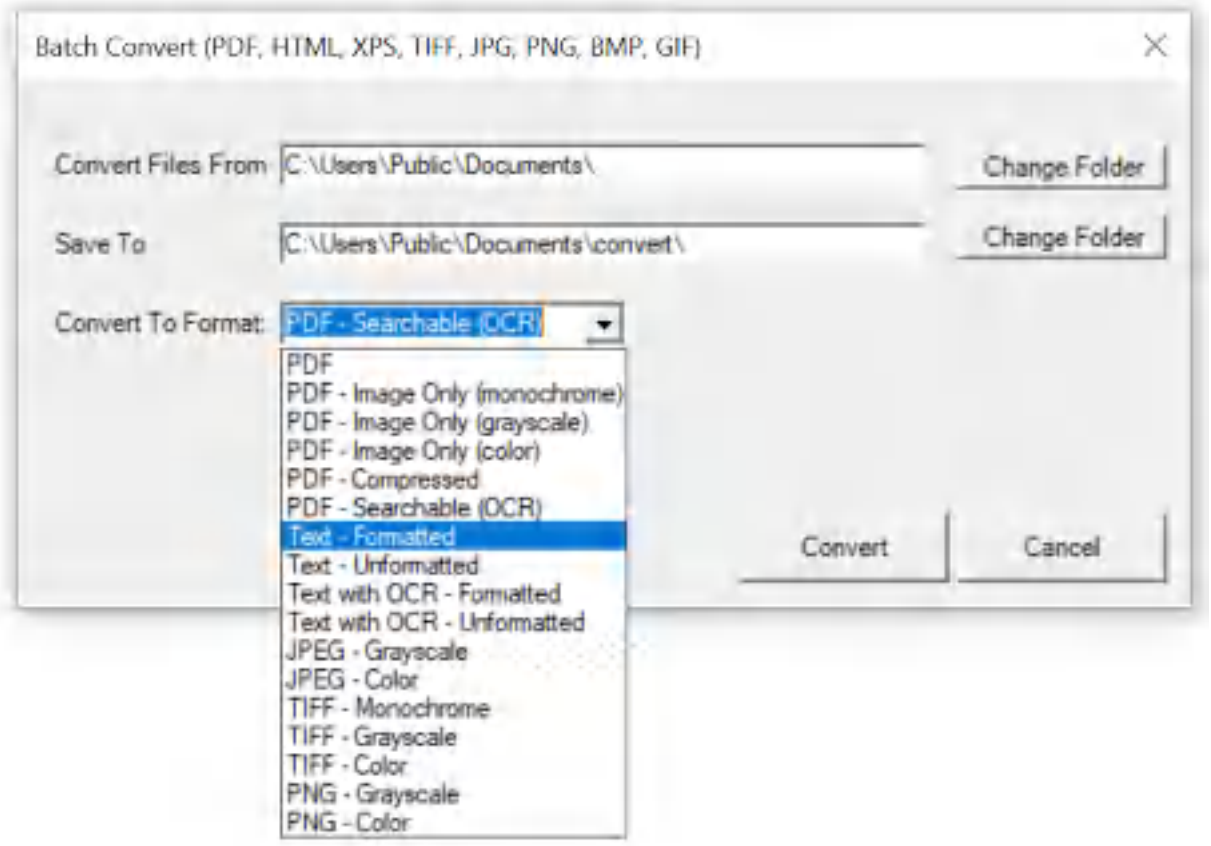
with OCR - Formatted", or "Text with OCR - Unformatted". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert XLS to Text

Set the "Convert Files From" location to the folder containing the XLS files to convert, and set the "Save To" folder to the location for the converted text files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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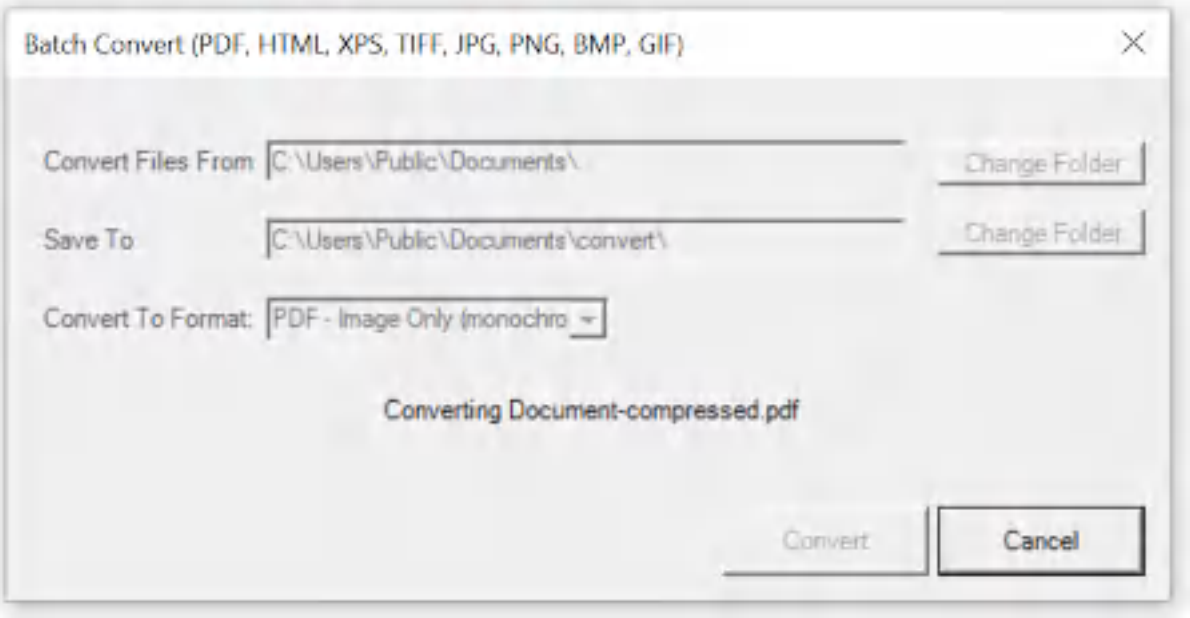
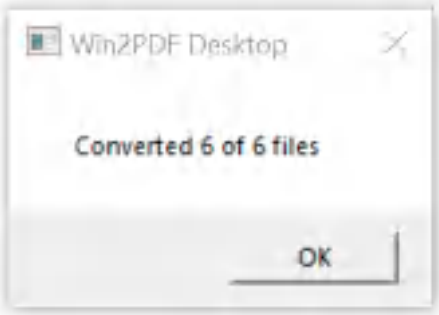


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.15 Batch Convert XLS to Searchable PDF

Batch Convert XLS to Searchable PDF Win2PDF Pro

To batch convert from a Microsoft Excel XLS to searchable PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To

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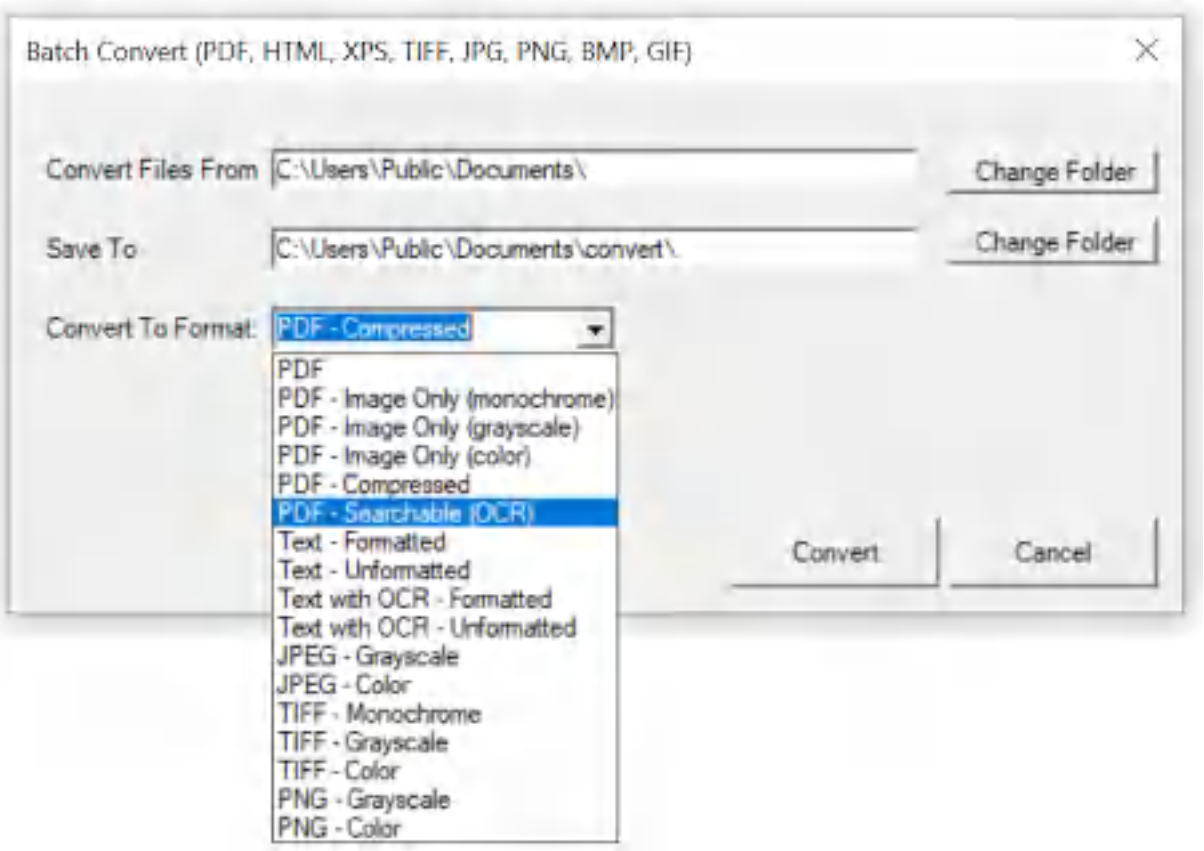
Format" to either "PDF - Searchable (OCR)". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert XLS to Searchable PDF

Set the "Convert Files From" location to the folder containing the XLS files to convert, and set the "Save To" folder to the location for the converted searchable PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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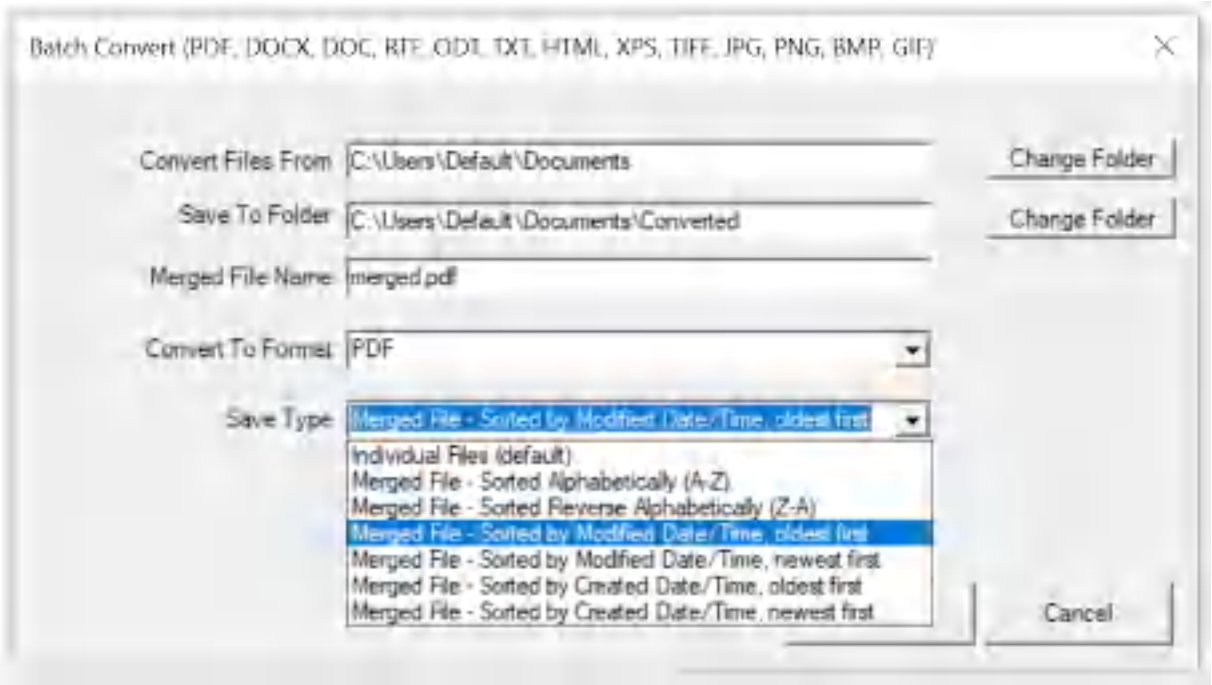

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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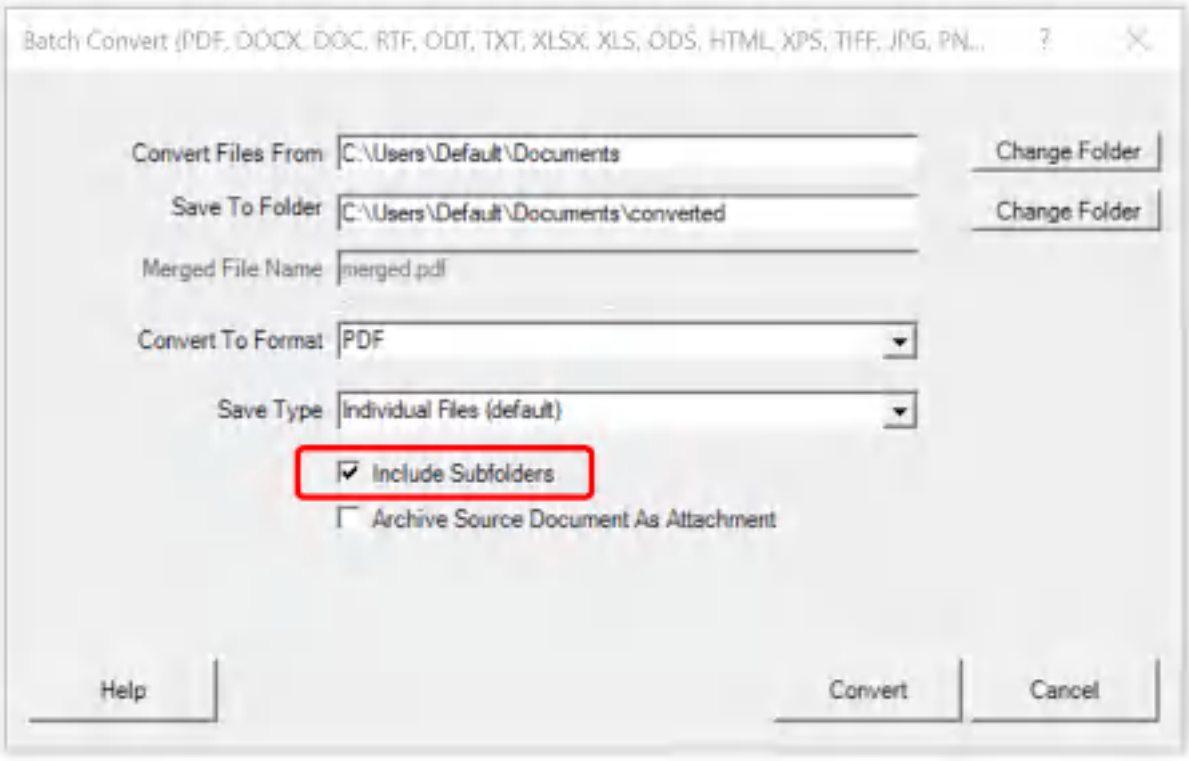

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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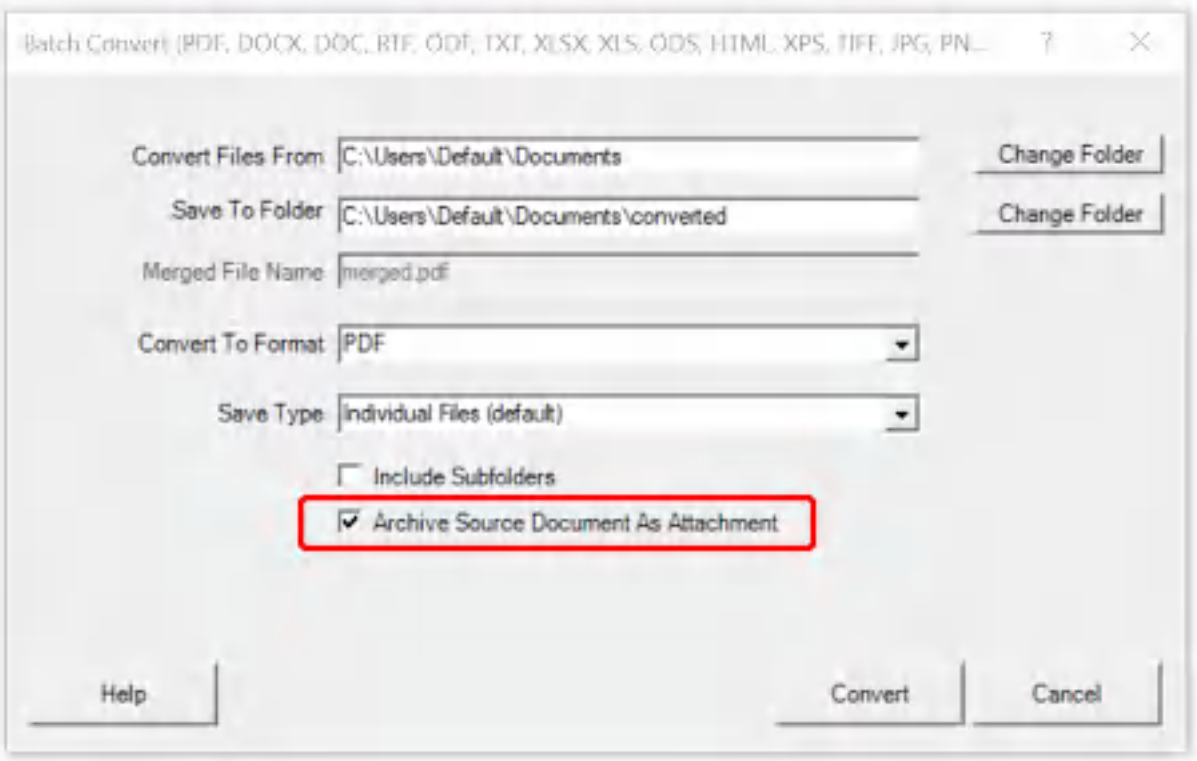

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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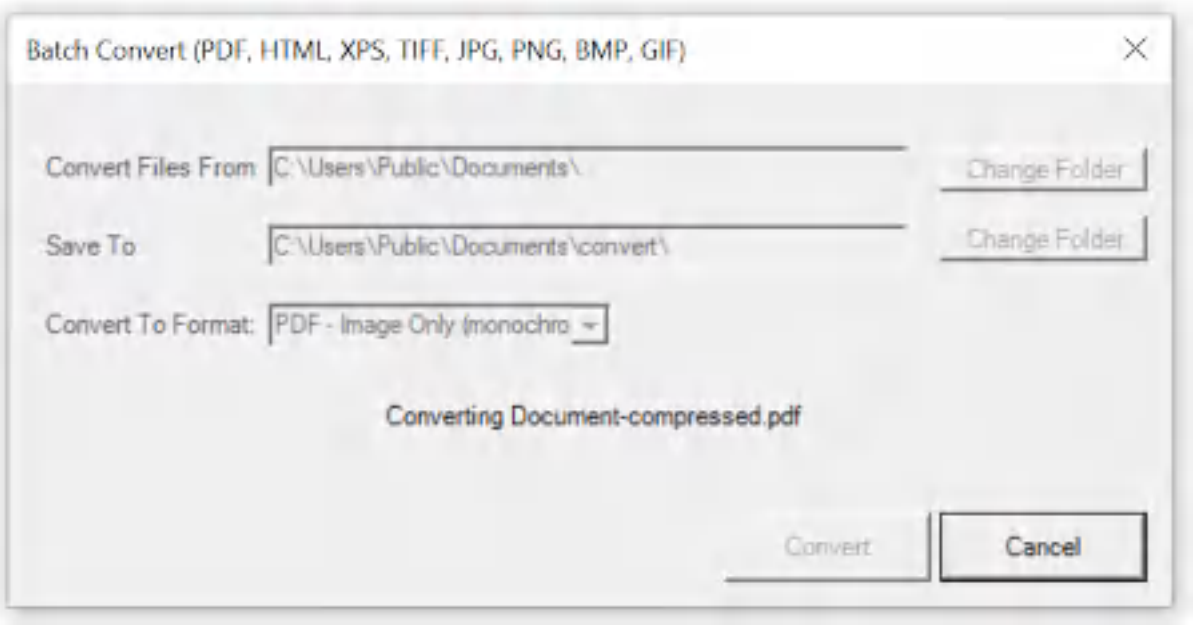
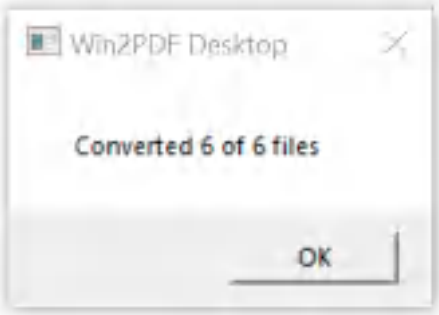


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.15 Batch Convert XLS to Compressed PDF

Batch Convert XLS to Compressed PDF Win2PDF Pro

To batch convert from a Microsoft Excel XLS to compressed PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Compressed".

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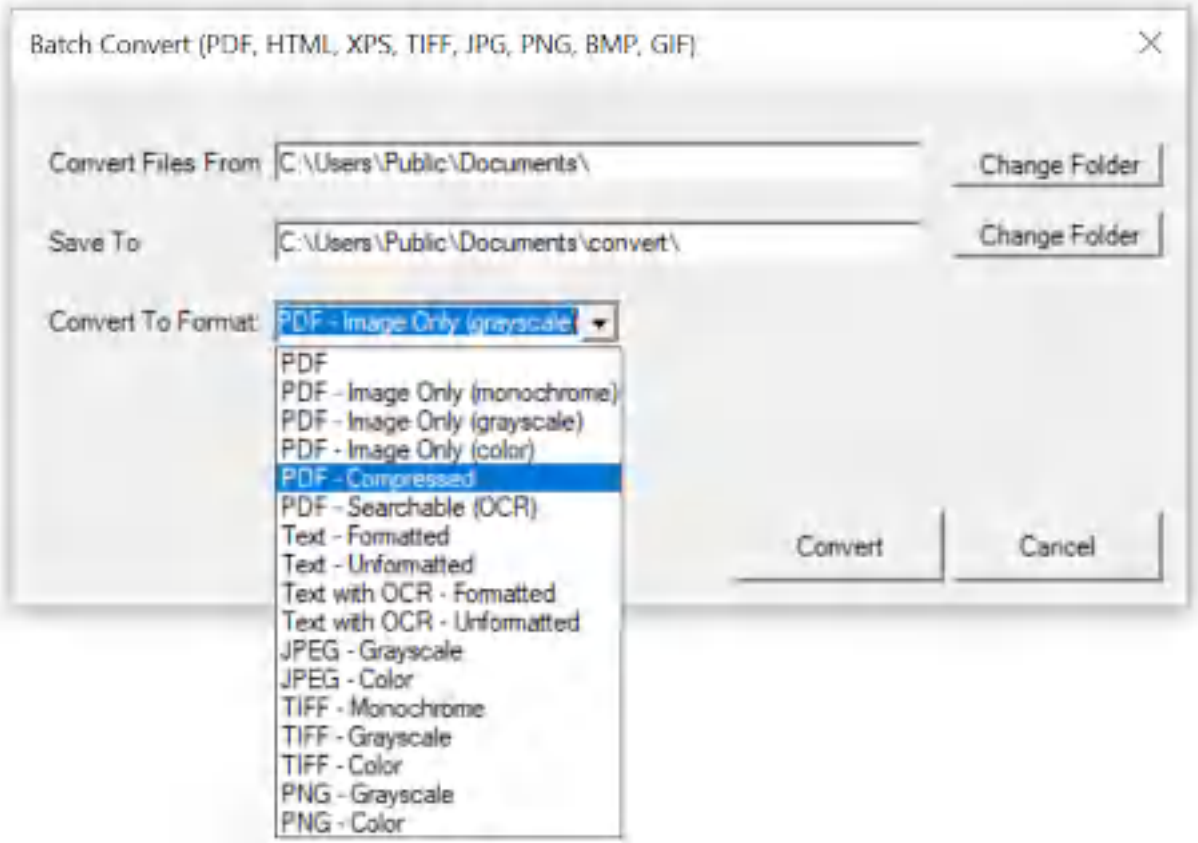

Win2PDF Desktop - Batch Convert XLS to Compressed PDF

Set the "Convert Files From" location to the folder containing the XLS files to convert, and set the "Save To" folder to the location for the converted compressed PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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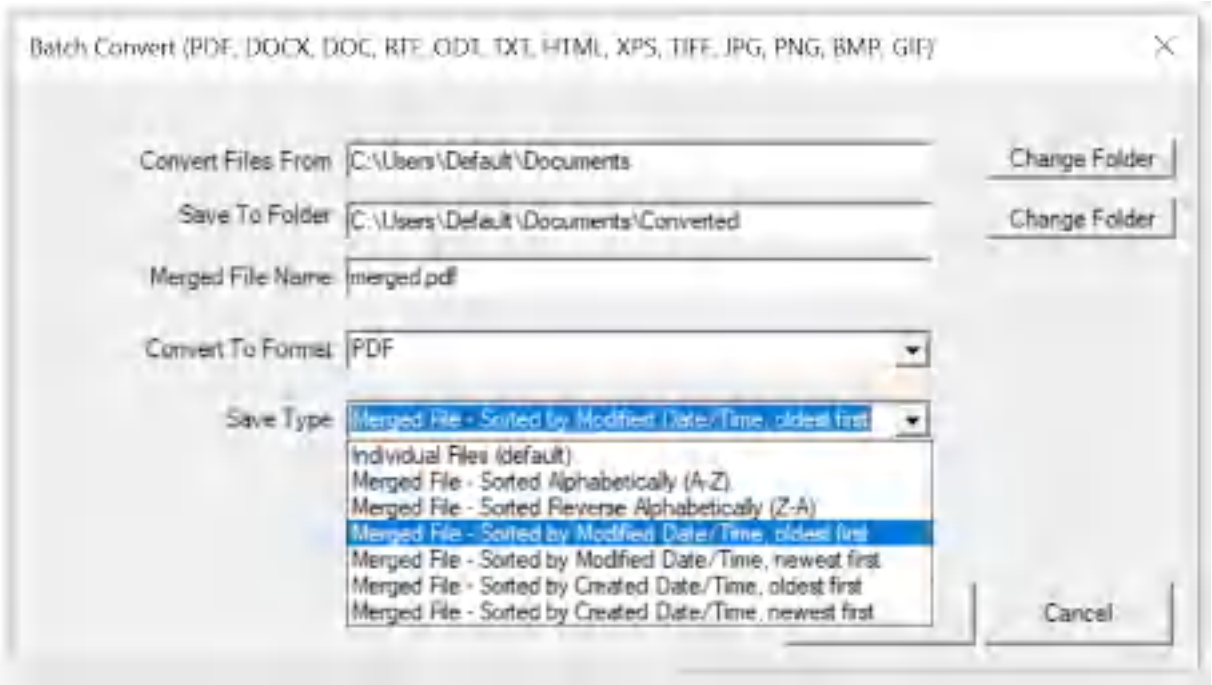

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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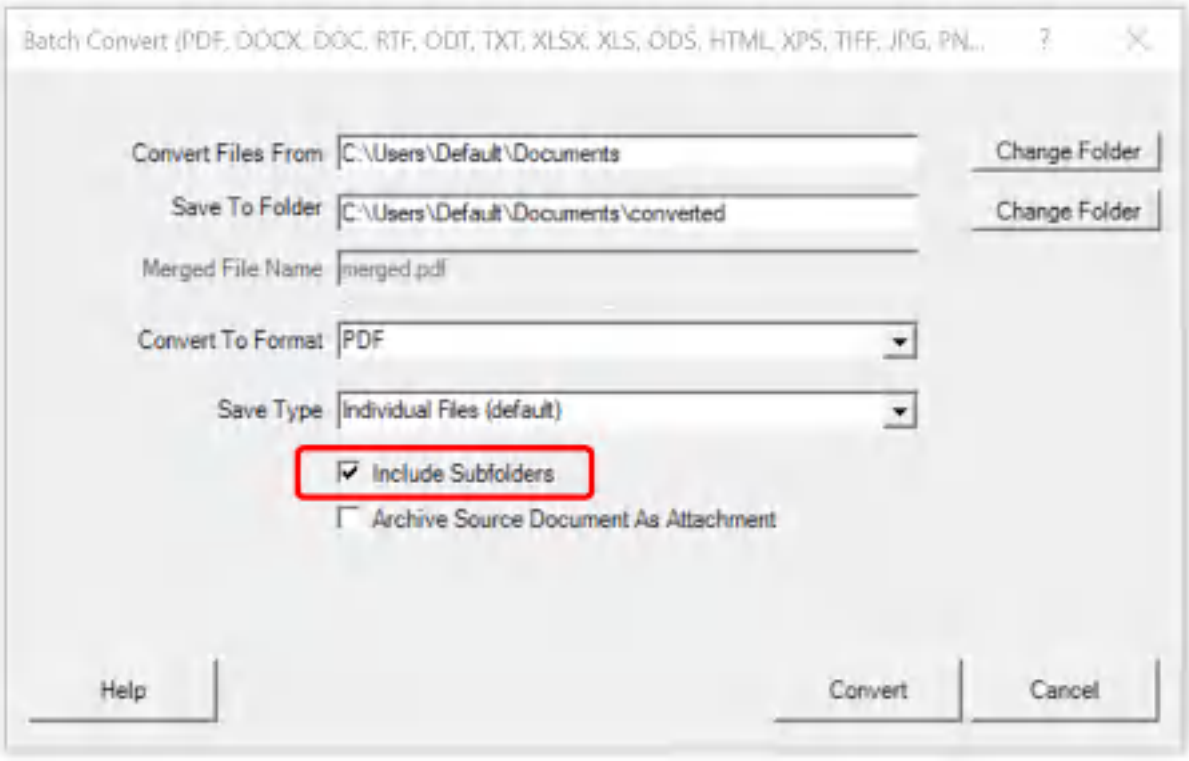

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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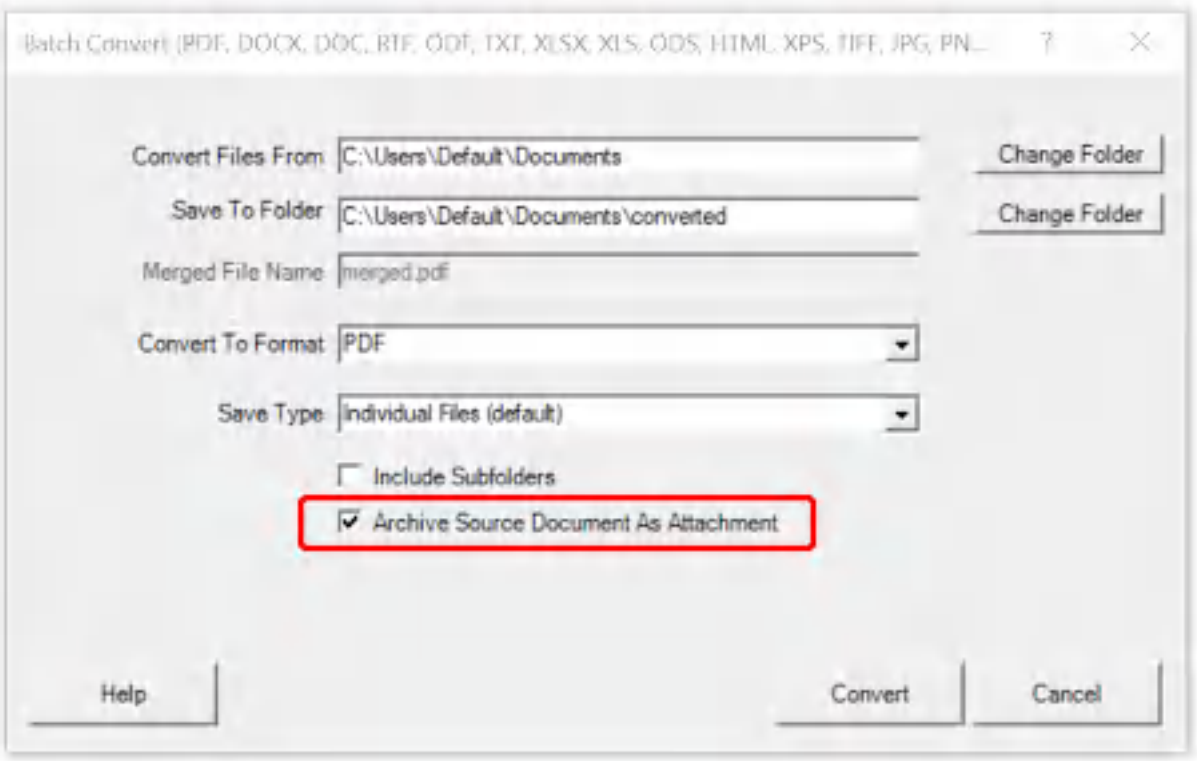

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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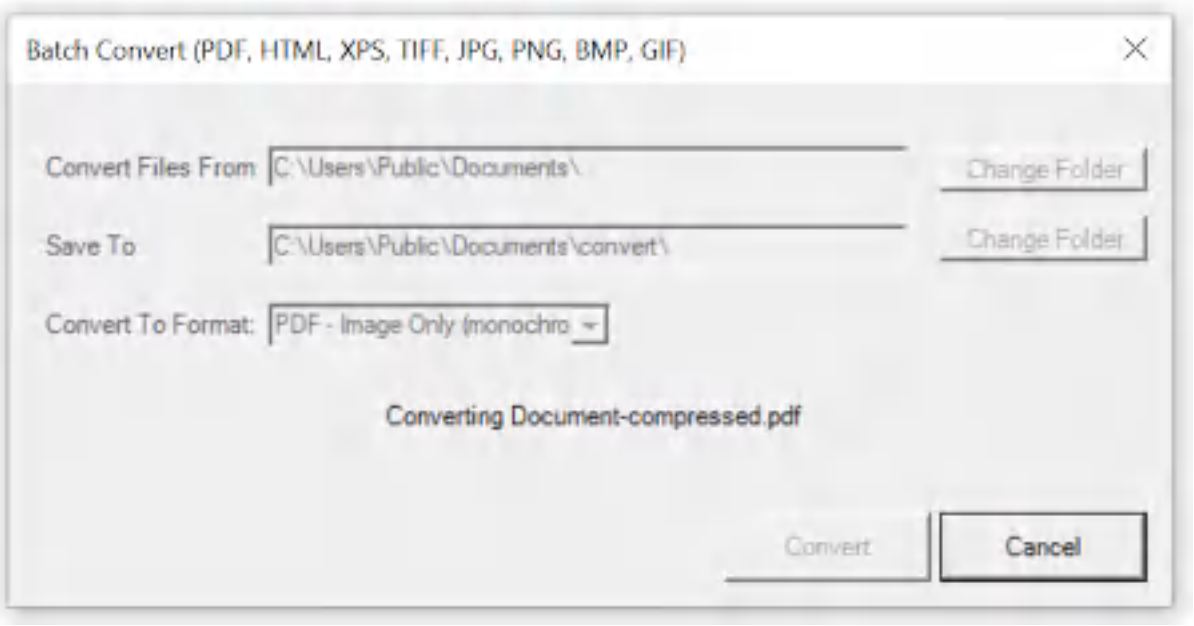
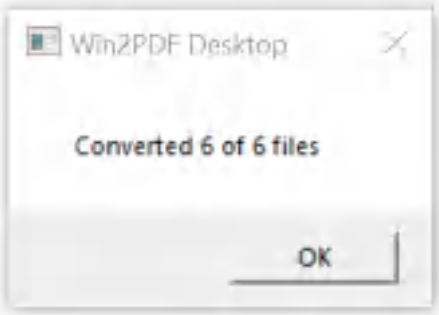


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.15 Batch Convert XLS to Image Only PDF

Batch Convert XLS to Image Only PDF Win2PDF Pro

To batch convert from a Microsoft Excel XLS to an image only PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To

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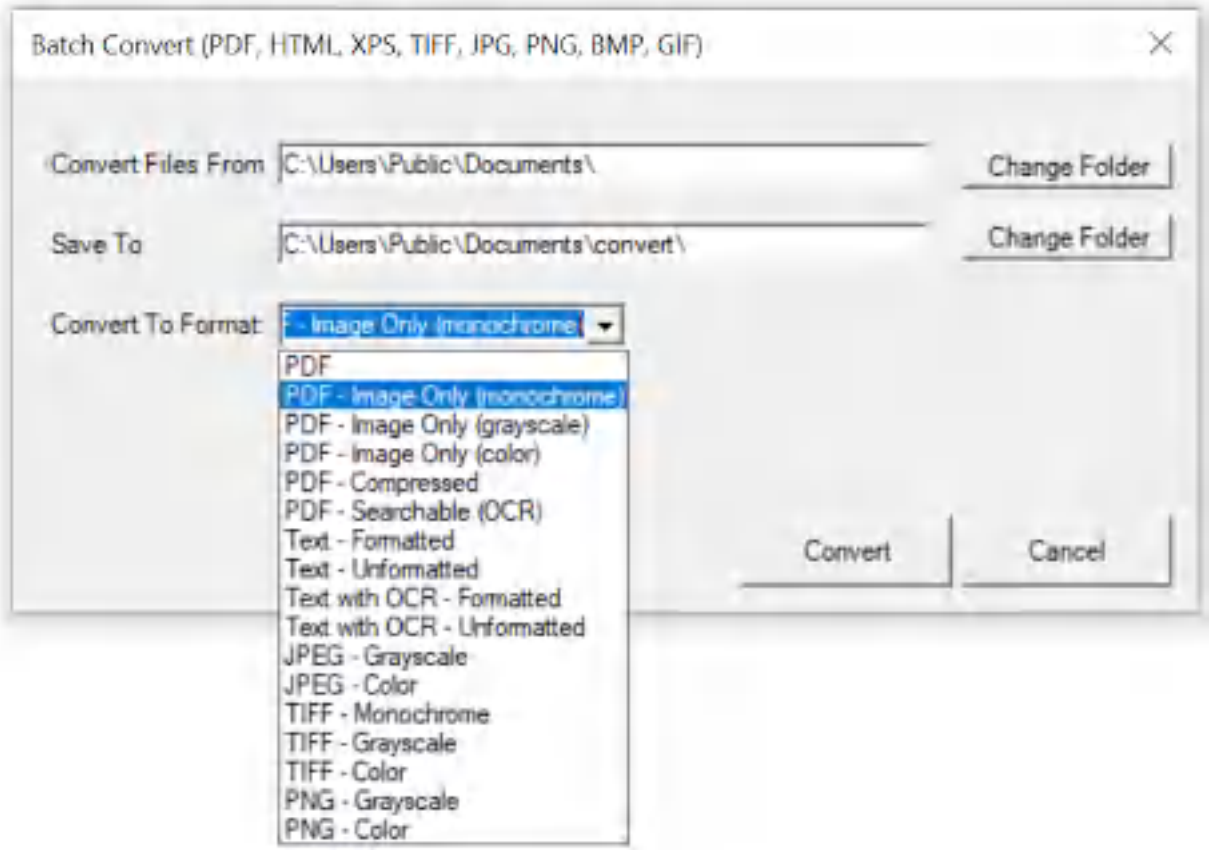
Format" to either "PDF - Image Only (monochrome)", "PDF - Image Only (grayscale)", or "PDF - Image Only (color)".



Win2PDF Desktop - Batch Convert XLS to Image Only PDF

Set the "Convert Files From" location to the folder containing the XLS files to convert, and set the "Save To" folder to the location for the converted image only PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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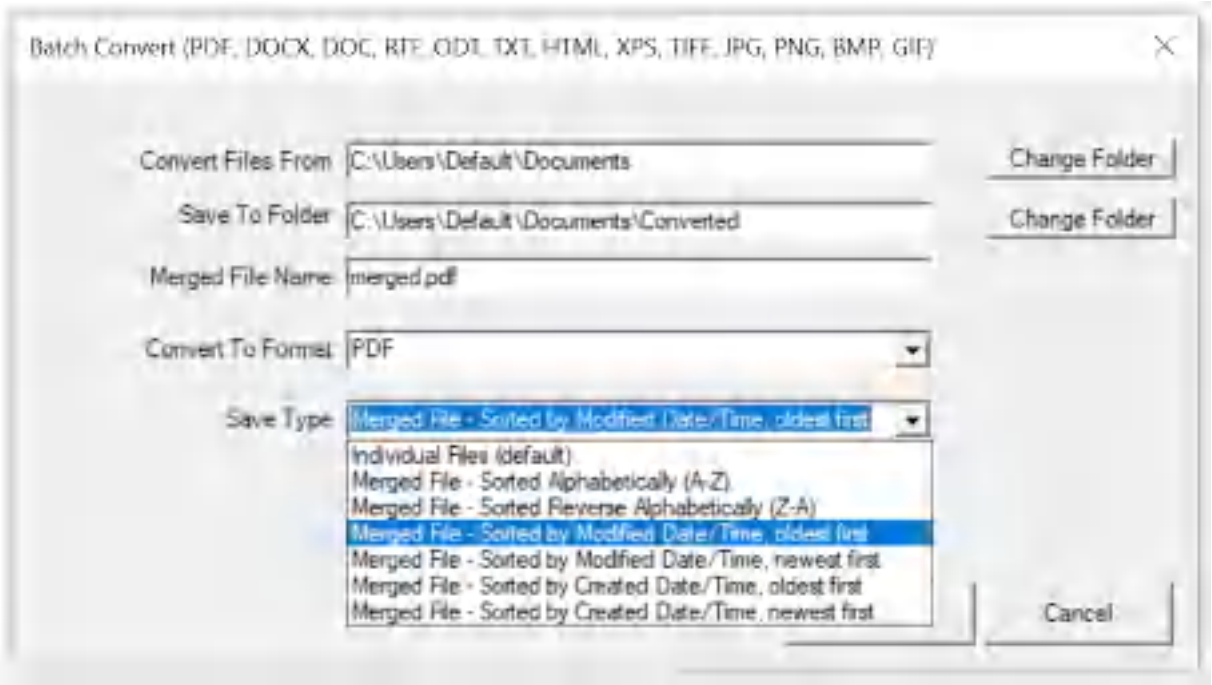

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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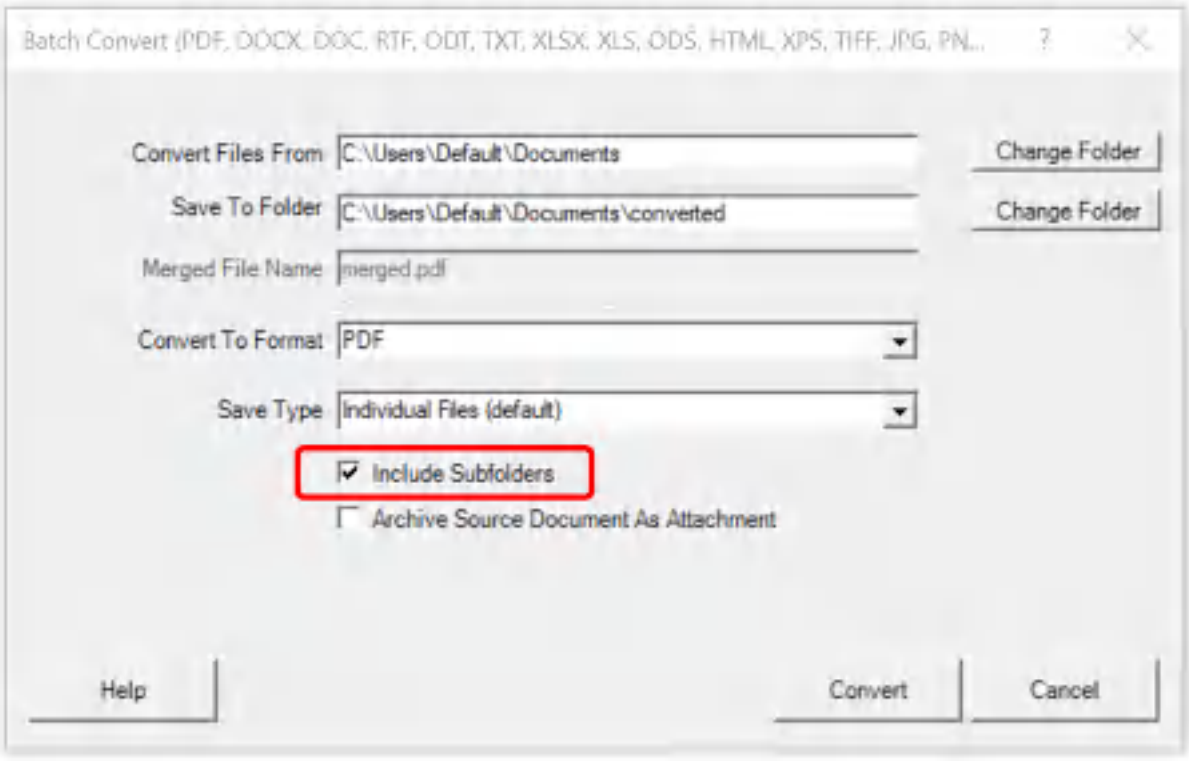

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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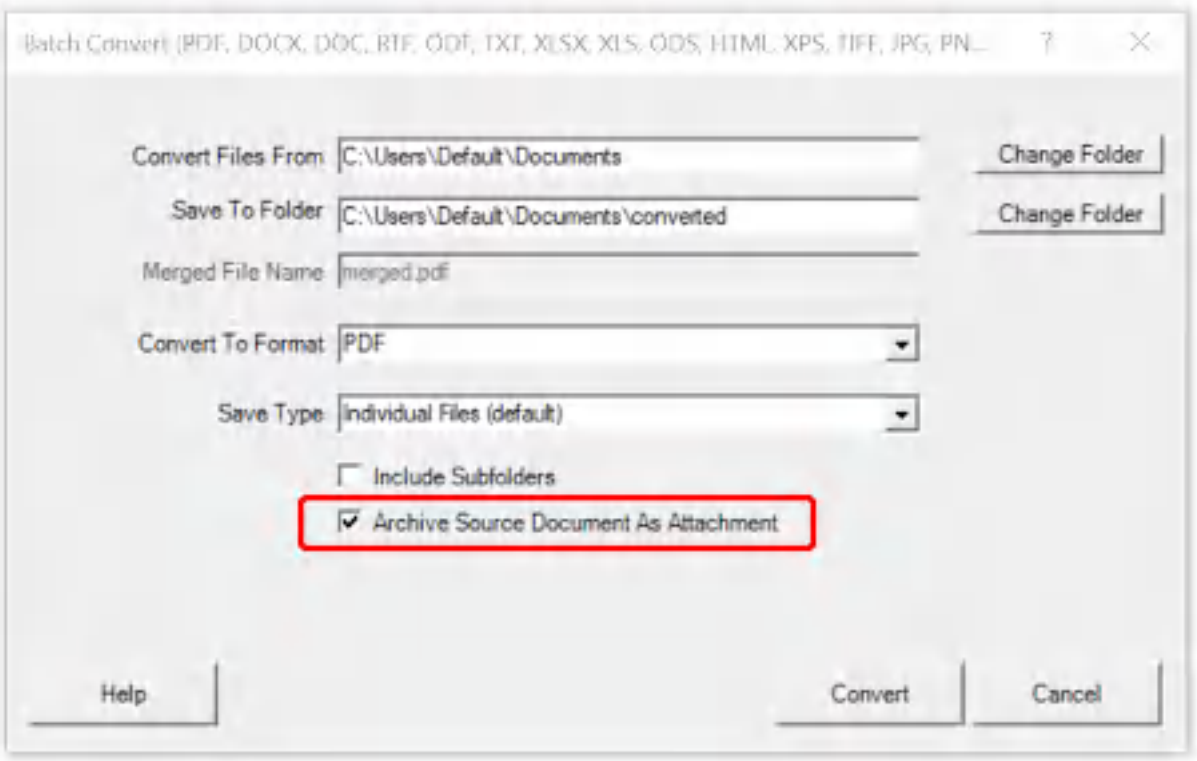

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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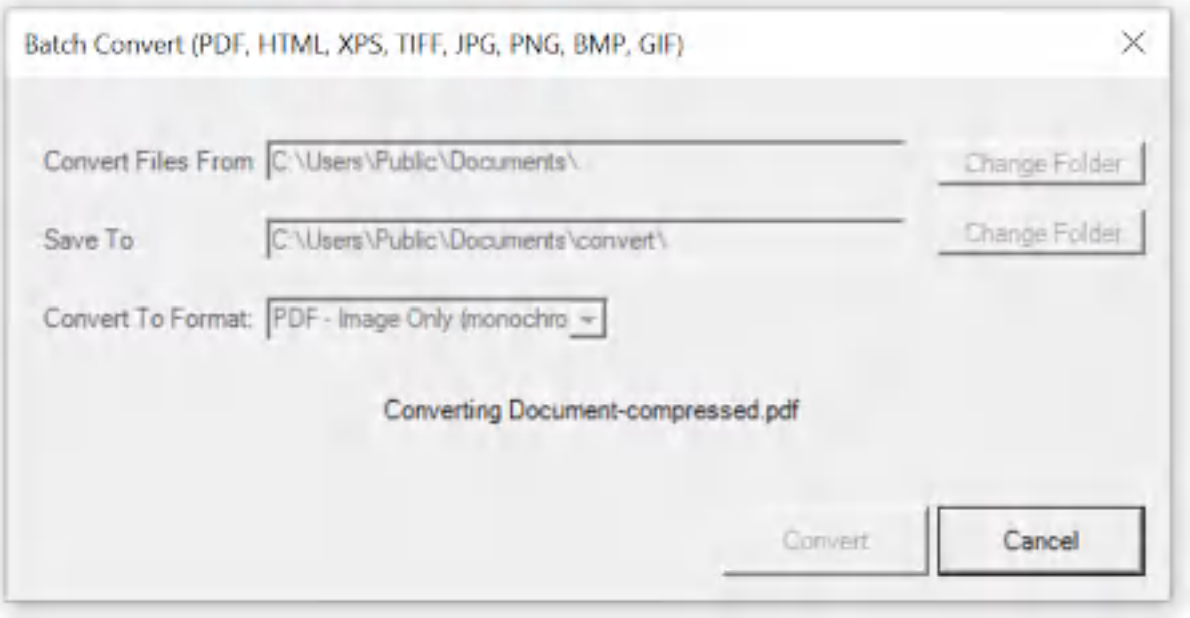
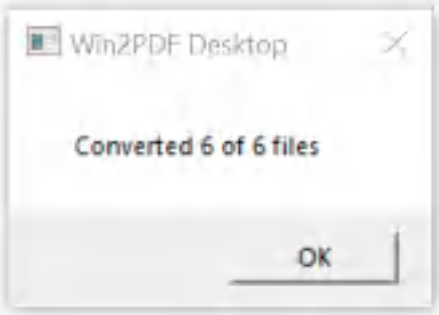


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.15 Batch Convert XLS to XLSX

Batch Convert XLS to XLSX Win2PDF Pro

To batch convert from Microsoft Excel 97-2003 XLS to a Microsoft Excel XLSX file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "XLSX - Microsoft Excel Workbook".

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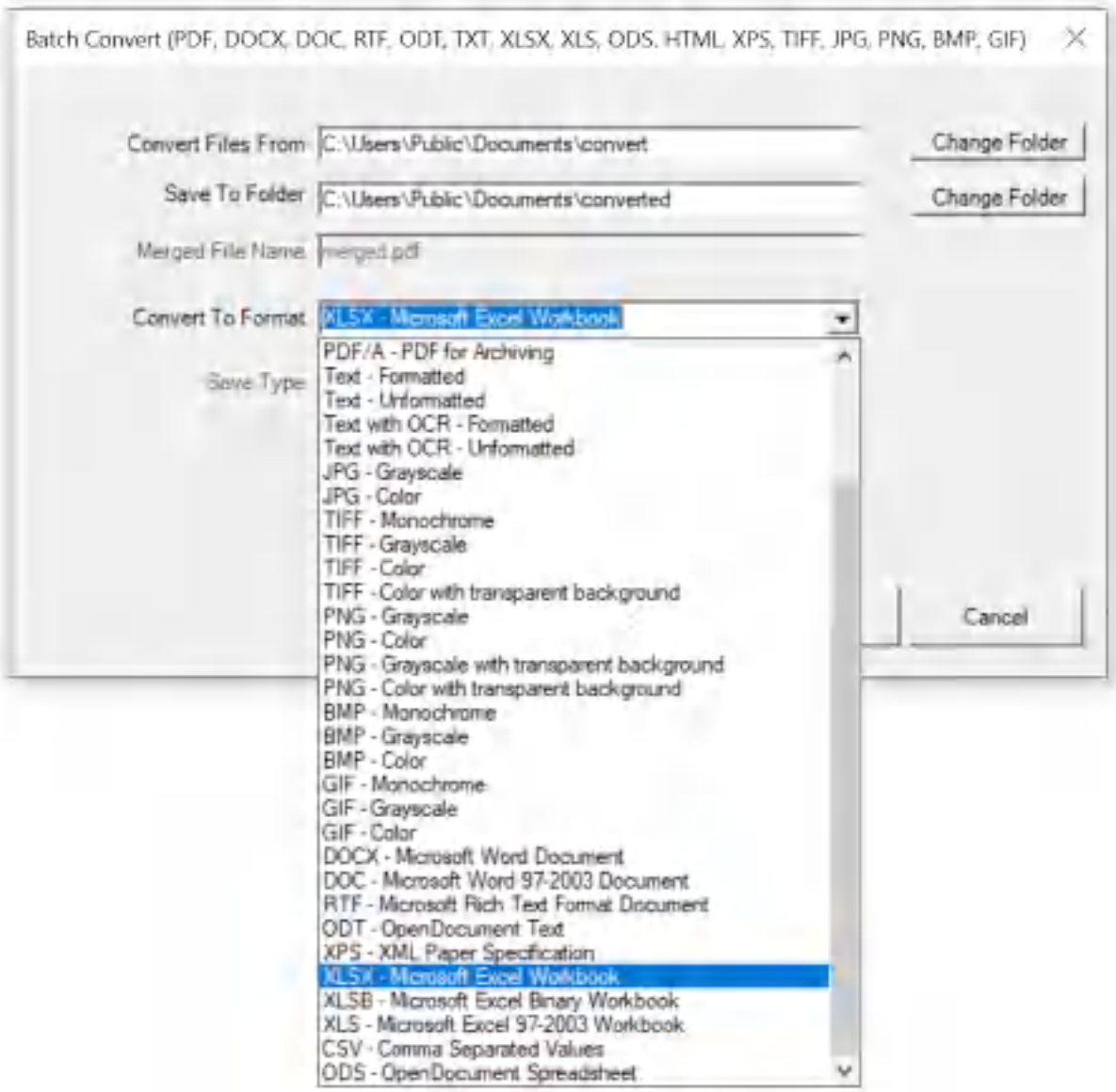

Win2PDF Desktop - Batch Convert XLS to XLSX

Set the "Convert Files From" location to the folder containing the XLS files to convert, and set the "Save To" folder to the location for the converted XLSX files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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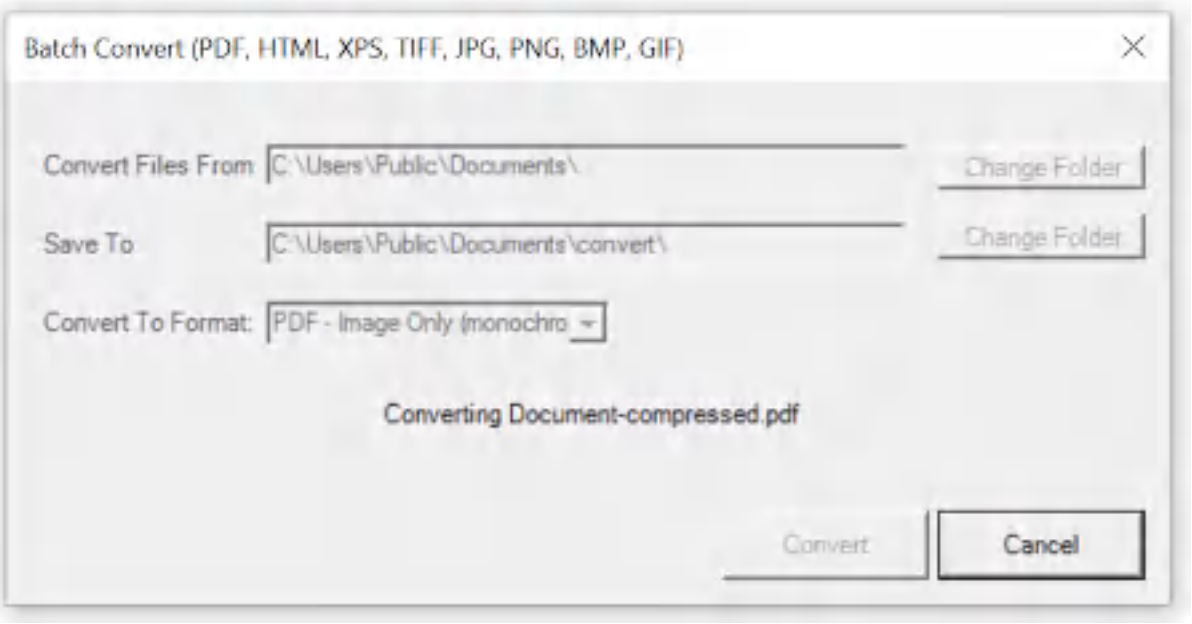
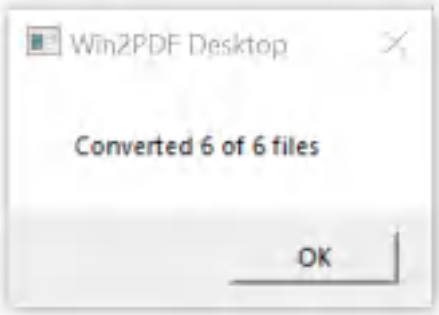


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.15 Batch Convert XLS to ODS

Batch Convert XLS to ODS Win2PDF Pro

To batch convert from Microsoft Excel XLS to an OpenDocument Spreadsheet ODS file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "ODS - OpenDocument Spreadsheet".

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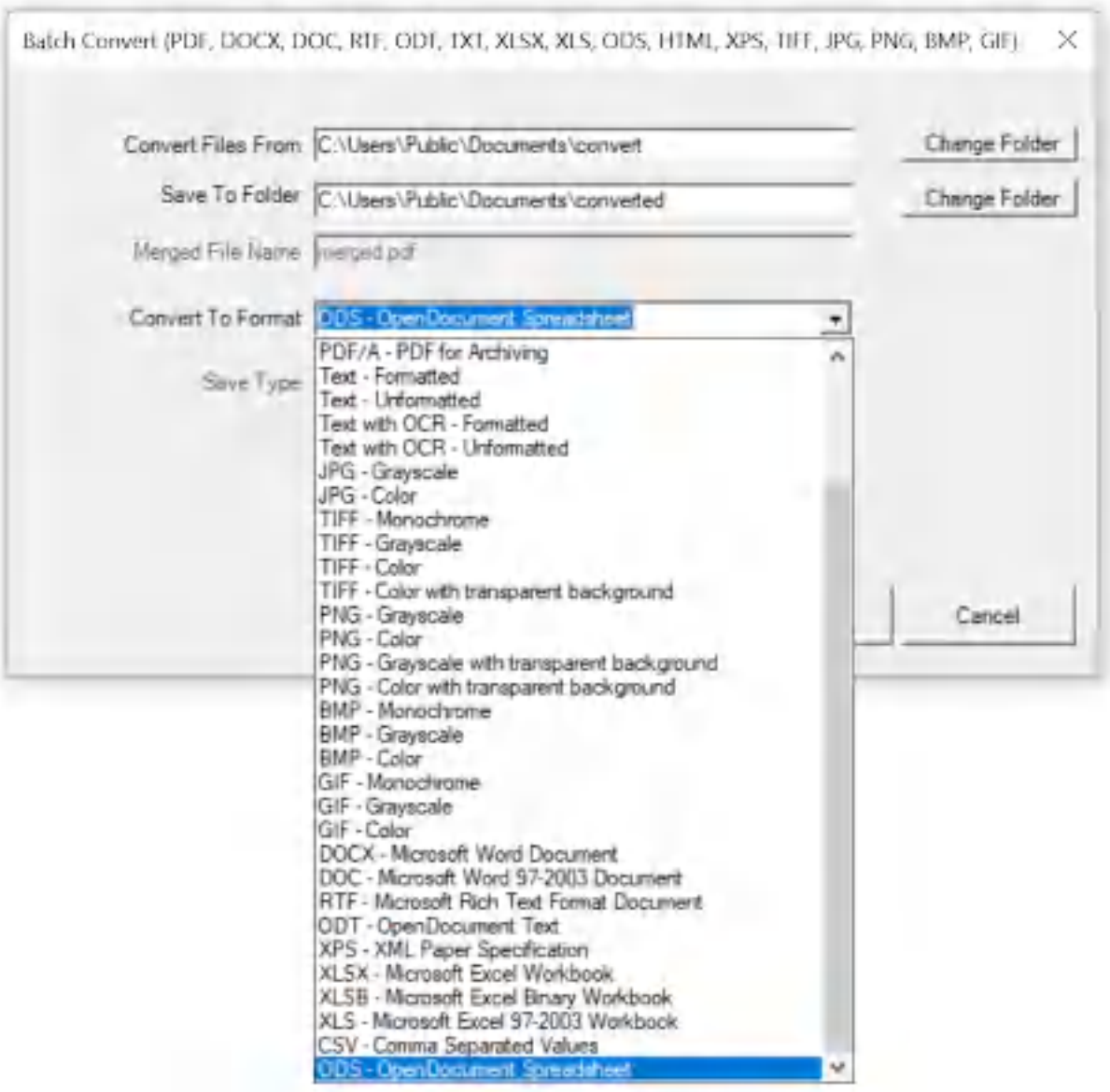

Win2PDF Desktop - Batch Convert XLS to ODS

Set the "Convert Files From" location to the folder containing the XLS files to convert, and set the "Save To" folder to the location for the converted ODT files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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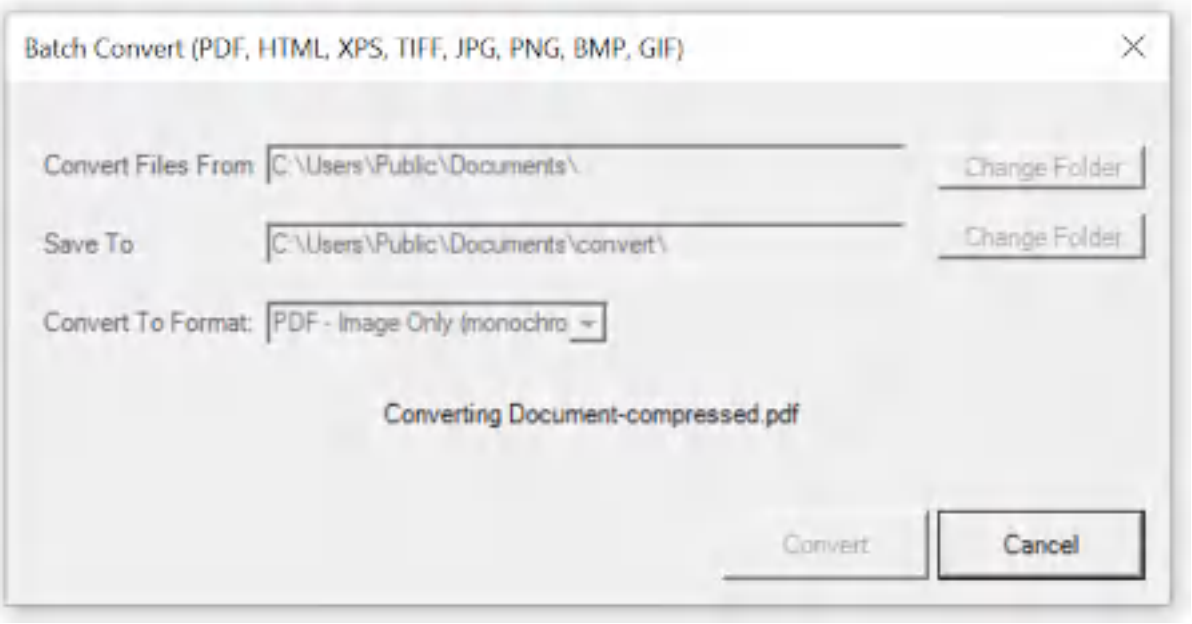
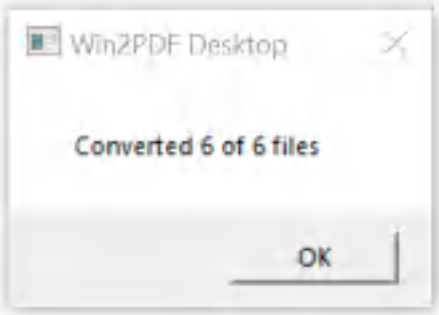


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.15 Batch Convert XLS to XPS

Batch Convert XLS to XPS Win2PDF Pro

To batch convert from Microsoft Excel XLS to an XML Paper Specification XPS file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "XPS - XML Paper Specification".

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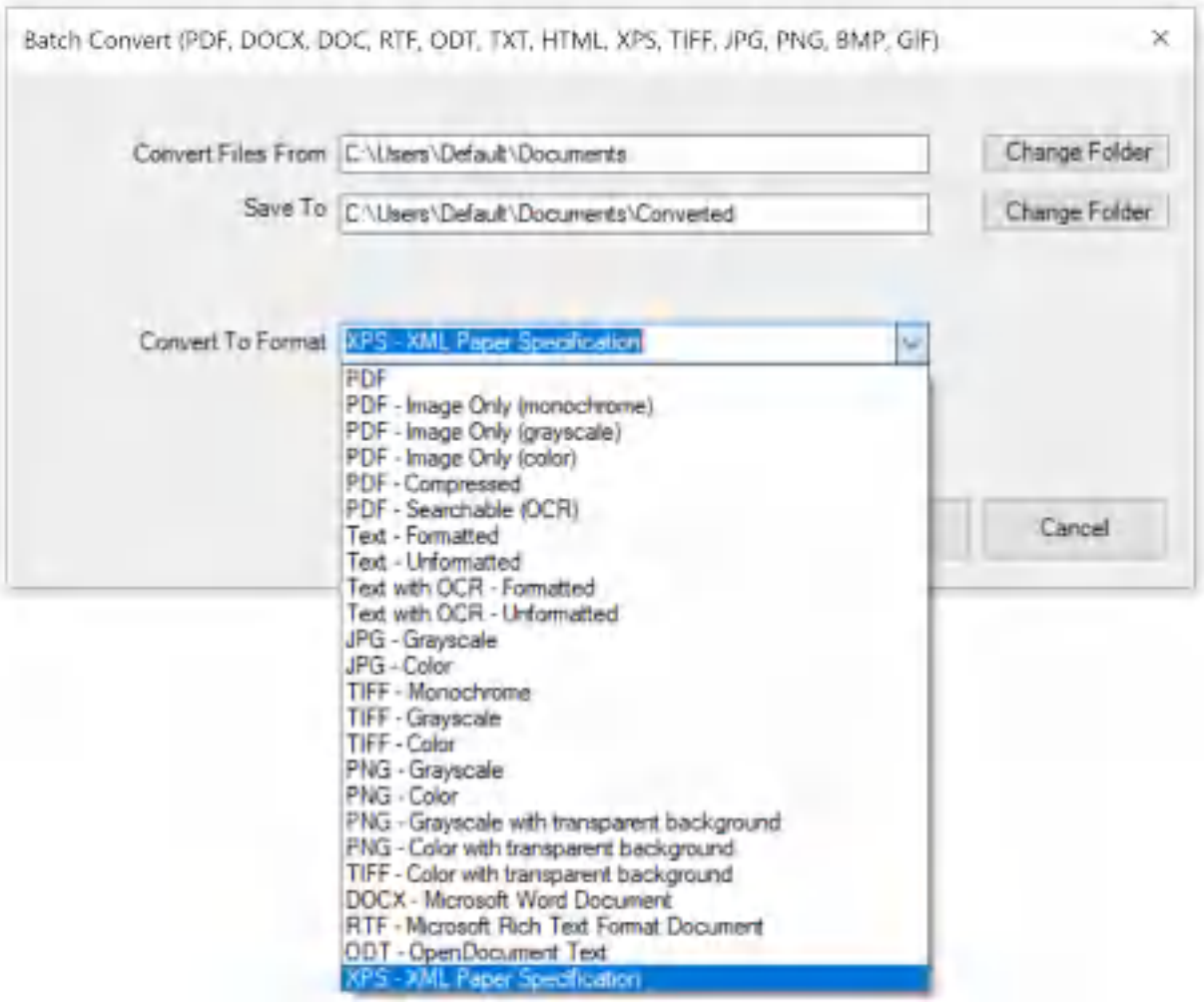

Win2PDF Desktop - Batch Convert XLS to XPS

Set the "Convert Files From" location to the folder containing the XLS files to convert, and set the "Save To" folder to the location for the converted XPS files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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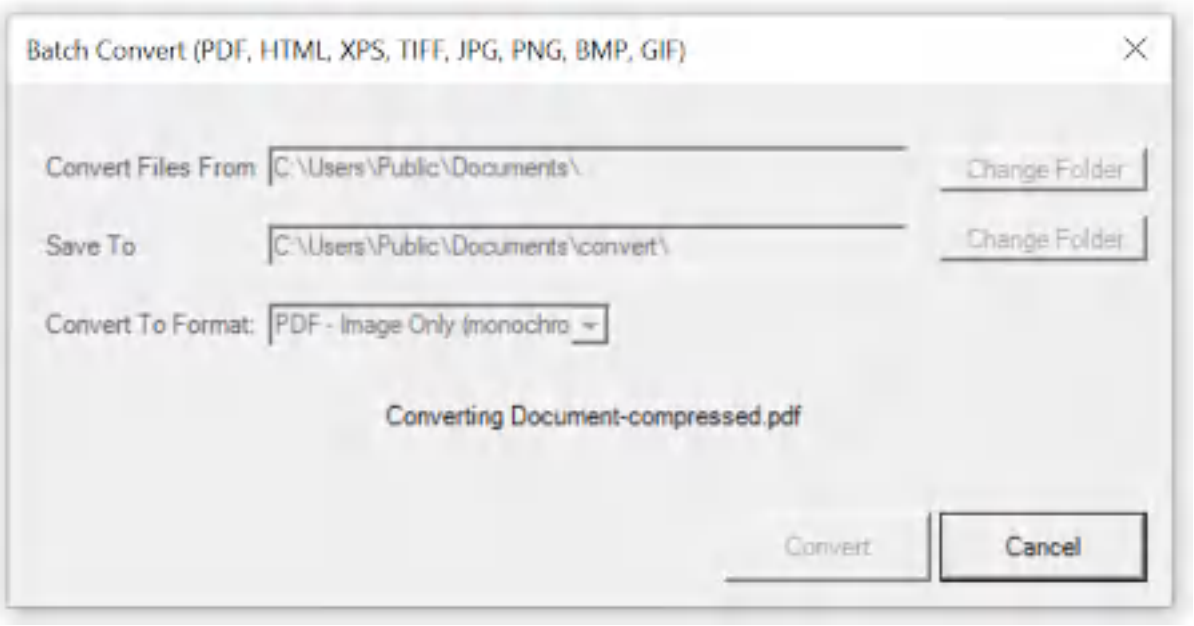
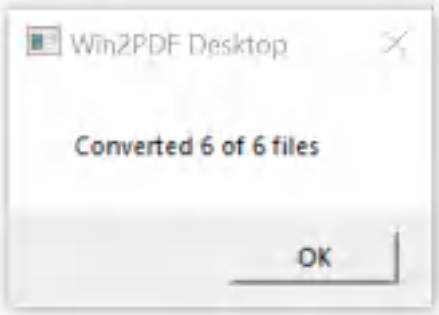


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.15 Batch Convert XLS to CSV

Batch Convert XLS to CSV Win2PDF Pro

To batch convert from Microsoft Excel XLS to a comma separated value CSV file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "CSV - Comma Separated Values".

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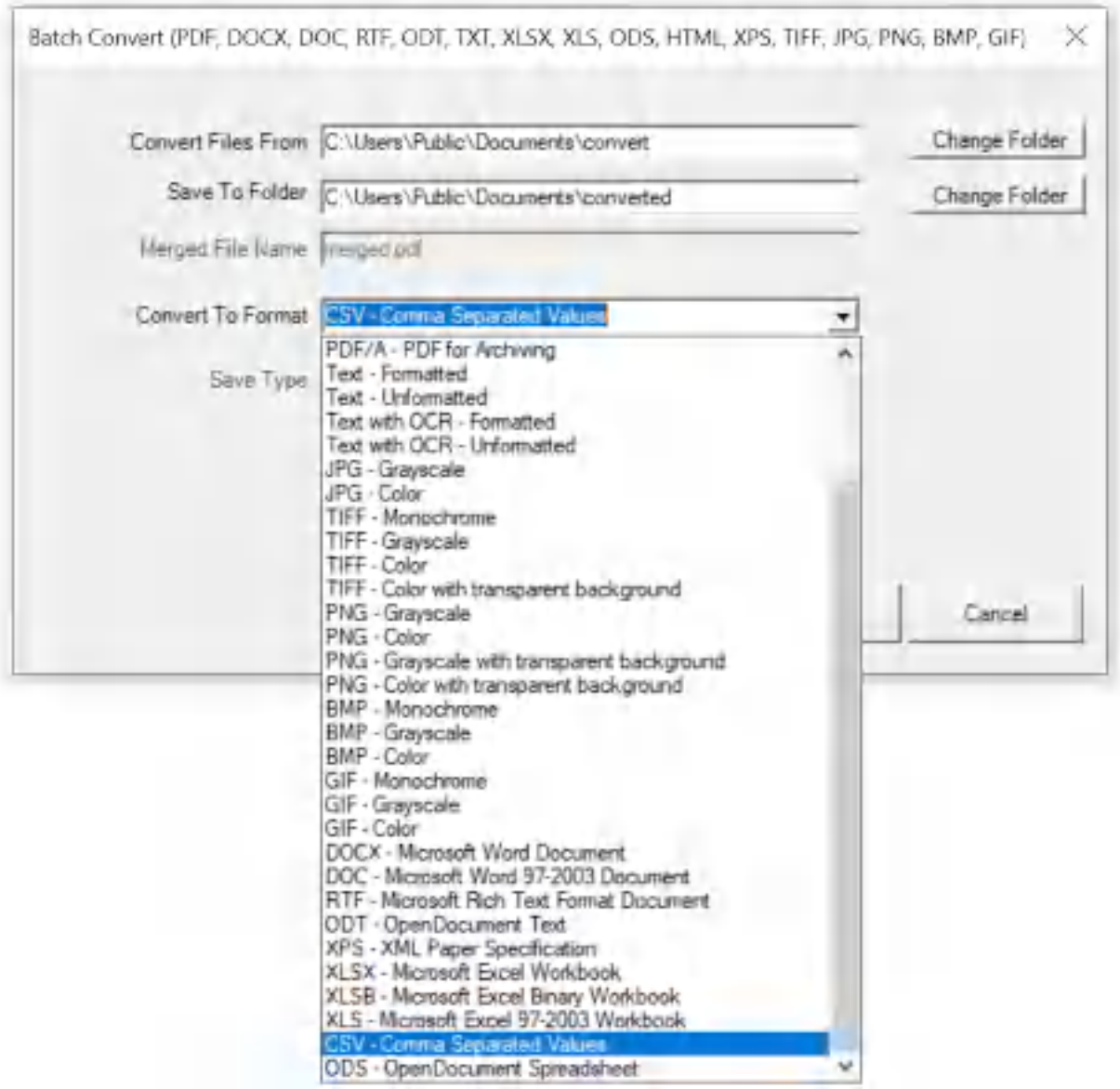

Win2PDF Desktop - Batch Convert XLS to CSV

Set the "Convert Files From" location to the folder containing the XLS files to convert, and set the "Save To" folder to the location for the converted CSV files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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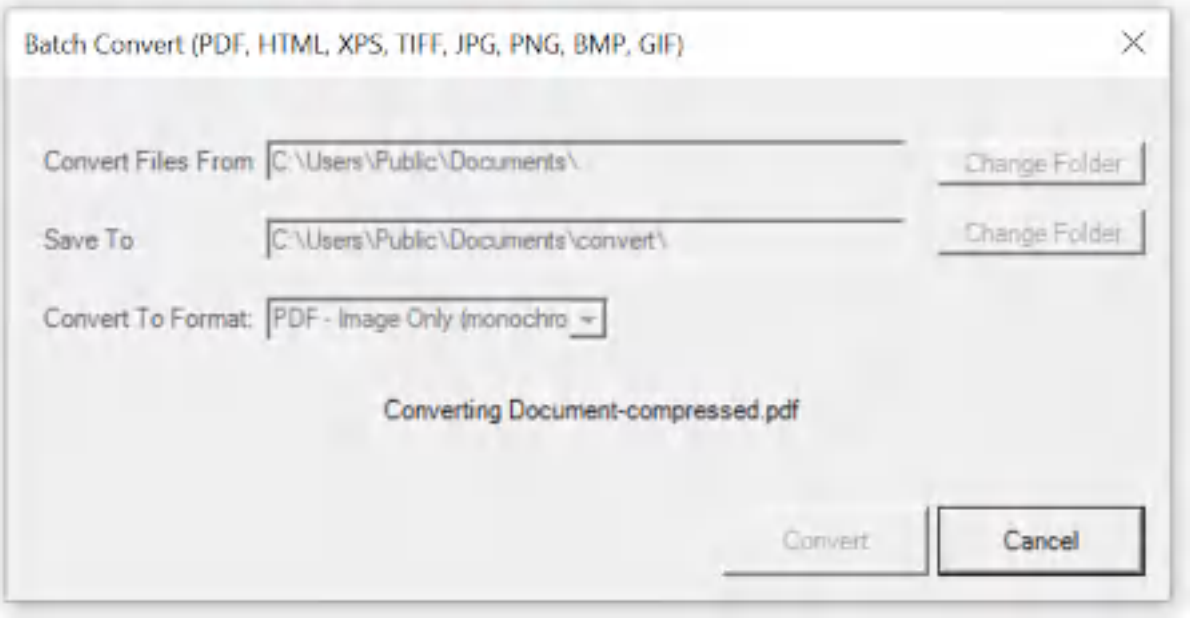
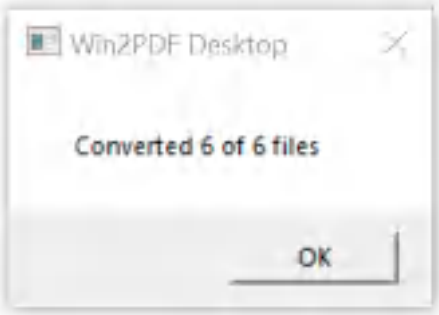


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.15 Batch Convert ODS to PDF

Batch Convert ODS to PDF Win2PDF Pro

To batch convert from an OpenDocument Spreadsheet ODS to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".

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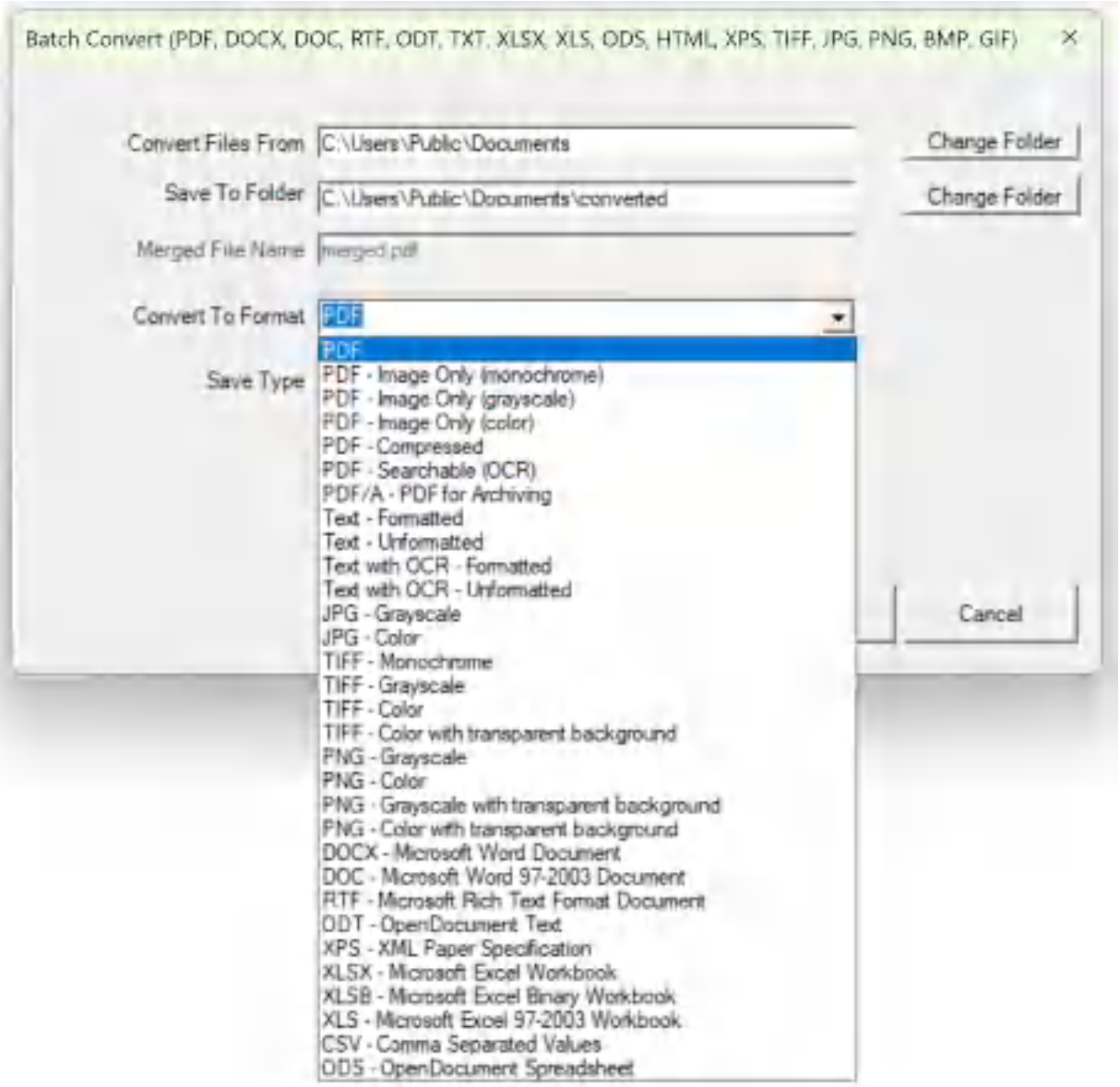

Win2PDF Desktop - Batch Convert ODS to PDF

Set the "Convert Files From" location to the folder containing the ODS files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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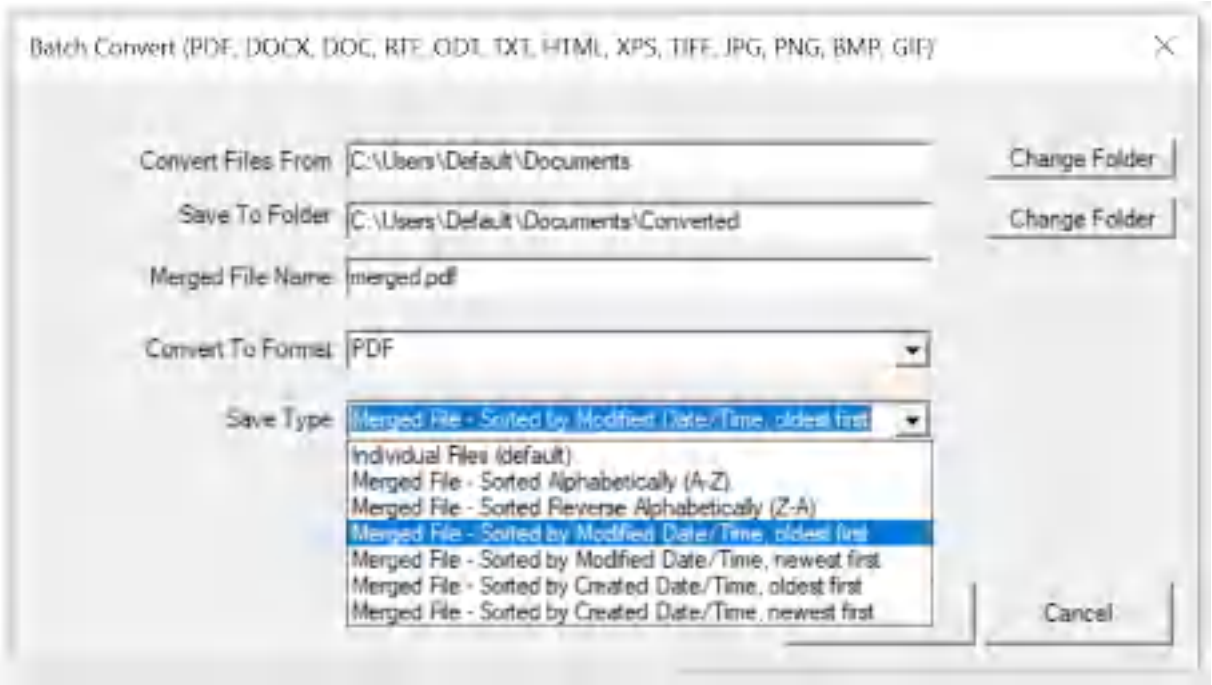

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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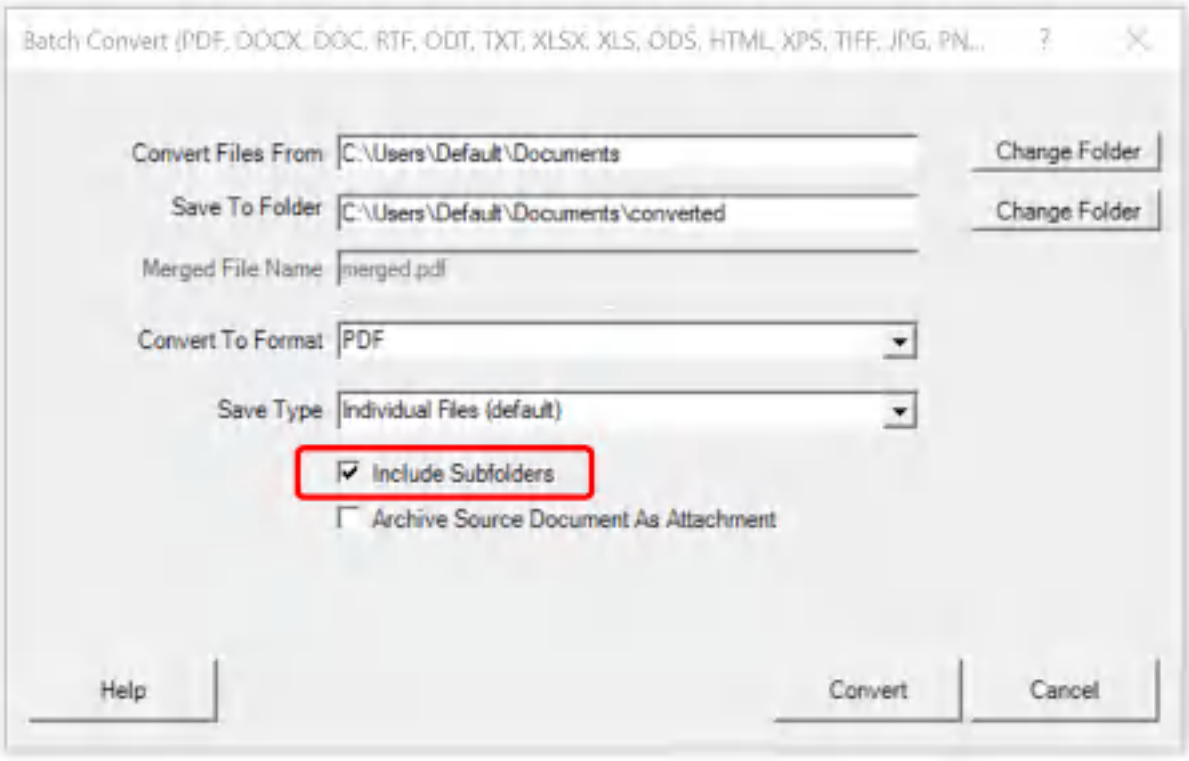

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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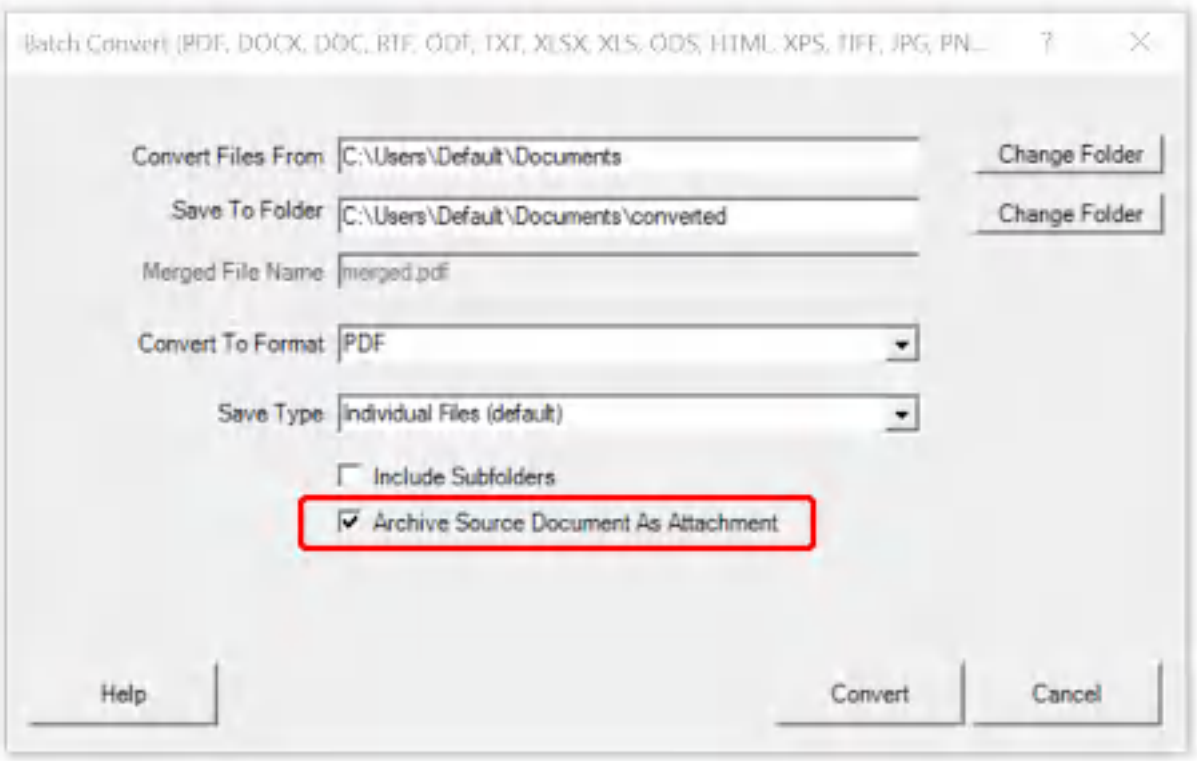

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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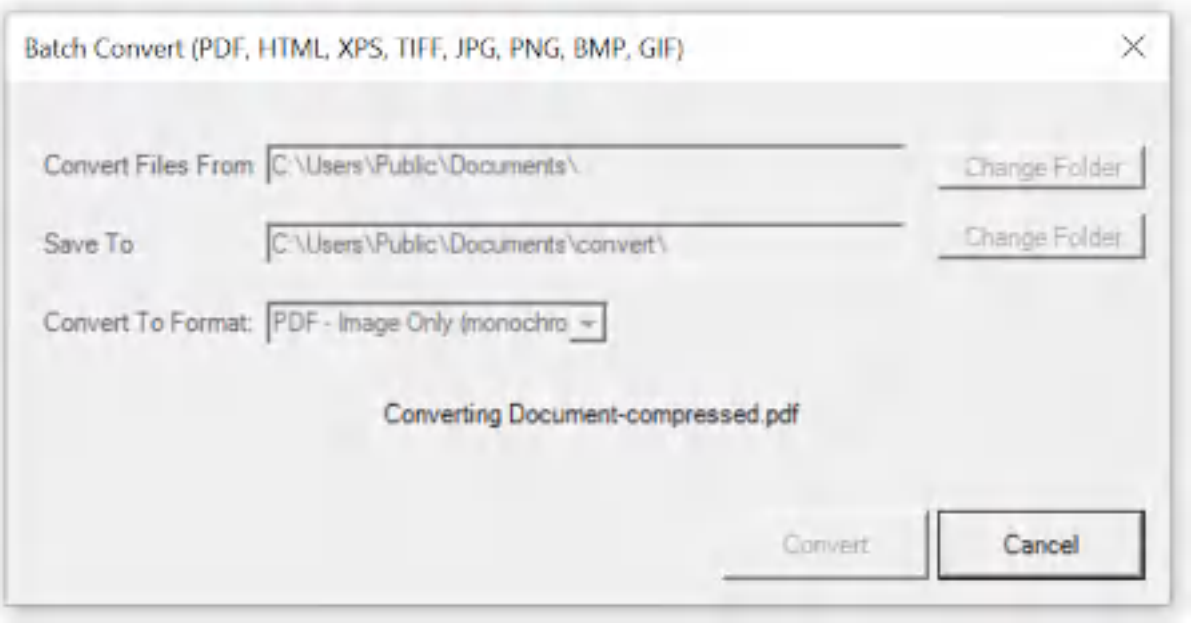
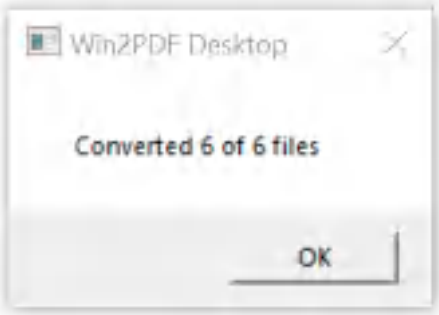


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.15 Batch Convert ODS to JPG

Batch Convert ODS to JPEG Win2PDF Pro

To batch convert from an OpenDocument Spreadsheet ODS to JPG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "JPG - Grayscale" or "JPG - Color".

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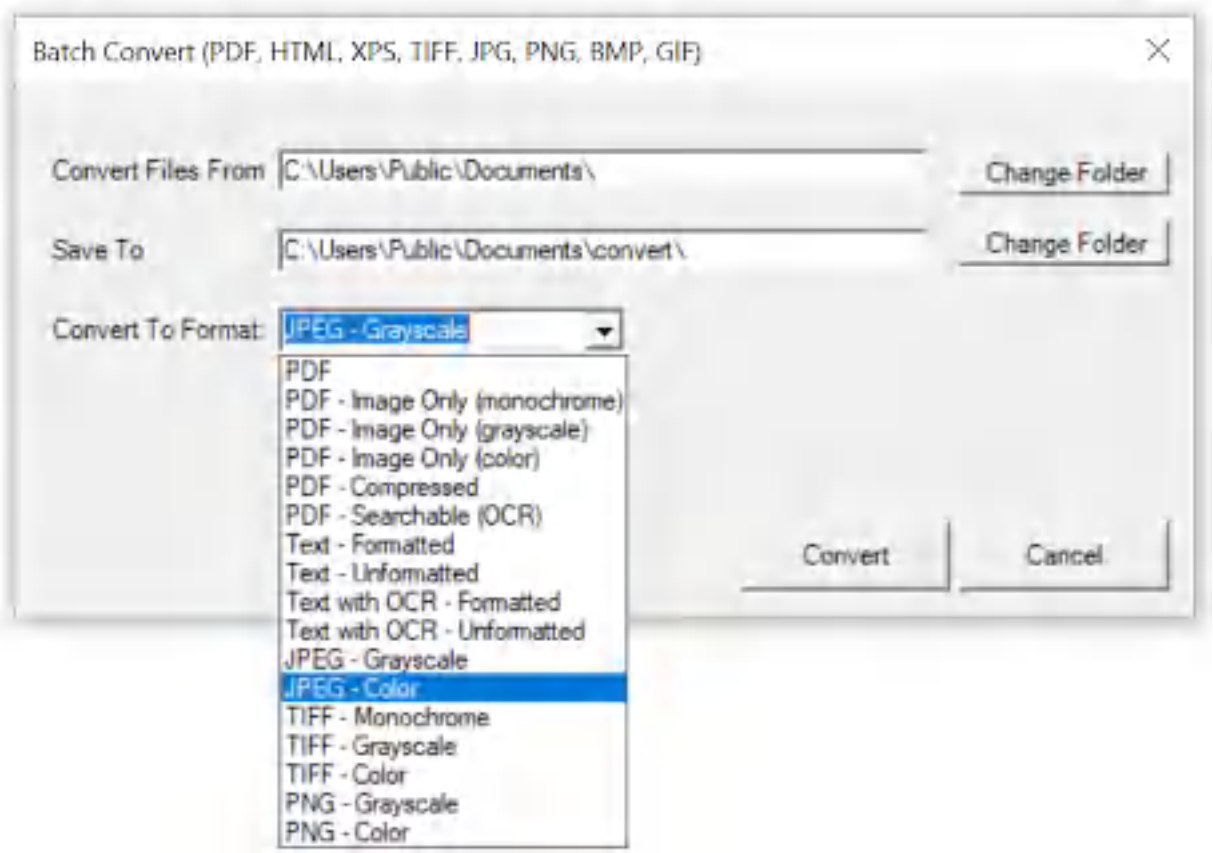

Win2PDF Desktop - Batch Convert ODS to JPG

Set the "Convert Files From" location to the folder containing the ODS files to convert, and set the "Save To" folder to the location for the converted JPG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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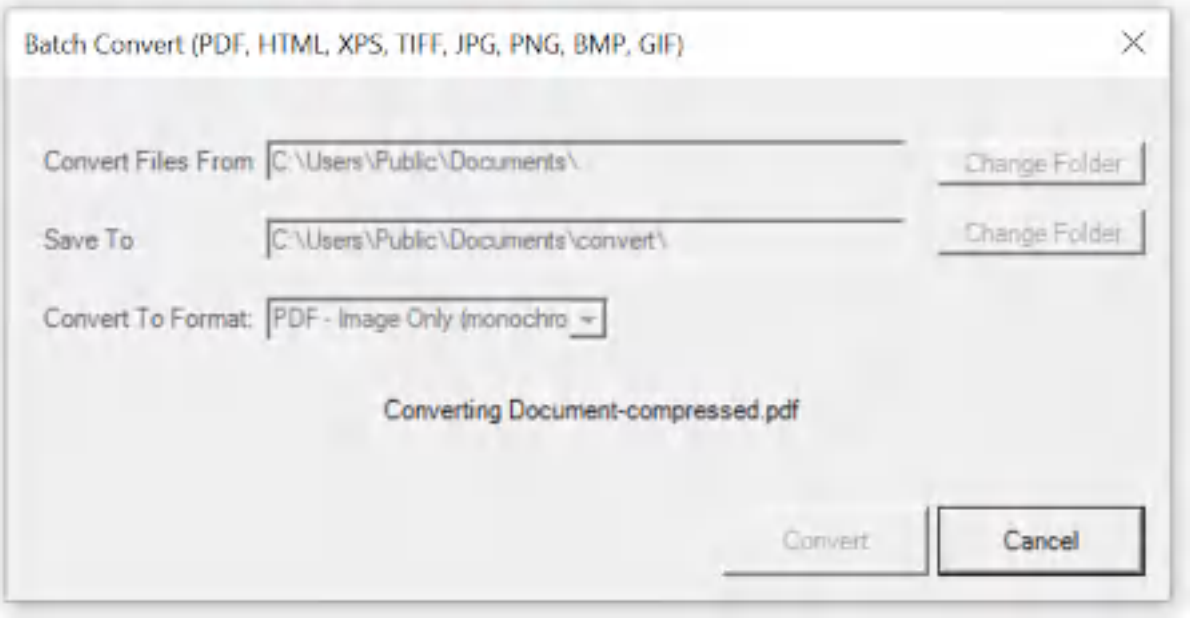
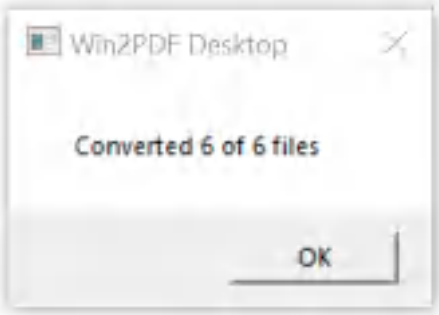


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.15 Batch Convert ODS to PNG

Batch Convert ODS to PNG Win2PDF Pro

To batch convert from an OpenDocument Spreadsheet ODS to PNG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PNG - Grayscale" or "PNG - Color".

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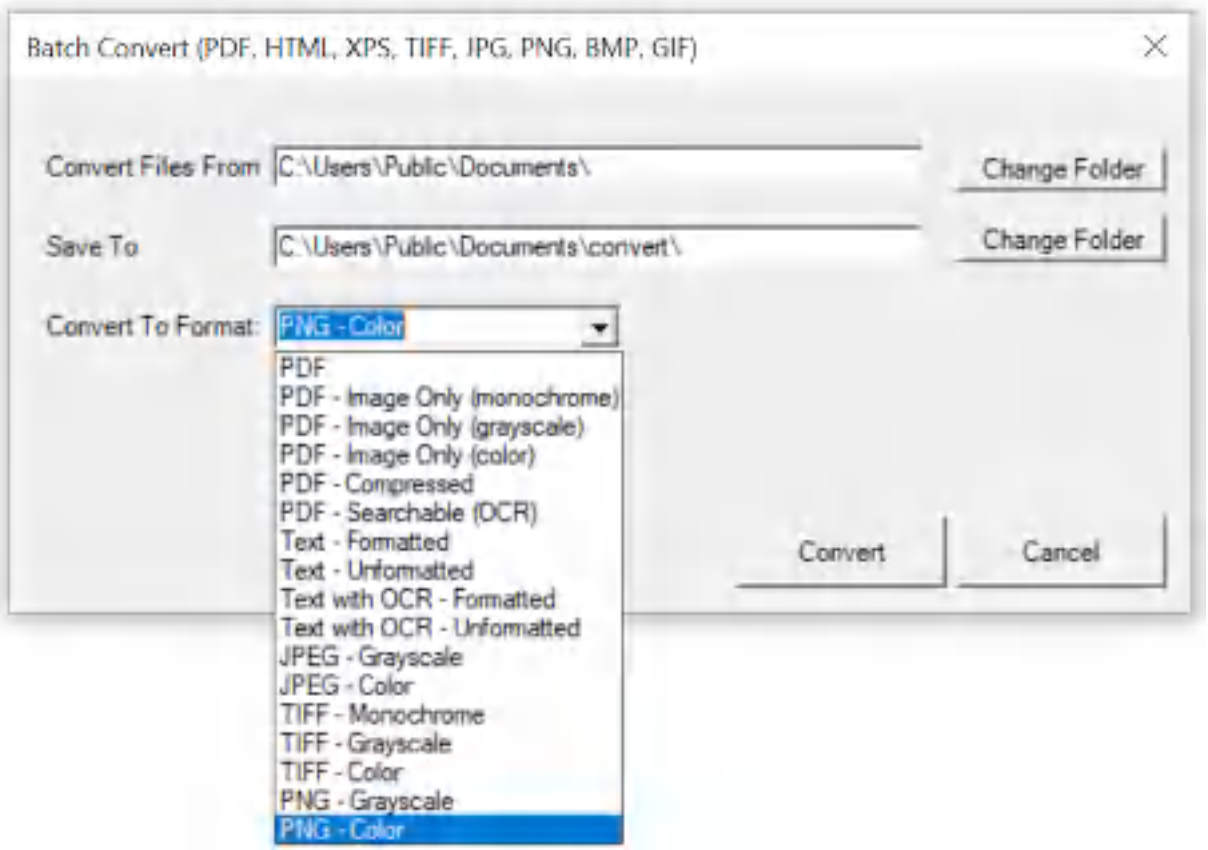

Win2PDF Desktop - Batch Convert ODS to PNG

Set the "Convert Files From" location to the folder containing the ODS files to convert, and set the "Save To" folder to the location for the converted PNG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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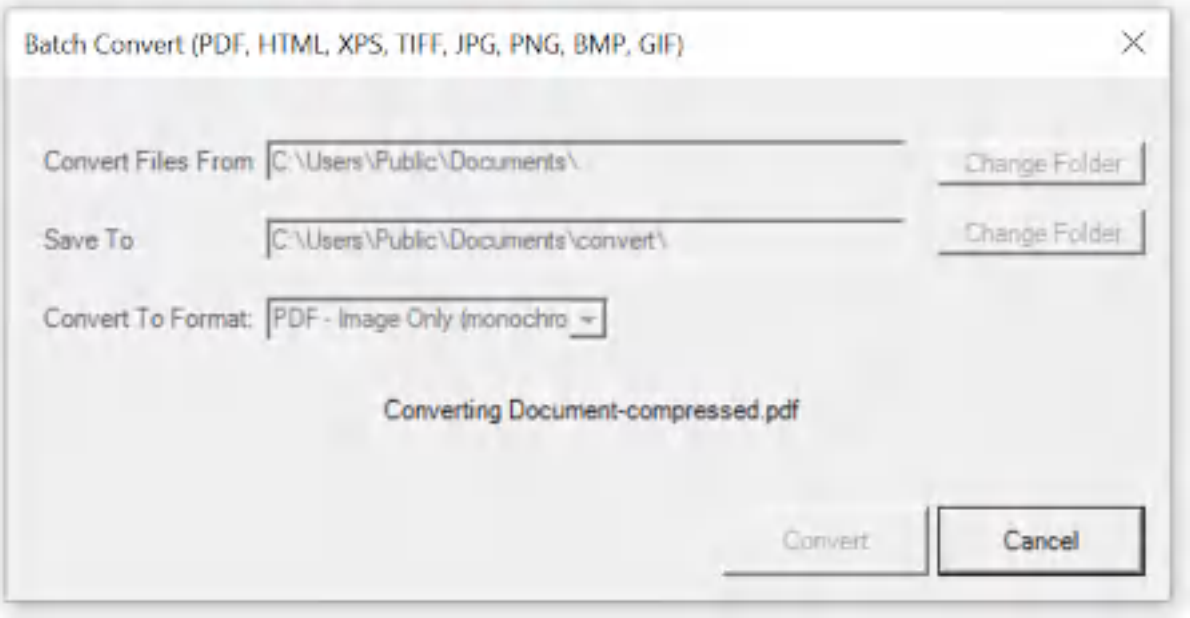
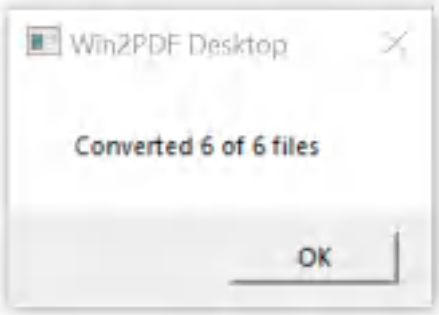


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.16 Batch Convert ODS to TIFF

Batch Convert ODS to TIFF Win2PDF Pro

To batch convert from an OpenDocument Spreadsheet ODS to TIFF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To

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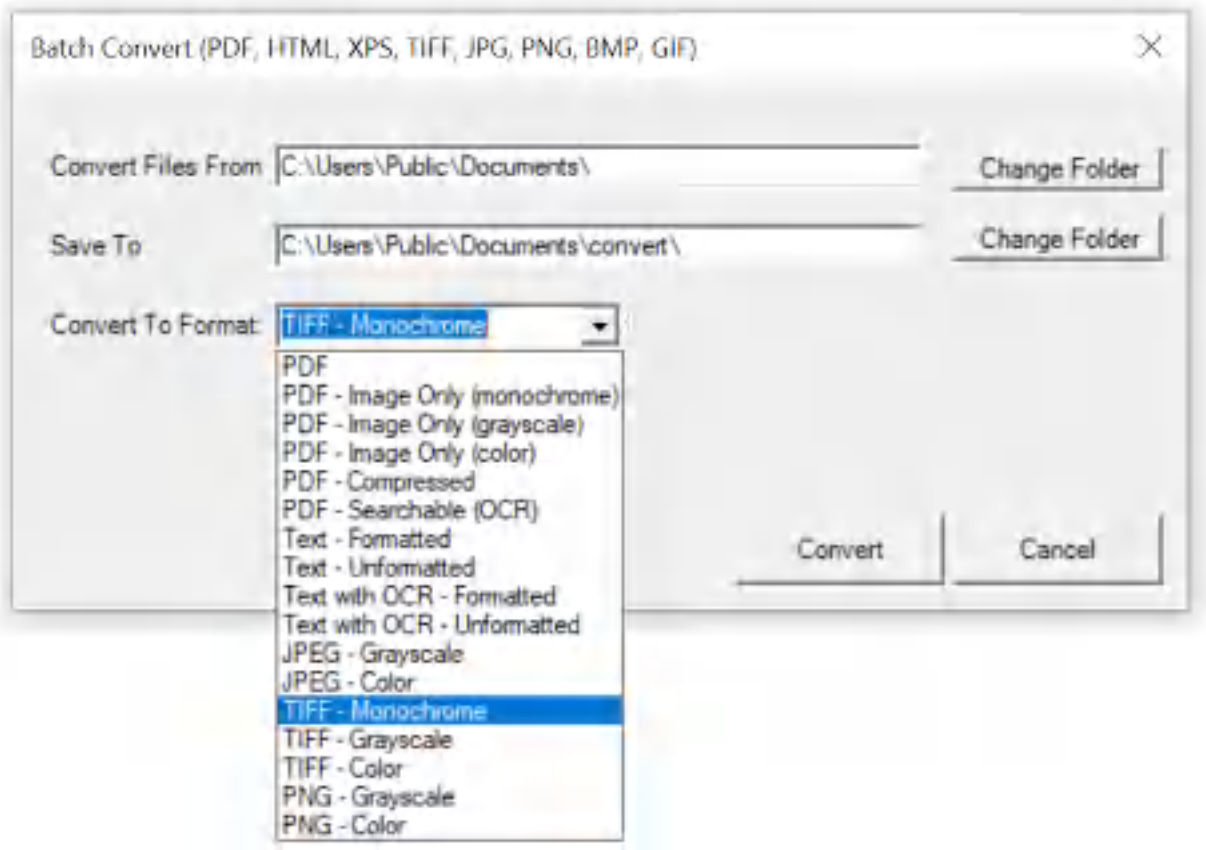
Format" to either "TIFF - Monochrome", "TIFF - Grayscale", "TIFF - Color", or "TIFF - Color with transparent background".



Win2PDF Desktop - Batch Convert ODS to TIFF

Set the "Convert Files From" location to the folder containing the ODS files to convert, and set the "Save To" folder to the location for the converted TIFF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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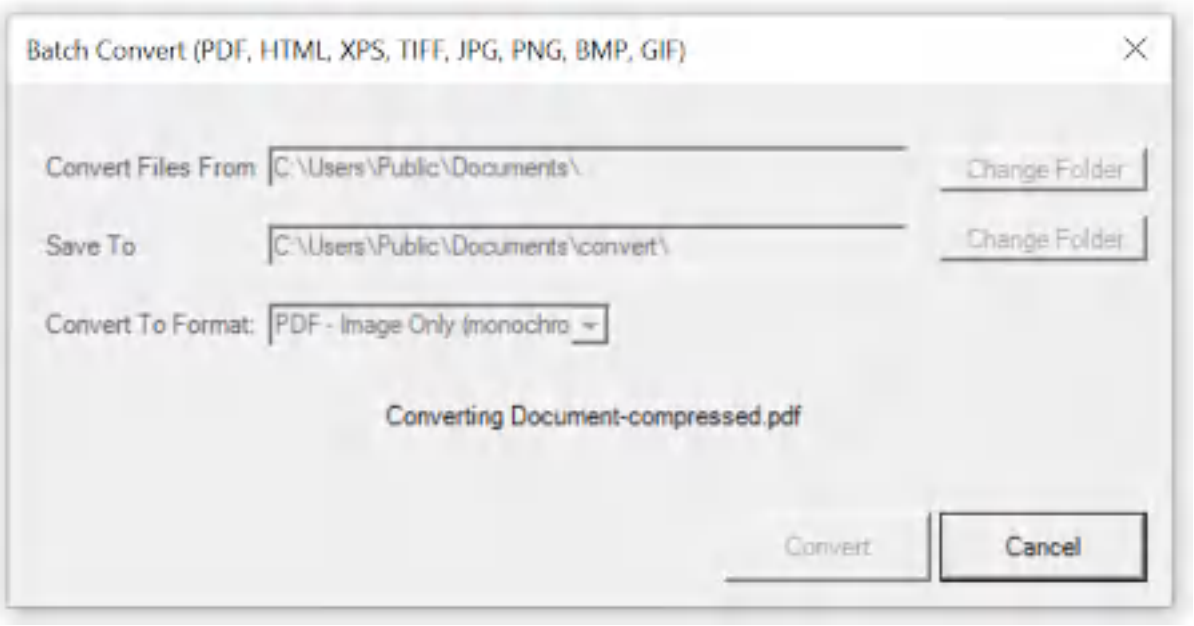
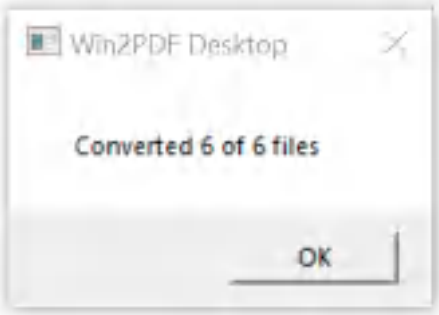


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.16 Batch Convert ODS to Text

Batch Convert ODS to TXT Win2PDF Pro

To batch convert from an OpenDocument Spreadsheet ODS to Text, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To

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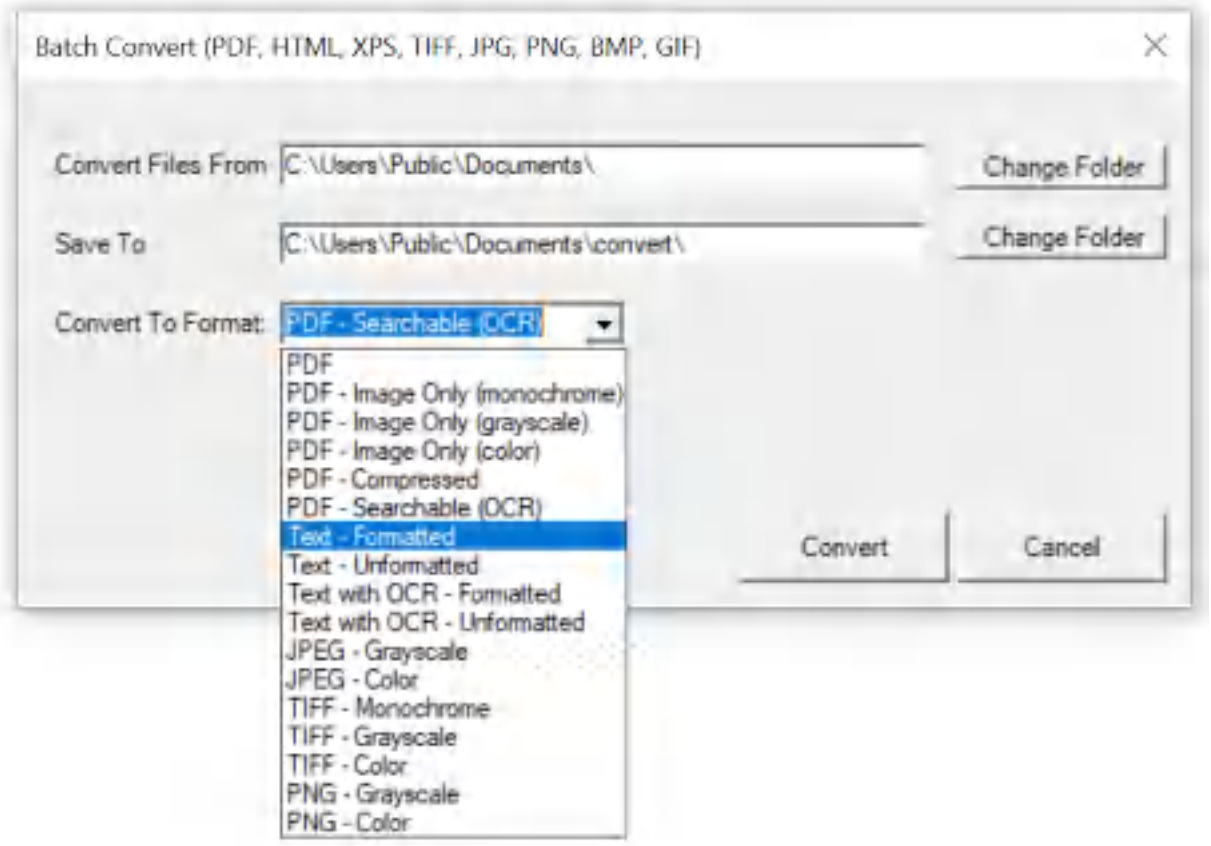
Format" to "Text with OCR - Formatted", or "Text with OCR - Unformatted". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert ODS to Text

Set the "Convert Files From" location to the folder containing the ODS files to convert, and set the "Save To" folder to the location for the converted text files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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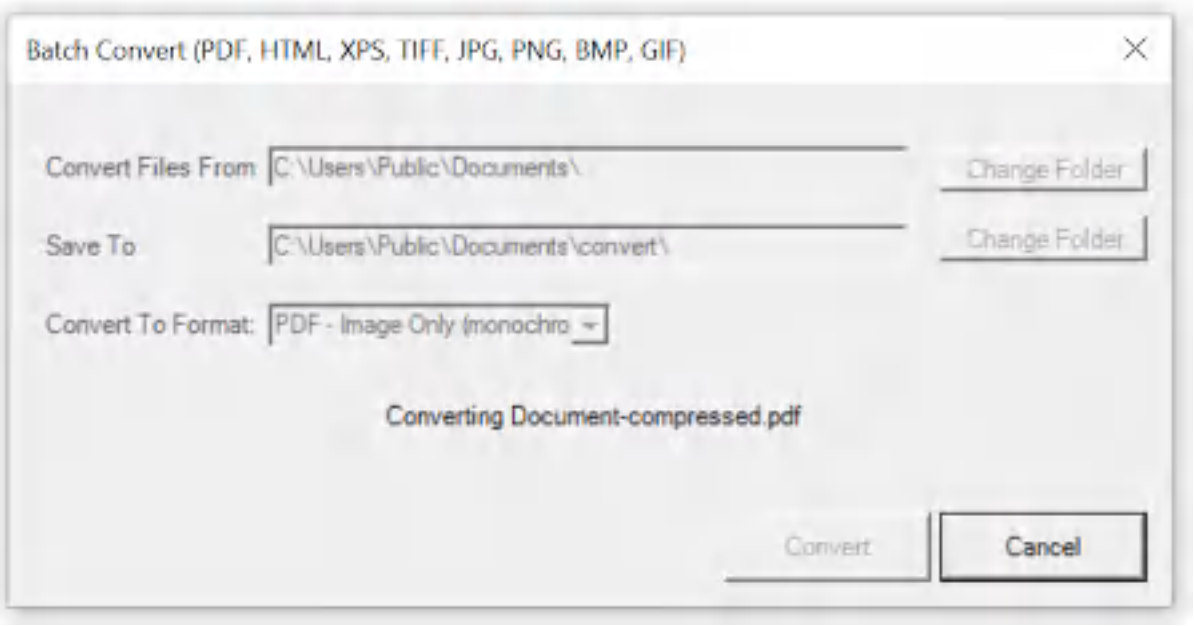
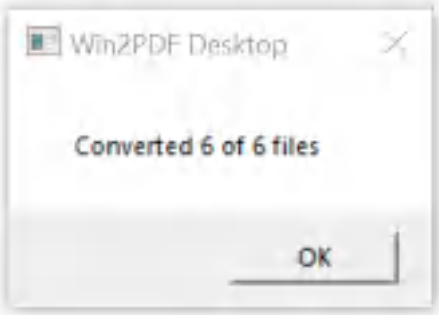


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.16 Batch Convert ODS to Searchable PDF

Batch Convert ODS to Searchable PDF Win2PDF Pro

To batch convert from an OpenDocument Spreadsheet ODS to searchable PDF, open the Win2PDF Desktop "Batch Convert" window and set the

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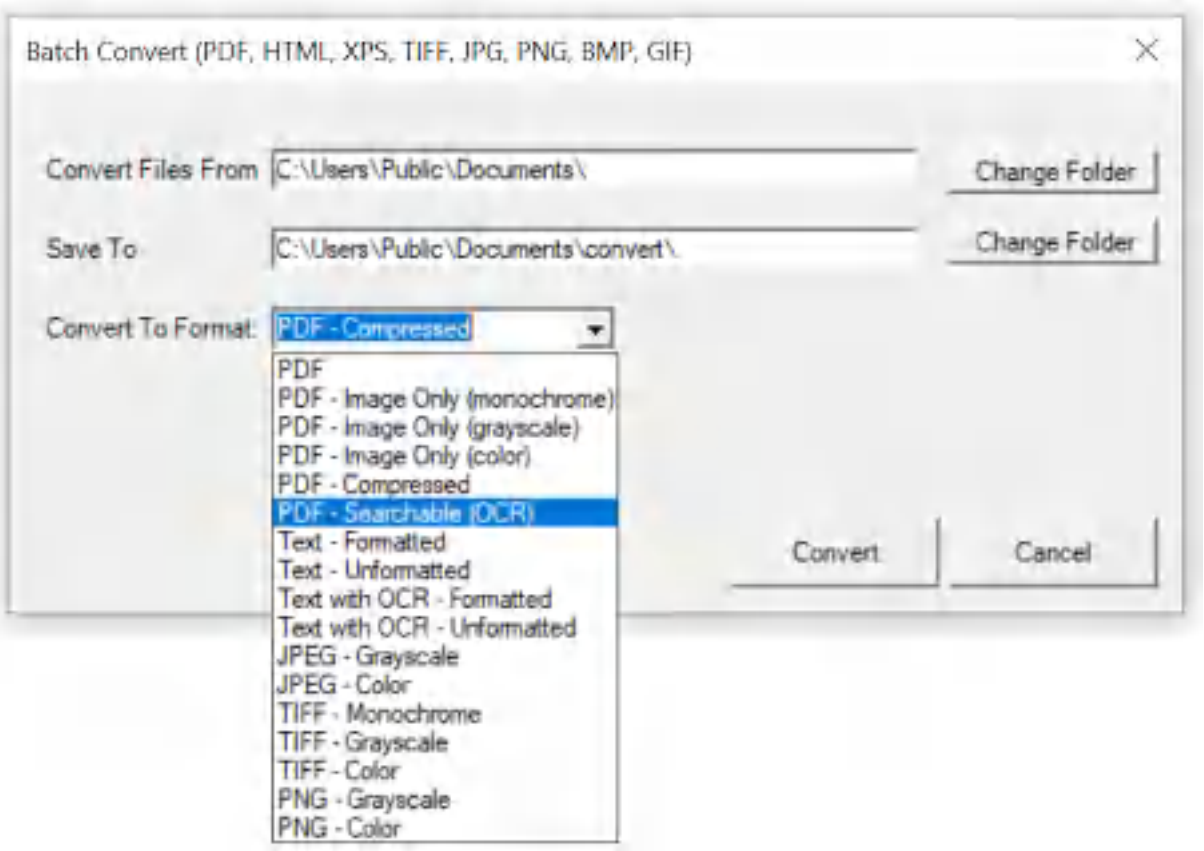
"Convert To Format" to either "PDF - Searchable (OCR)". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert ODS to Searchable PDF

Set the "Convert Files From" location to the folder containing the ODS files to convert, and set the "Save To" folder to the location for the converted searchable PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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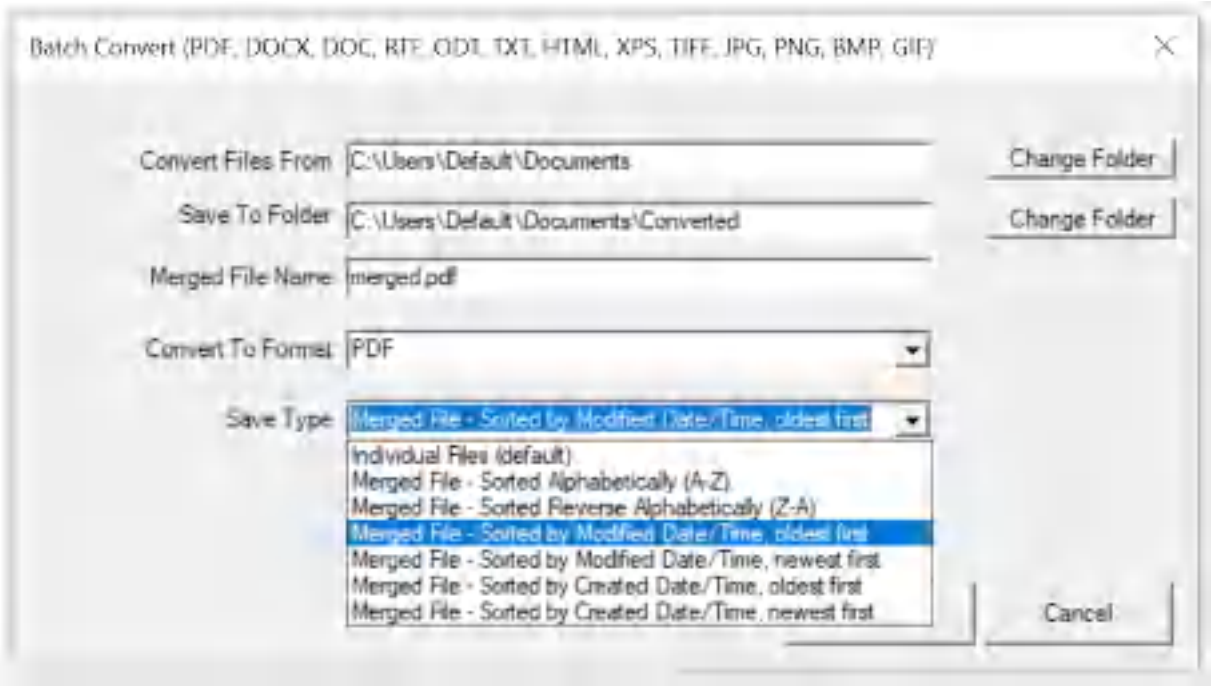

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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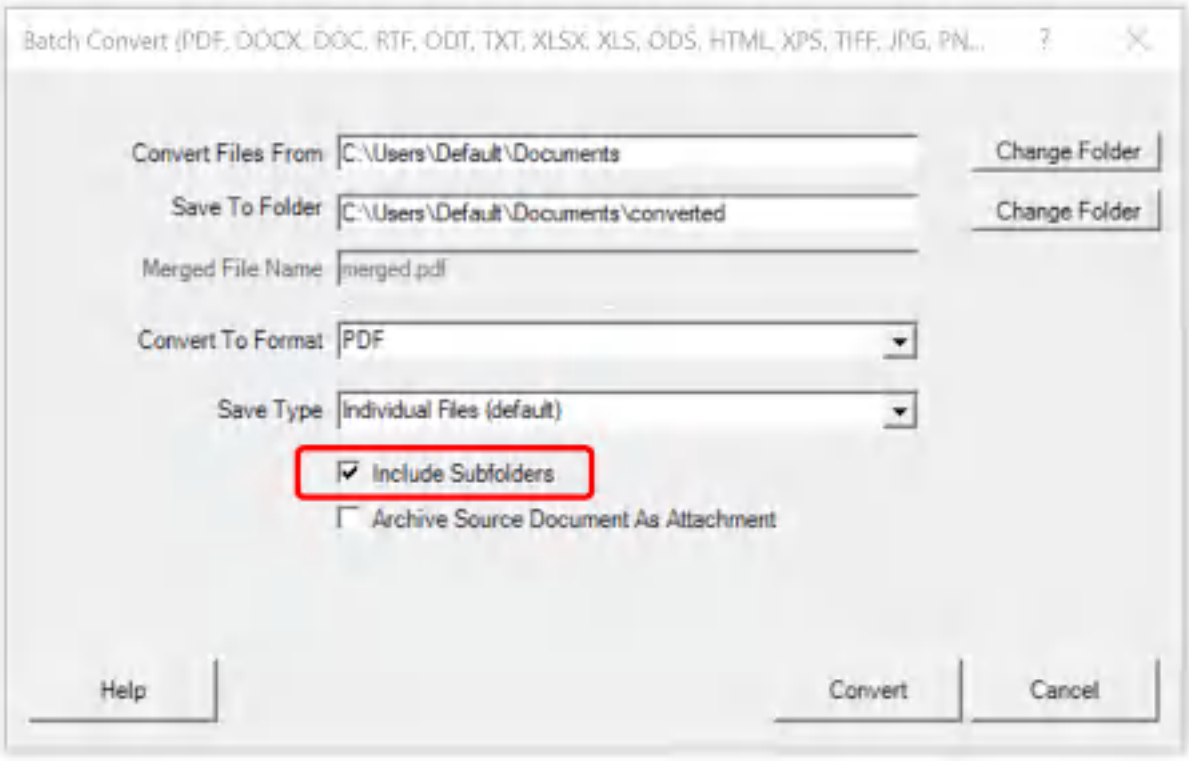

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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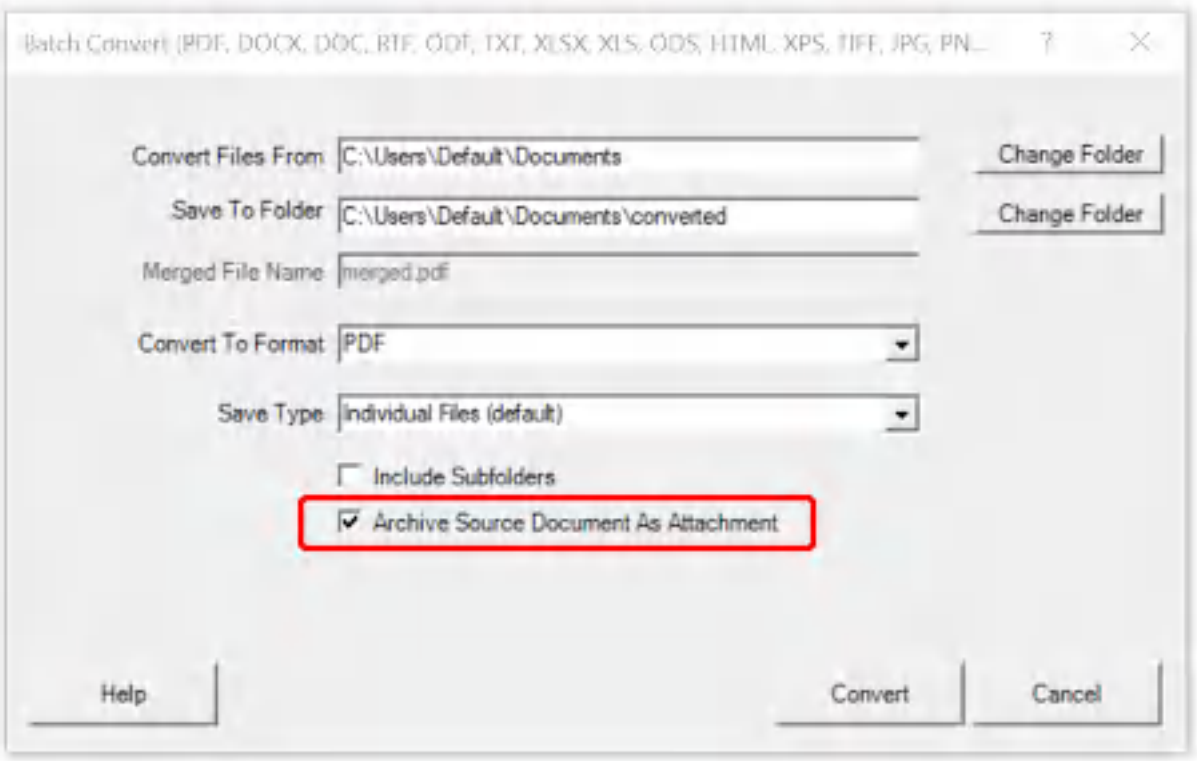

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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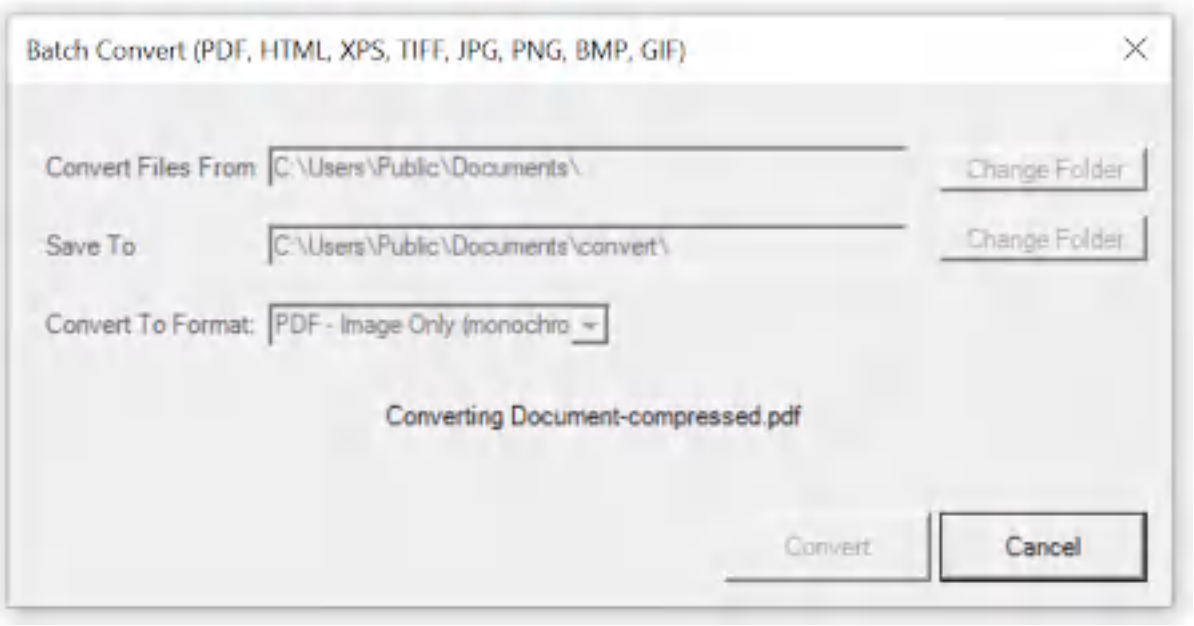
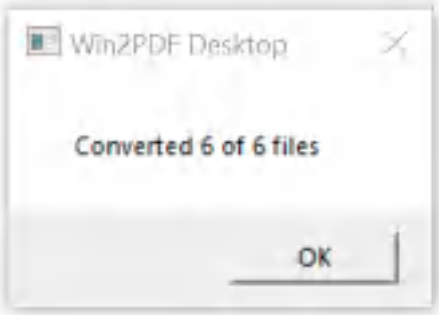


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.16 Batch Convert ODS to Compressed PDF

Batch Convert ODS to Compressed PDF Win2PDF Pro

To batch convert from an OpenDocument Spreadsheet ODS to compressed PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PDF - Compressed".

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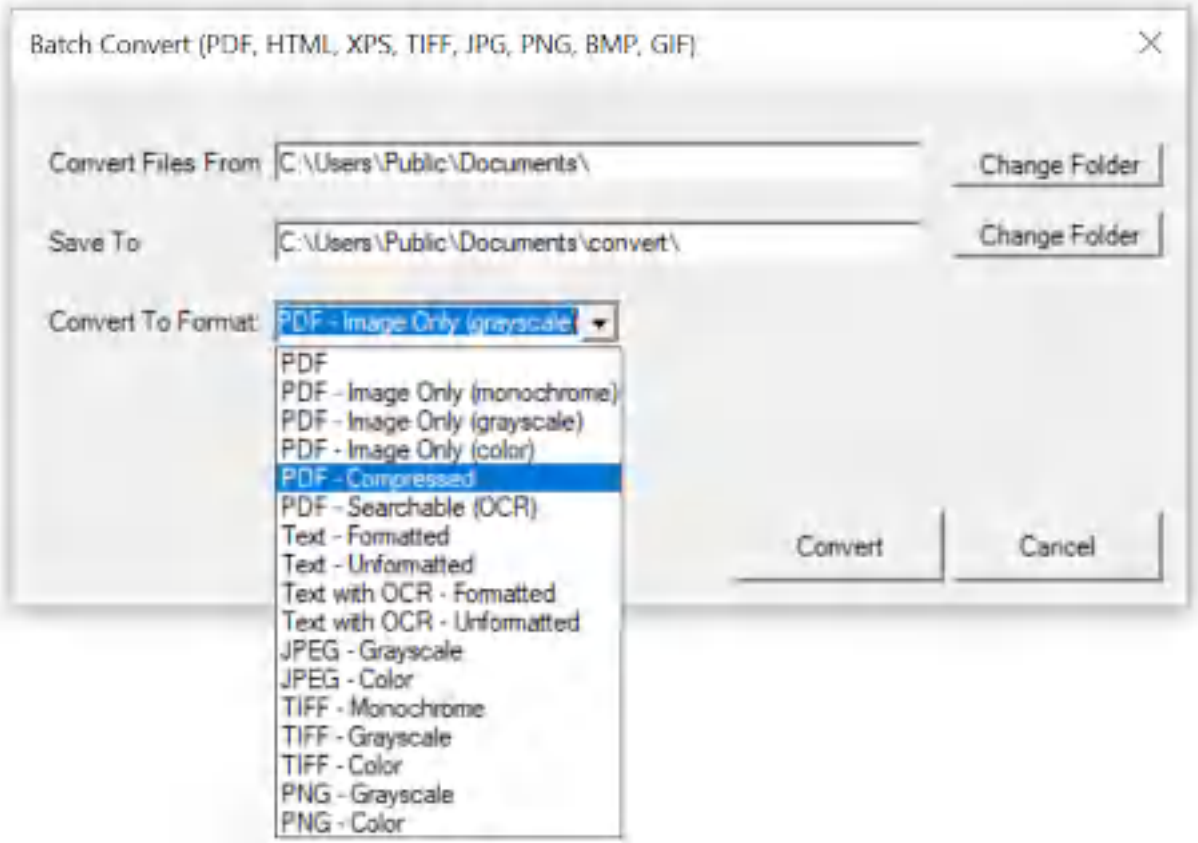

Win2PDF Desktop - Batch Convert ODS to Compressed PDF

Set the "Convert Files From" location to the folder containing the ODS files to convert, and set the "Save To" folder to the location for the converted compressed PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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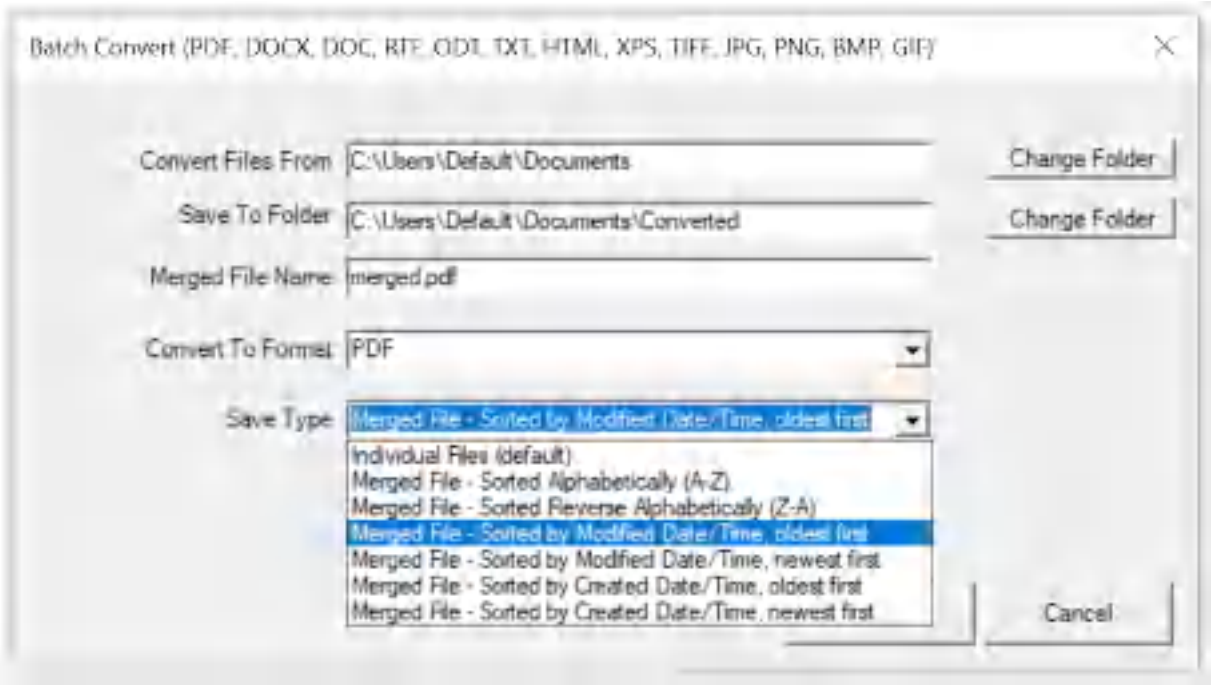

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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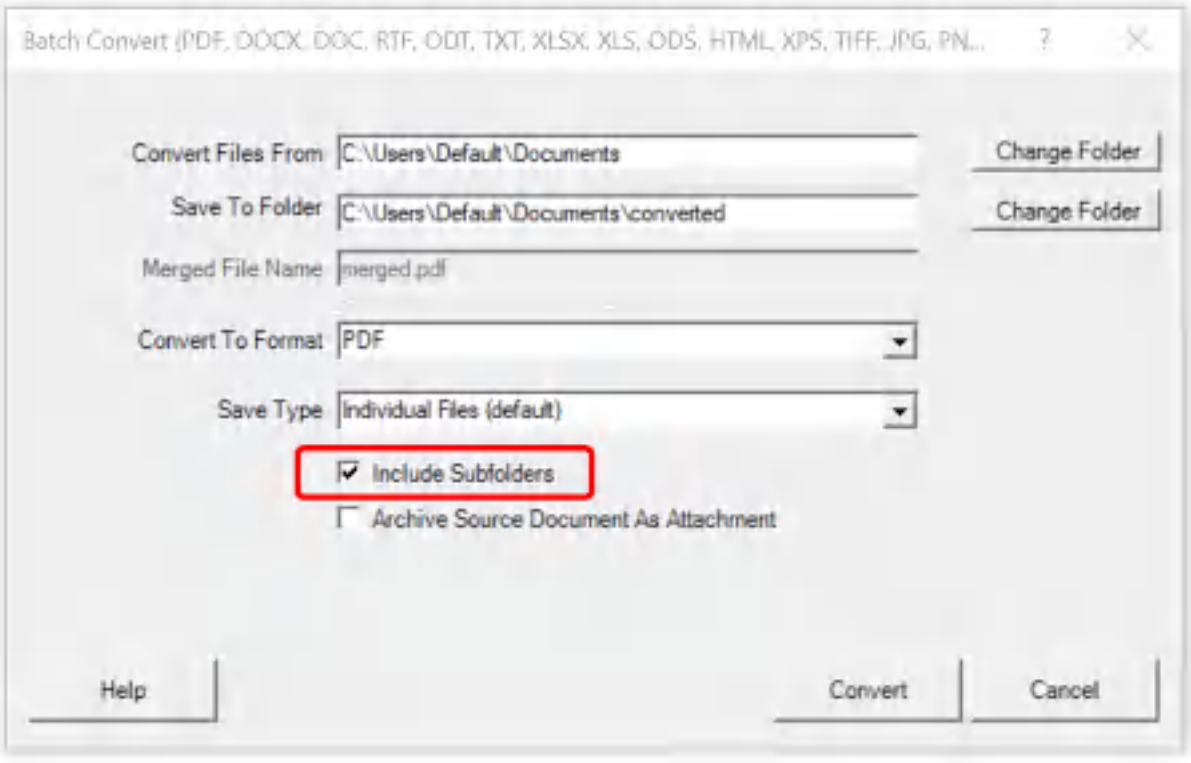

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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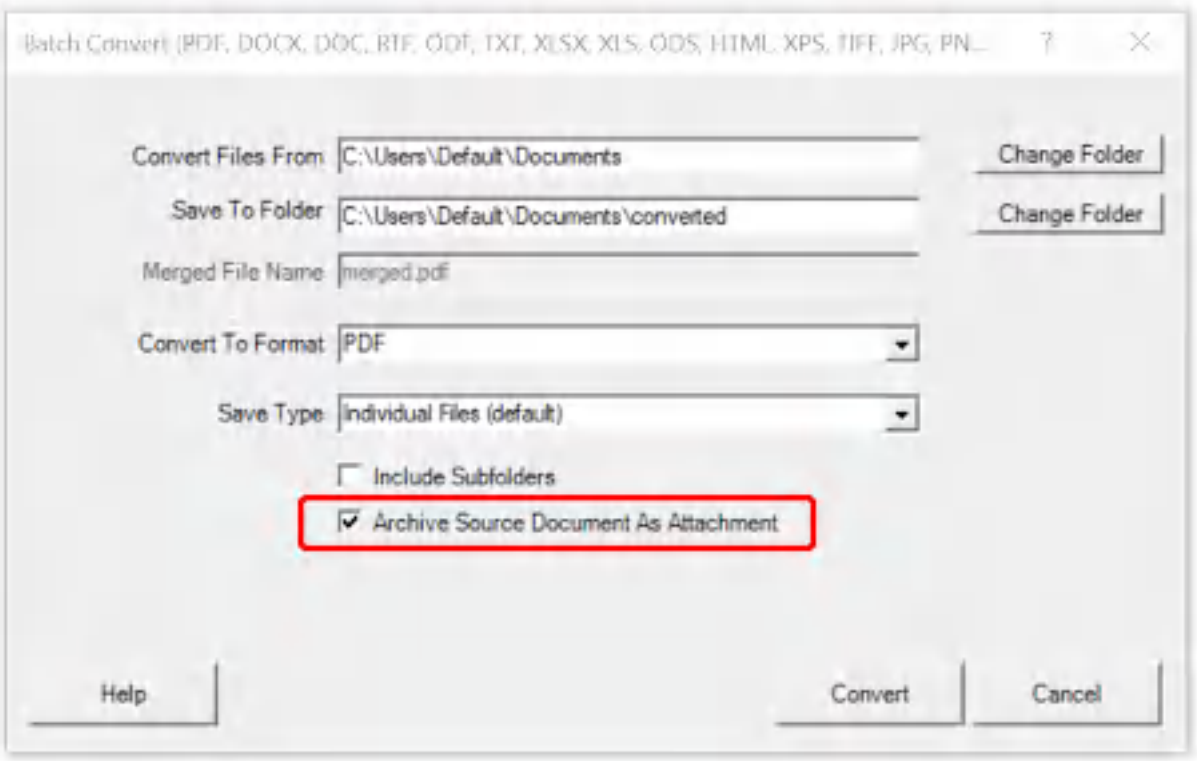

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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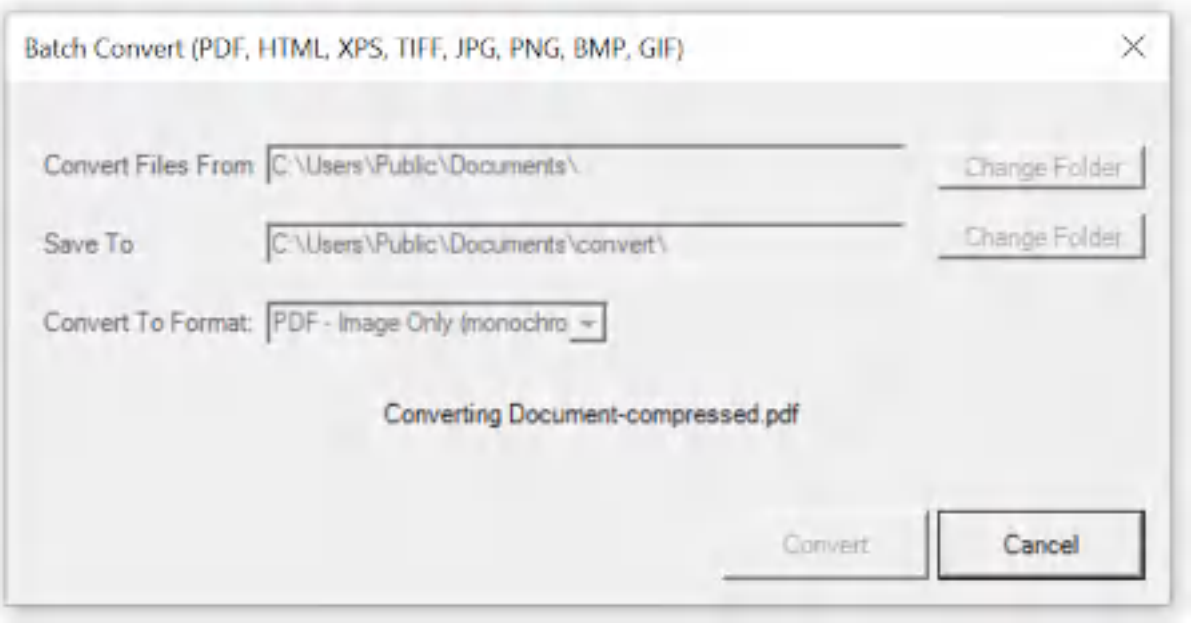
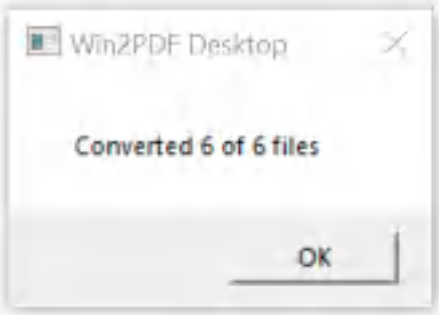


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.16 Batch Convert ODS to Image Only PDF

Batch Convert ODS to Image Only PDF Win2PDF Pro

To batch convert from an OpenDocument Spreadsheet ODS to an image only PDF, open the Win2PDF Desktop "Batch Convert" window and set the

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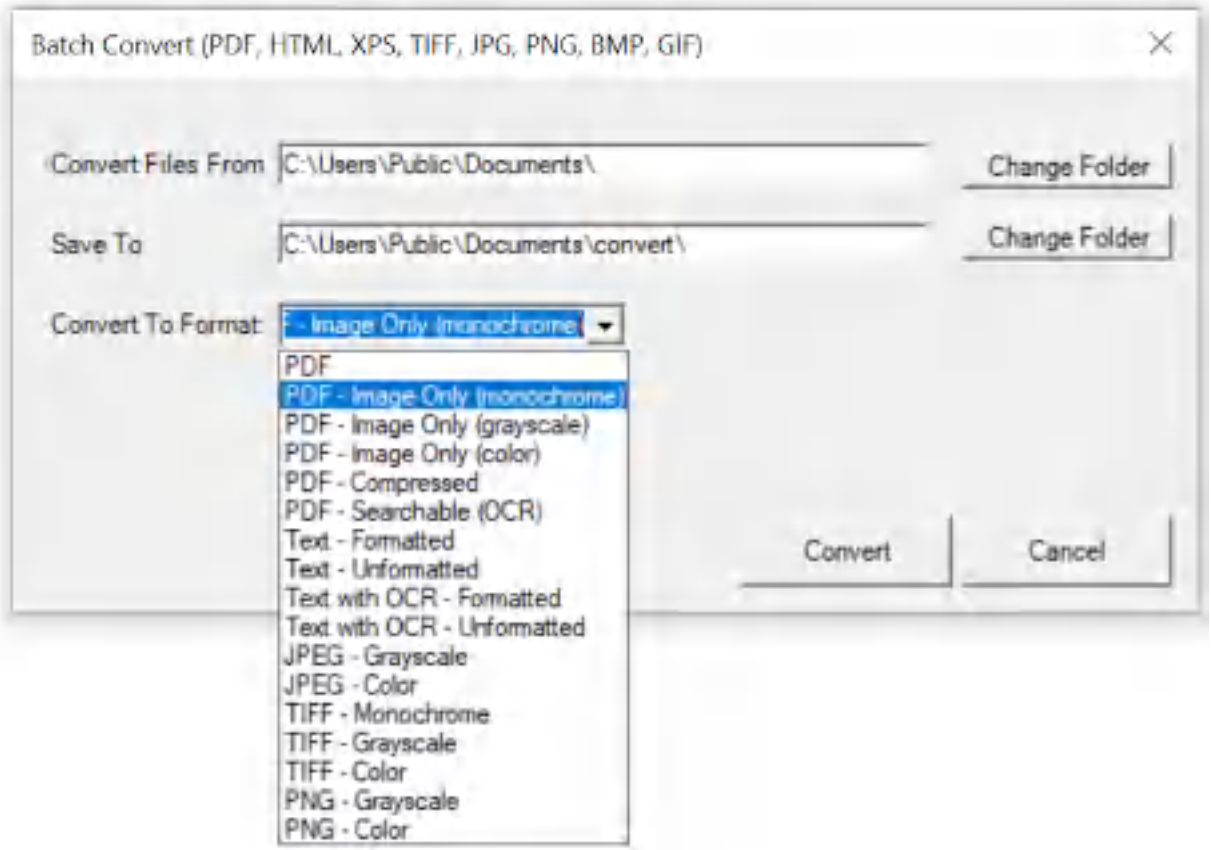
"Convert To Format" to either "PDF - Image Only (monochrome)", "PDF - Image Only (grayscale)", or "PDF - Image Only (color)".



Win2PDF Desktop - Batch Convert ODS to Image Only PDF

Set the "Convert Files From" location to the folder containing the ODS files to convert, and set the "Save To" folder to the location for the converted image only PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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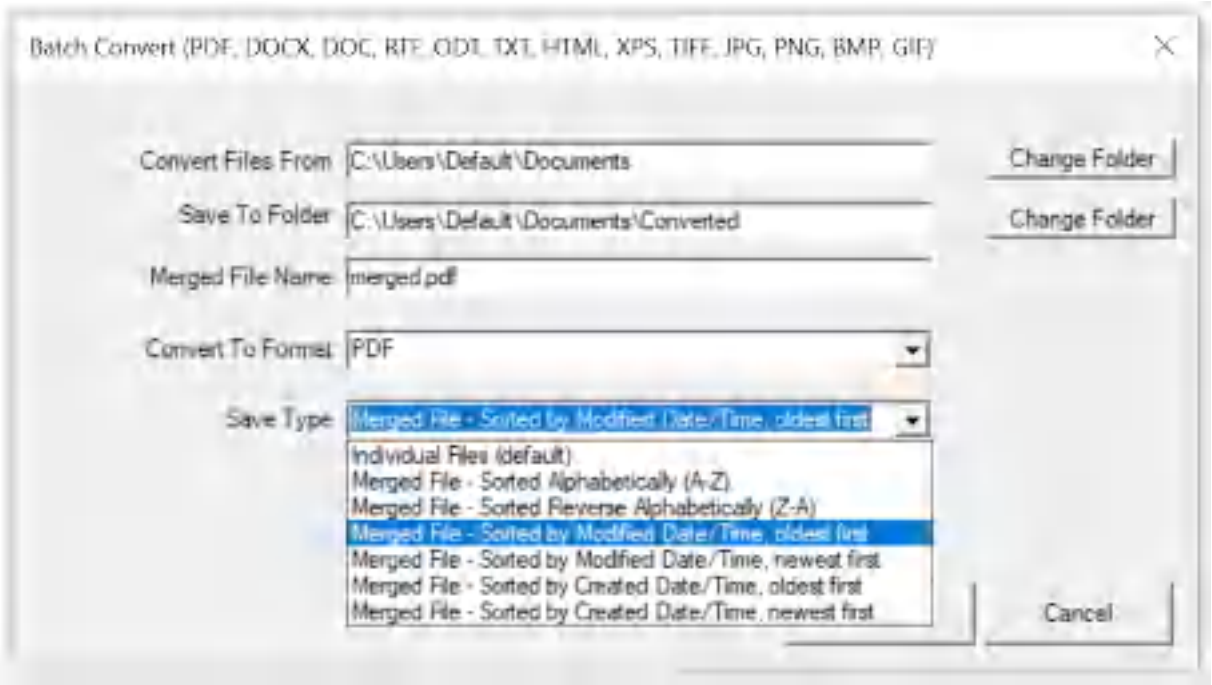

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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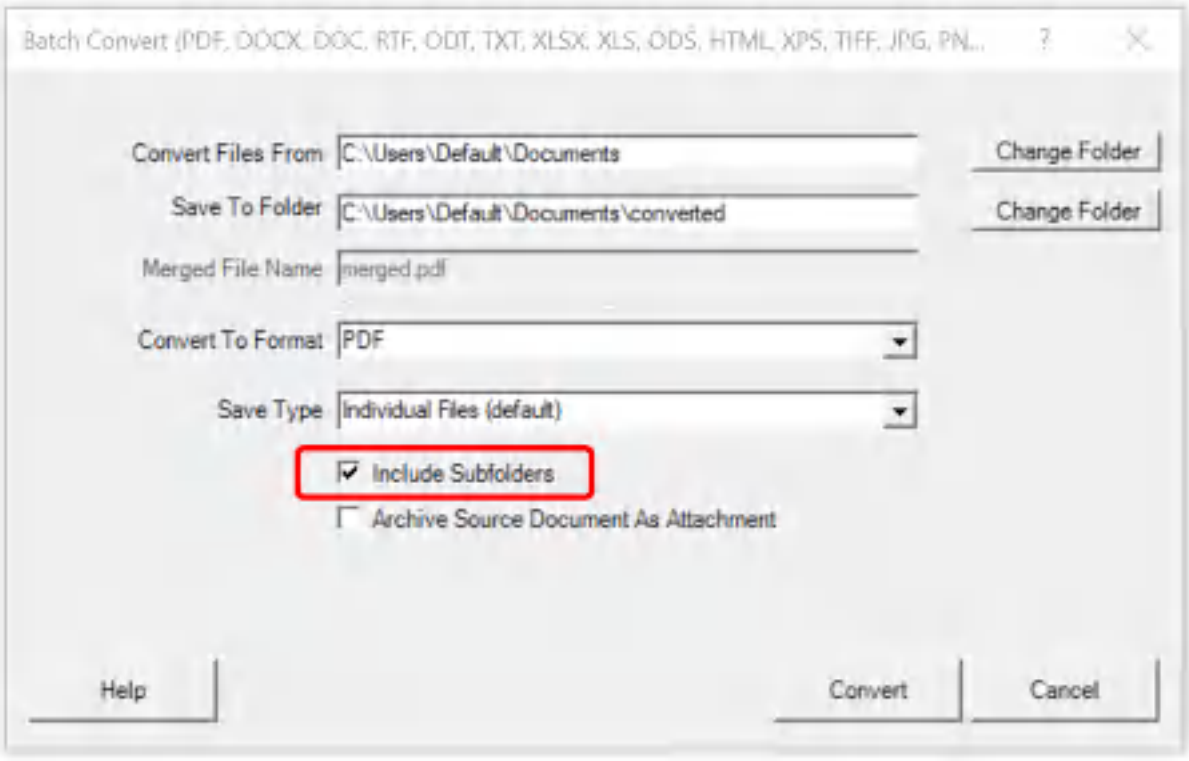

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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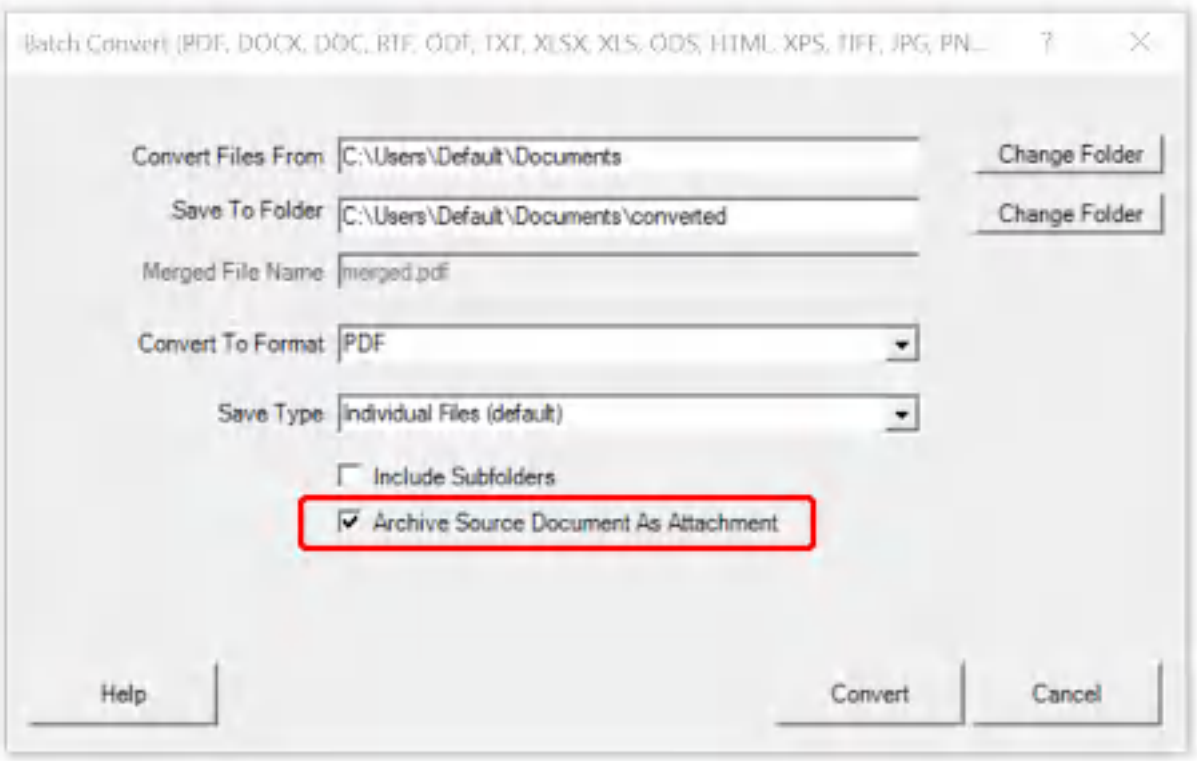

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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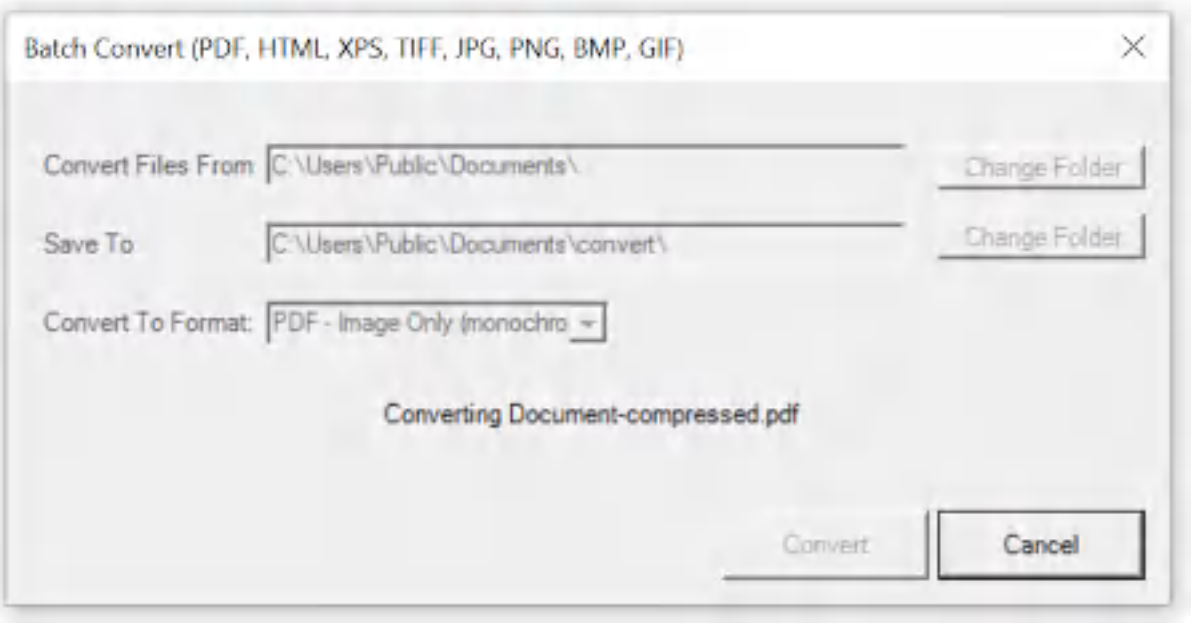
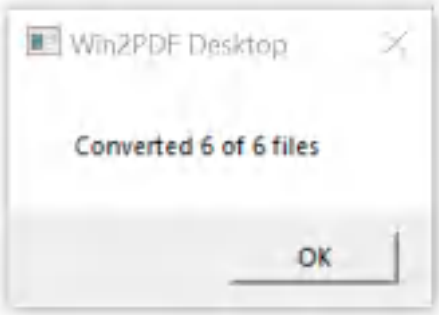


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.16 Batch Convert ODS to XLSX

Batch Convert ODS to XLSX Win2PDF Pro

To batch convert from an OpenDocument Spreadsheet ODS to a Microsoft Excel XLSX file, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "XLSX - Microsoft Excel Workbook".

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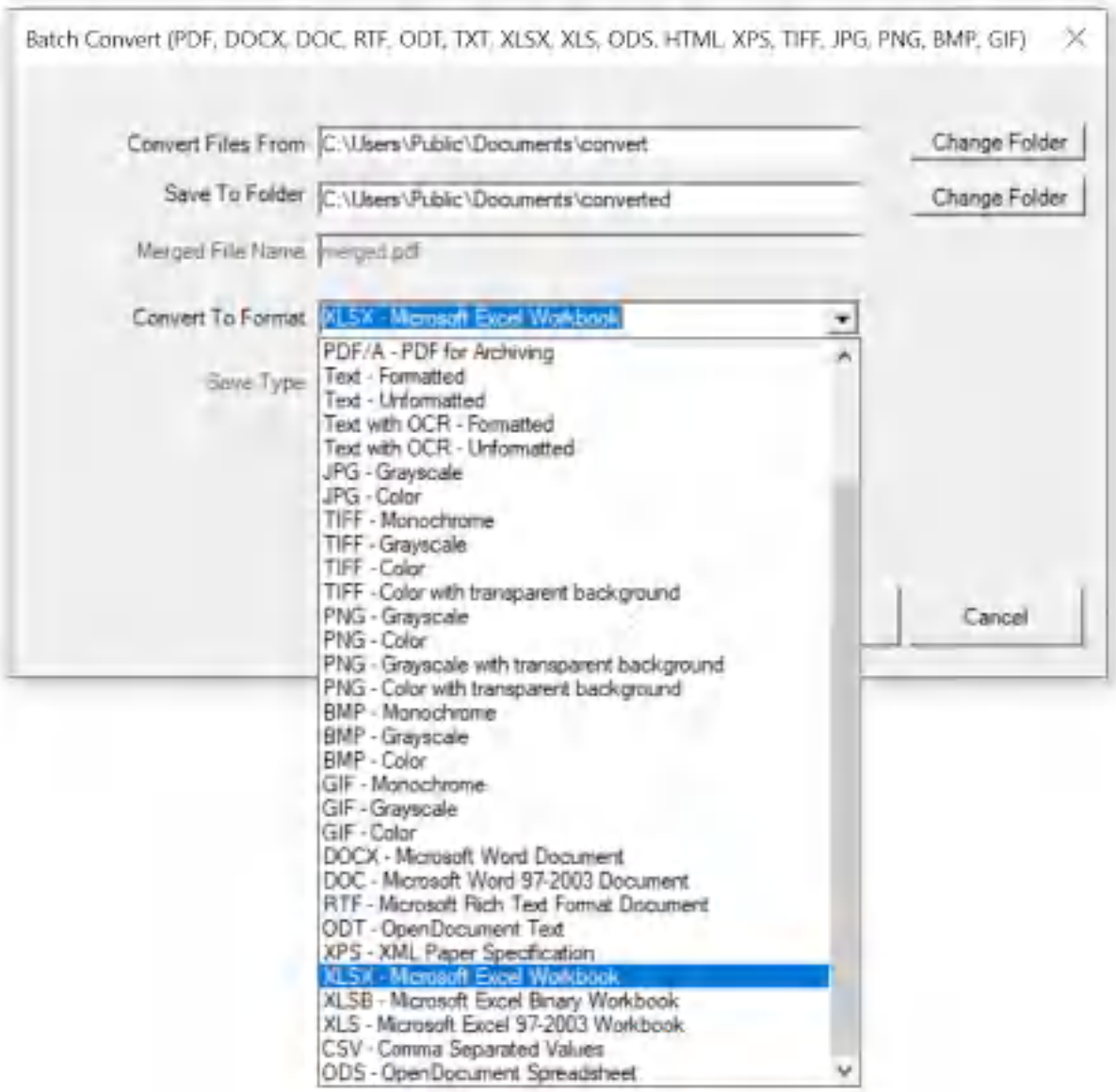

Win2PDF Desktop - Batch Convert ODS to XLSX

Set the "Convert Files From" location to the folder containing the ODS files to convert, and set the "Save To" folder to the location for the converted XLSX files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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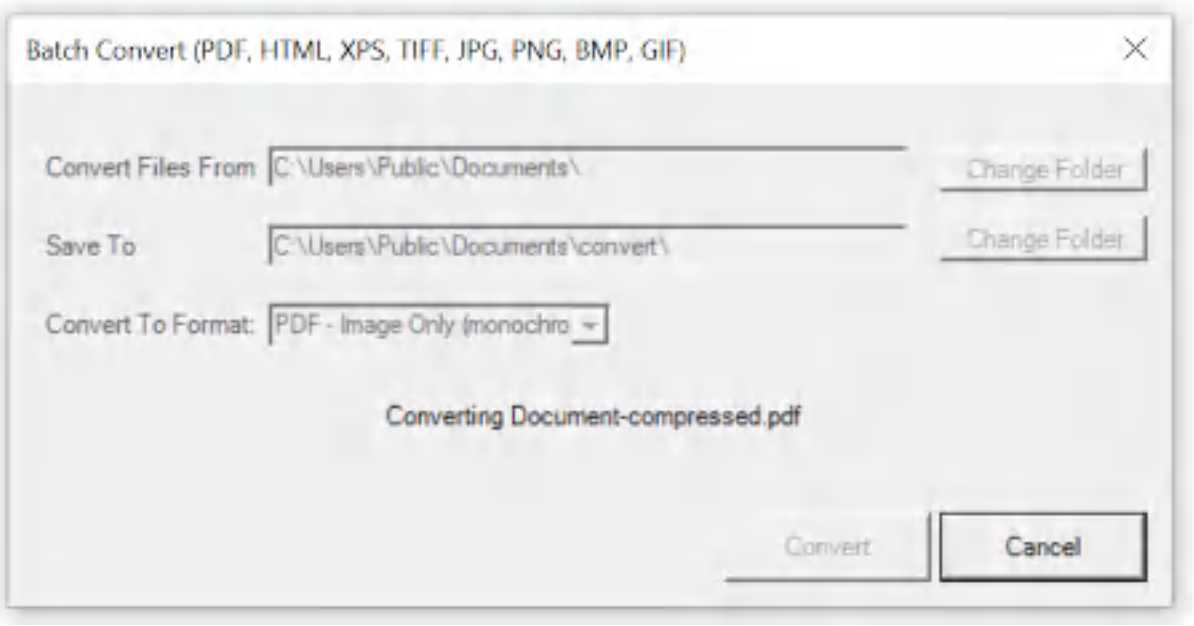
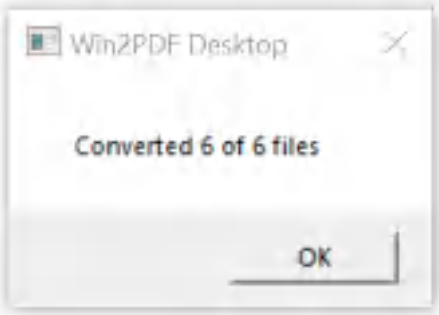


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.16 Batch Convert ODS to XLS

Batch Convert ODS to XLS Win2PDF Pro

To batch convert from a OpenDocument Spreadsheet ODS file to Microsoft Excel 97-2003 Spreadsheet, open the Win2PDF Desktop "Batch Convert"

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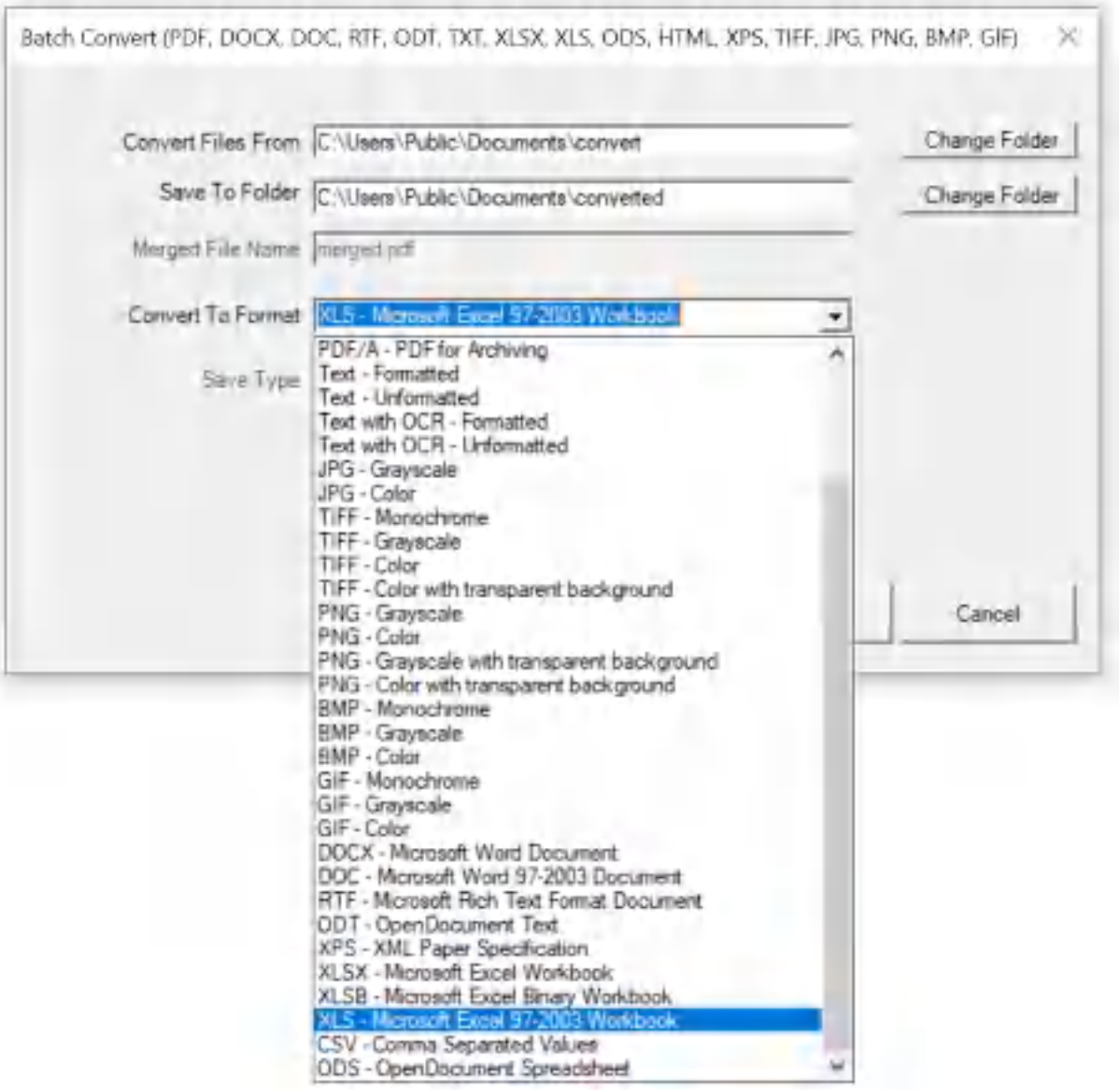
window and set the "Convert To Format" to "Microsoft Excel 97-2003 Workbook".



Win2PDF Desktop - Batch Convert ODS to XLS

Set the "Convert Files From" location to the folder containing the XLS files to convert, and set the "Save To" folder to the location for the converted ODT files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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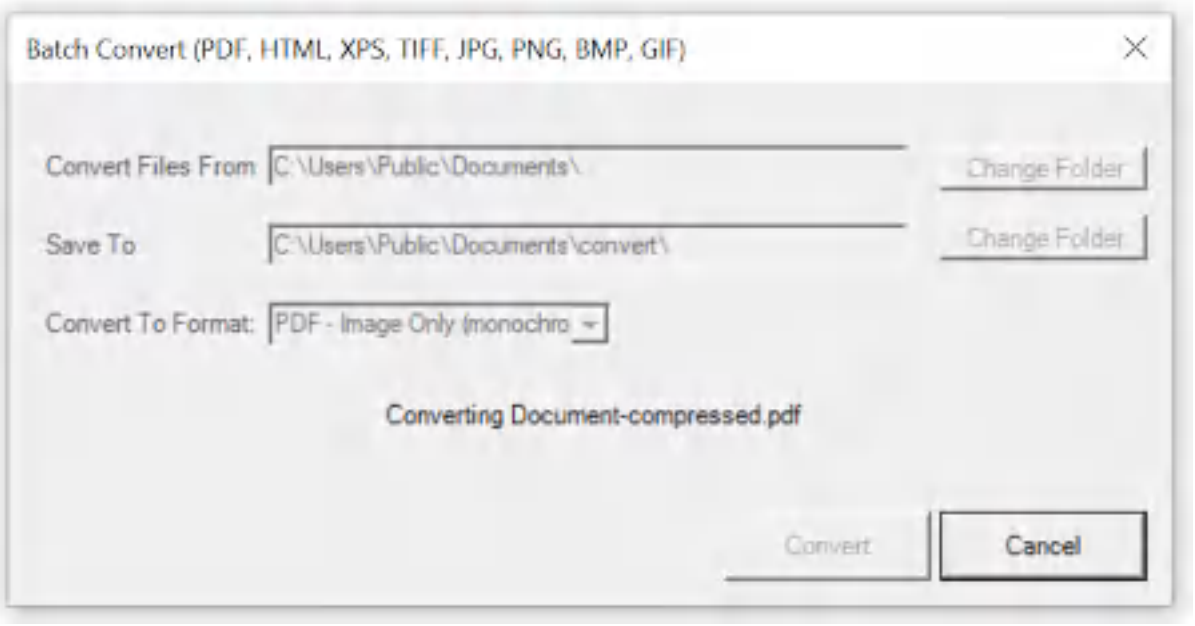
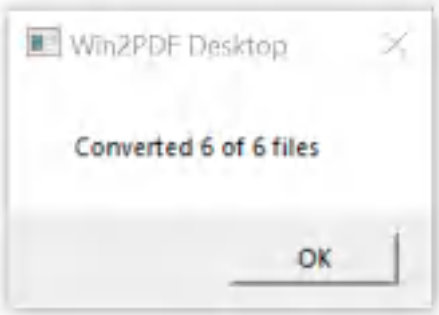


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.16 Batch Convert ODS to XPS

Batch Convert ODS to XPS Win2PDF Pro

To batch convert from an OpenDocument Spreadsheet ODS to an XML Paper Specification XPS file, open the Win2PDF Desktop "Batch Convert"

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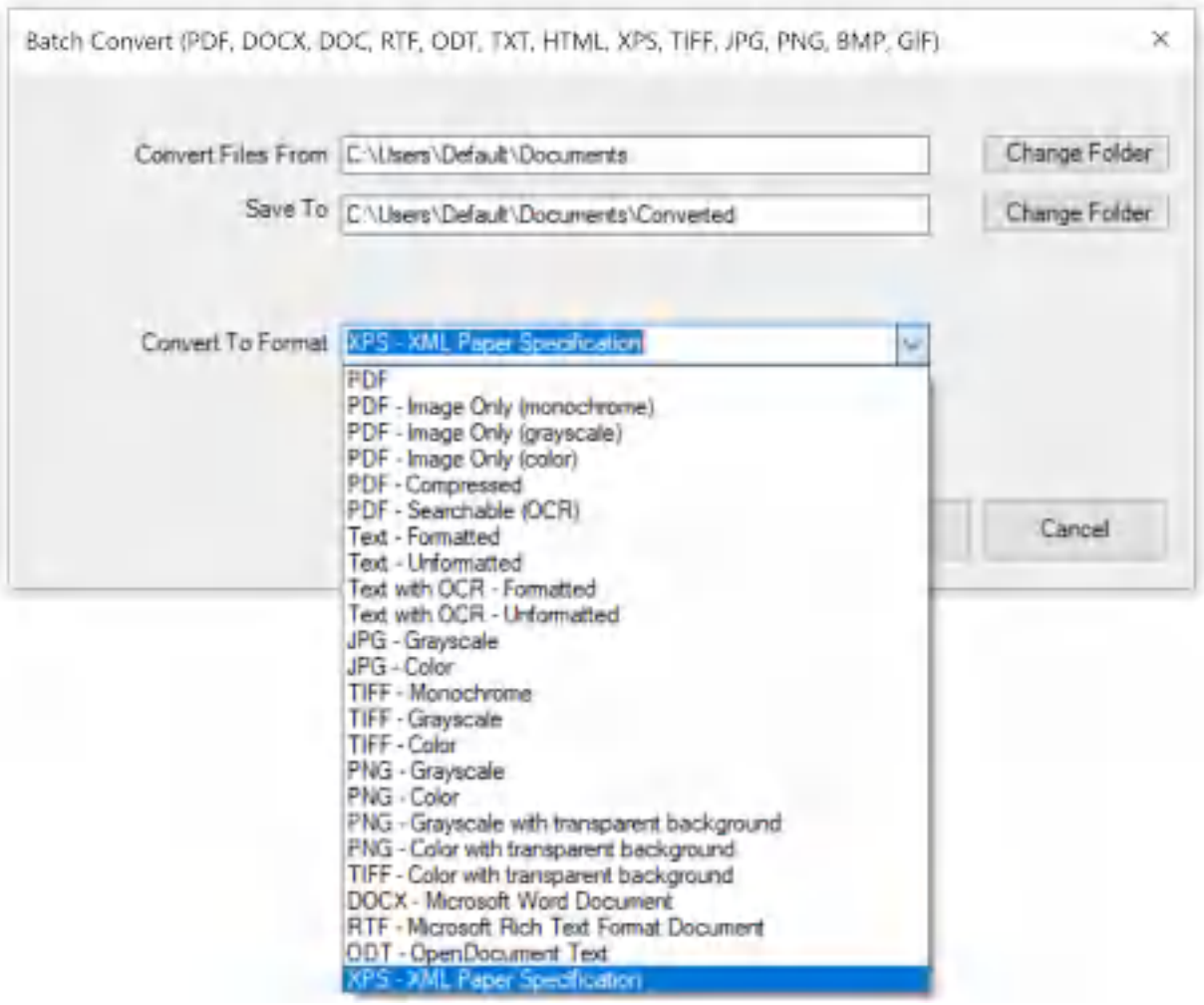
window and set the "Convert To Format" to "XPS - XML Paper Specification".



Win2PDF Desktop - Batch Convert ODS to XPS

Set the "Convert Files From" location to the folder containing the ODS files to convert, and set the "Save To" folder to the location for the converted XPS files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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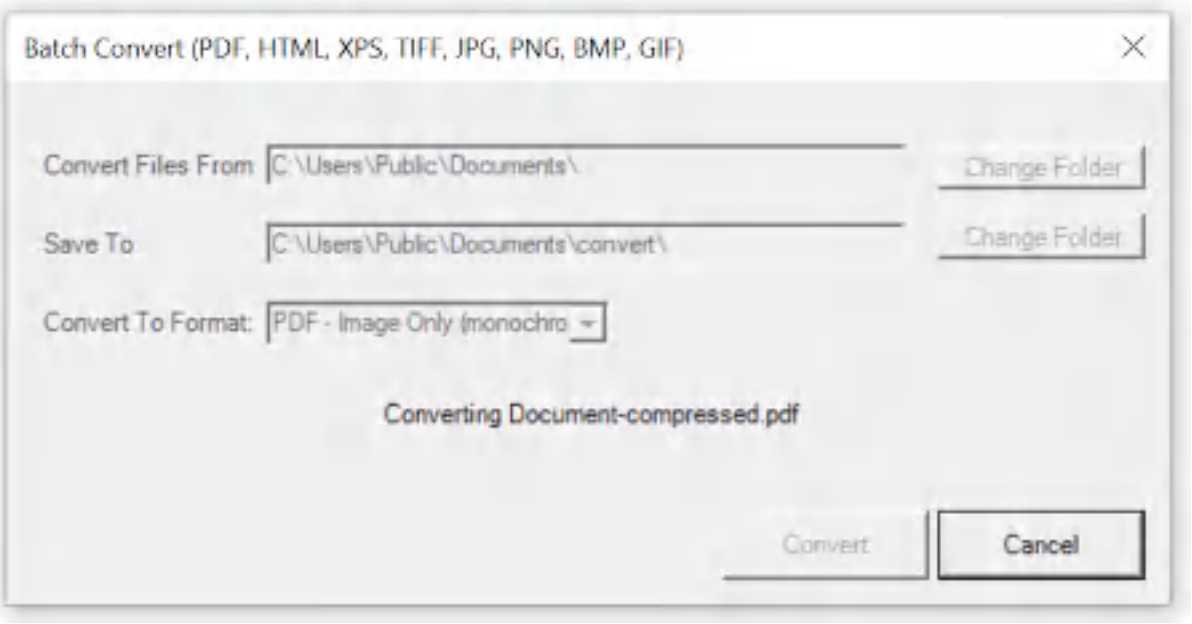
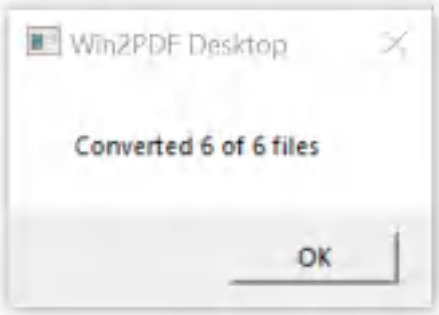


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.16 Batch Convert ODS to CSV

Batch Convert ODS to CSV Win2PDF Pro

To batch convert from a OpenDocument Spreadsheet ODS to a comma separated value CSV file, open the Win2PDF Desktop "Batch Convert"

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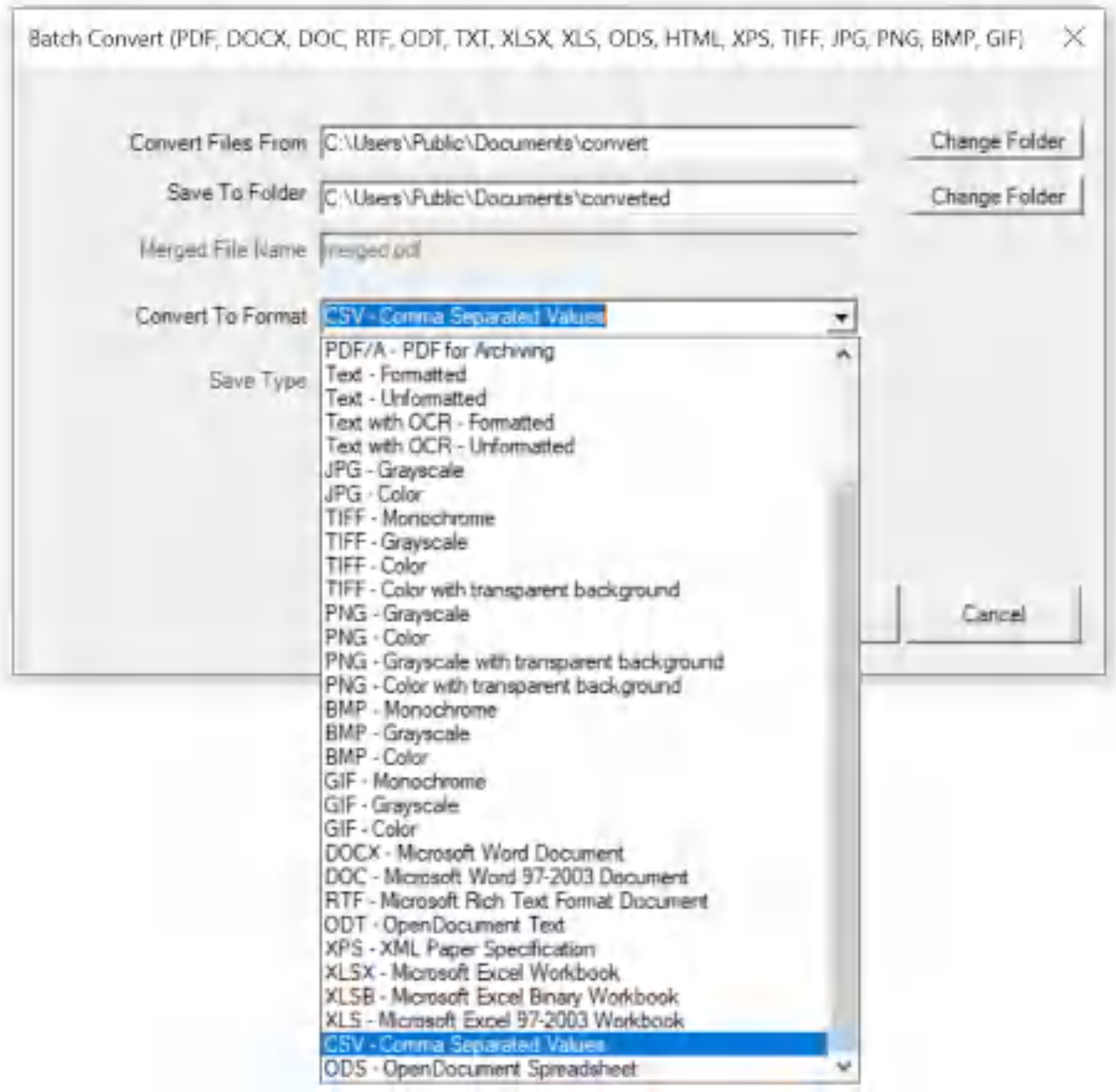
window and set the "Convert To Format" to "CSV - Comma Separated Values".



Win2PDF Desktop - Batch Convert ODS to CSV

Set the "Convert Files From" location to the folder containing the ODS files to convert, and set the "Save To" folder to the location for the converted CSV files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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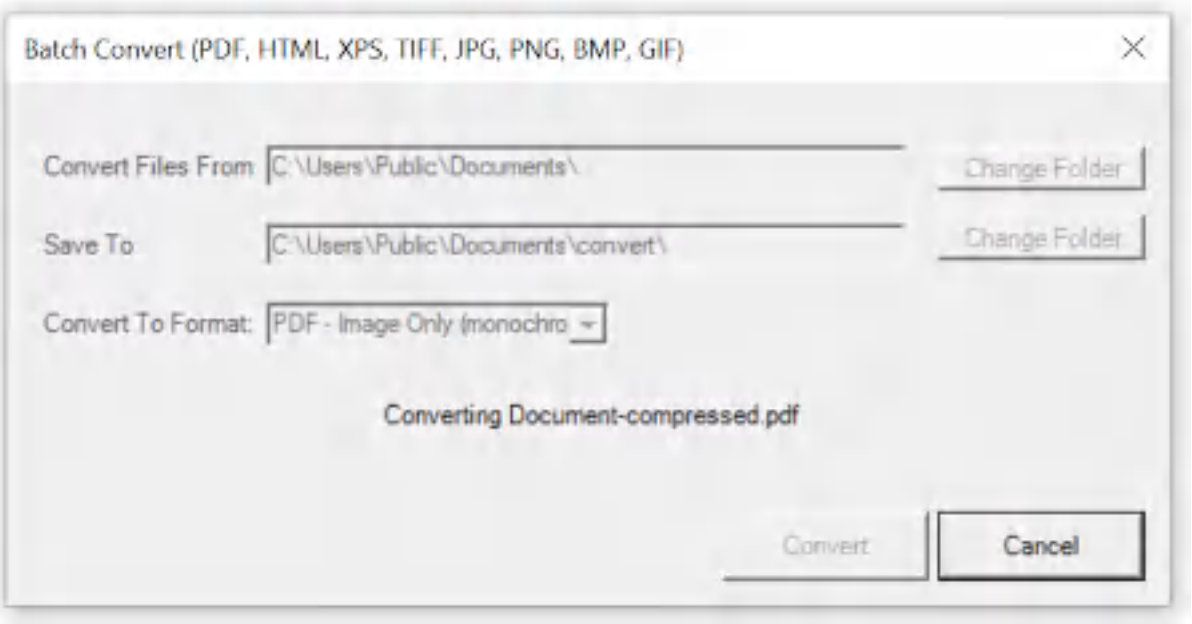
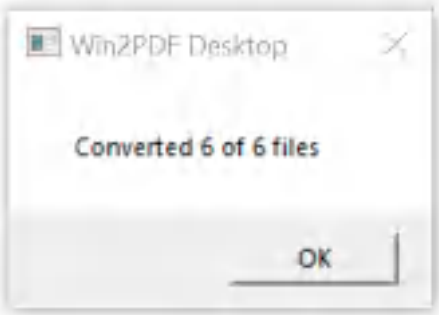


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.16 Batch Convert PPTX to PDF

Batch Convert PPTX to PDF Win2PDF Pro

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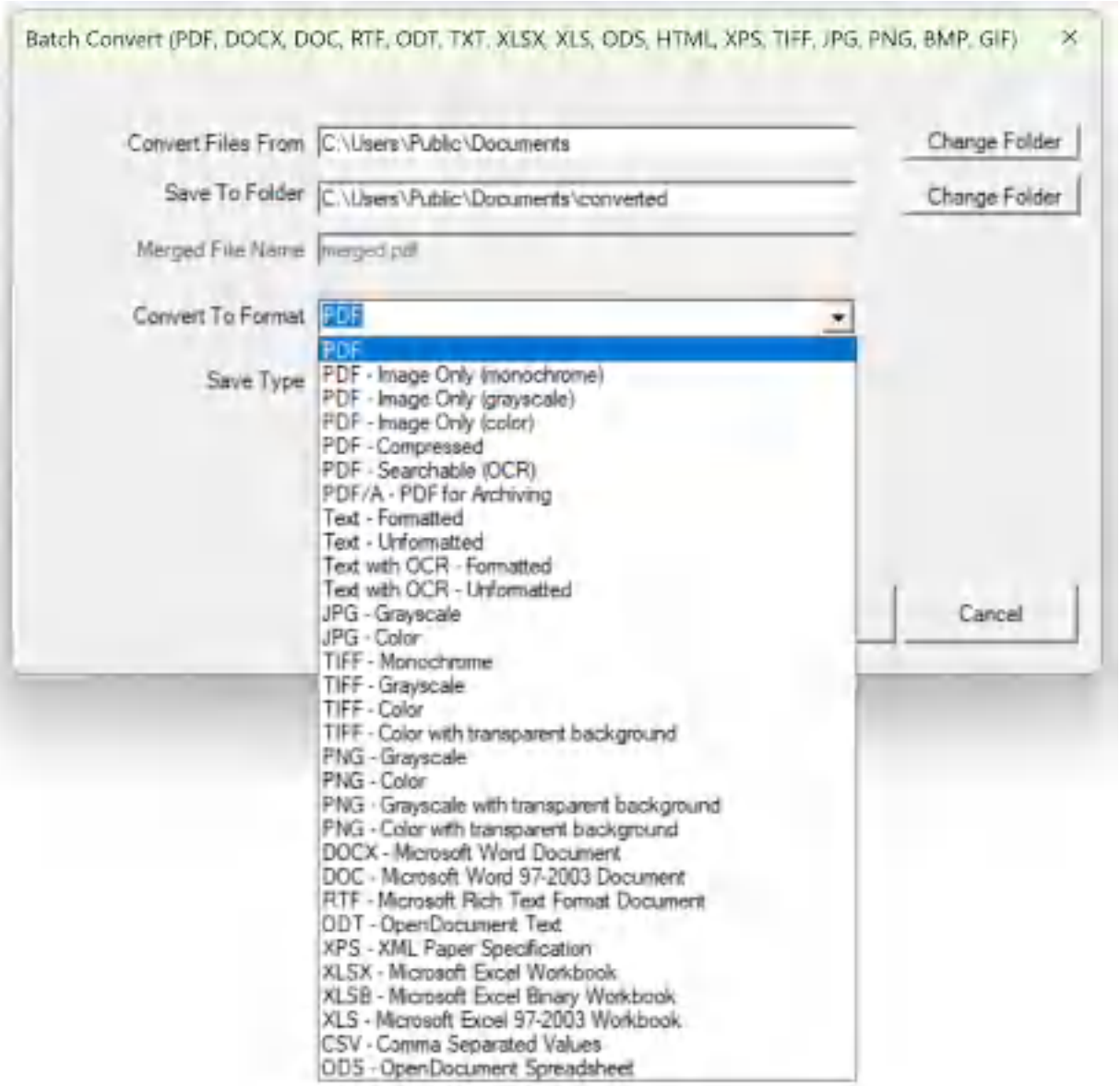
To batch convert from a Microsoft PowerPoint PPTX to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".



Win2PDF Desktop - Batch Convert PPTX to PDF

Set the "Convert Files From" location to the folder containing the PPTX files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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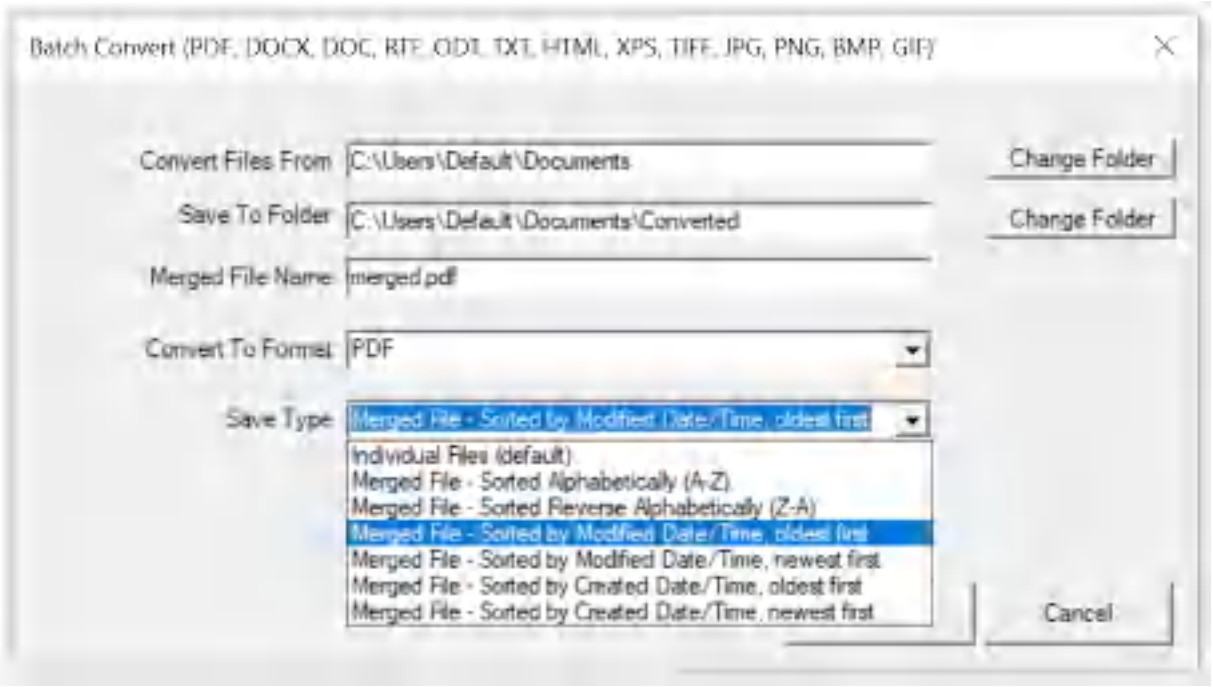

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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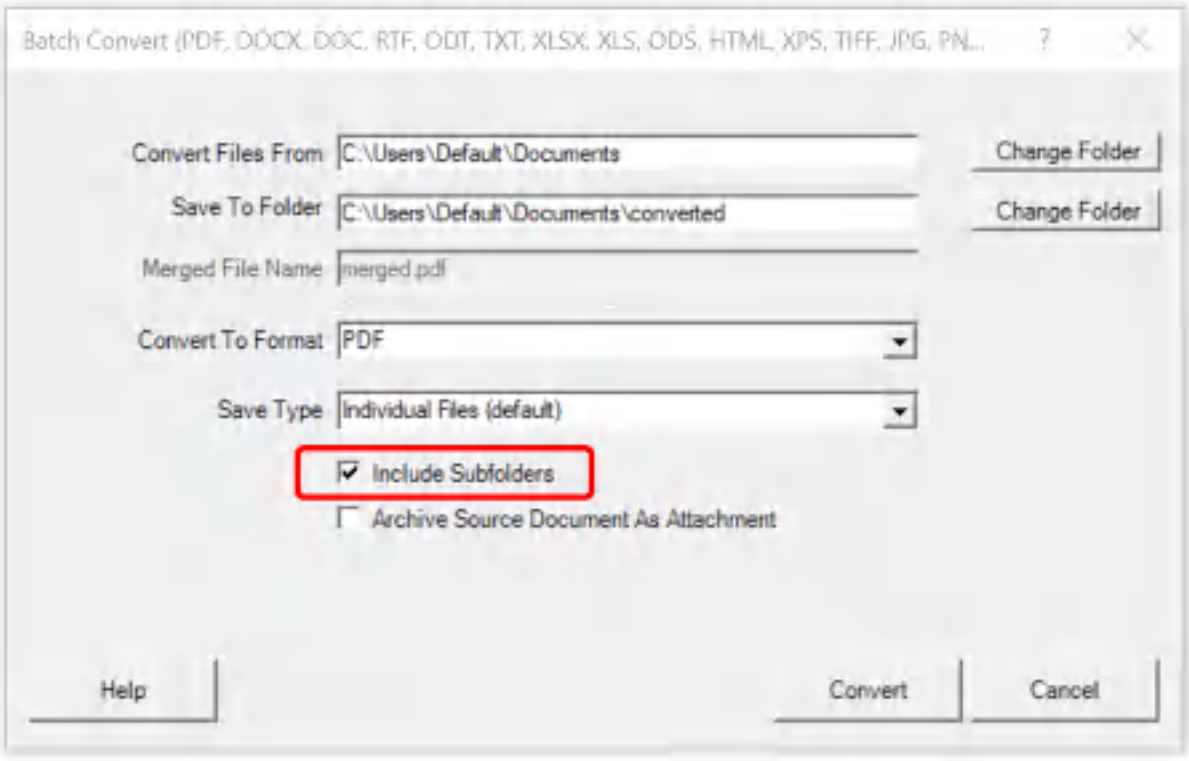

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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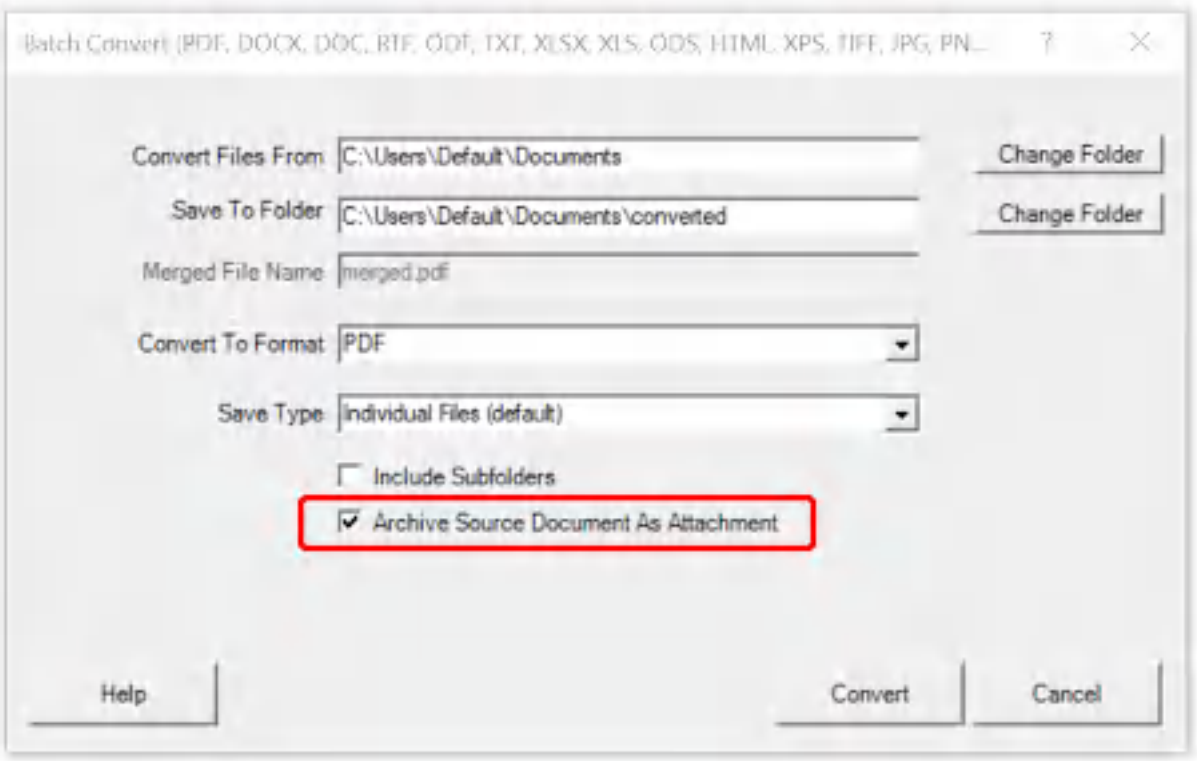

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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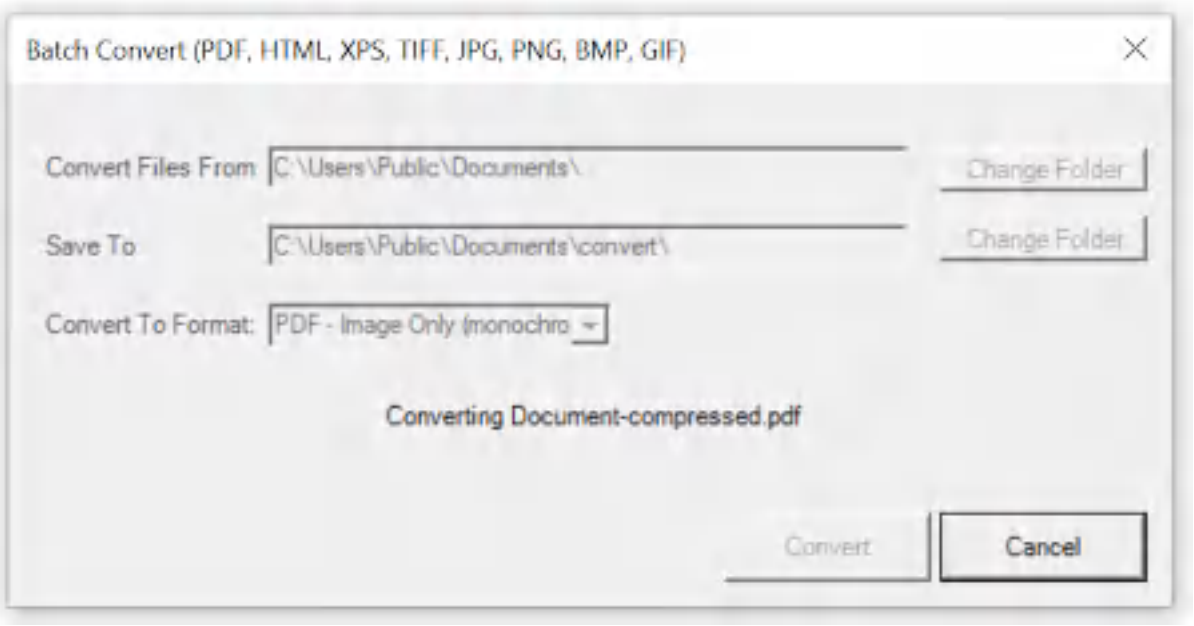
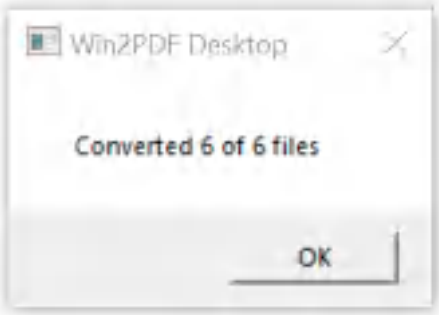


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.17 Batch Convert PPT to PDF

Batch Convert PPT to PDF Win2PDF Pro

To batch convert from a Microsoft PowerPoint PPT to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".

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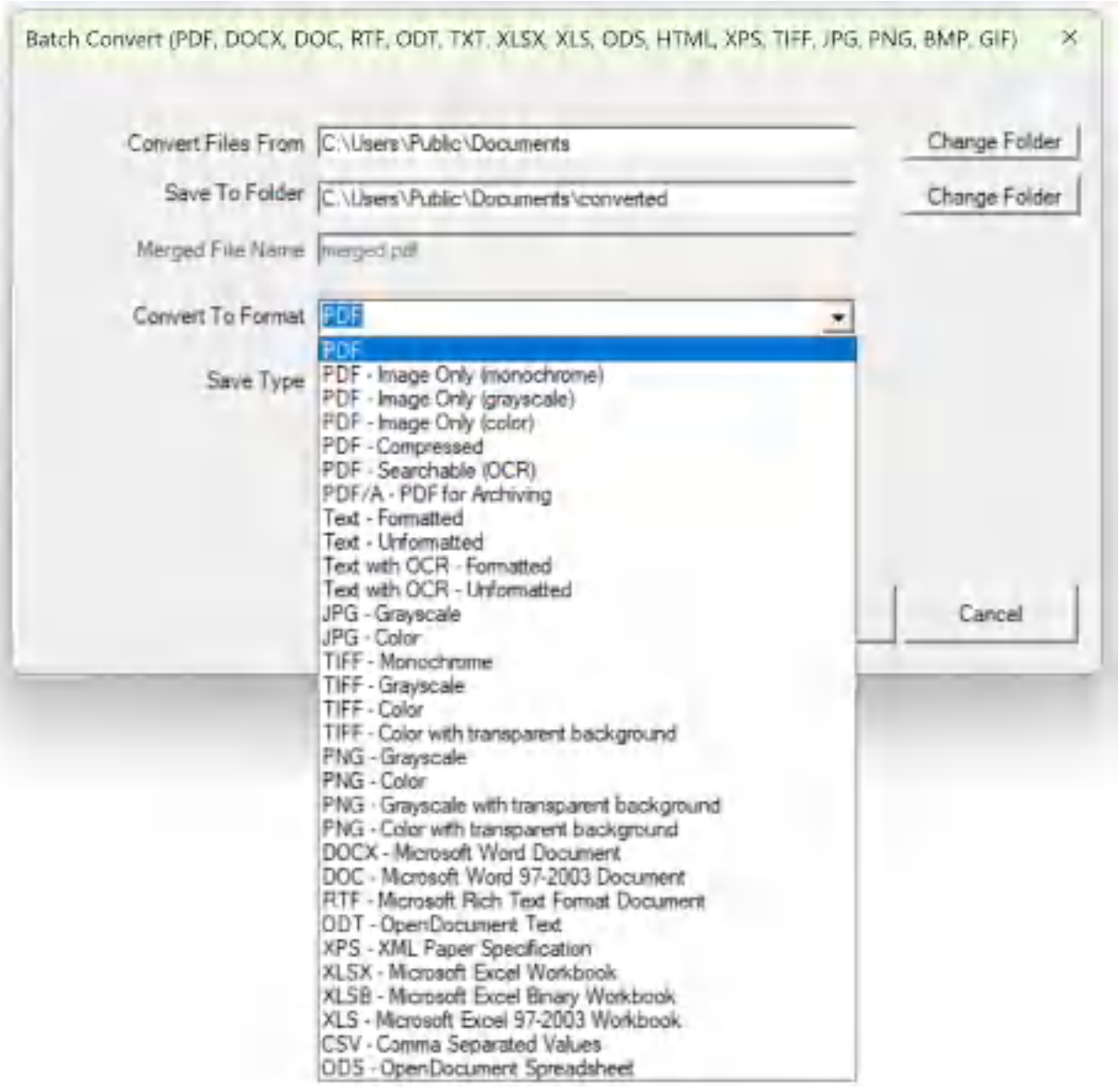

Win2PDF Desktop - Batch Convert PPT to PDF

Set the "Convert Files From" location to the folder containing the PPT files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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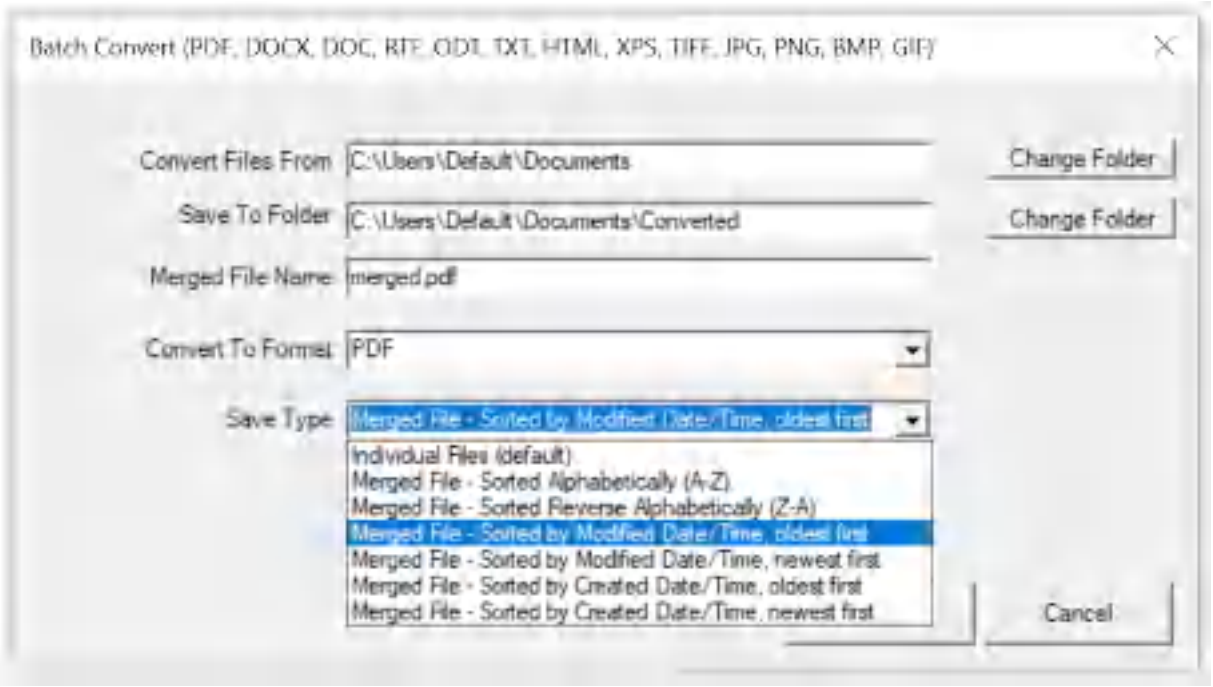

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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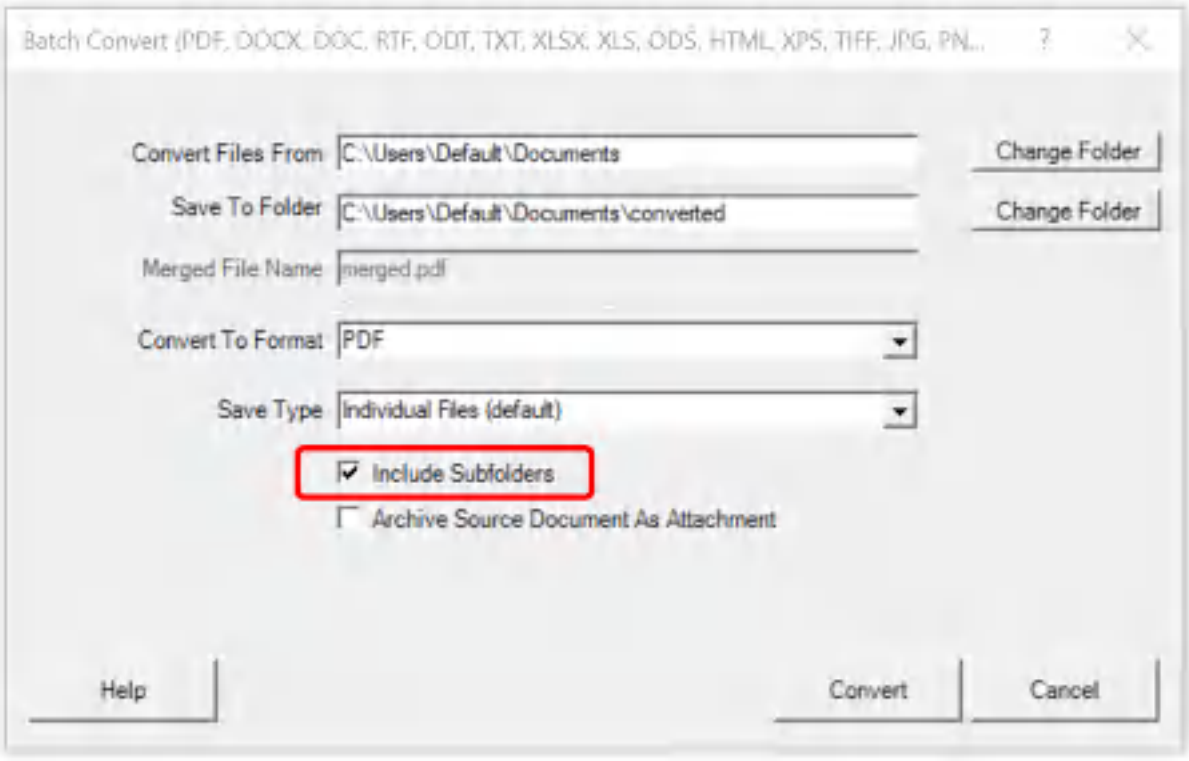

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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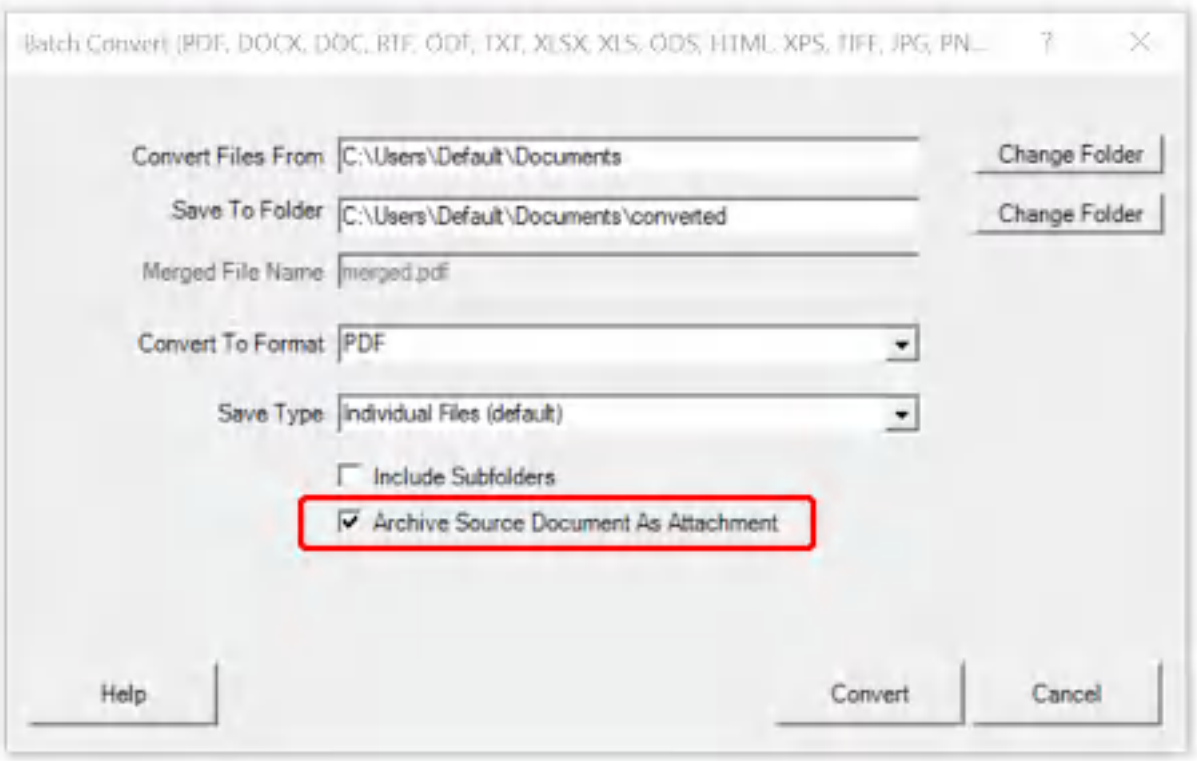

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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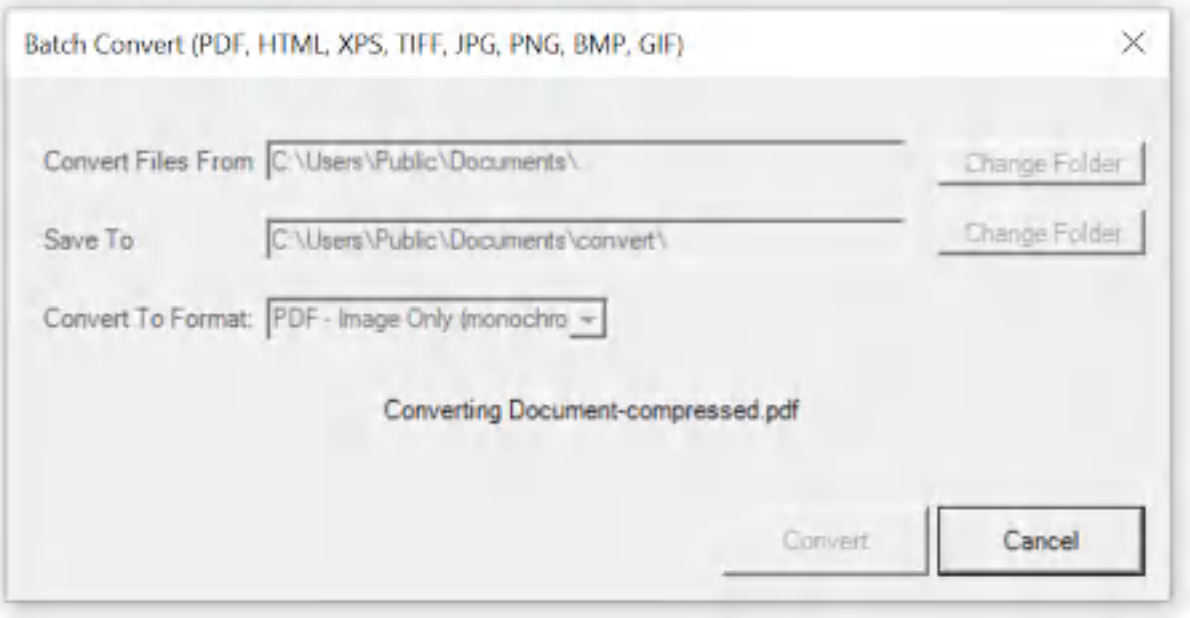
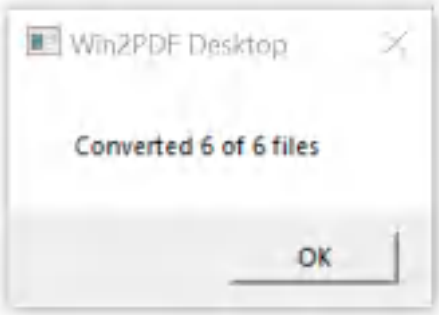


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.17 Batch Convert PPTX to JPG

Batch Convert DOCX to JPEG Win2PDF Pro

To batch convert from a Microsoft PowerPoint PPTX to JPG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "JPG - Grayscale" or "JPG - Color".

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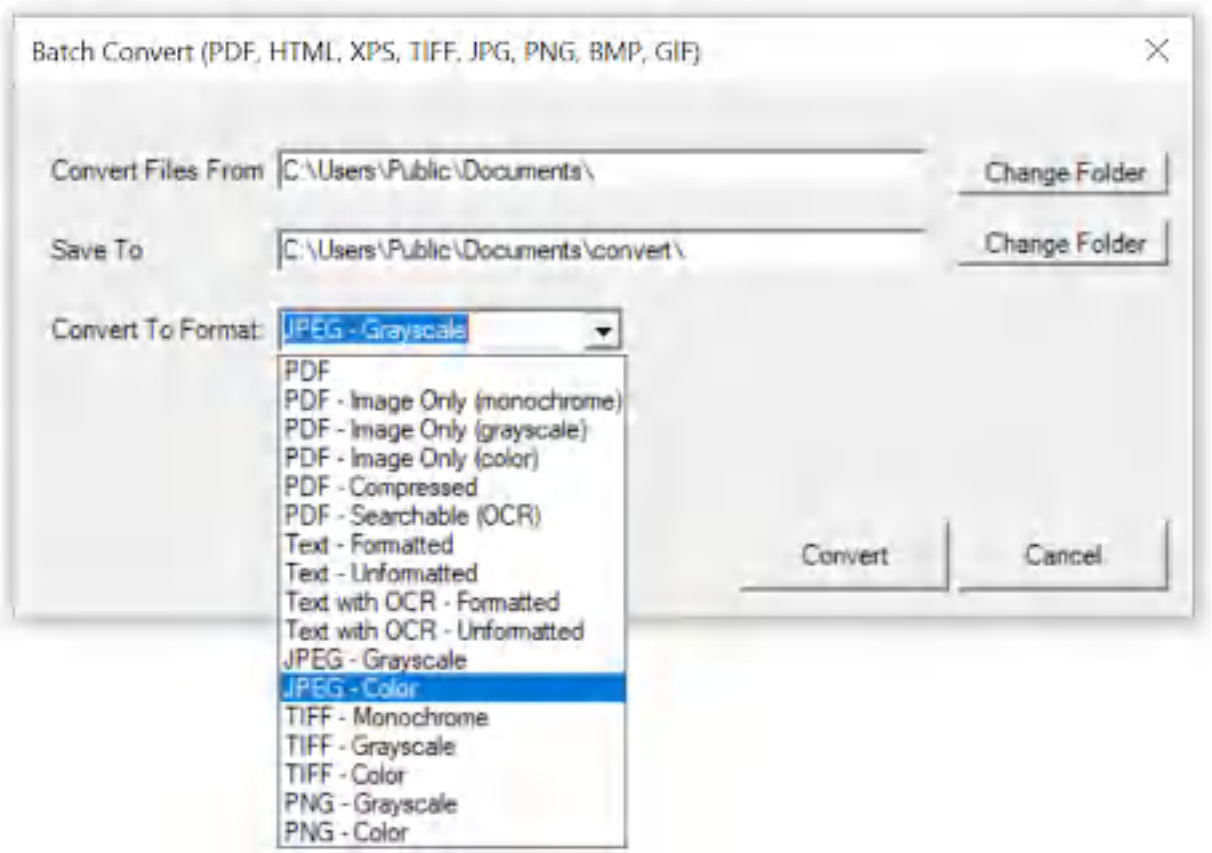

Win2PDF Desktop - Batch Convert DOCX to JPG

Set the "Convert Files From" location to the folder containing the PPTX files to convert, and set the "Save To" folder to the location for the converted JPG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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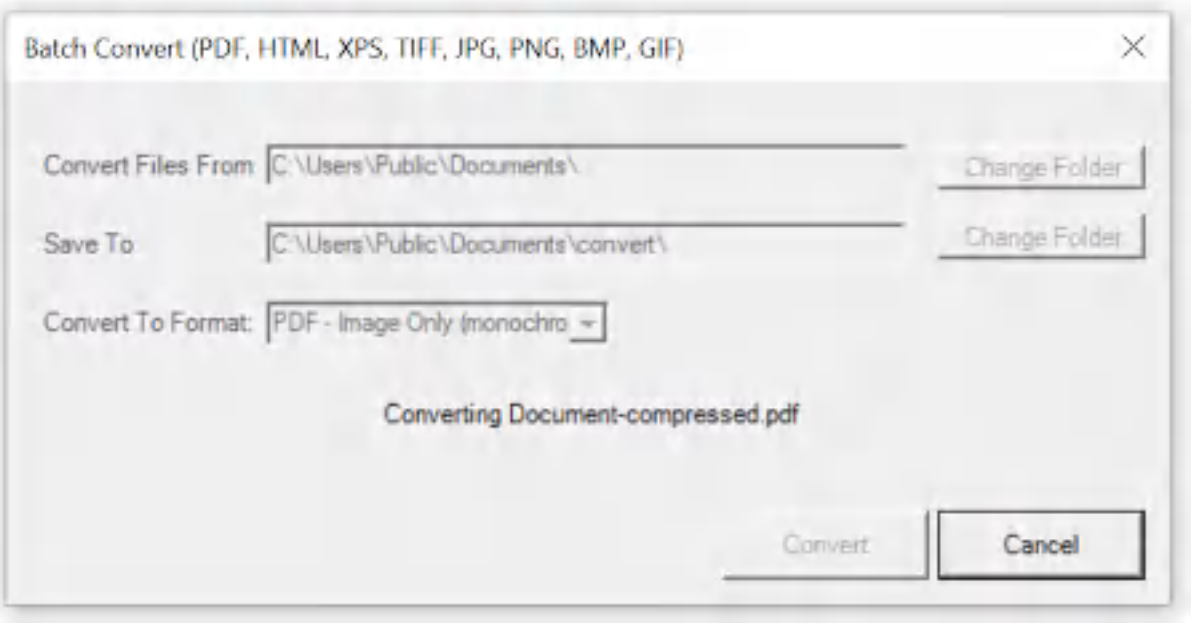
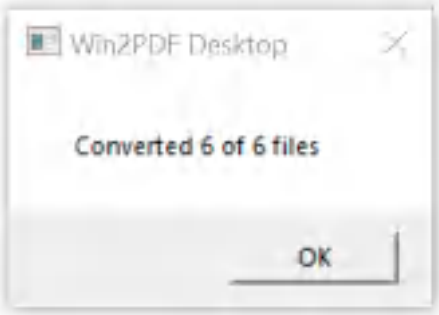


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.17 Batch Convert PPTX to PNG

Batch Convert DOCX to PNG Win2PDF Pro

To batch convert from a Microsoft PowerPoint PPTX to PNG, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to either "PNG - Grayscale" or "PNG - Color".

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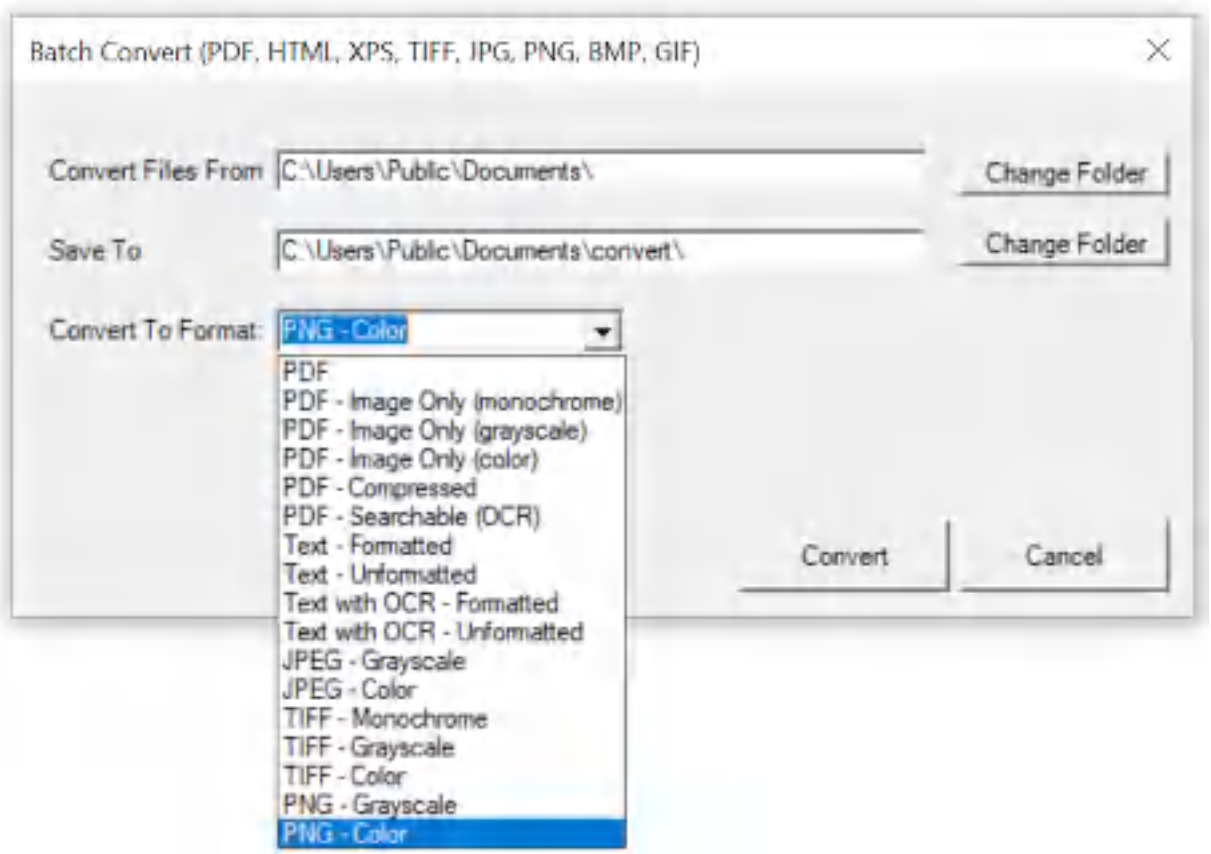

Win2PDF Desktop - Batch Convert DOCX to PNG

Set the "Convert Files From" location to the folder containing the DOCX files to convert, and set the "Save To" folder to the location for the converted PNG files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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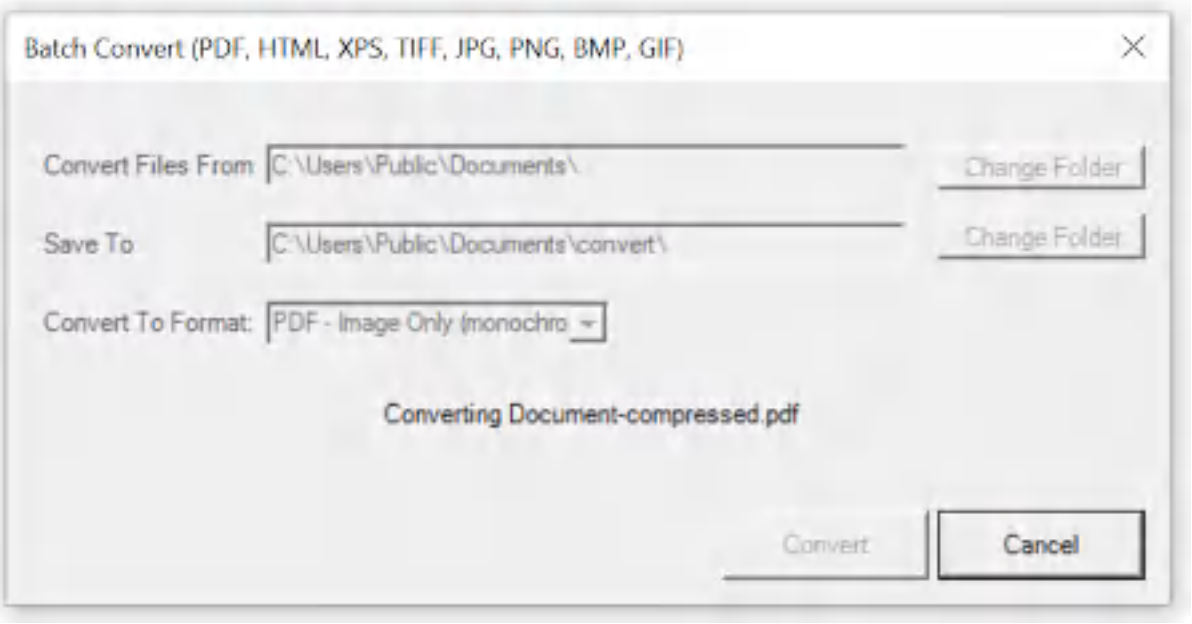
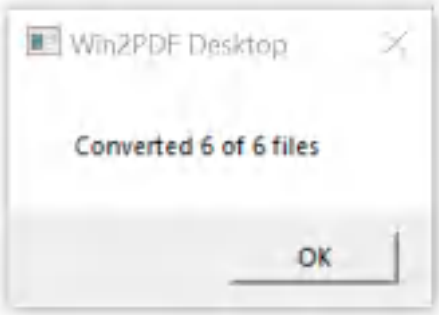


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.17 Batch Convert PPTX to TIFF

Batch Convert DOCX to TIFF Win2PDF Pro

To batch convert from a Microsoft PowerPoint PPTX to TIFF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To

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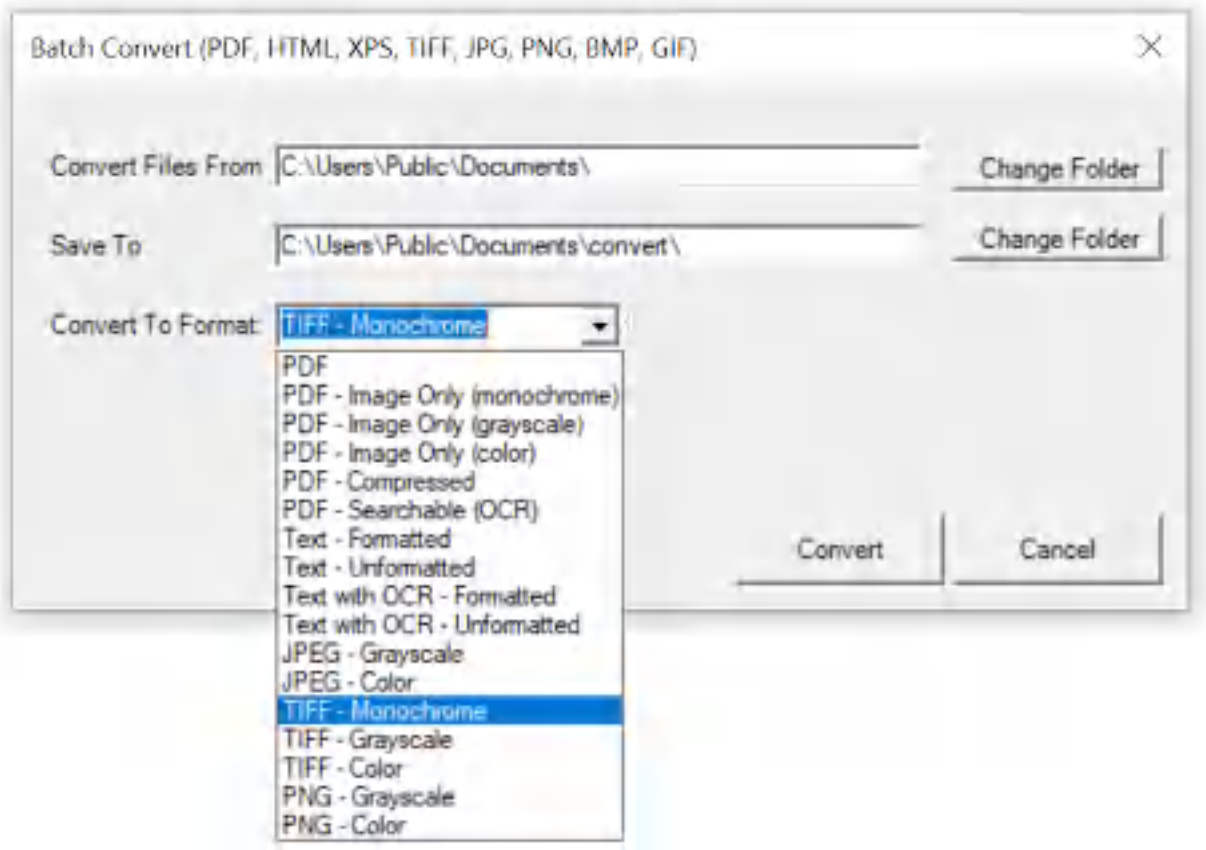
Format" to either "TIFF - Monochrome", "TIFF - Grayscale", "TIFF - Color", or "TIFF - Color with transparent background".



Win2PDF Desktop - Batch Convert DOCX to TIFF

Set the "Convert Files From" location to the folder containing the PPTX files to convert, and set the "Save To" folder to the location for the converted TIFF files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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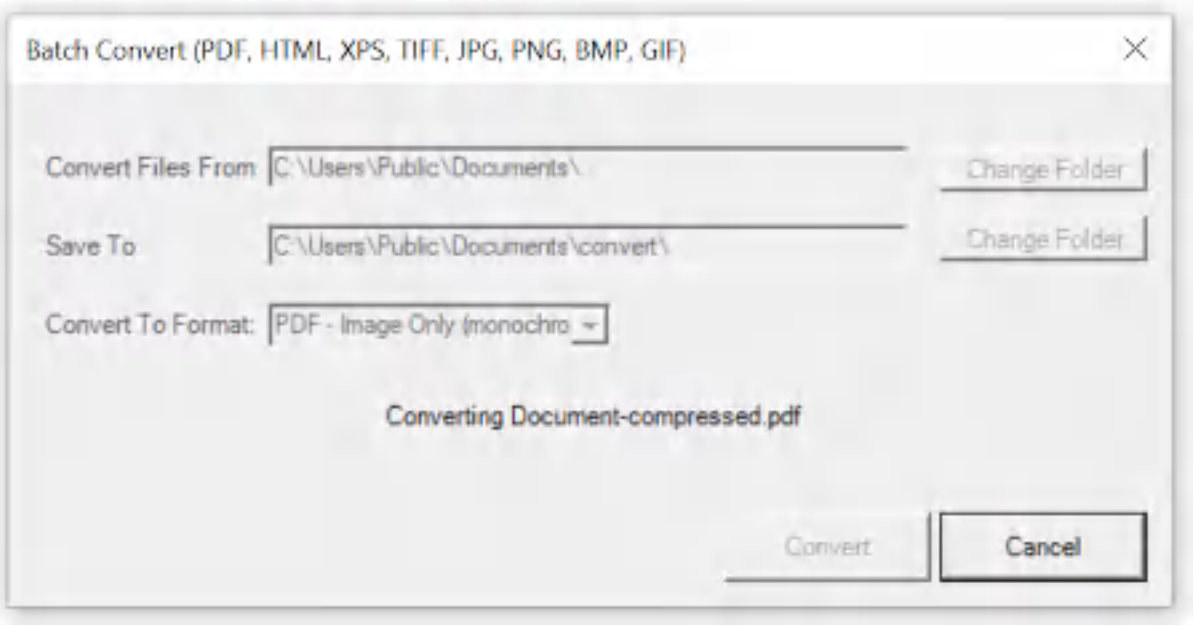
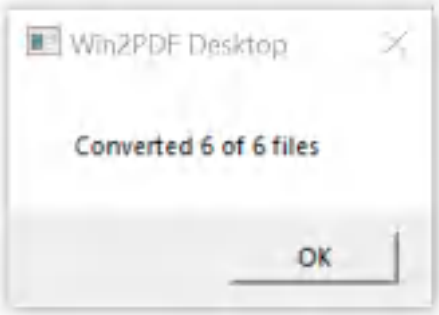


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.17 Batch Convert PPTX to Text

Batch Convert PPTX to TXT Win2PDF Pro

To batch convert from a Microsoft PowerPoint PPTX to Text, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To

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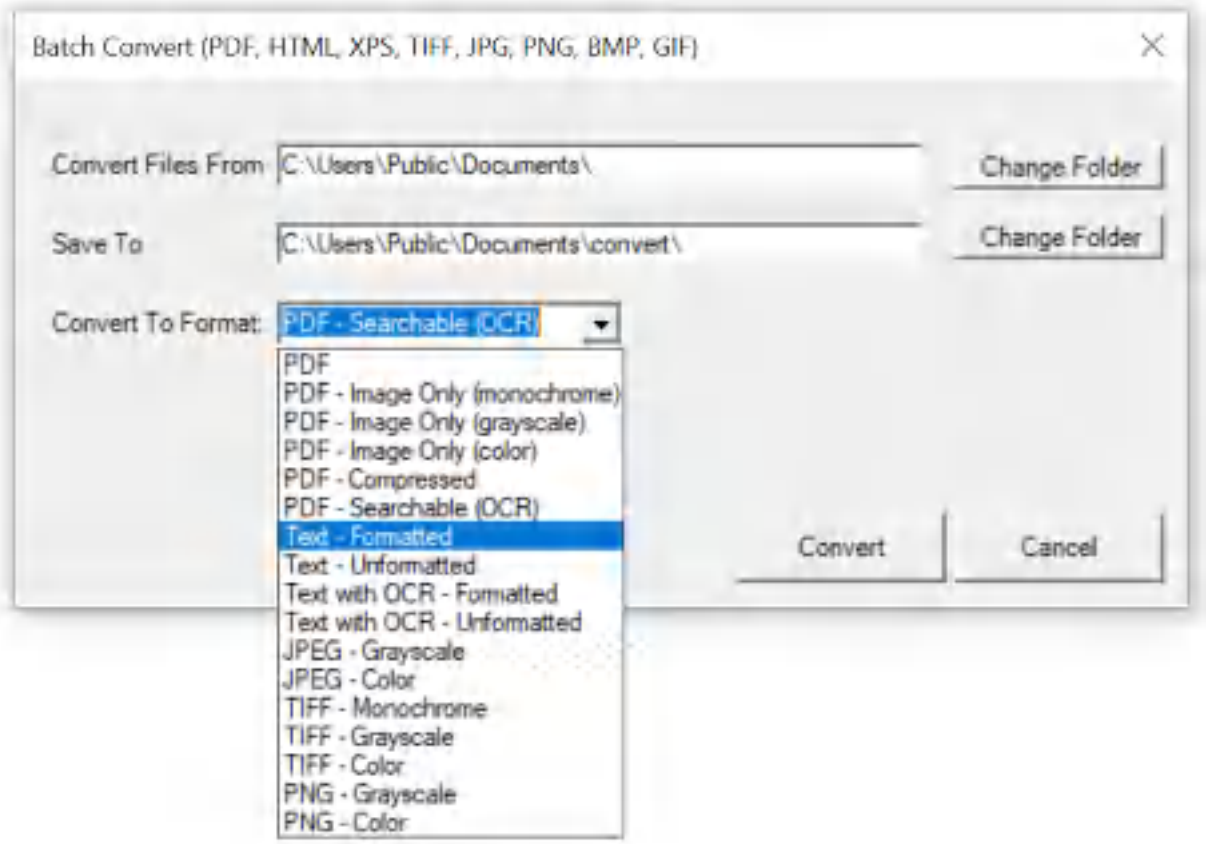
Format" to "Text with OCR - Formatted", or "Text with OCR - Unformatted". This requires the "Win2PDF OCR Add-on" from:
https://www.win2pdf.com/download/download-win2pdf-ocr.html



Win2PDF Desktop - Batch Convert DOCX to Text

Set the "Convert Files From" location to the folder containing the PPTX files to convert, and set the "Save To" folder to the location for the converted text files. These locations must be different.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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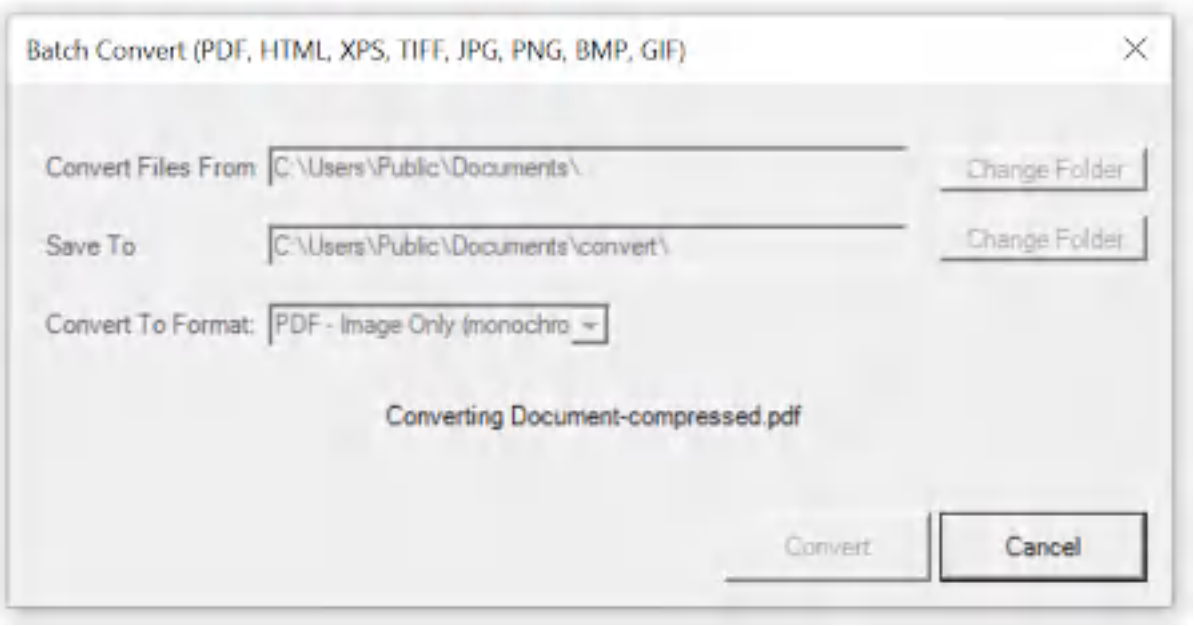
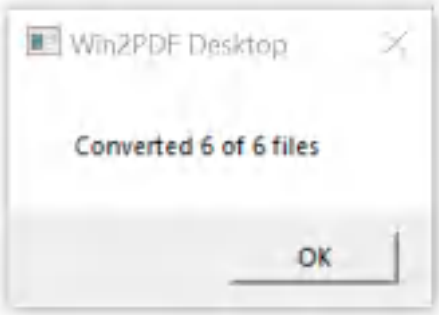


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.17 Batch Convert EML to PDF

Batch Convert EML to PDF Win2PDF Pro

To batch convert from an email message format EML to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".

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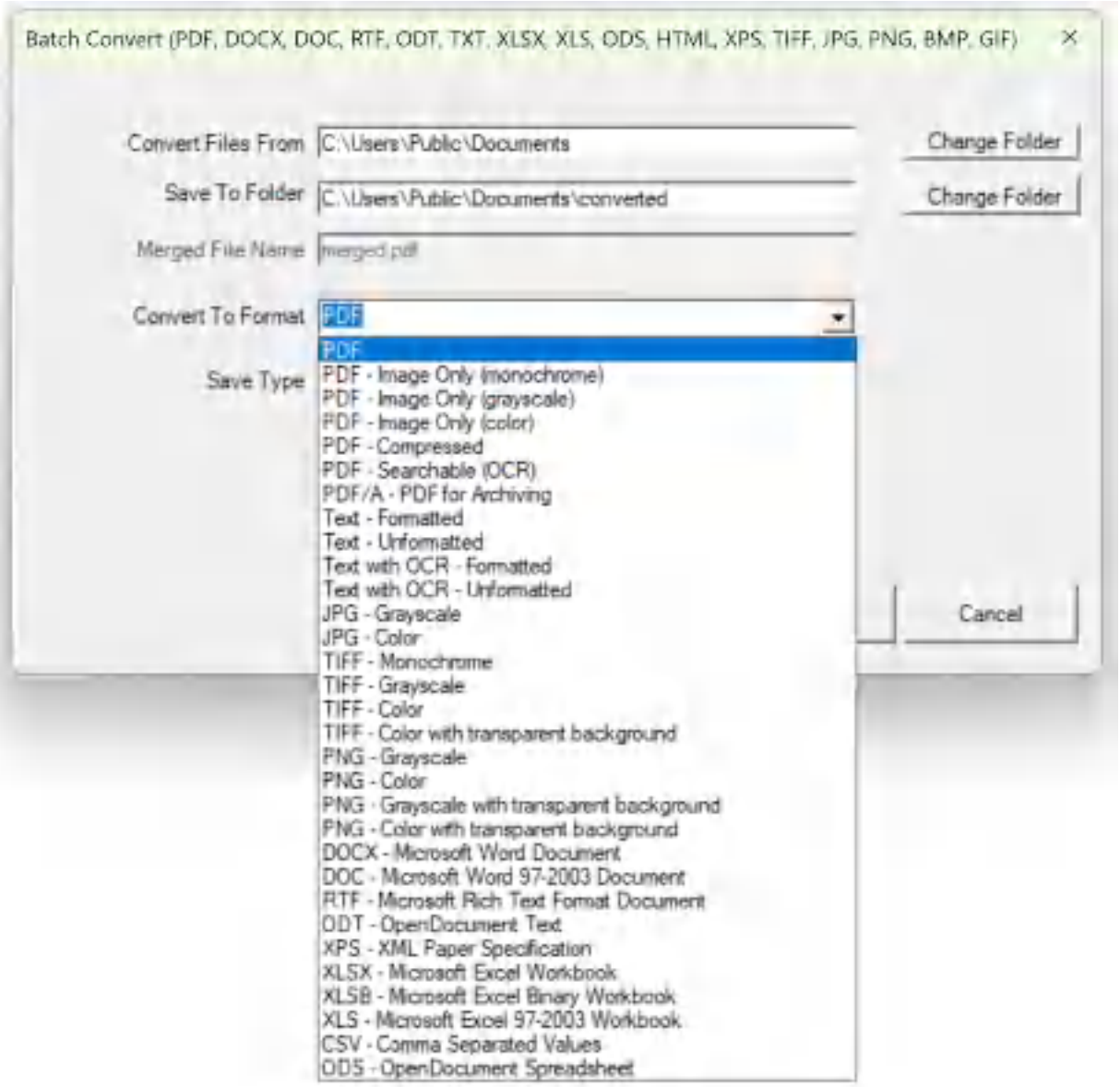

Win2PDF Desktop - Batch Convert ODS to PDF

Set the "Convert Files From" location to the folder containing the EML files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

If the EML file contains attachments, the attachments are copied to the PDF as shared attachments unless they are potentially unsafe (.EXE, .BAT, etc.). Attached files can only be opened in a viewer that supports attachments such as Adobe Reader. To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments".

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Also, if the attachment is one of the following, Win2PDF converts the attachment to PDF and appends the converted document to the final PDF.

Extension	Format
.PDF	Portable Document Format
.DOCX, .DOC	Microsoft Word (Win2PDF Pro Only)
.RTF	Rich Text Format (Win2PDF Pro Only)
.ODT	OpenDocument Text (Win2PDF Pro Only)
.TXT	Text (Win2PDF Pro Only)
.MD, .MARKDOWN, .MKD, .MDWN, .MDOWN, .MDTXT, .MDTEXT	Markdown (Win2PDF Pro Only)
.XLSX, .XLSB, .XLS	Microsoft Excel Spreadsheet (Win2PDF Pro Only)
.PPTX, .PPT	Microsoft PowerPoint Presentation (Win2PDF Pro Only)
.ODS	OpenDocument Spreadsheet (Win2PDF Pro Only)
.CSV	Comma Separated Values (Win2PDF Pro Only)
.HTML, .HTM, .MHTML, .JS	HyperText Markup Language
.SVG	Scalable Vector Graphics
.XPS	XML Paper Specification
.TIF, .TIFF	Tagged Image File Format
.JPG, .JPEG, .JPE	Joint Photographic Experts Group Image
.PNG	Portable Network Graphics
.BMP, .DIB	Windows Bitmap
.GIF	Graphics Interchange Format
.EML	Email Message Format (Win2PDF Pro Only)
.MSG	Microsoft Outlook Item File Format (Win2PDF Pro Only)
.MHT	Mime HTML Archive (Win2PDF Pro Only)

The "Save Type" setting controls how the source files are converted.

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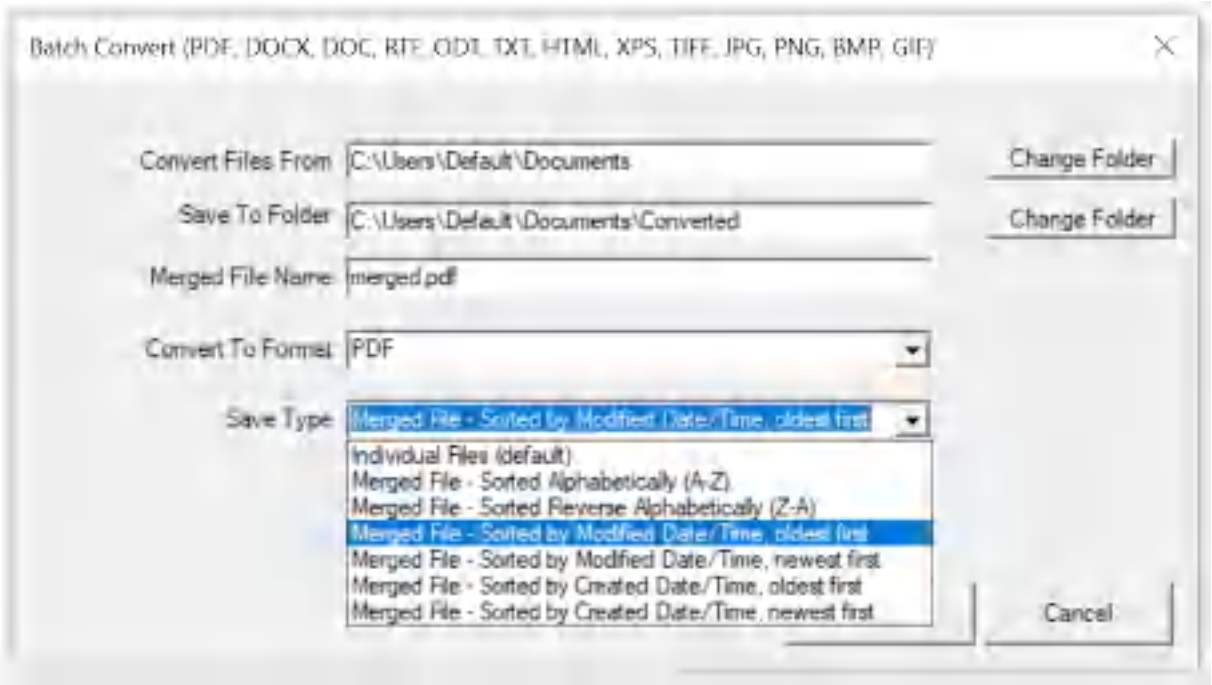

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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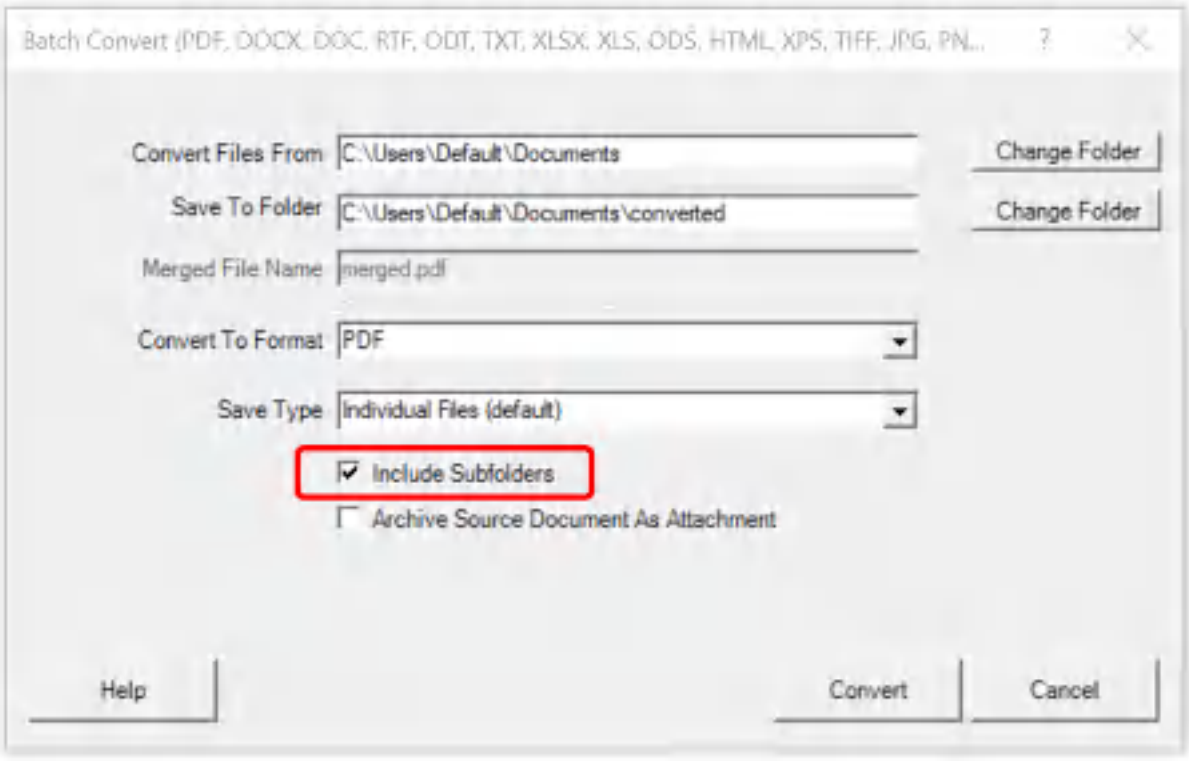

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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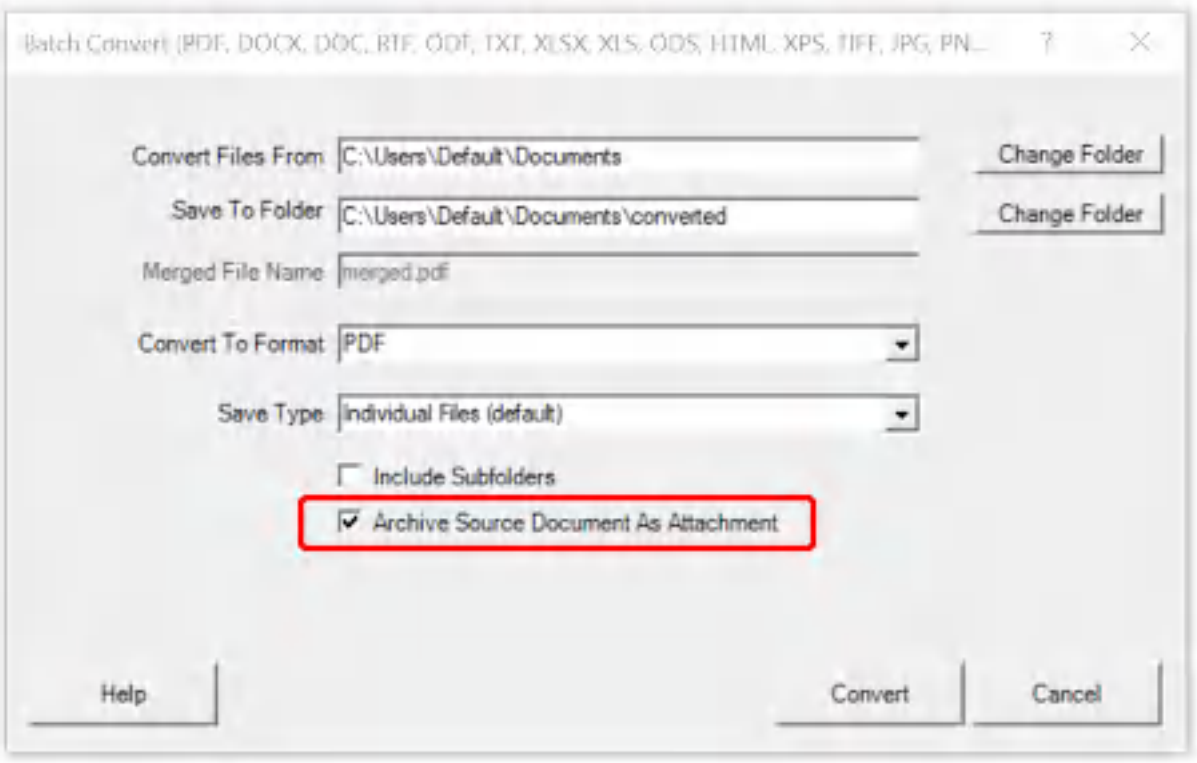

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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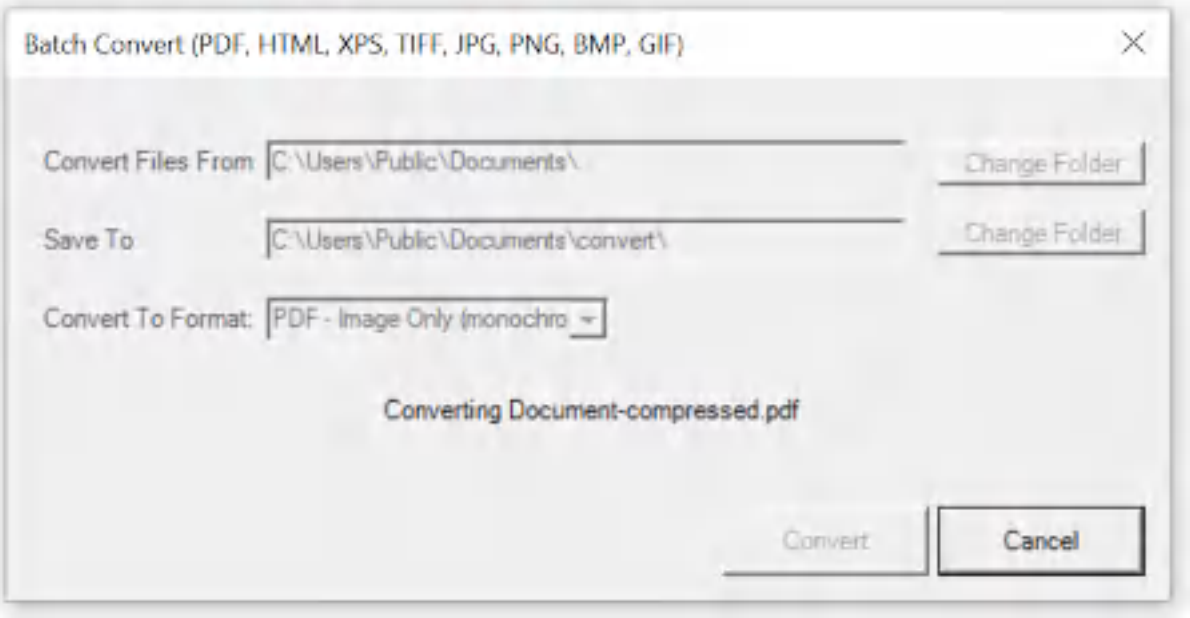
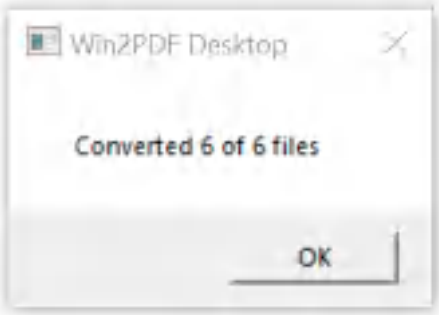


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.17 Batch Convert MSG to PDF

Batch Convert MSG to PDF Win2PDF Pro

To batch convert from an email message format MSG to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".

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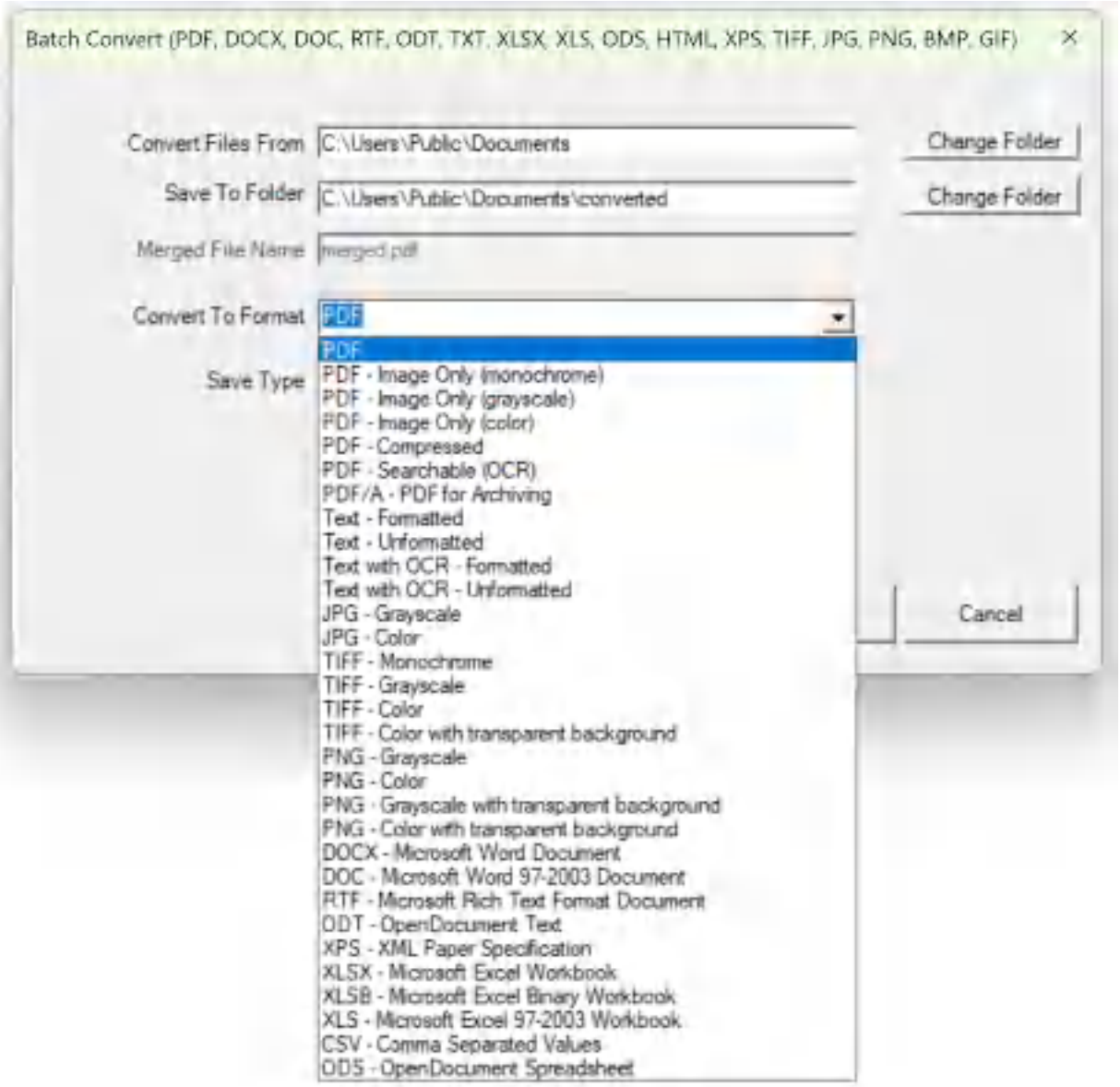

Win2PDF Desktop - Batch Convert ODS to PDF

Set the "Convert Files From" location to the folder containing the MSG files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

If the MSG file contains attachments, the attachments are copied to the PDF as shared attachments unless they are potentially unsafe (.EXE, .BAT, etc.). Attached files can only be opened in a viewer that supports attachments such as Adobe Reader. To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments".

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Also, if the attachment is one of the following, Win2PDF converts the attachment to PDF and appends the converted document to the final PDF.

Extension	Format
.PDF	Portable Document Format
.DOCX, .DOC	Microsoft Word (Win2PDF Pro Only)
.RTF	Rich Text Format (Win2PDF Pro Only)
.ODT	OpenDocument Text (Win2PDF Pro Only)
.TXT	Text (Win2PDF Pro Only)
.MD, .MARKDOWN, .MKD, .MDWN, .MDOWN, .MDTXT, .MDTEXT	Markdown (Win2PDF Pro Only)
.XLSX, .XLSB, .XLS	Microsoft Excel Spreadsheet (Win2PDF Pro Only)
.PPTX, .PPT	Microsoft PowerPoint Presentation (Win2PDF Pro Only)
.ODS	OpenDocument Spreadsheet (Win2PDF Pro Only)
.CSV	Comma Separated Values (Win2PDF Pro Only)
.HTML, .HTM, .MHTML, .JS	HyperText Markup Language
.SVG	Scalable Vector Graphics
.XPS	XML Paper Specification
.TIF, .TIFF	Tagged Image File Format
.JPG, .JPEG, .JPE	Joint Photographic Experts Group Image
.PNG	Portable Network Graphics
.BMP, .DIB	Windows Bitmap
.GIF	Graphics Interchange Format
.EML	Email Message Format (Win2PDF Pro Only)
.MSG	Microsoft Outlook Item File Format (Win2PDF Pro Only)
.MHT	Mime HTML Archive (Win2PDF Pro Only)

The "Save Type" setting controls how the source files are converted.

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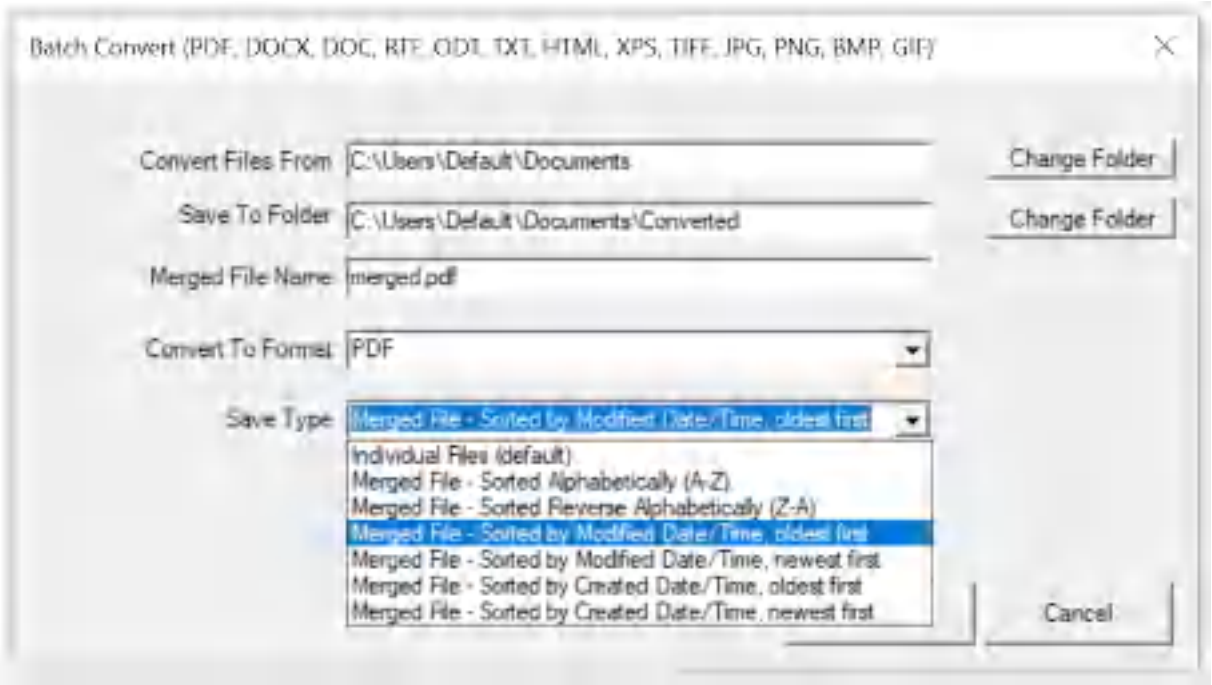

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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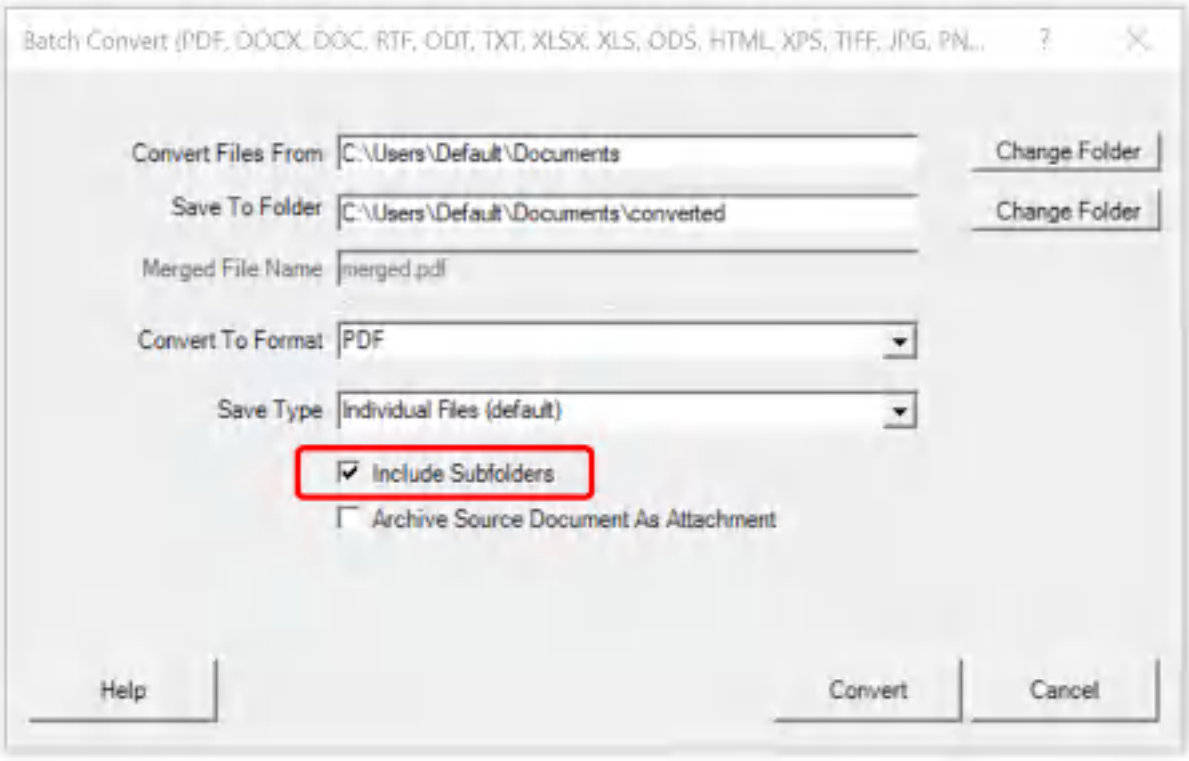

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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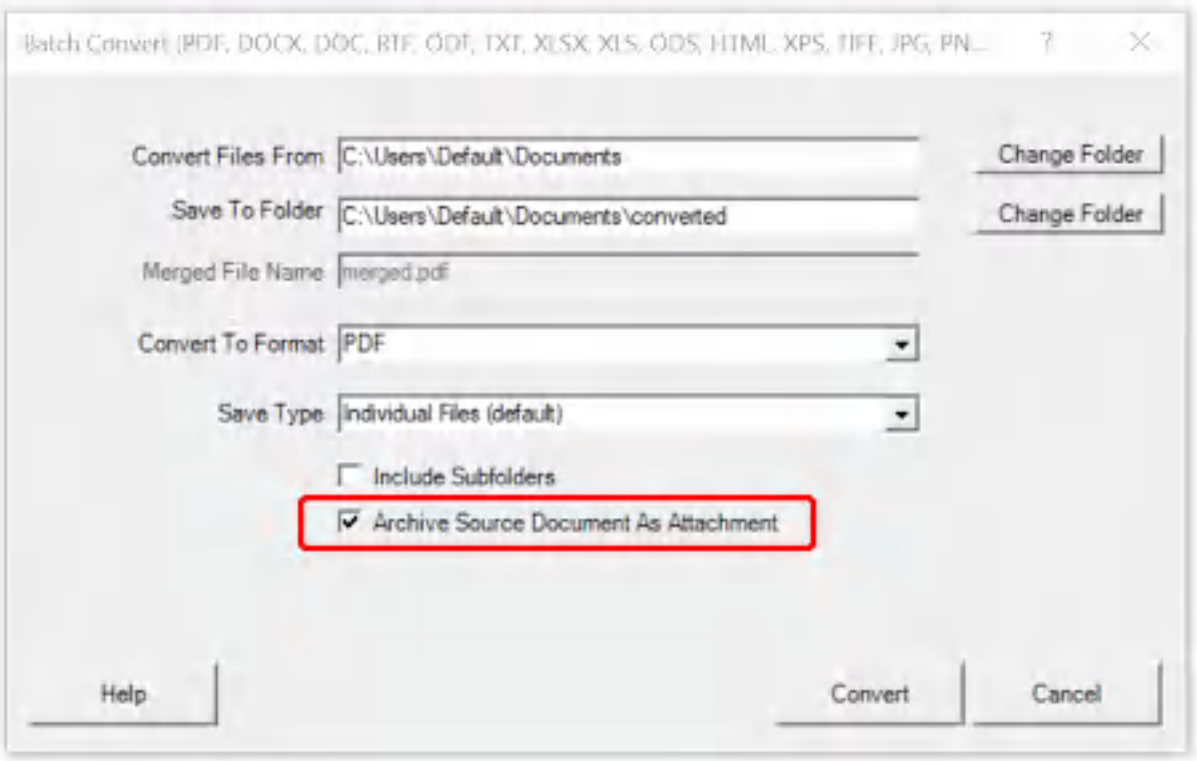

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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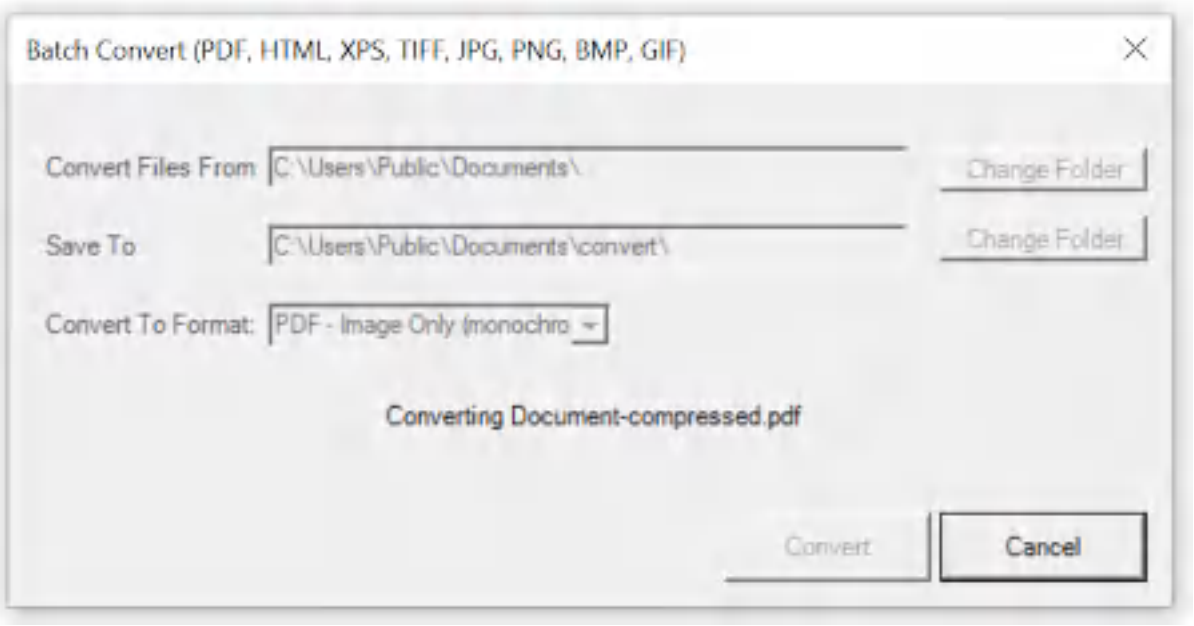
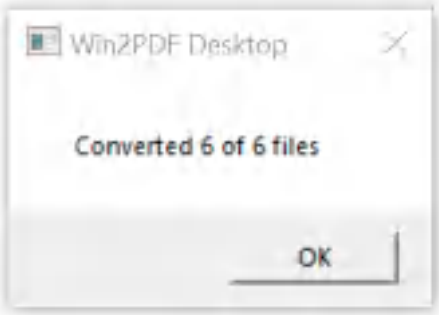


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.37.17 Batch Convert MHT to PDF

Batch Convert MHT to PDF Win2PDF Pro

To batch convert from a MIME HTML format MHT to PDF, open the Win2PDF Desktop "Batch Convert" window and set the "Convert To Format" to "PDF".

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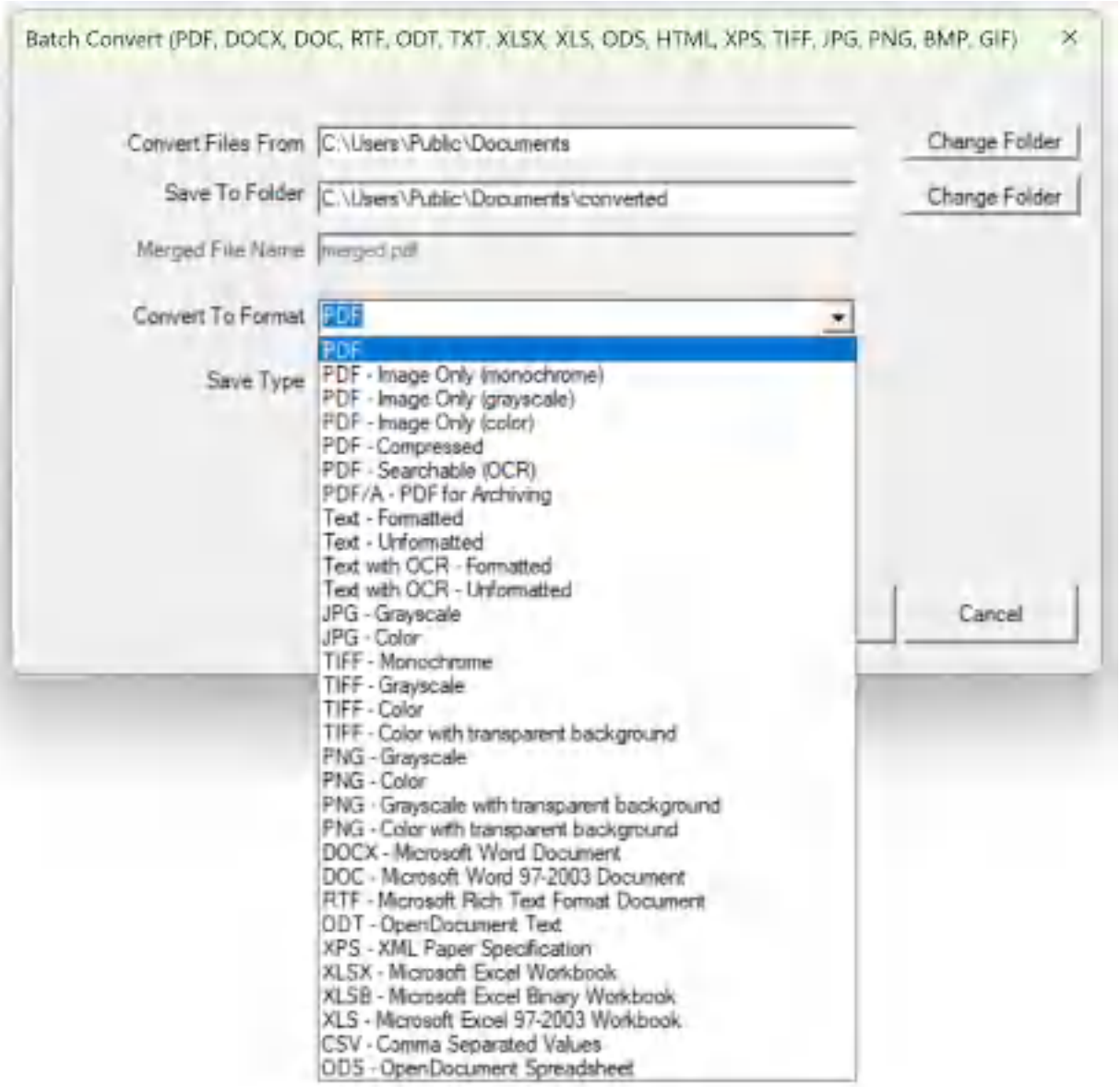

Win2PDF Desktop - Batch Convert ODS to PDF

Set the "Convert Files From" location to the folder containing the MSG files to convert, and set the "Save To" folder to the location for the converted PDF files. These locations must be different.

The "Save Type" setting controls how the source files are converted.

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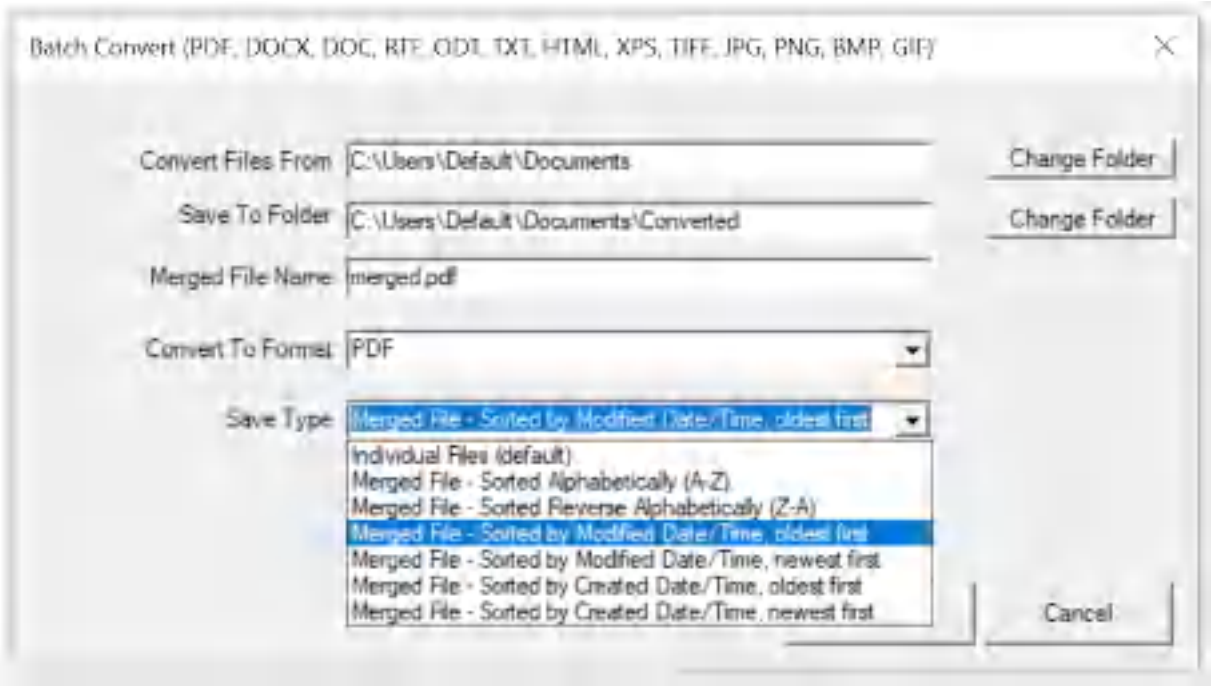

Win2PDF Desktop - Batch Convert Save Type

The options are:

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Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "Save Type" is set to one of the merged file types, the "Merged File Name" setting specifies the file name for the merged file.

If the "Include Subfolders" option is checked, all files in subfolders below the "Convert Files From" folder are also converted. The folder structure is mirrored in the "Save To" folder.

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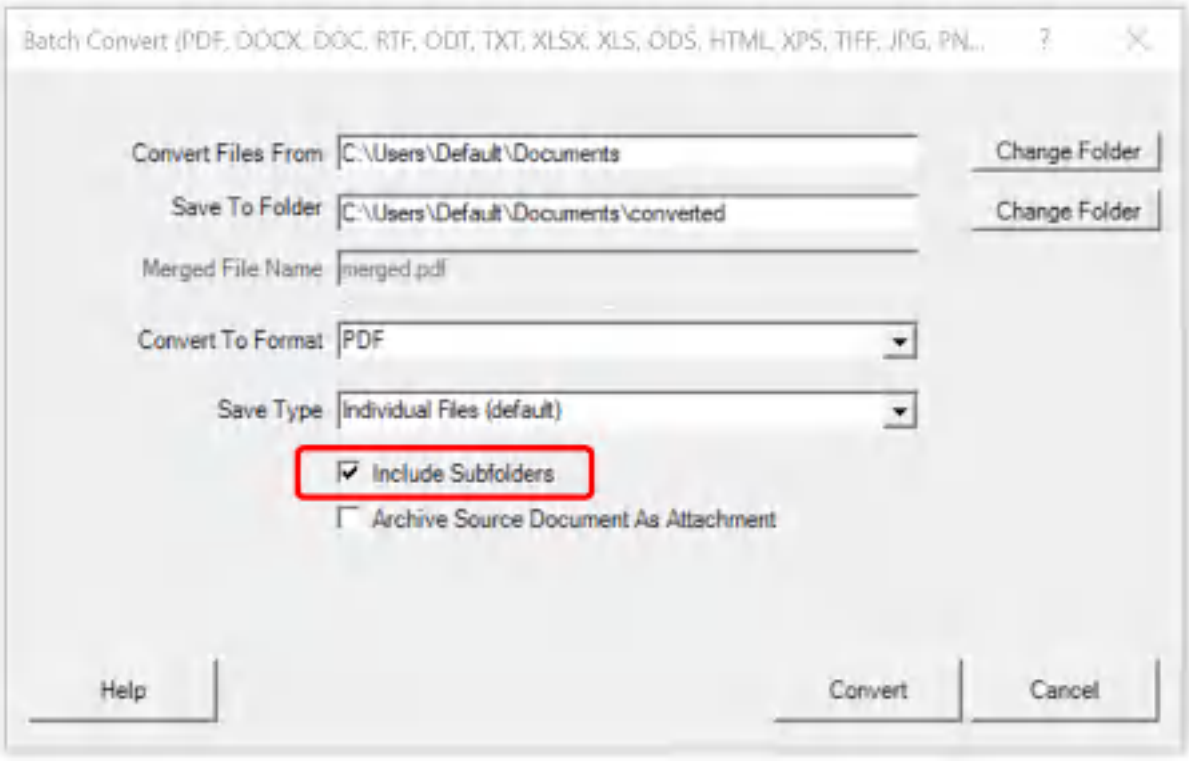

Win2PDF Desktop - Batch Convert Include Subfolders

If one of the merged file options is also set, each subfolder will contain a merged file containing all files converted in the subfolder.

If the "Archive Source Document As Attachment" option is checked, the source document will be attached to the converted PDF as a shared attachment for future editing.

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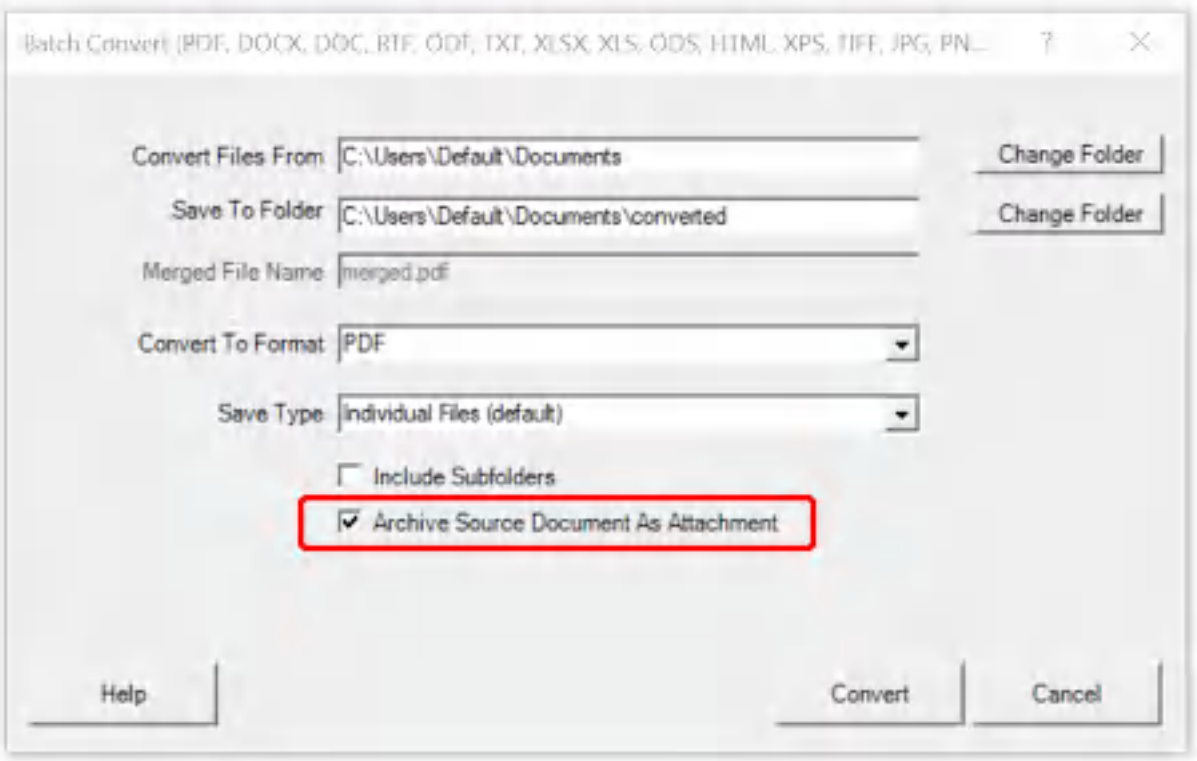

Win2PDF Desktop - Archive Source Document As Attachment

The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

When this option is enabled, the attached source documents travel with the PDF. Be aware anyone receiving this PDF also has access to the source document.

Click the "Convert" button to start the conversion process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to convert all files. The "Cancel" button remains active during the conversion process, and allows you to cancel the batch convert.

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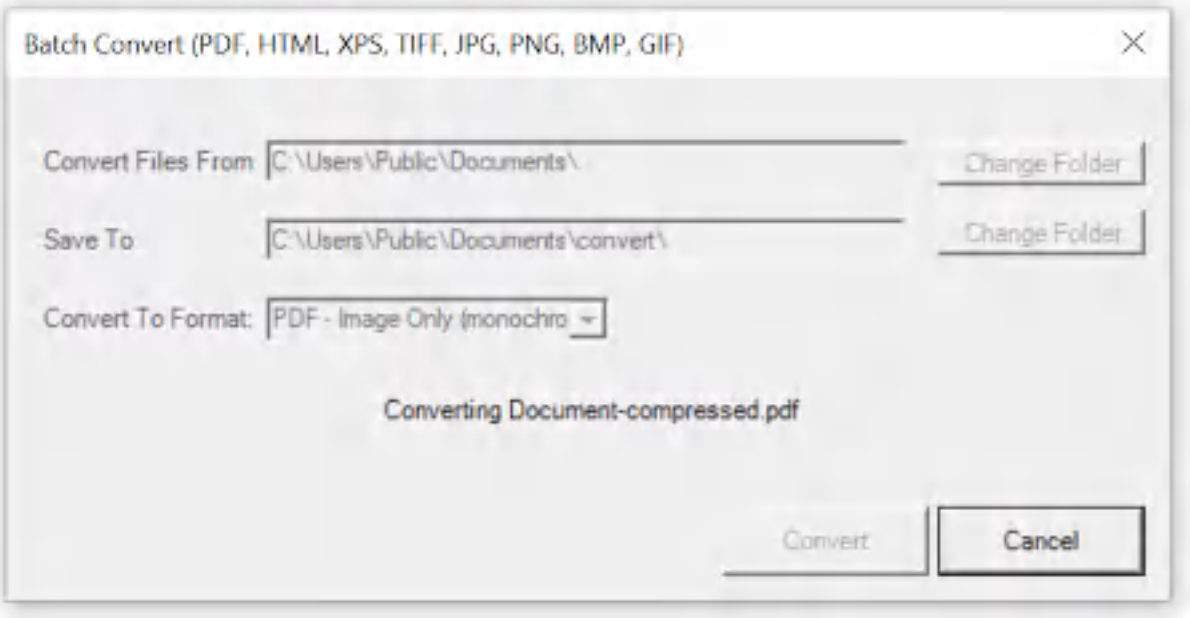
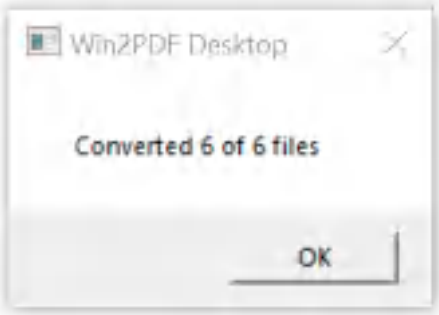


Win2PDF Desktop - Batch Converting

After the conversion is complete, a summary of the conversion is displayed.



Win2PDF Desktop - Batch Convert Complete

You can also batch convert folders of files from one format to another using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.38 How To Batch Merge

Win2PDF Desktop Batch Merge Win2PDF Pro

In addition to batch converting between formats, you can batch merge folders of PDF files to a single merged PDF by opening the "Batch

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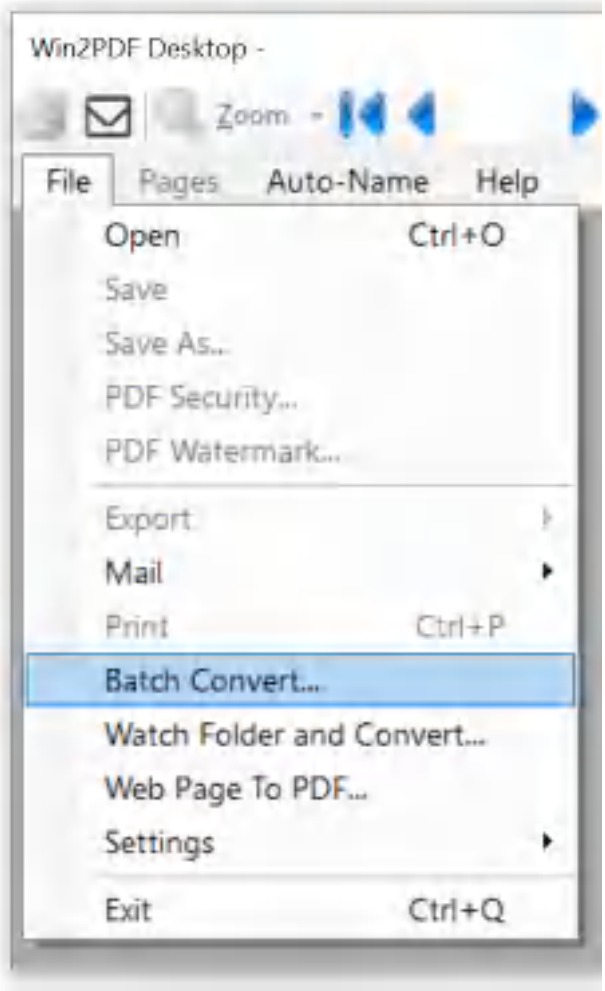
Convert..." window from the Win2PDF Desktop "File" menu:



Win2PDF Desktop - Batch Convert Menu

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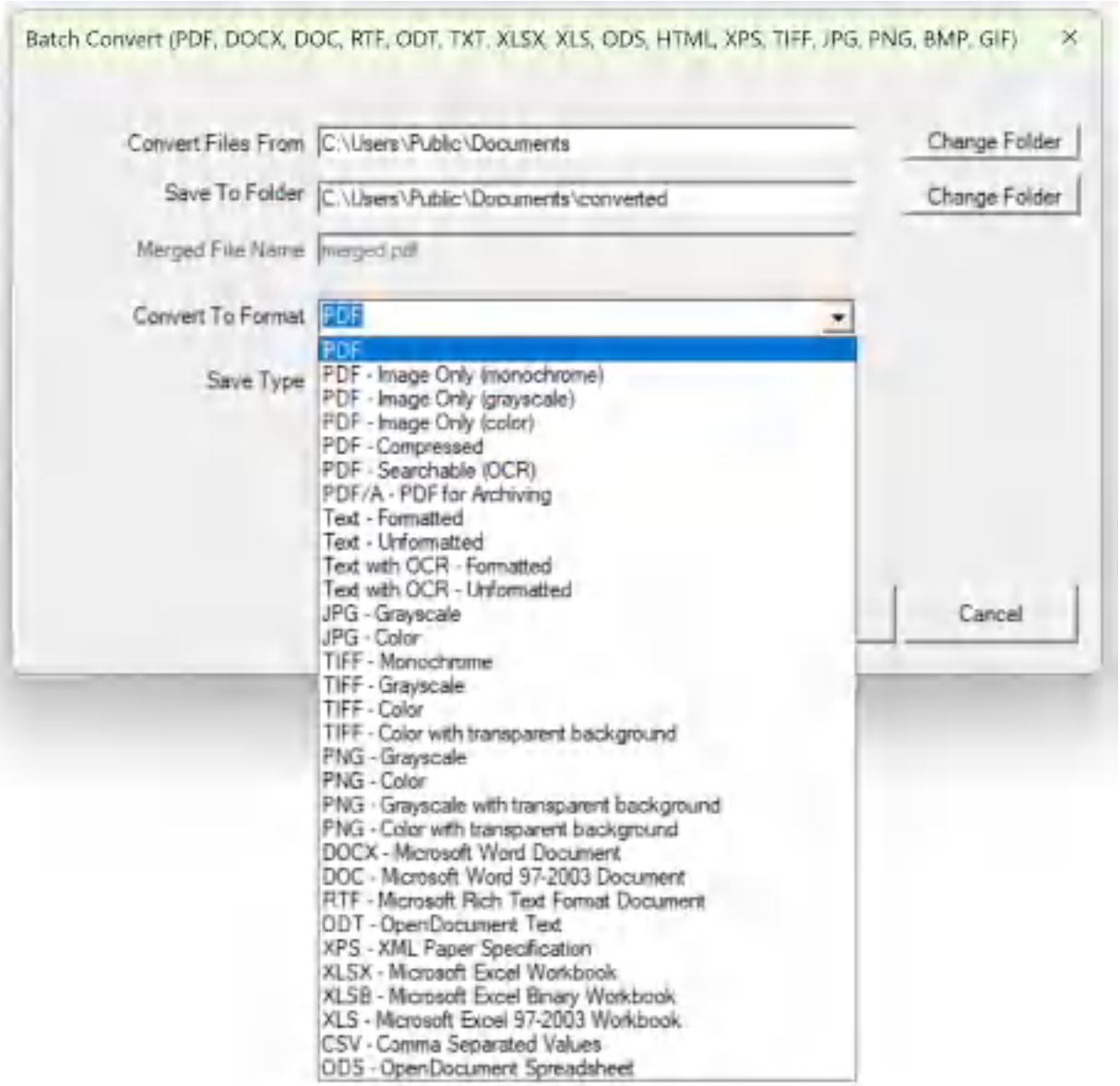

Win2PDF Desktop - Batch Merge

Set the "Convert Files From" setting to the folder containing the PDF files to be merged. You can type in the location, or click "Change Folder" to browse to the location.

The "Save To Folder" setting allows you to configure the location of the merged file. It must be a different location from the "Convert Files From" folder. You can type in the location, or click "Change Folder" to browse to the location.

The "Save Type" setting controls how the source files are merged.

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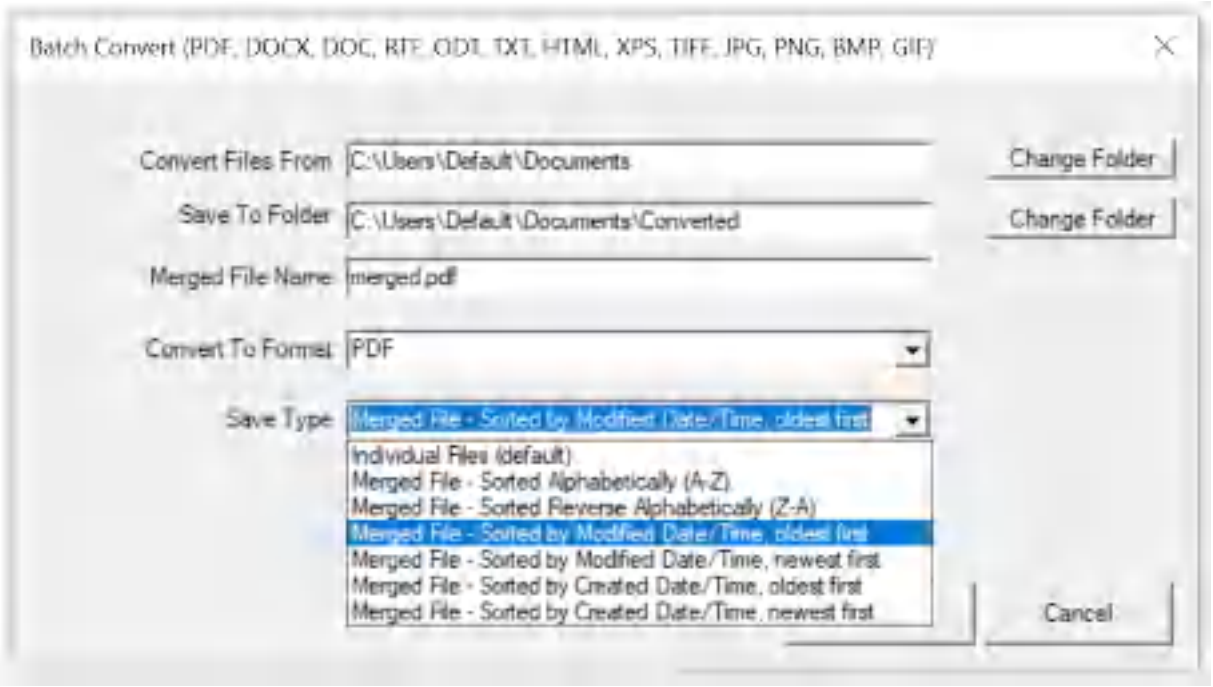

Win2PDF Desktop - Batch Merge Save Type

The options are:

Save Type	Description
Individual Files	Each file is converted to a separate file named based in the source file.
Merged File - Sorted Alphabetically (A-Z)	Files are merged to a single PDF sorted alphabetically by the source file name.
Merged File - Sorted Reverse Alphabetically (Z-A)	Files are merged to a single PDF sorted reverse alphabetically by the source file name.
Merged File - Sorted by Modified Date/Time, oldest first	Files are merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
Merged File - Sorted by Modified Date/Time, newest first	Files are merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
Merged File - Sorted by Created Date/Time, oldest first	Files are merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
Merged File - Sorted by Created Date/Time, newest first	Files are merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

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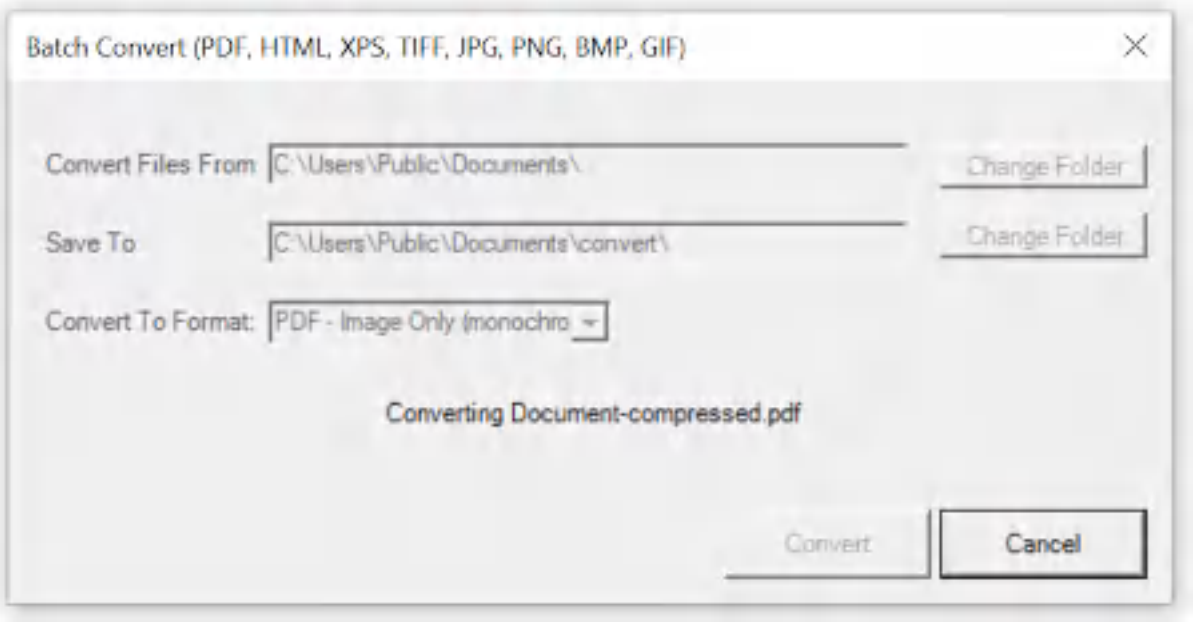
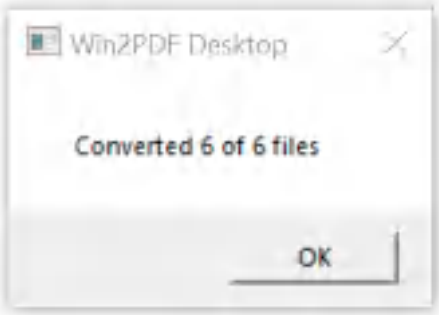
The "Merged File Name" setting specifies the file name for the merged PDF file.

The "Convert" button will start the merge process. Depending on the number of files in the "Convert Files From" folder, it can take a long time to merge all files. The "Cancel" button remains active during the merge process, and allows you to cancel the batch merge.



Win2PDF Desktop - Batch Merging

After the merge is complete, a summary of the merge is displayed.



Win2PDF Desktop - Batch Merge Complete

You can also batch merge folders of PDF files using the BATCHCONVERT command line.

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This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.39 How To Watch Folder and Convert

Win2PDF Desktop Watch Folder and Convert

Win2PDF Pro TSE

Win2PDF Pro Terminal Server Edition can continuously watch a local or shared folder and automatically convert all files in one of the following input formats:

- PDF
- DOCX
- DOC
- RTF
- ODT
- XLSX
- XLSB
- XLS
- PPTX
- PPT
- ODS
- CSV
- TXT
- MD
- HTML
- XPS
- TIFF
- JPG
- PNG
- BMP
- GIF
- EML
- MSG
- MHT

It can convert them to one of the following output formats:

- PDF
- PDF Image Only - monochrome
- PDF Image Only - grayscale
- PDF Image Only - color
- PDF - compressed

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- PDF - searchable (OCR)
- DOCX - Microsoft Word
- DOC - Microsoft Word 97-2003
- RTF - Rich Text Format
- ODT - OpenDocument Text
- XLSX - Microsoft Excel
- XLS - Microsoft Excel 97-2003
- ODS - OpenDocument Spreadsheet
- CSV - Comma Separated Values
- Text - formatted
- Text - unformatted
- Text - formatted after making searchable (OCR)
- Text - unformatted after making searchable (OCR)
- MD - Markdown
- JPEG - grayscale
- JPEG - color
- TIFF - monochrome
- TIFF - grayscale
- TIFF - color
- TIFF - color with transparent background
- PNG - Grayscale
- PNG - Grayscale with transparent background
- PNG - Color
- PNG - Color with transparent background

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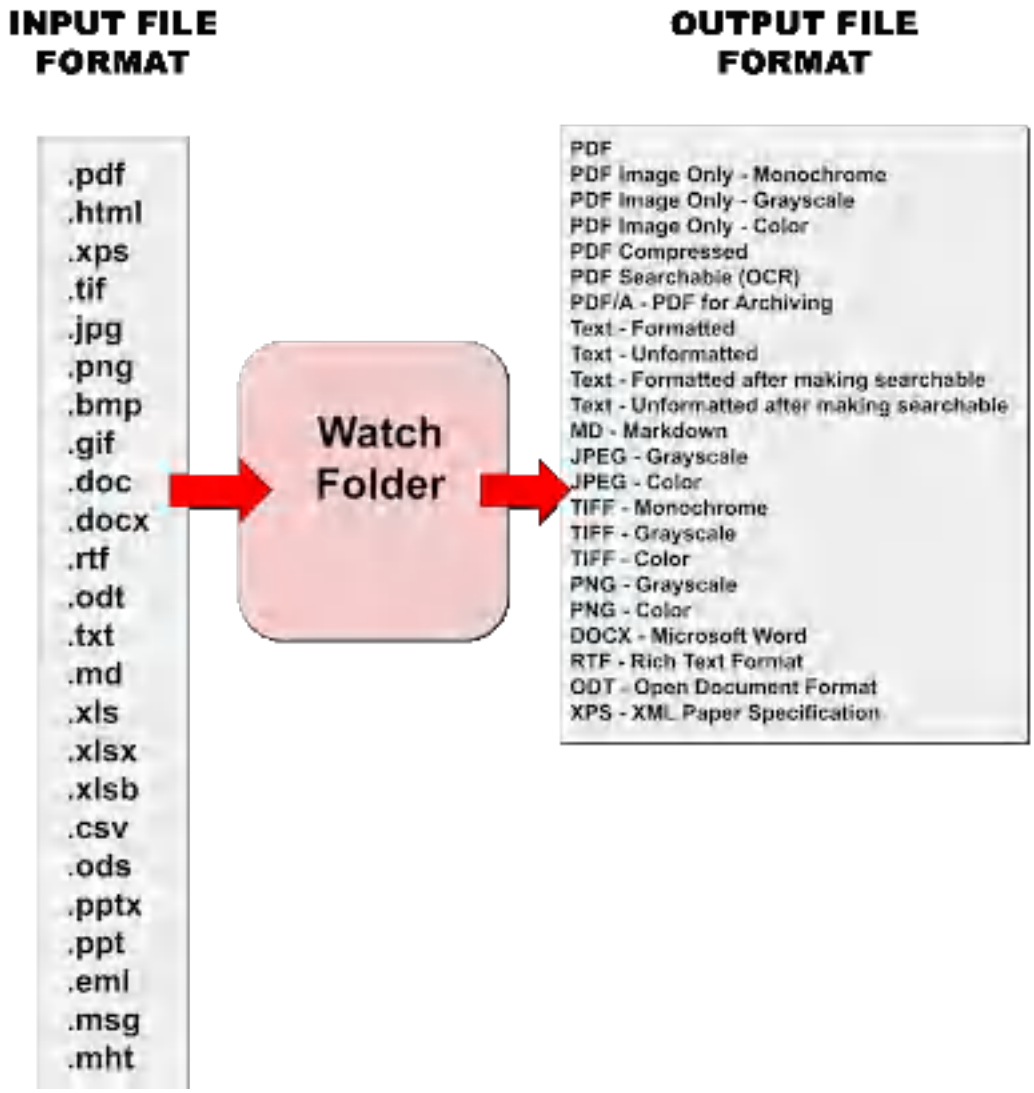

Win2PDF Desktop - Watch Folder Formats

You can watch a folder and convert files from one format to another interactively by opening the "Watch Folder and Convert..." window from the

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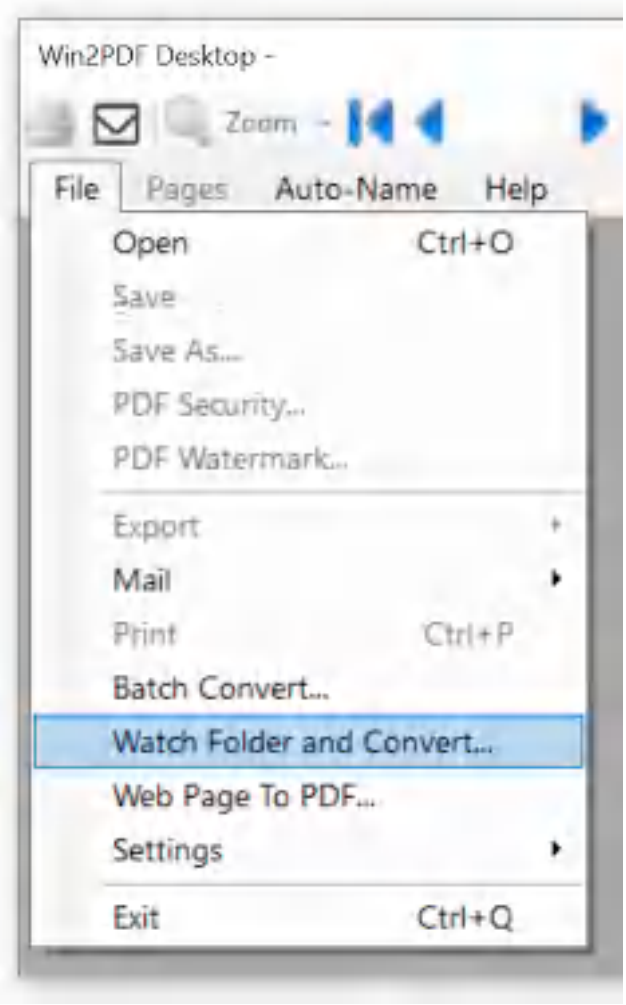
Win2PDF Desktop "File" menu:



Win2PDF Desktop - Watch Folder Menu

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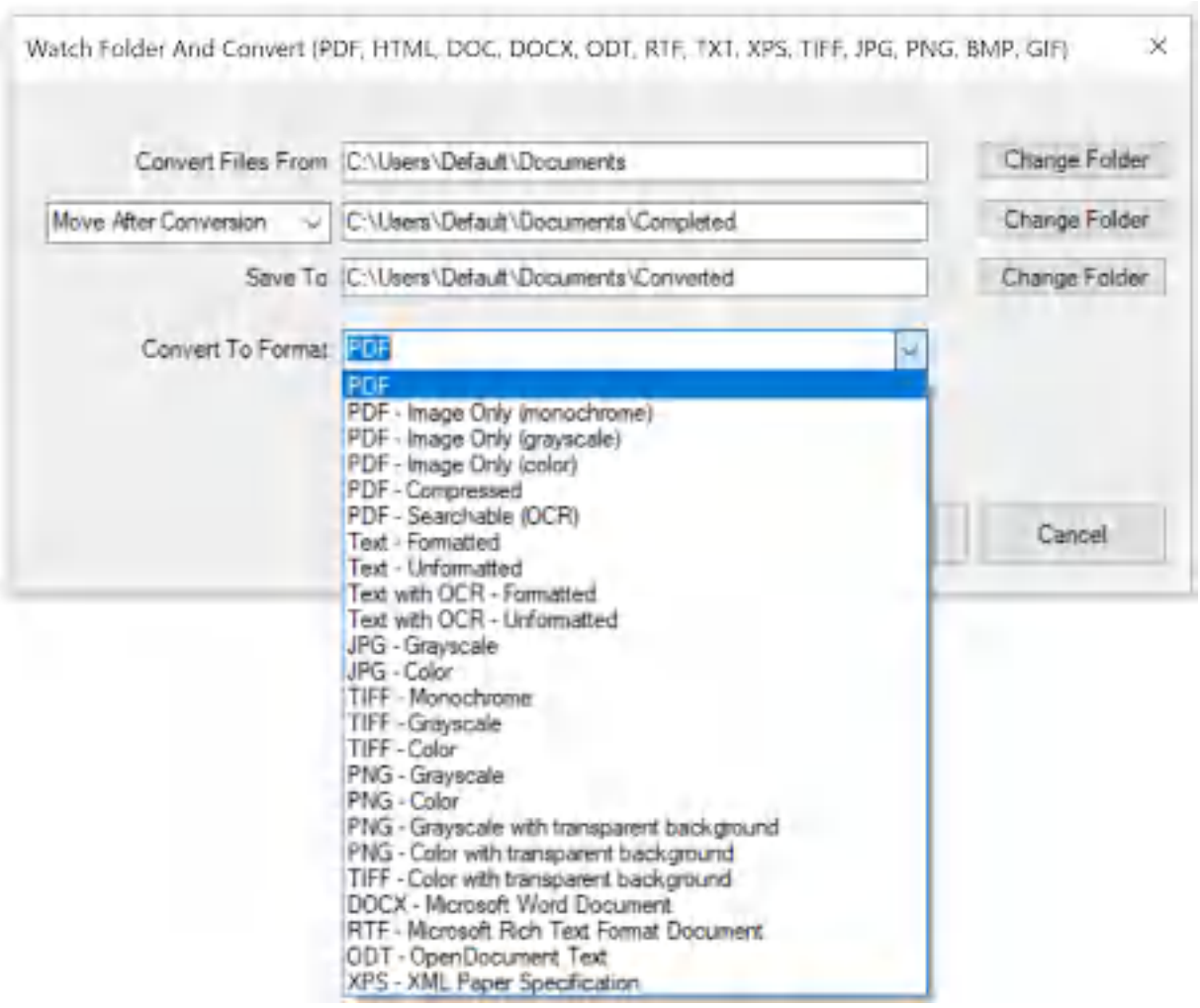

Win2PDF Desktop - Watch Folder and Convert

The "Convert Files From" setting allows you to configure the location of the files to convert. Any files in this folder that are supported will be converted to the "Convert To Format". You can type in the location, or click "Change Folder" to browse to the location.

The "Move After Conversion" is enabled, the following folder setting allows you to configure the location of the files after conversion. It must be a different location from the "Convert Files From" folder. You can type in the location, or click "Change Folder" to browse to the location. If you don't want to save the files after they are converted, set this to "Delete After Conversion".

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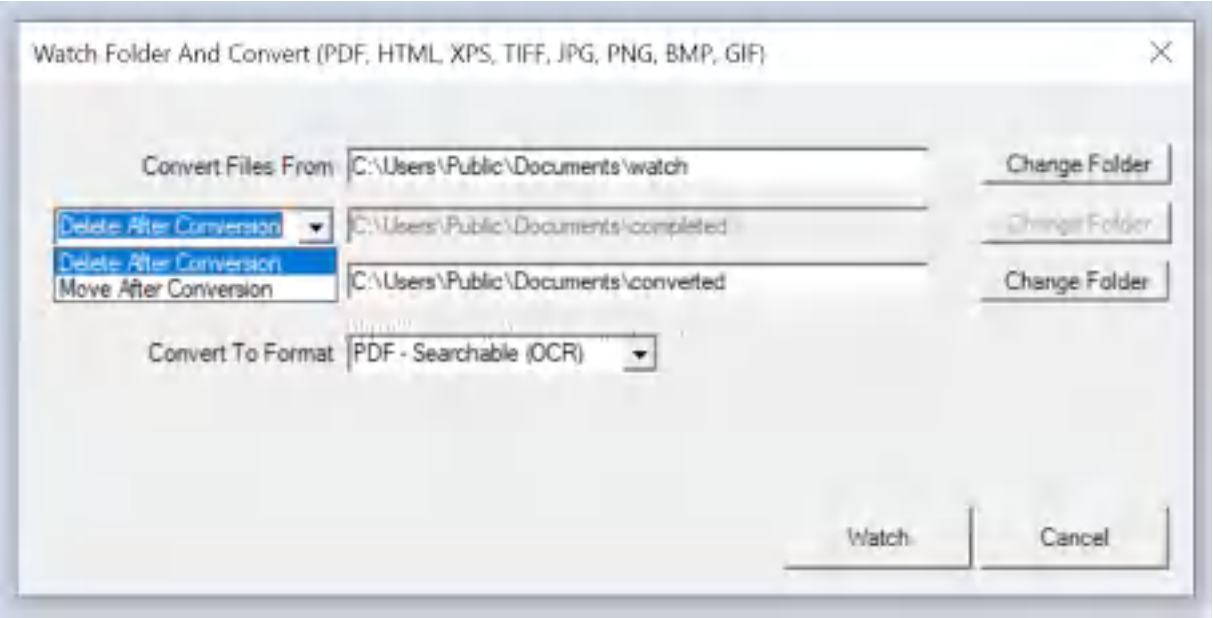

Win2PDF Desktop - Watch Folder Delete After Conversion

The "Save To" folder setting allows you to configure the location of the converted files. It must be a different location from the "Convert Files From" folder. You can type in the location, or click "Change Folder" to browse to the location.

The "Convert" button will start monitoring the watch folder and converting any supported files to the selected "Convert To Format". Any files that cannot be converted are automatically skipped. The "Stop" button remains active while watching the folder, and allows you to cancel the watch folder process. If an error occurs when converting to the selected format, the file is renamed with a ".err" extension and an error message is displayed before the "Watching..." status line.

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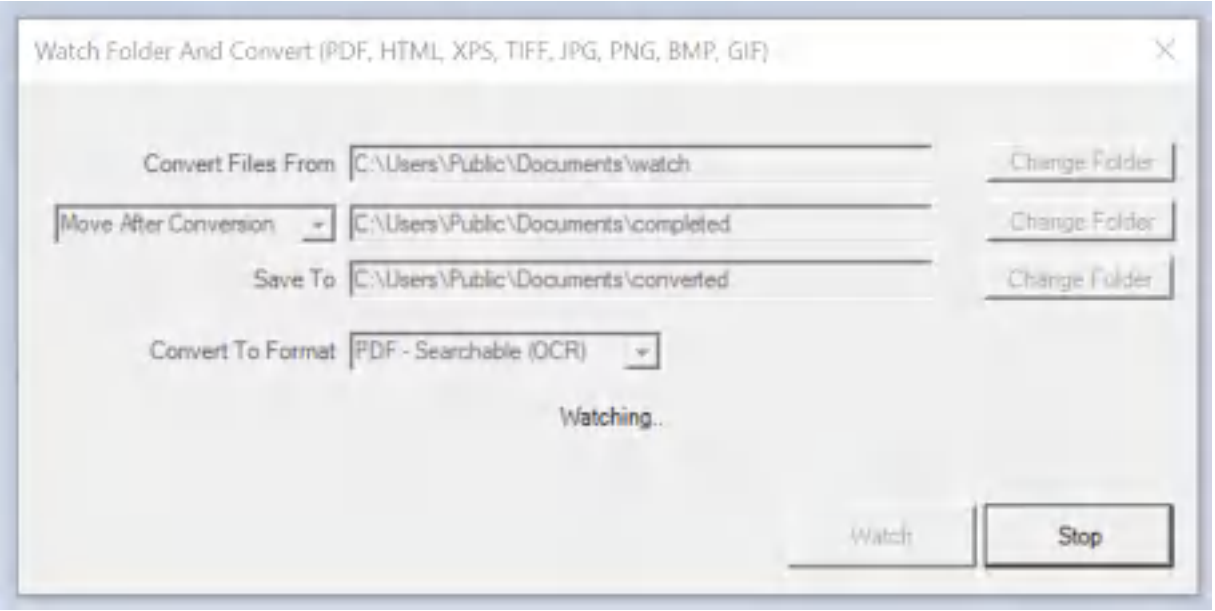

Win2PDF Desktop - Watching Folder

You can customize the watch folder processing by installing a Win2PDF Watch Folder Plug-in. Sample plug-ins and example source code for many plug-ins are published on the Win2PDF github page. This includes plug-ins to split pages, delete pages, append a PDF, apply watermarks, delete blank pages, digitally sign with a certificate, and others. When a batch convert plug-in is installed, an "Enable Plug-In" option is displayed in the Batch

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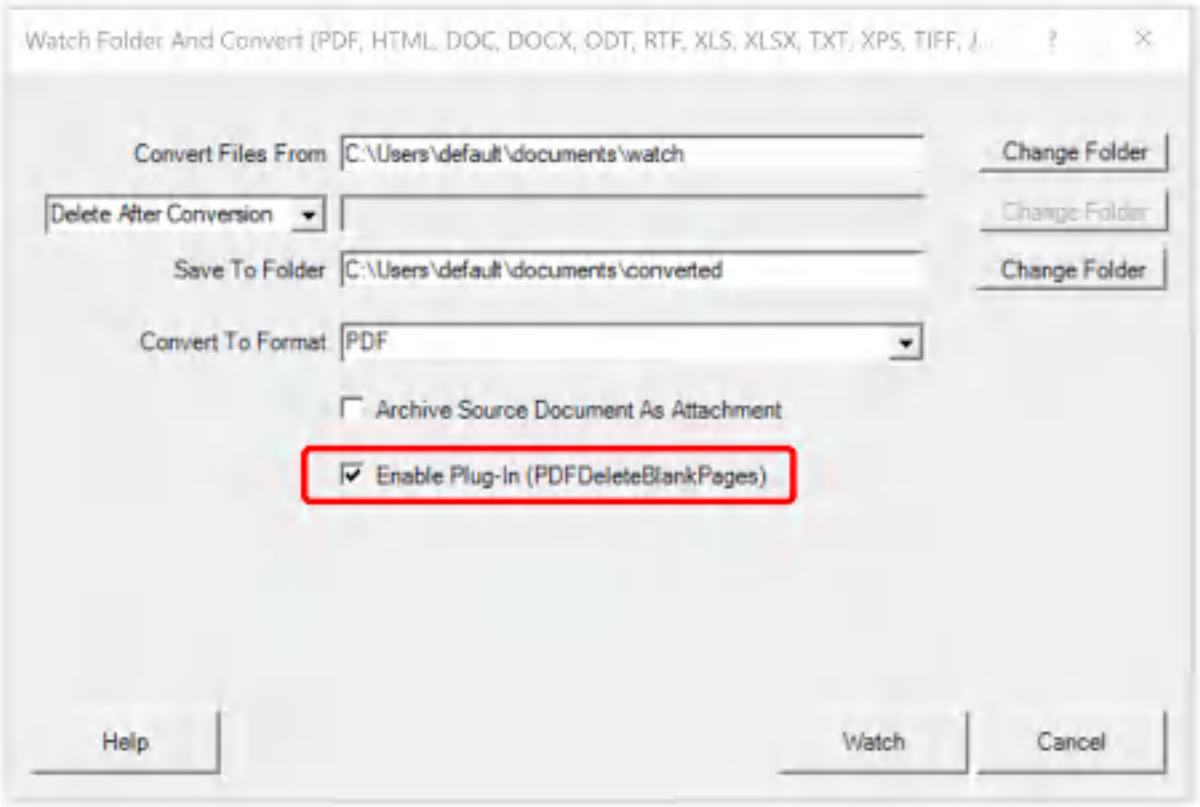
Convert Window:



Win2PDF Watch Convert - Enable Plug-In

Checking this option will enable the custom plug-in processing during the watch folder conversion. If you need custom watch folder processing, contact us and we may be able to create a plug-in to meet your requirements.

To configure the watch folder feature to run as a service, right click on the "Watch Folder and Convert" shortcut from the Windows Start menu, and choose "Run As Administrator...". The title of the window will display "Service Config: Watch Folder and Convert":

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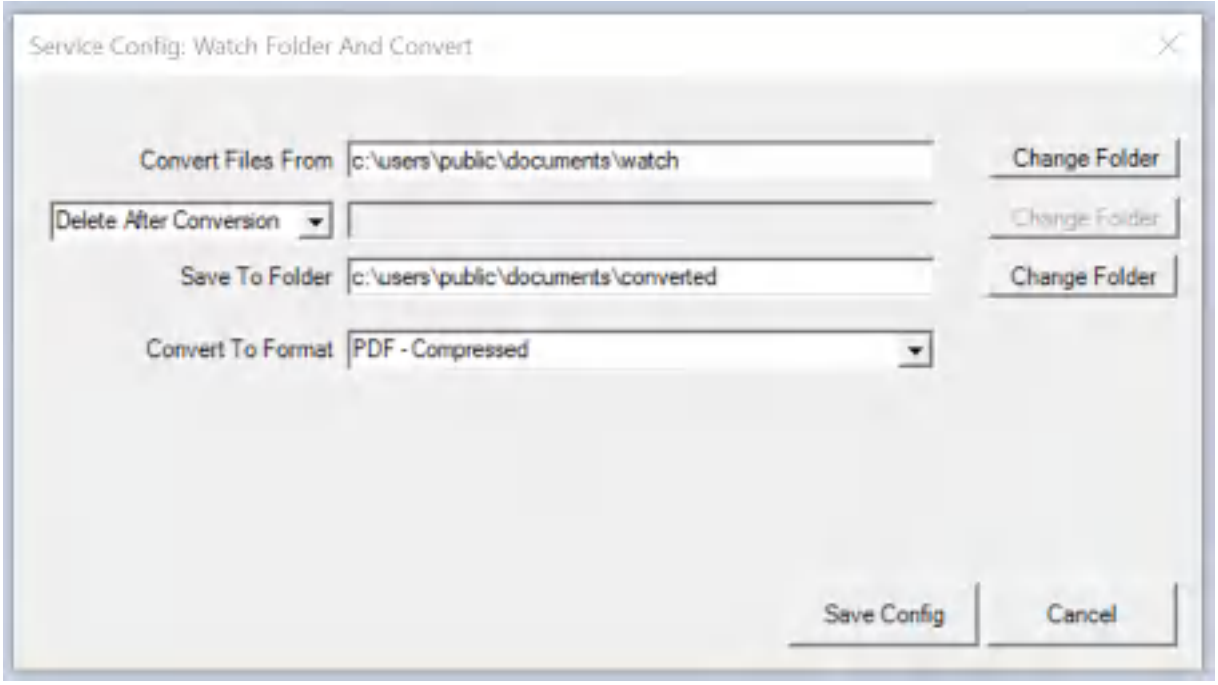

Win2PDF Desktop - Watch Folder Service Config

If you previously ran the "Watch Folder and Convert" interactively, the settings will be retained. When you click "Save Config", Win2PDF installs and starts a Windows service using the settings in this window. The service will automatically start with Windows, and does not require that anyone is logged in to the server. To monitor and control the service, navigate to the Control Panel, then System and Security, then Administrative Tools, and finally select Services.

The service runs under the local system account by default. If your "Convert files from" or "Save To Folders" are not accessible from the local system account, you can configure the service to run under a different user using the "Log on" tab of the "Services" applet.

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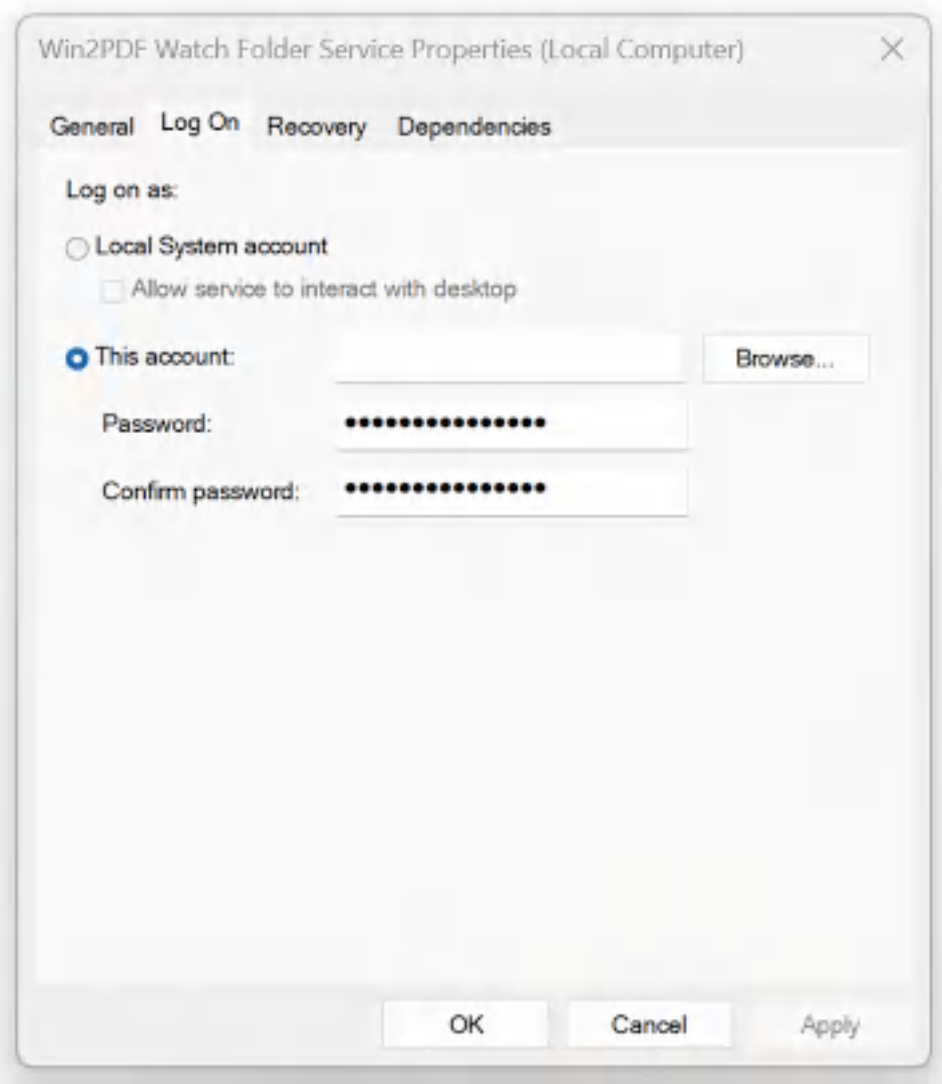

Win2PDF Desktop - Watch Folder Service User Log On

You can configure multiple watch folders from a service using the CONFIGWATCHSERVICE command line.

You can also watch and convert a folder of files from one format to another using the WATCHCONVERT command line.

This feature requires a licensed version of Win2PDF Pro Terminal Server Edition. Contact us for a time limited evaluation license.

4.3.40 How to Rename PDF Files

Win2PDF Pro can rename folders of existing PDF files using the contents of the PDF file such as account numbers, invoice numbers, or client names. You can rename based on combinations of document information, text, or user defined fields based on the content of the document. To rename a

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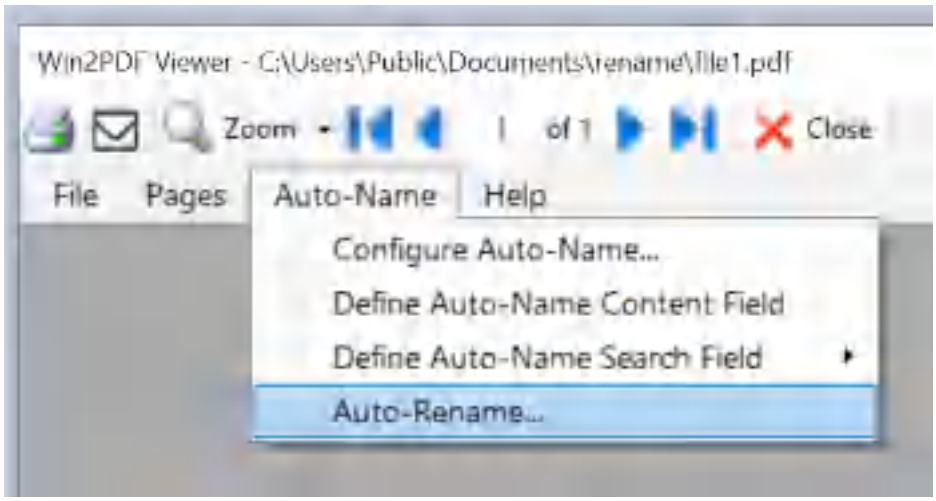
folder of PDF files, open one of the PDFs in the folder using the Win2PDF Desktop App and select "Auto-Rename" from the "Auto-Name" menu:



Win2PDF Desktop Auto-Rename

A configuration window shows the currently selected folder for PDFs to rename, rename options, and a preview of the renamed files in the folder.

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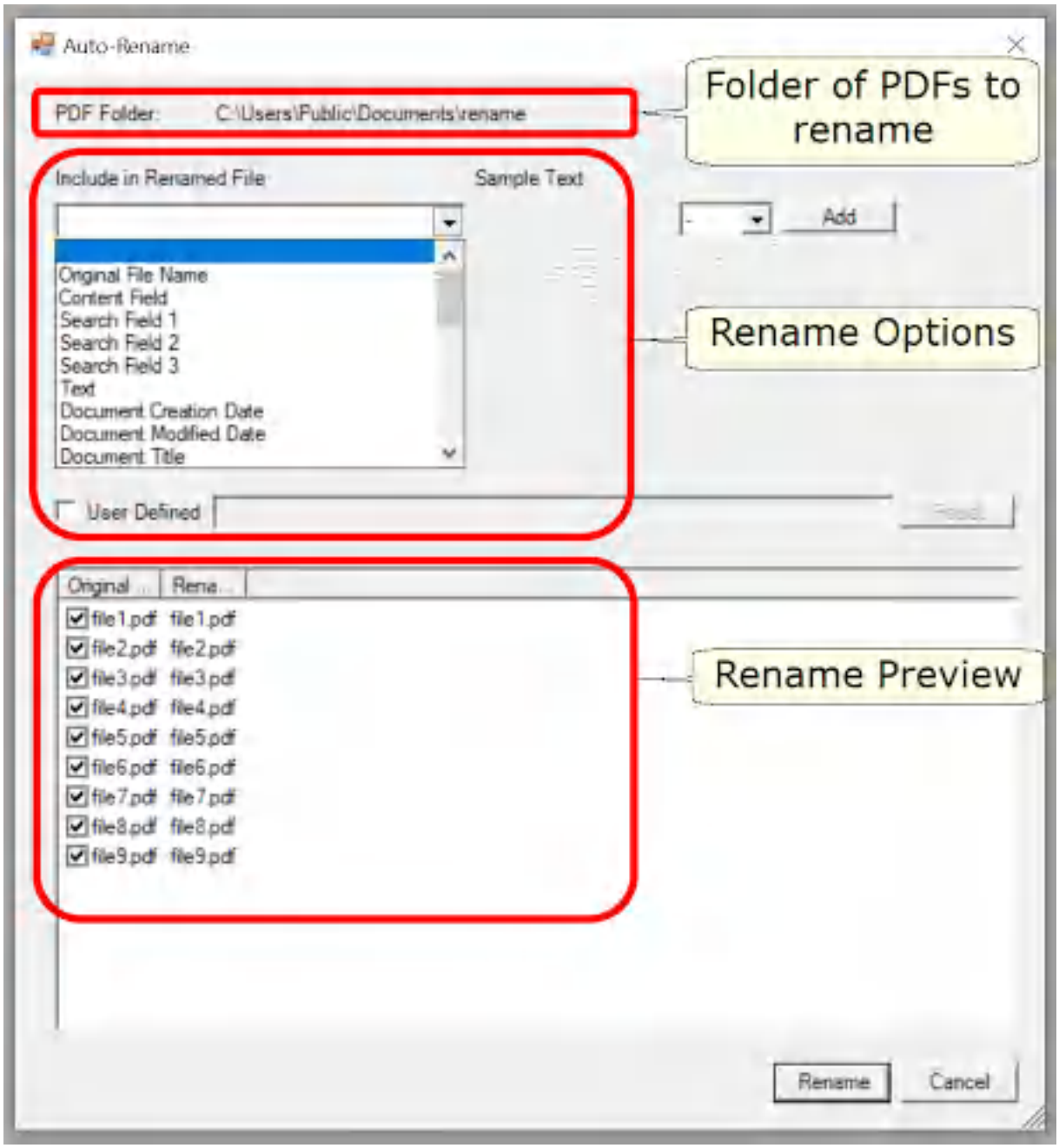

Win2PDF Desktop Auto-rename Configuration

All PDFs in the selected folder will be renamed. If you want to exclude a file from the rename operation, uncheck the box next to the file name.

You can select up to 5 different options which can be combined to build the renamed file name. The rename options can include:
PDF Rename: Original File Name
PDF Rename: Content Field
PDF Rename: Search Field

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PDF Rename: Text
PDF Rename: Document Creation Date
PDF Rename: Document Modified Date
PDF Rename: Document Title
PDF Rename: Document Author
PDF Rename: Document Subject
PDF Rename: Document Keywords
PDF Rename: User Name
PDF Rename: Computer Name
PDF Rename: Date
PDF Rename: Time
PDF Rename: Year
PDF Rename: Month
PDF Rename: Hour
PDF Rename: Minute
PDF Rename: Second
PDF Rename: Millisecond
PDF Rename: User Defined

You can add additional rename options by clicking the "Add" button. You can configure the separator between rename options to be "none", a space character, or a special character (-,+,_,#,*,^,!,~).

The rename preview at the bottom of the window automatically updates when you change any of the rename options.

If you want to customize the formatting or order of the standard rename options or use more than 5 options, you can use the Auto-Rename: User Defined setting.

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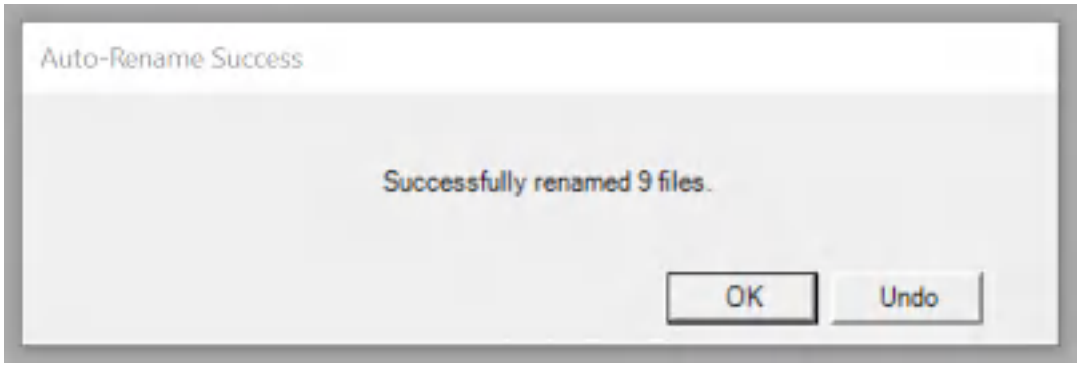
When the "Renamed file name" preview looks correct, click the "Rename" button to rename all files in the folder. A confirmation window will display the number of files that were renamed.



Clicking the "Undo" button will reverse the rename operation.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

4.3.40.1 Auto-Rename: Original File Name

Selecting the "Original File Name" as a rename option uses the original file name without the ".PDF" extension.

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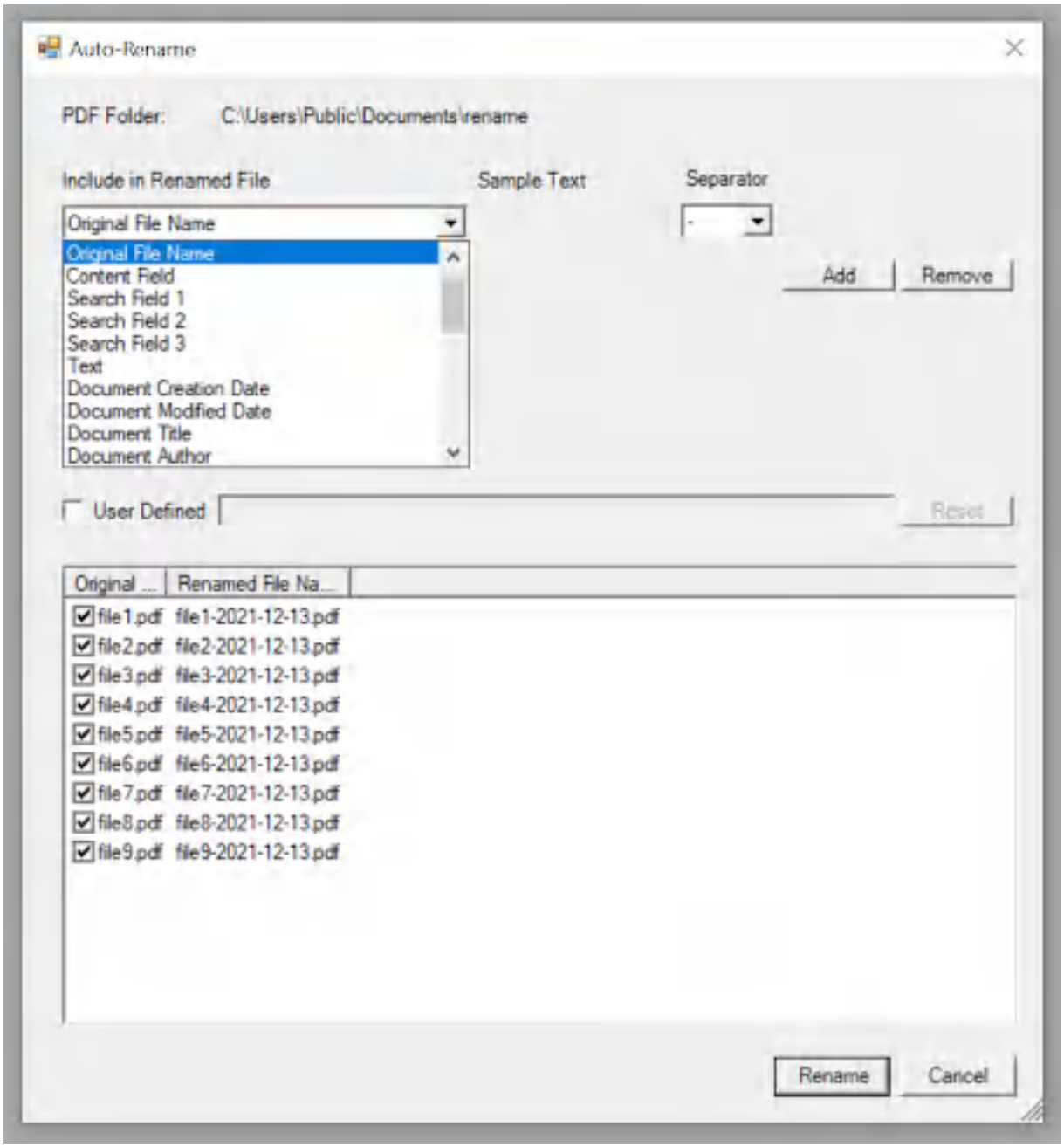

Win2PDF Auto-Rename Original File Name

This can be useful when combined with other rename options to build a renamed file that includes part of the original file name.

4.3.40.2 Auto-Rename: Content Field

If you would like to rename a PDF based on text in a PDF at a specific location, choose "Define Auto-Name Content Field" from the "Auto-Name" menu and draw a rectangle around the desired text to be used in the renamed file.

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The following screen cast shows how this can be defined.

How to set the Content Name Field

After the content field is defined, selecting "content field" as a rename option will use the content at the defined location for each PDF in the renamed file name. The preview window will be updated to show the renamed file with the content field.

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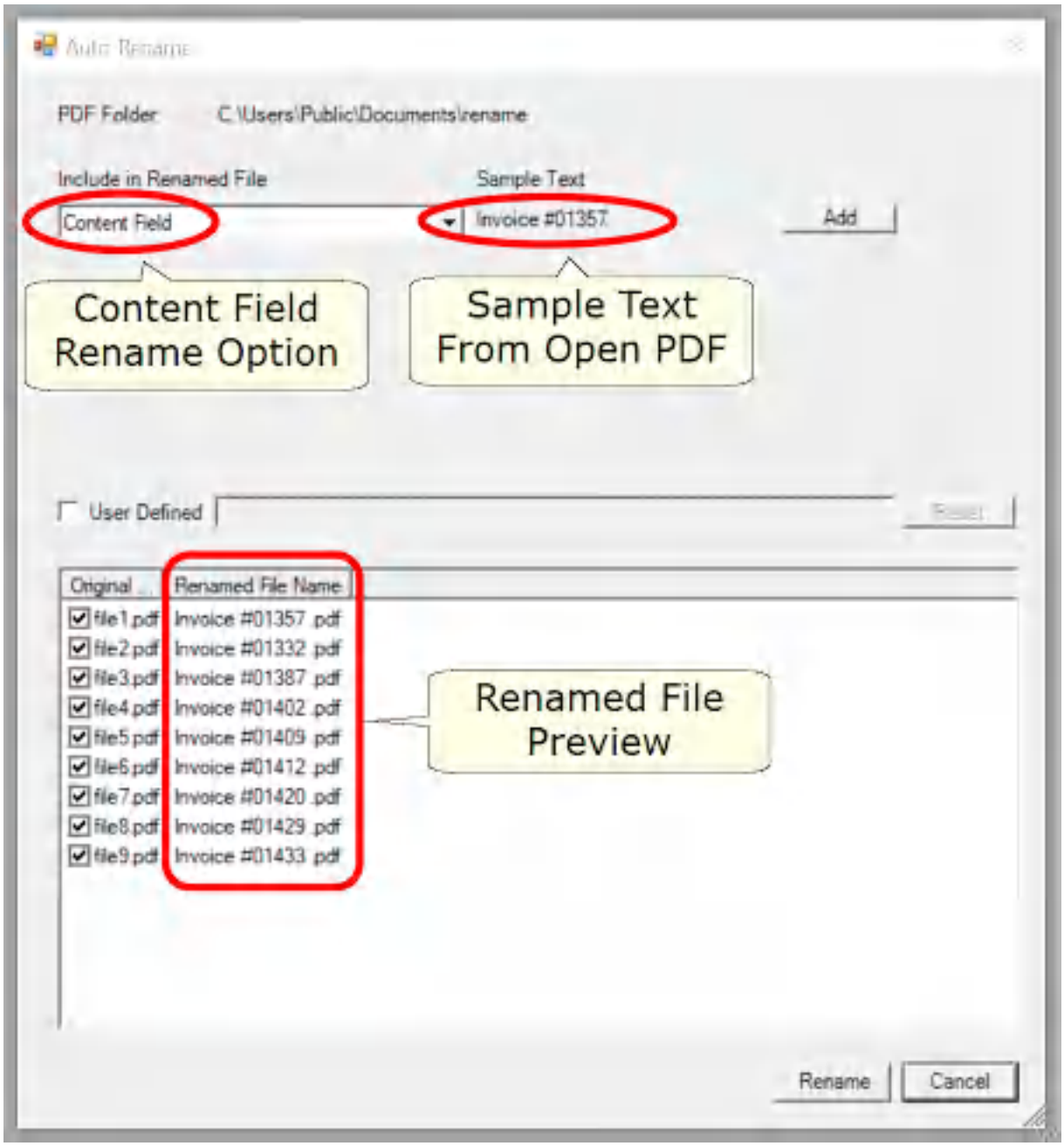

Win2PDF Auto-Rename Content Field

4.3.40.3 Auto-Rename: Search Field

If you would like to rename a PDF based on text that always occurs after a search word, Choose "Define Auto-Name Search Field" from the "Auto-Name" menu. Type the search word into the window, and the field following the search word is displayed under "Found search field".

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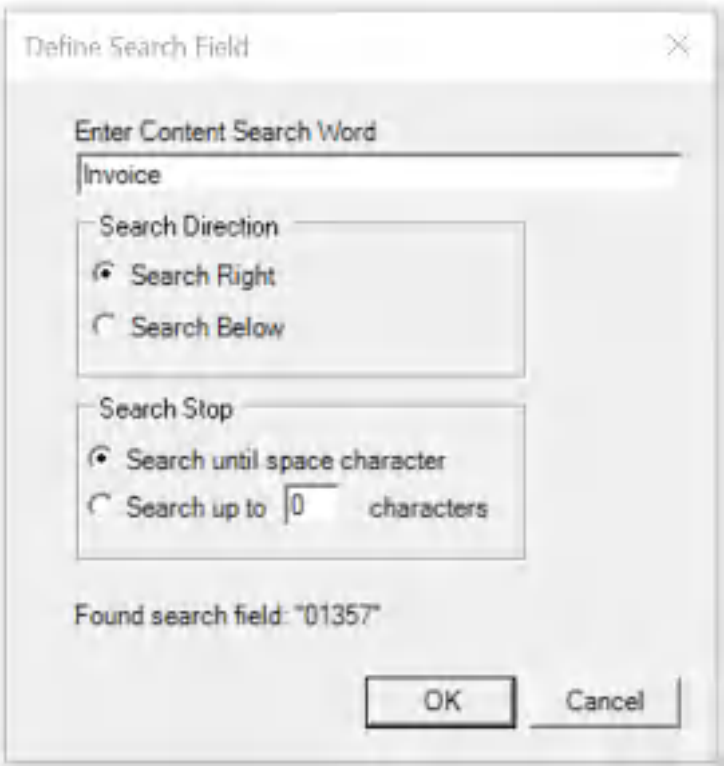

Define Search Field

Selecting the "Search Direction" controls whether Win2PDF searches to the right or just below the search term. If your search field is to the right of your search term as in:

Invoice	01357

you should select "Search Right".

If your search field is below your search term as in:

Invoice
10357

you should select "Search Below".

Selecting the "Search until space character" option will end the search when a space, tab, or newline character occurs. Selecting "Search up to X characters" will include the specified number of characters, including any space characters. The "Found search field" sample text is updated as you type based on the current open PDF file.

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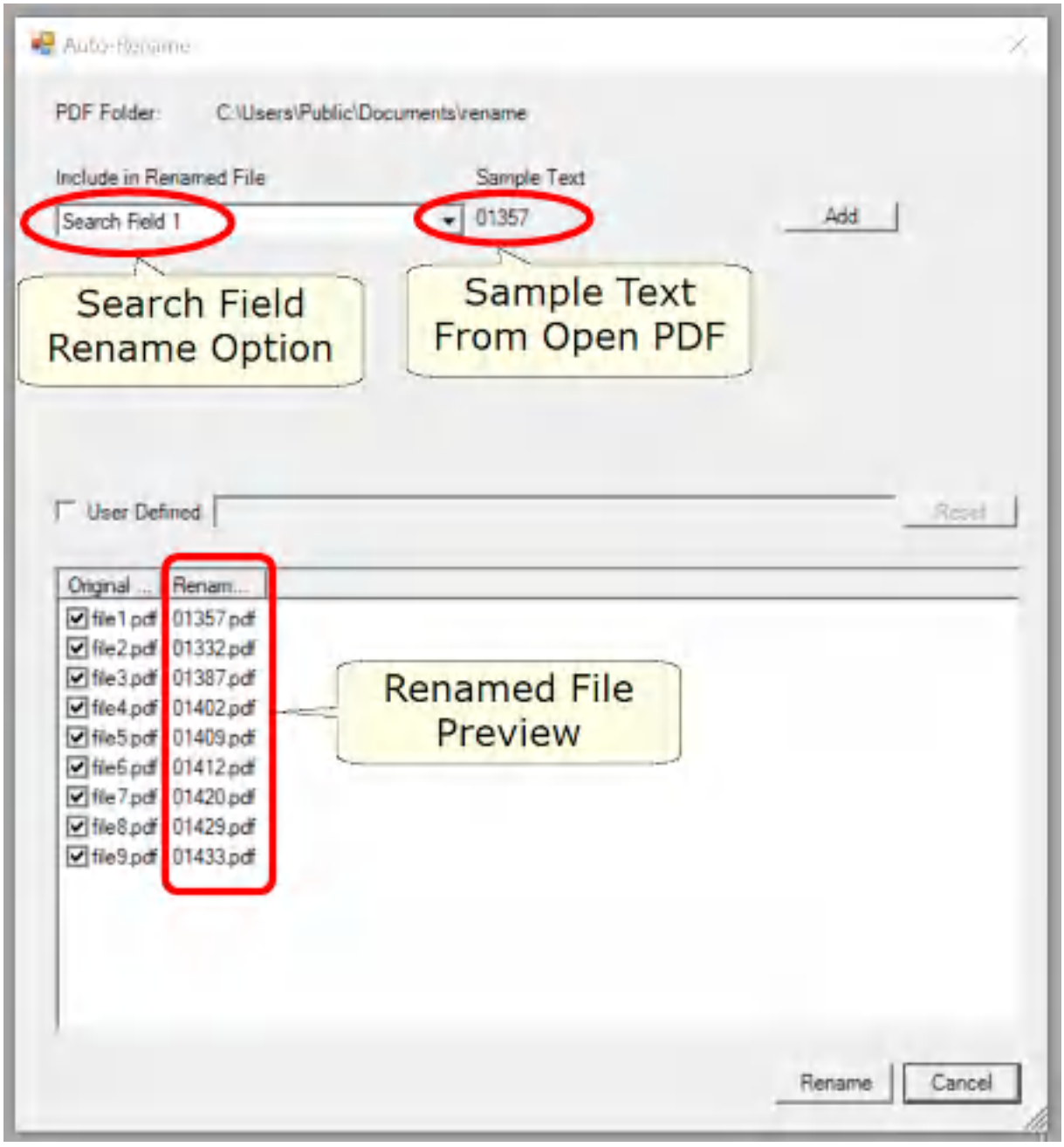
After the search field is defined, selecting "search field 1", "search field 2", or "search field 3" as a rename option will use the search content for each PDF in the renamed file name. The preview window will be updated to show the renamed file with the search field.



Win2PDF Auto Rename Search Field

4.3.40.4 Auto-Rename: Text

The "Text" rename option allows you to include fixed user defined text in the renamed file name.

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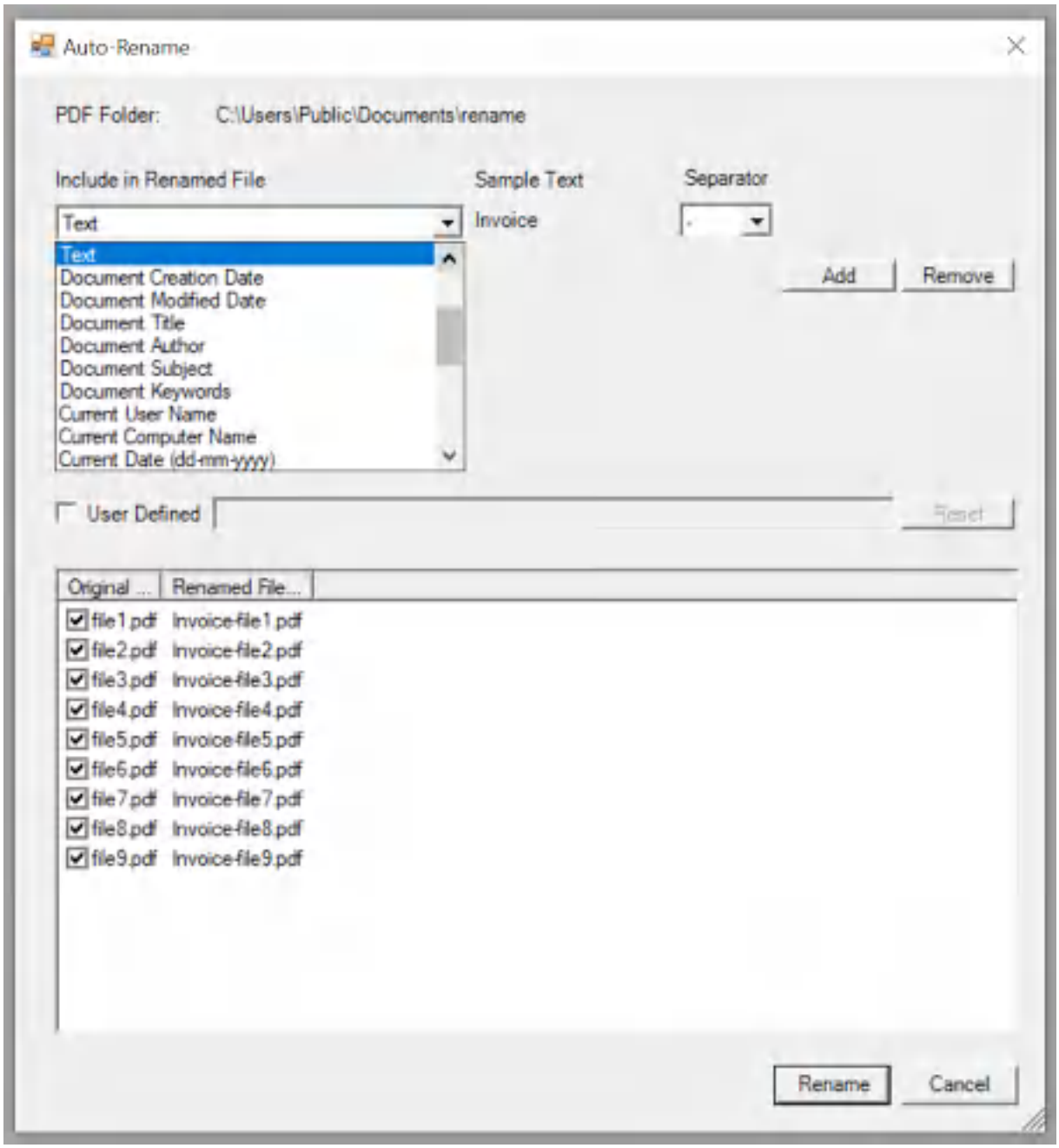

Win2PDF Auto-Rename Text

You are prompted to enter any text that you would like included in the renamed files.

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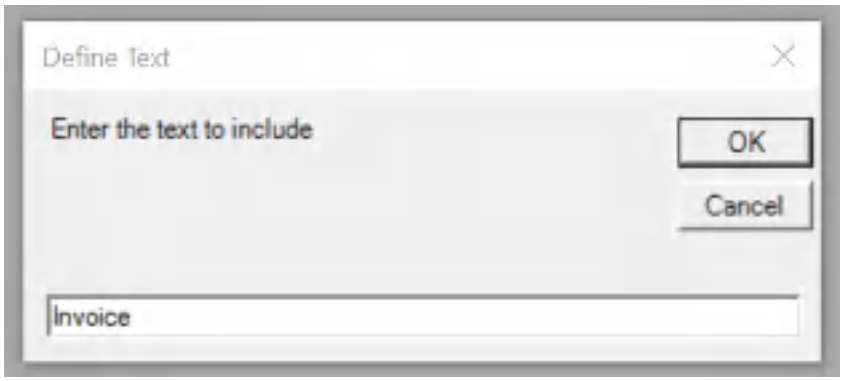

The entered text can include any valid characters in Windows file names, including spaces. The renamed file preview is automatically updated to include the entered text.

4.3.40.5 Auto-Rename: Document Creation Date

Selecting the "Document Creation Date" rename option uses the creation date metadata embedded in the PDF file in the renamed file name.

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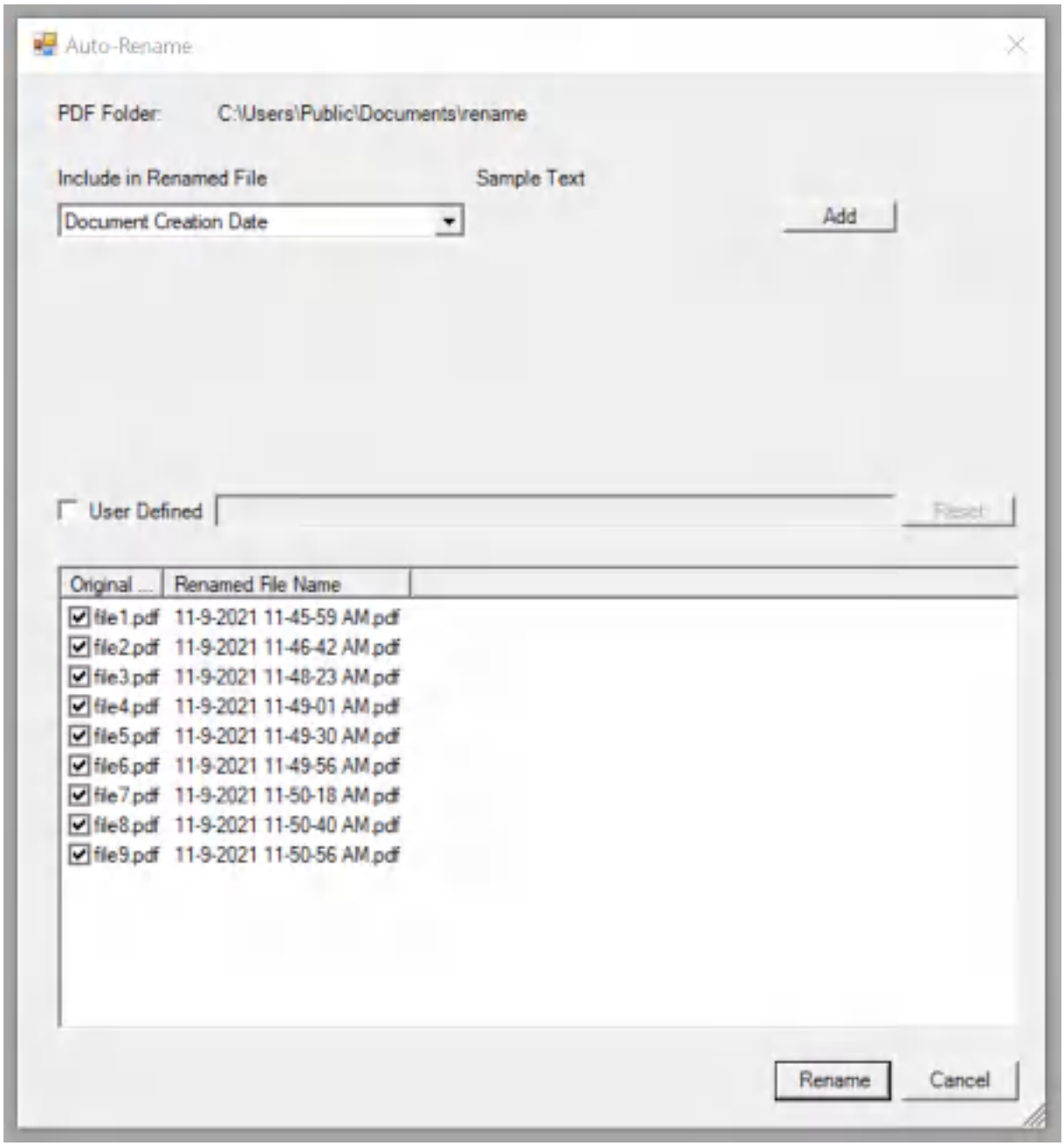

Win2PDF Auto-Rename Document Creation Date

Some documents do not have the "Document Creation Date" metadata set in the PDF. If the "Document Creation Date" metadata is empty, a "-" character is substituted in the renamed file.

You can view the PDF metadata fields by opening the PDF in Adobe Acrobat Reader DC and viewing the "Document Properties" under the "File" menu.

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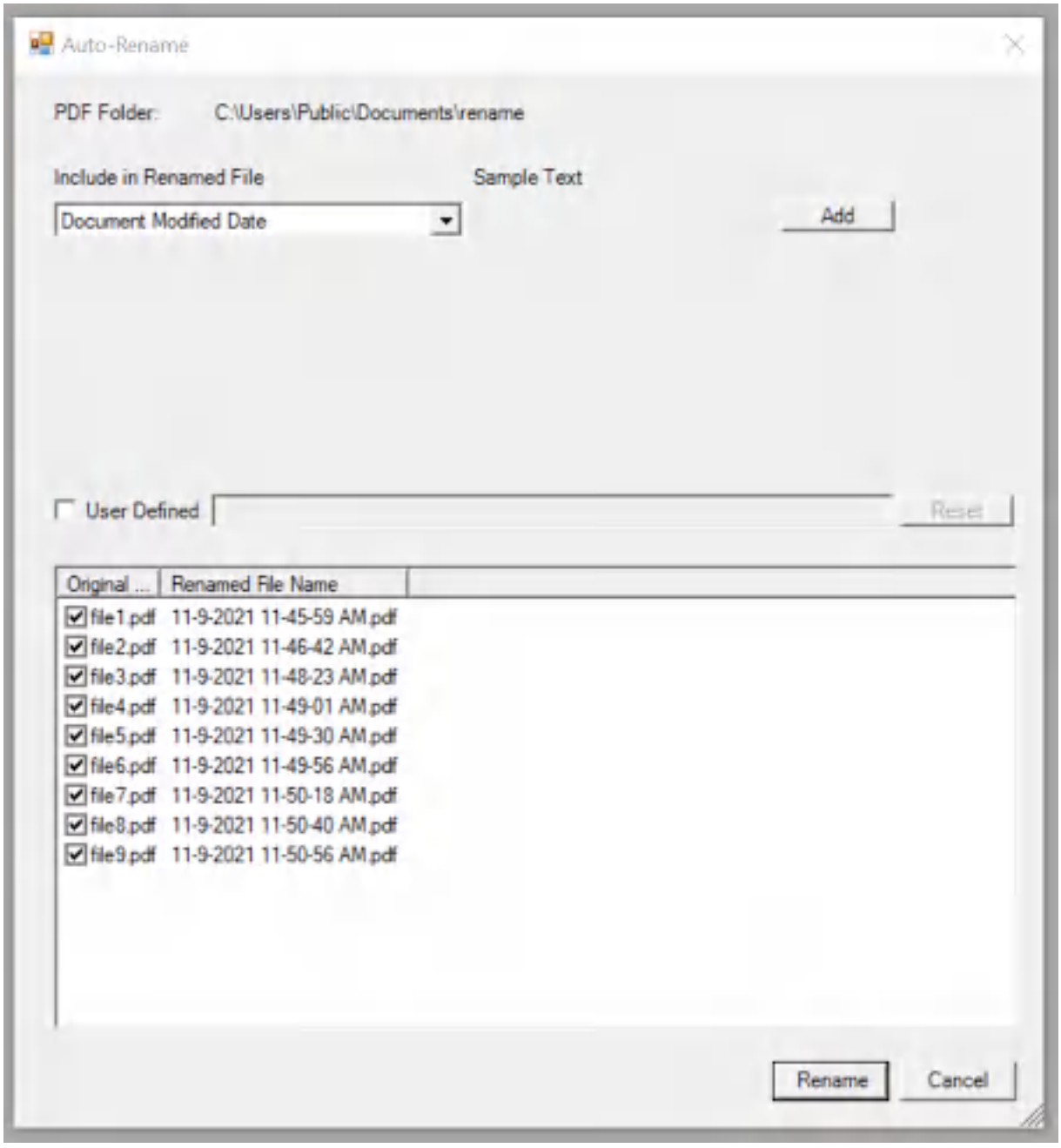
4.3.40.6 Auto-Rename: Document Modified Date

Selecting the "Document Modified Date" rename option uses the modified date metadata embedded in the PDF file in the renamed file name.



Win2PDF Auto-Rename Document Modified Date

Some documents do not have the "Document Modified Date" metadata set in the PDF. If the "Document Modified Date" metadata is empty, a "-" character is substituted in the renamed file.

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You can view the PDF metadata fields by opening the PDF in Adobe Acrobat Reader DC and viewing the "Document Properties" under the "File" menu.

4.3.40.7 Auto-Rename: Document Title

Selecting the "Document Title" rename option uses the document title metadata embedded in the PDF file in the renamed file name.

Some documents do not have the "Document Title" metadata set in the PDF. If the "Document Title" metadata is empty, a "-" character is substituted in the renamed file.

You can view the PDF metadata fields by opening the PDF in Adobe Acrobat Reader DC and viewing the "Document Properties" under the "File" menu.

4.3.40.8 Auto-Rename: Document Author

Selecting the "Document Author" rename option uses the document author metadata embedded in the PDF file in the renamed file name.

Some documents do not have the "Document Author" metadata set in the PDF. If the "Document Author" metadata is empty, a "-" character is substituted in the renamed file.

You can view the PDF metadata fields by opening the PDF in Adobe Acrobat Reader DC and viewing the "Document Properties" under the "File" menu.

4.3.40.9 Auto-Rename: Document Subject

Selecting the "Document Subject" rename option uses the document subject metadata embedded in the PDF file in the renamed file name.

Some documents do not have the "Document Subject" metadata set in the PDF. If the "Document Subject" metadata is empty, a "-" character is substituted in the renamed file.

You can view the PDF metadata fields by opening the PDF in Adobe Acrobat Reader DC and viewing the "Document Properties" under the "File" menu.

4.3.40.10 Auto-Rename: Document Keywords

Selecting the "Document Keywords" rename option uses the document keywords metadata embedded in the PDF file in the renamed file name.

Some documents do not have the "Document Keywords" metadata set in the PDF. If the "Document Keywords" metadata is empty, a "-" character is substituted in the renamed file.

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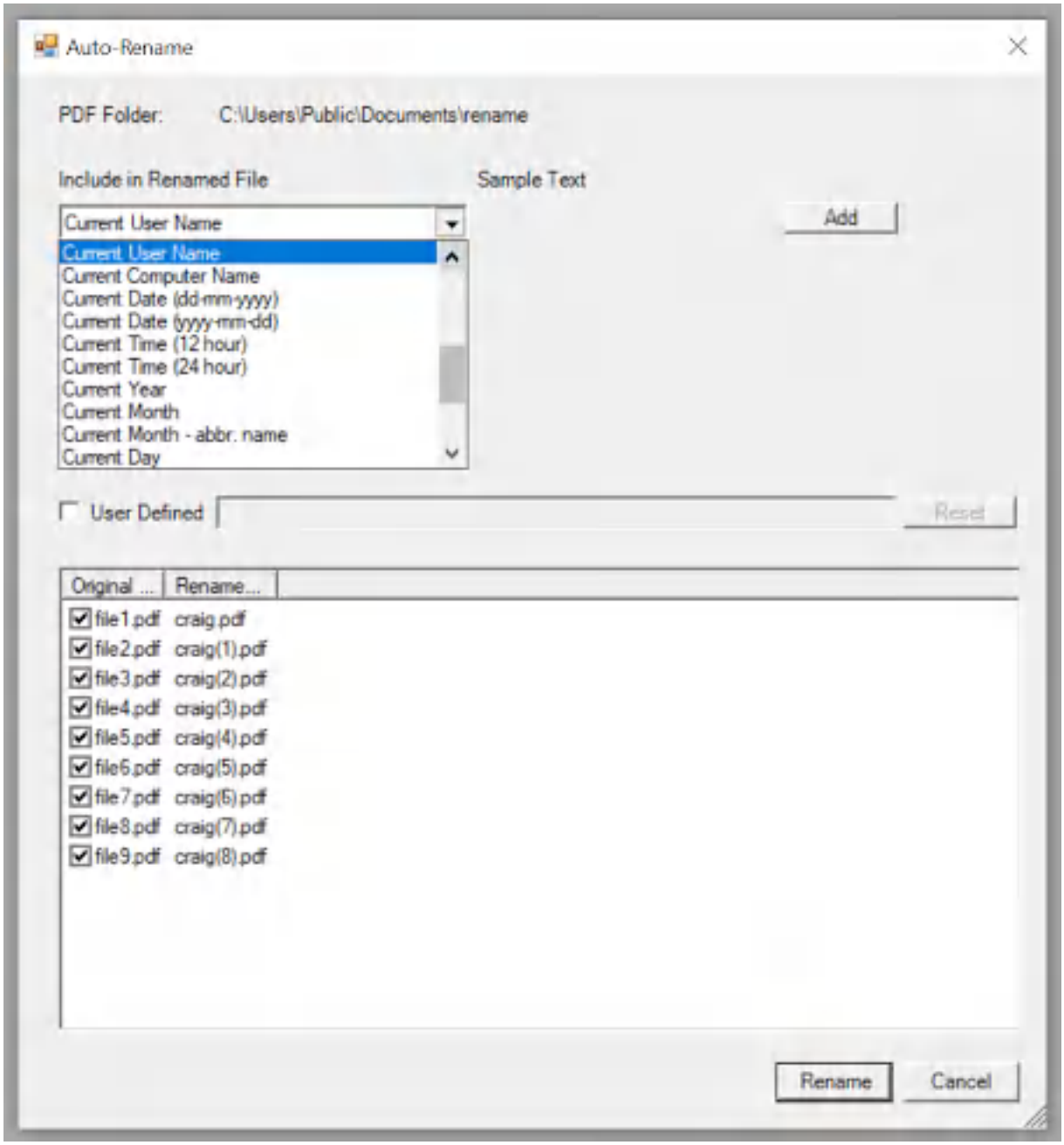
You can view the PDF metadata fields by opening the PDF in Adobe Acrobat Reader DC and viewing the "Document Properties" under the "File" menu.

4.3.40.11 Auto-Rename: User Name

The "User Name" rename option allows you to include the name of the currently logged in user in the renamed file name. This is equivalent to the "USERNAME" environment variable.



Win2PDF Auto-Rename Current User Name

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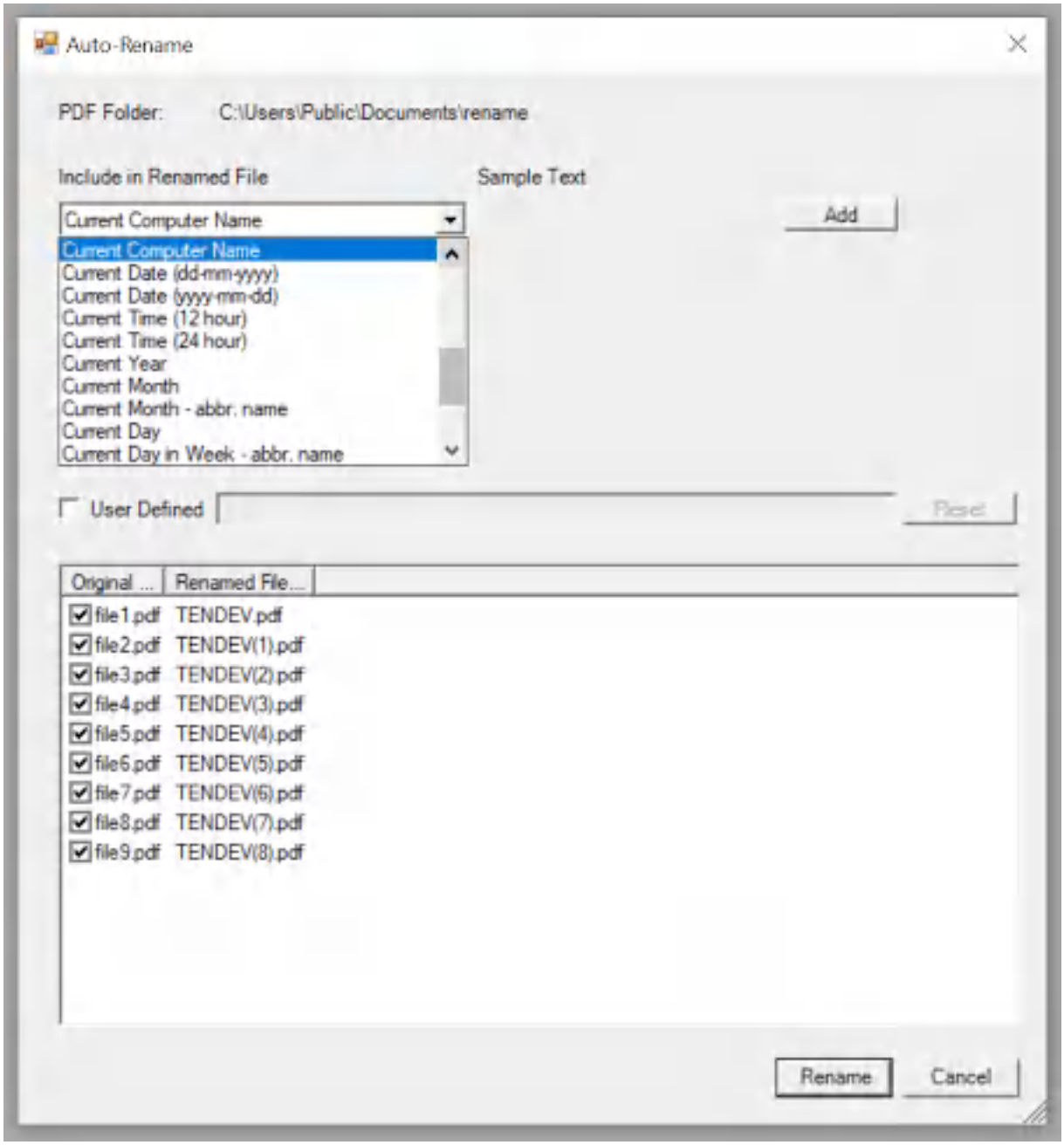
This can be combined with other rename options to make the renamed file unique.

4.3.40.12 Auto-Rename: Computer Name

The "User Name" rename option allows you to include the name of the computer in the renamed file name. This is equivalent to the "COMPUTERNAME" environment variable.



Win2PDF Auto-Rename Current Computer Name

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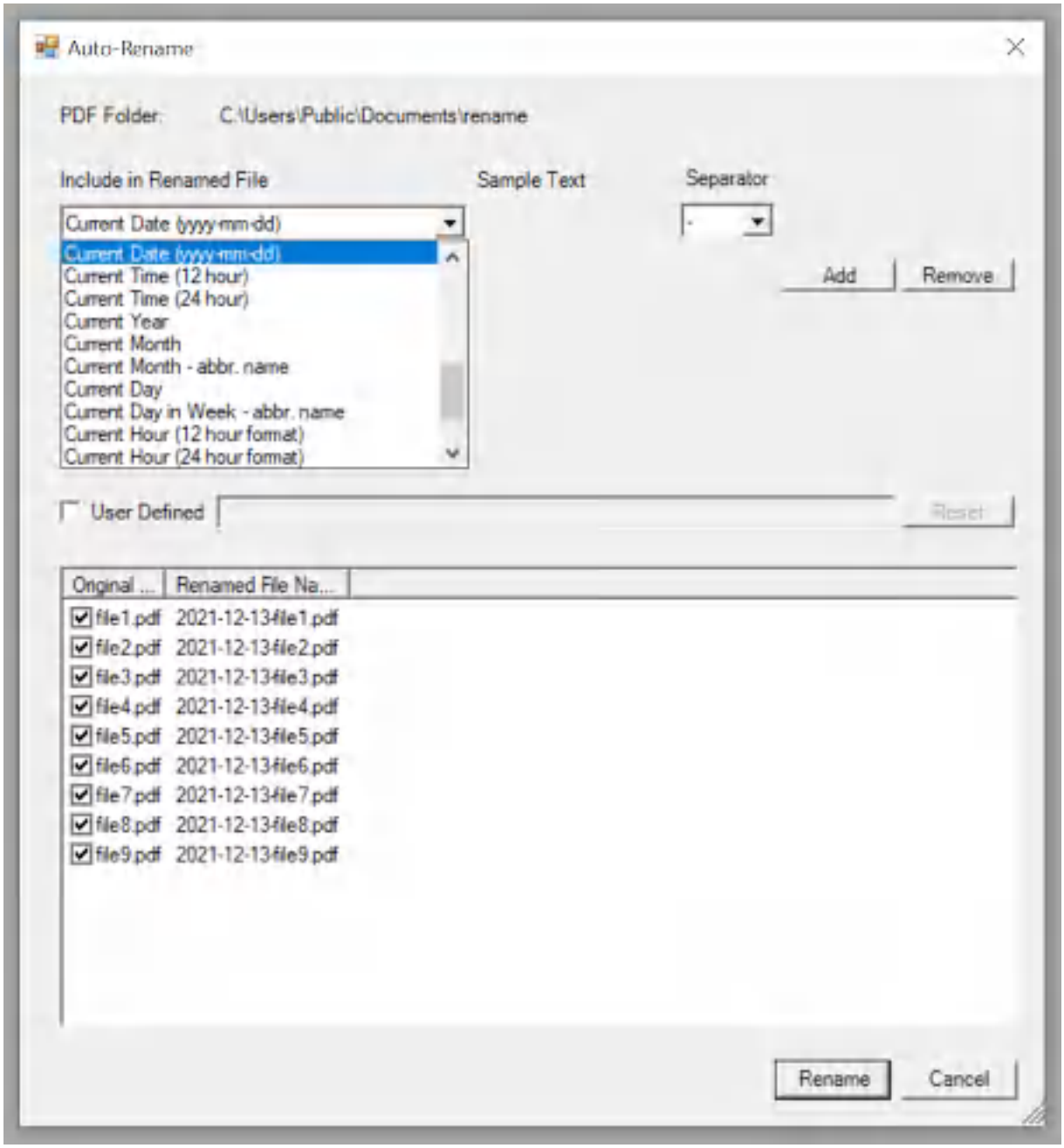
This can be combined with other rename options to make the renamed file unique.

4.3.40.13 Auto-Rename: Date

Selecting the "Current Date" as a rename option uses the current date in either MM-DD-YYYY format or YYYY-MM-DD format.



Win2PDF Auto-Rename Date

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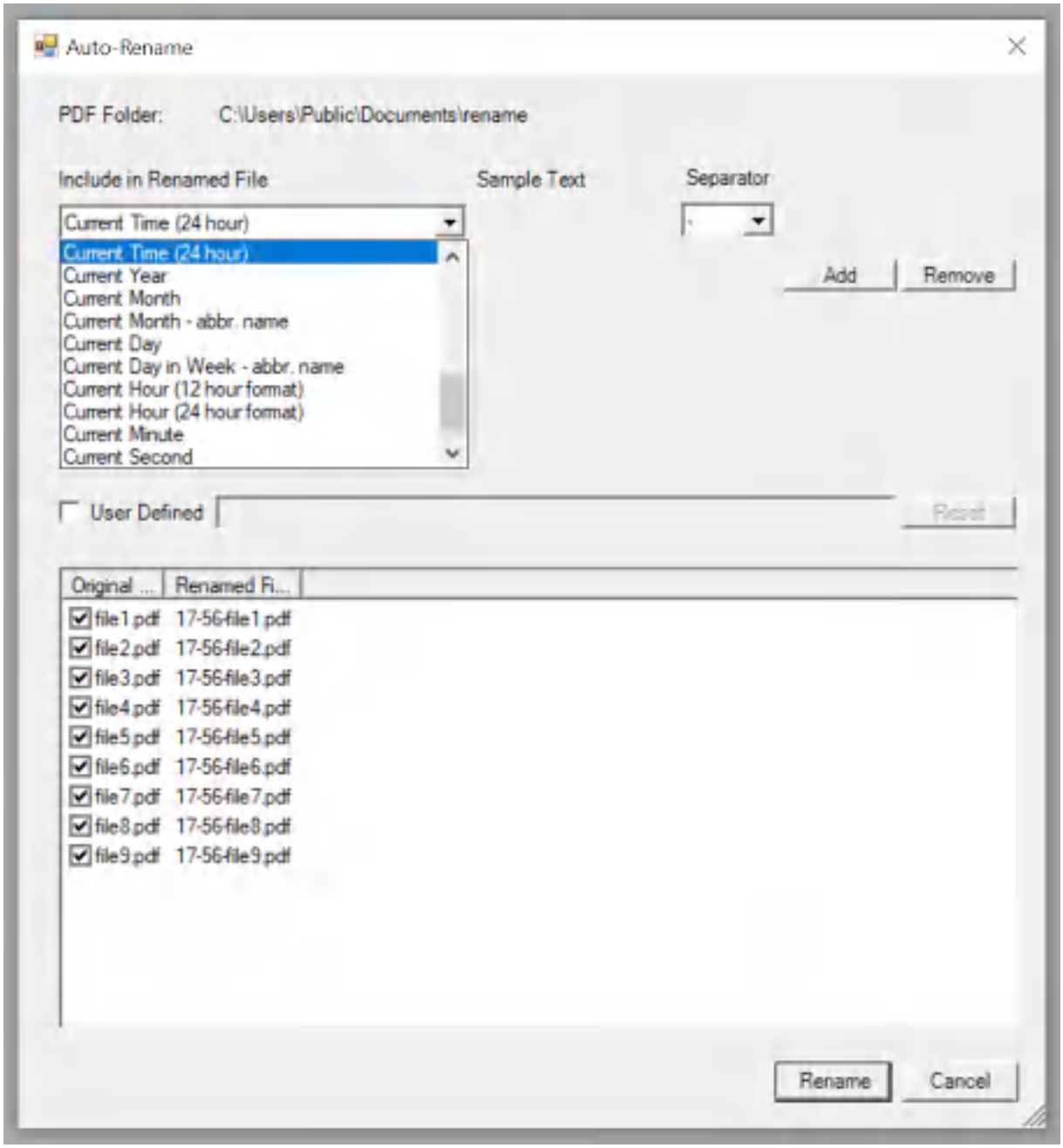
4.3.40.14 Auto-Rename: Time

Selecting the "Current Time" as a rename option uses the current date in either 12 or 24 hour format.



Win2PDF Auto Rename Time

4.3.40.15 Auto-Rename: Year

Selecting the "Current Year" as a rename option uses the current year (YYYY) in the renamed file name. This can be combined with Auto-

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Rename: Month and/or Auto-Rename: Day to create a custom date format in the renamed file name.

4.3.40.16 Auto-Rename: Month

Selecting the "Current Month" or "Current Month - abbr. name" as a rename option uses the current month in either a numeric format (MM) or an abbreviated name format in the renamed file name. This can be combined with Auto-Rename: Year and/or Auto-Rename: Day to create a custom date format in the renamed file name.

4.3.40.17 Auto-Rename: Day

Selecting the "Current Day" or "Current Day in week - abbr. name" as a rename option uses the current day in either a numeric format (DD) or current day in week format ("Mon", "Tue", etc.) in the renamed file name. This can be combined with Auto-Rename: Year and/or Auto-Rename: Month to create a custom date format in the renamed file name.

4.3.40.18 Auto-Rename: Hour

Selecting the "Current Hour" as a rename option uses the current hour in either a 12 or 25 hour format the renamed file name. This can be combined with Auto-Rename: Minute, Auto-Rename: Second and/or Auto-Rename: Millisecond to create a custom time format in the renamed file name.

4.3.40.19 Auto-Rename: Minute

Selecting the "Current Minute" as a rename option uses the current hour in the renamed file name. This can be combined with Auto-Rename: Hour, Auto-Rename: Second and/or Auto-Rename: Millisecond to create a custom time format in the renamed file name.

4.3.40.20 Auto-Rename: Second

Selecting the "Current Second" as a rename option uses the current second in the renamed file name. This can be combined with Auto-Rename: Minute, Auto-Rename: Hour and/or Auto-Rename: Millisecond to create a custom time format in the renamed file name.

4.3.40.21 Auto-Rename: Millisecond

Selecting the "Current Millisecond" as a rename option uses the current millisecond (1/1000 second) in the renamed file name. This can be combined with Auto-Rename: Hour, Auto-Rename: Minute and/or Auto-Rename: Second to create a custom time format in the renamed file name.

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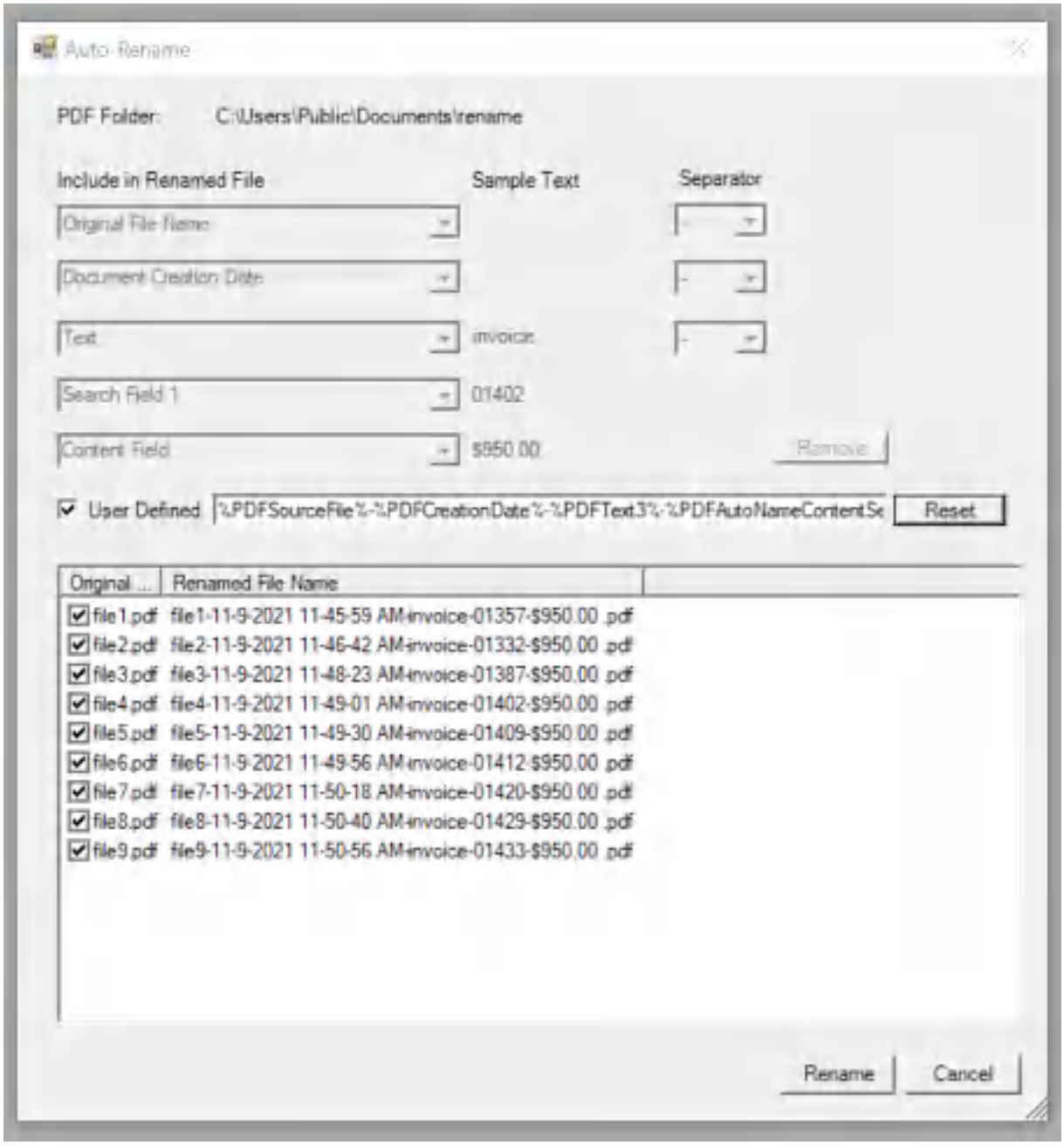
4.3.40.22 Auto-Rename: User Defined

Advanced options for controlling the format of the renamed file can be configured using the "User Defined" rename option.



Win2PDF Auto-Rename User Defined

When the "User Defined" option is checked, the field is filled with the currently selected options in a tag format that is delimited by % characters (e.g. %PDFHour %). Advanced users can re-order the Win2PDF tags to match their requirements, or

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mix and match tags to create their own file name format. Clicking the "Reset" button fills in the currently selected rename options. The supported tags are:

%PDFSourceFile%	The original file name with no extension.
%PDFTitle%	Document title from the PDF metadata (if set)
%PDFAuthor%	Document author from the PDF metadata (if set)
%PDFSubject%	Document subject from the PDF metadata (if set)
%PDFKeywords%	Document keywords from the PDF metadata (if set)
%PDFCreationDate%	Document creation date from the PDF metadata (if set).
%PDFModifiedDate%	Document modified date from the PDF metadata (if set).
%PDFText1%	User defined text defined in the first rename option
%PDFText2%	User defined text defined in the second rename option
%PDFText3%	User defined text defined in the third rename option
%PDFText4%	User defined text defined in the fourth rename option
%PDFText5%	User defined text defined in the fifth rename option
%PDFDate%	Eight digit date separated by dashes in the format month-day-year (12-25-2015)
%PDFTime%	Six digit 12 hour time separated by dashes in the format hour-minute-second-AM/PM (12-59-59 PM)
%PDFYear%	Four digit number for the current year (2015)
%PDFMonth%	Two digit number for the current month (12)
%PDFMonthName%	Three character abbreviated name for the current month (Dec)
%PDFDay%	Two digit number for the current day of the month (25)
%PDFDayName%	Three character abbreviated name for the day of the week (Wed)
%PDFDayInWeek%	One digit number for the current day of the week
%PDFHour%	Two digit number for the current hour in a 12 hour format (12)
%PDFHour24%	Two digit number for the current hour in a 24 hour format (24)
%PDFMinute%	Two digit number for the current minute within the hour (59)
%PDFMinute5%	Number for the current 5 minute interval within the hour (0, 5, 10,..55)
%PDFMinute10%	Number for the current 10 minute interval within the hour (0, 10, 20, ..50)
%PDFMinute15%	Number for the current 15 minute interval within the hour (0, 15, 30, 45)
%PDFMinute30%	Number for the current 30 minute interval within the hour (0, 30)
%PDFSecond%	Two digit number for the current second within the minute (59)
%PDFMillisecond%	Three digit number for the current millisecond (999)
%PDFTimeMarker%	Two character abbreviation for AM or PM
%PDFIncrement%	The %PDFIncrement% variable starts at 1, and increments by one until the expanded file name does not exist.
%PDFAutoNameCont	Used for content based file naming. Win2PDF searches the text of the current PDF for the word specified in the Win2PDF

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entSearch%	Desktop "Define Search Field" command or by the PDFAutoNameContentSearchWord registry setting. If the word is found, the auto-name variable % PDFAutoNameContentSearch% is filled with the word *after* the search word.
%PDFAutoNameContentSearch2%	Used for content based file naming. Win2PDF searches the text of the current PDF for the word specified in the Win2PDF Desktop "Define Search Field" command or by the PDFAutoNameContentSearchWord2 registry setting. If the word is found, the auto-name variable % PDFAutoNameContentSearch2% is filled with the word *after* the search word.
%PDFAutoNameContentSearch3%	Used for content based file naming. Win2PDF searches the text of the current PDF for the word specified in the Win2PDF Desktop "Define Search Field" command or by the PDFAutoNameContentSearchWord3 registry setting. If the word is found, the auto-name variable % PDFAutoNameContentSearch3% is filled with the word *after* the search word.
%PDFAutoNameContentField%	Used for content based file naming. Win2PDF searches the content field rectangle defined in the Win2PDF Desktop "Define Content Field" command. If text is found in the defined rectangle, the auto-name variable % PDFAutoNameContentField% is filled with found text.

The "Renamed File Name" column listed at the bottom of the window is updated to show the resulting file name based on the options selected.

4.4 How to Print to PDF from Common Applications

4.4.1 How to Convert a Microsoft Word Doc to PDF

To print from Microsoft Word, first open the document you wish to convert in Microsoft Word.

Select **'Print'** from the '**File**' menu and choose the printer named Win2PDF, and then click on the **'Print'** button.

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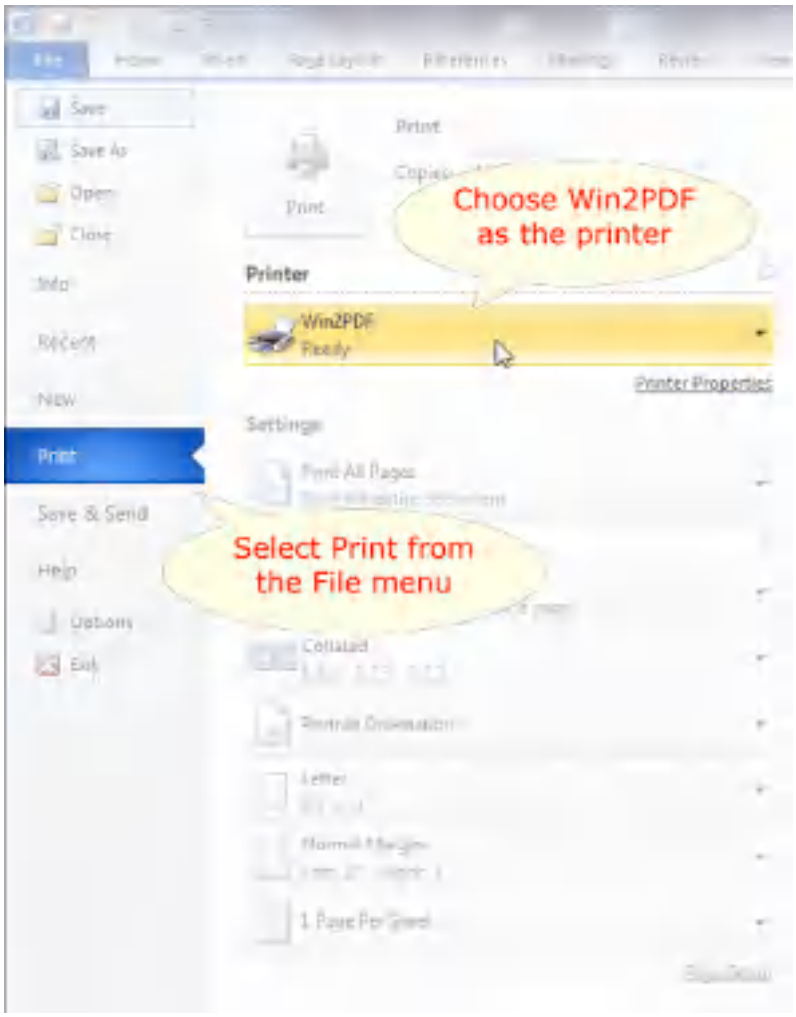

You will then be presented with the Win2PDF file save window, and you can save the .doc or .docx Microsoft Word document as a PDF file.

Win2PDF Pro also supports natively exporting DOCX to PDF, a DOCX to PDF command line, and batch converting folders of DOCX files to PDF.

4.4.2 How to Convert a Microsoft Excel XLS to PDF

To print from Microsoft Excel, first open the .xls or .xlsx document you wish to convert in Microsoft Excel.

Select **'Print'** from the '**File**' menu and choose the printer named Win2PDF, and then click on the **'Print'** button.

If you are creating a document from an Excel workbook that contains multiple worksheets, selecting the "**Entire workbook**" option from the Excel print window will create a separate document for each worksheet. If

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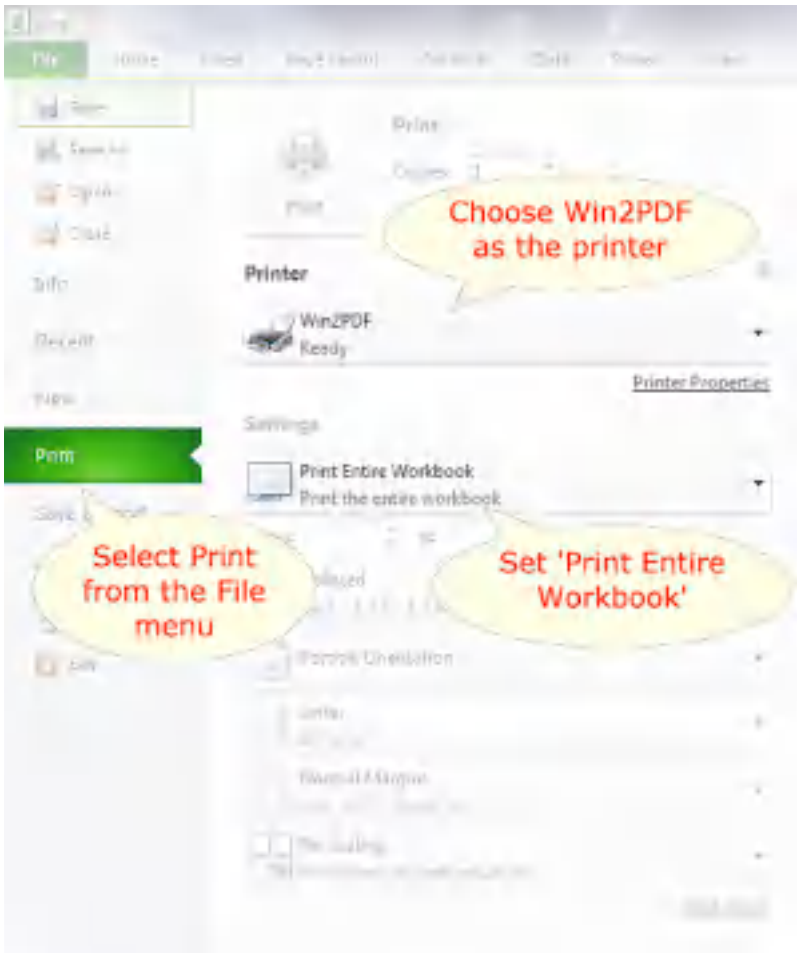
you would like to have all worksheets in a single document, you can select multiple worksheets before printing to the Win2PDF printer.



You can select multiple worksheets by holding down the "shift" or "control" key while clicking on the sheet tab. Select the "**Print...**" command from the "**File**" menu and make sure "**Active sheet(s)**" is enabled in the Excel print window. More information on selecting multiple worksheets is available at:

https://support.office.com/en-us/article/Select-one-or-multiple-worksheets-096b40c9-0ee7-4980-bac6-cc92aec7b266

Alternatively, if you select "**print to file**" from the Excel print window all worksheets will be created in a single document.

Win2PDF Pro also supports natively exporting XLSX to PDF, a XLSX to PDF command line, and batch converting folders of XLSX files to PDF.

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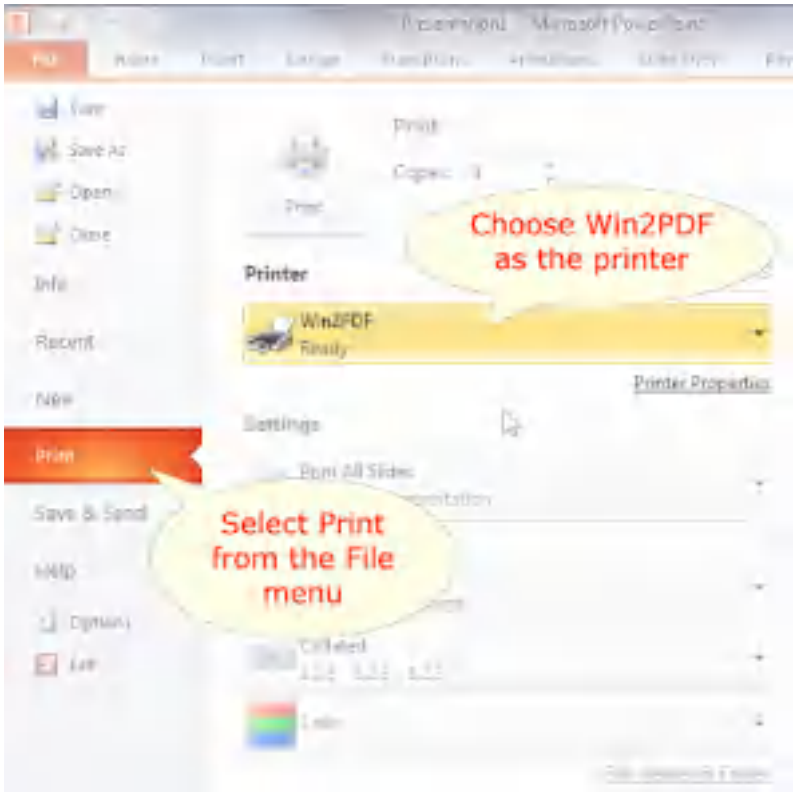
4.4.3 How to Convert a Microsoft PowerPoint PPT to PDF

To print from Microsoft Powerpoint, first open the .ppt or .pptx document you wish to convert in Microsoft PowerPoint.

Select **'Print'** from the '**File**' menu and choose the printer named Win2PDF, and then click on the **'Print'** button.



You will then be presented with the Win2PDF file save window, and you can save the .ppt or .pptx Microsoft PowerPoint document as a PDF file.

Win2PDF Pro also supports natively exporting PPTX to PDF, a PPTX to PDF command line, and batch converting folders of PPTX files to PDF.

4.4.4 How to Convert a Microsoft Publisher PUB to PDF

To print from Microsoft Publisher, first open the .pub document you wish to convert in Microsoft Publisher.

Select **'Print'** from the '**File**' menu and choose the printer named Win2PDF, and then click on the **'Print'** button.

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You will then be presented with the Win2PDF file save window, and you can save the .pub Microsoft Publisher document as a PDF file.

4.4.5 How to Convert a Microsoft Outlook Email to PDF

To print from Microsoft Outlook, first open the email you wish to convert.

Select **'Print'** from the '**File**' menu and choose the printer named Win2PDF, and then click on the **'Print'** button.

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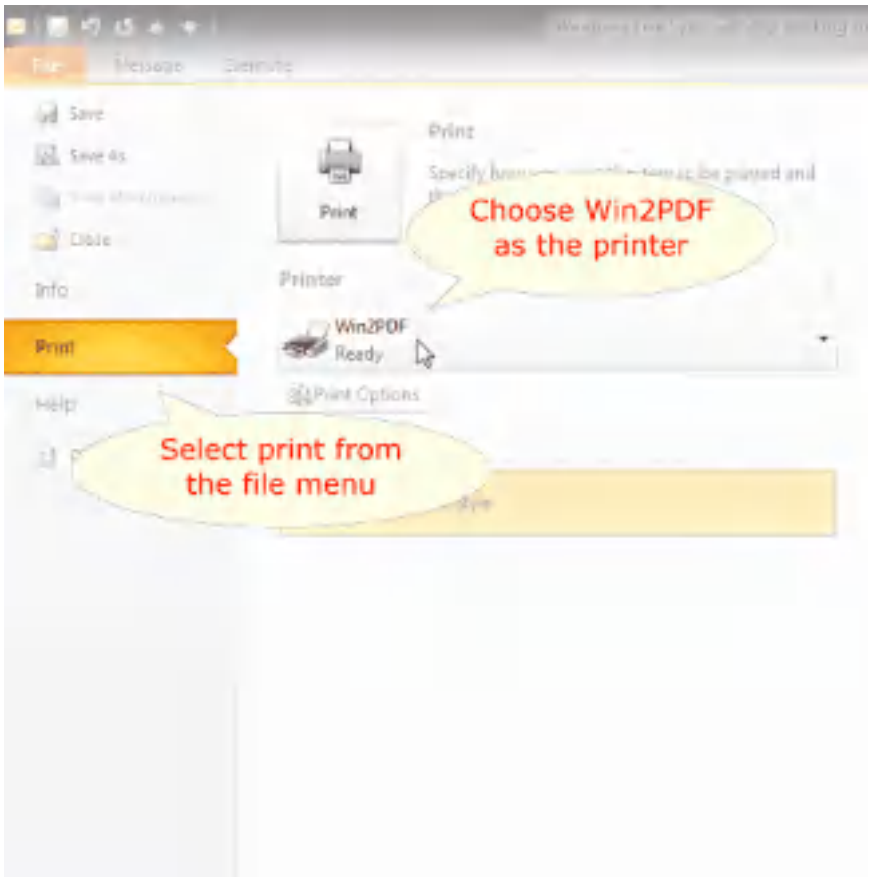

You will then be presented with the Win2PDF file save window, and you can save the email as a PDF file.

4.4.6 How to Convert a Windows Live email to PDF

To print from Microsoft Outlook 2010, first open the email you wish to convert.

Select **'Print'** from the '**File**' menu and choose the printer named Win2PDF, and then click on the **'Print'** button.

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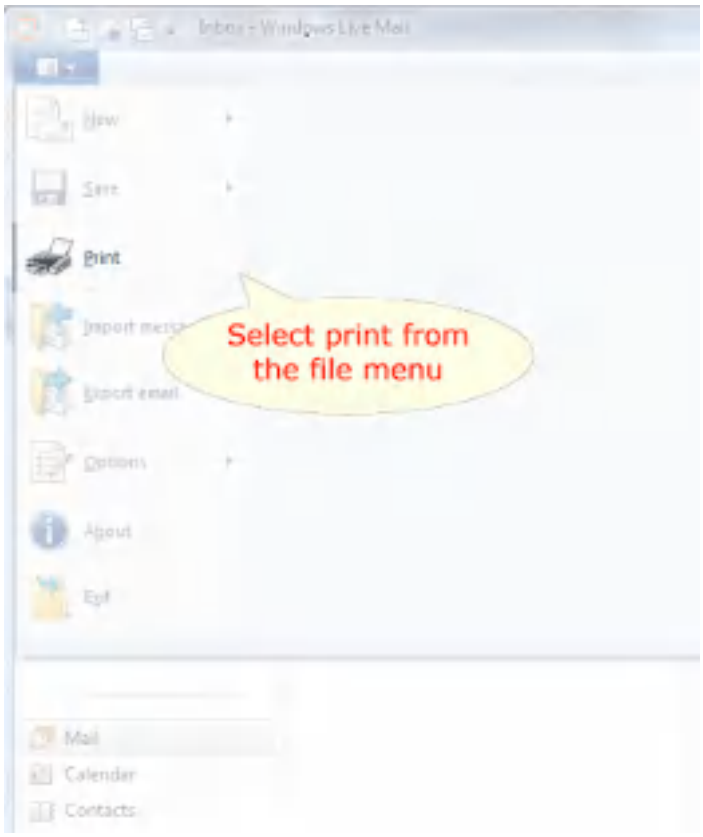

You will then be presented with the Win2PDF file save window, and you can save the email as a PDF file.

4.4.7 How to Convert HTML files to PDF

In Win2PDF 10.0.113 or later, you can open the "Web Page to PDF" shortcut in the start menu.

If the HTML file is local on your computer, you can right click on the file in Windows Explorer and choose "Convert with Win2PDF".

To convert a public web page to PDF, you can use the free HTML to PDF service at https://www.win2pdf.com/html-to-pdf.html.

You can automate the HTML to PDF conversion using the HTML2PDF command line or Microsoft Power Automate Desktop HTML To PDF.

You can also convert HTML files to a PDF document by printing to Win2PDF using any Windows browser (e.g., Edge, Firefox, Chrome, etc.).

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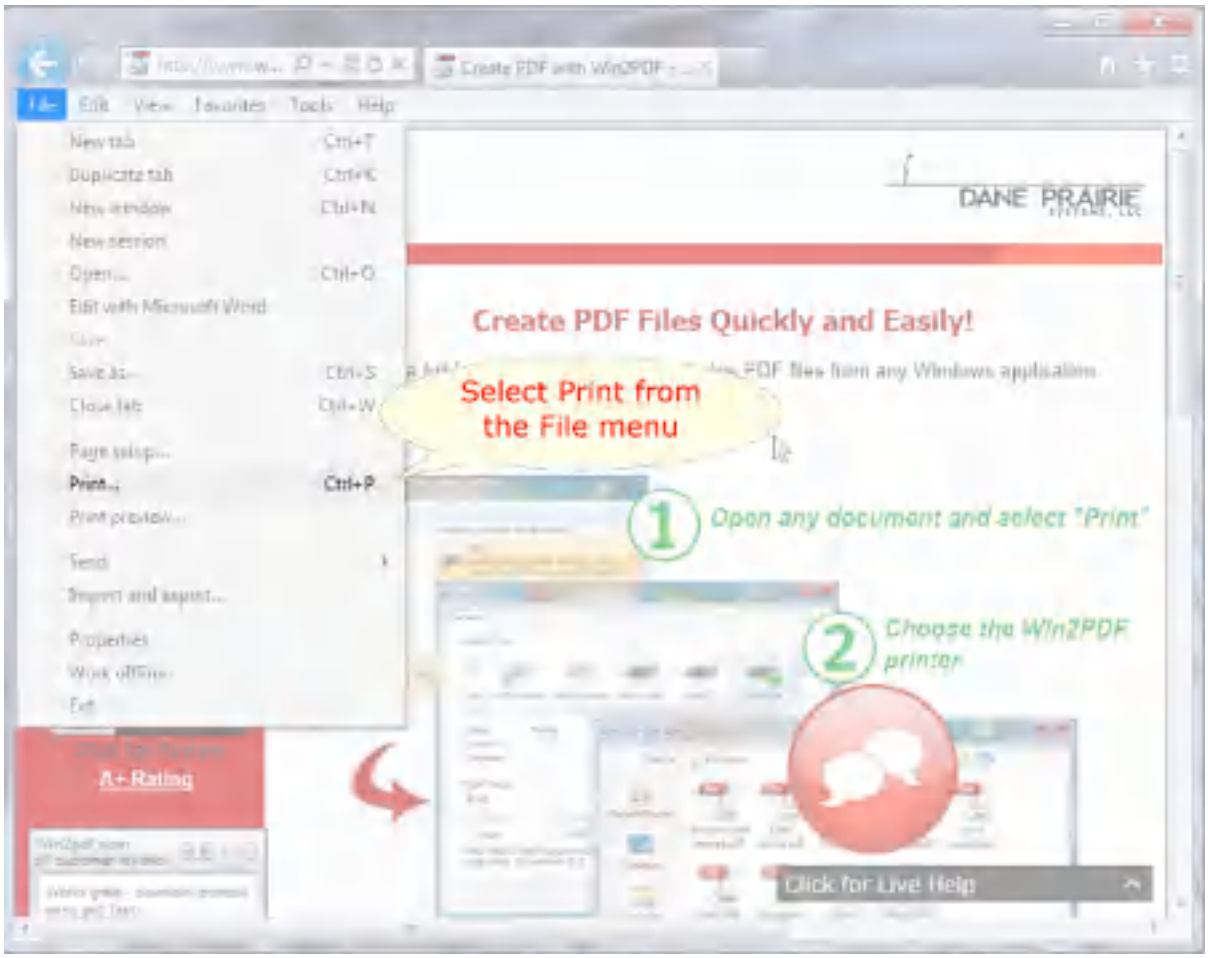
First, open the HTML file or load the web site page in your browser window. Then select **'Print...'** from the web browser's File menu.



You will then be able to convert the HTML web page to a PDF copy of the page on your computer.

4.4.8 How to Convert an Internet Explorer page to PDF

To convert a public web page to PDF, you can use the free HTML to PDF service at https://www.win2pdf.com/html-to-pdf.html.

You can also convert HTML files to a PDF document by printing to the Win2PDF printer using Internet Explorer.

First, open the HTML file or load the web site page in your Internet Explorer browser window. Then select 'Print...' from the web browser's File menu.

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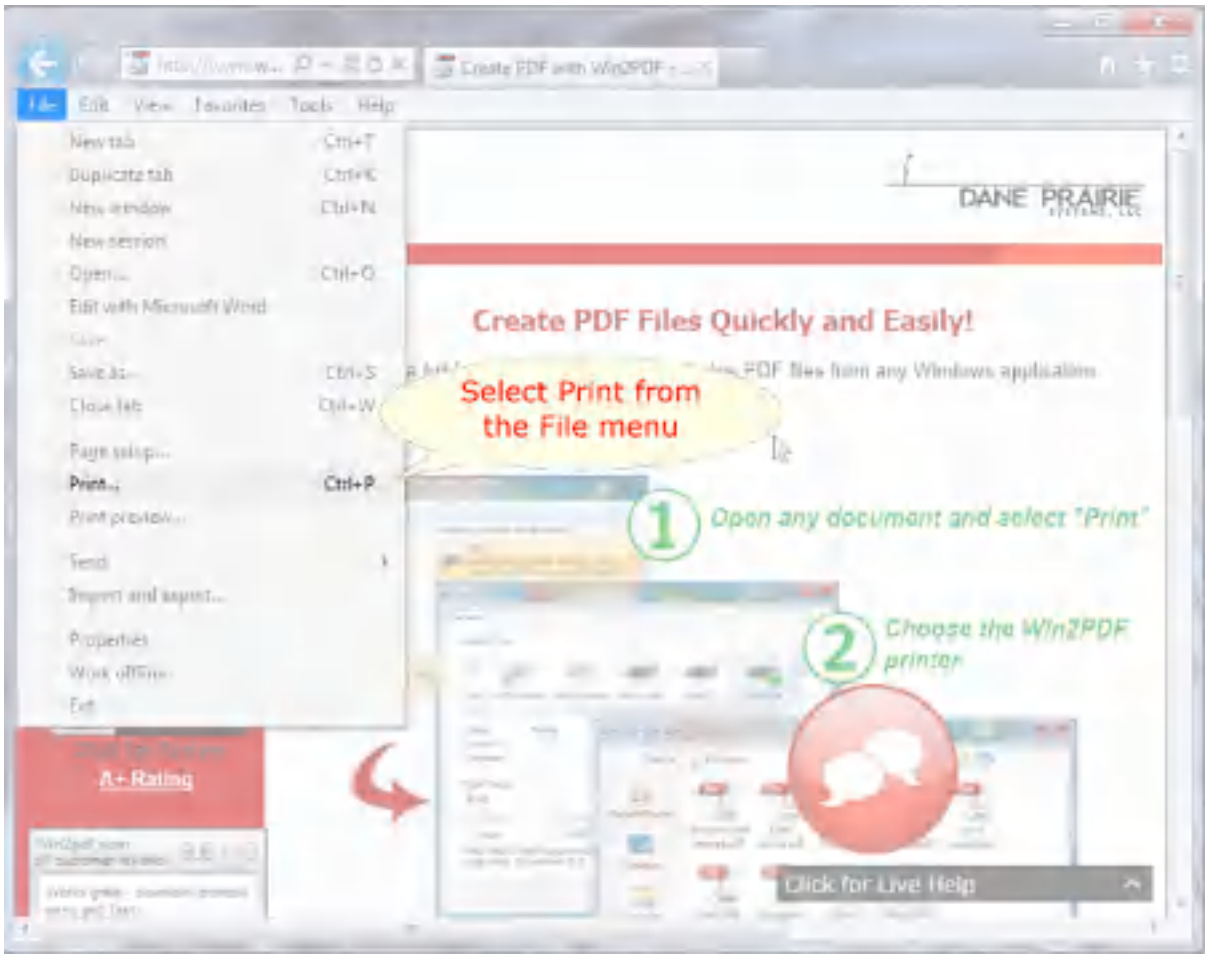

You will then be able to convert the HTML web page to a PDF copy of the page on your computer.

4.4.9 How to Convert an AutoCAD DWG to PDF

In AutoCAD, plot to a PDF as follows :

Command '**PLOT**'.

- Select '**Plot Device**' Tab.
- In the '**Plotter Configuration**' frame, click the '**Properties...**' button.
- A new window opens.
- Select '**Device and Document Settings**' tab.
- If necessary highlight '**Custom Properties**' in the tree.

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- Click the '**Custom Properties**' button.
- A new window opens.
- Select the '**Paper Orientation**' (Note A).
- Click the '**Advanced...**' button.
- A new window opens.
- Highlight '**Paper Size**' in the tree.
- Select the paper size from the drop-down list. This is an important step. (Note B)
- Click '**OK**' 3 times to close the windows and save to a .pc3 file if necessary.
- Back in the AutoCAD plot window, select the '**Plot Settings**' tab. In the '**Paper Size...**' frame the paper size should have changed to the value set earlier at (Note B). Do **not** change the paper size here as this may produce inconsistent rotations, sizes and offsets. In the '**Drawing Orientation**' frame select '**Portrait**' or '**Landscape**'. Note that this orientation selection overrides orientations that were set at (Note A) or (Note B).
- Click '**OK**' to plot.

4.5 How to use the Win2PDF Admin Utility

4.5.1 How to Install the Win2PDF Admin Utility

The Win2PDF Admin Utility is a free download used for managing Win2PDF settings, disabling Win2PDF features, setting defaults for all users, setting automatic email and file save features, and troubleshooting.

To download this software, visit the Win2PDF Admin Utility page in our technical support section.

Once you have downloaded this file, double-click the setup file to install.

After it has been installed, you will be able to access the Win2PDF Admin Utility by going to:

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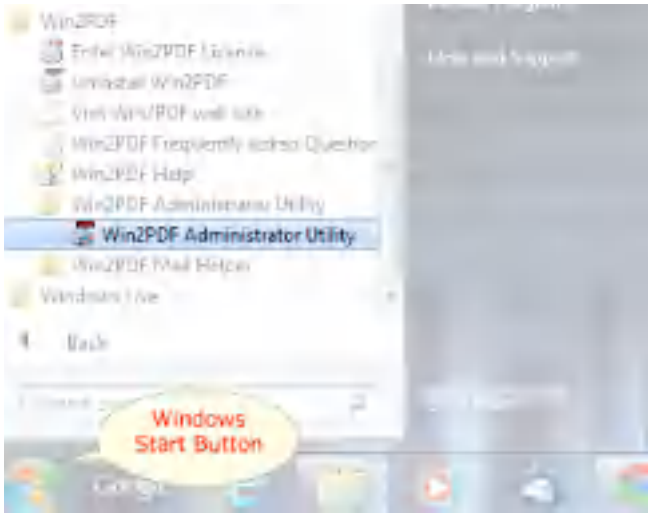
"**Start->Programs->Win2PDF->Win2PDF Admin Utility->Win2PDF Admin Utility**"



4.5.2 How to Manage file save window settings

The first tab of the Win2PDF Admin Utility allows you to set defaults for the initial default path and watermark (Win2PDF Pro feature only), and to customize the options that are available on the main Win2PDF file save window.

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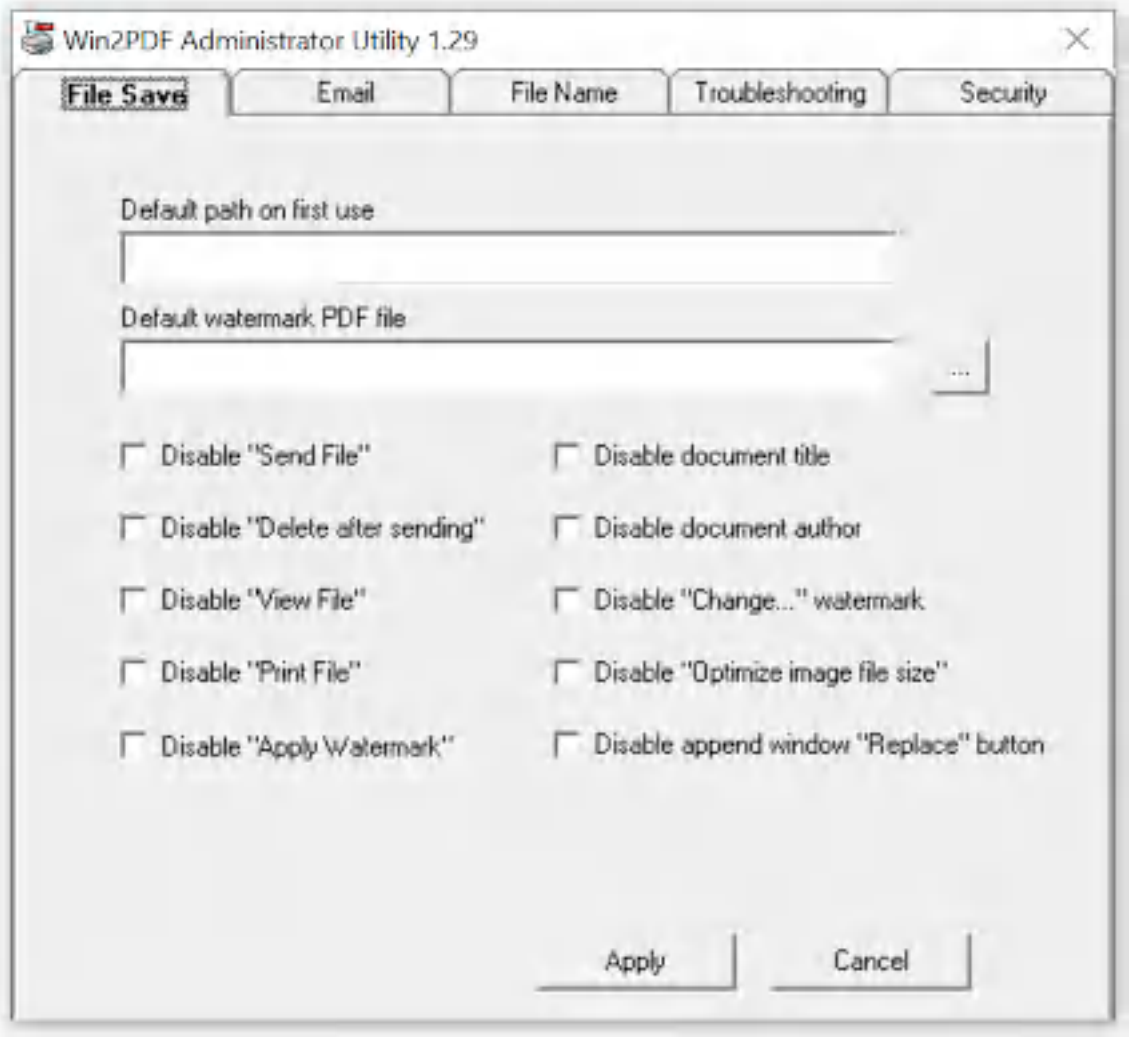

Win2PDF Admin Utility File Save Configuration

Default path on first use: this is the location that Win2PDF will use for the initial file save location. You will need to enter the full path in this box (e.g., "C:\Users\Bob\Documents"). You can use environment variables such as "%USERPROFILE%\Documents\PDF Files". This value will only be used the first time that the Win2PDF file save window appears. If the user changes the save to folder through the interface, Win2PDF will remember that new location on the next use. This file location is saved with respect to each application (e.g., Word files will always save to the last saved location for Word prints, Excel files will always be saved to the last save location for Excel prints, etc.)

Default watermark PDF file: [Win2PDF Pro feature only] This allows you to set the default watermark PDF file. This fill will always be set until the user changes the file, and then the new file will be remember for successive

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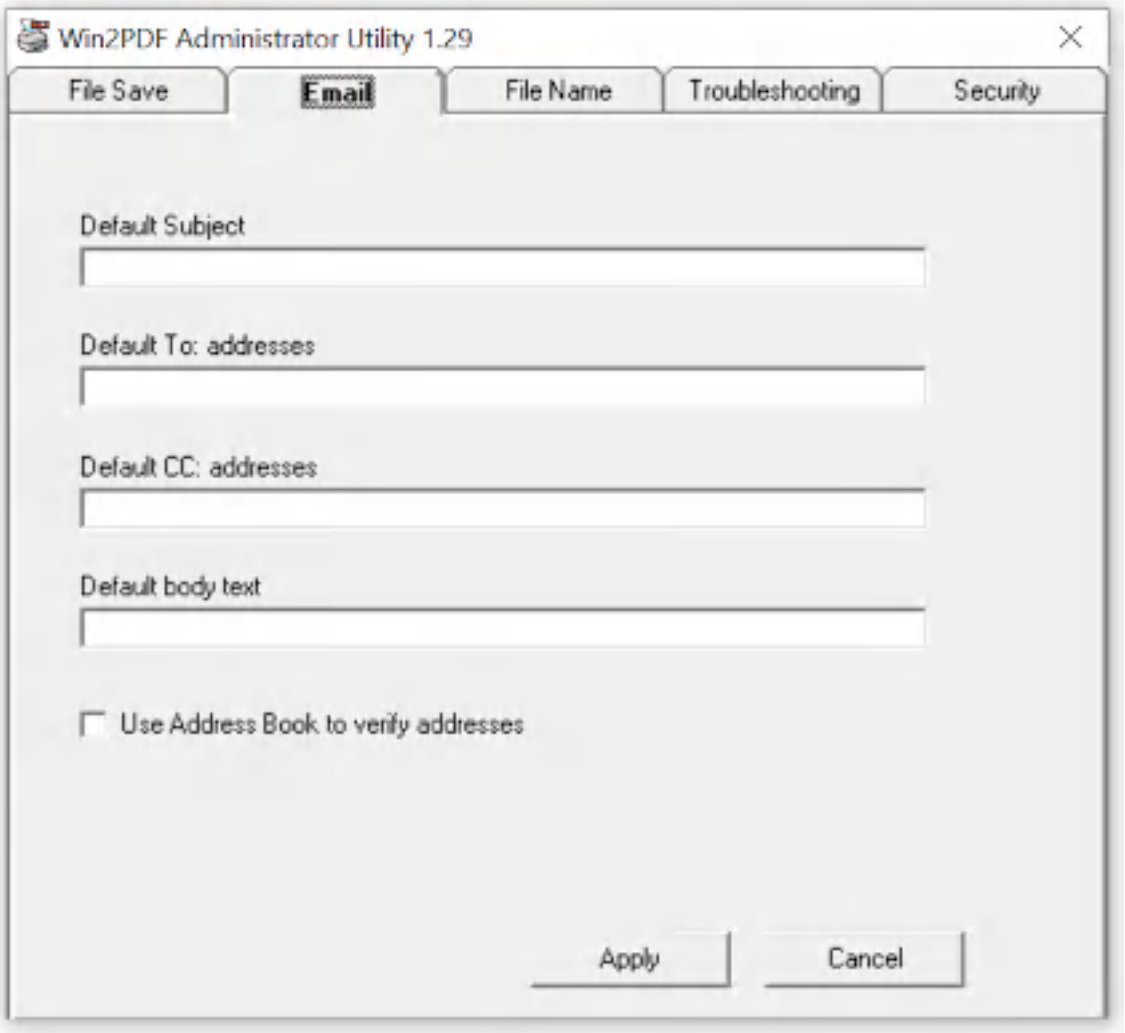
uses (until change). If you click on the [...] button, you will be able to browse and select the default watermark PDF file.

Disable [feature]: When any of these options are checked, the feature will be disabled ("grayed out") in the Win2PDF file save window. For example, if you checked the "Disable Send PDF" option, the user would not be able to change this option through the main Win2PDF file save window interface.

4.5.3 How to Manage email settings

The second tab of the Win2PDF Admin Utility allows you to set email options that are used when the "Send PDF" option is enabled on the Win2PDF file save window.



Win2PDF Admin Utility Email Configuration

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Default subject: the default subject line that will be filled in on the new email message (e.g., " - The PDF file you requested is attached"). The PDF file name is automatically added to the beginning of the subject line, so the previous example would be expanded to something like "Invoice.pdf - The PDF file you requested is attached".

Default To: addresses: list of To: email address to be automatically set in the new email message. The value can be a single email address in the form "someone@somedomain.com", or multiple recipients separated by semicolon ';' or comma ',' characters.

Default CC: addresses: list of CC: (carbon copy) email address to be automatically set in the new email message. The value can be a single email address in the form "someone@somedomain.com", or multiple recipients separated by semicolon ';' or comma ',' characters.

Default body text: the default body text in the new email message (e.g., "Please find the attached PDF file. Thanks.")

Use Address Book to verify addresses: When this option is checked, the list of email addresses will be checked against your current address book. This can improve the reliability of sent email in some environments, but may cause the email client to display a warning window.

4.5.4 How to Manage file name settings

See also: How to Automatically Name PDF files

The third tab of the Win2PDF Admin Utility allows you to set default file name options, and to set merging and watermark features to the file save.

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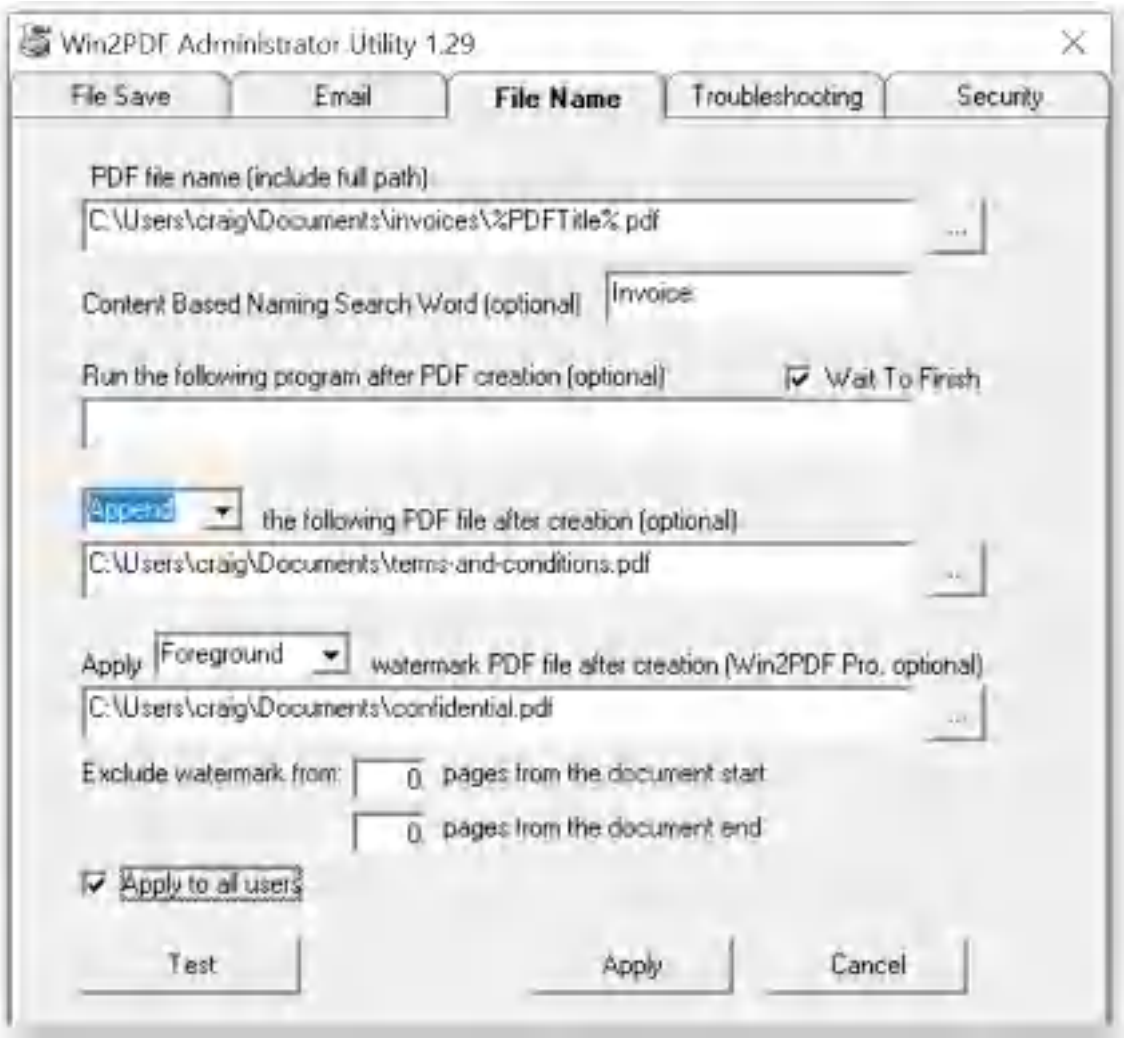

Win2PDF Admin Utility File Name Configuration

PDF file name (include full path): Use the [...] button to browse for an existing PDF file, or use the %PDFTitle% variable to pick up the file name from the original document. Any variables listed in the PDF Auto-name: User Defined documentation can be used in this field. For example, if you want to place the files in a folder named "PDF Files" on your "C:" drive, you would type the following in the Admin Utility:

```
c:\PDF Files\%PDFTitle%.pdf
```

The current date and time can be added to the file name using the %PDFDate% and %PDFTime% environment variables in a similar manner. If an existing PDF file with the same name exists in the folder, it will be overwritten. To prevent files from being overwritten, append a "*" character to the name as in:

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```
c:\PDF Files\%PDFTitle%*.pdf
```

This will append a number to the PDF file if an existing PDF file is already in the destination folder.

If you wanted to save the file as a different file type, like .xps or .tif, you just need to add the appropriate file extension in this box (e.g., substitute `c:\TIFF Files\%PDFTitle%.tif` in the above example). To save a file as PDF/A, add a .pdfa extension to the file. The file created will have a .pdf extension, but it will be in the PDF/A format. Other formats can be specified by setting the extension as listed in the setting the file name documentation.

You will have to run the Win2PDF Admin Utility again and remove the file name when you want to create PDF files interactively.

Content Based Naming Search Word (optional): Searches the contents of the PDF for the word specified. If the search word is found, the world following the search word is placed in the **%PDFAutoNameContentSearch%** variable which can be referenced in the "PDF file name" field. This feature requires Win2PDF 10.0.57 or above.

Run the following program after PDF creation (optional): this setting allows you automatically launch a program after the PDF file has been created. For example, if you wanted to add the PDF file to a document management program, you'd just need to specify the command line to this program in this area. The "Wait To Finish" checkbox determines if Win2PDF waits for the program to exit before returning control back to the printing application.

[Append/Prepend] the following PDF file after creation (optional): the settings allows you to automatically add an existing PDF file to the beginning of your PDF file (Prepend), or to the end of your PDF file (Append).

Apply [Background/Foreground] watermark PDF file after creation (Win2PDF Pro, optional): this setting allows you to automatically apply a watermark PDF file. When set to [Background], the PDF file will be placed "under" the new printed PDF file results (useful for setting a company letterhead, for example). When set to [Foreground], the PDF file will be placed "on top" of the new printed PDF file results (useful for applying a watermark that says "Confidential", for example).

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The **Exclude watermark from** settings allows you to see pages at the beginning or end of the new document where the new watermark will not be applied. For example if you had a cover page (which should not have a watermark) followed by a 20 page report (which should have the watermark), you can set the value to be *Exclude watermark from: 1 pages from the document start.*

Apply to all users - when this option is checked, the settings apply to all users on the PC or server. If it is unchecked, the settings only apply to the current user.

Test - Button allows you to test create a PDF file with the file name and settings you've configured.

4.5.5 How to Enable troubleshooting options

The fourth tab of the Win2PDF Admin Utility allows you to set various troubleshooting options. **Use these options only when directed by Win2PDF's technical support group.**

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Win2PDF Admin Utility Troubleshooting Configuration

4.5.6 How to Manage security settings

The fifth tab of the Win2PDF Admin Utility allows you to set default security options. These options are ONLY applicable to the Win2PDF Pro and Win2PDF Pro Terminal Server Edition (TSE) versions of the software.

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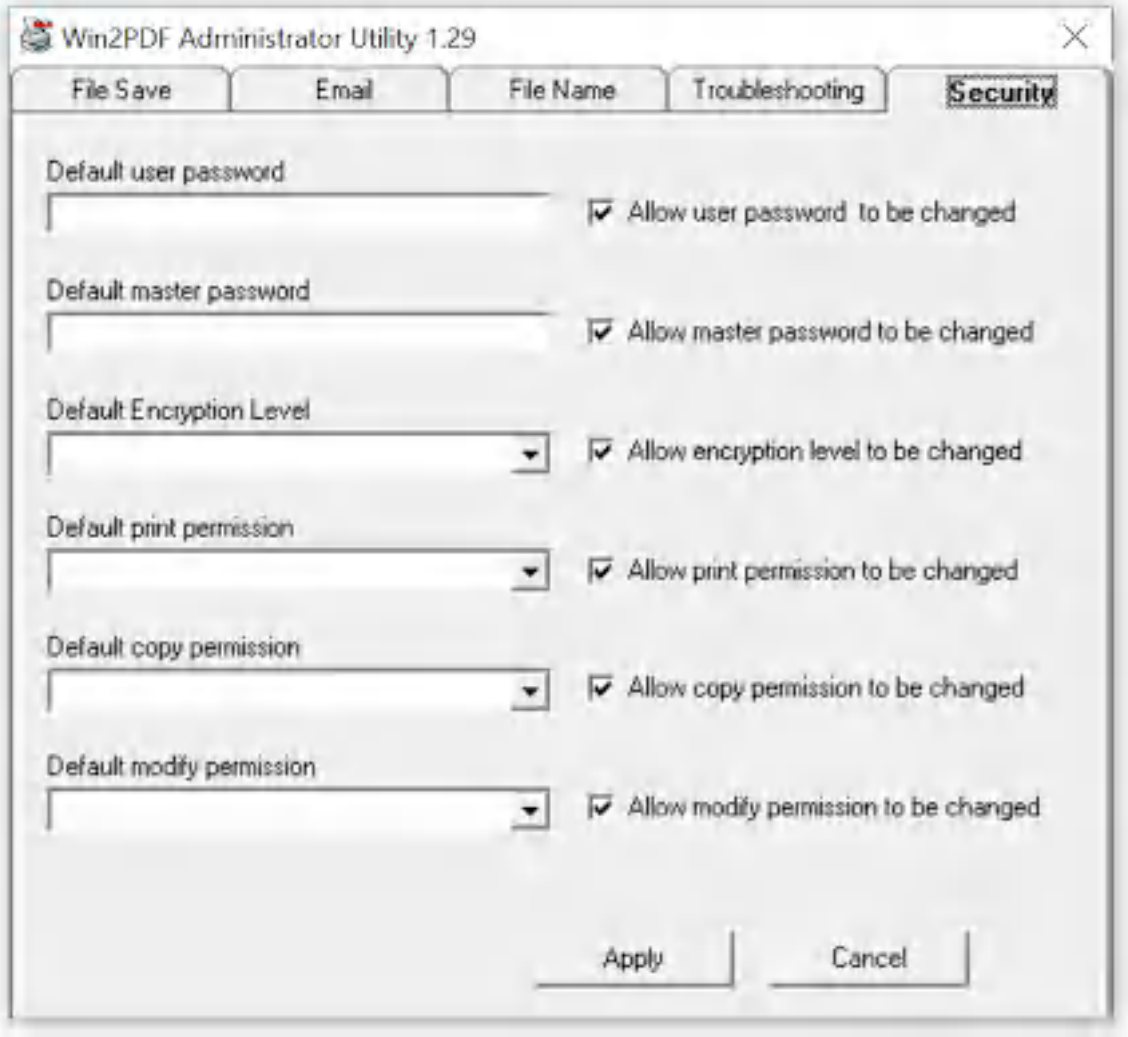

Win2PDF Admin Utility Security Configuration

Default [feature]: These boxes allow you to set default passwords or other security features in the Win2PDF file save window.

Allow [feature] to be changed: When these check boxes are enabled ("checked"), it will allow the user to change these values in the Win2PDF file save window. When these check boxes are disabled ("unchecked"), it will not allow the user to change these values. The features will appear "grayed out" in the interface.

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4.6 How to Automate Win2PDF with Microsoft Power Automate Desktop

Microsoft Power Automate Desktop for Windows 10 and Windows 11 is a free download from Microsoft that allows you to automate anything on your desktop, including printing to the Win2PDF printer. Anyone can build powerful automation steps called "flows" using pre-built drag and drop actions.

There are two pre-built drag and drop actions that can be used to interface with Win2PDF, the "Print Document" action to print to the Win2PDF printer, and the "Run DOS command" action that can be used to launch the Win2PDF Desktop command line.

The "Print Document" action can be used in conjunction with the Win2PDF Auto-name feature to automatically name PDF files, or you can set the PDF file name from within a Power Automate Desktop flow.

How To Print To PDF Using Power Automate Desktop
How To Set the PDF File Name using Power Automate Desktop
How To Use the Win2PDF Command Line with Power Automate Desktop
Win2PDF Power Automate Desktop Example Flows

4.6.1 How To Print To PDF Using Power Automate Desktop

The easiest way to automate Win2PDF using Power Automate Desktop is to use the "Print Document" action from the "System" menu.

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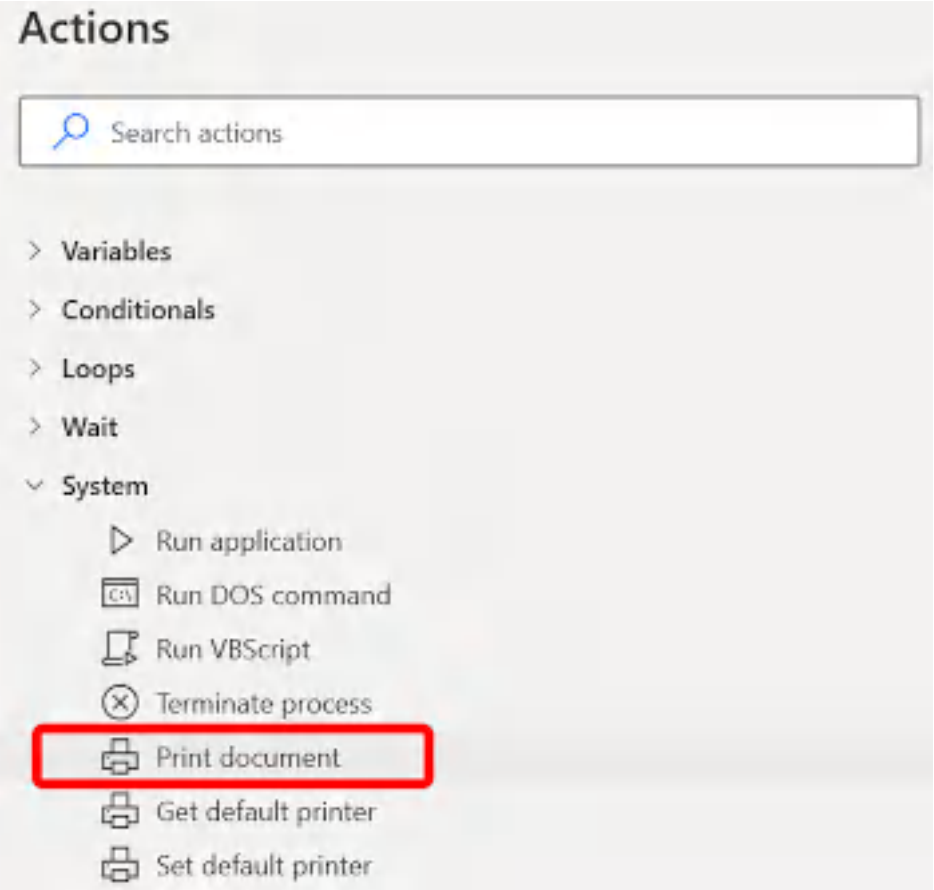
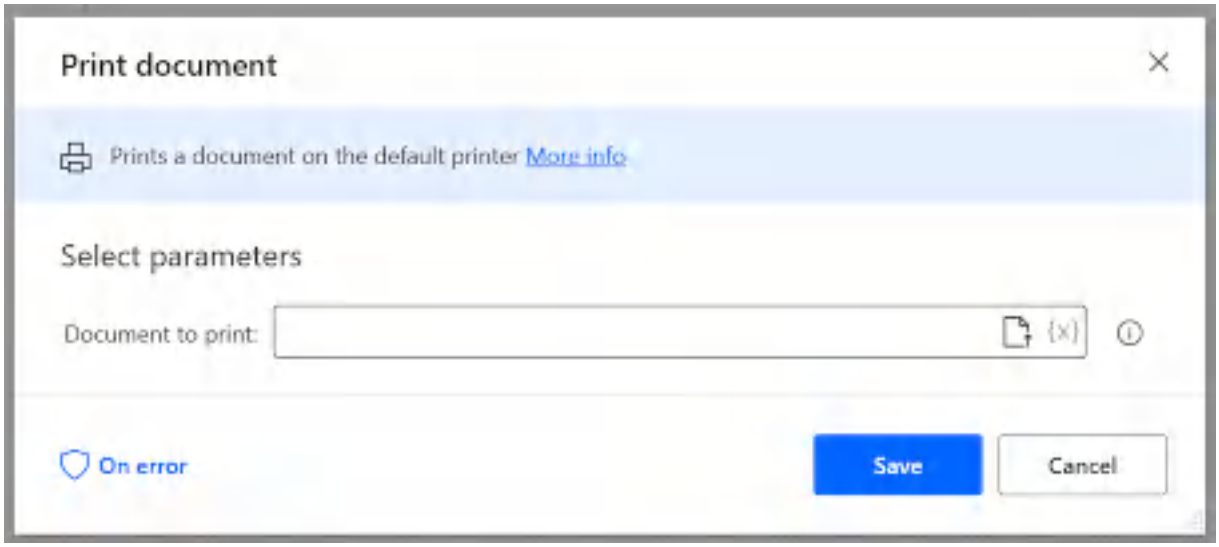


When you drag the "Print Document" action onto a Power Automate "flow", you're prompted to enter a document to print.



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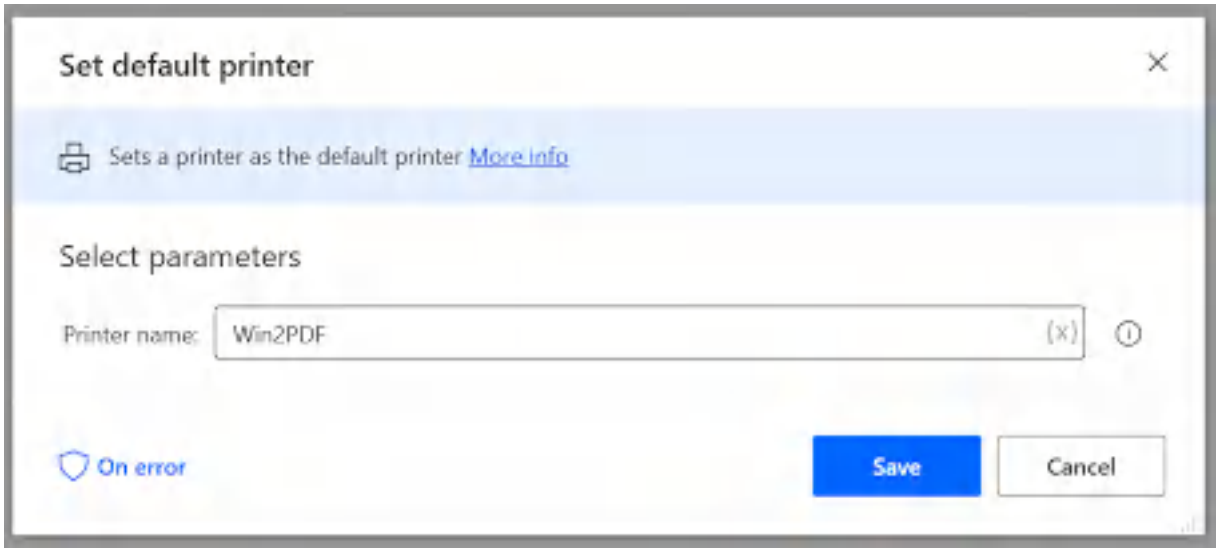
You can either select a filename, or use a variable for the file name ({x}). The "Print document" action prints to the default printer, so you should drag the "Set Default Printer" action before the "Print Document" action in the flow.



The simple "flow" should look like:

When you run this "flow", the Win2PDF printer will prompt for the name of the PDF file. If you want to avoid this, you can enable the Win2PDF Auto-name feature.

You can combine these simple Power Automate Desktop actions with the Power Automate "Get files in a folder" action to convert all documents in a folder to PDF using Win2PDF.

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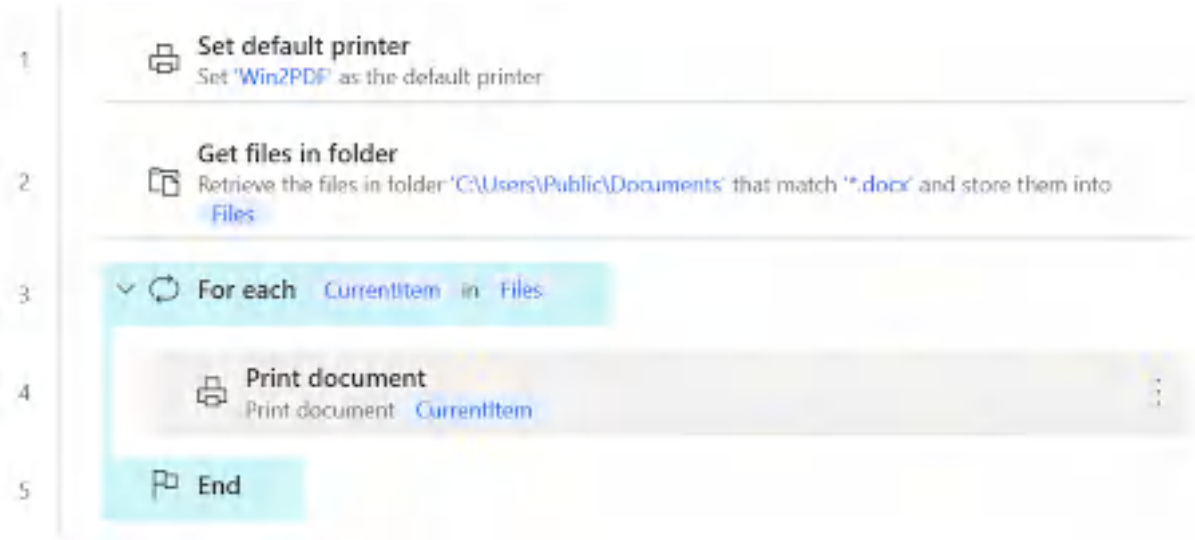

To use this "flow", copy the following into a new Power Automate Desktop flow:

```
System.SetDefaultPrinter PrinterName: $'''Win2PDF'''
Folder.GetFiles Folder: $'''C:\\Users\\Public\\Documents''' FileFilter: $
LOOP FOREACH CurrentItem IN Files
  System.PrintDocument DocumentPath: CurrentItem
END
```

4.6.2 How To Set the PDF File Name Using Power Automate Desktop

The Power Automate Desktop "Print Document" action works well to convert documents to PDF with Win2PDF, but it doesn't allow you to set the file name directly. You need to configure the "Win2PDF Auto-name" feature separately before running the "flow".

For more control, Win2PDF supports a PDFFileName registry setting for setting the file name, and this can be used in a Power Automate Desktop flow using the "reg.exe" DOS command. To set the file name, drag the "Run DOS Command" action from the "System" menu to a "flow" and enter the following command:

```
reg.exe add "HKCU\Software\Dane Prairie Systems\Win2PDF" /v PDFFileName /
```

The file name path after the /d should be modified to the location and file name of the PDF, and should be enclosed with quote characters.

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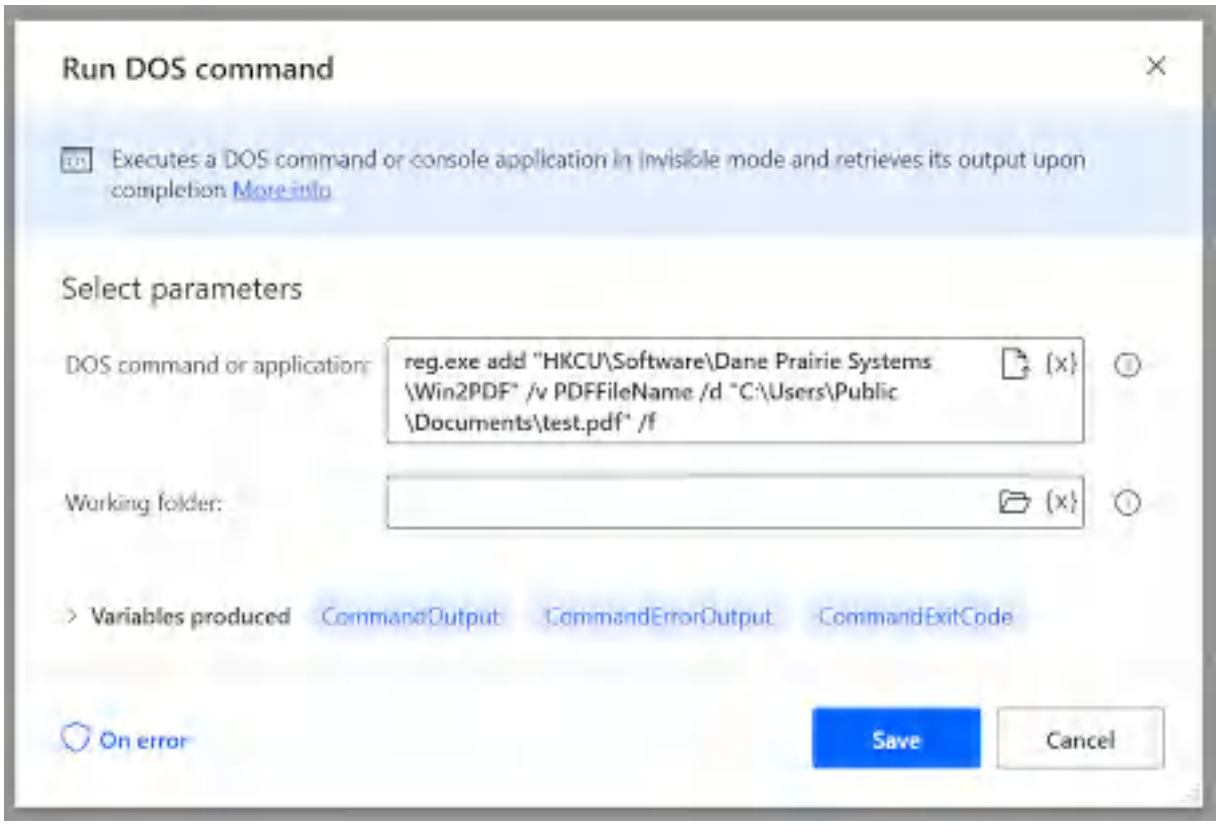

You can also use variables when setting the PDF file name using the "reg.exe" command. The following simple flow prompts for a document name using the Power Automate Desktop "Display select file dialog" action, and then splits the file name into directory and file name without extension variables using the "Get file path part" action. It then sets the file name to the same as the document name, but with a PDF extension before printing the document to the Win2PDF printer.

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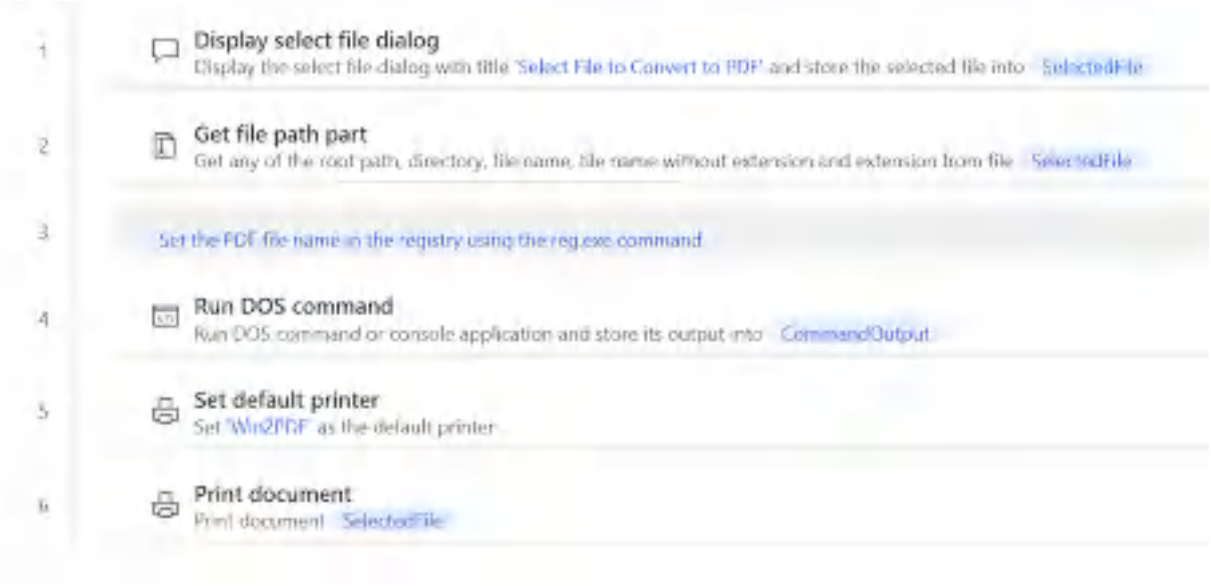
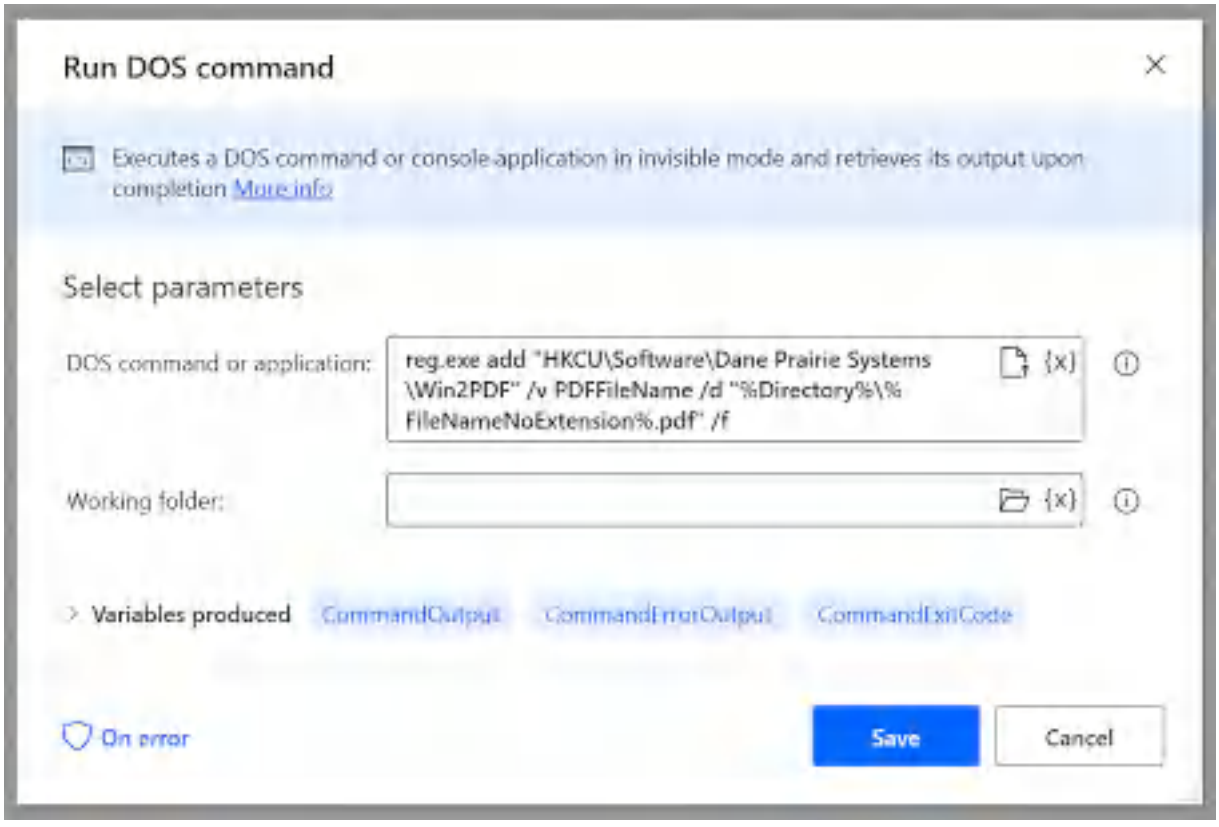


The "Run DOS Command" action to set the file name using variables is:

```
reg.exe add "HKCU\Software\Dane Prairie Systems\Win2PDF" /v PDFFileName /
```



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To use this "flow", copy the following into a new Power Automate Desktop flow:

```
Display.SelectFile Title: $'''Select File to Convert to PDF''' IsTopMost:
File.GetPathPart File: SelectedFile RootPath=> RootPath Directory=> Direc
# Set the PDF file name in the registry using the reg.exe command
System.RunDOSCommand DOSCommandOrApplication: $'''reg.exe add \"HKCU\\Sof
System.SetDefaultPrinter PrinterName: $'''Win2PDF'''
System.PrintDocument DocumentPath: SelectedFile
```

If you are using the "Print document" action inside of a loop, you should wait for each document to be completed before printing the next document. You can do this by using the "PDFPostFileName" registry setting instead of "PDFFileName", and waiting for the registry value to be deleted. The following flow shows how to do this:

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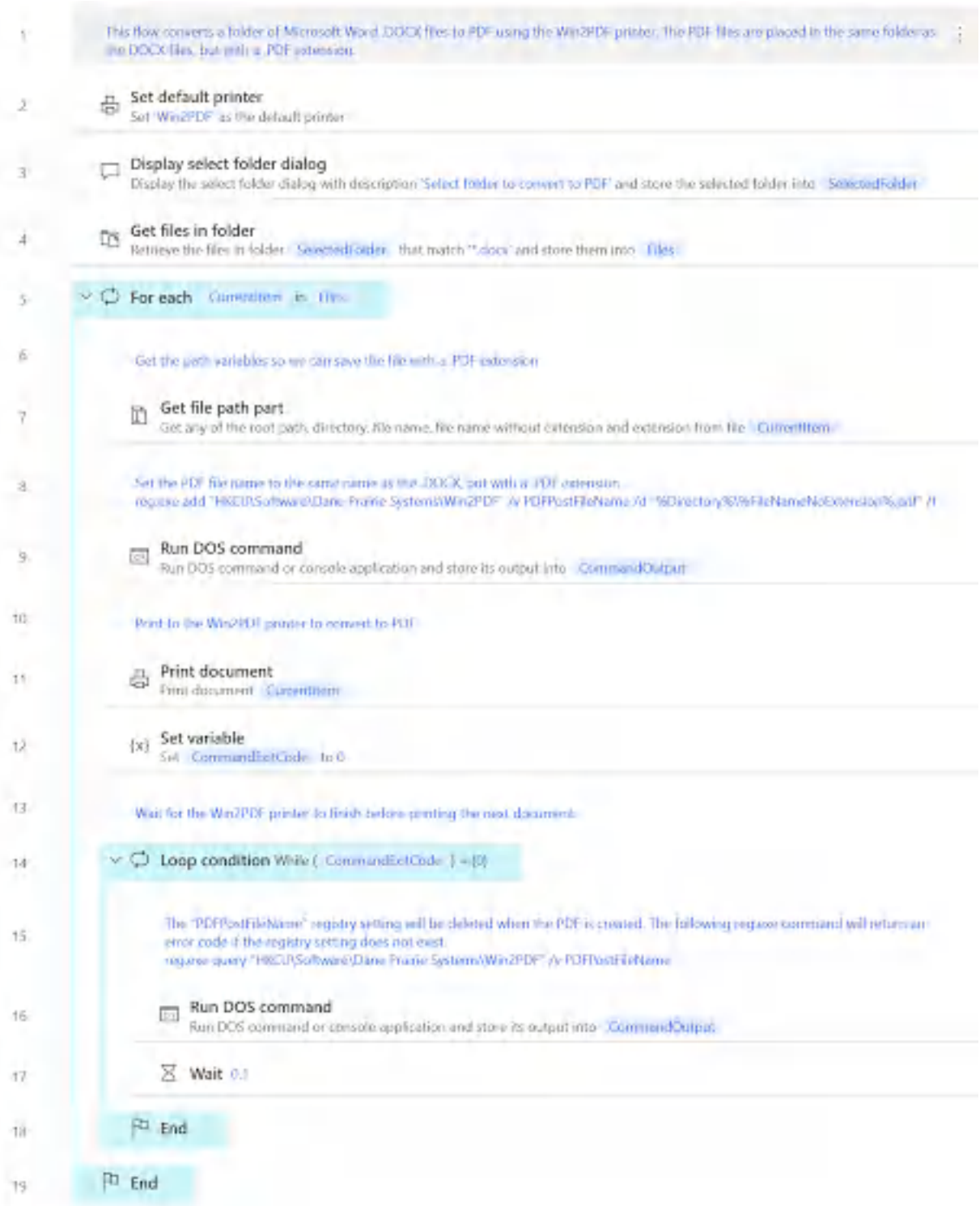

To use this "flow", copy the following into a new Power Automate Desktop flow:

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```
# This flow converts a folder of Microsoft Word .DOCX files to PDF using
System.SetDefaultPrinter PrinterName: $'''Win2PDF'''
Display.SelectFolder Description: $'''Select folder to convert to PDF'''
Folder.GetFiles Folder: SelectedFolder FileFilter: $'''*.docx''' IncludeS
LOOP FOREACH CurrentItem IN Files
  # Get the path variables so we can save the file with a .PDF extension
  File.GetPathPart File: CurrentItem RootPath=> RootPath Directory=> Dire
  /# Set the PDF file name to the same name as the .DOCX, but with a .PDF
reg.exe add "HKCU\Software\Dane Prairie Systems\Win2PDF" /v PDFPostFileNa
  System.RunDOSCommand DOSCommandOrApplication: $'''reg.exe add \"HKCU\\S
  # Print to the Win2PDF printer to convert to PDF
  System.PrintDocument DocumentPath: CurrentItem
  SET CommandExitCode TO 0
  # Wait for the Win2PDF printer to finish before printing the next docum
  LOOP WHILE (CommandExitCode) = (0)
    /# The "PDFPostFileName" registry setting will be deleted when the PD
reg.exe query "HKCU\Software\Dane Prairie Systems\Win2PDF" /v PDFPostFile
    System.RunDOSCommand DOSCommandOrApplication: $'''reg.exe query \"HKC
    WAIT 0.1
  END
END
```

4.6.3 How To Use Win2PDF Command Line With Power Automate Desktop

The Microsoft Power Automate "Run DOS Command" action under the "System" menu allows you to call any Win2PDF Desktop command line option. You should start by entering the full path to the Win2PDF executable:

`C:\Windows\System32\spool\drivers\x64\3\win2pdfd.exe` on 64 bit editions or
`C:\Windows\System32\spool\drivers\w32x86\3\win2pdfd.exe` on 32 bit editions.

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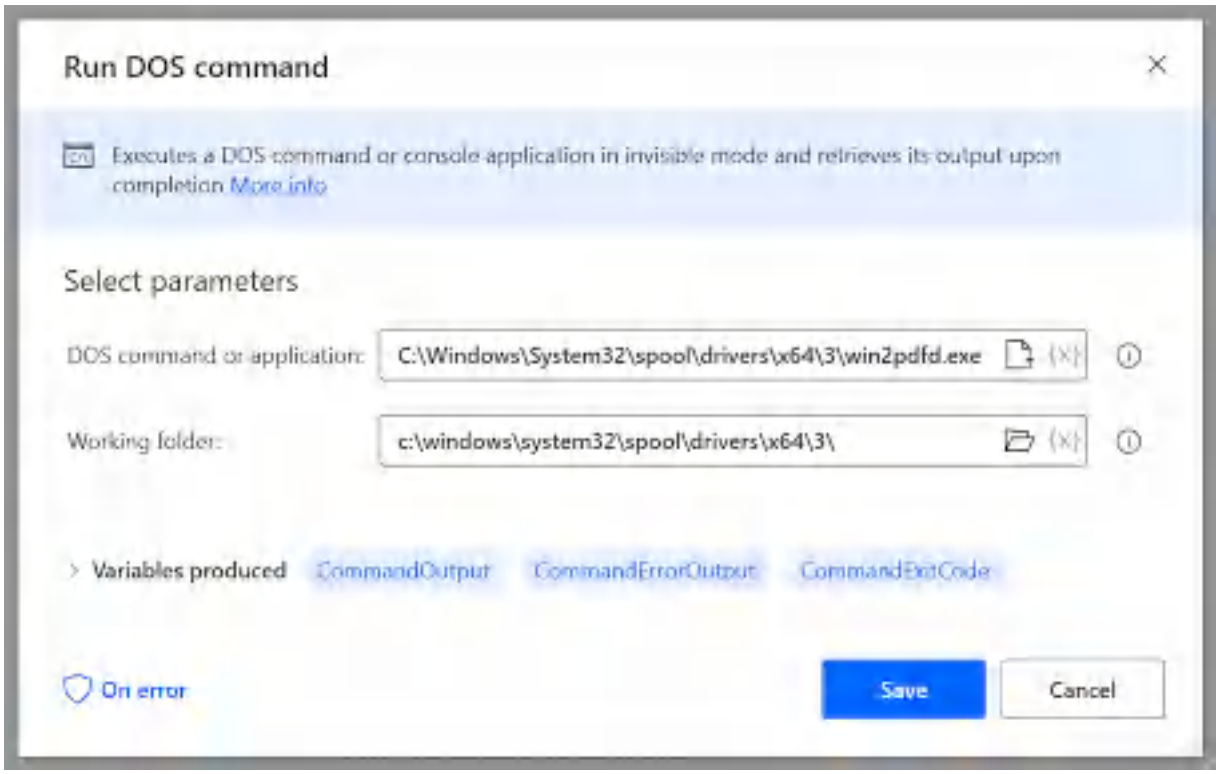

The Win2PDF Desktop command line options vary for each command. As an example, we'll use the "compress" command which takes a source file, compress ratio, and destination file as parameters. It's important to enclose all file name parameters in quote characters in case the file name paths include space characters.

As an example, we'll use the "Display select file dialog" to choose an existing PDF, and then split the file name using "Get file path part" so we can save the compressed PDF in the same location but with a different name.

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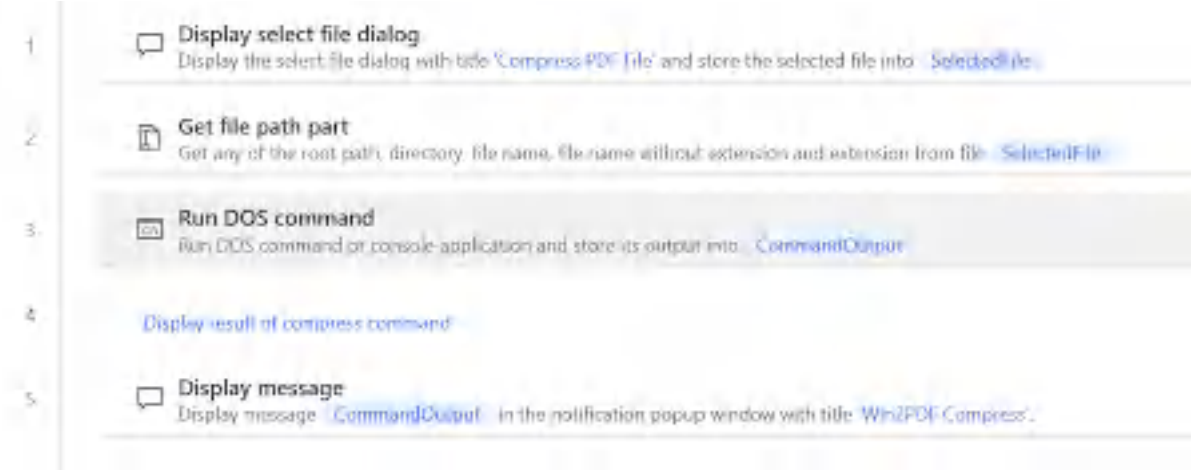
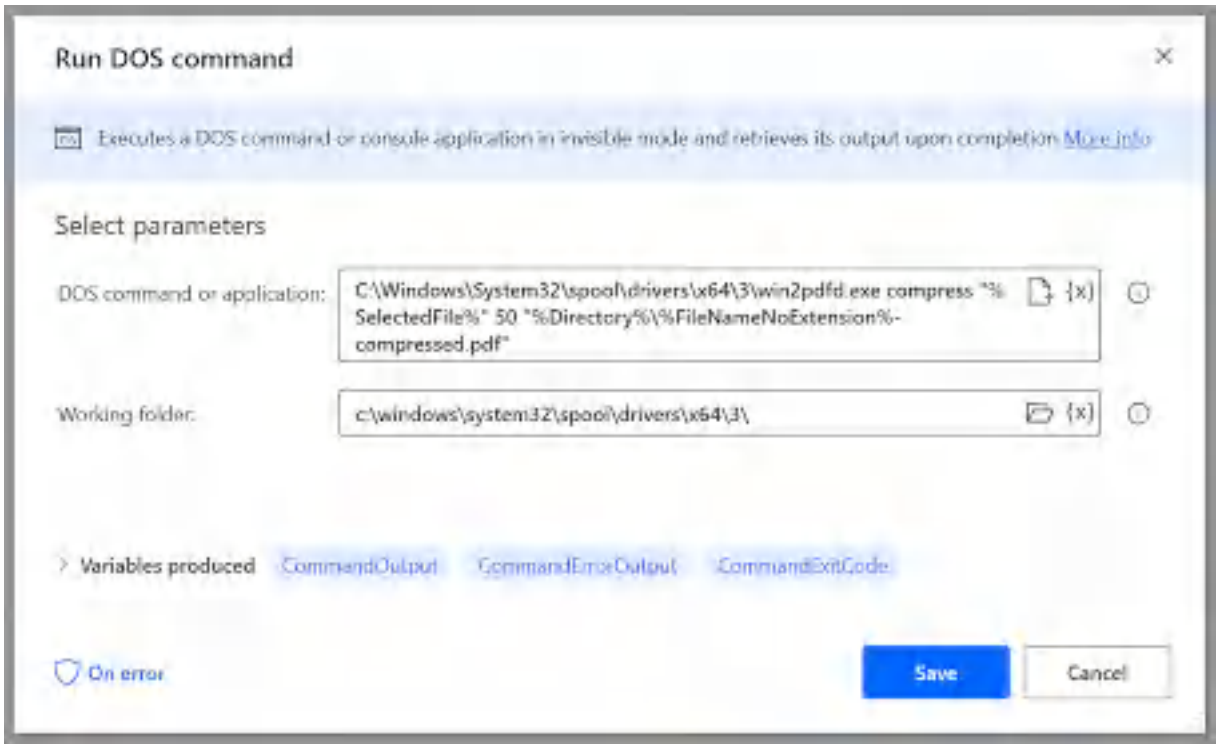


The "Run DOS Command" action for the full command line for the compress command is:

```
C:\Windows\System32\spool\drivers\x64\3\win2pdfd.exe compress "%SelectedF
```



This opens a PDF, compresses it, and then saves it in the same folder with a "-compressed.pdf" added to the name.

To use this "flow", copy the following into a new Power Automate Desktop flow:

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```
Display.SelectFile Title: $'''Compress PDF File''' FileFilter: $'''*.pdf'
File.GetPathPart File: SelectedFile RootPath=> RootPath Directory=> Direc
System.RunDOSCommand DOSCommandOrApplication: $'''C:\\Windows\\System32\\
# Display result of compress command
Display.ShowMessage Title: $'''Win2PDF Compress''' Message: CommandOutput
```

4.6.4 Win2PDF Power Automate Desktop Example Flows

The following examples show how to use Win2PDF with Microsoft Power Automate Desktop.

Convert Word Documents To PDF
Convert Excel Documents To PDF
Convert HTML To PDF Using Microsoft Edge
Convert HTML To PDF Using Google Chrome
Convert HTML To PDF Using Mozilla FireFox
Compress PDF files
Encrypt PDF files
Rename PDFs based on File Contents

4.6.4.1 How To Convert Word Documents To PDF Using Power Automate Desktop

The following flow shows how to convert a folder of Microsoft Word .DOCX files to PDF using the Win2PDF printer. The PDF files are saved in the same location as the .DOCX files, but with a .PDF extension.

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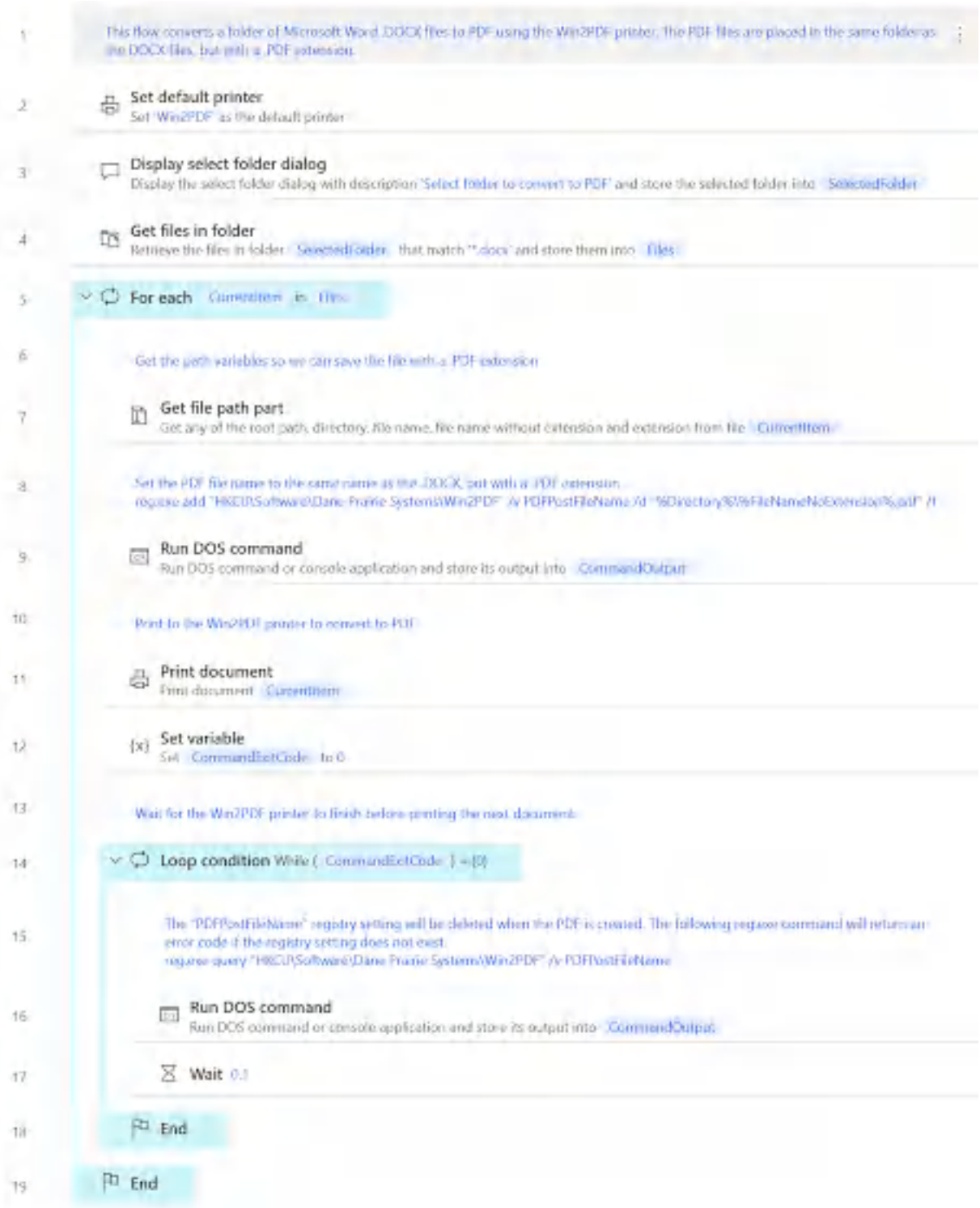

To use this "flow", copy the following into a new Power Automate Desktop flow:

```
# This flow converts a folder of Microsoft Word .DOCX files to PDF using
```

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```
Workstation.SetDefaultPrinter PrinterName: $'''Win2PDF'''
Display.SelectFolder Description: $'''Select folder to convert to PDF'''
Folder.GetFiles Folder: SelectedFolder FileFilter: $'''*.docx''' IncludeS
LOOP FOREACH CurrentItem IN Files
    # Get the path variables so we can save the file with a .PDF extensio
    File.GetPathPart File: CurrentItem RootPath=> RootPath Directory=> Di
    # Set the PDF file name to the same name as the .DOCX, but with a .PD
    Scripting.RunDOSCommand.RunDOSCommand DOSCommandOrApplication: $'''re
    # Print to the Win2PDF printer to convert to PDF
    Workstation.PrintDocument DocumentPath: CurrentItem
    SET CommandExitCode TO 0
    LOOP WHILE (CommandExitCode) = (0)
        # The "PDFPostFileName" registry setting will be deleted when the
        Scripting.RunDOSCommand.RunDOSCommand DOSCommandOrApplication: $'
        WAIT 0.1
    END
END
```

4.6.4.2 How To Convert Excel Documents To PDF Using Power Automate Desktop

The following flow shows how to convert a folder of Microsoft Excel .XLSX files to PDF using the Win2PDF printer. The PDF files are saved in the same location as the .XLSX files, but with a .PDF extension.

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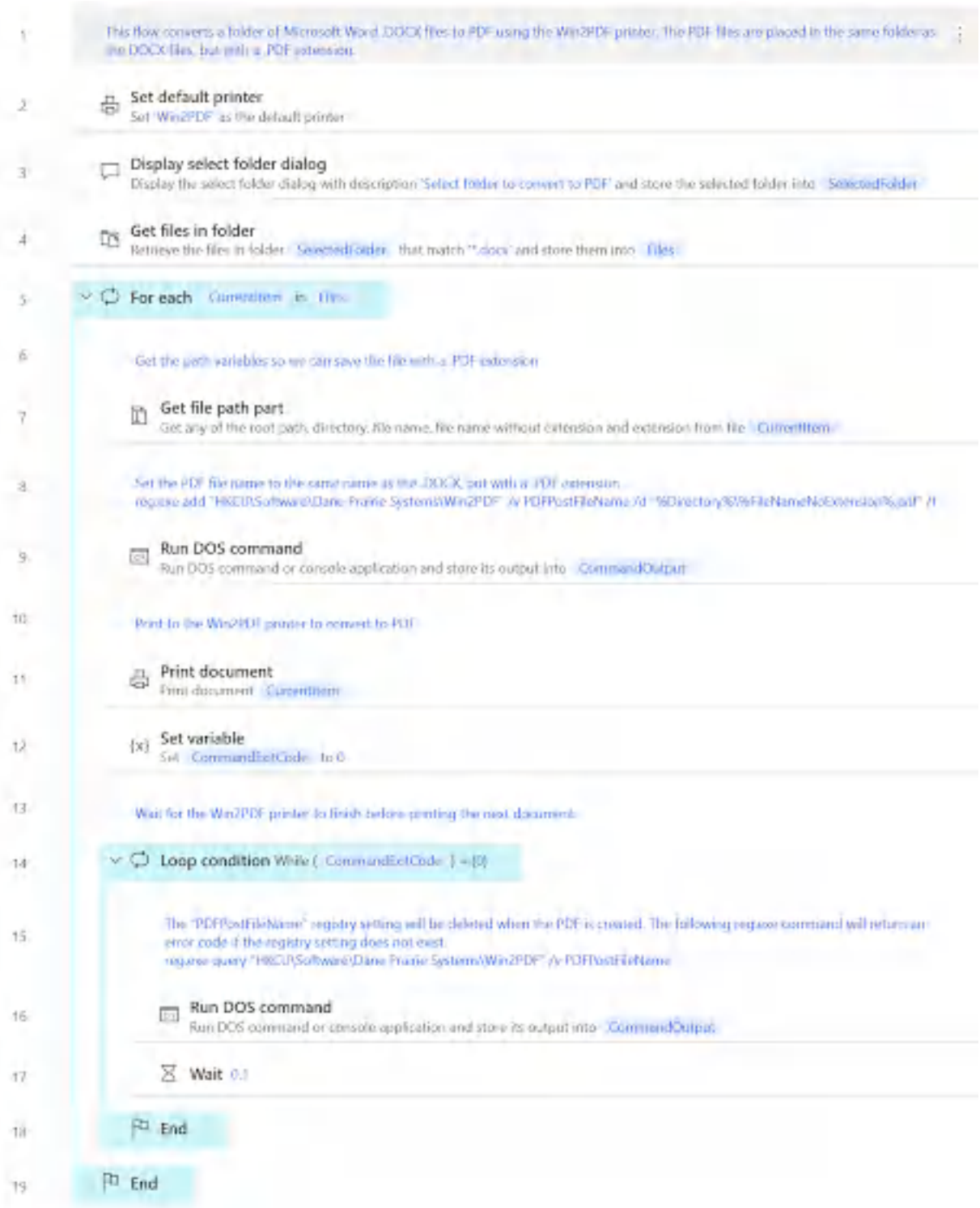

To use this "flow", copy the following into a new Power Automate Desktop flow:

```
# This flow converts a folder of Microsoft Excel .XLSX files to PDF using
```

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```
Workstation.SetDefaultPrinter PrinterName: $'''Win2PDF'''
Display.SelectFolder Description: $'''Select folder to convert to PDF'''
Folder.GetFiles Folder: SelectedFolder FileFilter: $'''*.xlsx''' IncludeS
LOOP FOREACH CurrentItem IN Files
    # Get the path variables so we can save the file with a .PDF extensio
    File.GetPathPart File: CurrentItem RootPath=> RootPath Directory=> Di
    # Set the PDF file name to the same name as the .XLSX, but with a .PD
    Scripting.RunDOSCommand.RunDOSCommand DOSCommandOrApplication: $'''re
    # Print to the Win2PDF printer to convert to PDF
    Workstation.PrintDocument DocumentPath: CurrentItem
    SET CommandExitCode TO 0
    LOOP WHILE (CommandExitCode) = (0)
        # The "PDFPostFileName" registry setting will be deleted when the
        Scripting.RunDOSCommand.RunDOSCommand DOSCommandOrApplication: $'
        WAIT 0.1
    END
END
```

4.6.4.3 How To Convert an HTML Web Page To PDF Using Power Automate Desktop and Microsoft Edge

The following flow shows how to convert an HTML web page to PDF using the Win2PDF printer and Microsoft Edge.

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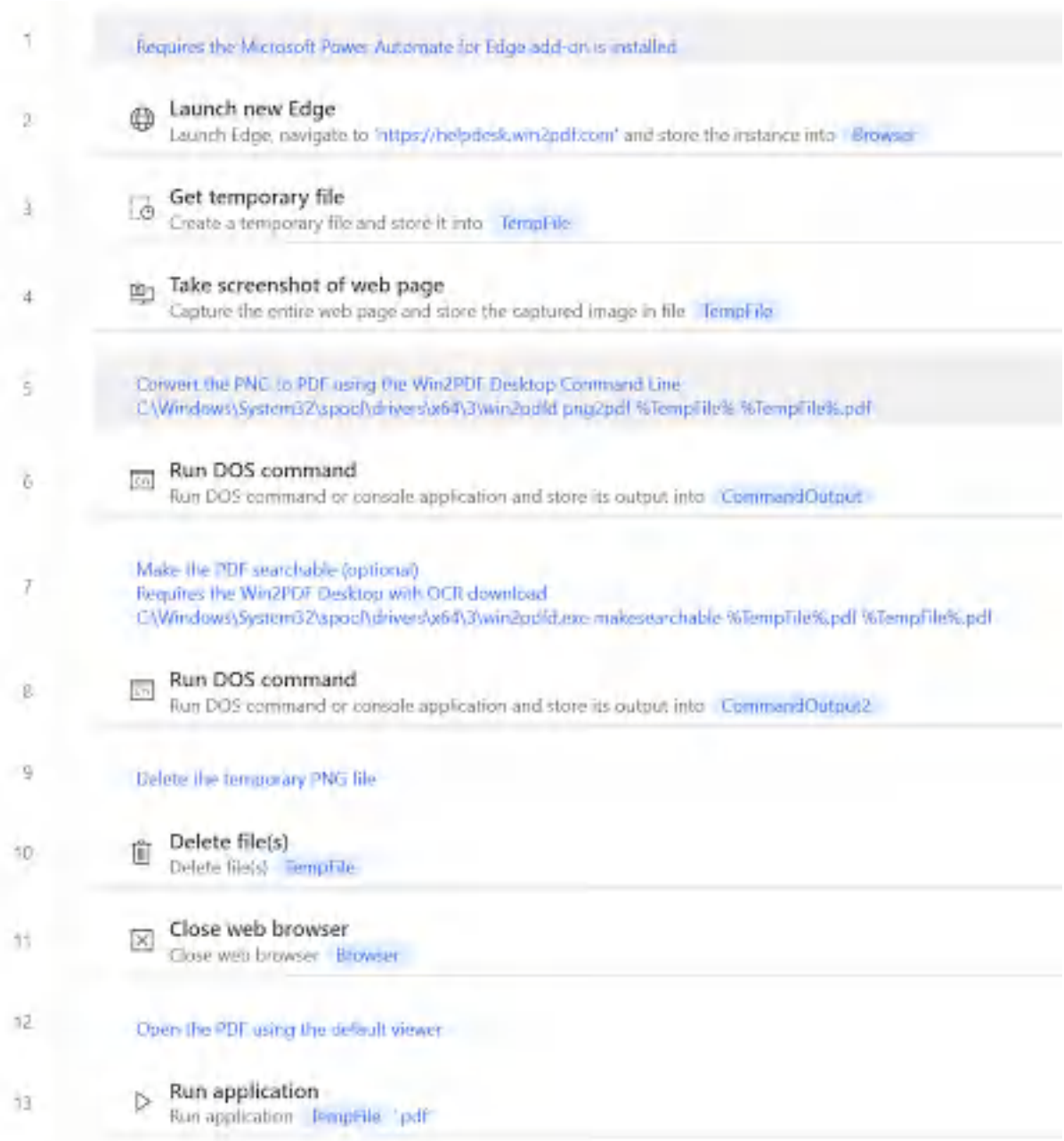

To use this "flow", copy the following into a new Power Automate Desktop flow:

```
# This Power Automate Desktop flow converts an HTML file to PDF using Mic
WebAutomation.LaunchEdge.LaunchEdge Url: $'''https://helpdesk.win2pdf.com
File.GetTempPath TempFile=> TempFile
WebAutomation.TakeScreenshot.TakeScreenshotSaveToFile BrowserInstance: Br
/# Convert the PNG to PDF using the Win2PDF Desktop Command Line
C:\\Windows\\System32\\spool\\drivers\\x64\\3\\win2pdfd png2pdf %TempFile
```

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```
Scripting.RunDOSCommand.RunDOSCommand DOSCommandOrApplication: $'''C:\\Wi
/# Make the PDF searchable (optional)
Requires the Win2PDF OCR Add-on download
C:\\Windows\\System32\\spool\\drivers\\x64\\3\\win2pdfd.exe makesearchabl
Scripting.RunDOSCommand.RunDOSCommand DOSCommandOrApplication: $'''C:\\Wi
# Delete the temporary PNG file
File.Delete Files: TempFile
WebAutomation.CloseWebBrowser BrowserInstance: Browser
# Open the PDF using the default viewer
System.RunApplication.RunApplication ApplicationPath: $'''%TempFile%.pdf'
```

4.6.4.4 How To Convert an HTML Web Page To PDF Using Power Automate Desktop and Google Chrome

The following flow shows how to convert an HTML web page to PDF using the Win2PDF printer and Google Chrome.

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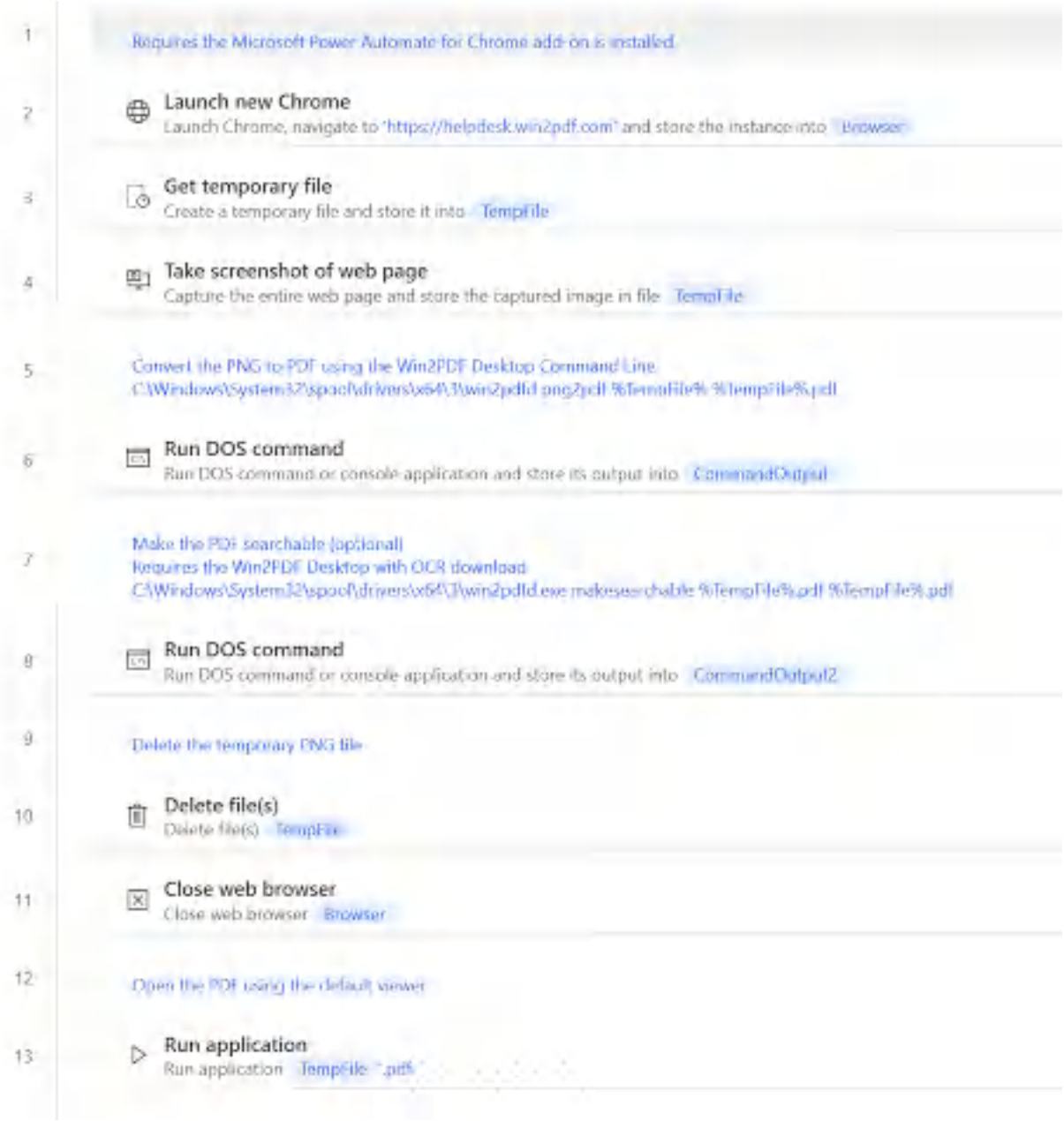

To use this "flow", copy the following into a new Power Automate Desktop flow:

```
# This Power Automate Desktop flow converts an HTML file to PDF using Goo
WebAutomation.LaunchChrome.LaunchChrome Url: $'''https://helpdesk.win2pdf
File.GetTempPath TempFile=> TempFile
WebAutomation.TakeScreenshot.TakeScreenshotSaveToFile BrowserInstance: Br
/# Convert the PNG to PDF using the Win2PDF Desktop Command Line
C:\\Windows\\System32\\spool\\drivers\\x64\\3\\win2pdfd png2pdf %TempFile
Scripting.RunDOSCommand.RunDOSCommand DOSCommandOrApplication: $'''C:\\Wi
/# Make the PDF searchable (optional)
```

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```
Requires the Win2PDF OCR Add-on download
C:\\Windows\\System32\\spool\\drivers\\x64\\3\\win2pdfd.exe makesearchabl
Scripting.RunDOSCommand.RunDOSCommand DOSCommandOrApplication: $'''C:\\Wi
# Delete the temporary PNG file
File.Delete Files: TempFile
WebAutomation.CloseWebBrowser BrowserInstance: Browser
# Open the PDF using the default viewer
System.RunApplication.RunApplication ApplicationPath: $'''%TempFile%.pdf'
```

4.6.4.5 How To Convert an HTML Web Page To PDF Using Power Automate Desktop and FireFox

The following flow shows how to convert an HTML web page to PDF using the Win2PDF printer and Mozilla FireFox.

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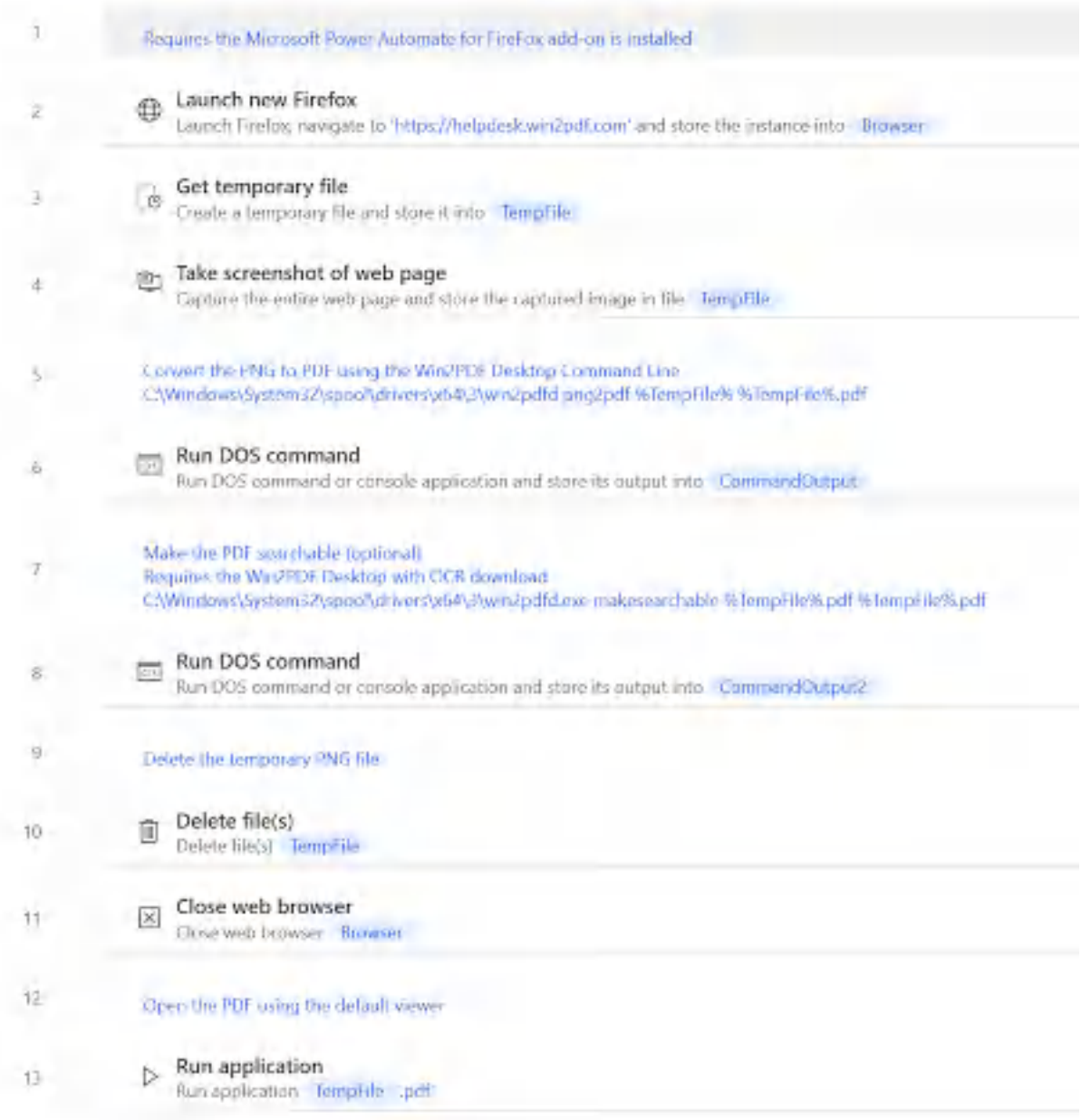

To use this "flow", copy the following into a new Power Automate Desktop flow:

```
# This Power Automate Desktop flow converts an HTML file to PDF using Moz
WebAutomation.LaunchFirefox.LaunchFirefox Url: $'''https://helpdesk.win2p
File.GetTempPath TempFile=> TempFile
WebAutomation.TakeScreenshot.TakeScreenshotSaveToFile BrowserInstance: Br
/# Convert the PNG to PDF using the Win2PDF Desktop Command Line
C:\\Windows\\System32\\spool\\drivers\\x64\\3\\win2pdfd png2pdf %TempFile
Scripting.RunDOSCommand.RunDOSCommand DOSCommandOrApplication: $'''C:\\Wi
/# Make the PDF searchable (optional)
```

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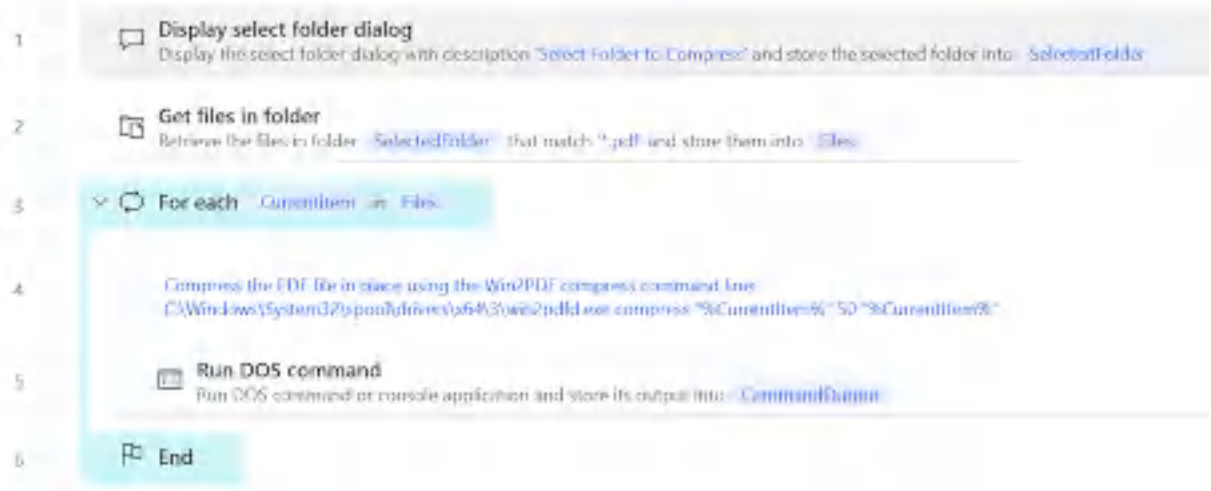
```
Requires the Win2PDF OCR Add-on download
C:\\Windows\\System32\\spool\\drivers\\x64\\3\\win2pdfd.exe makesearchabl
Scripting.RunDOSCommand.RunDOSCommand DOSCommandOrApplication: $'''C:\\Wi
# Delete the temporary PNG file
File.Delete Files: TempFile
WebAutomation.CloseWebBrowser BrowserInstance: Browser
# Open the PDF using the default viewer
System.RunApplication.RunApplication ApplicationPath: $'''%TempFile%.pdf'
```

4.6.4.6 How To Compress PDFs Using Power Automate Desktop

The following Microsoft Power Automate Desktop flow shows how to compress a folder of PDFs in place using the Win2PDF Desktop command line compress command.



To use this "flow", copy the following into a new Power Automate Desktop flow:

```
# This sample demonstrates how to compress a folder of PDFs using the Win
Display.SelectFolder Description: $'''Select Folder to Compress''' IsTopM
Folder.GetFiles Folder: SelectedFolder FileFilter: $'''*.pdf''' IncludeSu
LOOP FOREACH CurrentItem IN Files
    /# Compress the PDF file in place using the Win2PDF compress command
C:\\Windows\\System32\\spool\\drivers\\x64\\3\\win2pdfd.exe compress "%Cu
    Scripting.RunDOSCommand.RunDOSCommand DOSCommandOrApplication: $'''C:
END
```

4.6.4.7 How To Encrypt PDFs Using Power Automate Desktop

The following Microsoft Power Automate Desktop flow shows how to encrypt a folder of PDFs in place using the Win2PDF Desktop command line encrypt command.

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To use this "flow", copy the following into a new Power Automate Desktop flow:

```
# This sample demonstrates how to encrypt a folder of PDFs using the Win2
Display.SelectFolder Description: $'''Select Folder to Encrypt''' IsTopMo
Folder.GetFiles Folder: SelectedFolder FileFilter: $'''*.pdf''' IncludeSu
LOOP FOREACH CurrentItem IN Files
    /# Encrypt the PDF file in place  and disable print, copy, and modify
C:\\Windows\\System32\\spool\\drivers\\x64\\3\\win2pdfd.exe encrypt "%Cur
    Scripting.RunDOSCommand.RunDOSCommand DOSCommandOrApplication: $'''C:
END
```

4.6.4.8 How To Rename PDFs based on File Contents Using Power Automate Desktop

The following Microsoft Power Automate Desktop flow shows how to rename a folder of PDFs in place using the Win2PDF Desktop command line getcontentsearch command. The flow searches the PDF files for a field named "INVOICE :", and then renames the PDF based on the text immediately following the "INVOICE :" field. You can configure the search field by changing the "SearchText" variable.

This flow requires Win2PDF 10.0.100 or above.

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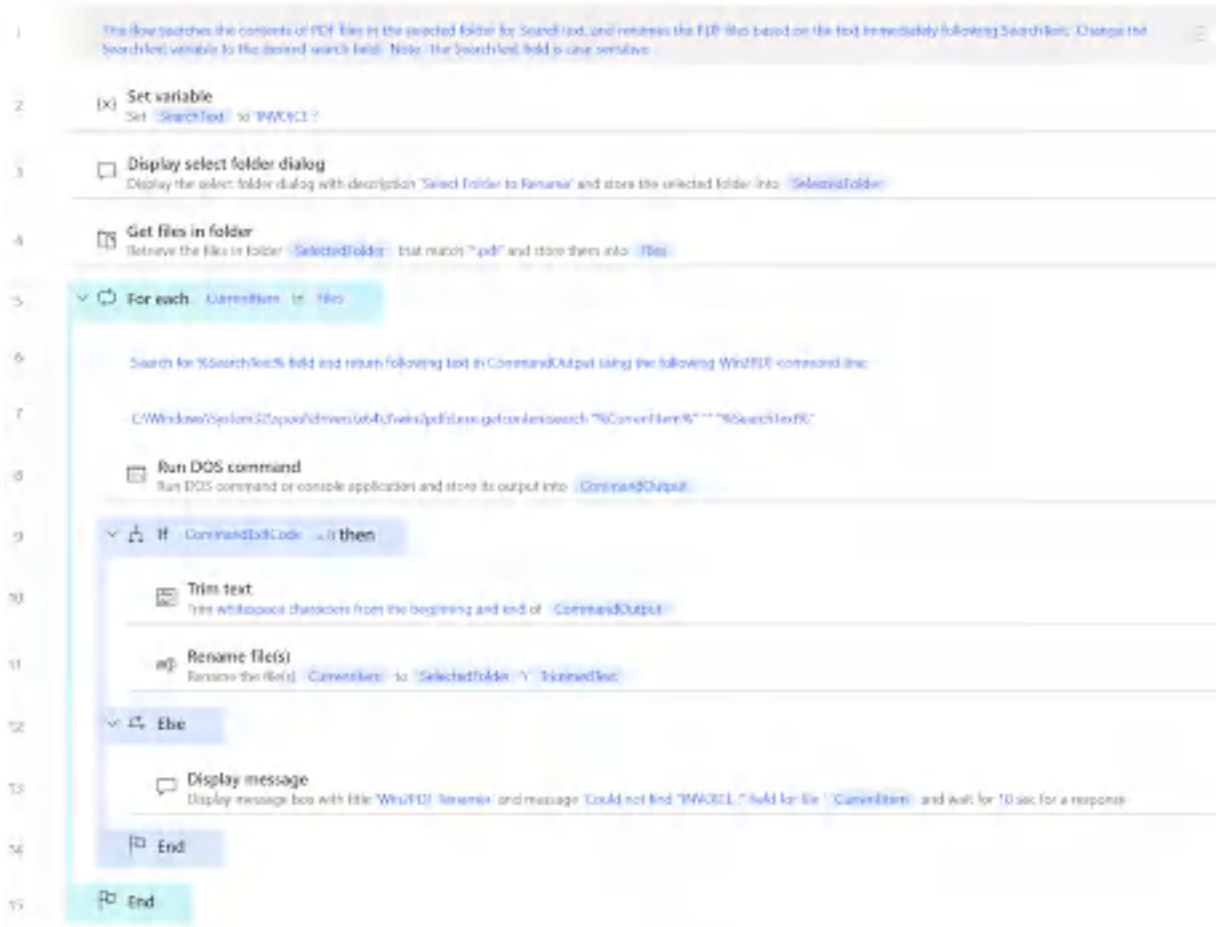

To use this "flow", copy the following into a new Power Automate Desktop flow:

```
# This flow searches the contents of PDF files in the selected folder for
SET SearchText TO $'''INVOICE :'''
Display.SelectFolder Description: $'''Select Folder to Rename''' IsTopMos
Folder.GetFiles Folder: SelectedFolder FileFilter: $'''*.pdf''' IncludeSu
LOOP FOREACH CurrentItem IN Files
# Search for %SearchText% field and return following text in CommandOutpu
# C:\Windows\System32\spool\drivers\x64\3\win2pdfd.exe getcontentsearch "
Scripting.RunDOSCommand.RunDOSCommand DOSCommandOrApplication: $'''C:\\Wi
IF CommandExitCode = 0 THEN
Text.Trim Text: CommandOutput TrimOption: Text.TrimOption.Both TrimmedTex
File.RenameFiles.Rename Files: CurrentItem NewName: $'''%SelectedFolder%\
ELSE
Display.ShowMessageDialog.ShowMessageWithTimeout Title: $'''Win2PDF Renam
END
END
```

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4.7 How to use the Win2PDF Mail Helper Utility

4.7.1 How to install the Win2PDF Mail Helper Utility

Note: In the latest version of Win2PDF, the **Win2PDF Mail Helper functionality has been incorporated in to the Win2PDF Desktop application** and is no longer required in most circumstances (See How to Mail a PDF).

The Win2PDF Mail Helper application is an optional SMTP mail client that integrates with Win2PDF and supports sending email with or without user interaction. This application can be downloaded from the Win2PDF support download site at:

https://helpdesk.win2pdf.com/index.php?/Knowledgebase/Article/View/189/15/win2pdf-mail-helper-download

After you have downloaded this file, double-click on it and it will install to your PC.

4.7.2 How to configure the Win2PDF Mail Helper Utility

Note: In the latest version of Win2PDF, **the Win2PDF Mail Helper functionality has been incorporated in to the Win2PDF Desktop application** and is no longer required in most circumstances (See Configure Win2PDF Mail for Microsoft Outlook (classic), Configure Win2PDF Mail for Microsoft Outlook (new), Configure Win2PDF Mail for Gmail, Configure Win2PDF Mail for Yahoo! Mail, Configure Win2PDF Mail for Mozilla Thunderbird, Configure Win2PDF Mail for Outlook.com, Configure Win2PDF Mail for a Custom SMTP Server).

You can open the Win2PDF Mail Helper Utility by going to:

Start -> Programs -> Win2PDF -> Win2PDF Mail Helper

(for Windows XP, Vista, and Windows 7, Windows 10, and Windows 11 users), or

by accessing the "Configure Win2PDF Mail Helper" start tile in Windows 8.

Once opened, the user interface will look like this:

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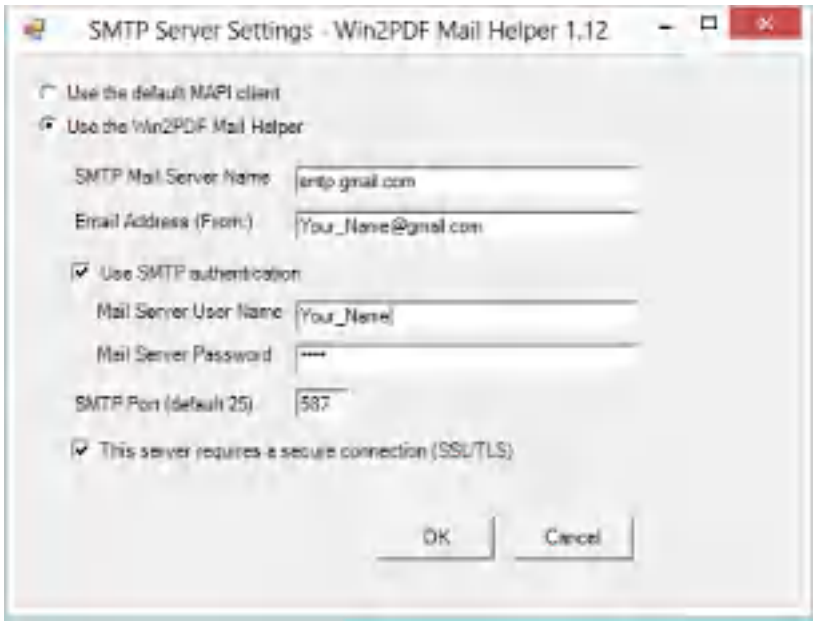

If "**Use the default MAPI client**" is selected, Win2PDF will send the email using the default email program (typically Microsoft Outlook, Windows Live Mail, Thunderbird, or other native Windows Mail application) installed on the computer. This is the default option.

If "**Use the Win2PDF Mail Helper**" is selected, Win2PDF will use the Win2PDF Mail Helper to send the email. This will bypass the default Windows email program on your PC like Outlook, Windows Live Mail, or Thunderbird.

To use the Win2PDF Mail Helper with **Gmail**, set the following:

- "**SMTP Mail Server Name**" set to "**smtp.gmail.com**"
- "**Use SMTP authentication**" is checked, and user name and password set using your Gmail email address including @gmail.com and password.
- "**SMTP Port**" set to "**587**", and
- "**This server requires a secure connection (SSL/TLS)**" should be checked.

To use the Win2PDF Mail Helper with **Yahoo Mail**, set the following:

- "**SMTP Mail Server Name**" set to "**smtp.mail.yahoo.com**".
- "**Use SMTP authentication**" is checked, and user name and password set using your Yahoo email address including @yahoo.com and password.

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- "**SMTP Port**" set to "**465**", and
- "**This server requires a secure connection (SSL/TLS)**" should be checked.

To use the Win2PDF Mail Helper with **Windows Live Hotmail or Outlook.com**, set the following:

- "**SMTP Mail Server Name**" set to "**smtp.live.com**"
- "**Use SMTP authentication**" is checked, and user name and password set using your Windows Live Hotmail email address including @live.com, @hotmail.com, or @outlook.com and password.
- "**SMTP Port**" set to "**587**", and
- "**This server requires a secure connection (SSL/TLS)**" should be checked.

4.8 How to print to PDF using Win2PDF in Microsoft Windows 8

4.8.1 How to install Win2PDF with Windows 8

Win2PDF 11 is available for download from our Win2PDF download page. This version of Win2PDF will support Windows 8 and Windows 8.1 on all Intel-based computers.

Currently, Win2PDF will not work with the **Windows 8 RT** version for **ARM**-based devices.

To install Win2PDF, download and run the Win2PDF setup program. After you run the setup program, you will have a new printer in the "Devices and Printers" folder named "**Win2PDF**".

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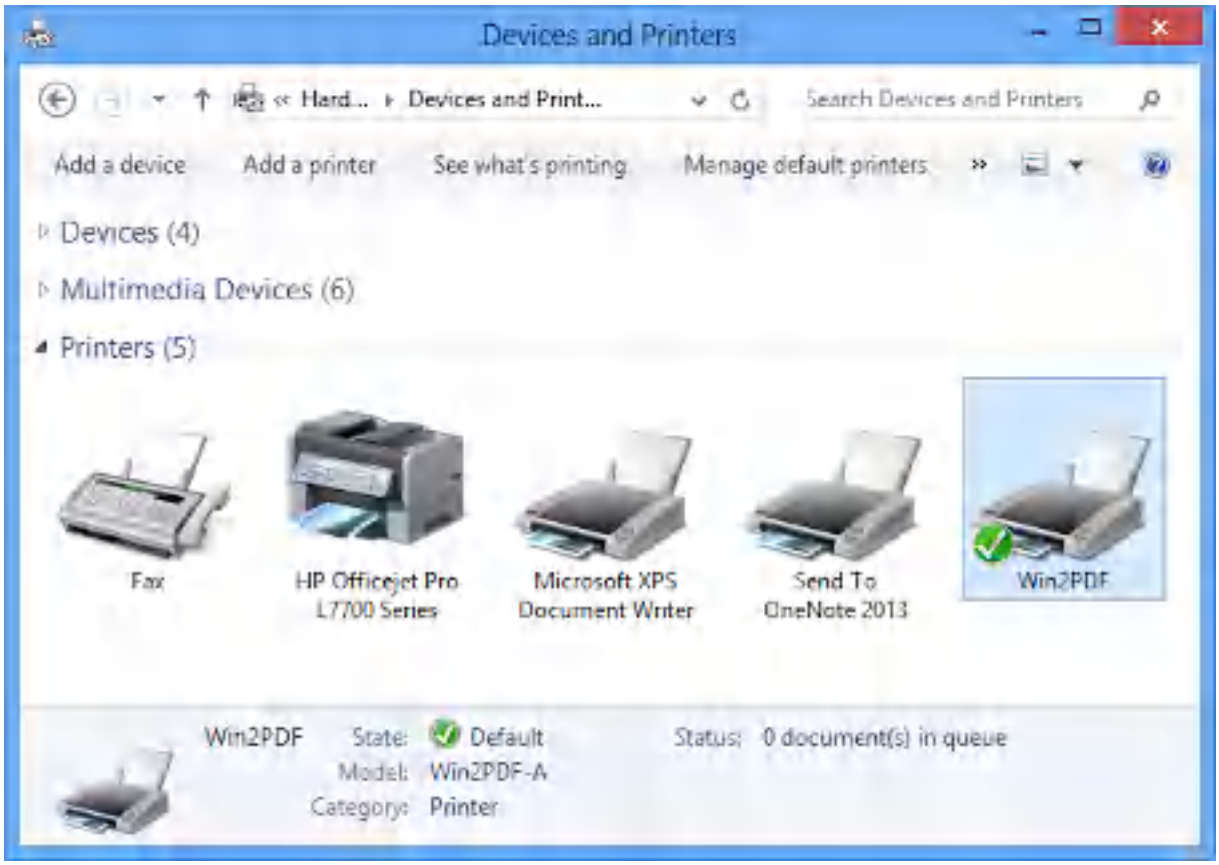

If you are evaluating Win2PDF, you can start creating PDF documents immediately. The evaluation version is fully functional, but every document will have an extra trailer page with Win2PDF product information. Also, a license reminder window will occasionally display. To evaluate Win2PDF or Win2PDF Pro without the trailer page, contact support@win2pdf.com for a 30 day demo license.

The Win2PDF Pro install program can only be downloaded after you purchase the product, and the download link will be included in your purchase receipt. If you already have Win2PDF evaluation version installed, you do not need to uninstall Win2PDF before running the Win2PDF Pro install program.

If you have purchased Win2PDF, you can enter your license code by following the instructions in "Entering the Win2PDF license code".

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4.8.2 How to license Win2PDF with Windows 8

To enter the license code on a Windows 8 PC or tablet you'll first need to find the "**Enter Win2PDF License**" app from the Windows 8 Start screen. You can either locate it visually as a tile on your Start screen, or you can use the Search charm to find this application. Here is a short video showing how the "Enter Win2PDF License" app is used to license your copy of Win2PDF.

How to license your copy of Win2PDF in Windows 8

Once you start the "**Enter Win2PDF License**" app, the following window will appear.

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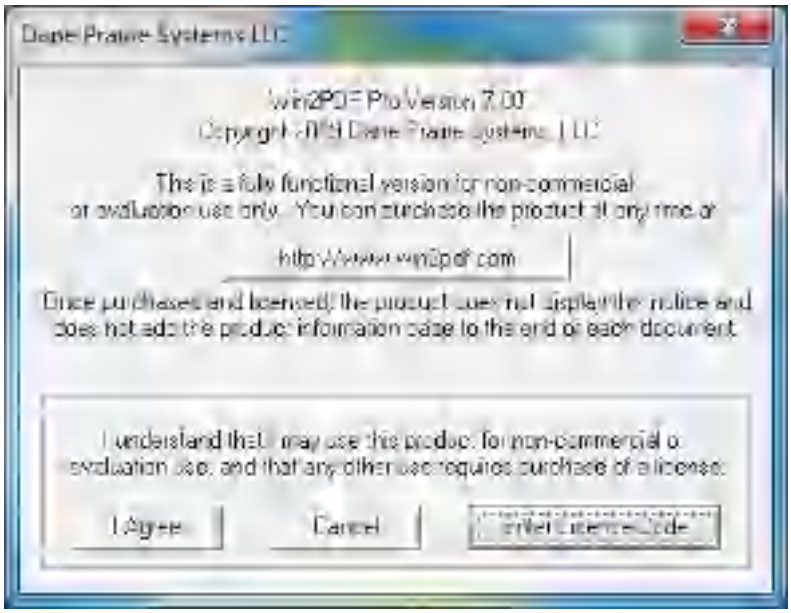

Click on the "**Enter license code**" button, and enter your name, company, and license code exactly as they are listed in your email receipt.

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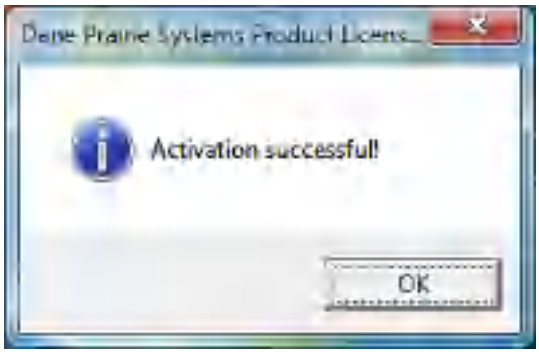
If you entered the information correctly, you should see a success message as follows.



New documents created by Win2PDF will no longer include the trailer page on each document.

4.8.3 How to print to a PDF file with a Windows 8 desktop app

Creating a PDF, XPS, TIFF, or SVG File from a Windows 8 or Windows 8.1 desktop application works the same as it did with Windows 7, Vista, or XP applications.

Here's a short video that shows Win2PDF creating a PDF file from a Windows 8 desktop app:

How to print to Win2PDF from Windows 8 desktop apps

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4.8.4 How to print to a PDF file from a Windows 8 style app

The key differences with printing to Windows 8 style apps are:

1. Printers are accessed as **Devices**, which can be found in the **Charm bar**. You can access the **Charm bar** by moving the cursor to the right side of the screen and swiping up in a Windows 8 style app.
2. From **Devices**, you choose the printer named '**Win2PDF**' and then print. Immediately after printing, you will receive a notification in the upper right corner of the screen. "*The printer requires your attention. Go to the desktop to take care of it.*"
3. Click on this notification. This will bring you to the desktop where you will see the normal Win2PDF file save window.
4. Then you can set the file name and save the PDF as you normally would. If you click 'View file' and your default PDF viewer is a Windows 8 style app such as Microsoft Reader, then it will open up back in the Windows 8 full screen interface.

Here's a short video that shows Win2PDF creating a PDF file from a Windows 8 style app:

How to print to Win2PDF from Windows 8 style apps

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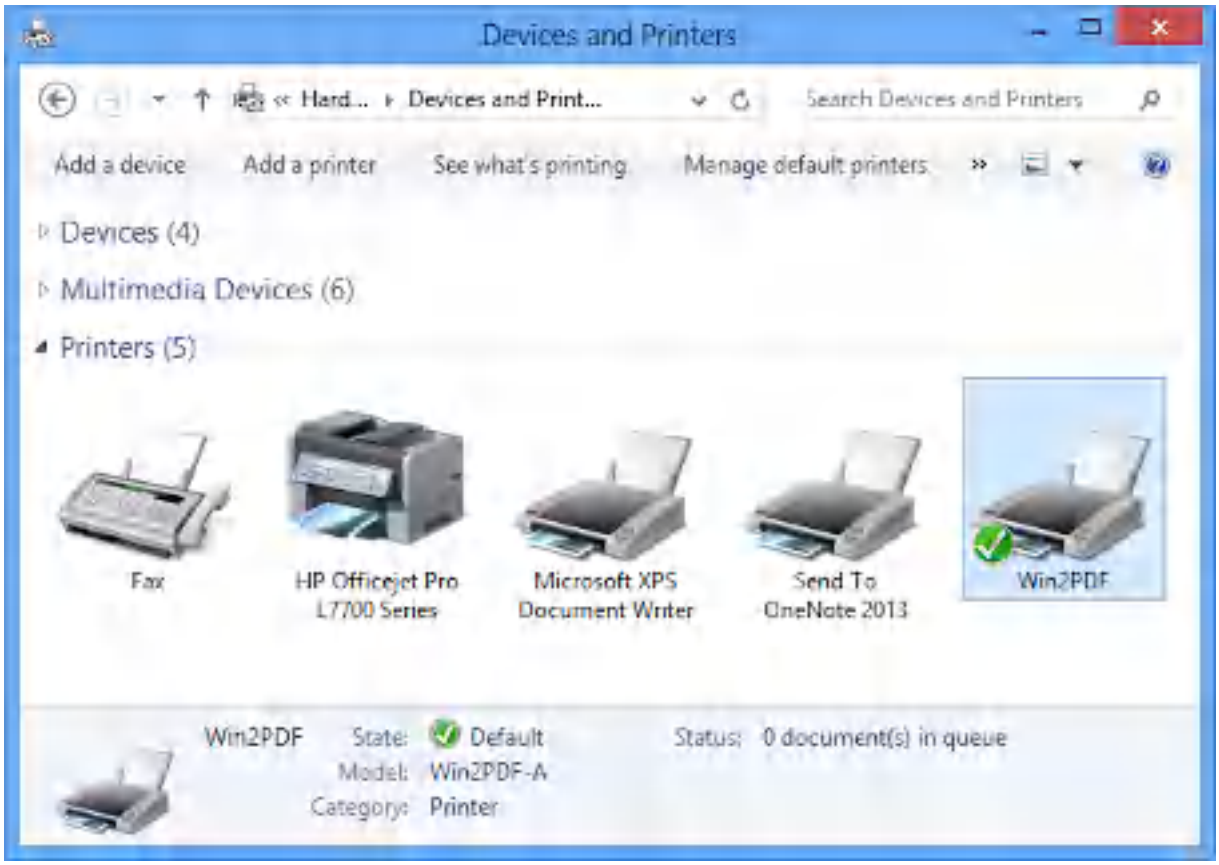
4.9 How to print to PDF using Win2PDF in Microsoft Windows 10

4.9.1 How to install Win2PDF with Windows 10

Win2PDF 11 is available for download from our Win2PDF download page. This version of Win2PDF will support Windows 10 on all computers and tablets.

To install Win2PDF, download and run the Win2PDF setup program. After you run the setup program, you will have a new printer in the "Devices and Printers" folder named "**Win2PDF**".



If you are evaluating Win2PDF, you can start creating PDF documents immediately. The evaluation version is fully functional, but every document will have an extra trailer page with Win2PDF product information. Also, a license reminder window will occasionally display. To evaluate Win2PDF or Win2PDF Pro without the trailer page, contact support@win2pdf.com for a 30 day demo license.

The Win2PDF Pro install program can only be downloaded after you purchase the product, and the download link will be included in your

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purchase receipt. If you already have Win2PDF evaluation version installed, you do not need to uninstall Win2PDF before running the Win2PDF Pro install program.

If you have purchased Win2PDF, you can enter your license code by following the instructions in "Entering the Win2PDF license code".

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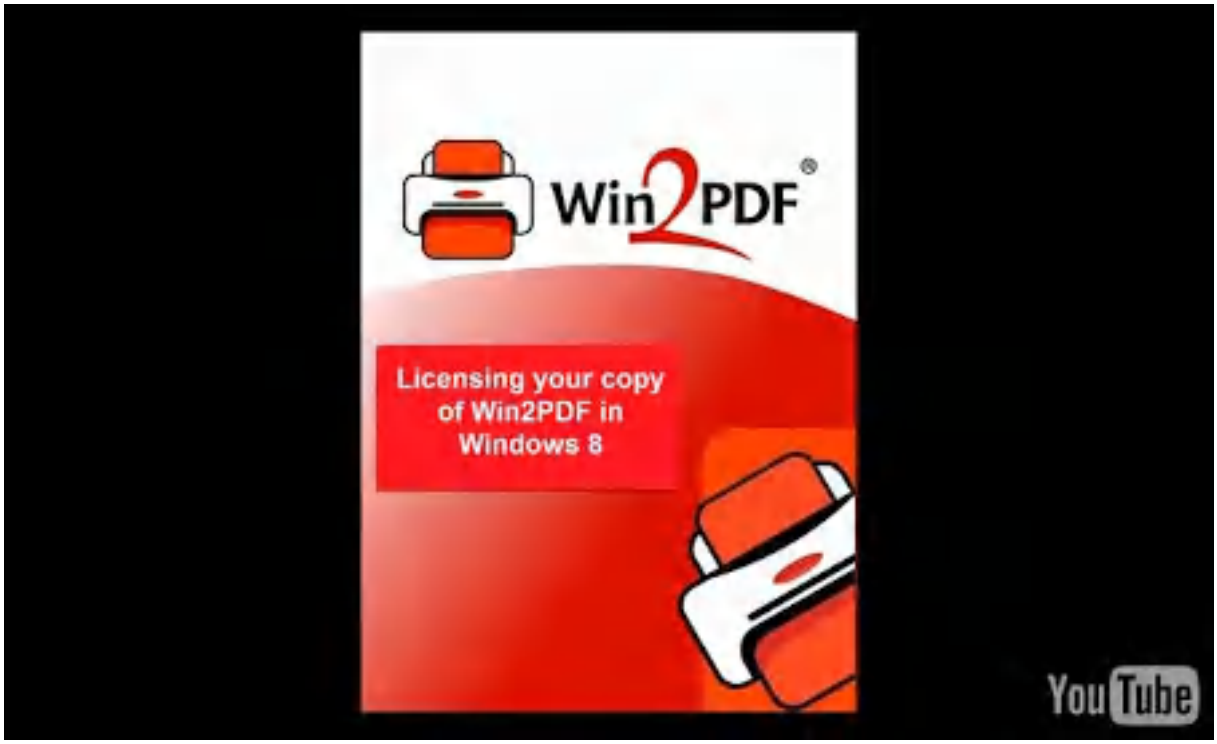
4.9.2 How to license Win2PDF with Windows 10

To enter the license code on a Windows 10 PC or tablet you'll first need to find the "**Enter Win2PDF License**" app from the Windows 10 Start screen. You can either locate it visually as a tile on your Start screen, or you can use the Search charm to find this application. Here is a short video showing how the "Enter Win2PDF License" app is used to license your copy of Win2PDF.



How to license your copy of Win2PDF in Windows 8

Once you start the "**Enter Win2PDF License**" app, the following window will appear.

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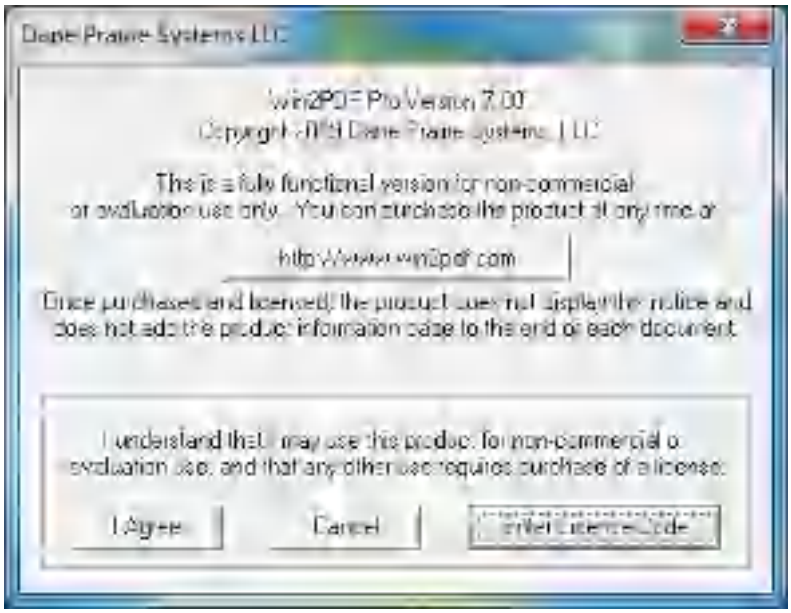

Click on the "**Enter license code**" button, and enter your name, company, and license code exactly as they are listed in your email receipt.

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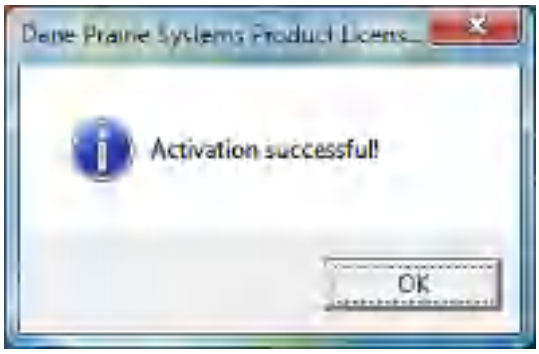
If you entered the information correctly, you should see a success message as follows.



New documents created by Win2PDF will no longer include the trailer page on each document.

4.9.3 How to create a PDF using Win2PDF Print to PDF in Windows 10

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a PDF file using Win2PDF

To create a PDF document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF print to PDF file save window pops up, allowing you to choose a name and location for the PDF as shown below:

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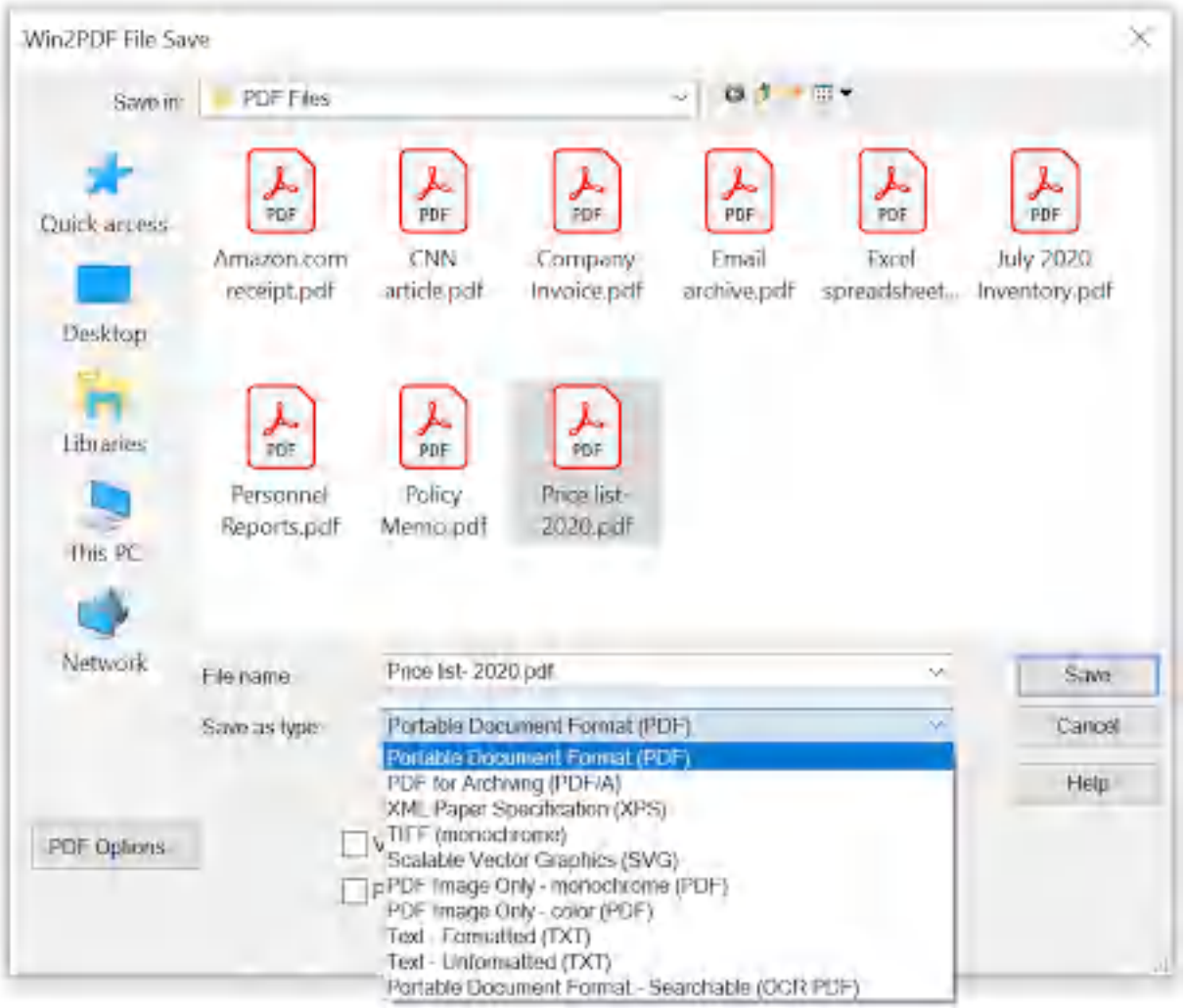

Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"Portable Document Format (PDF)"** format from the "Save as type:" options. Win2PDF print to PDF also supports the following formats:

- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- XPS - XML Paper Specification
- TIFF (monochrome) - Tagged Image File Format
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

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You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a PDF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

4.9.4 How to view a file after using Win2PDF print to PDF in Windows 10

To view a PDF file after using the Win2PDF Print to PDF instead of the Microsoft Print to PDF feature, just select the **'View file'** option on the Win2PDF file save window.

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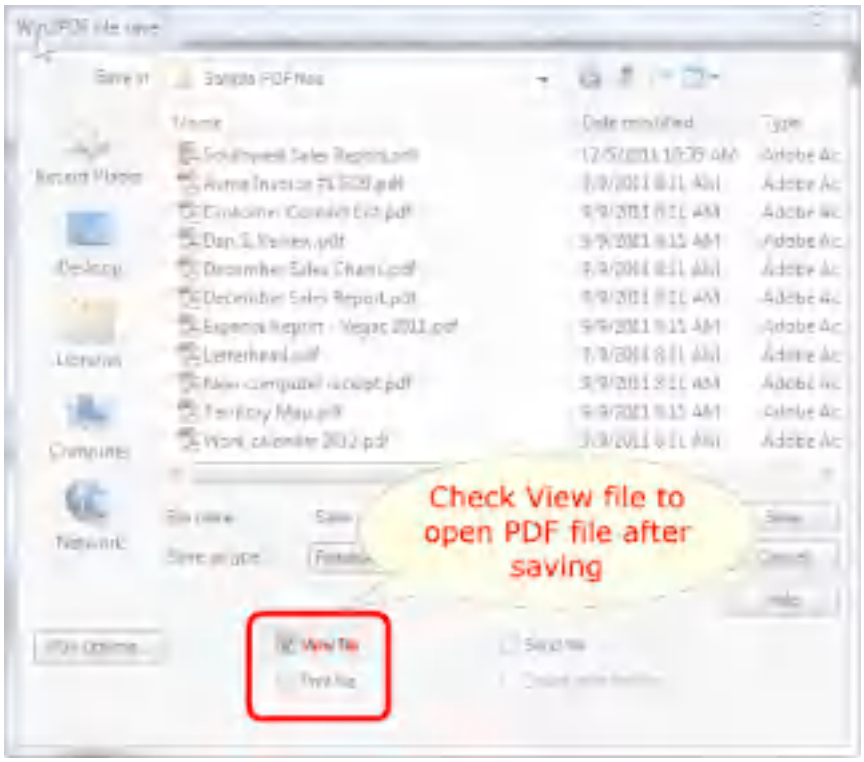

When you save the PDF file, the file will automatically be opened with your default PDF viewer application, which is typically the new Microsoft Edge browser for Windows 10. Alternately, it may be the Adobe Reader software if that has been installed and configured as the default PDF viewer.

4.9.5 How to print a file after using Win2PDF print to PDF in Windows 10

To print a copy of the PDF file to a paper printer after creating it, just select the **'Print file'** option on the Win2PDF file save window.

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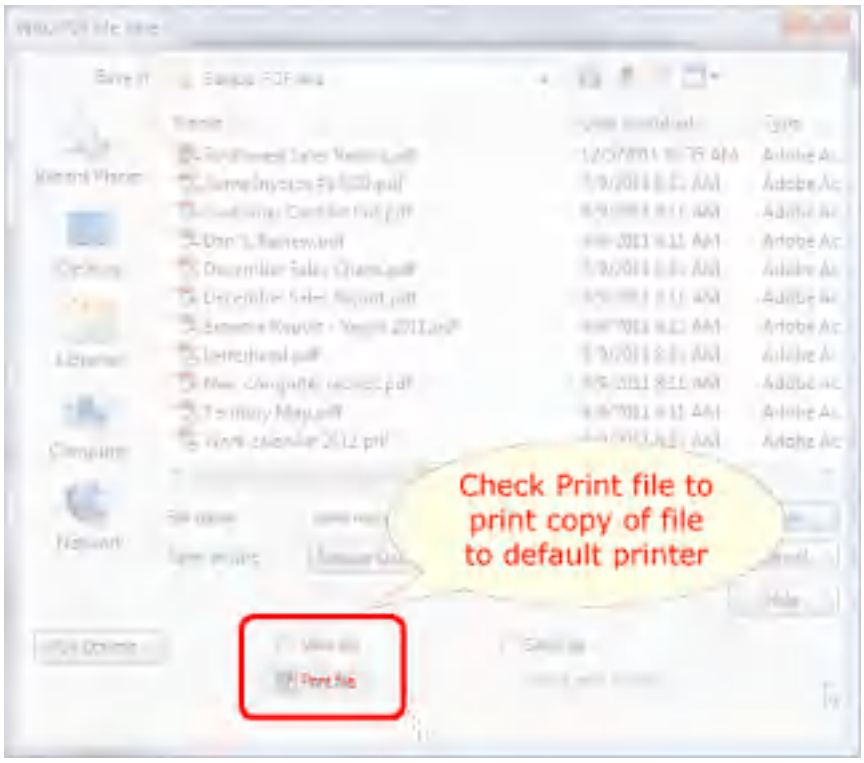
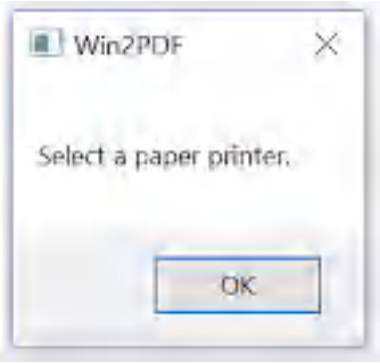


When you check the "Print file" option, the you will be prompted to select a paper printer.



Select the paper printer where you want the hard copy sent.

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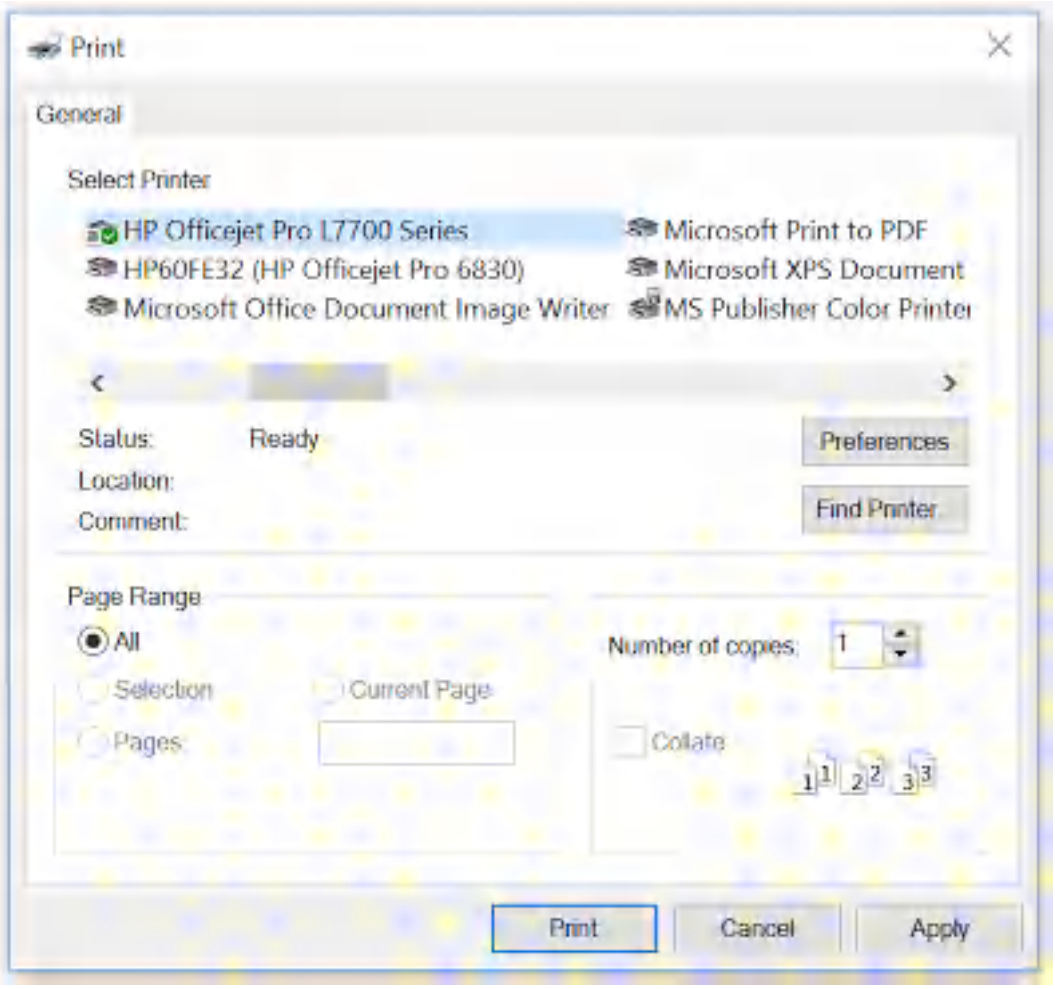

When you save the PDF file, the file will automatically be sent to your selected printer.

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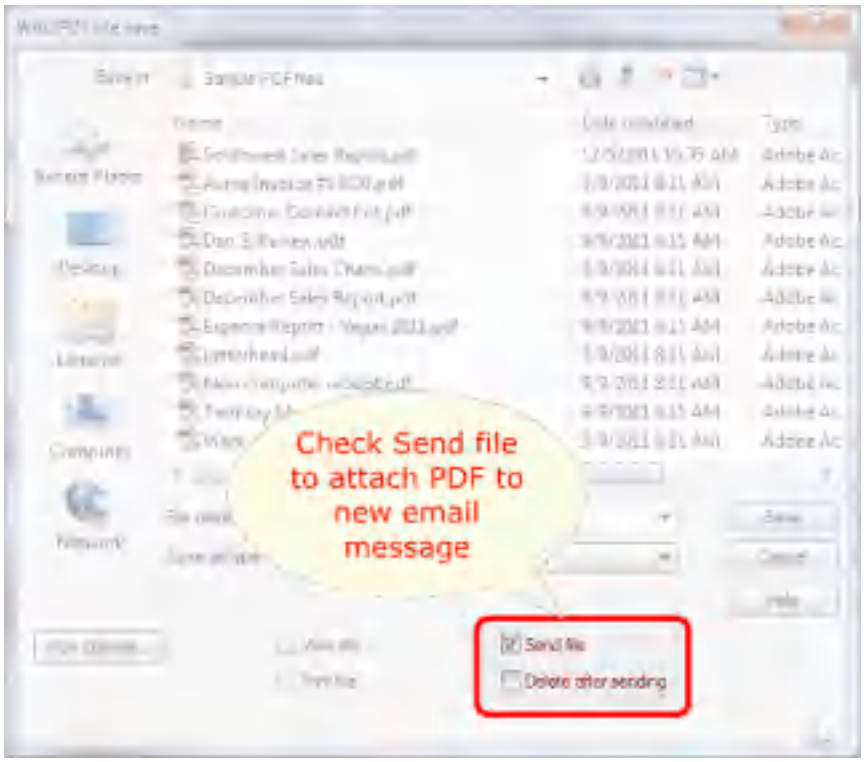
How to print a hard copy to a paper printer when saving a PDF file using the Win2PDF printer

4.9.6 How to email a file after using Win2PDF print to PDF in Windows 10

To email the PDF file after creating it with the Win2PDF Print to PDF printer, select the **'Send file'** option on the Win2PDF file save window.



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When the file is saved, it will automatically be attached as a new PDF file to your default MAPI e-mail client (e.g. Microsoft Outlook). You can then address the e-mail and send it as a file attachment.

You can also configure Win2PDF to send a PDF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.

If the **'Delete after sending'** option is checked, the PDF file will be deleted from your hard disk after the e-mail has been sent.

4.9.7 How to create a PDF/A file using Win2PDF print to PDF in Windows 10

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a PDF/A file using Win2PDF

To create a PDF/A document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF print to PDF file save window pops up, allowing you to choose a name and location for the PDF/A as shown below:

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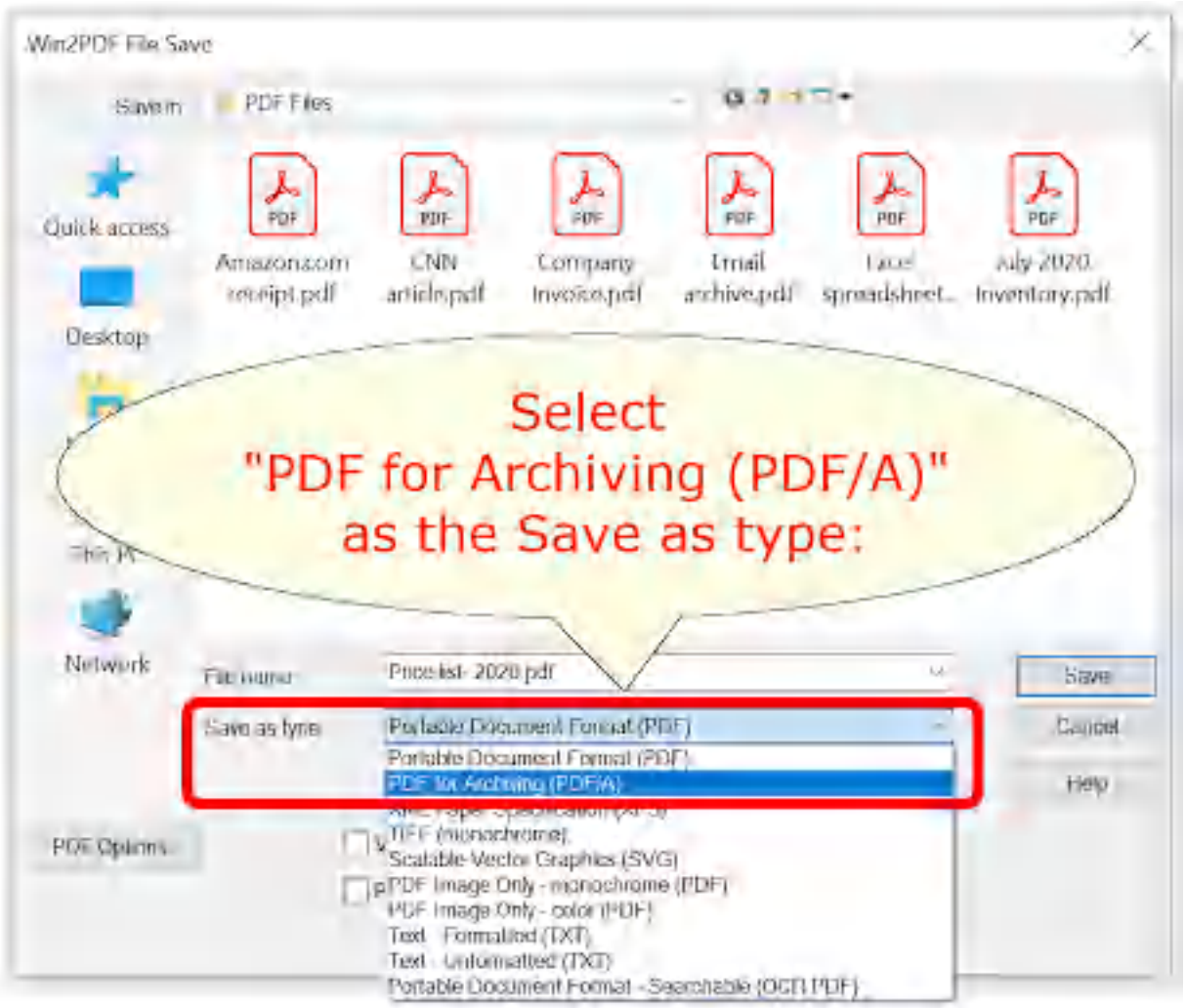

Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"PDF for Archiving (PDF/A)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- XPS - XML Paper Specification
- TIFF (monochrome) - Tagged Image File Format
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

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- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a PDF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

4.9.8 How to create an XPS file using Win2PDF in Windows 10

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a XML Paper Specification (XPS) file using Win2PDF

To create an XML Paper Specification (XPS) document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF file save window pops up, allowing you to choose a name and location for the XPS as shown below:

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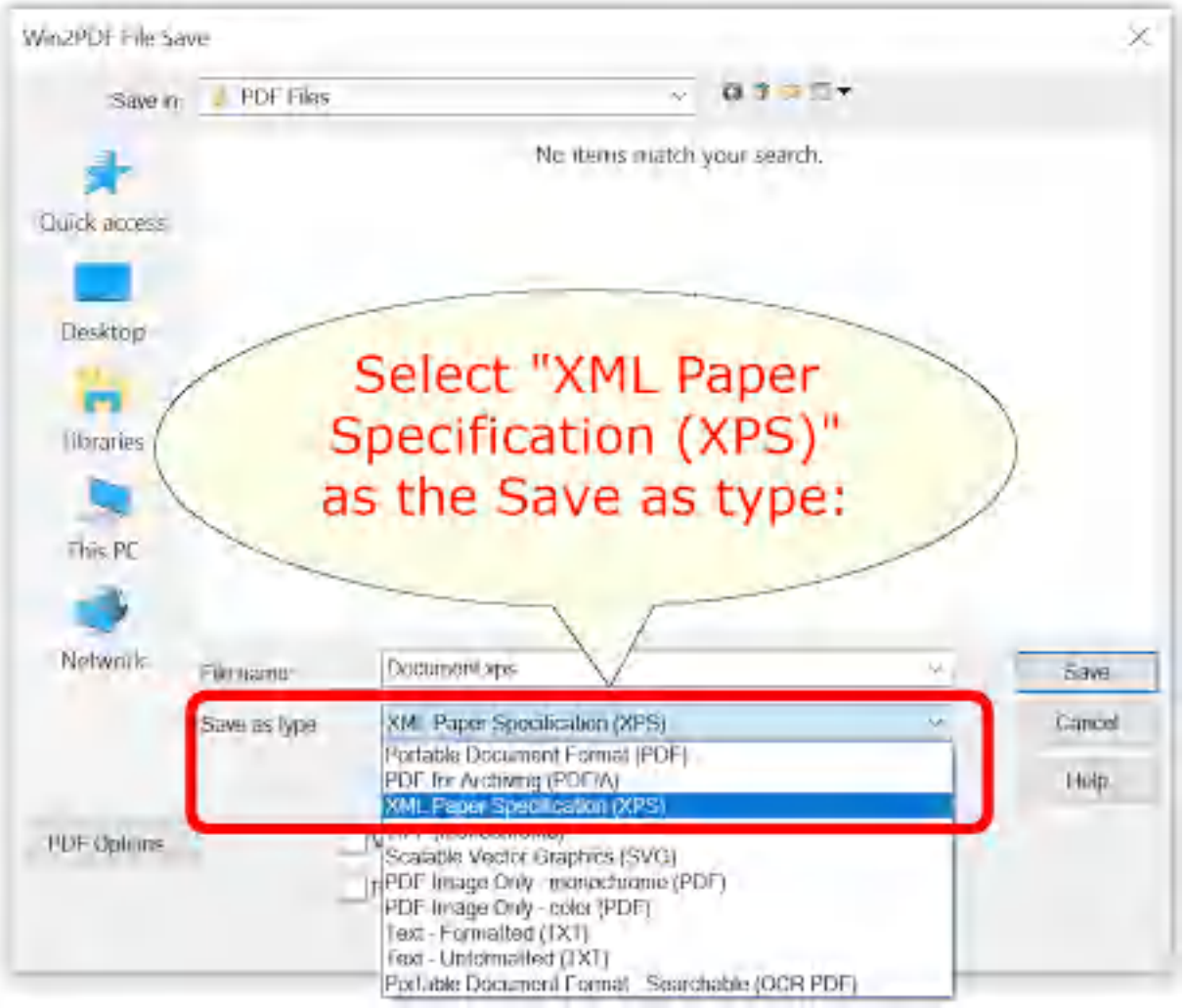

Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"XML Paper Specification (XPS)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- TIFF (monochrome) - Tagged Image File Format
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

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You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send an XPS using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

4.9.9 How to create a TIFF file using Win2PDF in Windows 10

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a TIFF file using

To create a TIFF document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF file save window pops up, allowing you to choose a name and location for the TIFF as shown below:

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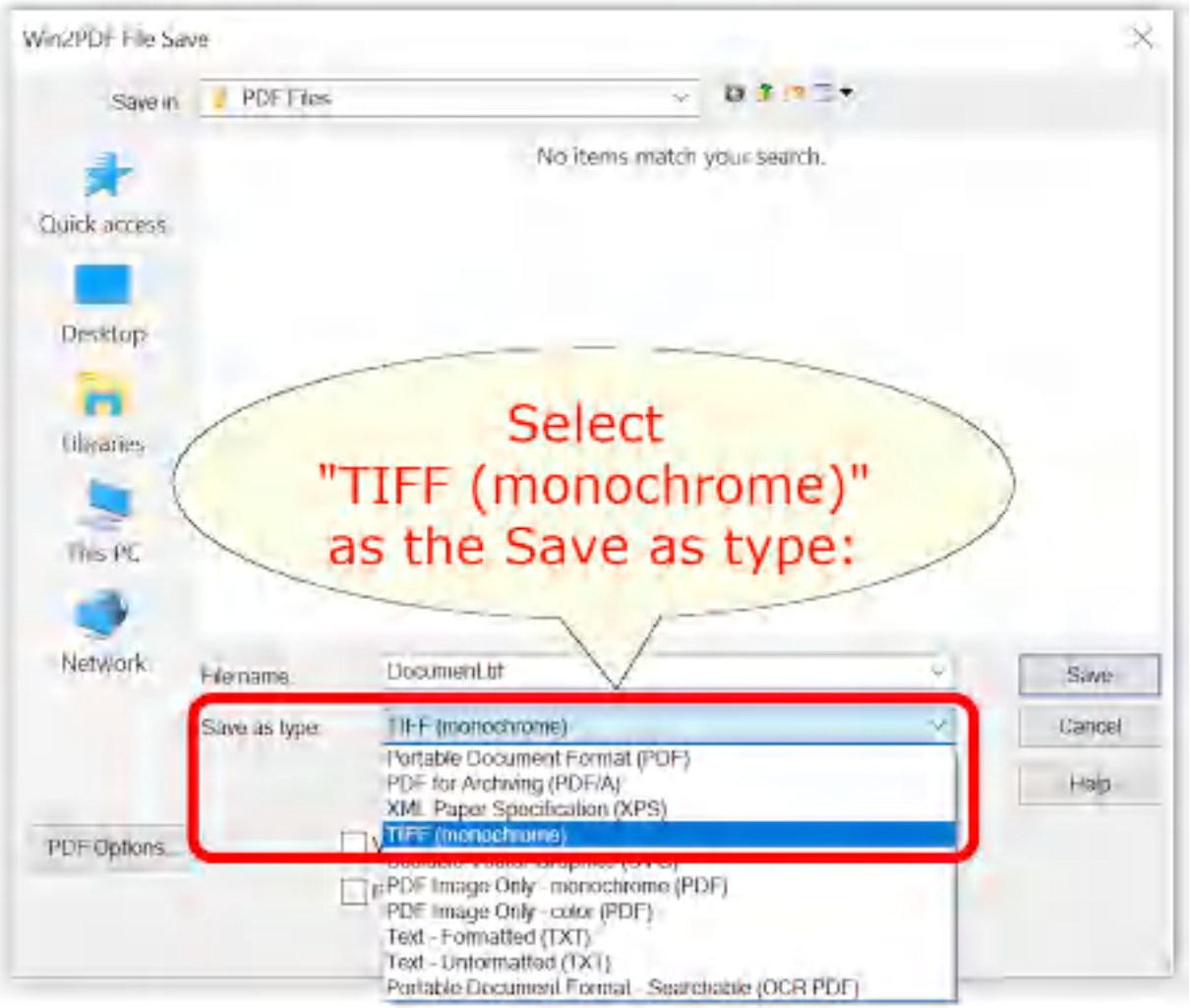

Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"TIFF (monochrome)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- XPS - XML Paper Specification
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

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You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a TIFF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

4.9.10 How to create a SVG file using Win2PDF in Windows 10

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a SVG file using Win2PDF

To create an SVG document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF file save window pops up, allowing you to choose a name and location for the SVG as shown below:

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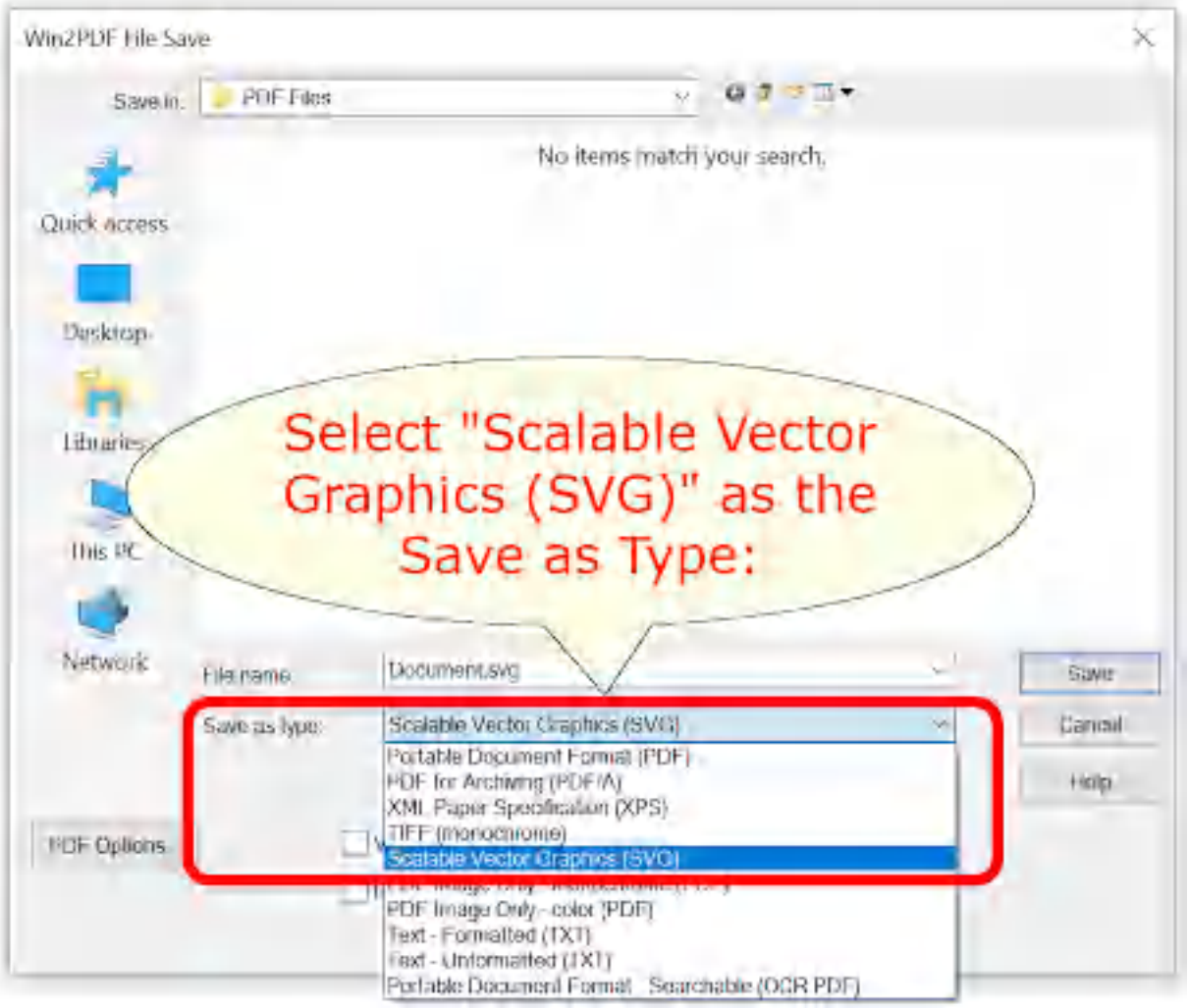

Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"Scalable Vector Graphics (SVG)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- XPS - XML Paper Specification
- TIFF (monochrome) - Tagged Image File Format
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

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You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send an XPS using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

4.9.11 How to create a non-searchable (image only) PDF file using Win2PDF print to PDF in Windows 10

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a PDF Image Only file using Win2PDF

To create a PDF Image Only document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer

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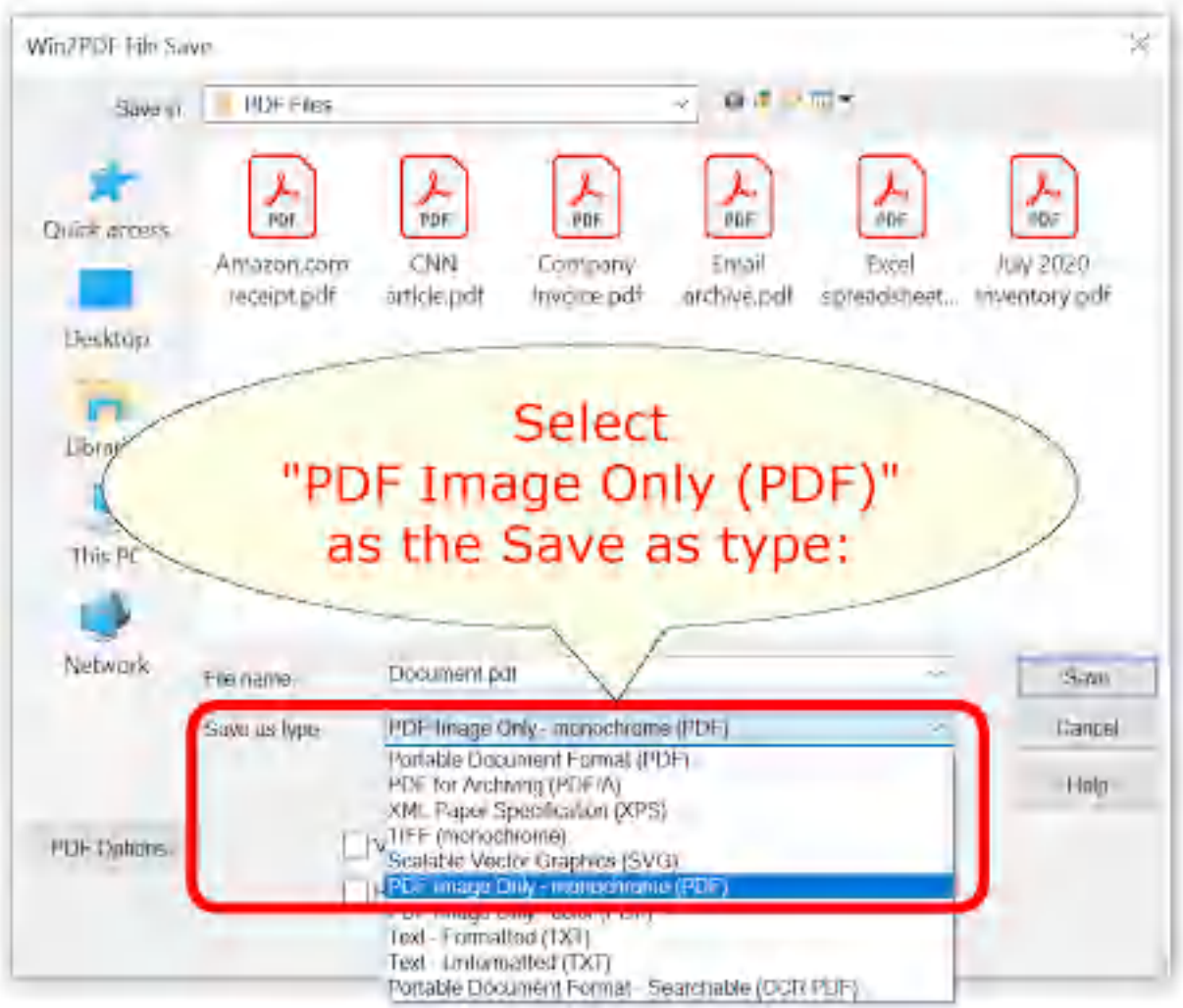
- The Win2PDF file save window pops up, allowing you to choose a name and location for the PDF as shown below:



Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"PDF for Image Only - monochrome (PDF)"** or **"PDF for Image Only - color (PDF)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- XPS - XML Paper Specification
- TIFF (monochrome) - Tagged Image File Format
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color

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- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a PDF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

4.9.12 How to automatically name PDF files using Win2PDF print to PDF in Windows 10

Win2PDF and Win2Image can be configured to automatically name files and skip the file save window. There are 3 ways to configure this:

1. You can run the "**Configure Win2PDF Auto-Name**" shortcut from the Windows Start menu.

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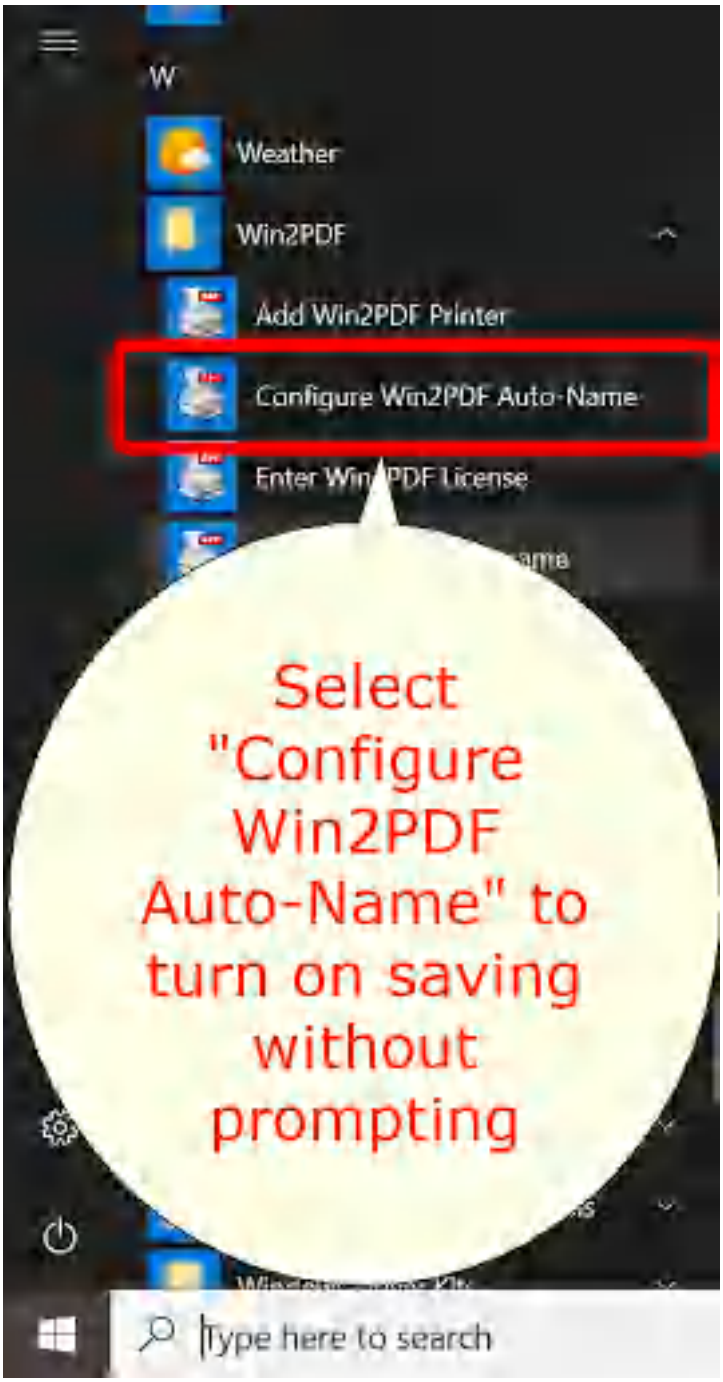

Start Menu Configure Win2PDF Auto-Name

2. You can open "Configure Win2PDF Auto-Name" from the "Auto-Name" menu of the Win2PDF Desktop App.

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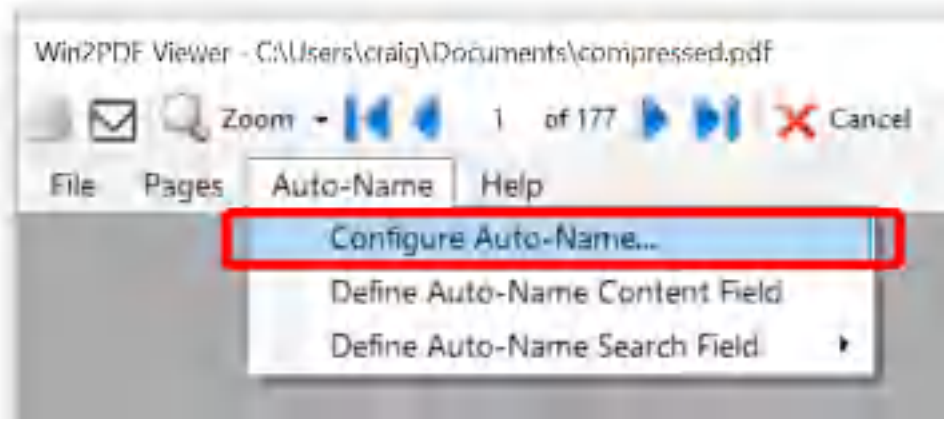

Win2PDF Desktop Open Configure Win2PDF Auto-Name

3. You can print to the Win2PDF printer, and open the "Document" tab of PDF Options when you print to the Win2PDF printer.

Options 1 and 2 will display the following window:

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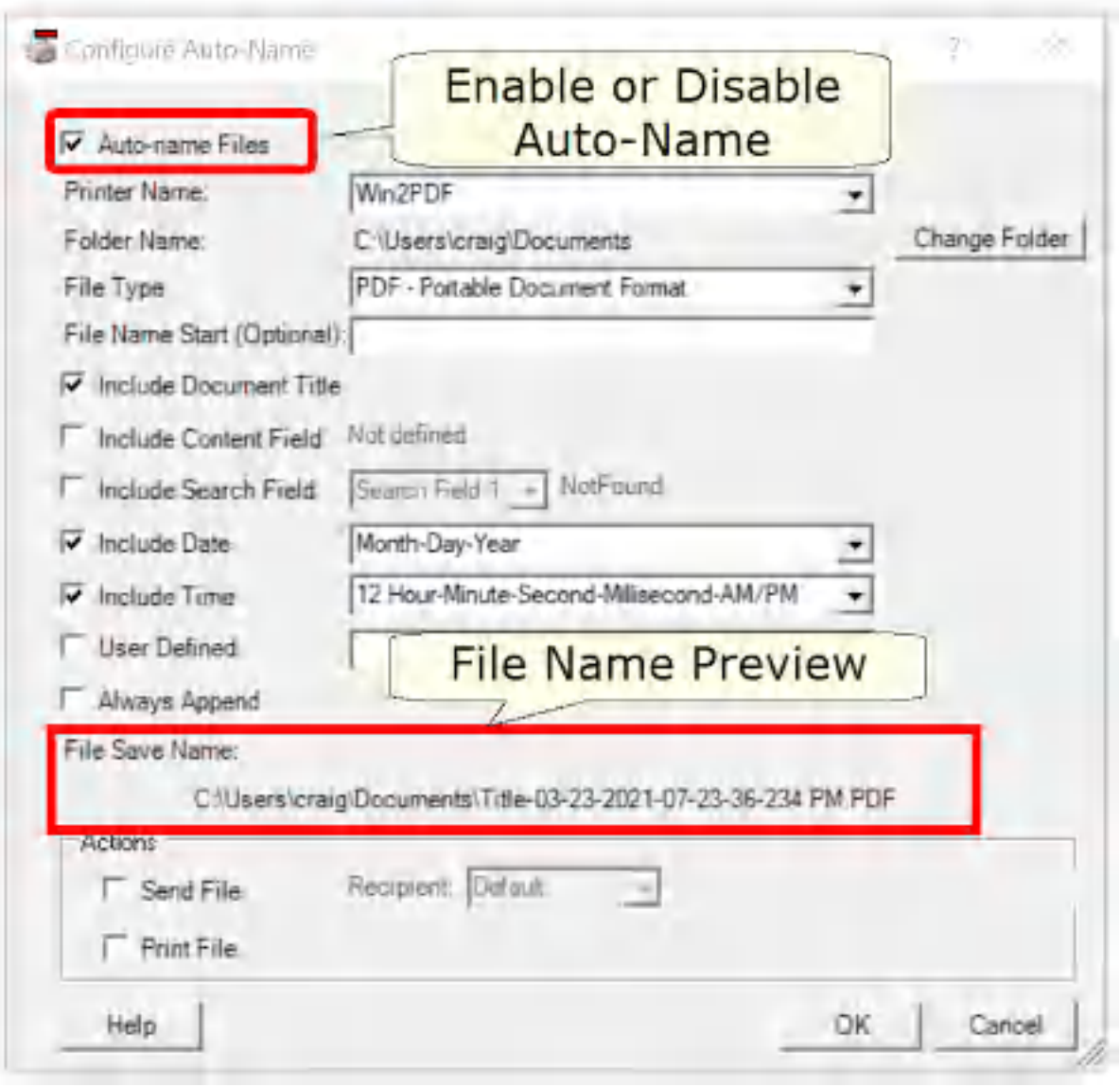

Win2PDF Desktop Configure Auto-Name

Checking the "Auto-name Files" option enables the auto-name feature for the printer selected under "Printer Name". To turn off the auto-name feature and configure Win2PDF to display a file save window, un-check the "Auto-name Files" option.

You can configure the naming options by checking options. The "File Save Name" preview will automatically update as you enable and disable options to show an example file name.

The available naming options are:
Auto-name: Printer Name

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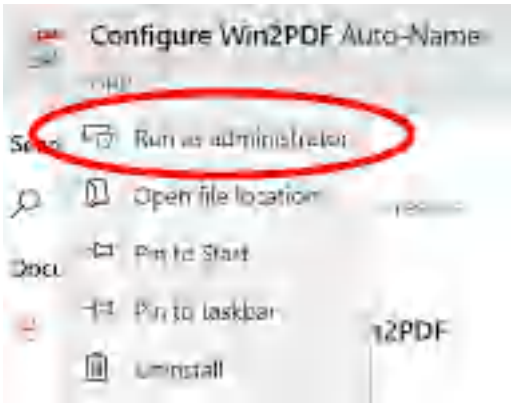
Auto-name: Folder Name
Auto-name: File Type
Auto-name: File Name Start
Auto-name: Include Document Title
Auto-name: Include Content Field
Auto-name: Include Search Field
Auto-name: Include Date
Auto-name: Include Time
Auto-name: User Defined
Auto-name: Always Append
Auto-name Actions: Send File
Auto-name Actions: Print File

If you previously configured Auto-Name through the "Document" tab of PDF Options, the settings will be reflected in the Configure Win2PDF Auto-Name window.

The auto-name configuration is stopped if you hold down the shift key while printing to the Win2PDF printer. If you are printing to Win2PDF in the background while typing in another program, you may accidentally stop the auto-name if you press the shift key. If you want to prevent this from happening, you can use the Win2PDF Admin Utility "Troubleshooting" option to "Disable Auto-Name Shift Key check".

The auto-name settings in this window only apply to the currently logged in user. Administrators can enable Auto-Name for all users by right clicking on the "Configure Auto-Name" shortcut and select "Run As Administrator".



Configure Win2PDF Auto-name for all users

The "Configure Win2PDF Auto-Name" window title should display "all users".

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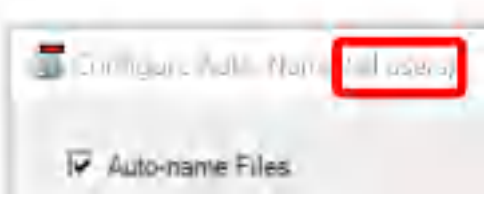


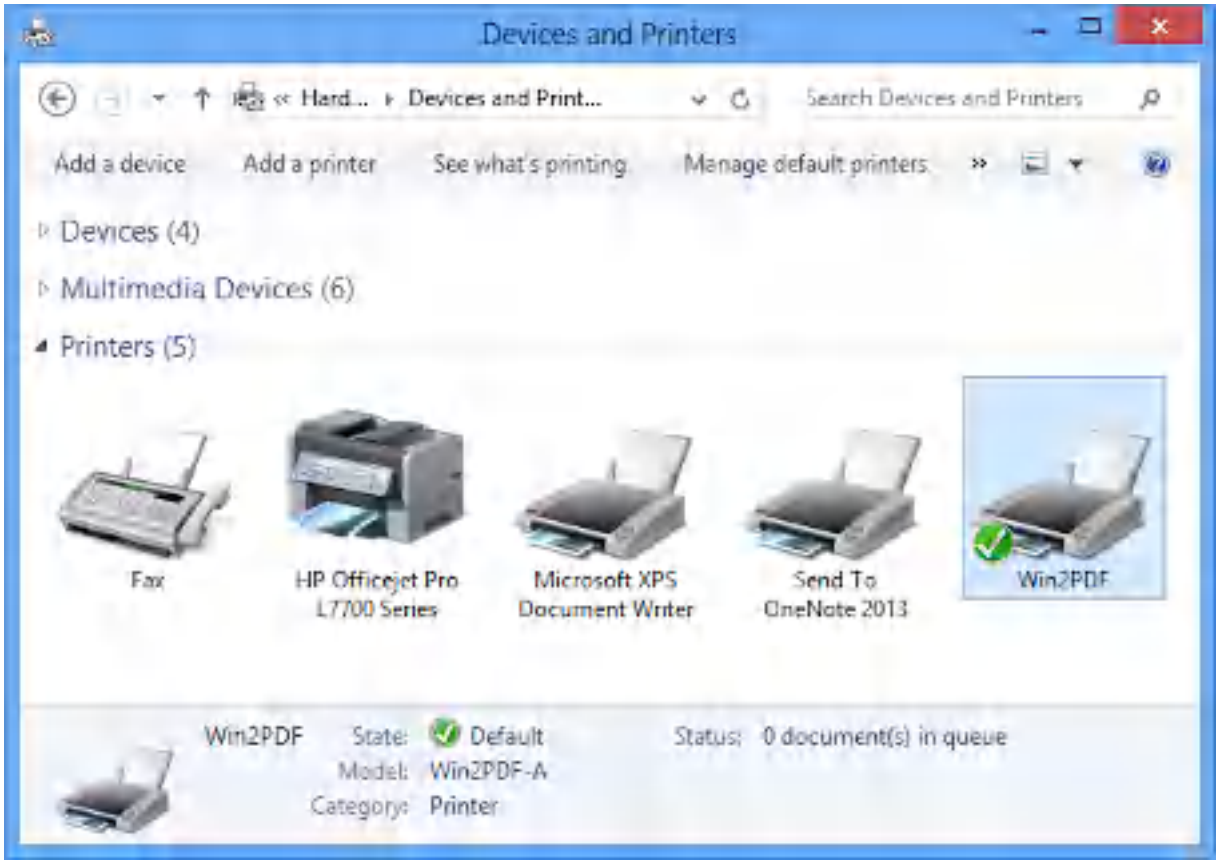
4.10 How to print to PDF using Win2PDF in Microsoft Windows 11

4.10.1 How to install Win2PDF with Windows 11

Win2PDF is available for download from our Win2PDF download page. This version of Win2PDF will support Windows 11 on all computers and tablets.

The Win2PDF for Windows on Arm download should be used for Windows 11 computers and laptops that use ARM or Qualcomm Snapdragon X processors.

To install Win2PDF, download and run the Win2PDF setup program. After you run the setup program, you will have a new printer in the "Devices and Printers" folder named "**Win2PDF**".



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If you are evaluating Win2PDF, you can start creating PDF documents immediately. The evaluation version is fully functional, but every document will have an extra trailer page with Win2PDF product information. Also, a license reminder window will occasionally display. To evaluate Win2PDF or Win2PDF Pro without the trailer page, contact support@win2pdf.com for a 30 day demo license.

The Win2PDF Pro install program can only be downloaded after you purchase the product, and the download link will be included in your purchase receipt. If you already have Win2PDF evaluation version installed, you do not need to uninstall Win2PDF before running the Win2PDF Pro install program.

If you have purchased Win2PDF, you can enter your license code by following the instructions in "Entering the Win2PDF license code".

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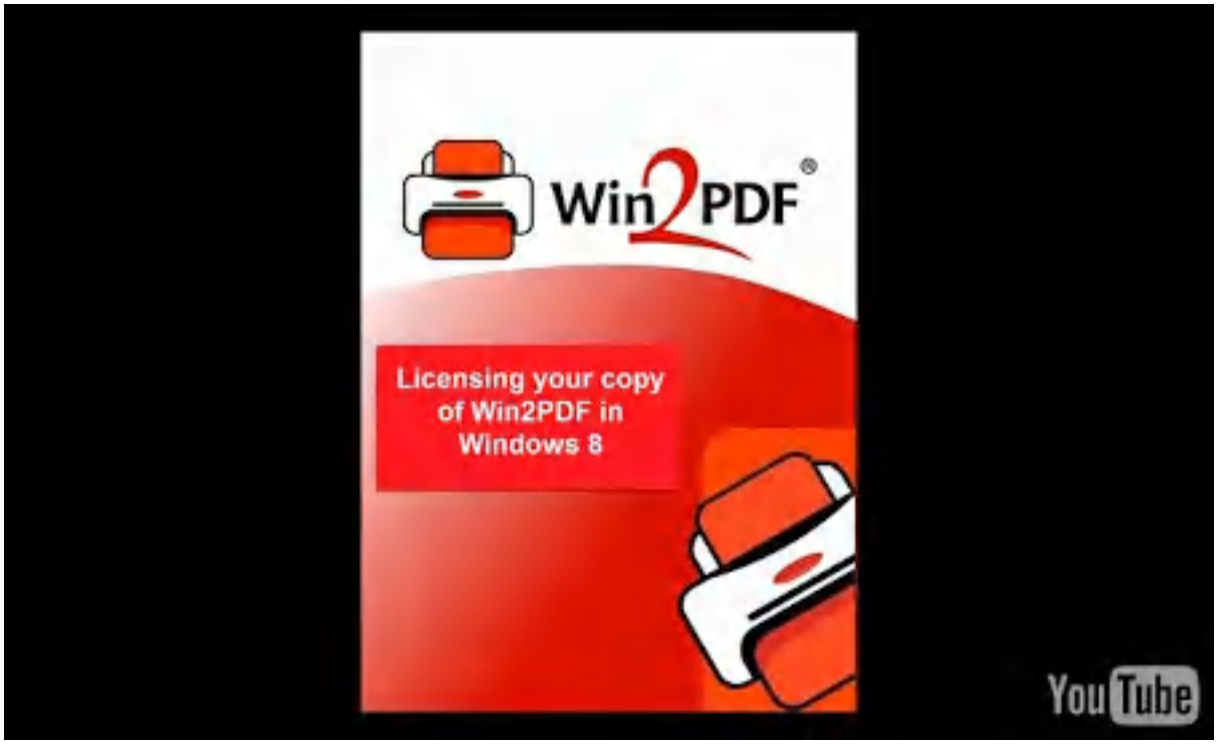
4.10.2 How to license Win2PDF with Windows 11

To enter the license code on a Windows 11 PC or tablet you'll first need to find the "**Enter Win2PDF License**" app from the Windows 11 Start screen. You can either locate it visually as a tile on your Start screen, or you can use the Search menu to find this application. Here is a short video showing how the "Enter Win2PDF License" app is used to license your copy of Win2PDF.



How to license your copy of Win2PDF in Windows 8

Once you start the "**Enter Win2PDF License**" app, the following window will appear.

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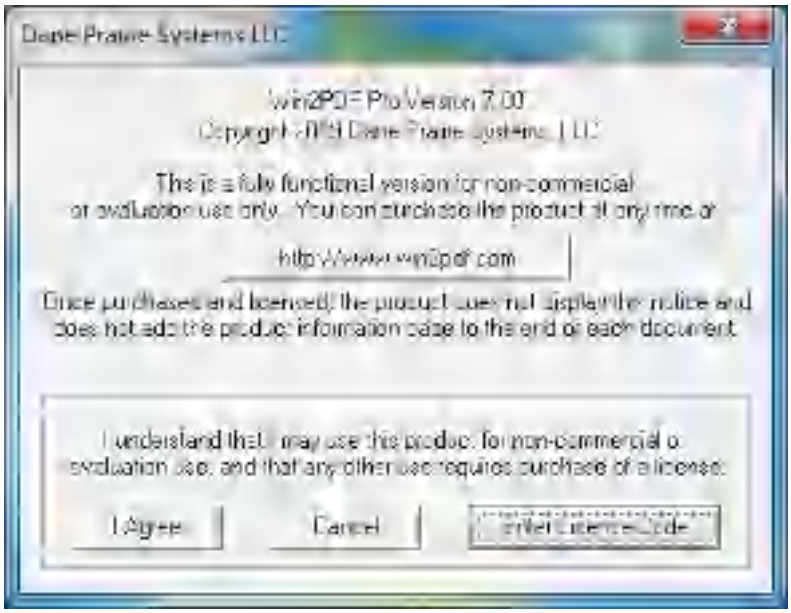

Click on the "**Enter license code**" button, and enter your name, company, and license code exactly as they are listed in your email receipt.

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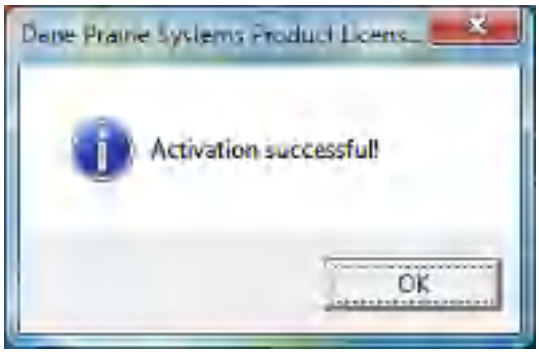
If you entered the information correctly, you should see a success message as follows.



New documents created by Win2PDF will no longer include the trailer page on each document.

4.10.3 How to create a PDF using Win2PDF Print to PDF in Windows 11

The Win2PDF setup program creates a printer in the Windows 11 "Devices and Printers" folder named Win2PDF.

How to Create a PDF file using Win2PDF

To create a PDF document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF print to PDF file save window pops up, allowing you to choose a name and location for the PDF as shown below:

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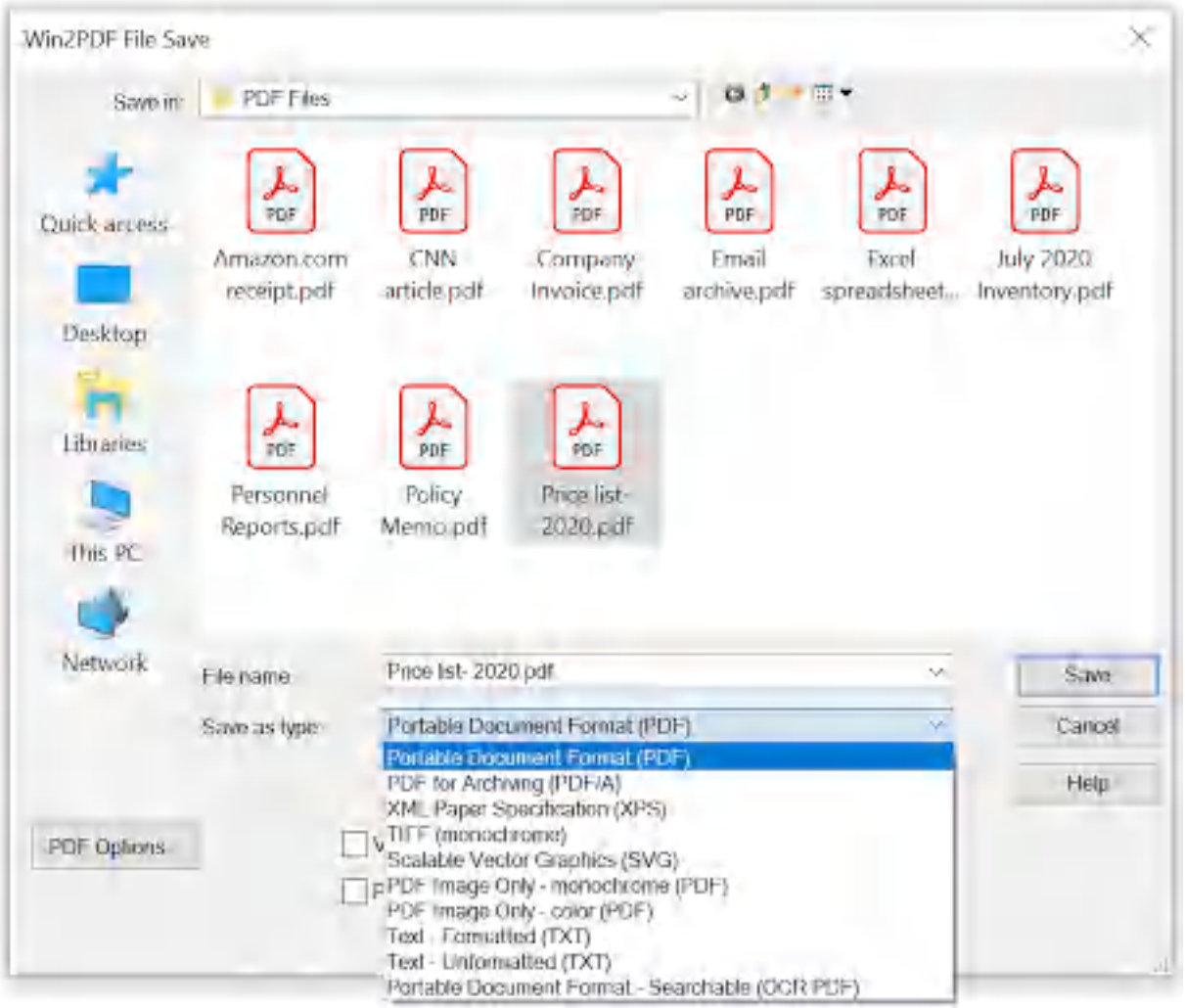

Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"Portable Document Format (PDF)"** format from the "Save as type:" options. Win2PDF print to PDF also supports the following formats:

- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- XPS - XML Paper Specification
- TIFF (monochrome) - Tagged Image File Format
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

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You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a PDF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

4.10.4 How to view a file after using Win2PDF print to PDF in Windows 11

To view a PDF file after using the Win2PDF Print to PDF instead of the Microsoft Print to PDF feature, just select the **'View file'** option on the Win2PDF file save window.

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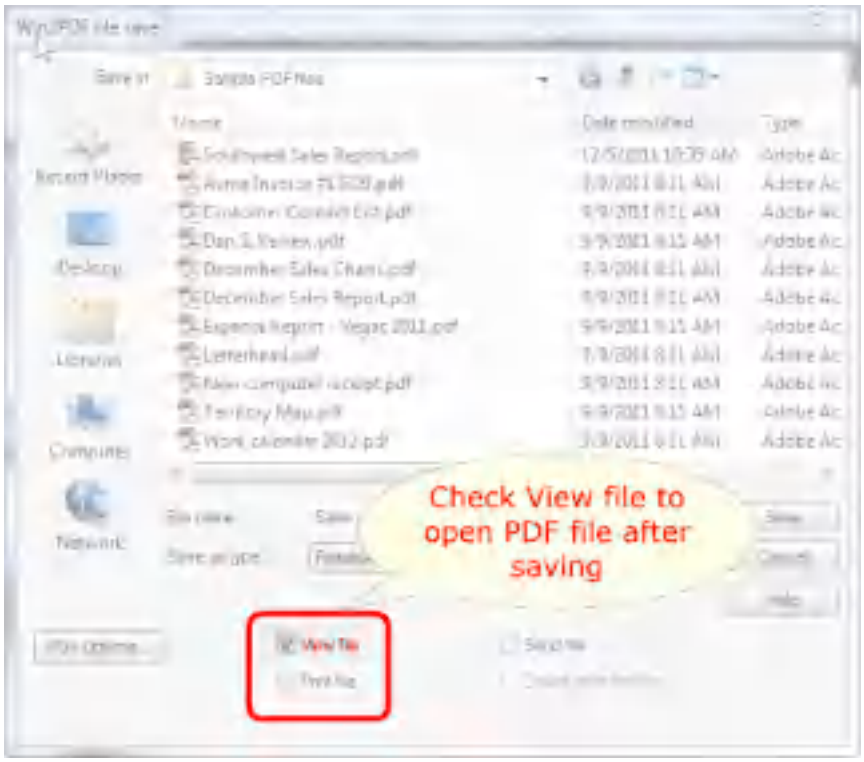

When you save the PDF file, the file will automatically be opened with your default PDF viewer application, which is typically the new Microsoft Edge browser for Windows 11. Alternately, it may be the Adobe Reader software if that has been installed and configured as the default PDF viewer.

4.10.5 How to print a file after using Win2PDF print to PDF in Windows 11

To print a copy of the PDF file to a paper printer after creating it, just select the **'Print file'** option on the Win2PDF file save window.

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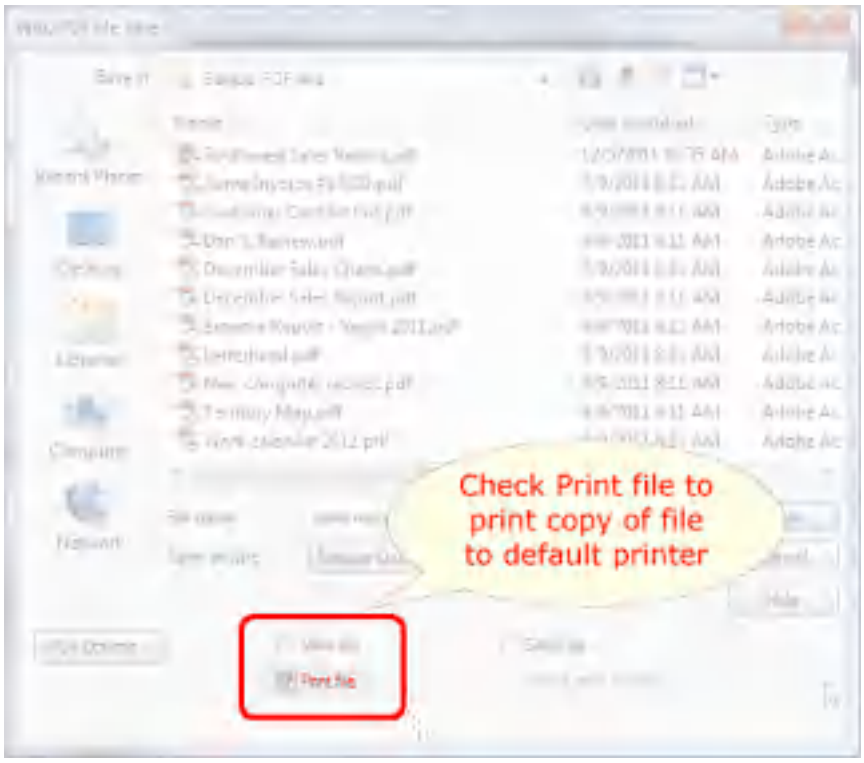
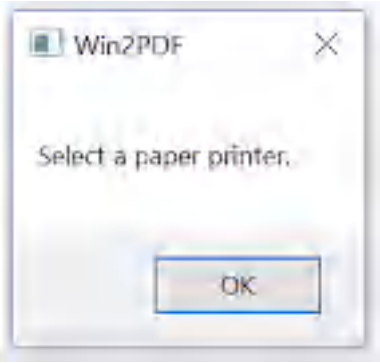


When you check the "Print file" option, the you will be prompted to select a paper printer.



Select the paper printer where you want the hard copy sent.

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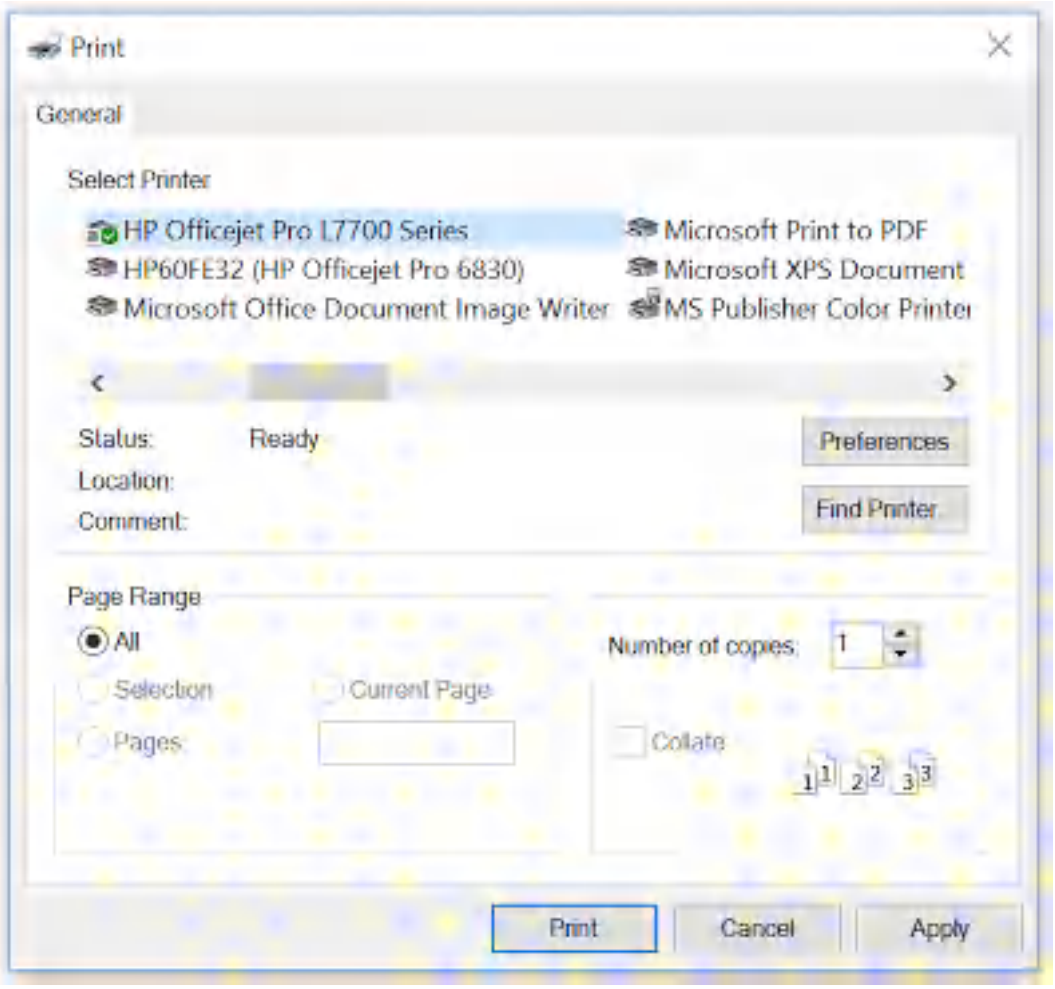

When you save the PDF file, the file will automatically be sent to your selected printer.

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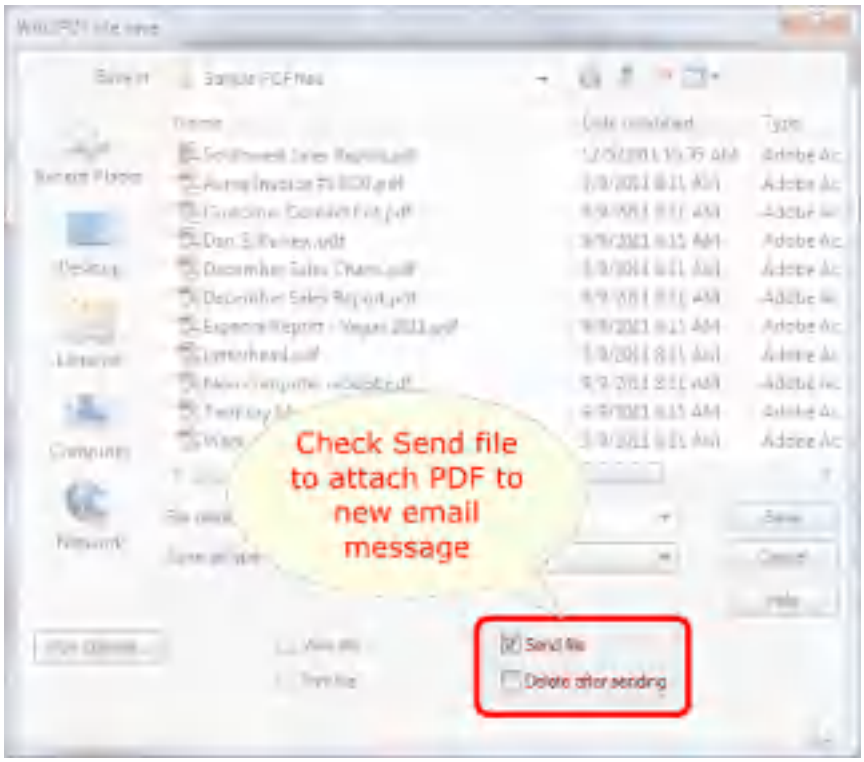
How to print a hard copy to a paper printer when saving a PDF file using the Win2PDF printer

4.10.6 How to email a file after using Win2PDF print to PDF in Windows 11

To email the PDF file after creating it with the Win2PDF Print to PDF printer, select the **'Send file'** option on the Win2PDF file save window.



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When the file is saved, it will automatically be attached as a new PDF file to your default MAPI e-mail client (e.g. Microsoft Outlook). You can then address the e-mail and send it as a file attachment.

You can also configure Win2PDF to send a PDF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.

If the **'Delete after sending'** option is checked, the PDF file will be deleted from your hard disk after the e-mail has been sent.

4.10.7 How to create a PDF/A file using Win2PDF print to PDF in Windows 11

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a PDF/A file using Win2PDF

To create a PDF/A document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF print to PDF file save window pops up, allowing you to choose a name and location for the PDF/A as shown below:

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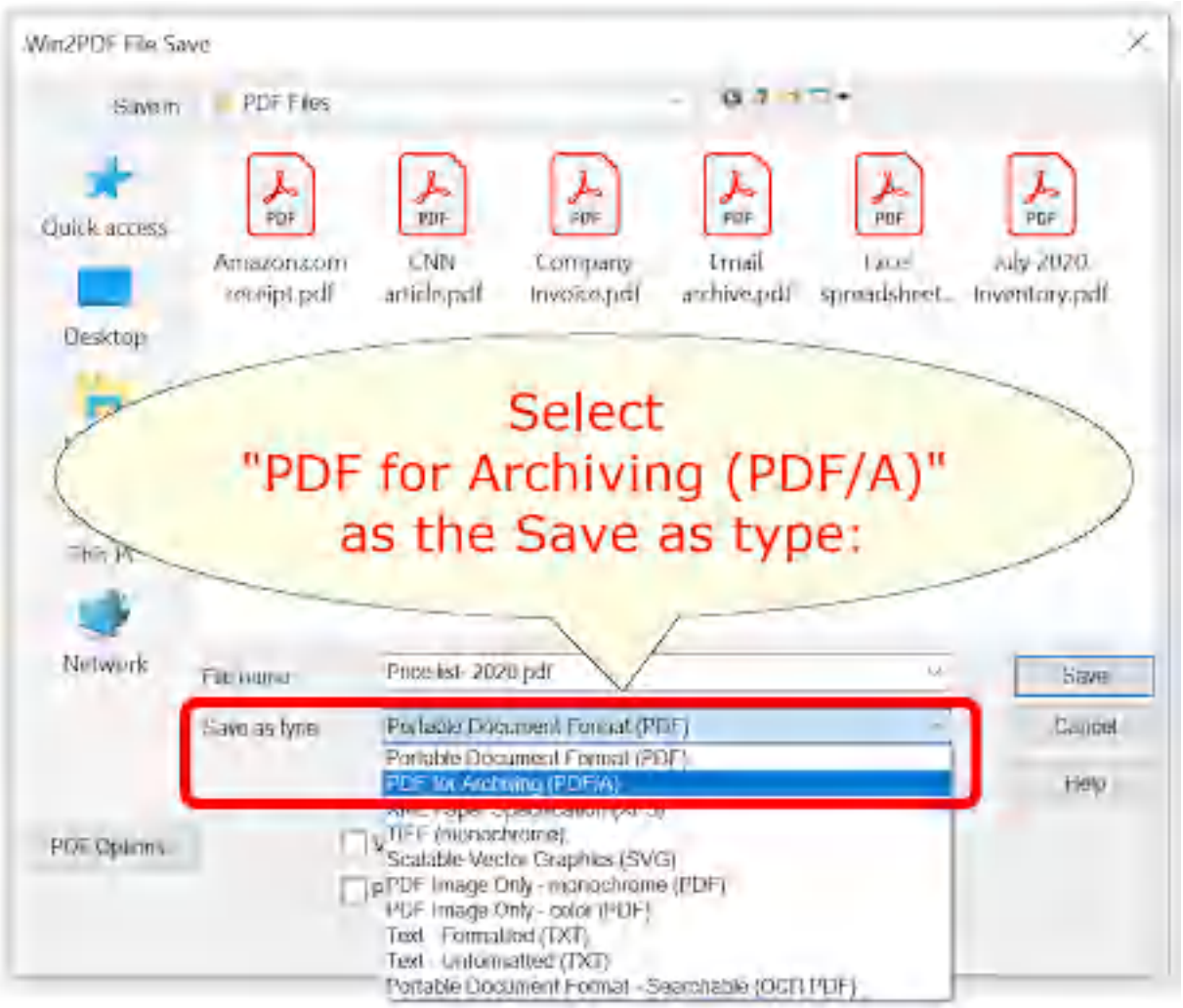

Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"PDF for Archiving (PDF/A)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- XPS - XML Paper Specification
- TIFF (monochrome) - Tagged Image File Format
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

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- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a PDF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

4.10.8 How to create an XPS file using Win2PDF in Windows 11

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a XML Paper Specification (XPS) file using Win2PDF

To create an XML Paper Specification (XPS) document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF file save window pops up, allowing you to choose a name and location for the XPS as shown below:

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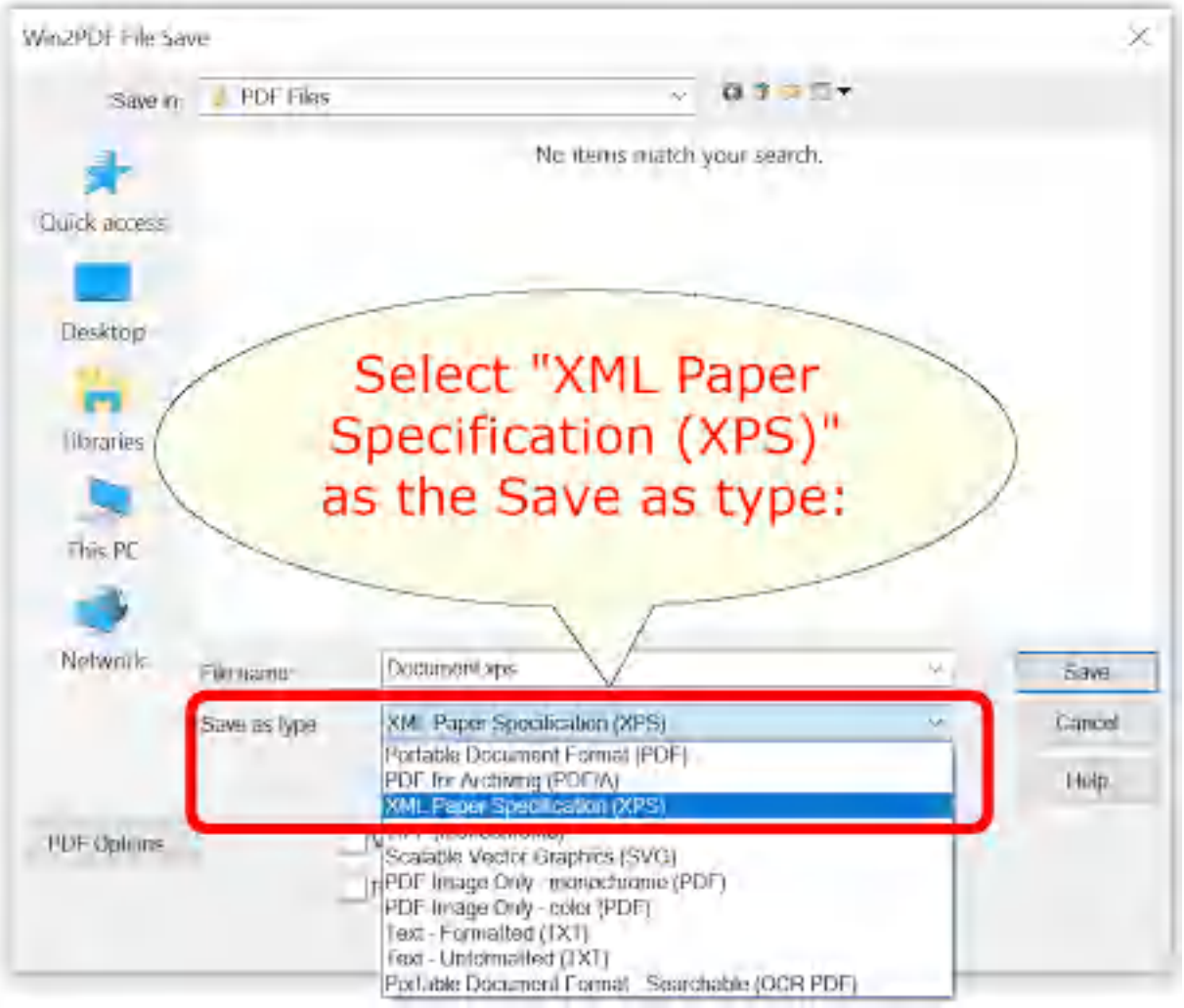

Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"XML Paper Specification (XPS)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- TIFF (monochrome) - Tagged Image File Format
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

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You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send an XPS using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

4.10.9 How to create a TIFF file using Win2PDF in Windows 11

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a TIFF file using

To create a TIFF document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF file save window pops up, allowing you to choose a name and location for the TIFF as shown below:

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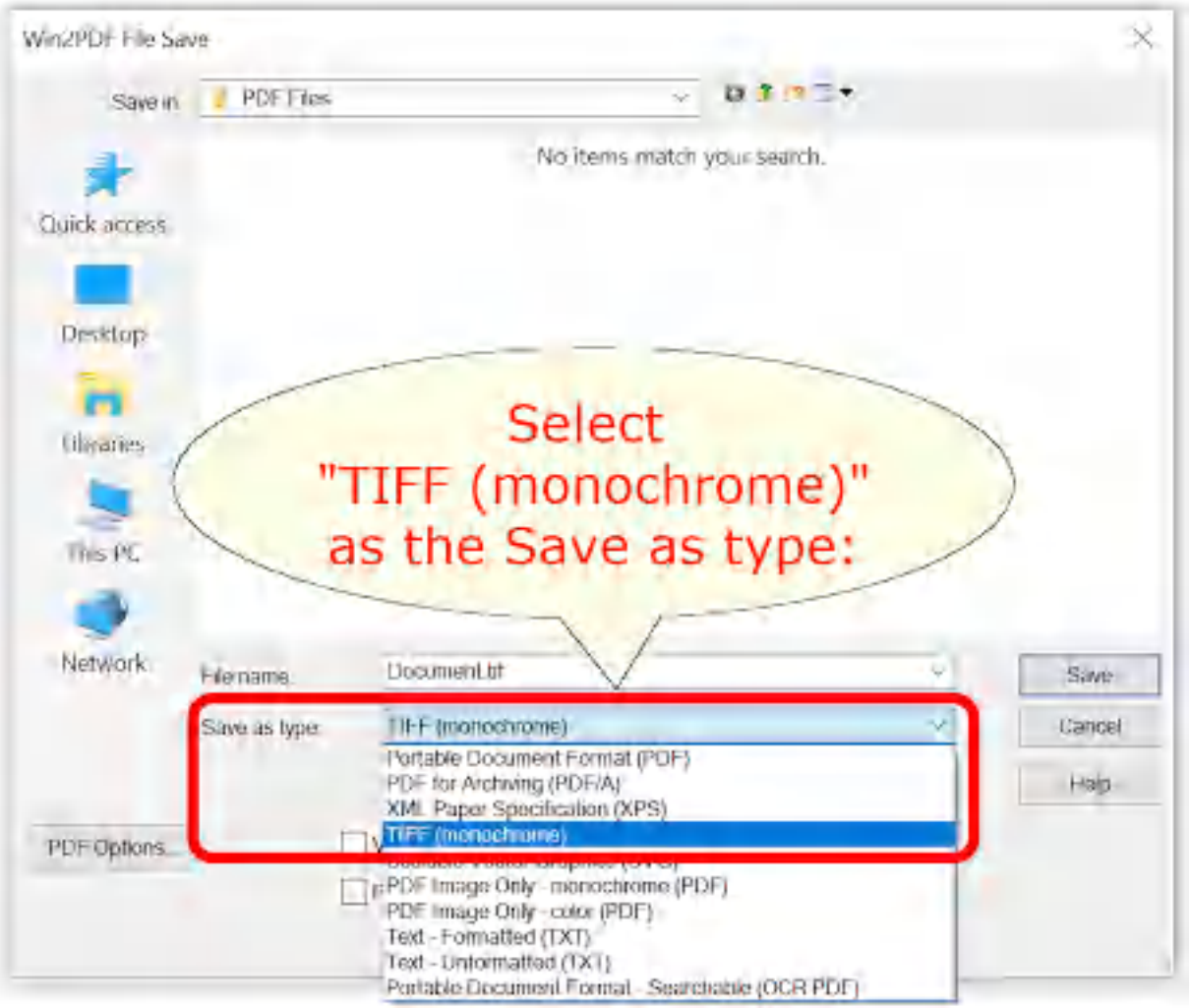

Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"TIFF (monochrome)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- XPS - XML Paper Specification
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

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You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a TIFF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

4.10.10 How to create a SVG file using Win2PDF in Windows 11

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a SVG file using Win2PDF

To create an SVG document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer
- The Win2PDF file save window pops up, allowing you to choose a name and location for the SVG as shown below:

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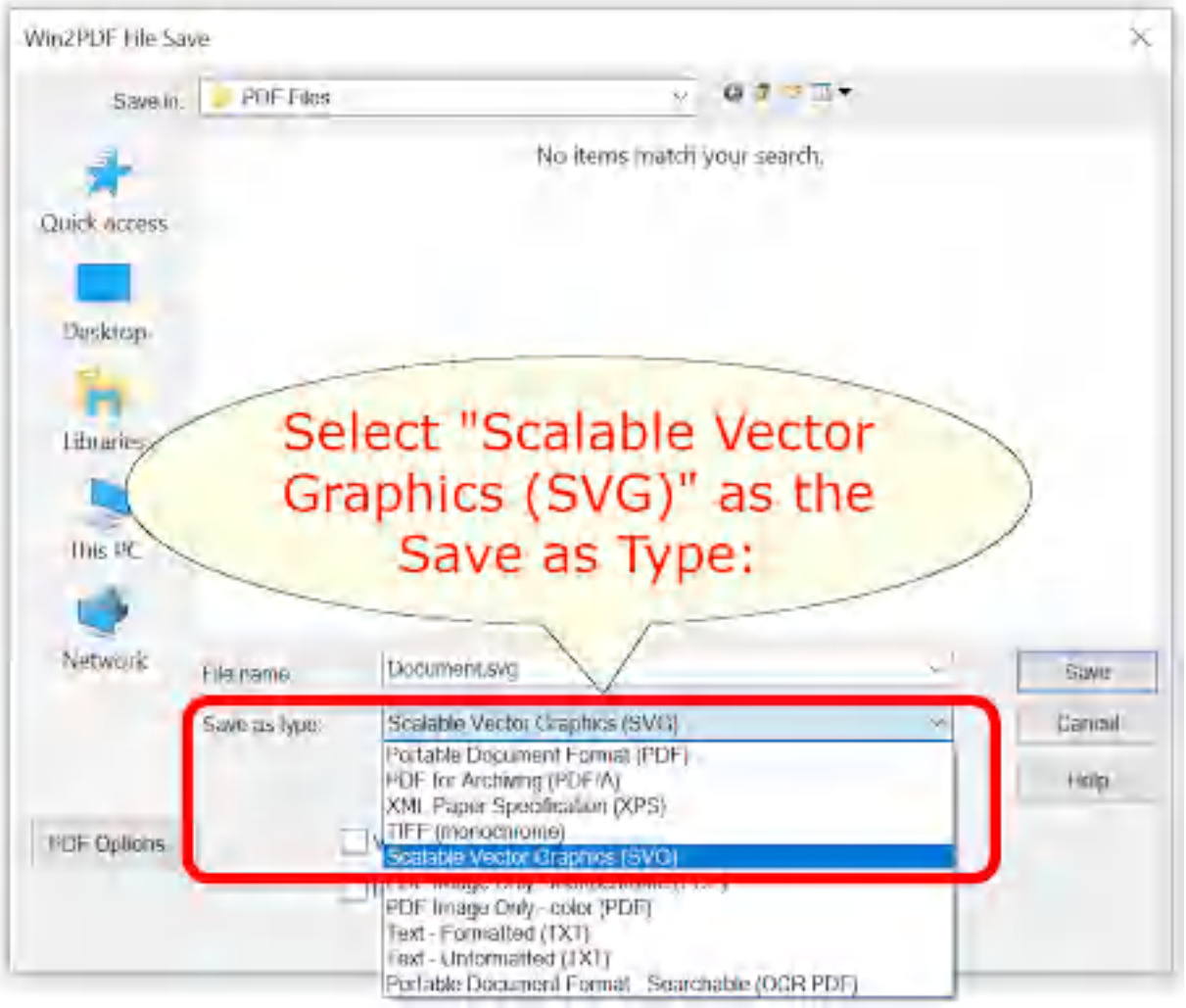

Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"Scalable Vector Graphics (SVG)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- XPS - XML Paper Specification
- TIFF (monochrome) - Tagged Image File Format
- PDF Image Only - monochrome
- PDF Image Only - color
- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

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You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send an XPS using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

4.10.11 How to create a non-searchable (image only) PDF file using Win2PDF print to PDF in Windows 11

The Win2PDF setup program creates a printer in the "Devices and Printers" folder named Win2PDF.

How to Create a PDF Image Only file using Win2PDF

To create a PDF Image Only document:

- Open a document from a Windows application (Word, Excel, Edge, etc.)
- Print the document and select the Win2PDF printer

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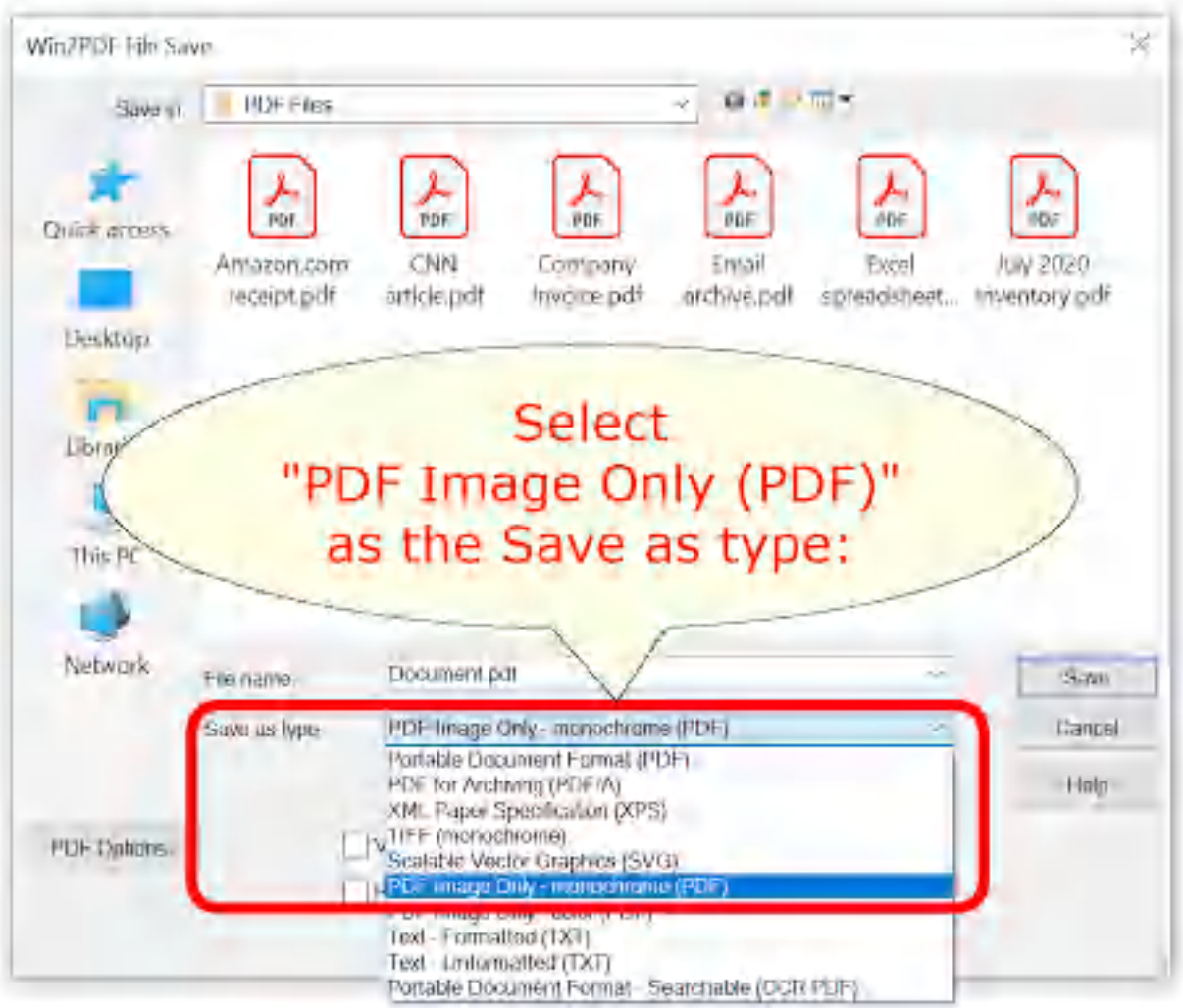
- The Win2PDF file save window pops up, allowing you to choose a name and location for the PDF as shown below:



Win2PDF File Save Window

The default file name is supplied by the printing application. You can choose the **"PDF for Image Only - monochrome (PDF)"** or **"PDF for Image Only - color (PDF)"** format from the "Save as type:" options. Win2PDF also supports the following formats:

- PDF - Portable Document Format
- PDF/A - Portable Document Format for Archiving (PDF/A-1b, ISO 19005-1:2005)
- XPS - XML Paper Specification
- TIFF (monochrome) - Tagged Image File Format
- SVG - Scalable Vector Graphics
- PDF Image Only - monochrome
- PDF Image Only - color

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- Text - Formatted
- Text - Unformatted
- PDF - Searchable (OCR)

You can choose a number of optional actions to take after the document is created by selecting the check boxes. The options include:

- **View File** - Opens the file in the default viewer after the file is created.
- **Print File** - Prints the file to the selected paper printer after the file is created to a Windows printer.
- **Send File** - Opens a new email message using the default MAPI-compliant email client and attaches the file to the message. The email program is specified in the Internet Options icon in the Windows control panel. Win2PDF can also be configured to send a PDF using Microsoft Outlook (classic), Microsoft Outlook (new), Mozilla Thunderbird, Gmail, Outlook.com, Yahoo! Mail, or custom SMTP servers.
- **Delete after Sending** - Deletes the document after it has been sent using the "Send File" option.

You can use the file save window to browse to a new location before saving the document. Win2PDF remembers this location, and will use the same location the next time you create a document.

If you want to skip the save Window, see the Win2PDF Auto-name feature.

4.10.12 How to automatically name PDF files using Win2PDF print to PDF in Windows 11

Win2PDF and Win2Image can be configured to automatically name files and skip the file save window. There are 3 ways to configure this:

1. You can run the "**Configure Win2PDF Auto-Name**" shortcut from the Windows Start menu.

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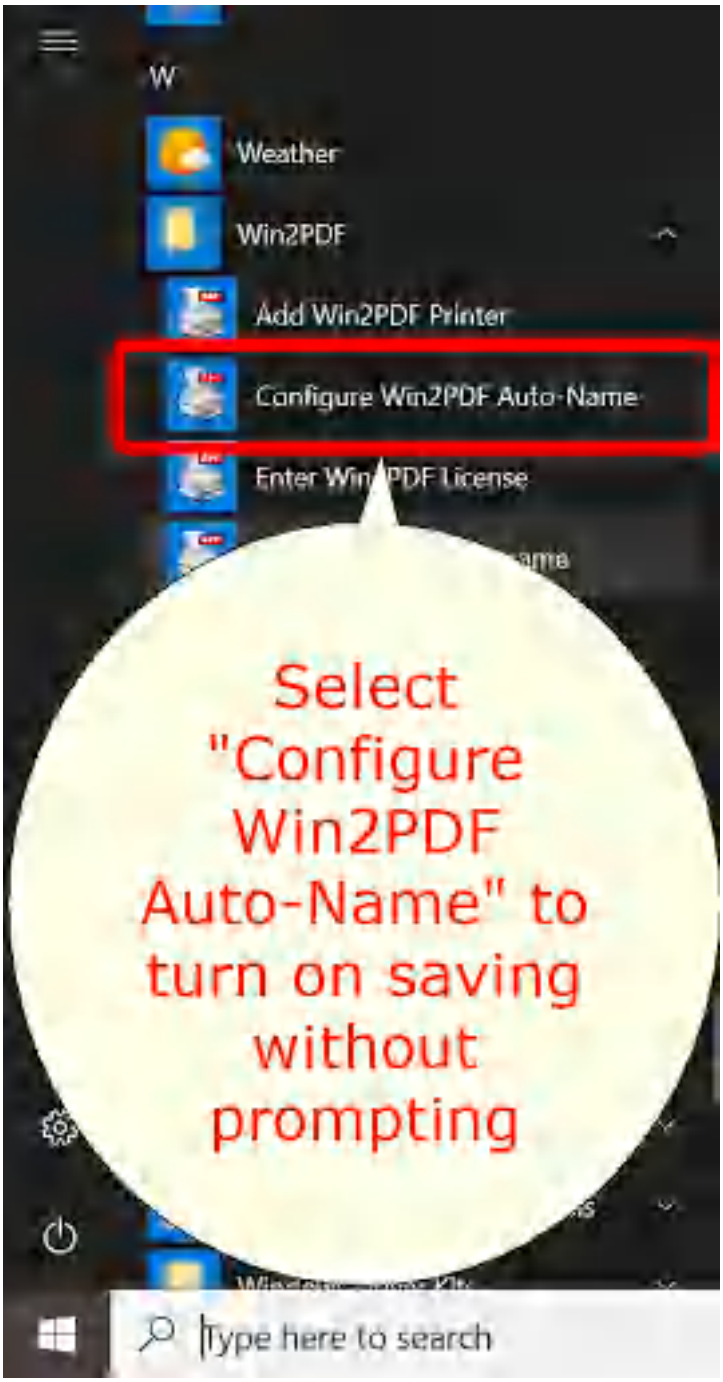

Start Menu Configure Win2PDF Auto-Name

2. You can open "Configure Win2PDF Auto-Name" from the "Auto-Name" menu of the Win2PDF Desktop App.

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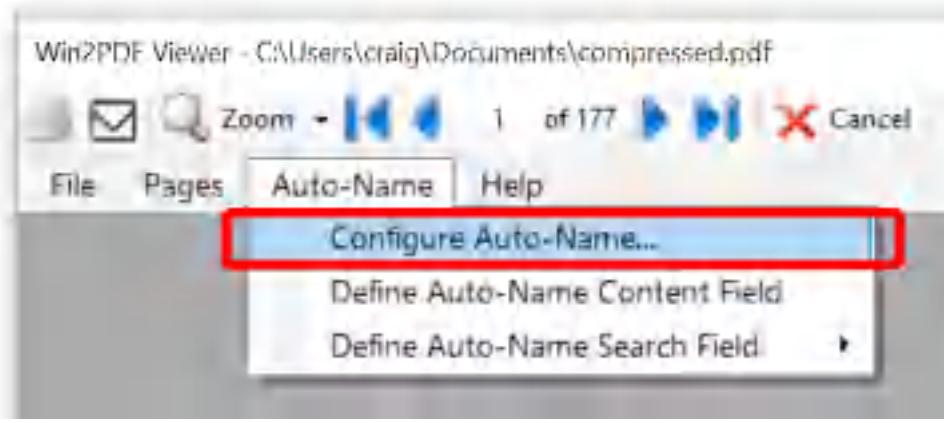

Win2PDF Desktop Open Configure Win2PDF Auto-Name

3. You can print to the Win2PDF printer, and open the "Document" tab of PDF Options when you print to the Win2PDF printer.

Options 1 and 2 will display the following window:

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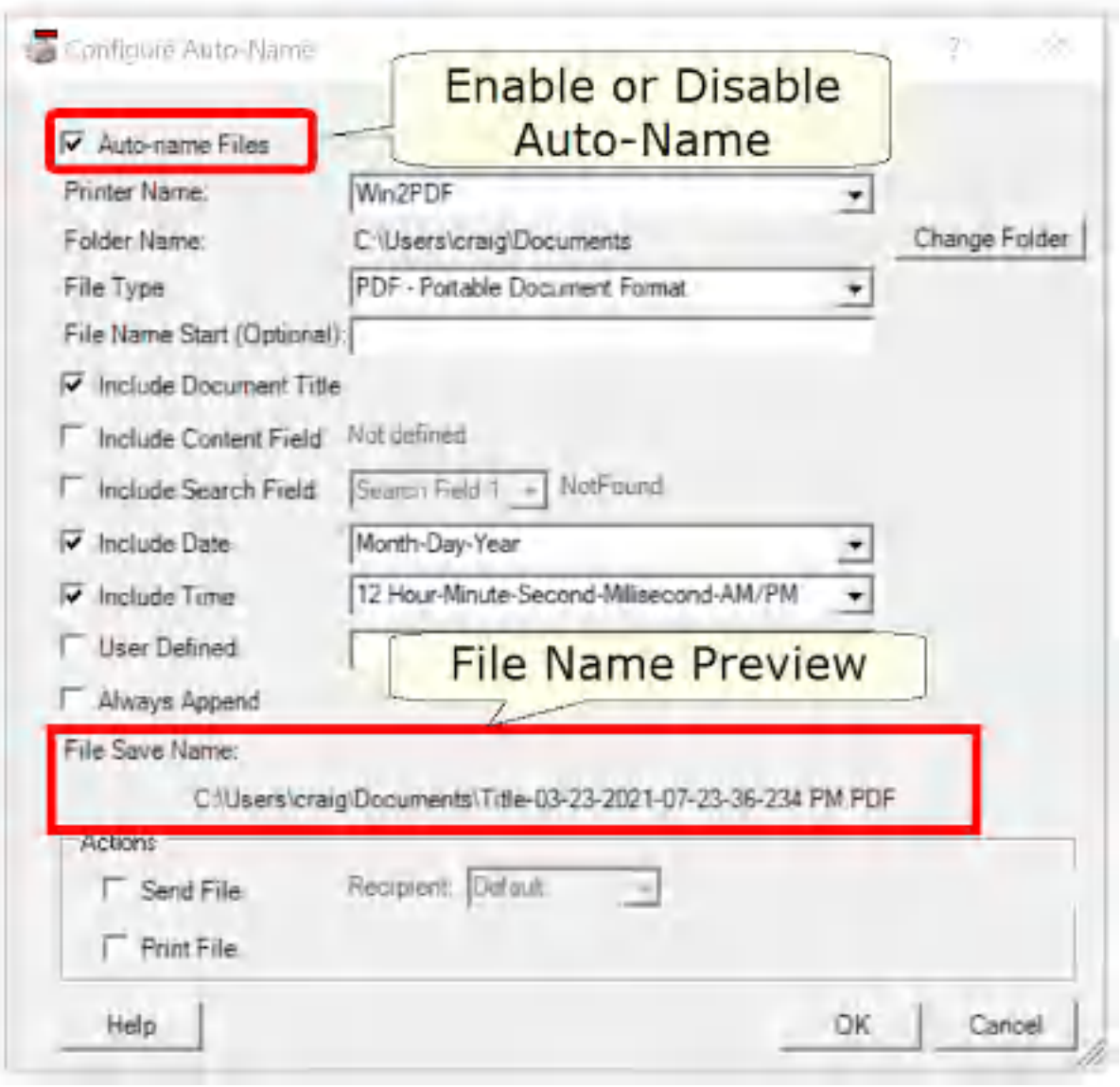

Win2PDF Desktop Configure Auto-Name

Checking the "Auto-name Files" option enables the auto-name feature for the printer selected under "Printer Name". To turn off the auto-name feature and configure Win2PDF to display a file save window, un-check the "Auto-name Files" option.

You can configure the naming options by checking options. The "File Save Name" preview will automatically update as you enable and disable options to show an example file name.

The available naming options are:
Auto-name: Printer Name

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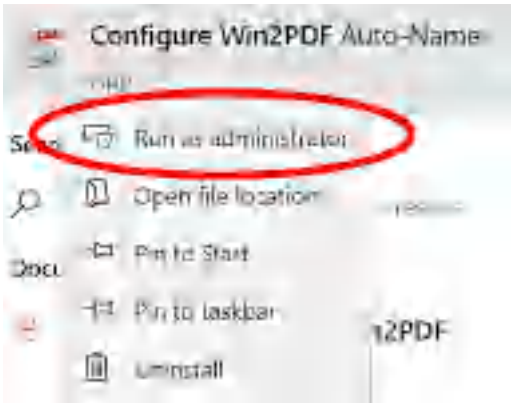
Auto-name: Folder Name
Auto-name: File Type
Auto-name: File Name Start
Auto-name: Include Document Title
Auto-name: Include Content Field
Auto-name: Include Search Field
Auto-name: Include Date
Auto-name: Include Time
Auto-name: User Defined
Auto-name: Always Append
Auto-name Actions: Send File
Auto-name Actions: Print File

If you previously configured Auto-Name through the "Document" tab of PDF Options, the settings will be reflected in the Configure Win2PDF Auto-Name window.

The auto-name configuration is stopped if you hold down the shift key while printing to the Win2PDF printer. If you are printing to Win2PDF in the background while typing in another program, you may accidentally stop the auto-name if you press the shift key. If you want to prevent this from happening, you can use the Win2PDF Admin Utility "Troubleshooting" option to "Disable Auto-Name Shift Key check".

The auto-name settings in this window only apply to the currently logged in user. Administrators can enable Auto-Name for all users by right clicking on the "Configure Auto-Name" shortcut and select "Run As Administrator".



Configure Win2PDF Auto-name for all users

The "Configure Win2PDF Auto-Name" window title should display "all users".

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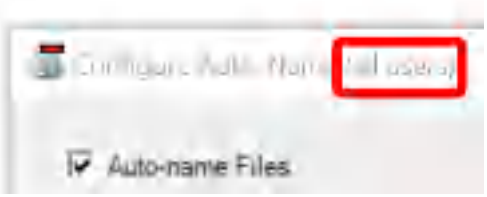

4.11 How to Use Microsoft Print To PDF in Windows 10

4.11.1 How to make PDF files created with Microsoft Print To PDF in Windows 10 smaller

The PDF files created using the **Microsoft Print to PDF printer** can be very large as they are not optimally compressed and do not provide any mechanism for changing the resolution of the graphics. If you want to reduce the file size of a **Microsoft Print to PDF** file, you can use the **Win2PDF** Print to PDF software to reduce file sizes.

The **Win2PDF** Print to PDF printer has better default file compression and supports a user-controllable resolution setting for the printer.

The default resolution for bitmaps is 300 DPI. You can change the default resolution by opening the "**Printers**" folder, right clicking on the Win2PDF icon, and opening "**Printing Preferences**". The resolution (**Print Quality**) setting us under the "**Advanced...**" section of this window.

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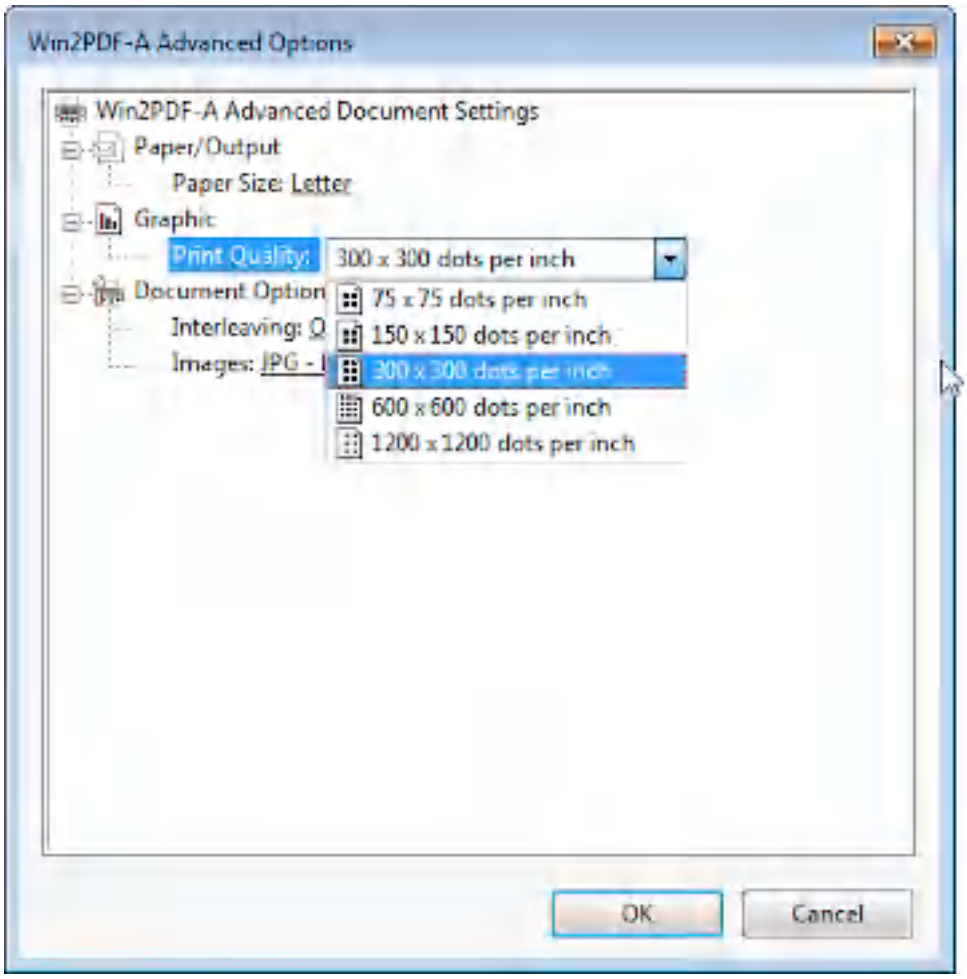

Increasing the resolution will improve the quality of bitmap images, but it will also increase the document size.

Enabling JPEG2000 image compression in the Advanced tab of the PDF Options window can also reduce the PDF file size.

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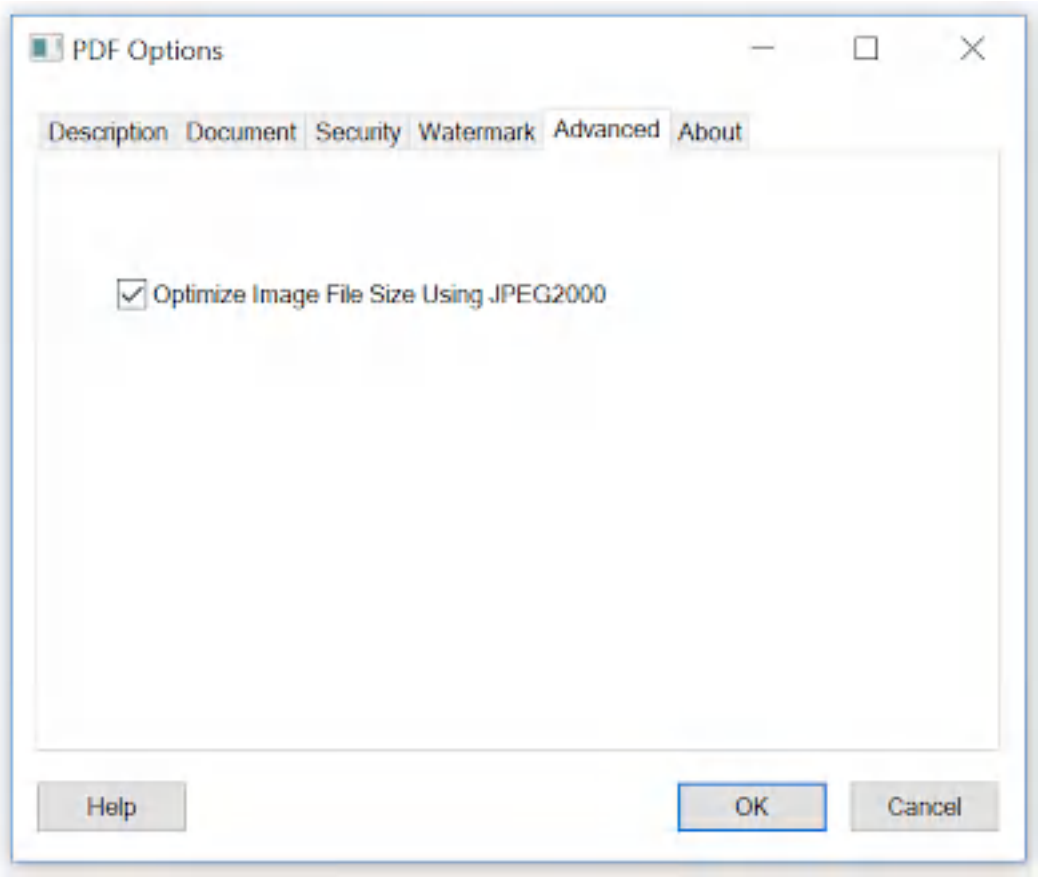

You can also use the Win2PDF Desktop App to compress an existing PDF.

4.11.2 How to prevent printing PDF files created with Microsoft Print To PDF in Windows 10

The PDF files created using the **Microsoft Print to PDF** printer are not encrypted, and users cannot restrict the ability to print a PDF file once it has been created. If you want to prevent the ability to print a PDF file created with **Microsoft Print to PDF**, you can use the **Win2PDF Pro** Print to PDF to set the encryption and permissions of the PDF file.

Win2PDF Pro supports the standard security options and permissions available in the PDF file format.

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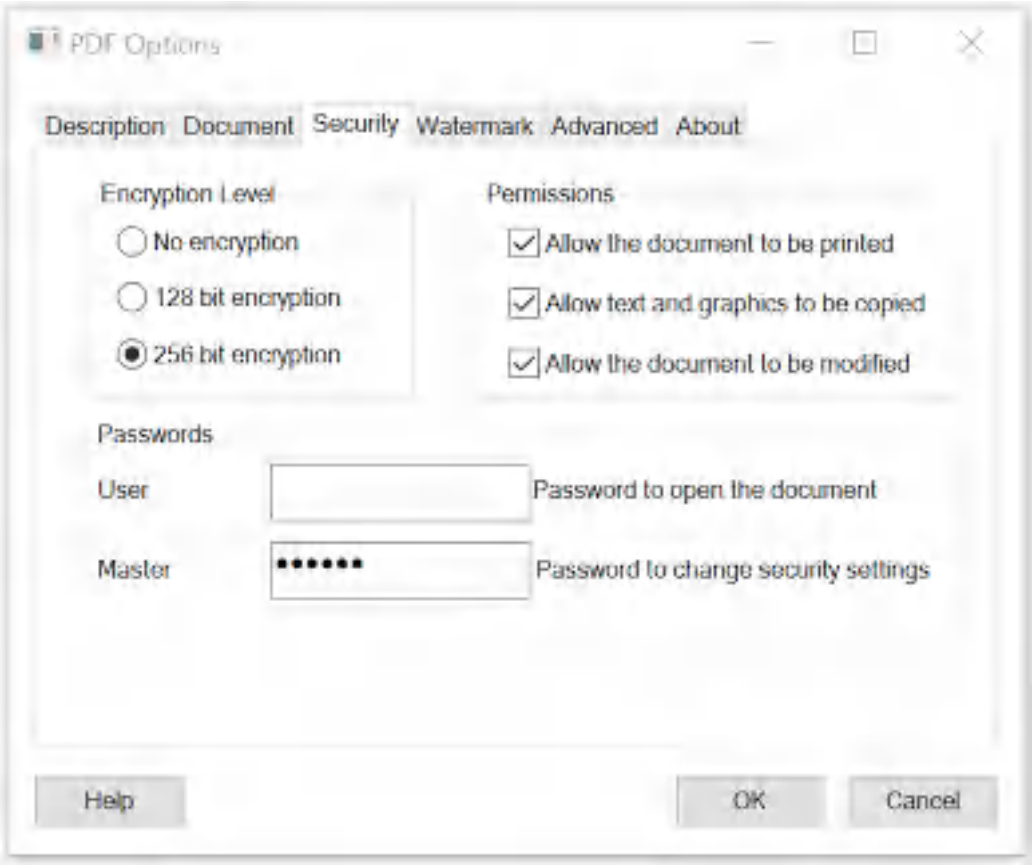

The "**Encryption Level**" setting controls the type of encryption used in the PDF file. The 128 bit encryption is compatible with Acrobat Reader 7.0 and above and the 256 bit encryption is compatible with Acrobat Reader 9.0 and above. For best security, the 256 bit encryption option is recommended.

The "**Permissions**" setting controls restrictions that can be placed on the PDF file. To prevent printing of a PDF file, uncheck the "**Allow the document to be printed**" option.

You must always enter a master password when security options are enabled or when a user password is set. It is recommended that passwords be at least 8 characters long and contain at least 1 number.

The password and permissions options are only available when the "**Encryption Level**" is set to 128 or 256 bit encryption. Here is a YouTube video that shows how to set the security options:

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Enabling security options in PDF with Win2PDF Pro

Information on controlling the encryption options from a custom application is available in "controlling encryption options" in the developer information section.

An administrator can disable or change the default value for any of the security settings using the "**Win2PDF Admin Utility**" available for download at:
https://helpdesk.win2pdf.com/index.php?/Knowledgebase/Article/View/187/15/win2pdf-admin-utility-download

4.11.3 How to prevent copying text or images from PDF files created with Microsoft Print To PDF in Windows 10

The PDF files created using the **Microsoft Print to PDF** printer are not encrypted, and users cannot restrict the ability to copy text or images from a PDF file once it has been created. If you want to prevent the ability to copy text or images from a PDF file created with **Microsoft Print to PDF**, you can use the **Win2PDF Pro** Print to PDF to set the encryption and permissions of the PDF file.

Win2PDF Pro supports the standard security options and permissions available in the PDF file format.

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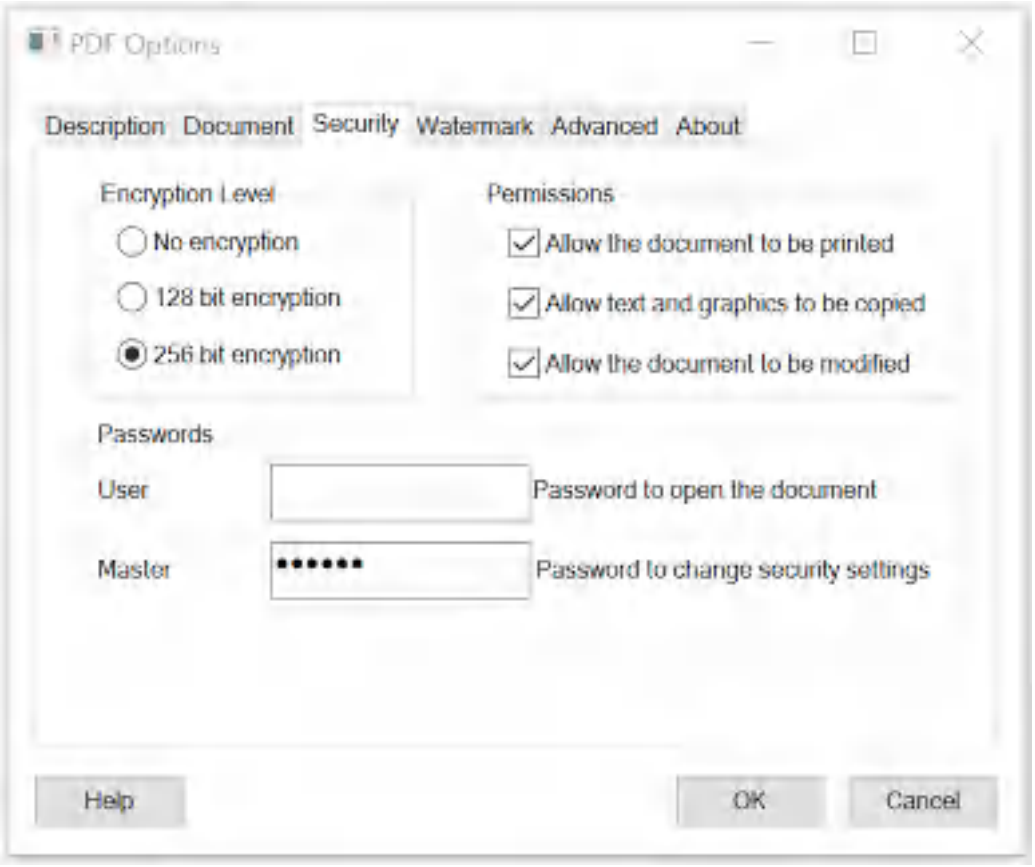

The "**Encryption Level**" setting controls the type of encryption used in the PDF file. The 128 bit encryption is compatible with Acrobat Reader 7.0 and above and the 256 bit encryption is compatible with Acrobat Reader 9.0 and above. For best security, the 256 bit encryption option is recommended.

The "**Permissions**" setting controls restrictions that can be placed on the PDF file. To prevent the text and graphics from being copied from the PDF file, uncheck the "**Allow text and graphics to be copied**" option.

You must always enter a master password when security options are enabled. It is recommended that passwords be at least 8 characters long and contain at least 1 number.

The password and permissions options are only available when the "**Encryption Level**" is set to 128 or 256 bit encryption. Here is a YouTube video that shows how to set the security options:

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Enabling security options in PDF with Win2PDF Pro

Information on controlling the encryption options from a custom application is available in "controlling encryption options" in the developer information section.

An administrator can disable or change the default value for any of the security settings using the "**Win2PDF Admin Utility**" available for download at:
https://helpdesk.win2pdf.com/index.php?/Knowledgebase/Article/View/187/15/win2pdf-admin-utility-download

4.11.4 How to prevent modification of PDF files created with Microsoft Print To PDF in Windows 10

The PDF files created using the **Microsoft Print to PDF** printer are not encrypted, and users cannot restrict the ability to modifying or editing a PDF file once it has been created with another application like Adobe Acrobat. If you want to prevent the ability to edit or modify a PDF file created with **Microsoft Print to PDF**, you can use the **Win2PDF Pro** Print to PDF to set the encryption and permissions of the PDF file.

Win2PDF Pro supports the standard security options and permissions available in the PDF file format.

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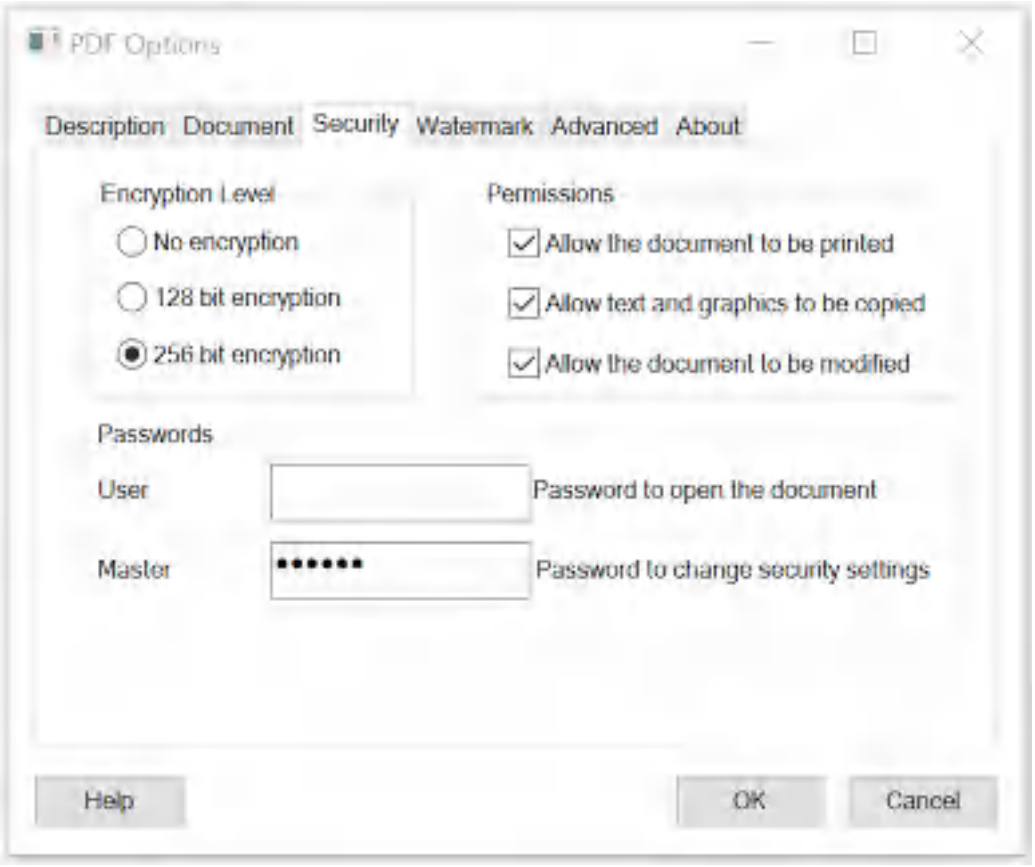

The "**Encryption Level**" setting controls the type of encryption used in the PDF file. The 128 bit encryption is compatible with Acrobat Reader 7.0 and above and the 256 bit encryption is compatible with Acrobat Reader 9.0 and above. For best security, the 256 bit encryption option is recommended.

The "**Permissions**" setting controls restrictions that can be placed on the PDF file. To prevent the text and graphics from being copied from the PDF file, uncheck the "**Allow text and graphics to be copied**" option.

You must always enter a master password when security options are enabled. It is recommended that passwords be at least 8 characters long and contain at least 1 number.

The password and permissions options are only available when the "**Encryption Level**" is set to 128 or 256 bit encryption. Here is a YouTube video that shows how to set the security options:

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Enabling security options in PDF with Win2PDF Pro

Information on controlling the encryption options from a custom application is available in "controlling encryption options" in the developer information section.

An administrator can disable or change the default value for any of the security settings using the "**Win2PDF Admin Utility**" available for download at:
https://helpdesk.win2pdf.com/index.php?/Knowledgebase/Article/View/187/15/win2pdf-admin-utility-download

4.11.5 How to password protect PDF files created with Microsoft Print To PDF in Windows 10

The PDF files created using the **Microsoft Print to PDF** printer are not encrypted, and users cannot set a password that a user would need to open or view the PDF file. If you want to set a password (needed to open or view) a PDF file created with **Microsoft Print to PDF**, you can use the **Win2PDF Pro** Print to PDF to set the encryption and password for the PDF file.

Win2PDF Pro supports the standard security options and permissions available in the PDF file format.

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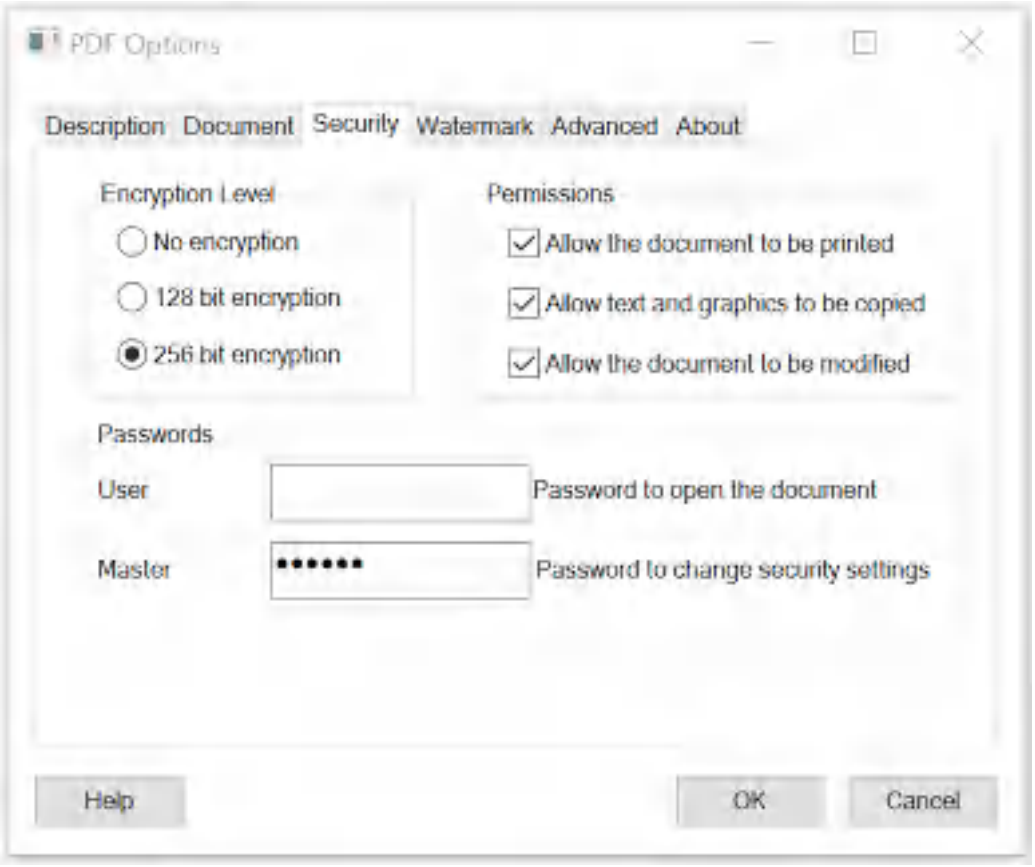

The "**Encryption Level**" setting controls the type of encryption used in the PDF file. The 128 bit encryption is compatible with Acrobat Reader 7.0 and above and the 256 bit encryption is compatible with Acrobat Reader 9.0 and above. For best security, the 256 bit encryption option is recommended.

The PDF file format allows two types of passwords, a user password and a master password. The user password is used to open the document, and the master password used to encrypt the security options. When a user password is set, Acrobat Reader displays the following prompt when you open the PDF file.

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You must always enter a master password when security options are enabled. It is recommended that passwords be at least 8 characters long and contain at least 1 number.

The password and permissions options are only available when the "**Encryption Level**" is set to 128 or 256 bit encryption. Here is a YouTube video that shows how to set the security options:

Enabling security options in PDF with Win2PDF Pro

Information on controlling the encryption options from a custom application is available in "controlling encryption options" in the developer information section.

An administrator can disable or change the default value for any of the security settings using the "**Win2PDF Admin Utility**" available for download at:
https://helpdesk.win2pdf.com/index.php?/Knowledgebase/Article/View/187/15/win2pdf-admin-utility-download

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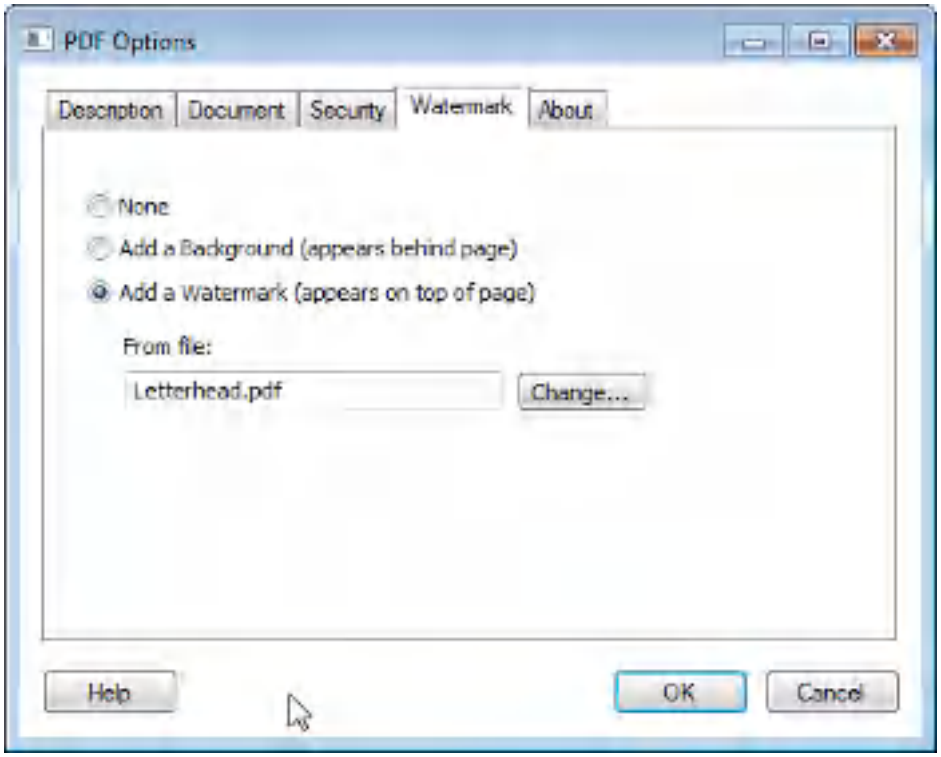
4.11.6 How to add a background image to PDF files created with Microsoft Print To PDF in Windows 10

Background images (watermarks applied underneath the text/images of a PDF file) cannot be added to PDF files created using the **Microsoft Print to PDF** printer. If you want to add a background to a PDF file created with **Microsoft Print to PDF**, you can use the **Win2PDF Pro** Print to PDF to set the background image.

Win2PDF Pro can place an existing PDF file behind text and graphics on newly created PDF files (Add a Background). The existing background PDF file can contain any text or graphics, but it most often used to apply a "confidential" or "draft" stamp on each page of a document. To enable the background feature, select the "Add a Background" option in the Win2PDF "PDF Options" window.



When the background option is enabled, a text box containing the name of the current watermark or background PDF file is shown below the options. If you would like to change the file, click the "Change..." button and select a new background PDF file. Win2PDF will always display the last used background PDF file when the feature is enabled. Here is a YouTube video that shows how to set the security options:

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Adding a watermark to a PDF file using Win2PDF Pro

If the background PDF file contains more than one page, only the first page will be applied to each page of the new document. It's best to use a background PDF file that has the same page size as the newly created PDF file. If the background file has a different page size, it will be scaled and centered on the page of the newly created PDF file.

You can create the background PDF file using Win2PDF and any Windows application such as Microsoft Word. If you are using Win2PDF Pro, the background PDF file must not be encrypted. Some sample background PDF files and the corresponding Word documents are available on the download section of the support web site at:
https://helpdesk.win2pdf.com/index.php?/Knowledgebase/Article/View/186/17/watermark-samples

Information on controlling the watermark options from a custom application is available in "watermark options" in the developer information section.

An administrator can disable or set a default watermark PDF file for all users with the "**Win2PDF Admin Utility**" available for download at:
https://helpdesk.win2pdf.com/index.php?/Knowledgebase/Article/View/187/15/win2pdf-admin-utility-download

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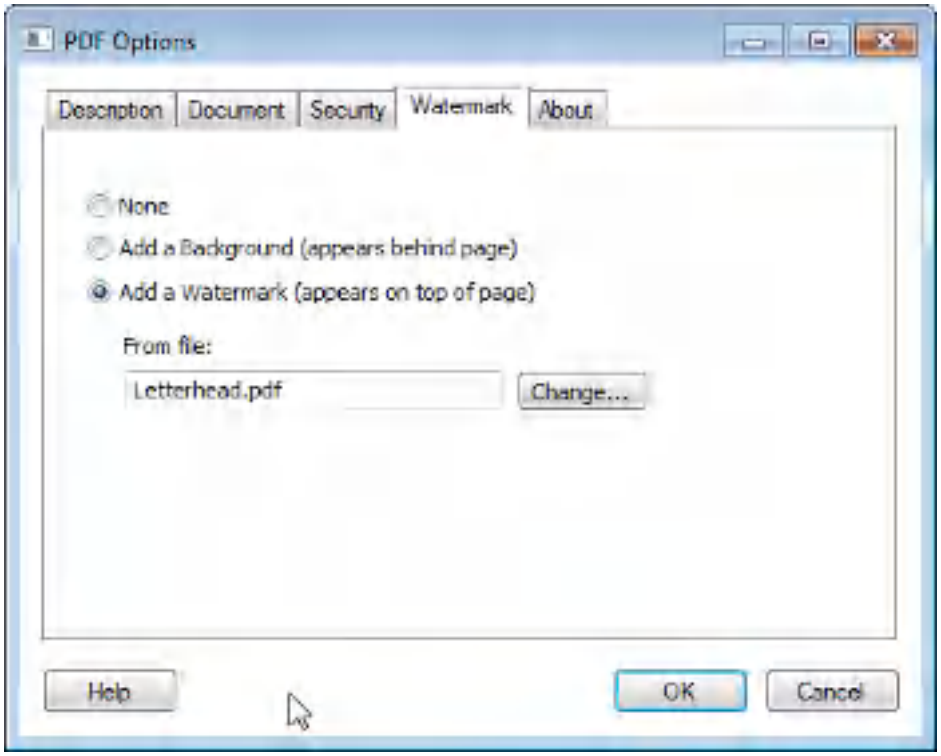
4.11.7 How to add a watermark image to PDF files created with Microsoft Print To PDF in Windows 10

Background images (watermarks applied underneath the text/images of a PDF file) cannot be added to PDF files created using the **Microsoft Print to PDF** printer. If you want to add a background to a PDF file created with **Microsoft Print to PDF**, you can use the **Win2PDF Pro** Print to PDF to set the background image.

Win2PDF Pro can overlay an existing PDF file on newly created PDF files (Add a Watermark). The existing watermark PDF file can contain any text or graphics, but it most often used to apply a "confidential" or "draft" stamp on each page of a document. To enable the watermark feature, select the "Add a Watermark" option in the Win2PDF "PDF Options" window.



When the watermark option is enabled, a text box containing the name of the current watermark PDF file is shown below the options. If you would like to change the file, click the "Change..." button and select a new watermark PDF file. Win2PDF will always display the last used watermark PDF file when the feature is enabled. Here is a YouTube video that shows how to set the security options:

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Adding a watermark to a PDF file using Win2PDF Pro

If the watermark PDF file contains more than one page, only the first page will be applied to each page of the new document. It's best to use a watermark PDF file that has the same page size as the newly created PDF file. If the watermark file has a different page size, it will be scaled and centered on the page of the newly created PDF file.

You can create the watermark PDF file using Win2PDF and any Windows application such as Microsoft Word. If you are using Win2PDF Pro, the watermark PDF file must not be encrypted. Some sample watermark PDF files and the corresponding Word documents are available on the download section of the support web site at:
https://helpdesk.win2pdf.com/index.php?/Knowledgebase/Article/View/186/17/watermark-samples

Information on controlling the watermark options from a custom application is available in "watermark options" in the developer information section.

An administrator can disable or set a default watermark PDF file for all users with the "**Win2PDF Admin Utility**" available for download at:
https://helpdesk.win2pdf.com/index.php?/Knowledgebase/Article/View/187/15/win2pdf-admin-utility-download

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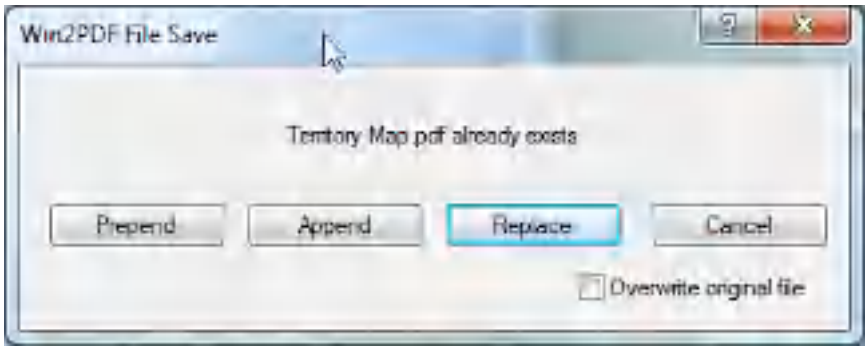
4.11.8 How to prepend to a PDF file created with Microsoft Print To PDF in Windows 10

The **Microsoft Print to PDF** printer does not have an ability to prepend the PDF file to an existing PDF file. If you want to prepend (insert before) a PDF file created with **Microsoft Print to PDF** to an existing PDF file, you can use the **Win2PDF** Print to PDF merge options.

When using the **Win2PDF** software, if you select a PDF file in the file save window that already exists, **Win2PDF** will display the following window:



The "**Prepend**" button will create a new document containing the existing PDF file and will insert the new document information at the beginning of the file. The "**Replace**" button will overwrite the existing PDF file, and the "**Cancel**" button will cancel the PDF creation without affecting the existing PDF file. Here is a YouTube video that shows how to append to an existing PDF file.

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How to append to an existing PDF file using Win2PDF

If the "**Overwrite original file**" check box is checked, the "**Prepend**" button will overwrite the original document with the new merged document. *This option should be used with caution since it cannot be undone.* If the "**Overwrite original file**" check box is not checked, the "**Prepend**" button will display an additional window to choose a new file name as shown below. In this case, the original PDF file will not be modified.

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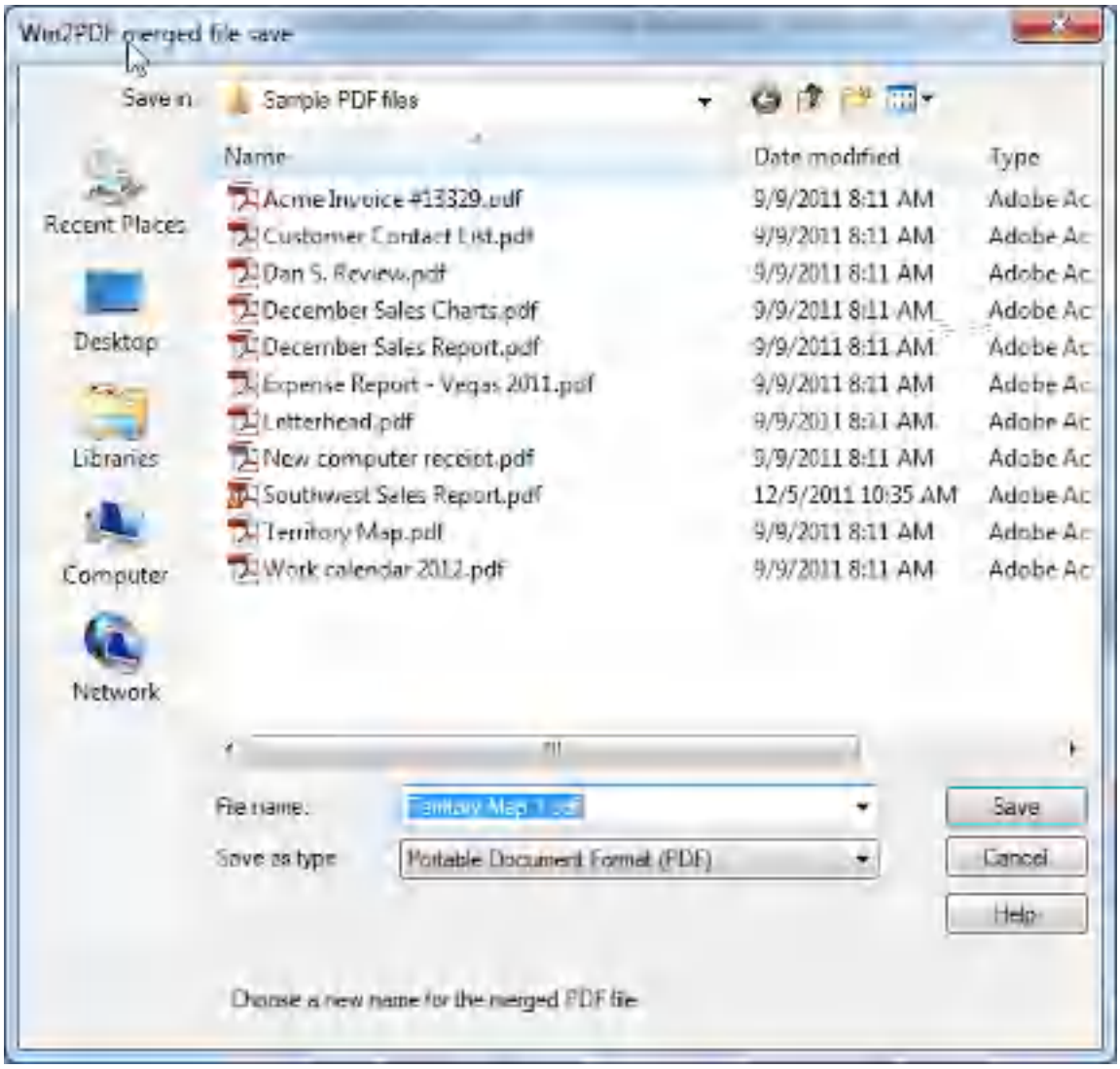

If you selected options to "**View File**", "**Print File**", or "**Send File**" in the first file save window, they will be performed after the file has been merged.

If you enabled encryption in Win2PDF Pro, the merged file will be encrypted. Win2PDF cannot append or prepend to an existing PDF file that is already encrypted.

You can also append two existing PDF files using the Win2PDF Desktop App, or using the APPEND command line. If you need to append more than two PDFs, Win2PDF Pro supports a batch merging folders of PDFs from the Win2PDF Desktop App or using the BATCHCONVERT command line.

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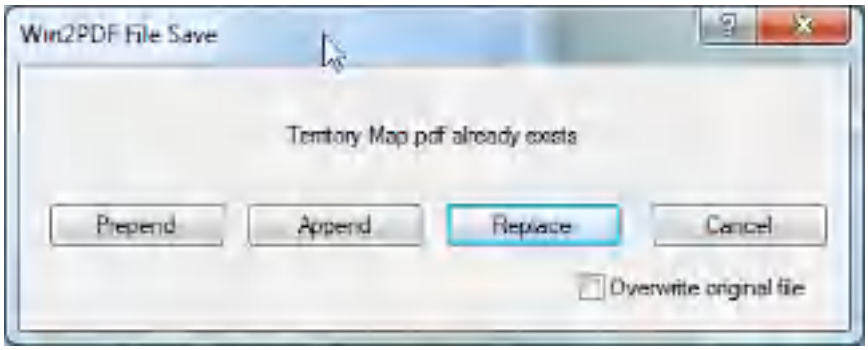
4.11.9 How to append to a PDF file created with Microsoft Print To PDF in Windows 10

The **Microsoft Print to PDF** printer does not have an ability to append the PDF file to an existing PDF file. If you want to append (insert after) a PDF file created with **Microsoft Print to PDF** to an existing PDF file, you can use the **Win2PDF** Print to PDF merge options.

When using the **Win2PDF** software, if you select a PDF file in the file save window that already exists, **Win2PDF** will display the following window:



The "**Append**" button will create a new document containing the existing PDF file and will add the new document information to the end of the file. The "**Replace**" button will overwrite the existing PDF file, and the "**Cancel**" button will cancel the PDF creation without affecting the existing PDF file. Here is a YouTube video that shows how to append to an existing PDF file.

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How to append to an existing PDF file using Win2PDF

If the "**Overwrite original file**" check box is checked, the "**Append**" button will overwrite the original document with the new merged document. *This option should be used with caution since it cannot be undone.* If the "**Overwrite original file**" check box is not checked, the "**Append**" button will display an additional window to choose a new file name as shown below. In this case, the original PDF file will not be modified.

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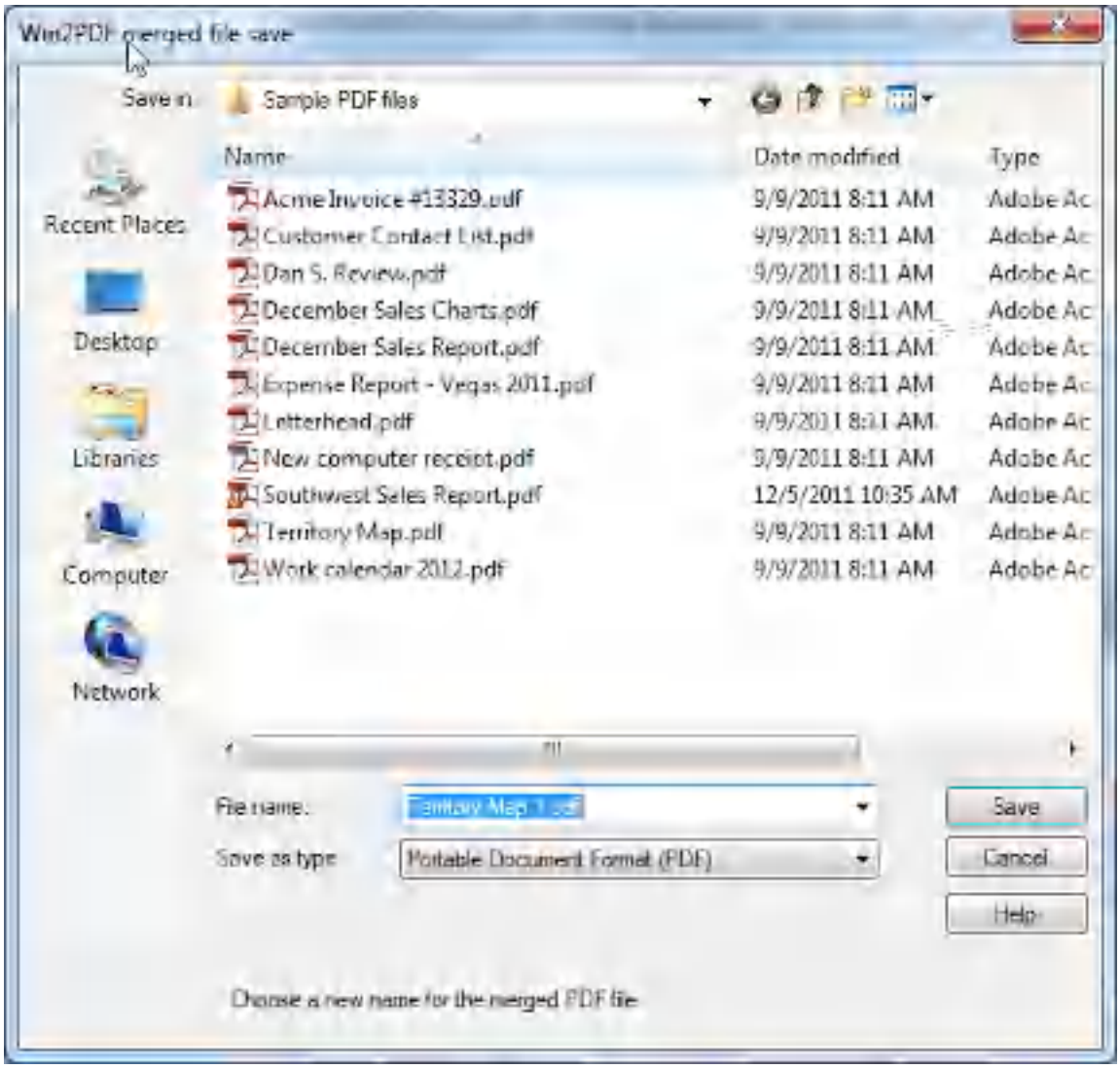

If you selected options to "**View File**", "**Print File**", or "**Send File**" in the first file save window, they will be performed after the file has been merged.

If you enabled encryption in Win2PDF Pro, the merged file will be encrypted. Win2PDF cannot append or prepend to an existing PDF file that is already encrypted.

You can also append two existing PDF files using the Win2PDF Desktop App, or using the APPEND command line. If you need to append more than two PDFs, Win2PDF Pro supports a batch merging folders of PDFs from the Win2PDF Desktop App or using the BATCHCONVERT command line.

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4.11.10 How to automatically name PDF files created with Microsoft Print To PDF in Windows 10

The **Microsoft Print to PDF** printer does not have an ability to automatically name PDF files. The user must manually enter in a name for each document they print.

The **Win2PDF** Print to PDF printer can be configured to set the default file name that is shown in the file save window. It can also be configured to automatically name files and skip the file save window.

Win2PDF and Win2Image can be configured to automatically name files and skip the file save window. There are 3 ways to configure this:

1. You can run the "**Configure Win2PDF Auto-Name**" shortcut from the Windows Start menu.

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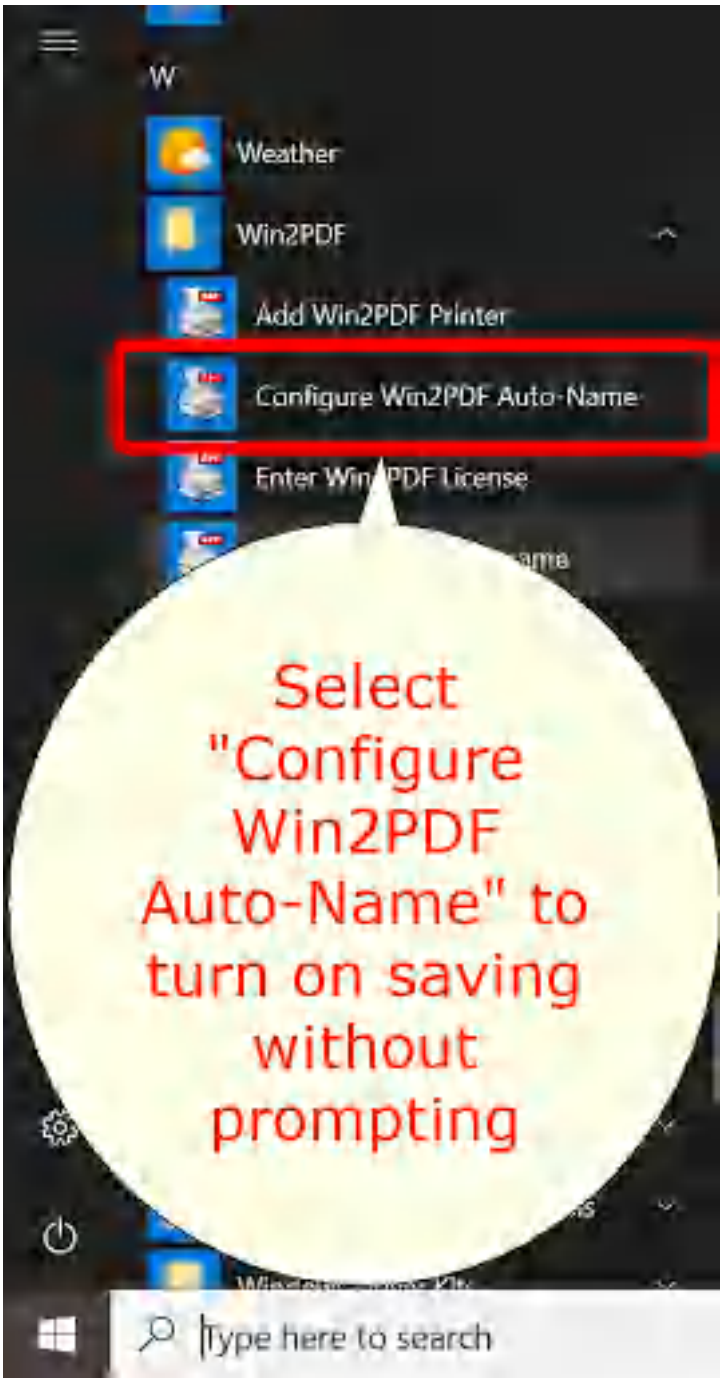

Start Menu Configure Win2PDF Auto-Name

2. You can open "Configure Win2PDF Auto-Name" from the "Auto-Name" menu of the Win2PDF Desktop App.

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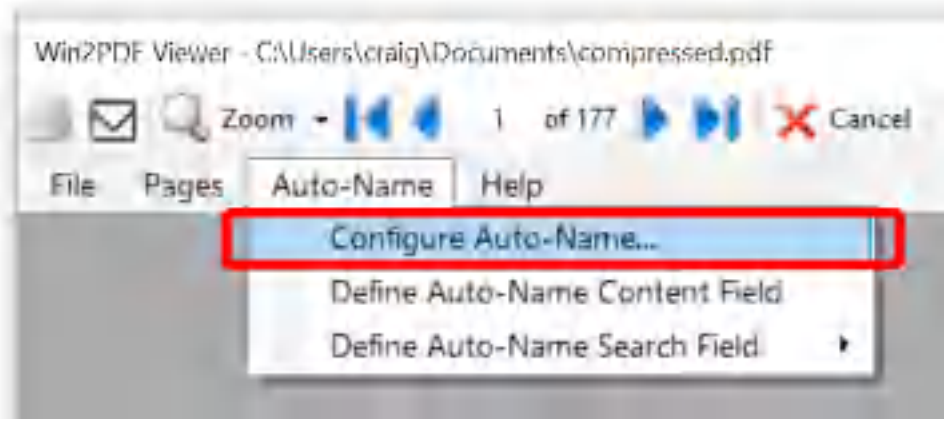

Win2PDF Desktop Open Configure Win2PDF Auto-Name

3. You can print to the Win2PDF printer, and open the "Document" tab of PDF Options when you print to the Win2PDF printer.

Options 1 and 2 will display the following window:

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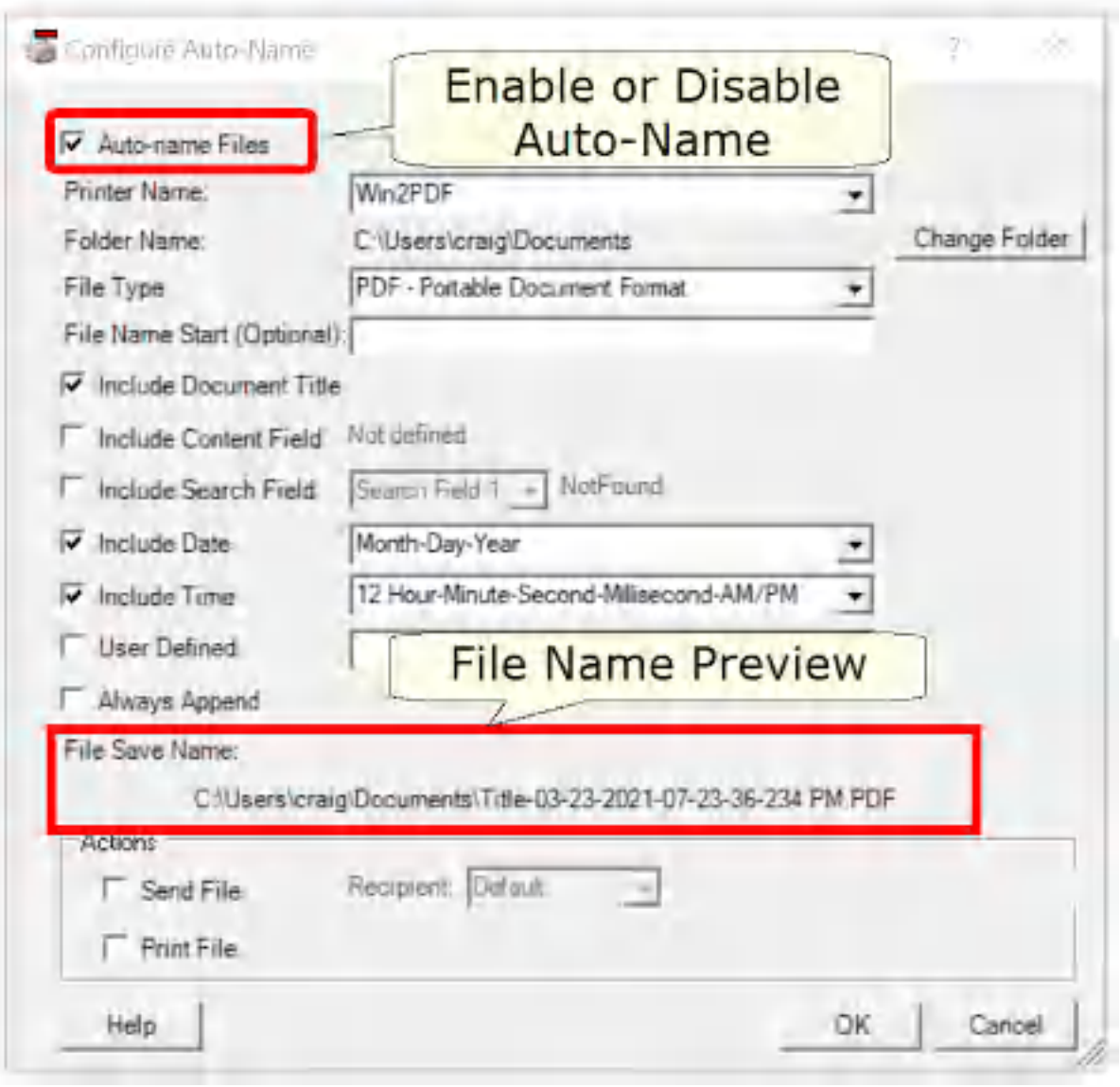

Win2PDF Desktop Configure Auto-Name

Checking the "Auto-name Files" option enables the auto-name feature for the printer selected under "Printer Name". To turn off the auto-name feature and configure Win2PDF to display a file save window, un-check the "Auto-name Files" option.

You can configure the naming options by checking options. The "File Save Name" preview will automatically update as you enable and disable options to show an example file name.

The available naming options are:
Auto-name: Printer Name

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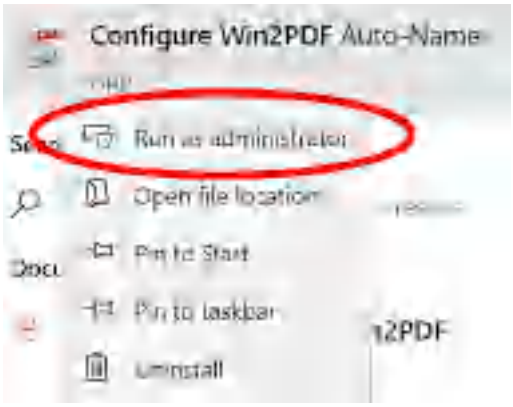
Auto-name: Folder Name
Auto-name: File Type
Auto-name: File Name Start
Auto-name: Include Document Title
Auto-name: Include Content Field
Auto-name: Include Search Field
Auto-name: Include Date
Auto-name: Include Time
Auto-name: User Defined
Auto-name: Always Append
Auto-name Actions: Send File
Auto-name Actions: Print File

If you previously configured Auto-Name through the "Document" tab of PDF Options, the settings will be reflected in the Configure Win2PDF Auto-Name window.

The auto-name configuration is stopped if you hold down the shift key while printing to the Win2PDF printer. If you are printing to Win2PDF in the background while typing in another program, you may accidentally stop the auto-name if you press the shift key. If you want to prevent this from happening, you can use the Win2PDF Admin Utility "Troubleshooting" option to "Disable Auto-Name Shift Key check".

The auto-name settings in this window only apply to the currently logged in user. Administrators can enable Auto-Name for all users by right clicking on the "Configure Auto-Name" shortcut and select "Run As Administrator".



Configure Win2PDF Auto-name for all users

The "Configure Win2PDF Auto-Name" window title should display "all users".

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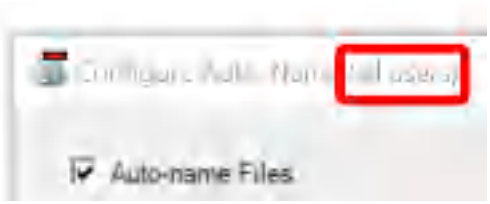

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Part V

5 Frequently Asked Questions

5.1 Win2PDF Support on the Internet

There are also many common problems and solutions listed in the knowledge base section of the Win2PDF support page. If your question is not answered here, you may submit a question from this site.

5.2 What is the difference between Win2PDF and the Adobe PDF Writer

The original version of Adobe Acrobat included two ways to create PDF files: Adobe PDF Writer and Adobe Distiller. The Adobe PDF Writer was a Windows printer driver that directly converted Windows graphics commands into PDF. Adobe Distiller was a Postscript to PDF converter. If you printed to the Adobe Distiller printer, it first converted the graphics to a Postscript file, and then Adobe Distiller converted the Postscript to PDF. The two step conversion processes used by Adobe Distiller was slower, but usually produced smaller and better quality PDF files.

The original version of Win2PDF released for Windows NT in March of 2000 was very similar in architecture to the original Adobe PDF Writer. Win2PDF also directly converted Windows graphics commands into PDF, and was very fast when compared to Adobe Distiller.

Starting in Adobe Acrobat 6, Adobe discontinued support for Adobe PDF Writer and Adobe Distiller became the default "Adobe PDF Printer".

Starting in Win2PDF 7, the architecture of Win2PDF changed to make use of the Microsoft XML Paper Specification feature that is built in to Windows Vista, Windows 7, and Windows Server 2008. Win2PDF 11 now creates an XPS file, and then converts the XPS file to PDF. This allows Win2PDF 11 to handle fonts and graphics better than older versions of Win2PDF.

5.3 Can I use Win2PDF as a shared printer on a print server?

Yes, with certain caveats, although we don't officially support it. Win2PDF works differently than a paper printer.

First, the pricing and licensing requirements are the same as the standard edition of Win2PDF. Each PC that installs Win2PDF as a local printer, or accesses the Win2PDF printer from a shared print server, requires a license of Win2PDF Standard Edition. It is not based on concurrent users; each PC that has access to Win2PDF will need a license.

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Second, Win2PDF differs from most printer drivers in that all operations are done locally on the PC or server where Win2PDF is installed. This is true both when Win2PDF has been installed using the Win2PDF setup program, and when Win2PDF has been installed using printer sharing. If Win2PDF has been installed using printer sharing, no processing or communication is done on the print server. There is no performance advantage to installing Win2PDF using printer sharing.

It is recommended that the Win2PDF printer be installed local to each PC instead of accessing it as a shared printer. There are several limitations with the shared printer implementation, which are:

- ✓Win2PDF relies on some Windows components that are not available on all versions of Windows servers or clients. The Win2PDF setup program checks for these components, and installs them if necessary. If Win2PDF is installed using printer sharing, there is no opportunity to check for these components and Win2PDF may not function correctly if the components are missing. As such, users of Windows XP or Windows Server 2003 will need to manually download and install the Microsoft XPS Essentials Pack setup before connecting to the shared printer. Windows 11, Windows 10, Windows 7, Windows Server 2019, Windows Server 2012 or Windows Server 2008 do not need to install this separately as it is included with the core operating system.

- ✓The Win2PDF Help files will not be installed for shared users. They will only have access to the Win2PDF print driver, and not any of the help topics.

- ✓Printer sharing relies on Windows installation and update mechanisms. Most printer drivers use standard Microsoft port monitors, but Win2PDF uses a custom port. There have been several reported bugs in the Windows printer sharing relating to printer drivers with custom port monitors, and there are a large number of combinations of Windows versions and service pack levels for the print server and clients (including variations for 32 bit and 64 bit clients and servers). Only some combinations are tested with Win2PDF, and based on past experience there may be problems with other combinations. Since the installation and update process is handled entirely by Windows, these issues can be difficult to isolate and troubleshoot.

In contrast, when Win2PDF is installed directly on each PC, the installer detects the operating system and CPU architecture and installs the correct version of the print driver along with any other necessary files. It is not necessary to install the Microsoft XPS Essentials Pack separately. Also the

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help files will be installed locally, and there aren't any issues with updates due to the custom port.

For these reasons, we strongly encourage deployment as a local printer install instead of printer sharing. To ease deployment concerns, for orders of 50 licenses or more we provide a pre-registered volume license installer. This -- together with the silent install options -- is the preferred way of deploying Win2PDF to a large number of PCs.

5.4 Does Win2PDF support Windows 95/98/ME?

No, Win2PDF does **not** support Windows 95/98/ME.

Win2PDF 11 installs as a print driver, and this print driver only works with Windows 11, Windows 10, Windows 8, Windows 7, Windows XP, Windows Vista, Windows Server 2025, Windows Server 2022, Windows Server 2019, Windows Server 2016, Windows Server 2012, Windows Server 2008, and Windows Server 2003.

Win2PDF 11 uses some features of Windows that are not available in Windows NT and Windows 2000. Win2PDF 3.5 is still supported and does work with Windows NT and Windows 2000.

5.5 Does Win2PDF support Windows 8?

Yes, Win2PDF fully supports Windows 8, Windows 8 Pro, and Windows 8.1. Win2PDF does not support Windows RT.

5.6 Does Win2PDF support Windows 10?

Yes, the **Win2PDF** printer supports these editions of Windows 10 using the familiar 'Print to PDF' interface as in past editions.

- Windows 10 Home
- Windows 10 Pro
- Windows 10 Enterprise
- Windows 10 Education

Win2PDF does NOT support these mobile editions of Windows 10, however.

- Windows 10 Mobile
- Windows 10 Mobile Enterprise
- Windows 10 S

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You can switch from Windows 10 S to Windows 10 Pro easily at any time through the Microsoft Store.

The mobile editions are designed primarily for phones and tablet devices that run on non-Intel processors. These editions only support printers that are built in to Windows, so they don't support Win2PDF.

5.7 Does Win2PDF support Windows 11?

Yes, **Win2PDF** supports all versions of Windows 11, including ARM or Qualcomm Snapdragon X processors, using the familiar 'Print to PDF' interface as in past editions.

5.8 How does Win2PDF compare to the Microsoft Print to PDF printer in Windows 10?

The **Microsoft Print to PDF** printer is including in the Microsoft Windows 10 operating system, but it contains several major limitations when compared to the **Win2PDF** Print to PDF printer. Here is the default view of the Microsoft Print to PDF file save window.

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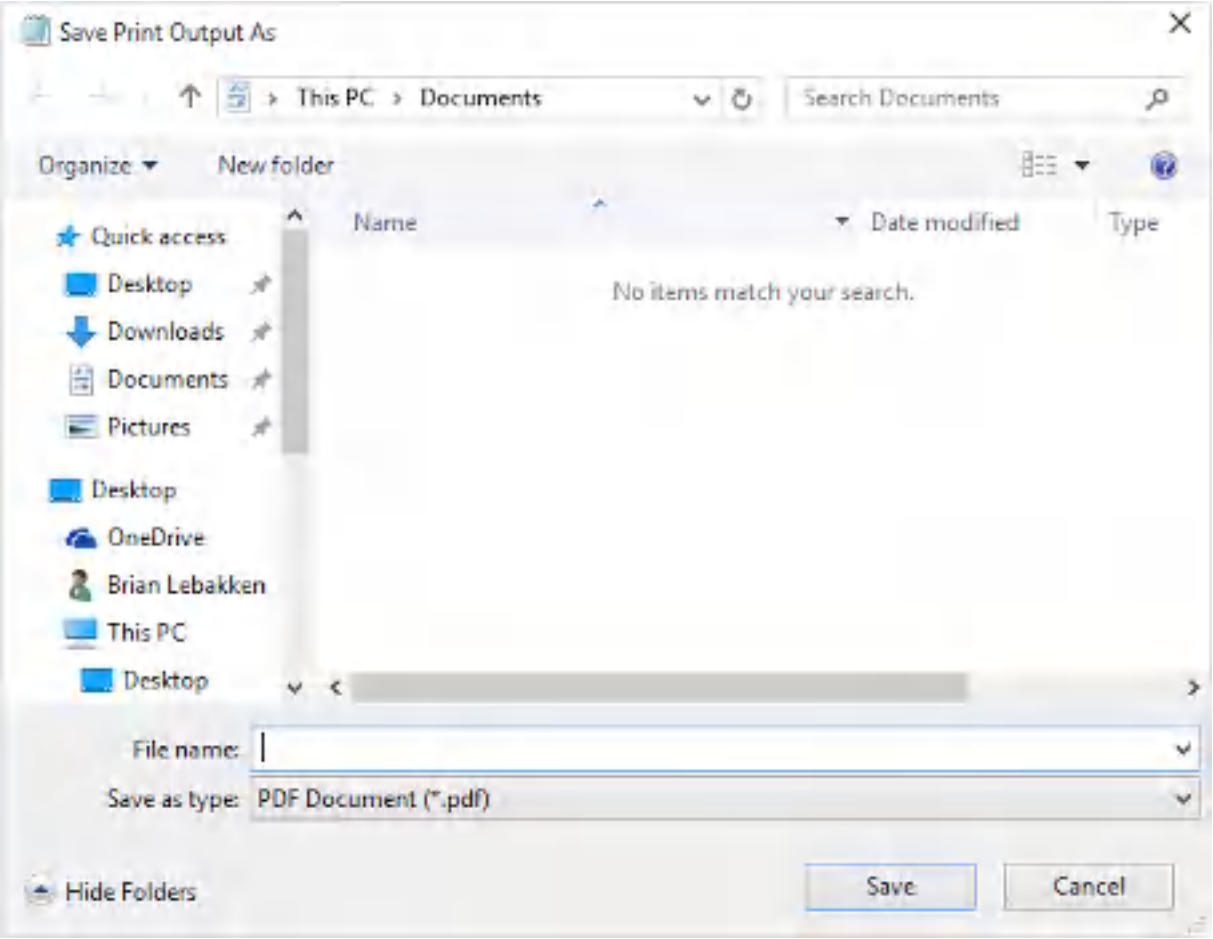

Windows 10 Microsoft Print to PDF file save window

Here is a summary of features that are available in **Win2PDF** that are NOT available in the **Microsoft Print to PDF** printer.

- Use default file name to document being printed
- Save files in other formats like XPS, TIFF, JPG, PNG, BMP, and SVG
- Save files as PDF/A (archival PDF)
- Save files as non-searchable (image-only) PDFs
- View PDF file after it has been created
- Email PDF file after it has been created
- Change resolution of PDF files to reduce file size
- Automatically name PDF files without user interaction
- Password protect PDF files (Win2PDF Pro only)
- Disable the ability to print PDF files (Win2PDF Pro only)
- Disable the ability to copy text or images from PDF files (Win2PDF Pro only)
- Disable the ability to modify PDF files (Win2PDF Pro only)
- Set a watermark image on the PDF file (Win2PDF Pro only)

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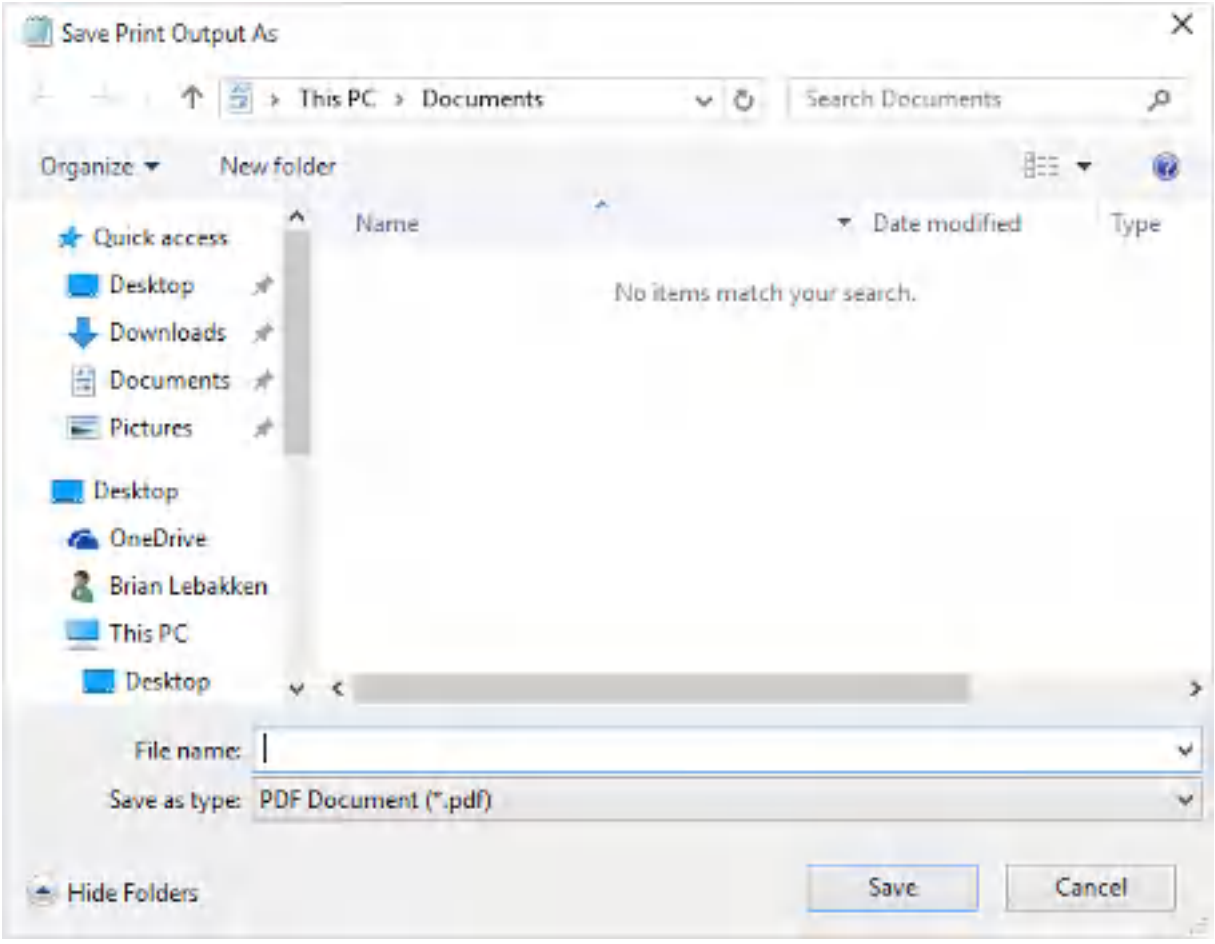
- Set a background image on a PDF file (Win2PDF Pro only)
- Print a copy of the PDF file to the default paper printer
- Supports a developer API for developer integrations
- Supports an administrator configuration tool for changing default behavior
- Supports a stand-alone SMTP email program for automated sending of PDFs
- Supports naming PDFs based on the contents of the document.

5.9 How does Win2PDF compare to the Microsoft Print to PDF printer in Windows 11?

The **Microsoft Print to PDF** printer is including in the Microsoft Windows 11 operating system, but it contains several major limitations when compared to the **Win2PDF** Print to PDF printer. Here is the default view of the Microsoft Print to PDF file save window.



Windows 10 Microsoft Print to PDF file save window

Here is a summary of features that are available in **Win2PDF** that are NOT available in the **Microsoft Print to PDF** printer.

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- Use default file name to document being printed
- Save files in other formats like XPS, TIFF, JPG, PNG, BMP, and SVG
- Save files as PDF/A (archival PDF)
- Save files as non-searchable (image-only) PDFs
- View PDF file after it has been created
- Email PDF file after it has been created
- Change resolution of PDF files to reduce file size
- Automatically name PDF files without user interaction
- Password protect PDF files (Win2PDF Pro only)
- Disable the ability to print PDF files (Win2PDF Pro only)
- Disable the ability to copy text or images from PDF files (Win2PDF Pro only)
- Disable the ability to modify PDF files (Win2PDF Pro only)
- Set a watermark image on the PDF file (Win2PDF Pro only)
- Set a background image on a PDF file (Win2PDF Pro only)
- Print a copy of the PDF file to the default paper printer
- Supports a developer API for developer integrations
- Supports an administrator configuration tool for changing default behavior
- Supports naming PDFs based on the contents of the document.

5.10 Does Win2PDF 64 bit editions of Windows?

Yes, Win2PDF fully supports all versions of Windows 64 bit editions. The Win2PDF setup program includes both 32 bit and 64 bit versions of Win2PDF, and the setup program automatically detects the current version of Win2PDF and installs the 64 bit edition if necessary. There isn't a separate Win2PDF setup program for 64 bit platforms.

Win2PDF has been tested with and fully supports the following 64 bit Windows platforms:

- Windows XP x64 edition
- Windows Server 2003 x64 editions
- Windows Vista x64 editions
- Windows Server 2008 x64 editions
- Windows Server 2008 R2 editions
- Windows 7 x64 editions
- Windows 8 x64 editions
- Windows 10 x64 editions
- Windows 11
- Windows Server 2012 editions
- Windows Server 2012 R2 editions
- Windows Server 2016 editions

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- Windows Server 2019 editions
- Windows Server 2022 editions
- Windows Server 2025 editions

5.11 What type of fonts does Win2PDF support

When creating a standard PDF, Win2PDF 11 automatically embeds all fonts except for the 14 fonts that are built into Adobe Reader®. These include:

- Courier
- **Courier-Bold**
- *Courier-Oblique*
- ***Courier-BoldOblique***
- Helvetica
- **Helvetica-Bold**
- *Helvetica-Oblique*
- ***Helvetica-BoldOblique***
- Times-Roman
- **Times-Bold**
- *Times-Italic*
- ***Times-BoldItalic***
- Symbol
- ZapfDingbats

When the PDF/A format is selected, all fonts including the font Adobe Reader built-in fonts are automatically embedded in the PDF file.

5.12 What PDF Viewers can I use to open PDF files created by Win2PDF?

Win2PDF creates PDF files that conform to the published PDF file specification. Any PDF viewer or PDF reader will be able to open, view, or print PDF files created by Win2PDF.

The most common PDF viewer application is the free Adobe Reader software. This software can be downloaded from Adobe's web site here:

Adobe Reader

Microsoft Edge is the default PDF viewer for Windows 10 and Windows 11, and works will with files produced Win2PDF. Google Chrome's built-in PDF viewer also works well with Win2PDF.

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There are numerous other 3rd party PDF viewer applications, many of which have smaller downloads and load PDF files quicker than the Adobe Reader software. One recommended free PDF viewer is Sumatra PDF available at:

Sumatra PDF Reader

5.13 Is Win2PDF free? Or do I have to pay for it?

Win2PDF is free to use for personal or noncommercial use, but you must purchase the software to remove the extra page from each document. Once you purchase the Win2PDF software, you will be emailed a license code. After the license code is entered, the extra page will not appear on any new PDF files. To evaluate Win2PDF or Win2PDF Pro without the extra page, contact support@win2pdf.com for a 30 day demo license.

The Win2PDF license is sold as a permanent, perpetual license. It will never expire, and it does not require any subscription to use it.

5.14 Is there an annual fee to use Win2PDF?

No. When you purchase Win2PDF, you will have a permanent, non-expiring, perpetual license to use Win2PDF for the creation of PDF files. There are no limits with regard to file size or the number of PDF files that may be created, and there are no annual subscription fees.

Win2PDF does offer an optional "Priority Support" package which includes:

- No charge for software updates (includes volume license installation packages for orders of 50 licenses or greater)
- Priority e-mail support for all support issues; this will immediately notify support staff and put the support ticket to the top of the response queue.
- Access to a direct phone line to discuss support issues "in person" during US business hours (9am-5pm, US Central Time Zone).
- 72-hour max response time for all reported issues.
- Priority bug fixing.
- Custom hot-fix builds if necessary.
- Remote diagnostic assistance (if allowed by customer) to connect via the internet to the customer's PC or server for troubleshooting.

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For pricing information on Win2PDF Priority Support, contact sales@win2pdf.com.

5.15 I can't activate my copy of Win2PDF

If you get an error "Cannot activate Win2PDF online. Please contact support@win2pdf.com", you can try the following:

- Right click on the "Enter Win2PDF License" and choose "Run As Administrator".
- Temporarily disable anti-virus software that may be blocking the network connection to the Win2PDF activation server.

If these steps don't fix your problem or if your PC does not have an internet connection, contact support@win2pdf.com for activation instructions.

5.16 How can I control the PDF file name without prompting?

There are several options:

- You can use the Win2PDF Auto-name feature to set the file name as documented under "How to Automatically Name PDF files"
- You can use the Win2PDF Admin Utility to set the file name as documented under "How to Automatically Name PDF files"
- You can use the registry as documented in the "Developer Information" section under "Specifying an output file name".
- You can use the Win32 API as documented in the "Developer Information section under "Windows Printer Interface".
- You can use the .NET Framework API as documented in the NET Framework example.

5.17 Does Win2PDF create PDF files that are optimized for web downloading?

PDF files created with Win2PDF can be used on web pages, but they are not linearized PDF files.

5.18 How can I improve the quality of bitmap images?

You can increase the default resolution to improve the quality of bitmap images. To do this, open the printers folder, right click on the Win2PDF

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icon, and select "Printing Preferences". You can increase the default resolution under the "Advanced" tab to improve the bitmap quality but this will also increase the document size.

For more information, see "Resolution".

5.19 Can Win2PDF be used on a web server?

Usage on a server requires a Win2PDF Terminal Server Edition (TSE) license of Win2PDF. Information on using a printer from a web server from the Microsoft knowledge base is at:

https://support.microsoft.com/en-us/help/184291/com-objects-fail-to-print-when-called-from-asp

5.20 Is it possible to print multiple worksheets in a single Excel workbook to a single .pdf file?

Some applications -- including Microsoft Excel -- can send multiple "print jobs" if it has multiple sheets with different print areas. Even though only one file is being printed, the application (i.e., Excel) breaks up the file into different print jobs and sends them separately to the printer. This typically results in multiple prompts for a file name, and multiple PDF files being created.

In Win2PDF 7.5 and later version, there is an **Auto-merge** feature to handle this situation. With **Auto-merge** enabled, all of the sheets in the workbook are merged automatically into a single PDF file if the file being printed has the same base file name and is printed in rapid succession.

In Win2PDF 7 and earlier versions, you will need to save the files separately or manually merge the files together. You can do this by selecting the worksheets that you want to print by holding down the "shift" or "control" key while clicking on the sheet tab. Select the "**Print...**" command from the "**File**" menu and make sure "**Active sheet(s)**" is enabled in the Excel print window. More information on selecting multiple worksheets is available at:

https://support.office.com/en-us/article/Select-one-or-multiple-worksheets-096b40c9-0ee7-4980-bac6-cc92aec7b266

Alternatively, if you select "**print to file**" from the Excel print window all worksheets will be created in a single document.

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5.21 Does Win2PDF support Asian character sets?

Yes, Win2PDF fully supports Asian character sets.

5.22 Is it legal to create PDF files with Win2PDF?

Yes. Adobe Systems Inc. created the PDF file format and owns the copyrights on the data structures, operators, and written specification for PDF. Adobe wishes to make PDF an open standard, so they have given permission to anyone to write software that creates PDF files. The have also given royalty free licenses to the patents if used to create PDF files. Information on this policy is in section 1.7 of the PDF specification published by Adobe.

5.23 Can Win2PDF append to an existing PDF file?

Yes, Win2PDF can append or prepend to an exiting PDF file. Please see "Merging to an existing PDF file".

5.24 When installing Win2PDF, I'm get the error message "AddPrinter error 126."

This "AddPrinter error 126" can occur if either of the following conditions is true:

- The %SYSTEMROOT%\System32\Wbem\framedyn.dll file is missing or damaged.

-or-

- The Windows Path environment variable does not point to the %SYSTEMROOT%\System32\Wbem folder.

To correct the problem, use one of the following methods:

Run the Windows system file checker

The Windows system file checker will scan all protected Windows files and verify their versions. If it detects any files that have been replaced or damaged, it will repair the files. To run the system file checker:

1. Click **Start**, and then click **Run**.
2. In the **Open** box, type **sfc /scannow** and then click **OK**.

More information on the Windows system file checker is available at the following location:

http://support.microsoft.com/?kbid=310747

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Replace the Framedyn.dll File

1. Click **Start**, and then click **Run**.
2. In the **Open** box, type **%systemroot%\system32\dllcache**, and then click **OK**.
3. Right-click **framedyn.dll**, and then click **Copy** on the shortcut menu that appears.
4. Click **Start**, and then click **Run**.
5. In the **Open** box, type **%systemroot%\system32\wbem**, and then click **OK**.
6. On the **Edit** menu, click **Paste**. If you are prompted to replace the existing file, click **Yes**.

Verify System Variables

1. Click **Start**, right-click **My Computer**, and then click **Properties** on the shortcut menu that appears. If you receive the following error message, click **OK**: **rundll32.exe - Unable To Locate Component** This application has failed to start because framedyn.dll was not found. Re-installing the application may fix this problem.
2. In the **System Properties** window box, click the **Advanced** tab.
3. Click **Environment Variables**.
4. Under **System variables**, click **Path**, and then click **Edit**. **NOTE**: If no **Path** variable is listed, click **New**. In the **Variable name** box, type **Path**.
5. In the **Variable value** box, type the following: **%SystemRoot%\system32;%SystemRoot%;%SystemRoot%\System32\wbem**
6. Click **OK** three times (each time that you have the option).

More information on this problem is at the following location:
http://support.microsoft.com/default.aspx?scid=kb;en-us;319114

5.25 Can Win2PDF set the file save path to point to original document?

No. Unfortunately, this isn't possible. Win2PDF is a print driver, and the application sends document information to the Win2PDF printer driver just like it's a paper printer. The printing application usually (but not always) sends the document name to Win2PDF, but it does not send the document path to Win2PDF. Win2PDF does not have access to the source document location, so it can't use it save the converted PDF.

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5.26 Can I transfer a Win2PDF license to a new computer?

Yes, use the following steps to move a Win2PDF to a new computer:

1. Record the Win2PDF license code on your old computer by opening "Enter Win2PDF License" from the "Start Menu->All Programs->Win2PDF".
2. Download and install Win2PDF on your new computer. If you purchased Win2PDF after October 2009, you can download the latest version from:
   http://www.win2pdf.com/download/download.htm
   If you purchased Win2PDF before October 2009, you can download Win2PDF 3.5 from:

   https://helpdesk.win2pdf.com/index.php?/Knowledgebase/Article/View/191/16/win2pdf-3503
3. Enter the license code on the new computer:
   https://www.win2pdf.com/doc/license-code.html
4. Uninstall Win2PDF from the old computer "Start Menu->All Programs->Win2PDF->Uninstall Win2PDF"

If you need help finding your order or license information you can submit an support ticket and we can look it up for you.

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Part

6 Developer Information

6.1 Windows Printer Interface

Win2PDF interfaces with an application using standard Windows printer APIs. Whenever possible, Win2PDF uses standard Windows APIs instead of defining new interfaces. You can print to the Win2PDF printer just like a paper printer, and control page size, resolution, and orientation using standard APIs.

You can set the PDF file name from VB.NET or C# using the .NET framework Printersettings.PrintFileName property. You should also set the PrinterSettings.PrintToFile property to true:

```
PrintDocument.PrinterSettings.PrintFileName = "C:\Users\test\AppData\Loca
PrintDocument.PrinterSettings.PrintToFile = true;
```

If you are a Win32 software developer and are developing an application that uses Win2PDF, you can also control the output filename using the standard Win32 API. To specify the file name you need to use the Microsoft defined **DOCINFO** structure and the **StartDoc** function. Set the **lpszOutput** field of the **DOCINFO** structure to the fully qualified path name of the file, and then pass the **DOCINFO** structure to the **Win32 StartDoc** function. Using this method, each file can be created using a unique name.

You can control the orientation, resolution, and other settings using the Win32 API and the **DEVMODE** structure as defined in the Microsoft Platform SDK. The Microsoft article at:
https://support.microsoft.com/en-us/help/167345/how-to-modify-printer-settings-with-the-documentproperties-function
describes how to change printer settings using the Win32 API.

6.2 Using the Windows registry

6.2.1 Registry Overview

Win2PDF uses standard Windows APIs for settings when possible. This includes settings for paper size, paper orientation, and resolution.

You can set the PDF file name from VB.NET or C# using the .NET framework Printersettings.PrintFileName property. You should also set the PrinterSettings.PrintToFile property to true:

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```
PrintDocument.PrinterSettings.PrintFileName = "C:\Users\test\AppData\Loca
PrintDocument.PrinterSettings.PrintToFile = true;
```

For settings that aren't available through the Windows API, Win2PDF can use the Windows registry. This makes it easy to control Win2PDF from almost any development environment.

Win2PDF looks for registry values at the following locations and in the following order:

```
"HKEY_CURRENT_USER\Software\VB and VBA Program Settings\Dane Prairie Syst
"HKEY_CURRENT_USER\Software\Dane Prairie Systems\Win2PDF" and
"HKEY_LOCAL_MACHINE\Software\Dane Prairie Systems\Win2PDF"
```

The first registry location is used for the Visual Basic and VB.NET "**SaveSetting**" function. From Visual Basic or VB.NET, you can call **SaveSetting** with the following parameters to control Win2PDF:

```
SaveSetting "Dane Prairie Systems", "Win2PDF", ValueName, Value
```

From C#, you can use the same fully qualified **SaveSetting** function name:

```
Microsoft.VisualBasic.Interaction.SaveSetting("Dane Prairie Systems", "Wi
```

Where "**ValueName**" and "**Value**" will depend on the Win2PDF setting to control. The **SaveSetting** command only works with Win2PDF registry settings that use a string type.

The HKEY_CURRENT_USER registry location is useful if you want the setting to apply only to the current user. This is especially important when using Win2PDF in a multi-user environment such as Windows Terminal Services.

The HKEY_LOCAL_MACHINE location is useful if you want the setting to apply to all users, the application is running as part of a Windows service, or if your application is only going to be used with a single user.

After the document is created, the registry value will be deleted by Win2PDF. If you would like the setting to apply to all documents without having to add the registry value for each document, you can create a non-zero registry value named "**persistent**" to one of the locations listed above. This will prevent Win2PDF from deleting the value after each

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document. Most settings also have a "Default" setting that is not deleted after each document.

The following Win2PDF settings can be controlled from the registry. All settings with the "String" type support Environment Variable Expansion if saved as REG_EXPAND_SZ.

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Value Name	Type	Description
PDFFileName	String	Controls the output file name Is automatically deleted after each document.
PDFDefaultFileName	String	Controls the output file name. Is not automatically deleted after each document.
PDFPostFileName	String	Same as PDFFileName, but is deleted after the document has been created
persistent	Dword	Prevents registry values from being deleted when it is set to a non-zero value
PDFTitle	String	Sets the document title, or file name displayed in the Win2PDF file save window. Is automatically deleted after each document.
PDFDefaultTitle	String	Sets the default document title, or file name displayed in the Win2PDF file save window. Is not automatically deleted after each document.
PDFAuthor	String	Sets the document author
PDFSubject	String	Sets the document subject
PDFKeywords	String	Sets the document keywords
file options	Dword	Enables encryption, e-mail, view, and print PDF options
disabled options	Dword	Disables options from the file save window
Post Action	String	Automatically executes the application specified after PDF creation and waits for the application to close. Deleted after each document.
Post Action Nowait	String	Automatically executes the application specified after PDF creation and immediately returns control to the printing application. Deleted after each document.
Default Post Action	String	Automatically executes the application specified after PDF creation and waits for the application to close. Not deleted after each document.
Default Post Action Nowait	String	Automatically executes the application specified after PDF creation and immediately returns control to the printing application. Not deleted after each document.
user password	String	Sets the user password (Win2PDF Pro)
master password	String	Sets the master password (Win2PDF Pro)
PDFMailRecipients	Stri	Sets the email "To:"recipient addresses when the

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If you create the any of the string registry values as a REG_EXPAND_SZ instead of a REG_SZ type, the value will be expanded from environment variables. The environment variables are specified with "%" characters at the beginning and end of the variables as in "%HOMEPATH%". A list of Win2PDF environment variables that can be used in registry settings is at PDF Auto-name: User Defined. The REG_EXPAND_SZ option is not available from the Visual Basic SaveSetting command. The %DATE% and %TIME% environment variables are not expanded by this option.

The registry methods are not safe when used with programs that have multiple threads or multiple processes that access Win2PDF unless you use a REG_EXPAND_SZ setting for "PDFDefaultFileName" with a % PDFMillisecond% or %PDFIncrement% variable to prevent files from being overwritten. For these types of programs, you need to ensure that only one thread or process has access to Win2PDF at a time by using a Windows critical section or mutex. The Windows printer interfaces do not have these limitations.

When multiple instances of Win2PDF are installed, Win2PDF first looks in the registry locations based on the instance name of Win2PDF. This allows separate settings for different instance of Win2PDF. For example, if the current instance of Win2PDF is named "Win2PDF (Copy 1)" the following registry locations would be checked before the standard registry locations:

```
"HKEY_CURRENT_USER\Software\VB and VBA Program Settings\Dane Prairie Syst
"HKEY_CURRENT_USER\Software\Dane Prairie Systems\Win2PDF (Copy 1)" and
"HKEY_LOCAL_MACHINE\Software\Dane Prairie Systems\Win2PDF (Copy 1)"
```

If a setting doesn't exist under the instance name section of the registry, then Win2PDF checks the standard locations.

6.2.2 Specifying an output file name

In addition to being able to control the output file using the Win32 API, you can control the output file name by creating a string value in the registry at any of the standard registry locations. The "**PDFFileName**" value should be set to the full path name of the document. If the "**PDFFileName**" entry does not exist in the registry, the user will be prompted to enter a file name.

From Visual Basic or VB.NET, you can set the output file name using the following code sample:

```
SaveSetting "Dane Prairie Systems", "Win2PDF", "PDFFileName", filename
```

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From C#, you can set the output file name using:

```
Microsoft.VisualBasic.Interaction.SaveSetting("Dane Prairie Systems", "Wi
```

Where the filename parameter is the full path name for the file. By default, the "**PDFFileName**" entry is removed from the registry after each document is created and you must add the "**PDFFileName**" each time you print.

If you don't want the setting to be reset after each document, you can use "**PDFDefaultFileName**" in place of "**PDFFileName**". You can also prevent the "**PDFFileName**" from being removed by creating a DWord value named "**persistent**" at one of the standard registry locations.

The format type is determined by the filename extension. The following extensions are supported:

- .PDF - Portable Document Format
- .PDFA -PDF for Archiving (PDF/A). File is renamed with a .PDF extension after creation.
- .PDFI -PDF Image Only (monochrome). File is renamed with a .PDF extension after creation.
- .PDFC -PDF Image Only (color). File is renamed with a .PDF extension after creation.
- .PDFO -PDF OCR (Searchable). File is renamed with a .PDF extension after creation. Requires the Win2PDF OCR Add-on.
- .PDFS -Portable Document Format. Used to force PDF standard instead of PDF/A or PDF Image Only. File is renamed with a .PDF extension after creation.
- .XPS - XML Paper Specification
- .TIFF or .TIF - Tagged Image File Format
- .TIFM - Tagged Image File Format (monochrome). File is renamed with a .TIF extension after creation.
- .TIFC - Tagged Image File Format (color). File is renamed with a .TIF extension after creation.
- .SVG - Scalable Vector Graphics

The following extensions are supported by both the Win2PDF or Win2Image Printer:

- .JPGG - JPEG (grayscale). File is renamed with a .JPG extension after creation.
- .JPGC - JPEG (color). File is renamed with a .JPG extension after creation.

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- .TIFM - Tagged Image File Format (monochrome). File is renamed with a .TIF extension after creation.
- .TIFC - Tagged Image File Format (color). File is renamed with a .TIF extension after creation.
- .GIFG - GIF (grayscale). File is renamed with a .GIF extension after creation.
- .GIFC - GIF (color). File is renamed with a .GIF extension after creation.
- .PNGG - PNG (grayscale). File is renamed with a .PNG extension after creation.
- .PNGC - PNG (color). File is renamed with a .PNG extension after creation.
- .BMPG - BMP (grayscale). File is renamed with a .BMP extension after creation.
- .BMPC - BMP (color). File is renamed with a .BMP extension after creation.

If a file already exists at the location specified by "**PDFFileName**", it will be overwritten. If you want to prevent files from being overwritten, you can add a single asterisk character "*" to the file name to specify a wildcard. If a wildcard character exists, it will be replaced by a sequential number so that documents are never overwritten.

If you want to create a unique document name, you can use a single "%" character in the file name. The "%" character will be expanded to include a sequence of numbers based on the current date and time.

If you create the "PDFFileName" registry value as a REG_EXPAND_SZ instead of a REG_SZ type, the file name will be expanded from environment variables. The environment variables are specified with "%" characters at the beginning and end of the variables as in "%HOMEPATH%". If the environment variable does not exist, the first "%" character will be expanded by a sequences of numbers based on the date and time as described previously. The REG_EXPAND_SZ option is not available from the Visual Basic SaveSetting command. The %DATE% and %TIME% environment variables are not expanded by this option.

Win2PDF sets the current PDF document title in an environment variable named "**PDFTitle**". You can use this in combination with a REG_EXPAND_SZ environment variable to set the file name to the document title. For example, if a "**PDFFileName"** entry with a REG_EXPAND_SZ type is set to "c:\test\%PDFTitle%*.pdf", Win2PDF will create a document using the document specified title without displaying a file save window and it will never overwrite an existing file.

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Win2PDF also supports a number of variables that can be used to dynamically create a date and time stamp. These are listed in the auto-name: user defined documentation.

If the application needs to determine when Win2PDF has finished creating the document, it can use "**PDFPostFileName**" instead of "**PDFFileName**". The behavior of "**PDFPostFileName**" is identical to "**PDFFileName**" except the registry value is not deleted by Win2PDF until the document has been created. The application can monitor the existence of this registry value to determine if Win2PDF is still processing the document.

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6.2.3 Environment Variable Expansion

The following environment variables are set by Win2PDF and can be used with registry expansion in the "PDFFileName", "PDFDefaultFileName", and all other Win2PDF String registry values. The registry values must be set as REG_EXPAND_SZ instead of REG_SZ for the expansion to work.

%PDFTitle%	Document title set by the application
%PDFTitleNoExtension%	Document title set by the application with document extension removed
%PDFIncrement%	If a file exists with the expanded name, %PDFIncrement% is incremented until a file does not exist. Starts at 1. Ensures files are never overwritten.
%PDFDate%	Eight digit date separated by dashes in the format month-day-year (12-25-2015)
%PDFTime%	Six digit 12 hour time separated by dashes in the format hour-minute-second-AM/PM (12-59-59 PM)
%PDFYear%	Four digit number for the current year (2015)
%PDFMonth%	Two digit number for the current month (12)
%PDFMonthName%	Three character abbreviated name for the current month (Dec)
%PDFDay%	Two digit number for the current day of the month (25)
%PDFDayName%	Three character abbreviated name for the day of the week (Wed)
%PDFDayInWeek%	One digit number for the current day of the week
%PDFHour%	Two digit number for the current hour in a 12 hour format (12)
%PDFHour24%	Two digit number for the current hour in a 24 hour format (24)
%PDFMinute%	Two digit number for the current minute within the hour (59)

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%PDFMinute5%	Two digit number for the current minute in 5 minute increments (0,5,10,..55)
%PDFMinute10%	Two digit number for the current minute in 10 minute increments (0,10,..50)
%PDFMinute15%	Two digit number for the current minute in 15 minute increments (0,15,30,45)
%PDFMinute30%	Two digit number for the current minute in 30 minute increments (0,30)
%PDFSecond%	Two digit number for the current second within the minute (59)
%PDFMillisecond%	Three digit number for the current millisecond (999)
%PDFTimeMarker%	Two character abbreviation for AM or PM
%PDFAutoNameContentSearch%	Expanded to the word in the PDF following the registry value specified by PDFAutoNameContentSearchWord
%PDFAutoNameContentSearch2%	Expanded to the word in the PDF following the registry value specified by PDFAutoNameContentSearchWord2
%PDFAutoNameContentSearch3%	Expanded to the word in the PDF following the registry value specified by PDFAutoNameContentSearchWord3
%PDFAutoNameContentField%	Expanded to the word in the PDF specified by the absolute location defined in the Win2PDF Desktop Content Field.

Environment variables defined by Windows such as %HOMEPATH%, %USERNAME%, and %USERPROFILE% can also be used with all Win2PDF String registry settings.

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6.2.4 Appending or Prepending to an existing PDF

You can prepend or append and existing file with the newly created file by creating a string value in the registry at any of the standard registry locations.

Setting	Description
PDFAppendFile	Appends the specified PDF to the newly created PDF for one document. The setting is deleted after the append.
PDFPrependFile	Prepends the specified PDF to the newly created PDF for one document. The setting is deleted after the prepend.
PDFDefaultAppendFile	Always appends the specified PDF to the newly created PDF.
PDFDefaultPrependFile	Always prepends the specified PDF to the newly created PDF.

You can specify both a "**PDFPrependFile**" and a "**PDFAppendFile**" at the same time, and both options are only used if the output file name was specified by using "**PDFFileName**", "**PDFPostFileName**", or "**PDFDefaultFileName**".

For example, if you have an existing PDF file named "file1.pdf" and you would like to create a new PDF file named "file2.pdf" with the contents of "file1.pdf" at the beginning of the new file, you would set "**PDFPrependFile**" to file1.pdf and "**PDFDefaultFileName**" to "file2.pdf". Alternatively, if you wanted to the contents of "file1.pdf" to be at the end of the new file, you would set "**PDFAppendFile**" to "file1.pdf" and "**PDFDefaultFileName"** to "file2.pdf".

By default, the "**PDFPrependFile**" and "**PDFAppendFile**" entries are removed from the registry after each PDF file is created and you must add the values each time you print. If you want to prevent the values from being removed after each document, you can use "**PDFDefaultAppendFile**", "**PDFDefaultPrependFile**", or create a DWord value named "**persistent**" at one of the standard registry locations.

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6.2.5 Setting Document Information

You can set the PDF document subject, title, author, and keywords by creating string values named **PDFSubject**, **PDFTitle**, **PDFAuthor**, and **PDFKeywords** in the registry at any of the standard registry locations. These are the same values as described in the Document Information. All values are deleted after each document is created unless the "**persistent**" registry value is set.

The **PDFTitle** can also be used to set the file name displayed in the Win2PDF file save window. The **PDFDefaultTitle** variation behaves the same as **PDFTitle**, but is not automatically deleted after each document.

6.2.6 Enabling encryption, email, view, and print PDF Options

You can create a **DWORD** value in the registry at any of the standard registry locations to control actions to be taken after the document is created. The value is named "**file options**", and its value can be a combination of the following values:

Action	**value (hexadecimal)**	
Send email	0x01	
View File	0x02	
Send to palm	0x04	
Set 40 bit encryption	0x08	(Win2PDF Pro)
Set 128 bit encryption	0x10	(Win2PDF Pro)
Enable URL detection	0x20	
Delete email	0x40	
Print File	0x80	

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Apply foreground watermark	0x200	(Win2PDF Pro)
Send email - no user interaction	0x400	
Apply background watermark	0x800	(Win2PDF Pro)
Enable JPEG2000 compression	0x1000	(requires Win2PDF 10.0.39 or above)
Set 256 bit encyption	0x2000	(Win2PDF Pro, requires Win2PDF 10.0.39 or above)

The values can be added together, so if you wanted to send e-mail, enable URL detection, and delete the file after sending you would set "**file options**" to 0x61 hexadecimal. The 40, 28, and 256 bit encryption options are only valid for Win2PDF Pro. All values are deleted after each document is created unless the "**persistent**" registry value is set.

When the "**View File**" or "**Print File**" options are enabled, the file is opened in the default file viewer specified by standard Windows file associations.

When "Print File" is enabled, the file is sent to the printer named by a string registry value named "**PDFPrintToName**" or "**PDFDefaultPrintToName**" at one of the standard registry locations. The "**PDFPrintToName**" is automatically deleted after each job, and the "**PDFDefaultPrintToName**" is persistent. If "**PDFPrintToName**" or "**PDFDefaultPrintToName**" are not present, the file is printed on the default Windows printer.

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6.2.7 Setting email Options

When the "Send email" or "Send email - no user interaction" options are enabled, you can set the email address by creating a string value in one of the standard registry locations named "**PDFMailRecipients" or "PDFMailDefaultRecipients"**. The value can be a single email address in the form "*someone@somedomain.com*", or multiple recipients separated by semicolon ';' or comma ',' characters. You can also set one or more "CC:" or "BCC:" email addresses by setting a string value named "**PDFMailCCRecipients**", "**PDFMailDefaultCCRecipients**", "**PDFMailBCCRecipients**", or "**PDFMailDefaultBCCRecipients**" in one of the standard registry locations. Some email clients require a "SMTP:" string in front of the address such as "*SMTP:someone@somedomain.com*".

Win2PDF can verify the addresses using the default address book if a DWORD value named "**PDFMailResolveNames**" is set to 1 in one of the standard registry locations. This can improve the reliability of sent email, but may cause the email client to display a warning window.

You can set the e-mail subject field by creating a string value named "**PDFMailSubject**" or "**PDFMailDefaultSubject**", and you can fill in the body text of the message by creating a string value named "**PDFMailNote**" or "**PDFMailDefaultNote**". To set the HTML body text of the message, use "**PDFMailHTML**" or "**PDFMailDefaultHTML**". For the settings that include "Default" in the name ("PDFMailDefaultRecipients", "PDFMailDefaultCCRecipients", "PDFMailDefaultBCCRecipients", "PDFMailDefaultSubject", "PDFMailDefaultNote", and "PDFMailDefaultHTML", the registry values are applied to all documents and are not deleted. All other values are deleted after each document is created unless the "**persistent**" registry value is set.

Windows MAPI email clients such as Microsoft Outlook (classic), Microsoft Outlook (new), or Outlook Express will not let you send email without user interaction.

6.2.8 Controlling Encryption Options

To set the security permissions, you can create a DWORD value named "security permissions" at any of the standard registry locations.

The DWORD value must be named "security permissions", and the value is defined by Adobe in the PDF specification available from: https://www.adobe.com/content/dam/acom/en/devnet/acrobat/pdfs/PDF32000_2008.pdf

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The following table from this specification defines the privileges:

Bit Position	Meaning
1-2	Reserved; must be 0
3	Print document
4	Modify contents of document (other than text annotations and interactive form fields
5	Copy text and graphics from document
6	Add or modify text annotations and interactive form fields
7-8	Reserved; must be 1
9	Fill in existing form fields
10	Extract text and graphics for Accessibility
11	Assemble the document
12	Allow high resolution printing
13-32	Reserved; must be 1

The default value is 0xfffffffc. For example, to create a PDF document that doesn't allow printing you need to set bit position 3 to a 0 so you would set the "**security permissions**" to 0xfffffff8.

The following table lists common combinations of security permissions:

```
Disable printing            0xfffffff8
Disable copying             0xfffffec
Disable modifying            0xfffffff4
Disable printing & copying       0xffffffe8
Disable printing & modifying      0xfffffff0
Disable copying & modifying       0xffffffe4
Disable printing & copying & modifying 0xffffffe0
```

You can set passwords by creating **String** values named "**user password**" or "**master password**" to password protect documents. The passwords are only used if encryption is enabled in the "**file options**" setting. All registry values are deleted after each document unless the **persistent** value is set.

The security permissions and passwords are only valid for Win2PDF Pro.

6.2.9 Disabling File Save Options

The file save options such as "View PDF", "Print PDF", and "Send PDF" can be disabled by adding a DWORD value to the registry named "disabled

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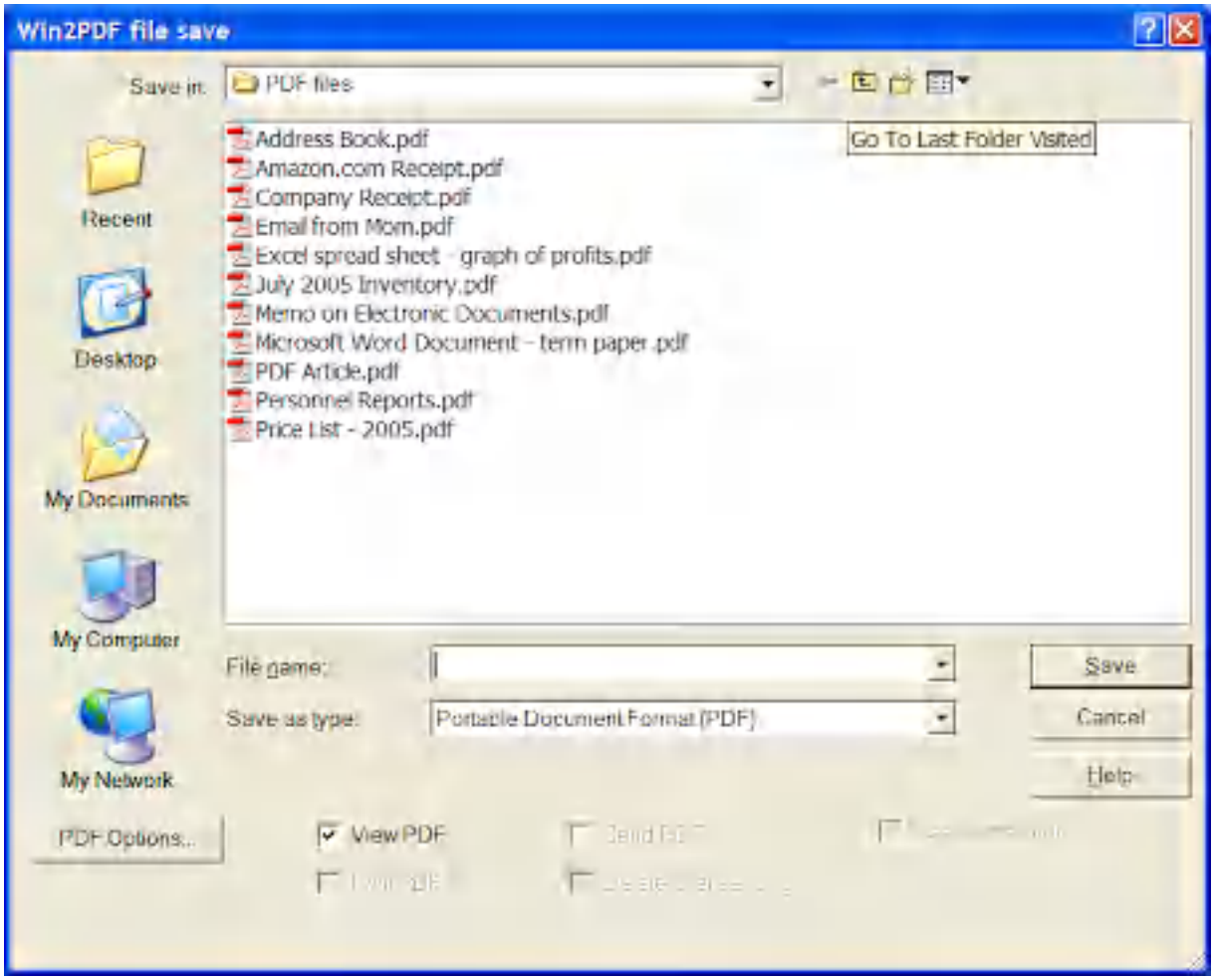
options" at any of the standard registry locations. The options are specified using the same table as the "**file options**". The values can be added together, so if you wanted to disable the "send PDF" and "delete after sending" options you would set "**disabled options**" to 0x41 hexadecimal.



All values are deleted after each document is created unless the "**persistent**" registry value is set.

6.2.10 Win2PDF Plug-In Interface

Win2PDF supports extending features using a plug-in interface that is enabled through a registry setting. You can write plug-ins to extend the features of Win2PDF by interfacing with external applications such as Outlook, by using the command line interface to perform additional PDF operations (multiple watermarks, flattening, split pages, etc.), or by uploading the PDF to a content management system or cloud service such as Slack, FileStack, or Amazon S3.

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Plug-ins are standard Windows executables or scripts that are called by Win2PDF with a single parameter containing the PDF file name. They can be written in any language, and can utilize the Win2PDF command line interface. Sample plug-ins are available in the Win2PDF GitHub samples repository.

Plug-ins are supported by the Win2PDF printer, the Batch Convert feature, and the Watch Folder and Convert feature.

You can automatically execute a Win2PDF plug-in when the document is created by adding one of the following string registry values in any of the standard registry locations.

Printer Plug-In Setting	Description
Post Action	Executes the plug-in when printing to the Win2PDF printer for one document and waits for the plug-in to complete, then deletes the plug-in registry setting
Default Post Action	Always Executes the plug-in when printing to the Win2PDF printer and waits for the plug-in to complete
Post Action Nowait	Executes the plug-in when printing to the Win2PDF printer for one document without waiting for it to complete, then deletes the plug-in registry setting
Default Post Action Nowait	Always executes the plug-in when printing to the Win2PDF printer without waiting for it to complete
Post Action Secure*	Executes the plug-in when printing to the Win2PDF printer for one document passing the master password as an argument, waits for the plug-in to complete, then deletes the plug-in registry setting
Default Post Action Secure*	Always Executes the plug-in when printing to the Win2PDF printer passing the master password as an argument and waits for the plug-in to complete
Post Action Secure Nowait*	Executes the plug-in when printing to the Win2PDF printer for one document passing the master password as an argument without waiting for it to complete, then deletes the plug-in registry setting
Default Post	Always executes the plug-in when printing to the Win2PDF printer passing the master password as an argument without

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Action Secure Nowait*	waiting for it to complete

Batch Convert Plug-In Setting	**Description**
Default Batch Action	Always Executes the plug-in for each file processed by the batch convert feature and waits for the plug-in to complete

Watch Convert Plug-In Setting	**Description**
Default Watch Action	Always Executes the plug-in for each file processed by the watch folder and convert feature and waits for the plug-in to complete

Rename Plug-In Setting	**Description**
Default Rename Action	Always Executes the plug-in for each file processed by the auto-rename PDF feature and waits for the plug-in to complete

The plug-in must be specified using the full path name, and the document can be passed to the application by using a "%s" in the command line. For example, setting "**Default Post Action**" to:

```
 "C:\Program Files\Adobe\Acrobat Reader DC\Reader\AcroRd32.exe"
"%s"
```

would launch Acrobat Reader after the document is created from the Win2PDF printer. It is important to enclose the file name with quotation marks since the file may contain spaces.

*The "Secure" variations of the "Post Action" settings pass a second argument which is the master password used to create the encrypted PDF. This can be used to modify an encrypted PDF in the plug-in. If the PDF is not encrypted, the argument is always set to an empty string ("").

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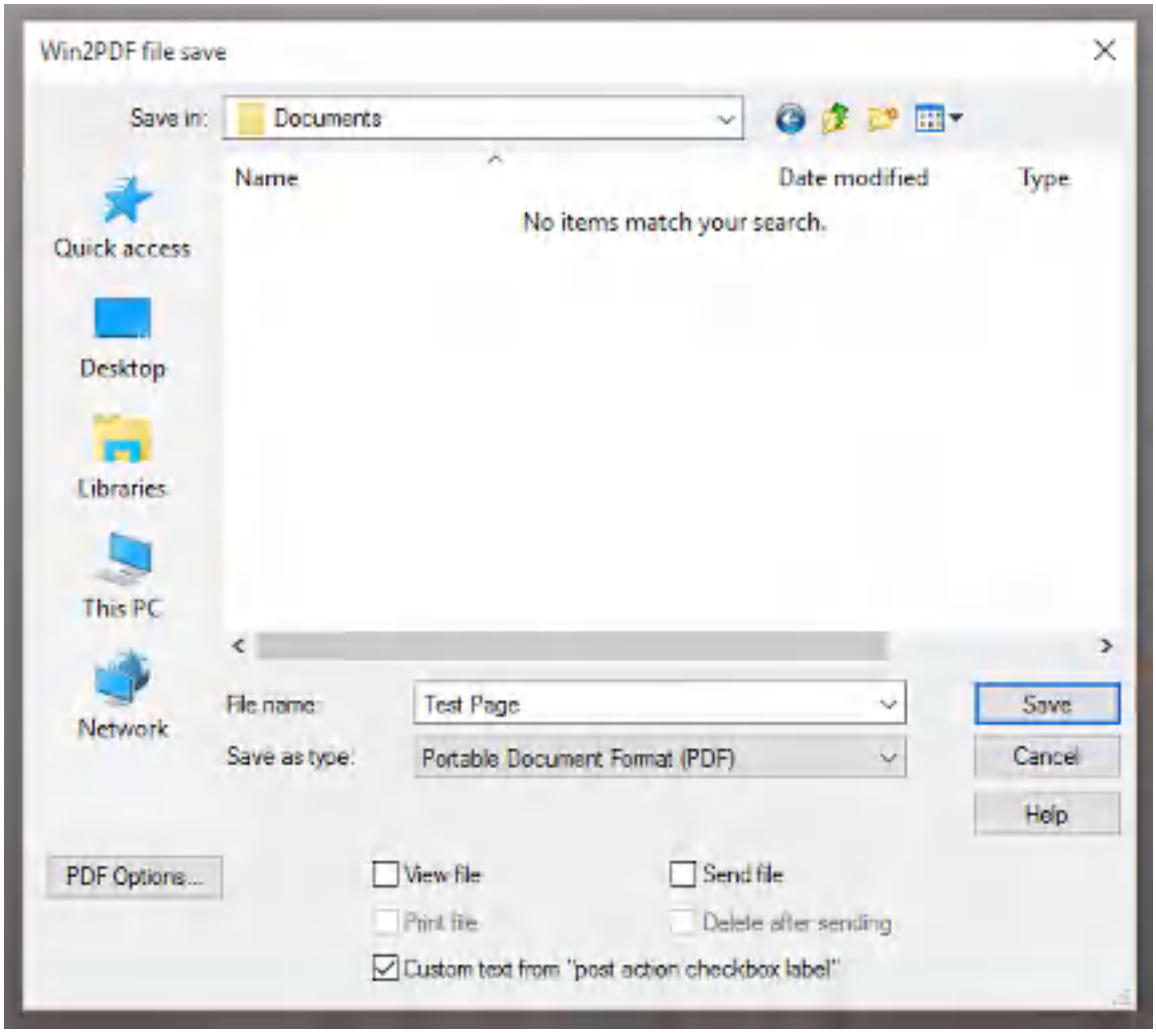
You can optionally allow users to enable or disable Win2PDF printer plug-ins by Adding a plug-in configuration to the Win2PDF file save window.

6.2.11 Adding a plug-in configuration to the Win2PDF file save window

When a plug-in is installed using the "post action" registry setting is set, the "**post action checkbox label**" setting allows an application to customize the text displayed to the user in the Win2PDF file save Window, and allows the user to selectively enable or disable the plug-in operation. The value is a type "string", and can be up to 60 characters in length.



If the checkbox is selected, the plug-in will be launched after the PDF file has been created. If the checkbox is not selected, the PDF is created

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normally with no plug-in operation, even if the plug-in is installed. The default value is checked, but the setting is saved and restored to the user's last action.

If the "**post action checkbox label**" setting is not present, the additional checkbox and label are hidden. If the application specifies a file name, the file save window is skipped and the "**post action checkbox label**" has no effect. If the "post action checkbox label" is set and a plug-in is not installed, the setting is ignored.

6.2.12 Watermark Options

When the "Apply foreground watermark" or "Apply background watermark" options are enabled, the watermark PDF file can be specified by setting a string value named "PDFWatermarkFile" in the registry at any of the standard registry locations.

A default watermark can be specified by setting a string value named "PDFDefaultWatermarkFile". This registry setting is not deleted after each document.

By default, the watermark is applied to all pages in the newly created document. If you want to exclude or include the watermark from the beginning or end of the PDF, you can use one of the following DWORD settings.

Setting	Description
PDFExcludeWatermarkPre	Exclude the watermark from the specified number of pages from the beginning of the document. The setting is deleted after the applying the watermark unless the "**persistent**" registry value is set.
PDFExcludeWatermarkPost	Exclude the watermark from the specified number of pages from the end of the document. The setting is deleted after the applying the watermark unless the "**persistent**" registry value is set.
PDFIncludeWatermarkPre	Include the watermark to the specified number of pages from the beginning of the document. The setting is deleted after the applying the watermark unless the "**persistent**" registry value is set.
PDFIncludeWatermarkPost	Include the watermark to the specified number of pages from the end of the document. The setting is deleted after the applying the watermark unless the "**persistent**" registry value is set.
PDFDefaultExcludeWa	Always exclude the watermark from the specified number of pages from the beginning of the document.

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termarkPre
PDFDefaultAlways exclude the watermark from the specified number of
ExcludeWa pages from the end of the document.
termarkPo
st
PDFDefaultAlways include the watermark to the specified number of pages
IncludeWa from the beginning of the document.
termarkPre
PDFDefaultAlways include the watermark to the specified number of pages
IncludeWa from the end of the document.
termarkPo
st

6.2.13 Controlling File Save Formats

The file save formats such as "PDF", "PDF/A", and "JPEG" can be controlled by editing a DWORD value to the registry named "**formats**" at any of the standard registry locations. The options are specified using table below:

Format	Value (Hexadecimal)
PDF	0x1
PDF/A	0x2
XPS	0x4
TIFF (monochrome)	0x8
SVG	0x10
PDF Image Only (monochrome)	0x20
TIFF (color)	0x40
JPEG (grayscale)	0x80
JPEG (color)	0x100
GIF (grayscale)	0x200
GIF (color)	0x400
PNG (grayscale)	0x800
PNG (color)	0x1000
BMP (grayscale)	0x2000
BMP (color)	0x4000
PDF Image Only (color)	0x8000

For example, to only display "PDF" in the file save window, you would set "formats" to 0x1 hexadecimal. The values can be added together to specify more than one format, so to display "PDF" and "PDF Image Only", you

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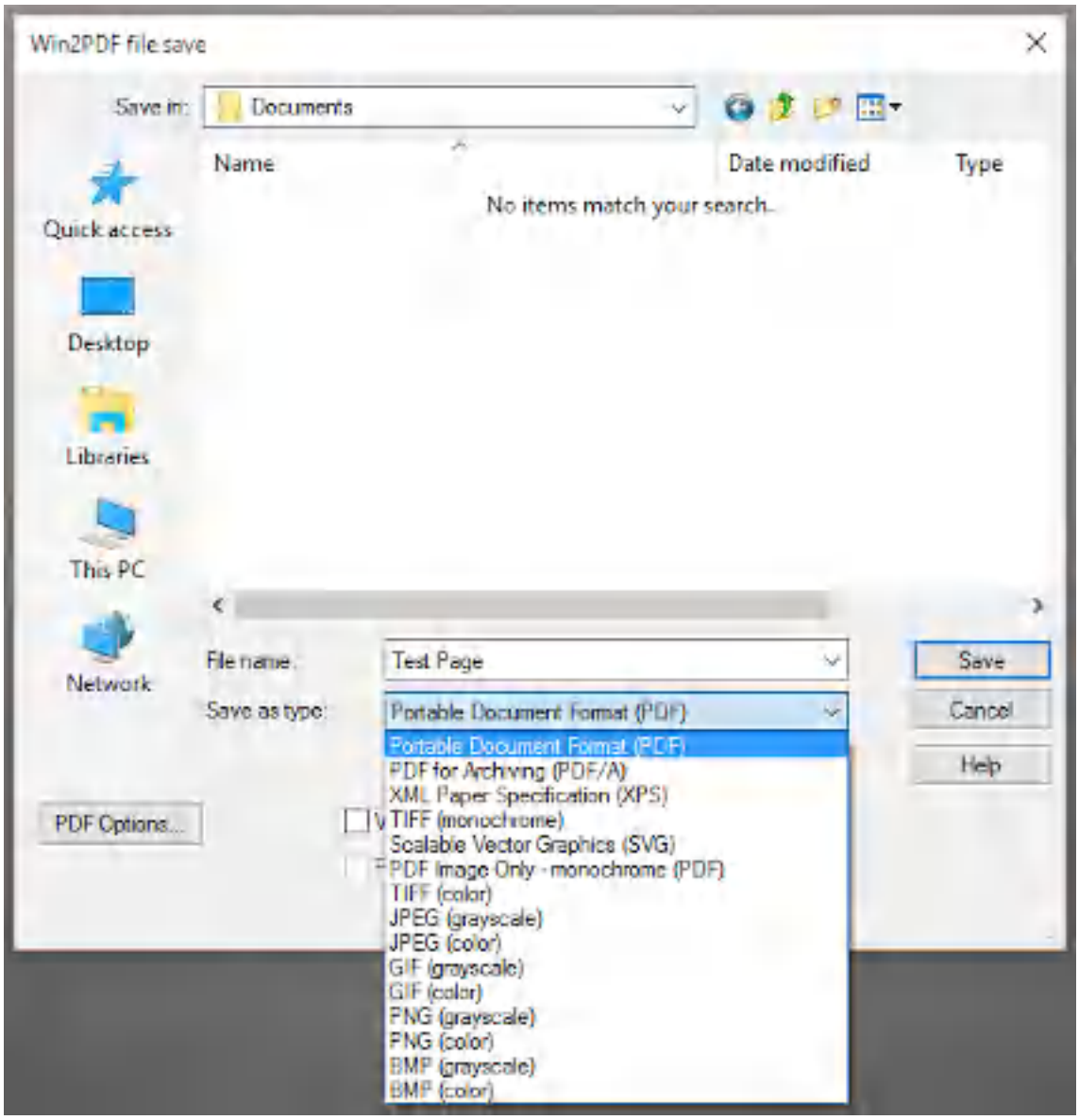
would set formats to 0x21 hexadecimal. To display all formats, you can set formats to 0xffff hexadecimal.



6.2.14 Mail Helper Application

Note: In the latest version of Win2PDF, the **Win2PDF Mail Helper functionality has been incorporated in to the Win2PDF Desktop application** and is no longer required in most circumstances (See How to Mail a PDF).

The Win2PDF Mail Helper application is an optional SMTP mail client that integrates with Win2PDF and supports sending email without user

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interaction. This application can be downloaded from the Win2PDF support download site at:

https://helpdesk.win2pdf.com/index.php?/Knowledgebase/Article/View/189/15/win2pdf-mail-helper-download

To email without user interaction, you must have the Win2PDF Mail Helper application installed and configured, you must set the email recipient address, and you must enable the "Send email - no user interaction" option.

The Win2PDF Mail Helper uses SMTP to send email, and requires configuration to use an SMTP server. You can use the "Configure Win2PDF Mail Helper" menu option to interactively set the server settings, or you can use the following registry settings in any of the standard registry locations:

Value Name	Type	Description
PDFMailFrom	String	Used to fill in the "from:" field in the email header.
PDFMailServerName	String	SMTP server name
PDFMailUserName	String	If authentication is used, the user name for the SMTP server.
PDFMailPassword	String	If authentication is used, the password for the SMTP server.
PDFMailAuthentication	String	1 if authentication is used by the SMTP server, 0 otherwise

6.3 Command Line Interface

6.3.1 Win2PDF Desktop Command Line Summary

The Win2PDF Desktop application that is part of build 10.0.56 or above now supports a command line interface in addition to the graphical interface. If you supply any commands in this format, it will process it directly from the command line. Otherwise, it displays the graphical interface.

The command line interface is supported for licensed copies of Win2PDF. Attempting to run a command line with the evaluation version of Win2PDF will return an error, or an trailer page will be added to the resulting PDF. To evaluate Win2PDF or Win2PDF Pro without the trailer page, contact us for a time limited evaluation license.

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The executable is located in the printer driver directory which is usually:

Windows Architecture	Path
Intel compatible 64 bit	`c:\windows\system32\spool\drivers\x64\3\`
Arm 64 bit	`c:\windows\system32\spool\drivers\arm64\3\`
Intel compatible 32 bit	`c:\windows\system32\spool\drivers\w32x86\3\`

The general format of the command line is:

```
win2pdfd.exe subcommand parameter1 parameter2 …
```

Where subcommand can be one of:
version
previewpdf
append
compress
encrypt
extractpages
deletepages
deleteblankpages
splitpages
splitpagesbeforesearch
splitpagesaftersearch
splitpagesdelete
rotatepages
pagecount
watermark
background
extracttext
makesearchable
imagepdf
print
printpdf
printpdfactualsize
printpdfdirect
printdocx
printrtf
printodt
printtxt
printxlsx
printods

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printhtml
printsvg
printxps
printtiff
printjpg
printpng
printbmp
printgif
printmd
previewpdf
convert
convertto
batchconvert
watchconvert
pdfimage
pdf2jpg
pdf2png
pdf2tiff
pdf2docx
pdf2rtf
pdf2odt
pdf2txt
tiff2pdf
jpg2pdf
png2pdf
bmp2pdf
gif2pdf
html2pdf
svg2pdf
xps2pdf
docx2pdf
doc2pdf
rtf2pdf
odt2pdf
txt2pdf
image2pdf
xlsx2pdf
xlsb2pdf
xls2pdf
ods2pdf
csv2pdf
eml2pdf
msg2pdf
mht2pdf

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markdown2pdf
getcontentsearch
getcontentsearchbelow
sign
setpdfversion
setpdfaconformance
addbookmark
addbookmarkaftersearch
addfileattachment
addprinter
ispdfsearchable

The number of parameters varies depending on the subcommand, and all parameters specified in the subcommand documentation are required.

If no subcommand is specified, first command line parameter is assumed to be a file name instead of a subcommand. If the file name ends with a PDF extension, the Win2PDF Desktop application opens with the graphical options to append, prepend, delete pages, extract pages, split pages, rotate pages, or reorder pages. Otherwise, the file name in the first parameter is opened with the default file handler for the file type and sent to the Win2PDF printer. If the Win2PDF auto-name feature has been enabled, the file will be converted to PDF using the settings specified by the auto-name feature.

6.3.2 Command Line Version

Version Command Line Format

```
win2pdfd.exe version
```

Displays the current Win2PDF version, such as "10.0.100". Available in Win2PDF 10.0.100 or above.

6.3.3 Command Line Add Win2PDF Printer

Add Win2PDF Printer Command Line Format

```
win2pdfd.exe addprinter
win2pdfd.exe addprinter printername
```

Adds a Win2PDF printer, optionally using the printer name specified.

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Returns 0 on success, and a Windows system error code on failure.

6.3.4 Command Line PDF Append

Append/Prepend Command Line Format

```
win2pdfd.exe append "file1" "file2" "mergedfile"
```

Where “file2” is appended to “file1” and the combined PDF is saved to a newly created “mergedfile”. If there is an existing file named the same as “mergedfile”, it will be overwritten. To prepend, swap file1 and file2 parameters.

Any file names that contain spaces must be enclosed with quotation marks. The "file1" and "file2" parameters can be a local file paths, web addresses (URLs) to existing PDF files, or a combination of the two.

If you need to merge more than two PDFs, Win2PDF Pro supports batch merging using the BATCHCONVERT command line.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.5 Command Line PDF Image Compression

PDF Image Compression Command Line Format

```
win2pdfd.exe compress "sourcefile" compressratio "destfile"
win2pdfd.exe compress "sourcefile" compressratio "destfile" favorjeg2000
```

Re-compress images using either JPG or JPEG2000. The “compressratio” is a number, usually 10-100 that determines the amount of compression. Win2PDF tries to select the best compression format based on the current document. In the 2nd variation, specifying a "1" in the last parameter "favorjpeg2000" will favor JPEG2000 compression even if it results in a larger PDF.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

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limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.6 Command Line PDF Page Extraction

Extract Pages Command Line Format

```
win2pdfd.exe extractpages "sourcefile" startpage endpage "destfile"
```

Extract pages from “sourcefile” starting at “startpage” to “endpage”, and save extracted pages in “destfile”.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.7 Command Line PDF Page Deletion

Delete Pages Command Line Format

```
win2pdfd.exe deletepages "sourcefile" startpage endpage "destfile"
```

Delete pages from “sourcefile” starting at “startpage” to “endpage”, and save PDF with deleted pages in “destfile”. If "sourcefile" and "destfile" are the same file, the file is modified in place.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.8 Command Line PDF Delete Blank Pages

Delete Blank Pages Command Line Format

win2pdfd.exe deleteblankpages "sourcefile" "destfile"

Delete blank or empty pages from “sourcefile”, and save PDF with deleted pages in “destfile”. If "sourcefile" and "destfile" are the same file, the file is modified in place.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.9 Command Line PDF Page Rotation

Rotate Page Command Line Format

win2pdfd.exe rotatepages "sourcefile" rotationdegrees pagenum "destfile"

Rotate a single page specified by "pagenum" from “sourcefile” by "rotationdegrees" (0,90,180,270), and save the PDF with rotated page in “destfile”. If "pagenum" is 0, all pages in the document are rotated. If "sourcefile" and "destfile" are the same file, the file is modified in place.

The rotation is absolute, not relative. If a page is already rotated by 90 degrees, calling rotatepages again with "rotationdegrees" set to 90 will have no affect.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.10 Command Line PDF Split Pages

```
win2pdfd.exe splitpages "sourcefile" "destfolder" pageincrement oddpages
win2pdfd.exe splitpagesdelete "sourcefile" "destfolder" pageincrement odd
```

Split PDF from “sourcefile” into segments specified by “pageincrement”. Page segments are placed in the “destfolder”, and are named with the original file name with a “.#.PDF” extension. If “pageincrement” is greater than one, the pages are named based on the beginning page of the segment. For example, setting “pageincrement” to 2 and splitting a 7 page document would result in 4 files named:

```
sourcefile.1.pdf (2 pages)
sourcefile.3.pdf (2 pages)
sourcefile.5.pdf (2 pages)
sourcefile.7.pdf (1 page)
```

The "oddpages" parameter is useful for splitting documents that are meant to print as duplex but have a cover page. Setting “oddpages” to one requires that pageincrement is set to 2. It starts with a single page segment, and then the following segments are 2 pages long. A 7 page document with “pageincrement” to 2 and “oddpages” to 1 would result in the following files:

```
sourcefile.1.pdf (1 page)
sourcefile.2.pdf (2 pages)
sourcefile.4.pdf (2 pages)
sourcefile.6.pdf (2 pages)
```

The “splitpagesdelete” variation of the command behaves the same as “splitpages” but deletes the “sourcefile” after the document has been successfully split.

Any file names that contain spaces must be enclosed with quotation marks.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.11 Command Line PDF Split Pages With Search

```
win2pdfd.exe splitpagesaftersearch "sourcefile" "destfolder" "searchtext"
win2pdfd.exe splitpagesbeforesearch "sourcefile" "destfolder" "searchtext
```

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Split PDF from “sourcefile” into segments based on the contents of the PDF and the “searchtext” parameter. For the "splitpagesaftersearch" variation, Win2PDF searches the text in the PDF and splits the PDF after it encounters a page with the "searchtext". For the "splitpagesbeforesearch" variation, Win2PDF splits the PDF on the page before "searchtext". Page segments are placed in the “destfolder”, and are named with the original file name with a “.#.PDF” extension.

Any file names, folder paths, or searchtext parameters that contain spaces must be enclosed with quotation marks.

Requires a licensed version of Win2PDF. Contact support@win2pdf.com for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.12 Command Line PDF Page Count

```
win2pdfd.exe pagecount "sourcefile"
```

Returns number of PDF pages from “sourcefile”. If the “sourcefile” file name contains spaces, it must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

From the Windows CMD prompt, the page count can be referenced using the built-in %ERRORLEVEL% environment variable. This can be referenced from other Win2PDF command line options in a batch file.

From PowerShell, the page count can be referenced using $LASTEXITCODE.

Returns 0 if an error occurs.

6.3.13 Command Line PDF Check Searchability

```
win2pdfd.exe ispdfsearchable "sourcefile"
```

Returns 0 if “sourcefile” contains searchable text. Otherwise, returns a number greater than 0. If the “sourcefile” file name contains spaces, it must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

From the Windows CMD prompt, the return value can be referenced using the built-in %ERRORLEVEL% environment variable. This can be referenced from other Win2PDF command line options in a batch file.

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From PowerShell, the page count can be referenced using `$LASTEXITCODE`.

6.3.14 Command Line PDF Encryption

Encrypt PDF Command Line Format Win2PDF Pro

```
win2pdfd.exe encrypt "sourcefile" "destfile" permissions encryptiontype m
```

Where:

> "**permissions**" is a hexadecimal value as defined here: https://www.win2pdf.com/doc/controllingencryptionoptions.html It should be set without a preceding 0x. Set permissions to ffffffc to enable all permissions.
>
> "**encryptiontype**" is one of "none", "40", "128", "128aes", or "256aes". 256aes is recommended.
>
> "**masterpass**" is the master or owner password (required).
>
> "**userpass**" is the user password, and must be distinct from the "ownerpass". Set to "" for no user password.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

If "sourcefile" and "destfile" are the same file, the file is modified in place.

To remove encryption, set the **encryptiontype** to "none" and supply the "**masterpass**" used when encryption was enabled.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

Returns 0 on success, and a Windows system error code on failure.

6.3.15 Command Line PDF Sign With Certificate

Sign PDF With Certificate Command Line Format Win2PDF Pro

```
win2pdfd.exe sign          "sourcepdf" "destpdf" "certfile" "certpassword
win2pdfd.exe sign          "sourcepdf" "destpdf" "certfile" "certpassword
```

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```
win2pdfd.exe sign          "sourcepdf" "destpdf" "certfile" "certpassword
win2pdfd.exe signwithstamp "sourcepdf" "destpdf" "certfile" "certpassword
win2pdfd.exe signwithstamp "sourcepdf" "destpdf" "certfile" "certpassword
```

Signs the PDF specified by "sourcepdf" and saves signed PDF to "destpdf" using the digital certificate file and password specified by "certfile" and "certpassword". The "certfile" must be a PKCS#12 certificate (.pfx or .p12 file) issued by a valid Certificate Authority (CA). Adobe Acrobat Reader only recognizes some Certificate Authorities and some Certificate Policies without displaying a warning, but it's possible to manually mark a certificate as "trusted" for other types of certificates.

If the "sourcepdf" is encrypted, provide the PDF master password in "masterpassword". Otherwise, set to "".

If the optional "reason", "location", and "contactinfo" parameters are included, they will update the signature properties.

The "signwithstamp" variation adds a visible signature field with the signature properties displayed within the field. The "x" parameter specifies the horizontal position of the signature field from the left side of the page in points (1/72 inch). The "y" parameter specifies the vertical position of the signature field from the top of the page in points. The "width" and "height" parameters specify the width and height of the signature field in points. The signature field is always applied to the first page of the PDF.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

If "sourcefile" and "destfile" are the same file, the file is modified in place.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcepdf" can be a local file path, or an web address (URL) to an existing PDF.

Returns 0 on success, and a Windows system error code on failure.

6.3.16 Command Line PDF Watermark/Background

Watermark/Background PDF Command Line Format

Win2PDF Pro

```
win2pdfd.exe watermark "sourcefile" "watermarkfile" "destfile" mode exclu
```

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Where:

"mode" is either "**watermark**", "**background**", "**watermarklink**", or "**backgroundlink**"
If mode is "watermark" or ""watermarklink", the watermarkfile PDF is overlaid on top of all existing graphics on the page. If mode is "background" or "backgroundlink", the watermarkfile PDF is placed underneath all existing graphics on the page. If the watermark file has click-able links, you can use the "watermarklink" or "backgroundlink" variation to keep these links active in the final PDF file.

"**excludepre**" is the number of pages from the beginning of the document to skip applying the watermark. Set to 0 apply watermarkfile to all pages including the first page. Set to a negative value to **include** the watermark to the absolute value of the number of pages from the beginning of the document.

"**excludepost**" is the number of pages from the end of the document to skip applying the watermark. Set to 0 to apply the watermarkfile to all pages including the last page. Set to a negative value to **include** the watermark to the absolute value of the number of pages from the end of the document.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

If "sourcefile" and "destfile" are the same file, the file is modified in place.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

Returns 0 on success, and a Windows system error code on failure.

6.3.17 Command Line PDF Text Extraction

Extract Text Command Line Format

```
win2pdfd.exe extracttext "sourcefile" "destfile" formatting
win2pdfd.exe extracttext "sourcefile" "destfile" formatting pagenum
```

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Extract text from “sourcefile”, and save to text file “destfile”. If “formatting” is “1”, the destination text file is formatted similarly to the PDF. If “formatting” is “0”, the text file is unformatted.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

If the pagenum is specified, only text from the specified page will be extracted.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.18 Command Line PDF Make Searchable (OCR)

Make Searchable Command Line Format

```
win2pdfd.exe makesearchable "sourcefile" "destfile"
win2pdfd.exe makescansearchable "sourcefile" "destfile"
win2pdfd.exe makescansearchableonepage "sourcefile" "destfile"
```

Recognizes text from images and graphics using Optical Character Recognition (OCR) from "sourcefile", and saves the text information in an invisible text layer in "destfile" to make the PDF searchable. If "sourcefile" and "destfile" are the same file, the file is modified in place. The "makescansearchable" variation can improve the recognition for lower quality scanned images. The "makescansearchableonepage" only makes the first page searchable for improved performance.

Requires that the Win2PDF OCR Add-on is installed (separate download from Win2PDF, included with Win2PDF Pro).

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

Returns 0 on success, and a Windows system error code on failure.

6.3.19 Command Line PDF Image Only

PDF Image Only Command Line Format

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```
win2pdfd.exe imagepdf "sourcefile" "destfile" colormode
win2pdfd.exe imagepdfa "sourcefile" "destfile" colormode
```

Converts a pdf specified by "sourcefile" into an image only PDF specified by "destfile". If "sourcefile" and "destfile" are the same file, the file is modified in place. The colormode parameter can be one of:

"mono" - create a black and white image only PDF
"grayscale" - create a grayscale image only PDF
"color" - create a color image only PDF

The "imagepdfa" variation is identical to "imagepdf", but the resulting PDF is saved using the PDF/A format.

Image only PDF files can be useful to make the PDF unsearchable, to "flatten" text fields for security, to speed up loading time for complex PDFs, and to reduce the PDF file size.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

Returns 0 on success, and a Windows system error code on failure.

6.3.20 Command Line PDF Print

Print PDF Command Line Format

```
win2pdfd.exe printpdf "sourcefile" "printername"
win2pdfd.exe printpdf "sourcefile" "printername" startpage endpage
win2pdfd.exe printpdf "sourcefile" "printername" outputfile
win2pdfd.exe printpdf "sourcefile" "printername" trayname
win2pdfd.exe printpdfactualsize "sourcefile" "printername"
win2pdfd.exe printpdfactualsize "sourcefile" "printername" startpage endp
win2pdfd.exe printpdfactualsize "sourcefile" "printername" outputfile
win2pdfd.exe printpdfactualsize "sourcefile" "printername" trayname
```

Prints the PDF “sourcefile” to the specified printername, optionally including a startpage and endpage, or tray name. The "printpdfactualsize" variation prints the PDF with no scaling ("actual size"). Otherwise, the PDF is scaled to the closes available paper size for the printer ("fit page").

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

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If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

The command line option that includes an outputfile is useful for re-rendering an existing PDF through the Win2PDF printer. The full path to the file name must be specified.

If your printer supports Direct PDF printing, the Command Line PDF Print Direct command line may be faster.

Returns 0 on success, and a Windows system error code on failure.

6.3.21 Command Line PDF Print Direct

Print PDF Direct Command Line Format

```
win2pdfd.exe printpdfdirect "sourcefile" "printername"
win2pdfd.exe printpdfdirect "sourcefile" "printername" startpage endpage
```

Prints the PDF “sourcefile” directly to the specified “printername” that supports Direct PDF printing, optionally including a startpage, and endpage.

Compared to the Command Line PDF Print, this can be much faster but only works on printers with "Direct PDF" printing. Most business class printers from HP, OKI, Kyocera, Ricoh, Canon, and Xerox support Direct PDF printing, but most consumer inkjet printers do not support it. If the “pdfprintdirect” command is used on a printer that does not support Direct PDF printing, it may result in many pages of garbled text being printed.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

Returns 0 on success, and a Windows system error code on failure.

6.3.22 Command Line File Print

Print File Command Line Format

```
win2pdfd.exe print "sourcefile" "printername"
win2pdfd.exe print "sourcefile" "printername" startpage endpage
```

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```
win2pdfd.exe print "sourcefile" "printername" trayname
```

Prints the file “sourcefile” to the specified printername, optionally including a startpage and endpage, or tray name. The "sourcefile" can be in any of the following formats:

Extension	Format
.PDF	Portable Document Format
.DOCX, .DOC	Microsoft Word (Win2PDF Pro Only)
.RTF	Rich Text Format (Win2PDF Pro Only)
.ODT	OpenDocument Text (Win2PDF Pro Only)
.TXT	Text (Win2PDF Pro Only)
.MD, .MARKDOWN, .MKD, .MDWN, .MDOWN, .MDTXT, .MDTEXT	Markdown (Win2PDF Pro Only)
.XLSX, .XLSB, .XLS	Microsoft Excel Spreadsheet (Win2PDF Pro Only)
.PPTX, .PPT	Microsoft PowerPoint Presentation (Win2PDF Pro Only)
.ODS	OpenDocument Spreadsheet (Win2PDF Pro Only)
.CSV	Comma Separated Values (Win2PDF Pro Only)
.HTML, .HTM, .MHTML, .JS	HyperText Markup Language
.SVG	Scalable Vector Graphics
.XPS	XML Paper Specification
.TIF, .TIFF	Tagged Image File Format
.JPG, .JPEG, .JPE	Joint Photographic Experts Group Image
.PNG	Portable Network Graphics
.BMP, .DIB	Windows Bitmap
.GIF	Graphics Interchange Format
.EML	Email Message Format (Win2PDF Pro Only)
.MSG	Microsoft Outlook Item File Format (Win2PDF Pro Only)
.MHT	Mime HTML Archive (Win2PDF Pro Only)

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

Returns 0 on success, and a Windows system error code on failure.

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6.3.23 Command Line DOCX Print

Print DOCX Command Line Format Win2PDF Pro

```
win2pdfd.exe printdocx "sourcefile.docx" "printername"
win2pdfd.exe printdocx "sourcefile.docx" "printername" startpage endpage
win2pdfd.exe printdocx "sourcefile.docx" "printername" trayname
```

Prints the Microsoft Word DOCX or DOC "sourcefile.docx" to the specified printername, optionally including a startpage and endpage, or tray name.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing DOCX file.

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

Returns 0 on success, and a Windows system error code on failure.

6.3.24 Command Line XLSX Print

Print XLSX Command Line Format Win2PDF Pro

```
win2pdfd.exe printxlsx "sourcefile.xlsx" "printername"
win2pdfd.exe printxlsx "sourcefile.xlsx" "printername" startpage endpage
win2pdfd.exe printxlsx "sourcefile.xlsx" "printername" trayname
```

Prints the Microsoft Excel XLSX, XLSB or XLS "sourcefile.xlsx" to the specified printername, optionally including a startpage and endpage, or tray name.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XLSX file.

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

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Returns 0 on success, and a Windows system error code on failure.

6.3.25 Command Line PPTX Print

Print PPTX Command Line Format Win2PDF Pro

```
win2pdfd.exe printpptx "sourcefile.xlsx" "printername"
win2pdfd.exe printpptx "sourcefile.xlsx" "printername" startpage endpage
win2pdfd.exe printpptx "sourcefile.xlsx" "printername" trayname
```

Prints the Microsoft PowerPoint PPTX or PPT "sourcefile.pptx" to the specified printername, optionally including a startpage and endpage, or tray name.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XLSX file.

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

Returns 0 on success, and a Windows system error code on failure.

6.3.26 Command Line ODS Print

Print ODS Command Line Format Win2PDF Pro

```
win2pdfd.exe printods "sourcefile.ods" "printername"
win2pdfd.exe printods "sourcefile.ods" "printername" startpage endpage
win2pdfd.exe printods "sourcefile.ods" "printername" trayname
```

Prints the OpenDocument Spreadsheet ODS "sourcefile.ods" to the specified printername, optionally including a startpage and endpage, or tray name.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing ODS file.

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the

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specified tray is not available for the printer, the available tray names are printed on the command line console.

Returns 0 on success, and a Windows system error code on failure.

6.3.27 Command Line EML Print

Print EML Command Line Format Win2PDF Pro

```
win2pdfd.exe printeml "sourcefile.eml" "printername"
win2pdfd.exe printeml "sourcefile.eml" "printername" startpage endpage
win2pdfd.exe printeml "sourcefile.eml" "printername" trayname
```

Prints the email message format EML file "sourcefile.eml" to the specified printername, optionally including a startpage and endpage, or tray name.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing EML file.

If the MSG file contains attachments and the attachment is one of the following, Win2PDF prints the attachment after the message body.

Extension	Format
.PDF	Portable Document Format
.DOCX, .DOC	Microsoft Word (Win2PDF Pro Only)
.RTF	Rich Text Format (Win2PDF Pro Only)
.ODT	OpenDocument Text (Win2PDF Pro Only)
.TXT	Text (Win2PDF Pro Only)
.MD, .MARKDOWN, .MKD, .MDWN, .MDOWN, .MDTXT, .MDTEXT	Markdown (Win2PDF Pro Only)
.XLSX, .XLSB, .XLS	Microsoft Excel Spreadsheet (Win2PDF Pro Only)
.PPTX, .PPT	Microsoft PowerPoint Presentation (Win2PDF Pro Only)
.ODS	OpenDocument Spreadsheet (Win2PDF Pro Only)
.CSV	Comma Separated Values (Win2PDF Pro Only)
.HTML, .HTM, .MHTML, .JS	HyperText Markup Language
.SVG	Scalable Vector Graphics
.XPS	XML Paper Specification
.TIF, .TIFF	Tagged Image File Format
.JPG, .JPEG, .JPE	Joint Photographic Experts Group Image
.PNG	Portable Network Graphics
.BMP, .DIB	Windows Bitmap

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.GIF	Graphics Interchange Format
.EML	Email Message Format (Win2PDF Pro Only)
.MSG	Microsoft Outlook Item File Format (Win2PDF Pro Only)
.MHT	Mime HTML Archive (Win2PDF Pro Only)

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

Returns 0 on success, and a Windows system error code on failure.

6.3.28 Command Line MSG Print

Print MSG Command Line Format Win2PDF Pro

```
win2pdfd.exe printmsg "sourcefile.msg" "printername"
win2pdfd.exe printmsg "sourcefile.msg" "printername" startpage endpage
win2pdfd.exe printmsg "sourcefile.msg" "printername" trayname
```

Prints the Microsoft Outlook item file format MSG file “sourcefile.msg” to the specified printername, optionally including a startpage and endpage, or tray name.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing EML file.

If the MSG file contains attachments and the attachment is one of the following, Win2PDF prints the attachment after the message body.

Extension	**Format**
.PDF	Portable Document Format
.DOCX, .DOC	Microsoft Word (Win2PDF Pro Only)
.RTF	Rich Text Format (Win2PDF Pro Only)
.ODT	OpenDocument Text (Win2PDF Pro Only)
.TXT	Text (Win2PDF Pro Only)
.MD, .MARKDOWN, .MKD, .MDWN, .MDOWN, .MDTXT, .MDTEXT	Markdown (Win2PDF Pro Only)
.XLSX, .XLSB, .XLS	Microsoft Excel Spreadsheet (Win2PDF Pro Only)
.PPTX, .PPT	Microsoft PowerPoint Presentation (Win2PDF Pro Only)
.ODS	OpenDocument Spreadsheet (Win2PDF Pro Only)

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.CSV	Comma Separated Values (Win2PDF Pro Only)
.HTML, .HTM, .MHTML, .JS	HyperText Markup Language
.SVG	Scalable Vector Graphics
.XPS	XML Paper Specification
.TIF, .TIFF	Tagged Image File Format
.JPG, .JPEG, .JPE	Joint Photographic Experts Group Image
.PNG	Portable Network Graphics
.BMP, .DIB	Windows Bitmap
.GIF	Graphics Interchange Format
.EML	Email Message Format (Win2PDF Pro Only)
.MSG	Microsoft Outlook Item File Format (Win2PDF Pro Only)
.MHT	Mime HTML Archive (Win2PDF Pro Only)

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

Returns 0 on success, and a Windows system error code on failure.

6.3.29 Command Line MHT Print

Print MHT Command Line Format Win2PDF Pro

```
win2pdfd.exe printmht "sourcefile.mht" "printername"
win2pdfd.exe printmht "sourcefile.mht" "printername" startpage endpage
win2pdfd.exe printmht "sourcefile.mht" "printername" trayname
```

Prints the MIME HTML Archive format MHT file “sourcefile.mht” to the specified printername, optionally including a startpage and endpage, or tray name.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing EML file.

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

Returns 0 on success, and a Windows system error code on failure.

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6.3.30 Command Line RTF Print

Print RTF Command Line Format Win2PDF Pro

```
win2pdfd.exe printrtf "sourcefile.rtf" "printername"
win2pdfd.exe printrtf "sourcefile.rtf" "printername" startpage endpage
win2pdfd.exe printrtf "sourcefile.rtf" "printername" trayname
```

Prints the Rich Text Format RTF file “sourcefile.rtf” to the specified printername, optionally including a startpage and endpage, or tray name.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing RTF file.

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

Returns 0 on success, and a Windows system error code on failure.

6.3.31 Command Line ODT Print

Print ODT Command Line Format Win2PDF Pro

```
win2pdfd.exe printodt "sourcefile.odt" "printername"
win2pdfd.exe printodt "sourcefile.odt" "printername" startpage endpage
win2pdfd.exe printodt "sourcefile.odt" "printername" trayname
```

Prints the OpenDocument Format ODT file “sourcefile.odt” to the specified printername, optionally including a startpage and endpage, or tray name.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing ODT file.

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

Returns 0 on success, and a Windows system error code on failure.

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6.3.32 Command Line TXT Print

Print TXT Command Line Format Win2PDF Pro

```
win2pdfd.exe printtxt "sourcefile.txt" "printername"
win2pdfd.exe printtxt "sourcefile.txt" "printername" startpage endpage
win2pdfd.exe printtxt "sourcefile.txt" "printername" trayname
```

Prints the text file “sourcefile.txt” to the specified printername, optionally including a startpage and endpage, or tray name.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing text file.

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

Returns 0 on success, and a Windows system error code on failure.

6.3.33 Command Line HTML Print

Print HTML Command Line Format

```
win2pdfd.exe printhtml "sourcefile.html" "printername"
win2pdfd.exe printhtml "sourcefile.html" "printername" startpage endpage
win2pdfd.exe printhtml "sourcefile.html" "printername" trayname
```

Prints the HTML file “sourcefile.html” to the specified printername, optionally including a startpage and endpage, or tray name.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing HTML file.

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

Returns 0 on success, and a Windows system error code on failure.

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6.3.34 Command Line SVG Print

Print SVG Command Line Format

```
win2pdfd.exe printsvg "sourcefile.svg" "printername"
win2pdfd.exe printsvg "sourcefile.svg" "printername" startpage endpage
win2pdfd.exe printsvg "sourcefile.svg" "printername" trayname
```

Prints the SVG file “sourcefile.svg” to the specified printername, optionally including a startpage and endpage, or tray name.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing SVG file.

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

Returns 0 on success, and a Windows system error code on failure.

6.3.35 Command Line XPS Print

Print XPS Command Line Format

```
win2pdfd.exe printxps "sourcefile.xps" "printername"
win2pdfd.exe printxps "sourcefile.xps" "printername" startpage endpage
win2pdfd.exe printxps "sourcefile.xps" "printername" trayname
```

Prints the XPS file “sourcefile.xps” to the specified printername, optionally including a startpage and endpage, or tray name.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XPS file.

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

Returns 0 on success, and a Windows system error code on failure.

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6.3.36 Command Line TIFF Print

Print TIFF Command Line Format

```
win2pdfd.exe printtiff "sourcefile.tiff" "printername"
win2pdfd.exe printtiff "sourcefile.tiff" "printername" startpage endpage
win2pdfd.exe printtiff "sourcefile.tiff" "printername" trayname
```

Prints the TIFF file “sourcefile.tiff” to the specified printername, optionally including a startpage and endpage, or tray name.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing TIFF file.

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

Returns 0 on success, and a Windows system error code on failure.

6.3.37 Command Line JPG Print

Print JPG Command Line Format

```
win2pdfd.exe printjpg "sourcefile.jpg" "printername"
win2pdfd.exe printjpg "sourcefile.jpg" "printername" startpage endpage
win2pdfd.exe printjpg "sourcefile.jpg" "printername" trayname
```

Prints the JPEG file “sourcefile.jpg” to the specified printername, optionally including a startpage and endpage, or tray name.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing JPG file.

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

Returns 0 on success, and a Windows system error code on failure.

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6.3.38 Command Line PNG Print

Print PNG Command Line Format

```
win2pdfd.exe printpng "sourcefile.png" "printername"
win2pdfd.exe printpng "sourcefile.png" "printername" startpage endpage
win2pdfd.exe printpng "sourcefile.png" "printername" trayname
```

Prints the PNG file “sourcefile.png” to the specified printername, optionally including a startpage and endpage, or tray name.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PNG file.

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

Returns 0 on success, and a Windows system error code on failure.

6.3.39 Command Line BMP Print

Print BMP Command Line Format

```
win2pdfd.exe printbmp "sourcefile.bmp" "printername"
win2pdfd.exe printbmp "sourcefile.bmp" "printername" startpage endpage
win2pdfd.exe printbmp "sourcefile.bmp" "printername" trayname
```

Prints the BMP file “sourcefile.bmp” to the specified printername, optionally including a startpage and endpage, or tray name.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing BMP file.

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

Returns 0 on success, and a Windows system error code on failure.

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6.3.40 Command Line GIF Print

Print GIF Command Line Format

```
win2pdfd.exe printgif "sourcefile.gif" "printername"
win2pdfd.exe printgif "sourcefile.gif" "printername" startpage endpage
win2pdfd.exe printgif "sourcefile.gif" "printername" trayname
```

Prints the GIF file "sourcefile.gif" to the specified printername, optionally including a startpage and endpage, or tray name.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing GIF file.

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

Returns 0 on success, and a Windows system error code on failure.

6.3.41 Command Line MD Print

Print MD Command Line Format Win2PDF Pro

```
win2pdfd.exe printmd "sourcefile.md" "printername"
win2pdfd.exe printmd "sourcefile.md" "printername" startpage endpage
win2pdfd.exe printmd "sourcefile.md" "printername" trayname
```

Prints the markdown md file "sourcefile.md" to the specified printername, optionally including a startpage and endpage, or tray name.

Any file or printer names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing markdown MD file.

If the "trayname" is specified, it must match one of the existing tray names for the printer ("Tray 1", "Upper", "Lower", "Manual", etc.). If the tray name contains spaces, it must be enclosed with quotation marks. If the specified tray is not available for the printer, the available tray names are printed on the command line console.

Returns 0 on success, and a Windows system error code on failure.

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6.3.42 Command Line PDF View

View PDF Command Line Format

```
win2pdfd.exe previewpdf "sourcefile"
```

Shows the Win2PDF Desktop PDF viewer window for the PDF specified by "sourcefile".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

Returns 0 on success, and a Windows system error code on failure.

6.3.43 Command Line PDF Convert

Convert To PDF Command Line Format

```
win2pdfd.exe convert "sourcefile"
win2pdfd.exe convert "sourcefile" "destpdf"
```

Converts the sourcefile to a PDF with the same name and location by using the default Windows application associated with the file type. If the "destpdf" parameter is specified, it is used for the destination PDF file location. If no Windows application is associated with the file type, the conversion will fail.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing file.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

To convert to PDF image only, PDF searchable, or a different format, use the Command Line Convert To Format.

6.3.44 Command Line PDF Add Bookmark

PDF Add Bookmark Command Line Format

```
win2pdfd.exe addbookmark "sourcepdf" "title" pagenumber "destpdf"
```

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Adds a PDF bookmark using "title" and "pagenumber" to the PDF specified by "sourcepdf", and saves the modified PDF to "destpdf". If "sourcepdf" and "destpdf" are the same file, the file is modified in place.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcepdf" can be a local file path, or an web address (URL) to an existing PDF.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

See also: Command Line PDF Add Bookmark After Search, Command Line PDF Add Bookmarks From CSV

6.3.45 Command Line PDF Add Bookmark After Search

PDF Add Bookmark After Search Command Line Format

```
win2pdfd.exe addbookmarkaftersearch "sourcepdf" "title" "searchtext" "des
```

Search the PDF file specified by "sourcepdf" for the text specified by "searchtext". If the "searchtext" is found in the PDF file, a bookmark is added using the specified "title" and the page number where the search text is found and the modified PDF is saved to "destpdf". If "sourcepdf" and "destpdf" are the same file, the file is modified in place.

Any file names or "searchtext" that contain spaces must be enclosed with quotation marks. The "sourcepdf" can be a local file path, or an web address (URL) to an existing PDF.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

See also: Command Line PDF Add Bookmark, Command Line PDF Add Bookmarks From CSV

6.3.46 Command Line PDF Add Bookmarks From CSV File

PDF Add Bookmarks From CSV File Command Line Format

```
win2pdfd.exe addbookmarksfromcsv "sourcepdf" "bookmarks.csv" "destpdf"
```

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This command allows you to automatically add a list of clickable bookmarks to a PDF using a simple Comma Separated Value (CSV) text file.
- **sourcepdf**: The original PDF file.
- **bookmarks.csv**: The file containing your list of bookmarks.
- **destpdf**: The name of the new PDF with bookmarks added. (If you use the same name as the source, it just updates the original file).

Each line in your CSV represents one bookmark. Use this format:
"Bookmark Name", Page Number

If your bookmark is...	Write it like this in the CSV:
Simple	Introduction, 1
Contains a comma	"Chapter 1, The Beginning", 5

Any file names that contain spaces must be enclosed with quotation marks. The "sourcepdf" can be a local file path, or an web address (URL) to an existing PDF.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

See also: Command Line PDF Add Bookmark, Command Line PDF Add Bookmark After Search

6.3.47 Command Line PDF Delete All Bookmarks

PDF Delete Bookmarks Command Line Format

```
win2pdfd.exe deletebookmarks "sourcepdf" "destpdf"
```

Deletes all PDF bookmarks from the file specified by "sourcepdf", and saves the modified PDF to "destpdf". If "sourcepdf" and "destpdf" are the same file, the file is modified in place.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcepdf" can be a local file path, or an web address (URL) to an existing PDF.

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Returns 0 on success, and a Windows system error code on failure.

6.3.48 Command Line PDF Add File Attachment

PDF Add File Attachment Command Line Format

Win2PDF Pro

```
win2pdfd.exe addfileattachment "sourcepdf" "filetoattach" "destpdf"
```

Attaches an external file specified by "filetoattach" to the PDF specified by "sourcepdf", and saves the modified PDF to "destpdf". If "sourcepdf" and "destpdf" are the same file, the file is modified in place. The file is added as a shared attachment, and is not visible in the destination PDF. The PDF can still be viewed in any PDF viewer, but attached files can only be opened in a viewer that supports attachments such as Adobe Reader.

To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments"

For security reasons, files that could potentially contain malicious code, like .zip, .exe, and .bat, are not allowed. You can still easily attach and include a variety of files within your PDF, including images, documents, spreadsheets, audio, and video.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcepdf" can be a local file path, or an web address (URL) to an existing PDF.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.49 Command Line PDF Save All File Attachments

PDF Save All File Attachments Command Line Format

Win2PDF Pro

```
win2pdfd.exe saveallattachments "sourcepdf" "savefolder"
```

Saves all file attachments from the "sourcepdf", and saves them to the folder specified by "savefolder". If the folder does not exist, it will be created. If the PDF contains potentially unsafe file attachments (.zip, .exe, .bat, etc.), the unsafe attachments will be skipped and not saved.

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcepdf" can be a local file path, or an web address (URL) to an existing PDF.

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Returns 0 on success, and a Windows system error code on failure.

6.3.50 Command Line PDF Delete All File Attachments

PDF Delete All File Attachments Command Line Format

Win2PDF Pro

```
win2pdfd.exe deleteallattachments "sourcepdf" "destpdf"
```

Deletes all file attachments from the "sourcepdf", and saves them to the PDF specified by "destpdf".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcepdf" can be a local file path, or an web address (URL) to an existing PDF.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.51 Command Line PDF Attachment Count

PDF Attachment Count Command Line Format

Win2PDF Pro

```
win2pdfd.exe attachmentcount "sourcepdf"
```

Returns the number of shared file attachments from the PDF specified by "sourcepdf".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcepdf" can be a local file path, or an web address (URL) to an existing PDF.

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Returns the number of shared PDF file attachments, or 0 if the PDF contains no attachments.

6.3.52 Command Line Convert To Format

Convert To Format Command Line

```
win2pdfd.exe convertto "sourcefile" "destfile" destformat
```

Converts the sourcefile to the specified format, and saves the converted file to destfile. The "sourcefile" parameter can be one of the following formats:

Extension	Format
.PDF	Portable Document Format
.DOCX, .DOC	Microsoft Word (Win2PDF Pro Only)
.RTF	Rich Text Format (Win2PDF Pro Only)
.ODT	OpenDocument Text (Win2PDF Pro Only)
.TXT	Text (Win2PDF Pro Only)
.MD, .MARKDOWN, .MKD, .MDWN, .MDOWN, .MDTXT, .MDTEXT	Markdown (Win2PDF Pro Only)
.XLSX, .XLSB, .XLS	Microsoft Excel Spreadsheet (Win2PDF Pro Only)
.PPTX, .PPT	Microsoft PowerPoint Presentation (Win2PDF Pro Only)
.ODS	OpenDocument Spreadsheet (Win2PDF Pro Only)
.CSV	Comma Separated Values (Win2PDF Pro Only)
.HTML, .HTM, .MHTML, .JS	HyperText Markup Language
.SVG	Scalable Vector Graphics
.XPS	XML Paper Specification
.TIF, .TIFF	Tagged Image File Format
.JPG, .JPEG, .JPE	Joint Photographic Experts Group Image
.PNG	Portable Network Graphics
.BMP, .DIB	Windows Bitmap
.GIF	Graphics Interchange Format
.EML	Email Message Format (Win2PDF Pro Only)
.MSG	Microsoft Outlook Item File Format (Win2PDF Pro Only)
.MHT	Mime HTML Archive (Win2PDF Pro Only)

Files not matching one of these extensions cannot be converted with this command.

The "destformat" can be one of the following:

destformat	Description

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parameter

pdf	Portable Document Format
pdfimagemono	PDF Image Only - monochrome
pdfimagegrayscale	PDF Image Only - grayscale
pdfimagecolor	PDF Image Only - color
pdfcompressed	PDF - compressed
pdfsearchable	PDF - searchable (OCR)
pdfscansearchable	PDF - searchable (OCR) for lower quality scanned documents
pdfa1a	PDF/A-1a - PDF for Archiving 1a (Accessible)
pdfa1b	PDF/A-1b - PDF for Archiving 1b (Basic)
pdfa2a	PDF/A-2a - PDF for Archiving 2a (Accessible)
pdfa2b	PDF/A-2b - PDF for Archiving 2b (Basic)
pdfa2u	PDF/A-2u - PDF for Archiving 2u (Unicode)
pdfa3a	PDF/A-3a - PDF for Archiving 3a (Accessible)
pdfa3b	PDF/A-3b - PDF for Archiving 3b (Basic)
pdfa3u	PDF/A-3u - PDF for Archiving 3u (Unicode)
pdfa4	PDF/A-4 - PDF for Archiving 4
pdfa4e	PDF/A-4e - PDF for Archiving 4e (Engineering)
pdfa4f	PDF/A-4f - PDF for Archiving 4f (Files)
textformatted	Text - formatted
textunformatted	Text - unformatted
jpggray	JPG - grayscale
jpg	JPG - color
tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background
pnggray	PNG - grayscale
png	PNG - color
pnggraytransparent	PNG - grayscale with transparent background
pngtransparent	PNG - color with transparent background
ocrtextformatted	Text - formatted after making searchable, requires optional Win2PDF OCR Add-on
ocrtextunformatted	Text - unformatted after making searchable, formatted after making searchable, requires optional Win2PDF OCR Add-on
docx	Microsoft Word (Win2PDF Pro Only)
rtf	Rich Text Format (Win2PDF Pro Only)
odt	OpenDocument Format (Win2PDF Pro Only)
xlsx	Microsoft Excel spreadsheet (Win2PDF Pro Only)

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xlsb	Microsoft Excel binary spreadsheet (Win2PDF Pro Only)
xls	Microsoft Excel 97-2003 spreadsheet (Win2PDF Pro Only)
ods	OpenDocument Spreadsheet (Win2PDF Pro Only)
csv	Comma Separated Values (Win2PDF Pro Only)
xps	XML Paper Specification (Win2PDF Pro Only)
markdown	Markdown (Win2PDF Pro Only)

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

For specific examples of using the convertto command to convert from one format to another, see:
Command Line Convert HTML to Text
Command Line Convert HTML to JPG
Command Line Convert HTML to TIFF
Command Line Convert HTML to PNG
Command Line Convert HTML to DOCX
Command Line Convert HTML to RTF
Command Line Convert HTML to ODT
Command Line Convert XPS to Text
Command Line Convert XPS to JPG
Command Line Convert XPS to TIFF
Command Line Convert XPS to PNG
Command Line Convert XPS to DOCX
Command Line Convert XPS to RTF
Command Line Convert XPS to ODT
Command Line Convert TIFF to Text
Command Line Convert TIFF to JPG
Command Line Convert TIFF to TIFF
Command Line Convert TIFF to PNG
Command Line Convert TIFF to DOCX
Command Line Convert TIFF to RTF
Command Line Convert TIFF to ODT
Command Line Convert JPG to Text
Command Line Convert JPG to JPG
Command Line Convert JPG to TIFF
Command Line Convert JPG to PNG
Command Line Convert JPG to DOCX
Command Line Convert JPG to RTF
Command Line Convert JPG to ODT
Command Line Convert PNG to Text
Command Line Convert PNG to JPG
Command Line Convert PNG to TIFF

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Command Line Convert PNG to PNG
Command Line Convert PNG to DOCX
Command Line Convert PNG to RTF
Command Line Convert PNG to ODT
Command Line Convert BMP to Text
Command Line Convert BMP to JPG
Command Line Convert BMP to TIFF
Command Line Convert BMP to PNG
Command Line Convert BMP to DOCX
Command Line Convert BMP to RTF
Command Line Convert BMP to ODT
Command Line Convert GIF to Text
Command Line Convert GIF to JPG
Command Line Convert GIF to TIFF
Command Line Convert GIF to PNG
Command Line Convert GIF to DOCX
Command Line Convert GIF to RTF
Command Line Convert GIF to ODT
Command Line Convert Text to JPG
Command Line Convert Text to TIFF
Command Line Convert Text to PNG
Command Line Convert Text to DOCX
Command Line Convert Text to RTF
Command Line Convert Text to ODT
Command Line Convert DOC to JPG
Command Line Convert DOC to TIFF
Command Line Convert DOC to PNG
Command Line Convert DOC to DOCX
Command Line Convert DOC to RTF
Command Line Convert DOC to ODT
Command Line Convert DOC to Text
Command Line Convert DOCX to JPG
Command Line Convert DOCX to TIFF
Command Line Convert DOCX to PNG
Command Line Convert DOCX to RTF
Command Line Convert DOCX to ODT
Command Line Convert DOCX to Text
Command Line Convert RTF to JPG
Command Line Convert RTF to TIFF
Command Line Convert RTF to PNG
Command Line Convert RTF to DOCX
Command Line Convert RTF to ODT
Command Line Convert RTF to Text
Command Line Convert ODT to JPG

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Command Line Convert ODT to TIFF
Command Line Convert ODT to PNG
Command Line Convert ODT to DOCX
Command Line Convert ODT to RTF
Command Line Convert ODT to Text
Command Line Convert XLSX to JPG
Command Line Convert XLSX to TIFF
Command Line Convert XLSX to PNG
Command Line Convert XLSX to XLSB
Command Line Convert XLSX to ODS
Command Line Convert XLSX to CSV
Command Line Convert XLS to JPG
Command Line Convert XLS to TIFF
Command Line Convert XLS to PNG
Command Line Convert XLS to XLSX
Command Line Convert XLS to ODS
Command Line Convert XLS to CSV
Command Line Convert ODS to JPG
Command Line Convert ODS to TIFF
Command Line Convert ODS to PNG
Command Line Convert ODS to XLSX
Command Line Convert ODS to XLS
Command Line Convert ODS to CSV
Command Line Convert EML to JPG
Command Line Convert EML to TIFF
Command Line Convert EML to PNG
Command Line Convert EML to DOCX
Command Line Convert EML to RTF
Command Line Convert EML to ODT
Command Line Convert EML to Text
Command Line Convert MSG to JPG
Command Line Convert MSG to TIFF
Command Line Convert MSG to PNG
Command Line Convert MSG to DOCX
Command Line Convert MSG to RTF
Command Line Convert MSG to ODT
Command Line Convert MSG to Text
Command Line Convert MHT to JPG
Command Line Convert MHT to TIFF
Command Line Convert MHT to PNG
Command Line Convert MHT to DOCX
Command Line Convert MHT to RTF
Command Line Convert MHT to ODT
Command Line Convert MHT to Text

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This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.1 Command Line Convert HTML to Text

Convert HTML To Text Command Line

```
win2pdfd.exe convertto "sourcefile.html" "destfile.txt" textformatted
win2pdfd.exe convertto "sourcefile.html" "destfile.txt" textunformatted
win2pdfd.exe convertto "sourcefile.html" "destfile.txt" ocrtextformatted
win2pdfd.exe convertto "sourcefile.html" "destfile.txt" ocrtextunformatte
```

Converts the HTML "sourcefile.html" to text, and saves the converted text to "destfile.txt". The last parameter controls the text formatting:

textformatted	Text - formatted
textunformatted	Text - unformatted
ocrtextformatted	Text - formatted after making searchable, requires optional Win2PDF OCR Add-on
ocrtextunformatted	Text - unformatted after making searchable, formatted after making searchable, requires optional Win2PDF OCR Add-on

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing HTML file.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.2 Command Line Convert HTML to JPG

Convert HTML To JPG Command Line

```
win2pdfd.exe convertto "sourcefile.html" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.html" "destfile.jpg" jpggray
```

Converts the HTML "sourcefile.html" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

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If the HTML file is more than one page, all pages are converted as separate files one per page in the format:

```
destpng.1.jpg
destpng.2.jpg
...
destpng.n.jpg
```

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing HTML file.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.3 Command Line Convert HTML to TIFF

Convert HTML To TIFF Command Line

```
win2pdfd.exe convertto "sourcefile.html" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.html" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.html" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.html" "destfile.tif" tifftransparent
```

Converts the HTML "sourcefile.html" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing HTML file.

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Returns 0 on success, and a Windows system error code on failure.

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6.3.52.4 Command Line Convert HTML to PNG

Convert HTML To PNG Command Line

```
win2pdfd.exe convertto "sourcefile.html" "destfile.png" png
win2pdfd.exe convertto "sourcefile.html" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.html" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.html" "destfile.png" pnggraytransparen
```

Converts the HTML "sourcefile.html" to a PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

If the HTML file is more than one page, all pages are converted as separate files one per page in the format:

```
destpng.1.png
destpng.2.png
...
destpng.n.png
```

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing HTML file.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.5 Command Line Convert HTML to DOCX

Convert HTML To DOCX Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.html" "destfile.docx" docx
```

Converts the HTML "sourcefile.html" to a Microsoft Word DOCX document, and saves the document to "destfile.docx".

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing HTML file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.6 Command Line Convert HTML to RTF

Convert HTML To RTF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.html" "destfile.rtf" rtf
```

Converts the HTML "sourcefile.html" to a Rich Text Format document, and saves the document to "destfile.rtf".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing HTML file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.7 Command Line Convert HTML to ODT

Convert HTML To ODT Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.html" "destfile.odt" odt
```

Converts the HTML "sourcefile.html" to a OpenDocument Format document, and saves the document to "destfile.odt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing HTML file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.8 Command Line Convert SVG to Text

Convert SVG To Text Command Line

```
win2pdfd.exe convertto "sourcefile.svg" "destfile.txt" textformatted
win2pdfd.exe convertto "sourcefile.svg" "destfile.txt" textunformatted
win2pdfd.exe convertto "sourcefile.svg" "destfile.txt" ocrtextformatted
win2pdfd.exe convertto "sourcefile.svg" "destfile.txt" ocrtextunformatted
```

Converts the SVG "sourcefile.svg" to text, and saves the converted text to "destfile.txt". The last parameter controls the text formatting:

textformatted	Text - formatted
textunformatted	Text - unformatted
ocrtextformatted	Text - formatted after making searchable, requires optional Win2PDF OCR Add-on
ocrtextunformatted	Text - unformatted after making searchable, formatted after making searchable, requires optional Win2PDF OCR Add-on

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing SVG file.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.9 Command Line Convert SVG to JPG

Convert SVG To JPG Command Line

```
win2pdfd.exe convertto "sourcefile.svg" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.svg" "destfile.jpg" jpggray
```

Converts the SVG "sourcefile.svg" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

If the SVG file is more than one page, all pages are converted as separate files one per page in the format:

```
destpng.1.jpg
destpng.2.jpg
...
```

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```
destpng.n.jpg
```

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing SVG file.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.10 Command Line Convert SVG to TIFF

Convert SVG To TIFF Command Line

```
win2pdfd.exe convertto "sourcefile.svg" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.svg" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.svg" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.svg" "destfile.tif" tifftransparent
```

Converts the SVG "sourcefile.svg" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing SVG file.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.11 Command Line Convert SVG to PNG

Convert SVG To PNG Command Line

```
win2pdfd.exe convertto "sourcefile.svg" "destfile.png" png
win2pdfd.exe convertto "sourcefile.svg" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.svg" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.svg" "destfile.png" pnggraytransparent
```

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Converts the SVG "sourcefile.svg" to a PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

If the SVG file is more than one page, all pages are converted as separate files one per page in the format:

```
destpng.1.png
destpng.2.png
...
destpng.n.png
```

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing SVG file.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.12 Command Line Convert SVG to DOCX

Convert SVG To DOCX Command Line Win2PDF Pro

`win2pdfd.exe convertto "sourcefile.svg" "destfile.docx" docx`

Converts the SVG "sourcefile.svg" to a Microsoft Word DOCX document, and saves the document to "destfile.docx".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing SVG file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.13 Command Line Convert SVG to RTF

Convert SVG To RTF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.svg" "destfile.rtf" rtf
```

Converts the SVG "sourcefile.svg" to a Rich Text Format document, and saves the document to "destfile.rtf".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing SVG file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.14 Command Line Convert SVG to ODT

Convert SVG To ODT Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.svg" "destfile.odt" odt
```

Converts the SVG "sourcefile.svg" to a OpenDocument Format document, and saves the document to "destfile.odt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing SVG file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.15 Command Line Convert XPS to Text

Convert XPS To Text Command Line

```
win2pdfd.exe convertto "sourcefile.xps" "destfile.txt" textformatted
win2pdfd.exe convertto "sourcefile.xps" "destfile.txt" textunformatted
win2pdfd.exe convertto "sourcefile.xps" "destfile.txt" ocrtextformatted
win2pdfd.exe convertto "sourcefile.xps" "destfile.txt" ocrtextunformatted
```

Converts the XPS "sourcefile.xps" to text, and saves the converted text to "destfile.txt". The last parameter controls the text formatting:

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textformatted	Text - formatted
textunformatted	Text - unformatted
ocrtextformatted	Text - formatted after making searchable, requires optional Win2PDF OCR Add-on
ocrtextunformatted	Text - unformatted after making searchable, formatted after making searchable, requires optional Win2PDF OCR Add-on

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XPS file.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.16 Command Line Convert XPS to JPG

Convert XPS To JPG Command Line

```
win2pdfd.exe convertto "sourcefile.xps" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.xps" "destfile.jpg" jpggray
```

Converts the XPS "sourcefile.xps" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

If the XPS file is more than one page, all pages are converted as separate files one per page in the format:

```
destpng.1.jpg
destpng.2.jpg
...
destpng.n.jpg
```

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XPS file.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.17 Command Line Convert XPS to TIFF

Convert XPS To TIFF Command Line

```
win2pdfd.exe convertto "sourcefile.xps" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.xps" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.xps" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.xps" "destfile.tif" tifftransparent
```

Converts the XPS "sourcefile.xps" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XPS file.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.18 Command Line Convert XPS to PNG

Convert XPS To PNG Command Line

```
win2pdfd.exe convertto "sourcefile.xps" "destfile.png" png
win2pdfd.exe convertto "sourcefile.xps" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.xps" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.xps" "destfile.png" pnggraytransparent
```

Converts the XPS "sourcefile.xps" to a PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

If the XPS file is more than one page, all pages are converted as separate files one per page in the format:

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```
destpng.1.png
destpng.2.png
...
destpng.n.png
```

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XPS file.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.19 Command Line Convert XPS to DOCX

Convert XPS To DOCX Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.xps" "destfile.docx" docx
```

Converts the XPS "sourcefile.xps" to a Microsoft Word DOCX document, and saves the document to "destfile.docx".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XPS file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.20 Command Line Convert XPS to RTF

Convert XPS To RTF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.svg" "destfile.rtf" rtf
```

Converts the XPS "sourcefile.xps" to a Rich Text Format document, and saves the document to "destfile.rtf".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XPS file.

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Returns 0 on success, and a Windows system error code on failure.

6.3.52.21 Command Line Convert XPS to ODT

Convert XPS To ODT Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.svg" "destfile.odt" odt
```

Converts the XPS "sourcefile.xps" to a OpenDocument Format document, and saves the document to "destfile.odt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XPS file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.22 Command Line Convert TIFF to Text

Convert TIFF To Text Command Line

```
win2pdfd.exe convertto "sourcefile.tif" "destfile.txt" ocrtextformatted
win2pdfd.exe convertto "sourcefile.tif" "destfile.txt" ocrtextunformatted
```

Converts the TIFF "sourcefile.tif" to text, and saves the converted text to "destfile.txt". The last parameter controls the text formatting:

ocrtextformatted	Text - formatted after making searchable, requires optional Win2PDF OCR Add-on
ocrtextunformatted	Text - unformatted after making searchable, formatted after making searchable, requires optional Win2PDF OCR Add-on

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing TIFF.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.23 Command Line Convert TIFF to JPG

Convert TIFF To JPG Command Line

```
win2pdfd.exe convertto "sourcefile.tif" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.tif" "destfile.jpg" jpggray
```

Converts the TIFF "sourcefile.tiff" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

If the TIFF file is more than one page, all pages are converted as separate files one per page in the format:

```
destpng.1.jpg
destpng.2.jpg
...
destpng.n.jpg
```

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing TIFF.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.24 Command Line Convert TIFF to TIFF

Convert TIFF To TIFF Command Line

```
win2pdfd.exe convertto "sourcefile.tif" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.tif" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.tif" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.tif" "destfile.tif" tifftransparent
```

Reformats the TIFF "sourcefile.tiff" to a new TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing TIFF.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.25 Command Line Convert TIFF to PNG

Convert TIFF To PNG Command Line

```
win2pdfd.exe convertto "sourcefile.tif" "destfile.png" png
win2pdfd.exe convertto "sourcefile.tif" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.tif" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.tif" "destfile.png" pnggraytransparent
```

Converts the TIFF "sourcefile.tif" to a PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

If the XPS file is more than one page, all pages are converted as separate files one per page in the format:

```
destpng.1.png
destpng.2.png
...
destpng.n.png
```

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing TIFF.

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Returns 0 on success, and a Windows system error code on failure.

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6.3.52.26 Command Line Convert TIFF to DOCX

Convert TIFF To DOCX Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.tif" "destfile.docx" docx
```

Converts the TIFF "sourcefile.tif" to a Microsoft Word DOCX document, and saves the document to "destfile.docx".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing TIFF.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.27 Command Line Convert TIFF to RTF

Convert TIFF To RTF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.tif" "destfile.rtf" rtf
```

Converts the TIFF "sourcefile.tif" to a Rich Text Format document, and saves the document to "destfile.rtf".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing TIFF.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.28 Command Line Convert TIFF to ODT

Convert TIFF To ODT Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.tif" "destfile.odt" odt
```

Converts the TIFF "sourcefile.tif" to a OpenDocument Format document, and saves the document to "destfile.odt".

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing TIFF.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.29 Command Line Convert JPG to Text

Convert JPEG To Text Command Line

```
win2pdfd.exe convertto "sourcefile.jpg" "destfile.txt" ocrtextformatted
win2pdfd.exe convertto "sourcefile.jpg" "destfile.txt" ocrtextunformatted
```

Converts the JPEG "sourcefile.jpg" to text, and saves the converted text to "destfile.txt". The last parameter controls the text formatting:

ocrtextformatted	Text - formatted after making searchable, requires optional Win2PDF OCR Add-on
ocrtextunformatted	Text - unformatted after making searchable, formatted after making searchable, requires optional Win2PDF OCR Add-on

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing JPG.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.30 Command Line Convert JPG to JPG

Convert JPG To JPG Command Line

```
win2pdfd.exe convertto "sourcefile.jpg" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.jpg" "destfile.jpg" jpggray
```

Reformats the JPEG "sourcefile.jpg" to a new JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing JPG.

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Returns 0 on success, and a Windows system error code on failure.

6.3.52.31 Command Line Convert JPG to TIFF

Convert JPG To TIFF Command Line

```
win2pdfd.exe convertto "sourcefile.jpg" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.jpg" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.jpg" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.jpg" "destfile.tif" tifftransparent
```

Converts the JPEG "sourcefile.jpg" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing JPG.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.32 Command Line Convert JPG to PNG

Convert JPG To PNG Command Line

```
win2pdfd.exe convertto "sourcefile.jpg" "destfile.png" png
win2pdfd.exe convertto "sourcefile.jpg" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.jpg" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.jpg" "destfile.png" pnggraytransparent
```

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Converts the JPEG "sourcefile.jpg" to a PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing JPG.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.33 Command Line Convert JPG to DOCX

Convert JPG To DOCX Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.jpg" "destfile.docx" docx
```

Converts the JPEG "sourcefile.jpg" to a Microsoft Word DOCX document, and saves the document to "destfile.docx".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing JPG.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.34 Command Line Convert JPG to RTF

Convert JPG To RTF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.jpg" "destfile.rtf" rtf
```

Converts the JPEG "sourcefile.jpg" to a Rich Text Format document, and saves the document to "destfile.rtf".

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing JPG.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.35 Command Line Convert JPG to ODT

Convert JPG To ODT Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.jpg" "destfile.odt" odt
```

Converts the JPG "sourcefile.jpg" to a OpenDocument Format document, and saves the document to "destfile.odt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing JPG.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.36 Command Line Convert PNG to Text

Convert PNG To Text Command Line

```
win2pdfd.exe convertto "sourcefile.png" "destfile.txt" ocrtextformatted
win2pdfd.exe convertto "sourcefile.png" "destfile.txt" ocrtextunformatted
```

Converts the PNG "sourcefile.png" to text, and saves the converted text to "destfile.txt". The last parameter controls the text formatting:

ocrtextformatted	Text - formatted after making searchable, requires optional Win2PDF OCR Add-on
ocrtextunformatted	Text - unformatted after making searchable, formatted after making searchable, requires optional Win2PDF OCR Add-on

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PNG.

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Returns 0 on success, and a Windows system error code on failure.

6.3.52.37 Command Line Convert PNG to JPG

Convert PNG To JPG Command Line

```
win2pdfd.exe convertto "sourcefile.png" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.png" "destfile.jpg" jpggray
```

Converts the PNG "sourcefile.png" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PNG.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.38 Command Line Convert PNG to TIFF

Convert PNG To TIFF Command Line

```
win2pdfd.exe convertto "sourcefile.png" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.png" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.png" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.png" "destfile.tif" tifftransparent
```

Converts the PNG "sourcefile.png" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PNG.

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Returns 0 on success, and a Windows system error code on failure.

6.3.52.39 Command Line Convert PNG to PNG

Convert PNG To PNG Command Line

```
win2pdfd.exe convertto "sourcefile.png" "destfile.png" png
win2pdfd.exe convertto "sourcefile.png" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.png" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.png" "destfile.png" pnggraytransparent
```

Reformats the PNG "sourcefile.png" to a new PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PNG.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.40 Command Line Convert PNG to DOCX

Convert PNG To DOCX Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.png" "destfile.docx" docx
```

Converts the PNG "sourcefile.png" to a Microsoft Word DOCX document, and saves the document to "destfile.docx".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PNG.

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This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.41 Command Line Convert PNG to RTF

Convert PNG To RTF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.png" "destfile.rtf" rtf
```

Converts the PNG "sourcefile.png" to a Rich Text Format document, and saves the document to "destfile.rtf".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PNG.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.42 Command Line Convert PNG to ODT

Convert PNG To ODT Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.png" "destfile.odt" odt
```

Converts the PNG "sourcefile.png" to a OpenDocument Format document, and saves the document to "destfile.odt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PNG.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.43 Command Line Convert BMP to Text

Convert BMP To Text Command Line

```
win2pdfd.exe convertto "sourcefile.bmp" "destfile.txt" ocrtextformatted
win2pdfd.exe convertto "sourcefile.bmp" "destfile.txt" ocrtextunformatted
```

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Converts the BMP "sourcefile.bmp" to text, and saves the converted text to "destfile.txt". The last parameter controls the text formatting:

ocrtextformatted	Text - formatted after making searchable, requires optional Win2PDF OCR Add-on
ocrtextunformatted	Text - unformatted after making searchable, formatted after making searchable, requires optional Win2PDF OCR Add-on

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing BMP.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.44 Command Line Convert BMP to JPG

Convert BMP To JPG Command Line

```
win2pdfd.exe convertto "sourcefile.bmp" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.bmp" "destfile.jpg" jpggray
```

Converts the BMP "sourcefile.bmp" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing BMP.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.45 Command Line Convert BMP to TIFF

Convert BMP To TIFF Command Line

```
win2pdfd.exe convertto "sourcefile.bmp" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.bmp" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.bmp" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.bmp" "destfile.tif" tifftransparent
```

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Converts the BMP "sourcefile.bmp" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing BMP.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.46 Command Line Convert BMP to PNG

Convert BMP To PNG Command Line

```
win2pdfd.exe convertto "sourcefile.bmp" "destfile.png" png
win2pdfd.exe convertto "sourcefile.bmp" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.bmp" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.bmp" "destfile.png" pnggraytransparent
```

Converts the BMP "sourcefile.bmp" to a PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing BMP.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.47 Command Line Convert BMP to DOCX

Convert BMP To DOCX Command Line Win2PDF Pro

win2pdfd.exe convertto "sourcefile.bmp" "destfile.docx" docx

Converts the BMP "sourcefile.bmp" to a Microsoft Word DOCX document, and saves the document to "destfile.docx".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing BMP.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.48 Command Line Convert BMP to RTF

Convert BMP To RTF Command Line Win2PDF Pro

win2pdfd.exe convertto "sourcefile.bmp" "destfile.rtf" rtf

Converts the BMP "sourcefile.bmp" to a Rich Text Format document, and saves the document to "destfile.rtf".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing BMP.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.49 Command Line Convert BMP to ODT

Convert BMP To ODT Command Line Win2PDF Pro

win2pdfd.exe convertto "sourcefile.bmp" "destfile.odt" odt

Converts the BMP "sourcefile.bmp" to a OpenDocument Format document, and saves the document to "destfile.odt".

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing BMP.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.50 Command Line Convert GIF to Text

Convert GIF To Text Command Line

```
win2pdfd.exe convertto "sourcefile.gif" "destfile.txt" ocrtextformatted
win2pdfd.exe convertto "sourcefile.gif" "destfile.txt" ocrtextunformatted
```

Converts the GIF "sourcefile.gif" to text, and saves the converted text to "destfile.txt". The last parameter controls the text formatting:

ocrtextformatted	Text - formatted after making searchable, requires optional Win2PDF OCR Add-on
ocrtextunformatted	Text - unformatted after making searchable, formatted after making searchable, requires optional Win2PDF OCR Add-on

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing GIF.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.51 Command Line Convert GIF to JPG

Convert GIF To JPG Command Line

```
win2pdfd.exe convertto "sourcefile.png" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.png" "destfile.jpg" jpggray
```

Converts the GIF "sourcefile.gif" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing GIF.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.52 Command Line Convert GIF to TIFF

Convert GIF To TIFF Command Line

```
win2pdfd.exe convertto "sourcefile.gif" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.gif" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.gif" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.gif" "destfile.tif" tifftransparent
```

Converts the GIF "sourcefile.gif" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing GIF.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.53 Command Line Convert GIF to PNG

Convert GIF To PNG Command Line

```
win2pdfd.exe convertto "sourcefile.gif" "destfile.png" png
win2pdfd.exe convertto "sourcefile.gif" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.gif" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.gif" "destfile.png" pnggraytransparent
```

Reformats the GIF "sourcefile.gif" to a new PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

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pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing GIF.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.54 Command Line Convert GIF to DOCX

Convert GIF To DOCX Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.gif" "destfile.docx" docx
```

Converts the GIF "sourcefile.gif" to a Microsoft Word DOCX document, and saves the document to "destfile.docx".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing GIF.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.55 Command Line Convert GIF to RTF

Convert GIF To RTF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.gif" "destfile.rtf" rtf
```

Converts the GIF "sourcefile.gif" to a Rich Text Format document, and saves the document to "destfile.rtf".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing GIF.

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This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.56 Command Line Convert GIF to ODT

Convert GIF To ODT Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.gif" "destfile.odt" odt
```

Converts the GIF "sourcefile.gif" to a OpenDocument Format document, and saves the document to "destfile.odt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing GIF.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.57 Command Line Convert Text to JPG

Convert Text To JPG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.txt" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.txt" "destfile.jpg" jpggray
```

Converts the Text file "sourcefile.txt" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing TXT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.58 Command Line Convert Text to TIFF

Convert Text To TIFF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.txt" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.txt" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.txt" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.txt" "destfile.tif" tifftransparent
```

Converts the Text file "sourcefile.txt" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing TXT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.59 Command Line Convert Text to PNG

Convert Text To PNG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.txt" "destfile.png" png
win2pdfd.exe convertto "sourcefile.txt" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.txt" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.txt" "destfile.png" pnggraytransparent
```

Converts the Text file "sourcefile.txt" to a PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing TXT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.60 Command Line Convert Text to DOCX

Convert Text To DOCX Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.txt" "destfile.docx" docx
```

Converts the Text file "sourcefile.txt" to a Microsoft Word DOCX document, and saves the document to "destfile.docx".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing TXT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.61 Command Line Convert Text to RTF

Convert Text To RTF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.txt" "destfile.rtf" rtf
```

Converts the Text file "sourcefile.txt" to a Rich Text Format document, and saves the document to "destfile.rtf".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing TXT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.62 Command Line Convert Text to ODT

Convert Text To ODT Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.txt" "destfile.odt" odt
```

Converts the Text file "sourcefile.txt" to a OpenDocument Format document, and saves the document to "destfile.odt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing TXT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.63 Command Line Convert DOC to JPG

Convert DOC To JPG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.doc" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.doc" "destfile.jpg" jpggray
```

Converts the Microsoft Word DOC file "sourcefile.doc" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing DOC file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.64 Command Line Convert DOC to TIFF

Convert DOC To TIFF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.doc" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.doc" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.doc" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.doc" "destfile.tif" tifftransparent
```

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Converts the Microsoft Word DOC file "sourcefile.doc" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing DOC file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.65 Command Line Convert DOC to PNG

Convert DOC To PNG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.doc" "destfile.png" png
win2pdfd.exe convertto "sourcefile.doc" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.doc" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.doc" "destfile.png" pnggraytransparent
```

Converts the Microsoft Word DOC file "sourcefile.doc" to a PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing DOC file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.66 Command Line Convert DOC to DOCX

Convert DOC To DOCX Command Line Win2PDF Pro

win2pdfd.exe convertto "sourcefile.doc" "destfile.docx" docx

Converts the Microsoft Word DOC file "sourcefile.doc" to a Microsoft Word DOCX document, and saves the document to "destfile.docx".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing DOC file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.67 Command Line Convert DOC to RTF

Convert DOC To RTF Command Line Win2PDF Pro

win2pdfd.exe convertto "sourcefile.doc" "destfile.rtf" rtf

Converts the Microsoft Word DOC file "sourcefile.doc" to a Rich Text Format document, and saves the document to "destfile.rtf".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing DOC file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.68 Command Line Convert DOC to ODT

Convert DOC To ODT Command Line Win2PDF Pro

win2pdfd.exe convertto "sourcefile.doc" "destfile.odt" odt

Converts the Microsoft Word DOC file "sourcefile.doc" to a OpenDocument Format document, and saves the document to "destfile.odt".

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing DOC file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.69 Command Line Convert DOC to Text

Convert DOC To Text Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.doc" "destfile.txt" txt
```

Converts the Microsoft Word DOC file "sourcefile.doc" to a text file, and saves the document to "destfile.txt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing DOC file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.70 Command Line Convert DOCX to JPG

Convert DOCX To JPG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.docx" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.docx" "destfile.jpg" jpggray
```

Converts the Microsoft Word DOCX file "sourcefile.docx" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing DOCX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

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Returns 0 on success, and a Windows system error code on failure.

6.3.52.71 Command Line Convert DOCX to TIFF

Convert DOCX To TIFF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.docx" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.docx" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.docx" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.docx" "destfile.tif" tifftransparent
```

Converts the Microsoft Word DOCX file "sourcefile.docx" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing DOCX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.72 Command Line Convert DOCX to PNG

Convert DOCX To PNG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.docx" "destfile.png" png
win2pdfd.exe convertto "sourcefile.docx" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.docx" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.docx" "destfile.png" pnggraytransparen
```

Converts the Microsoft Word DOCX file "sourcefile.docx" to a PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing DOCX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.73 Command Line Convert DOCX to RTF

Convert DOCX To RTF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.docx" "destfile.rtf" rtf
```

Converts the Microsoft Word DOCX file "sourcefile.docx" to a Rich Text Format document, and saves the document to "destfile.rtf".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing DOCX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.74 Command Line Convert DOCX to ODT

Convert DOC To ODT Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.doc" "destfile.odt" odt
```

Converts the Microsoft Word DOCX file "sourcefile.docx" to a OpenDocument Format document, and saves the document to "destfile.odt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing DOCX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.75 Command Line Convert DOCX to Text

Convert DOCX To Text Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.docx" "destfile.txt" txt
```

Converts the Microsoft Word DOCX file "sourcefile.docx" to a text file, and saves the document to "destfile.txt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing DOCX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.76 Command Line Convert RTF to JPG

Convert RTF To JPG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.rtf" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.rtf" "destfile.jpg" jpggray
```

Converts the Rich Text Format RTF file "sourcefile.rtf" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing RTF.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.77 Command Line Convert RTF to TIFF

Convert RTF To TIFF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.rtf" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.rtf" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.rtf" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.rtf" "destfile.tif" tifftransparent
```

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Converts the Rich Text Format RTF file "sourcefile.rtf" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing RTF.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.78 Command Line Convert RTF to PNG

Convert DOC To PNG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.rtf" "destfile.png" png
win2pdfd.exe convertto "sourcefile.rtf" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.rtf" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.rtf" "destfile.png" pnggraytransparent
```

Converts the Rich Text Format RTF file "sourcefile.rtf" to a PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing RTF.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.79 Command Line Convert RTF to DOCX

Convert RTF To DOCX Command Line Win2PDF Pro

win2pdfd.exe convertto "sourcefile.rtf" "destfile.docx" docx

Converts the Rich Text Format RTF file "sourcefile.rtf" to a Microsoft Word DOCX document, and saves the document to "destfile.docx".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing RTF.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.80 Command Line Convert RTF to ODT

Convert RTF To ODT Command Line Win2PDF Pro

win2pdfd.exe convertto "sourcefile.rtf" "destfile.odt" odt

Converts the Rich Text Format RTF file "sourcefile.rtf" to a OpenDocument Format document, and saves the document to "destfile.odt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing RTF.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.81 Command Line Convert RTF to Text

Convert RTF To Text Command Line Win2PDF Pro

win2pdfd.exe convertto "sourcefile.rtf" "destfile.txt" txt

Converts the Rich Text Format RTF file "sourcefile.rtf" to a text file, and saves the document to "destfile.txt".

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing RTF.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.82 Command Line Convert ODT to JPG

Convert ODT To JPG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.odt" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.odt" "destfile.jpg" jpggray
```

Converts the OpenDocument Format ODT file "sourcefile.odt" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing ODT.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.83 Command Line Convert ODT to TIFF

Convert ODT To TIFF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.odt" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.odt" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.odt" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.odt" "destfile.tif" tifftransparent
```

Converts the OpenDocument Format ODT file "sourcefile.odt" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing ODT.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.84 Command Line Convert ODT to PNG

Convert ODT To PNG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.odt" "destfile.png" png
win2pdfd.exe convertto "sourcefile.odt" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.odt" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.odt" "destfile.png" pnggraytransparent
```

Converts the OpenDocument Format ODT file "sourcefile.odt" to a PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing ODT.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.85 Command Line Convert ODT to DOCX

Convert ODT To DOCX Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.odt" "destfile.docx" docx
```

Converts the OpenDocument Format ODT file "sourcefile.odt" to a Microsoft Word DOCX document, and saves the document to "destfile.docx".

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing ODT.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.86 Command Line Convert ODT to RTF

Convert ODT To RTF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.odt" "destfile.rtf" rtf
```

Converts the OpenDocument Format ODT file "sourcefile.odt" to a Rich Text Format document, and saves the document to "destfile.rtf".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing ODT.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.87 Command Line Convert ODT to Text

Convert ODT To Text Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.odt" "destfile.txt" txt
```

Converts the OpenDocument Format ODT file "sourcefile.odt" to a text file, and saves the document to "destfile.txt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing ODT.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.88 Command Line Convert XLSX to JPG

Convert XLSX To JPG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.xlsx" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.xlsx" "destfile.jpg" jpggray
```

Converts the Microsoft Excel XLSX file "sourcefile.xlsx" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XLSX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.89 Command Line Convert XLSX to TIFF

Convert XLSX To TIFF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.xlsx" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.xlsx" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.xlsx" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.xlsx" "destfile.tif" tifftransparent
```

Converts the Microsoft Excel XLSX file "sourcefile.xlsx" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XLSX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.90 Command Line Convert XLSX to PNG

Convert XLSX To PNG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.xlsx" "destfile.png" png
win2pdfd.exe convertto "sourcefile.xlsx" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.xlsx" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.xlsx" "destfile.png" pnggraytransparen
```

Converts the Microsoft Excel XLSX file "sourcefile.xlsx" to a PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XLSX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.91 Command Line Convert XLSX to XLSB

Convert XLSX To XLSB Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.xlsx" "destfile.xlsb" xlsb
```

Converts the Microsoft Excel XLSX file "sourcefile.xlsx" to a Microsoft Excel binary spreadsheet XLSB, and saves the document to "destfile.xlsb".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XLSX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.92 Command Line Convert XLSX to ODS

Convert XLSX To ODS Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.xlsx" "destfile.ods" ods
```

Converts the Microsoft Excel XLSX file "sourcefile.xlsx" to a OpenDocument Spreadsheet ODS, and saves the spreadsheet to "destfile.ods".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XLSX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.93 Command Line Convert XLSX to CSV

Convert XLSX To CSV Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.xlsx" "destfile.csv" csv
```

Converts the Microsoft Excel XLSX file "sourcefile.xlsx" to a comma separated value CSV, and saves the document to "destfile.csv".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XLSX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.94 Command Line Convert XLS to JPG

Convert XLS To JPG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.xls" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.xls" "destfile.jpg" jpggray
```

Converts the Microsoft Excel XLS file "sourcefile.xls" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XLS file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.95 Command Line Convert XLS to TIFF

Convert XLS To TIFF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.xls" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.xls" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.xls" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.xls" "destfile.tif" tifftransparent
```

Converts the Microsoft Excel XLS file "sourcefile.xls" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XLS file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.96 Command Line Convert XLS to PNG

Convert XLS To PNG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.xls" "destfile.png" png
win2pdfd.exe convertto "sourcefile.xls" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.xls" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.xls" "destfile.png" pnggraytransparent
```

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Converts the Microsoft Excel XLS file "sourcefile.xls" to a PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XLS file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.97 Command Line Convert XLS to XLSX

Convert XLS To XLSX Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.xls" "destfile.xlsx" xlsx
```

Converts the Microsoft Excel XLS file "sourcefile.xls" to a Microsoft Excel spreadsheet XLSX, and saves the document to "destfile.xlsx".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XLS file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.98 Command Line Convert XLS to ODS

Convert XLS To ODS Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.xls" "destfile.ods" ods
```

Converts the Microsoft Excel XLS file "sourcefile.xls" to a OpenDocument Spreadsheet ODS, and saves the spreadsheet to "destfile.ods".

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XLS file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.99 Command Line Convert XLS to CSV

Convert XLS To CSV Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.xls" "destfile.csv" csv
```

Converts the Microsoft Excel XLS file "sourcefile.xls" to a comma separated value CSV, and saves the document to "destfile.csv".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing XLS file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.100 Command Line Convert ODS to JPG

Convert ODS To JPG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.ods" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.ods" "destfile.jpg" jpggray
```

Converts the OpenDocument Spreadsheet ODS file "sourcefile.ods" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing ODS file.

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Returns 0 on success, and a Windows system error code on failure.

6.3.52.10 Command Line Convert ODS to TIFF

Convert ODS To TIFF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.ods" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.ods" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.ods" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.ods" "destfile.tif" tifftransparent
```

Converts the OpenDocument Spreadsheet file "sourcefile.ods" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing ODS file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.10 Command Line Convert ODS to PNG

Convert ODS To PNG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.ods" "destfile.png" png
win2pdfd.exe convertto "sourcefile.ods" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.ods" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.ods" "destfile.png" pnggraytransparent
```

Converts the OpenDocument Spreadsheet file "sourcefile.ods" to a PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing ODS file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.10 Command Line Convert ODS to XLSX

Convert ODS To XLSX Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.ods" "destfile.xlsx" xlsx
```

Converts the OpenDocument Spreadsheet file "sourcefile.ods" to a Microsoft Excel spreadsheet XLSX, and saves the document to "destfile.xlsx".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing ODS file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.10 Command Line Convert ODS to XLS

Convert ODS To XLS Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.ods" "destfile.xls" xls
```

Converts the OpenDocument Spreadsheet file "sourcefile.ods" to a Microsoft Excel XLS file, and saves the spreadsheet to "destfile.xls".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing ODS file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.10 Command Line Convert ODS to CSV

Convert ODS To CSV Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.ods" "destfile.csv" csv
```

Converts the OpenDocument Spreadsheet file "sourcefile.ods" to a comma separated value CSV, and saves the document to "destfile.csv".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing ODS file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.10 Command Line Convert PPTX to JPG

Convert PPTX To JPG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.pptx" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.pptx" "destfile.jpg" jpggray
```

Converts the Microsoft PowerPoint PPTX file "sourcefile.pptx" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PPTX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.10 Command Line Convert PPTX to TIFF

Convert PPTX To TIFF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.pptx" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.pptx" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.pptx" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.pptx" "destfile.tif" tifftransparent
```

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Converts the Microsoft PowerPoint PPTX file "sourcefile.pptx" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PPTX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.10 Command Line Convert PPTX to PNG

Convert PPTX To PNG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.pptx" "destfile.png" png
win2pdfd.exe convertto "sourcefile.pptx" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.pptx" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.pptx" "destfile.png" pnggraytransparen
```

Converts the Microsoft PowerPoint PPTX file "sourcefile.pptx" to a PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PPTX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.10 Command Line Convert PPTX to RTF

Convert PPTX To RTF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.pptx" "destfile.rtf" rtf
```

Converts the Microsoft PowerPoint PPTX file "sourcefile.pptx" to a Rich Text Format document, and saves the document to "destfile.rtf".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PPTX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.11 Command Line Convert PPTX to ODT

Convert PPTX To ODT Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.pptx" "destfile.odt" odt
```

Converts the Microsoft PowerPoint PPTX file "sourcefile.pptx" to a OpenDocument Format document, and saves the document to "destfile.odt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PPTX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.11 Command Line Convert PPTX to Text

Convert PPTX To Text Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.pptx" "destfile.txt" txt
```

Converts the Microsoft PowerPoint PPTX file "sourcefile.pptx" to a text file, and saves the document to "destfile.txt".

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PPTX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.11 Command Line Convert PPT to JPG

Convert PPT To JPG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.ppt" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.ppt" "destfile.jpg" jpggray
```

Converts the Microsoft PowerPoint PPT file "sourcefile.ppt" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PPT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.11 Command Line Convert PPT to TIFF

Convert PPT To TIFF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.ppt" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.ppt" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.ppt" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.ppt" "destfile.tif" tifftransparent
```

Converts the Microsoft PowerPoint PPT file "sourcefile.ppt" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PPT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.11 Command Line Convert PPT to PNG

Convert PPT To PNG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.ppt" "destfile.png" png
win2pdfd.exe convertto "sourcefile.ppt" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.ppt" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.ppt" "destfile.png" pnggraytransparent
```

Converts the Microsoft PowerPoint PPT file "sourcefile.ppt" to a PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PPT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.11 Command Line Convert PPT to RTF

Convert PPT To RTF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.ppt" "destfile.rtf" rtf
```

Converts the Microsoft PowerPoint PPT file "sourcefile.ppt" to a Rich Text Format document, and saves the document to "destfile.rtf".

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PPT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.11 Command Line Convert PPT to ODT

Convert PPT To ODT Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.ppt" "destfile.odt" odt
```

Converts the Microsoft PowerPoint PPT file "sourcefile.ppt" to a OpenDocument Format document, and saves the document to "destfile.odt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PPT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.11 Command Line Convert PPT to Text

Convert PPT To Text Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.ppt" "destfile.txt" txt
```

Converts the Microsoft PowerPoint PPT file "sourcefile.ppt" to a text file, and saves the document to "destfile.txt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PPT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.11 Command Line Convert EML to JPG

Convert EML To JPG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.eml" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.eml" "destfile.jpg" jpggray
```

Converts the email message format EML file "sourcefile.eml" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing EML file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.11 Command Line Convert EML to TIFF

Convert EML To TIFF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.eml" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.eml" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.eml" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.eml" "destfile.tif" tifftransparent
```

Converts the email message format EML file "sourcefile.eml" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing EML file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.12 Command Line Convert EML to PNG

Convert EML To PNG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.eml" "destfile.png" png
win2pdfd.exe convertto "sourcefile.eml" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.eml" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.eml" "destfile.png" pnggraytransparent
```

Converts the email message format EML file "sourcefile.eml" to a PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing EML file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.12 Command Line Convert EML to DOCX

Convert EML To DOCX Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.eml" "destfile.docx" docx
```

Converts the email message format EML file "sourcefile.eml" to a Microsoft Word DOCX document, and saves the document to "destfile.docx".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing EML file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.12 Command Line Convert EML to RTF

Convert EML To RTF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.eml" "destfile.rtf" rtf
```

Converts the email message format EML file "sourcefile.eml" to a Rich Text Format document, and saves the document to "destfile.rtf".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing EML file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.12 Command Line Convert EML to ODT

Convert EML To ODT Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.eml" "destfile.odt" odt
```

Converts the email message format EML file "sourcefile.eml" to a OpenDocument Format document, and saves the document to "destfile.odt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing EML file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.12 Command Line Convert EML to Text

Convert EML To Text Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.eml" "destfile.txt" txt
```

Converts the email message format EML file "sourcefile.eml" to a text file, and saves the document to "destfile.txt".

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing EML file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.12 Command Line Convert MSG to JPG

Convert MSG To JPG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.msg" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.msg" "destfile.jpg" jpggray
```

Convert the Microsoft Outlook item file format MSG file specified by "sourcefile.msg" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing MSG file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.12 Command Line Convert MSG to TIFF

Convert MSG To TIFF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.msg" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.msg" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.msg" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.msg" "destfile.tif" tifftransparent
```

Convert the Microsoft Outlook item file format MSG file specified by "sourcefile.msg" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color

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tifftransparent TIFF - color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing MSG file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.12 Command Line Convert MSG to PNG

Convert MSG To PNG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.msg" "destfile.png" png
win2pdfd.exe convertto "sourcefile.msg" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.msg" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.msg" "destfile.png" pnggraytransparent
```

Convert the Microsoft Outlook item file format MSG file specified by "sourcefile.msg" to a PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing MSG file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.12 Command Line Convert MSG to DOCX

Convert MSG To DOCX Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.msg" "destfile.docx" docx
```

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Convert the Microsoft Outlook item file format MSG file specified by "sourcefile.msg" to a Microsoft Word DOCX document, and saves the document to "destfile.docx".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing MSG file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.12 Command Line Convert MSG to RTF

Convert MSG To RTF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.msg" "destfile.rtf" rtf
```

Convert the Microsoft Outlook item file format MSG file specified by "sourcefile.msg" to a Rich Text Format document, and saves the document to "destfile.rtf".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing MSG file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.13 Command Line Convert MSG to ODT

Convert MSG To ODT Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.msg" "destfile.odt" odt
```

Convert the Microsoft Outlook item file format MSG file specified by "sourcefile.msg" to a OpenDocument Format document, and saves the document to "destfile.odt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing MSG file.

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This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.13 Command Line Convert MSG to Text

Convert MSG To Text Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.msg" "destfile.txt" txt
```

Convert the Microsoft Outlook item file format MSG file specified by "sourcefile.msg" to a text file, and saves the document to "destfile.txt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing MSG file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.13 Command Line Convert MHT to JPG

Convert MHT To JPG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.mht" "destfile.jpg" jpg
win2pdfd.exe convertto "sourcefile.mht" "destfile.jpg" jpggray
```

Convert the MIME HTML Archive format MHT file specified by "sourcefile.mht" to a JPEG image, and saves the converted image to "destfile.jpg". The "jpg" variation saves the converted image as a color JPEG, and the "jpggray" variation saves the converted image as a grayscale JPEG.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing MHT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.13 Command Line Convert MHT to TIFF

Convert MHT To TIFF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.mht" "destfile.tif" tiff
win2pdfd.exe convertto "sourcefile.mht" "destfile.tif" tiffmono
win2pdfd.exe convertto "sourcefile.mht" "destfile.tif" tiffgray
win2pdfd.exe convertto "sourcefile.mht" "destfile.tif" tifftransparent
```

Convert the MIME HTML Archive format MHT file specified by "sourcefile.mht" to a TIFF image, and saves the converted image to "destfile.tif". The last parameter controls the TIFF format:

tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing MHT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.13 Command Line Convert MHT to PNG

Convert MHT To PNG Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.mht" "destfile.png" png
win2pdfd.exe convertto "sourcefile.mht" "destfile.png" pnggray
win2pdfd.exe convertto "sourcefile.mht" "destfile.png" pngtransparent
win2pdfd.exe convertto "sourcefile.mht" "destfile.png" pnggraytransparent
```

Convert the MIME HTML Archive format MHT file specified by "sourcefile.mht" to a PNG image, and saves the converted image to "destfile.png". The last parameter controls the PNG format:

pnggray	PNG - Grayscale
png	PNG - Color
pnggraytransparent	PNG - Grayscale with transparent background
pngtransparent	PNG - Color with transparent background

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Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing MHT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.13 Command Line Convert MHT to DOCX

Convert MHT To DOCX Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.mht" "destfile.docx" docx
```

Convert the MIME HTML Archive format MHT file specified by "sourcefile.mht" to a Microsoft Word DOCX document, and saves the document to "destfile.docx".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing MHT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.13 Command Line Convert MHT to RTF

Convert MHT To RTF Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.mht" "destfile.rtf" rtf
```

Convert the MIME HTML Archive format MHT file specified by "sourcefile.mht" to a Rich Text Format document, and saves the document to "destfile.rtf".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing MHT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.52.13 Command Line Convert MHT to ODT

Convert MHT To ODT Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.mht" "destfile.odt" odt
```

Convert the MIME HTML Archive format MHT file specified by "sourcefile.mht" to a OpenDocument Format document, and saves the document to "destfile.odt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing MHT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.52.13 Command Line Convert MHT to Text

Convert MHT To Text Command Line Win2PDF Pro

```
win2pdfd.exe convertto "sourcefile.mht" "destfile.txt" txt
```

Convert the MIME HTML Archive format MHT file specified by "sourcefile.mht" to a text file, and saves the document to "destfile.txt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing MHT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.53 Command Line Batch Convert

Batch Convert Command Line Format Win2PDF Pro

```
win2pdfd.exe batchconvert "sourcefolder" "destfolder" destformat
win2pdfd.exe batchconvert "sourcefolder" "destfile.pdf" destformat savety
win2pdfd.exe batchconvert "sourcefolder" "destfile.pdf" destformat savety
```

Converts all compatible files in the sourcefolder to the specified format, and saves the converted files using the same base filename to the destination

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folder. If the optional "**savetype**" parameter is specified (PDF formats only), the files are merged into a single file specified by "destfile.pdf". The compatible file formats in the "**sourcefolder**" can be one of:

Extension	Format
.PDF	Portable Document Format
.DOCX, .DOC	Microsoft Word (Win2PDF Pro Only)
.RTF	Rich Text Format (Win2PDF Pro Only)
.ODT	OpenDocument Text (Win2PDF Pro Only)
.TXT	Text (Win2PDF Pro Only)
.MD, .MARKDOWN, .MKD, .MDWN, .MDOWN, .MDTXT, .MDTEXT	Markdown (Win2PDF Pro Only)
.XLSX, .XLSB, .XLS	Microsoft Excel Spreadsheet (Win2PDF Pro Only)
.PPTX, .PPT	Microsoft PowerPoint Presentation (Win2PDF Pro Only)
.ODS	OpenDocument Spreadsheet (Win2PDF Pro Only)
.CSV	Comma Separated Values (Win2PDF Pro Only)
.HTML, .HTM, .MHTML, .JS	HyperText Markup Language
.SVG	Scalable Vector Graphics
.XPS	XML Paper Specification
.TIF, .TIFF	Tagged Image File Format
.JPG, .JPEG, .JPE	Joint Photographic Experts Group Image
.PNG	Portable Network Graphics
.BMP, .DIB	Windows Bitmap
.GIF	Graphics Interchange Format
.EML	Email Message Format (Win2PDF Pro Only)
.MSG	Microsoft Outlook Item File Format (Win2PDF Pro Only)
.MHT	Mime HTML Archive (Win2PDF Pro Only)

Files not matching one of these extensions will be skipped.

The "**destformat**" can be one of the following:

destformat parameter	Description
pdf	Portable Document Format
pdfimagemono	PDF Image Only - monochrome
pdfimagegrayscale	PDF Image Only - grayscale
pdfimagecolor	PDF Image Only - color
pdfcompressed	PDF - compressed
pdfsearchable	PDF - searchable (OCR)

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pdfscansearchable	PDF - searchable (OCR) for lower quality scanned documents
pdfa1a	PDF/A-1a - PDF for Archiving 1a (Accessible)
pdfa1b	PDF/A-1b - PDF for Archiving 1b (Basic)
pdfa2a	PDF/A-2a - PDF for Archiving 2a (Accessible)
pdfa2b	PDF/A-2b - PDF for Archiving 2b (Basic)
pdfa2u	PDF/A-2u - PDF for Archiving 2u (Unicode)
pdfa3a	PDF/A-3a - PDF for Archiving 3a (Accessible)
pdfa3b	PDF/A-3b - PDF for Archiving 3b (Basic)
pdfa3u	PDF/A-3u - PDF for Archiving 3u (Unicode)
pdfa4	PDF/A-4 - PDF for Archiving 4
pdfa4e	PDF/A-4e - PDF for Archiving 4e (Engineering)
pdfa4f	PDF/A-4f - PDF for Archiving 4f (Files)
textformatted	Text - formatted
textunformatted	Text - unformatted
jpggray	JPG - grayscale
jpg	JPG - color
tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background
pnggray	PNG - grayscale
png	PNG - color
pnggraytransparent	PNG - grayscale with transparent background
pngtransparent	PNG - color with transparent background
ocrtextformatted	Text - formatted after making searchable, requires optional Win2PDF OCR Add-on
ocrtextunformatted	Text - unformatted after making searchable, formatted after making searchable, requires optional Win2PDF OCR Add-on
docx	Microsoft Word (Win2PDF Pro Only)
rtf	Rich Text Format (Win2PDF Pro Only)
odt	OpenDocument Format (Win2PDF Pro Only)
xlsx	Microsoft Excel spreadsheet (Win2PDF Pro Only)
xlsb	Microsoft Excel binary spreadsheet (Win2PDF Pro Only)
xls	Microsoft Excel 97-2003 spreadsheet (Win2PDF Pro Only)
ods	OpenDocument Spreadsheet (Win2PDF Pro Only)
csv	Comma Separated Values (Win2PDF Pro Only)
xps	XML Paper Specification (Win2PDF Pro Only)
markdown	Markdown (Win2PDF Pro Only)

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The optional "**savetype**" can be specified when the "destformat" is a PDF (pdf, pdfimagemono, pdfimagegrayscale, pdfimagecolor, pdfcompressed, pdfsearchable), and can be one of the following:

savetype parameter	Description
individual	Each file is converted to a separate file named based in the source file.
alphanumeric	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
reversealphanumeric	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
modifieddatetime	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
reversedmodifieddatetime	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
createddatetime	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
reversecreateddatetime	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

If the "**savetype**" is not specified, the "individual" option is used.

If the optional "**includesubfolders**" is specified and set to 1, the current folder and all subfolders will be converted. The directory structure is mirrored in the "**destfolder**".

Any folder names that contain spaces must be enclosed with quotation marks.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.54 Command Line Batch Merge

Batch Merge Command Line Format Win2PDF Pro

```
win2pdfd.exe batchconvert "sourcefolder" merged.pdf pdf savetype
```

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Merges all PDF files in the "sourcefolder" to the merged PDF specified by "merged.pdf". The "savetype" specifies the order of the merged files, and can be one of:

savetype parameter	Description
alphanumeric	Files are converted and then merged to a single PDF sorted alphabetically by the source file name.
reversealphanumeric	Files are converted and then merged to a single PDF sorted reverse alphabetically by the source file name.
modifieddatetime	Files are converted and then merged to a single PDF sorted reverse chronologically by the modified date of the source file name (oldest first).
reversedmodifieddatetime	Files are converted and then merged to a single PDF sorted chronologically by the modified date of the source file name (newest first).
createddatetime	Files are converted and then merged to a single PDF sorted reverse chronologically by the creation date of the source file name (oldest first).
reversecreateddatetime	Files are converted and then merged to a single PDF sorted chronologically by the creation date of the source file name (newest first).

Any folder names that contain spaces must be enclosed with quotation marks.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.55 Command Line Watch Folder and Convert

Watch Folder and Convert Command Line Format

Win2PDF Pro TSE

```
win2pdfd.exe watchconvert "watchfolder" "completedfolder" "convertedfolde
```

Watches the folder specified by "watchfolder" and automatically converts all compatible files to the specified format, and saves the converted files using the same base filename to "convertedfolder". Upon successful conversion, the source file is moved from the "watchfolder" to the folder specified by "completedfolder". If the "completedfolder" is empty (""), the source file is deleted after conversion.

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The compatible file formats in the "watchfolder" can be one of:

Extension	Format
.PDF	Portable Document Format
.DOCX, .DOC	Microsoft Word (Win2PDF Pro Only)
.RTF	Rich Text Format (Win2PDF Pro Only)
.ODT	OpenDocument Text (Win2PDF Pro Only)
.TXT	Text (Win2PDF Pro Only)
.MD, .MARKDOWN, .MKD, .MDWN, .MDOWN, .MDTXT, .MDTEXT	Markdown (Win2PDF Pro Only)
.XLSX, .XLSB, .XLS	Microsoft Excel Spreadsheet (Win2PDF Pro Only)
.PPTX, .PPT	Microsoft PowerPoint Presentation (Win2PDF Pro Only)
.ODS	OpenDocument Spreadsheet (Win2PDF Pro Only)
.CSV	Comma Separated Values (Win2PDF Pro Only)
.HTML, .HTM, .MHTML, .JS	HyperText Markup Language
.SVG	Scalable Vector Graphics
.XPS	XML Paper Specification
.TIF, .TIFF	Tagged Image File Format
.JPG, .JPEG, .JPE	Joint Photographic Experts Group Image
.PNG	Portable Network Graphics
.BMP, .DIB	Windows Bitmap
.GIF	Graphics Interchange Format
.EML	Email Message Format (Win2PDF Pro Only)
.MSG	Microsoft Outlook Item File Format (Win2PDF Pro Only)
.MHT	Mime HTML Archive (Win2PDF Pro Only)

Files not matching one of these extensions will be skipped.

The "destformat" can be one of the following:

destformat parameter	Description
pdf	Portable Document Format
pdfimagemono	PDF Image Only - monochrome
pdfimagegrayscale	PDF Image Only - grayscale
pdfimagecolor	PDF Image Only - color
pdfcompressed	PDF - compressed
pdfsearchable	PDF - searchable (OCR)
pdfscansearchable	PDF - searchable (OCR) for lower quality scanned documents

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pdfa1a	PDF/A-1a - PDF for Archiving 1a (Accessible)
pdfa1b	PDF/A-1b - PDF for Archiving 1b (Basic)
pdfa2a	PDF/A-2a - PDF for Archiving 2a (Accessible)
pdfa2b	PDF/A-2b - PDF for Archiving 2b (Basic)
pdfa2u	PDF/A-2u - PDF for Archiving 2u (Unicode)
pdfa3a	PDF/A-3a - PDF for Archiving 3a (Accessible)
pdfa3b	PDF/A-3b - PDF for Archiving 3b (Basic)
pdfa3u	PDF/A-3u - PDF for Archiving 3u (Unicode)
pdfa4	PDF/A-4 - PDF for Archiving 4
pdfa4e	PDF/A-4e - PDF for Archiving 4e (Engineering)
pdfa4f	PDF/A-4f - PDF for Archiving 4f (Files)
textformatted	Text - formatted
textunformatted	Text - unformatted
jpggray	JPG - grayscale
jpg	JPG - color
tiffmono	TIFF - monochrome
tiffgray	TIFF - grayscale
tiff	TIFF - color
tifftransparent	TIFF - color with transparent background
pnggray	PNG - grayscale
png	PNG - color
pnggraytransparent	PNG - grayscale with transparent background
pngtransparent	PNG - color with transparent background
ocrtextformatted	Text - formatted after making searchable, requires optional Win2PDF OCR Add-on
ocrtextunformatted	Text - unformatted after making searchable, formatted after making searchable, requires optional Win2PDF OCR Add-on
docx	Microsoft Word (Win2PDF Pro Only)
rtf	Rich Text Format (Win2PDF Pro Only)
odt	OpenDocument Format (Win2PDF Pro Only)
xlsx	Microsoft Excel spreadsheet (Win2PDF Pro Only)
xlsb	Microsoft Excel binary spreadsheet (Win2PDF Pro Only)
xls	Microsoft Excel 97-2003 spreadsheet (Win2PDF Pro Only)
ods	OpenDocument Spreadsheet (Win2PDF Pro Only)
csv	Comma Separated Values (Win2PDF Pro Only)
xps	XML Paper Specification (Win2PDF Pro Only)
markdown	Markdown (Win2PDF Pro Only)

Any folder names that contain spaces must be enclosed with quotation marks. If a file of the same name already exists in the "completedfolder", the file is renamed (files are never overwritten).

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The command will watch the folder for incoming files indefinitely until it is manually stopped with "CTRL-C" or using the task manager.

This feature requires a licensed version of Win2PDF Pro TSE. Contact us for a time limited evaluation license.

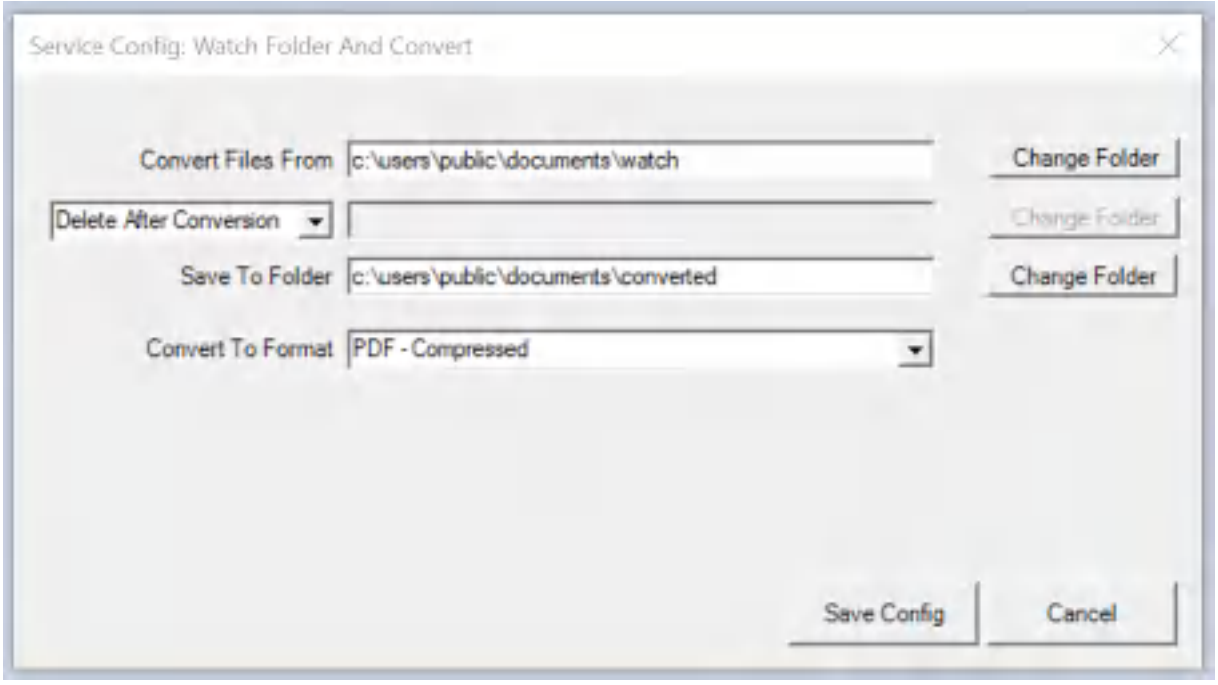
6.3.56 Command Line Configure Watch Folder Service

Configure Watch Folder Service Command Line Format

Win2PDF Pro TSE

```
win2pdfd.exe configwatchservice
win2pdfd.exe configwatchservice servicenumber
```

Configures the Watch Folder and Convert feature to run as a service. Multiple watch folders can be configured by specifying an optional "servicenumber" which can be a number from 1 to 20. The command displays the "Watch Folder Service Config" window for specifying the location of the "Convert Files From" watched folder, and the "Save To Folder" destination folder.



Win2PDF Desktop - Watch Folder Service Config

After configuring the folder locations and "Convert To Format", the "Save Config" button installs and starts the service. If the service had previously

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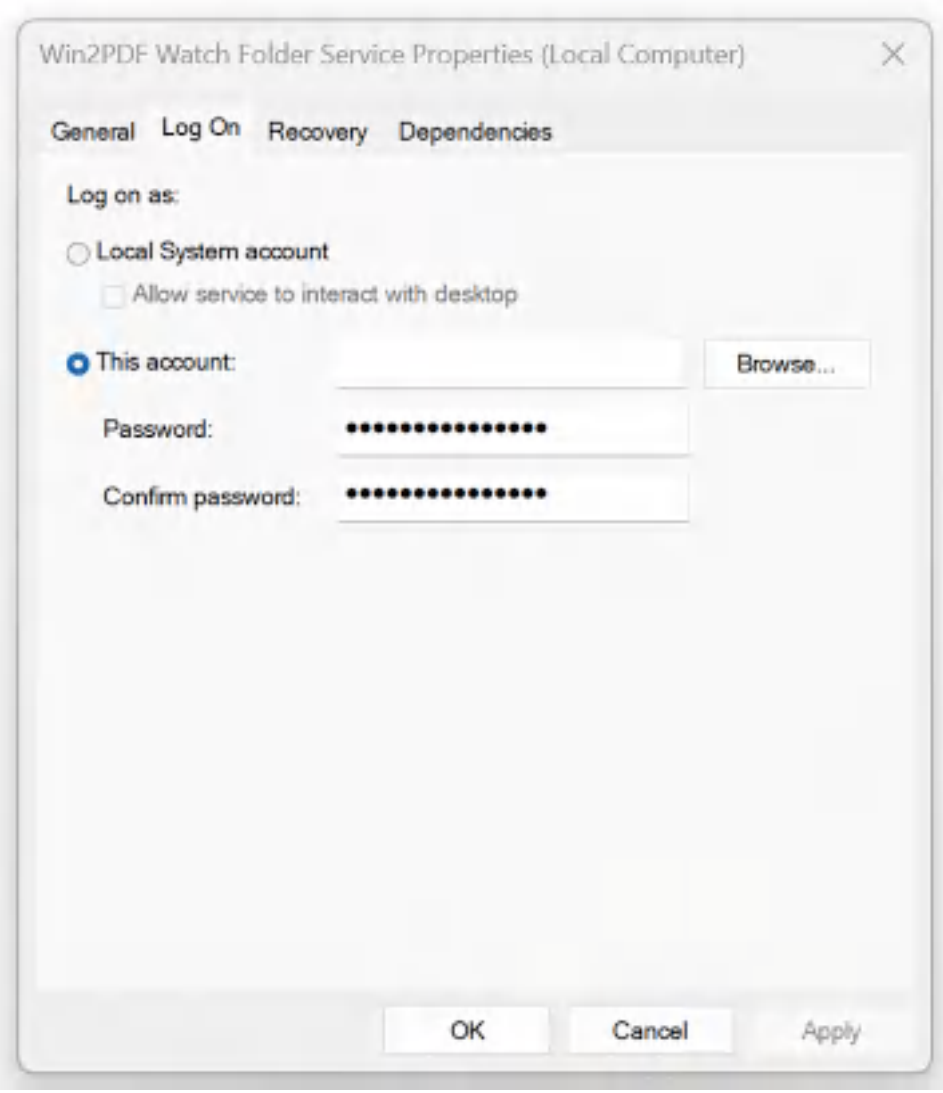
been installed, the "Save Config" button updates the service configuration using the new settings and restarts the service. The service will automatically start with Windows, and does not require that anyone is logged in to the server. To monitor and control the services, navigate to the Control Panel, then System and Security, then Administrative Tools, and finally select Services.

The service runs under the local system account by default. If your "Convert files from" or "Save To Folders" are not accessible from the local system account, you can configure the service to run under a different user using the "Log on" tab of the "Services" applet.



Win2PDF Desktop - Watch Folder Service User Log On

This feature requires a licensed version of Win2PDF Pro TSE. Contact us for a time limited evaluation license.

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6.3.57 Command Line PDF To JPG

PDF To JPG Command Line Format

```
win2pdfd.exe pdf2jpg "sourcepdf" "destjpg" pagenumber
win2pdfd.exe pdf2jpg "sourcepdf" "destjpg" startpage endpage
win2pdfd.exe pdf2jpggray "sourcepdf" "destjpg" pagenumber
win2pdfd.exe pdf2jpggray "sourcepdf" "destjpg" startpage endpage
win2pdfd.exe pdf2jpg "sourcepdf" "destjpg" pagenumber xresolution yresolu
win2pdfd.exe pdf2jpg "sourcepdf" "destjpg" startpage endpage xresolution
win2pdfd.exe pdf2jpggray "sourcepdf" "destjpg" pagenumber xresolution yre
win2pdfd.exe pdf2jpggray "sourcepdf" "destjpg" startpage endpage xresolut
```

Convert the PDF specified by "sourcepdf" to a color JPEG image file "destjpg". If "pagenumber" is 0, all pages are converted as separate files one per page in the format:

```
destjpg.1.jpg
destjpg.2.jpg
...
destjpg.n.jpg
```

If the "pagenumber" is greater than zero, the specified page number is saved to the filename specified by "destjpg".

To convert a page range, specify the startpage and endpage instead of a pagenumber.

To set the output resolution of the JPG file, set the xresolution and yresolution. If no resolution is specified, it will save at 300 DPI.

The "pdf2jpggray" variation is identical to "pdf2jpg", but the resulting JPEG file is saved as a gray scale 8 bit/pixel image file.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcepdf" can be a local file path, or an web address (URL) to an existing PDF.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.58 Command Line PDF To PNG

PDF To PNG Command Line Format

```
win2pdfd.exe pdf2png "sourcepdf" "destpng" pagenumber
win2pdfd.exe pdf2png "sourcepdf" "destpng" startpage endpage
win2pdfd.exe pdf2png "sourcepdf" "destpng" pagenumber xresolution yresolu
win2pdfd.exe pdf2png "sourcepdf" "destpng" startpage endpage xresolution
```

Convert the PDF specified by "sourcepdf" to a PNG image file "destpng".
The "pdf2png" command can be one of:

pdf2png	PDF to color PNG
pdf2pnggray	PDF to grayscale PNG
pdf2pngtransparent	PDF to color PNG with transparent background
pdf2pnggraytransparent	PDF to grayscale PNG with transparent background

If "pagenumber" is 0, all pages are converted as separate files one per page in the format:

```
destpng.1.png
destpng.2.png
...
destpng.n.png
```

If the "pagenumber" is greater than zero, the specified page number is saved to the filename specified by "destpng".

To convert a page range, specify the startpage and endpage instead of a pagenumber.

To set the output resolution of the PNG file, set the xresolution and yresolution. If no resolution is specified, it will save at 300 DPI.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcepdf" can be a local file path, or an web address (URL) to an existing PDF.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.59 Command Line PDF To TIFF

PDF To TIFF Command Line Format

```
win2pdfd.exe pdf2tiff "sourcepdf" "desttiff" pagenumber
win2pdfd.exe pdf2tiff "sourcepdf" "desttiff" startpage endpage
win2pdfd.exe pdf2tiff "sourcepdf" "desttiff" pagenumber xresolution yreso
win2pdfd.exe pdf2tiff "sourcepdf" "desttiff" startpage endpage xresolutio
```

Convert the PDF specified by "sourcepdf" to a TIFF image file named "desttiff". The "pdf2tiff" command can be one of:

pdf2tiff	PDF to color TIFF
pdf2tiffmono	PDF to black and white TIFF
pdf2tiffgray	PDF to grayscale TIFF
pdf2tifftrans	PDF to color TIFF with transparent background

parent

If "pagenumber" is 0, all pages are saved to the filename specified by "desttiff" in a multi-page TIFF. If the "pagenumber" is greater than zero, the specified page number is saved to the filename specified by "desttiff".

To convert a page range, specify the startpage and endpage instead of a pagenumber.

To set the output resolution of the TIFF file, set the xresolution and yresolution. If no resolution is specified, it will save at 300 DPI.

The "pdf2tiffmono" variation is identical to "pdf2tiff", but the resulting TIFF file is saved as a monochrome 1 bit/pixel image file. Similarly, the "pdf2tiffgray" saves the destination TIFF file as a gray scale 8 bit/pixel image file.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcepdf" can be a local file path, or an web address (URL) to an existing PDF.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.60 Command Line PDF To DOCX

PDF To DOCX Command Line Format Win2PDF Pro

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```
win2pdfd.exe pdf2docx "source.pdf" "dest.docx"
```

Convert the PDF specified by "source.pdf" to a Microsoft Word DOCX document named "dest.docx". If the PDF isn't searchable, Win2PDF will automatically make the PDF searchable before converting to DOCX if the optional Win2PDF OCR Add-on is installed (separate download from Win2PDF, included with Win2PDF Pro).

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.61 Command Line PDF To RTF

PDF To RTF Command Line Format Win2PDF Pro

```
win2pdfd.exe pdf2rtf "source.pdf" "dest.rtf"
```

Convert the PDF specified by "source.pdf" to a Rich Text Format document named "dest.rtf".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.62 Command Line PDF To ODT

PDF To ODT Command Line Format Win2PDF Pro

```
win2pdfd.exe pdf2odt "source.pdf" "dest.odt"
```

Convert the PDF specified by "source.pdf" to a OpenDocument Format document named "dest.odt".

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an

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existing PDF.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.63 Command Line PDF To TXT

PDF To TXT Command Line Format Win2PDF Pro

```
win2pdfd.exe extracttext "sourcefile" "destfile" formatting
win2pdfd.exe extracttext "sourcefile" "destfile" formatting pagenum
```

Extract text from “sourcefile”, and save to text file “destfile”. If “formatting” is “1”, the destination text file is formatted similarly to the PDF. If “formatting” is “0”, the text file is unformatted.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcefile" can be a local file path, or an web address (URL) to an existing PDF.

If the pagenum is specified, only text from the specified page will be extracted.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.64 Command Line TIFF To PDF

TIFF To PDF Command Line Format

```
win2pdfd.exe tiff2pdf "sourcetiff" "destpdf"
win2pdfd.exe tiff2pdfa "sourcetiff" "destpdf"
win2pdfd.exe tiff2pdf "sourcetiff" "destpdf" width height
win2pdfd.exe tiff2pdfa "sourcetiff" "destpdf" width height
```

Convert the TIFF image file specified by "sourcetiff" to a PDF file named "destpdf".

The "tiff2pdfa" variation is identical to "tiff2pdf", but the resulting PDF is saved using the PDF/A format.

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The optional "width" and "height" parameters are specified in points (1/72 inch).

Any file names that contain spaces must be enclosed with quotation marks. The "sourcetiff" can be a local file path, or an web address (URL) to an existing TIFF.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.65 Command Line JPG To PDF

JPG To PDF Command Line Format

```
win2pdfd.exe jpg2pdf "sourcejpg" "destpdf"
win2pdfd.exe jpg2pdfa "sourcejpg" "destpdf"
win2pdfd.exe jpg2pdf "sourcejpg" "destpdf" width height
win2pdfd.exe jpg2pdfa "sourcejpg" "destpdf" width height
```

Convert the JPG image file specified by "sourcejpg" to a PDF file named "destpdf".

The "jpg2pdfa" variation is identical to "jpg2pdf", but the resulting PDF is saved using the PDF/A format.

The optional width and height parameters specify the width and height of the resulting PDF in points (1/72 inch).

Any file names that contain spaces must be enclosed with quotation marks. The "sourcejpg" can be a local file path, or an web address (URL) to an existing JPG.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.66 Command Line PNG To PDF

PNG To PDF Command Line Format

```
win2pdfd.exe png2pdf "sourcepng" "destpdf"
win2pdfd.exe png2pdfa "sourcepng" "destpdf"
```

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```
win2pdfd.exe png2pdf "sourcepng" "destpdf" width height
win2pdfd.exe png2pdfa "sourcepng" "destpdf" width height
```

Convert the PNG image file specified by "sourcepng" to a PDF file named "destpdf".

The "png2pdfa" variation is identical to "png2pdf", but the resulting PDF is saved using the PDF/A format.

The optional width and height parameters specify the width and height of the resulting PDF in points (1/72 inch).

Any file names that contain spaces must be enclosed with quotation marks. The "sourcepng" can be a local file path, or an web address (URL) to an existing PNG.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.67 Command Line BMP To PDF

BMP To PDF Command Line Format

```
win2pdfd.exe bmp2pdf "sourcebmp" "destpdf"
win2pdfd.exe bmp2pdfa "sourcebmp" "destpdf"
win2pdfd.exe bmp2pdf "sourcebmp" "destpdf" width height
win2pdfd.exe bmp2pdfa "sourcebmp" "destpdf" width height
```

Convert the Windows bitmap BMP image file specified by "sourcebmp" to a PDF file named "destpdf".

The "bmp2pdfa" variation is identical to "bmp2pdf", but the resulting PDF is saved using the PDF/A format.

The optional width and height parameters specify the width and height of the resulting PDF in points (1/72 inch).

Any file names that contain spaces must be enclosed with quotation marks. The "sourcebmp" can be a local file path, or an web address (URL) to an existing BMP.

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Returns 0 on success, and a Windows system error code on failure.

6.3.68 Command Line GIF To PDF

GIF To PDF Command Line Format

```
win2pdfd.exe gif2pdf "sourcegif" "destpdf"
win2pdfd.exe gif2pdfa "sourcegif" "destpdf"
win2pdfd.exe gif2pdf "sourcegif" "destpdf" width height
win2pdfd.exe gif2pdfa "sourcegif" "destpdf" width height
```

Convert the GIF image file specified by "sourcegif" to a PDF file named "destpdf".

The "gif2pdfa" variation is identical to "gif2pdf", but the resulting PDF is saved using the PDF/A format.

The optional width and height parameters specify the width and height of the resulting PDF in points (1/72 inch).

Any file names that contain spaces must be enclosed with quotation marks. The "sourcegif" can be a local file path, or an web address (URL) to an existing GIF.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.69 Command Line HTML To PDF

HTML To PDF Command Line Format

```
win2pdfd.exe html2pdf "sourcehtml" "destpdf"
win2pdfd.exe html2pdf "sourcehtml" "destpdf" "papersize"
win2pdfd.exe html2pdf "sourcehtml" "destpdf" "papersize" timeout
win2pdfd.exe html2pdf "sourcehtml" "destpdf" "papersize" timeout marginle
win2pdfd.exe html2pdf "sourcehtml" "destpdf" "papersize" timeout marginle
```

Convert the HTML file or web page specified by "**sourcehtml**" to a PDF file named "**destpdf**".

If the "**papersize**" is specified, it can be one of:

letter

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letter-landscape
legal
legal-landscape
tabloid
tabloid-landscape
A2
A2-landscape
A3
A3-landscape
A4
A4-landscape
A5
A5-landscape
CSheet
CSheet-landscape
DSheet
DSheet-landscape
ESheet
ESheet-landscape

The "-landscape" papersize variations change the orientation to landscape.

Any file names that contain spaces must be enclosed with quotation marks.

The optional "**timeout**" parameter is specified in milliseconds. If no timeout is specified, the default is 30000 (30 seconds).

The optional "**marginleft**", "**margintop**", "**marginright**", and "**marginbottom**" parameters are specified in points (1/72 inch). If no margin is specified, 0 margins are used.

The optional "**headertemplate**" and "**footertemplate**" parameters specify a HTML file to be rendered in the header or footer of the PDF. To specify only a header or footer, set the other parameter to an empty string "".

When creating the PDF, the following classes can be used to render information into the PDF:
- date (formatted creation date).
- title (document title).
- url (document location).
- pageNumber (current page number)
- totalPages (total pages in the document)

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Images can be included in the header or footer template if they are encoded as data URIs.

For example, placing the following HTML in a file and referencing it as the "**footertemplate**" parameter will put the URL and page number at the bottom of each page in the converted PDF:

```
<div style='font-size:10px;padding-left:10px;'>
    <span class='url'></span>
    <div>Page <span class='pageNumber'></span> of <span class='totalPages
</div>
```

Any file names that contain spaces must be enclosed with quotation marks. The "sourcehtml" can be a local file path, or an web address (URL) to an existing HTML file.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.70 Command Line SVG To PDF

SVG To PDF Command Line Format

```
win2pdfd.exe svg2pdf "sourcesvg" "destpdf"
win2pdfd.exe svg2pdf "sourcesvg" "destpdf" "papersize"
```

Convert the SVG file specified by "sourcesvg" to a PDF file named "destpdf".

If the "papersize" is specified, it can be one of:

letter
letter-landscape
legal
legal-landscape
tabloid
tabloid-landscape
A2
A2-landscape
A3
A3-landscape
A4
A4-landscape
A5

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A5-landscape
CSheet
CSheet-landscape
DSheet
DSheet-landscape
ESheet
ESheet-landscape

The "-landscape" papersize variations change the orientation to landscape.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcesvg" can be a local file path, or an web address (URL) to an existing SVG.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.71 Command Line XPS To PDF

XPS To PDF Command Line Format

```
win2pdfd.exe xps2pdf "sourcexps" "destpdf"
win2pdfd.exe xps2pdfa "sourcexps" "destpdf"
```

Convert the XPS file specified by "sourcexps" to a PDF file named "destpdf". If the "xps2pdfa" variation is used, the PDF will be saved in the PDF/A format.

Any file names that contain spaces must be enclosed with quotation marks. The "sourcexps" can be a local file path, or an web address (URL) to an existing XPS.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.72 Command Line DOCX To PDF

DOCX To PDF Command Line Format Win2PDF Pro

```
win2pdfd.exe docx2pdf "source.docx" "dest.pdf"
```

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Convert the Microsoft Word DOCX file specified by "source.docx" to a PDF file named "dest.pdf".

Any file names that contain spaces must be enclosed with quotation marks. The "source.docx" can be a local file path, or an web address (URL) to an existing DOCX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.73 Command Line DOC To PDF

DOC To PDF Command Line Format Win2PDF Pro

```
win2pdfd.exe doc2pdf "source.doc" "dest.pdf"
```

Convert the Microsoft Word DOC file specified by "source.doc" to a PDF file named "dest.pdf".

Any file names that contain spaces must be enclosed with quotation marks. The "source.doc" can be a local file path, or an web address (URL) to an existing DOC file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.74 Command Line PPTX To PDF

PPTX To PDF Command Line Format Win2PDF Pro

```
win2pdfd.exe pptx2pdf "source.pptx" "dest.pdf"
```

Convert the Microsoft PowerPoint PPTX file specified by "source.pptx" to a PDF file named "dest.pdf".

Any file names that contain spaces must be enclosed with quotation marks. The "source.pptx" can be a local file path, or an web address (URL) to an existing PPTX file.

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This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.75 Command Line PPT To PDF

PPT To PDF Command Line Format Win2PDF Pro

```
win2pdfd.exe ppt2pdf "source.ppt" "dest.pdf"
```

Convert the Microsoft PowerPoint PPT file specified by "source.ppt" to a PDF file named "dest.pdf".

Any file names that contain spaces must be enclosed with quotation marks. The "source.ppt" can be a local file path, or an web address (URL) to an existing PPT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.76 Command Line RTF To PDF

RTF To PDF Command Line Format Win2PDF Pro

```
win2pdfd.exe rtf2pdf "source.rtf" "dest.pdf"
```

Convert the Rich Text Format file specified by "source.rtf" to a PDF file named "dest.pdf".

Any file names that contain spaces must be enclosed with quotation marks. The "source.rtf" can be a local file path, or an web address (URL) to an existing RTF file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.77 Command Line ODT To PDF

ODT To PDF Command Line Format Win2PDF Pro

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```
win2pdfd.exe odt2pdf "source.odt" "dest.pdf"
```

Convert the OpenDocument Format ODT file specified by "source.odt" to a PDF file named "dest.pdf".

Any file names that contain spaces must be enclosed with quotation marks. The "source.odt" can be a local file path, or an web address (URL) to an existing ODT file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.78 Command Line TXT To PDF

TXT To PDF Command Line Format Win2PDF Pro

```
win2pdfd.exe txt2pdf "source.txt" "dest.pdf"
win2pdfd.exe txt2pdf "source.txt" "dest.pdf" landscape
win2pdfd.exe txt2pdf "source.txt" "dest.pdf" papersize
win2pdfd.exe formattedtxt2pdf "source.txt" "dest.pdf"
win2pdfd.exe formattedtxt2pdf "source.txt" "dest.pdf" papersize
win2pdfd.exe formattedtxt2pdf "source.txt" "dest.pdf" papersize textsize
win2pdfd.exe formattedtxt2pdf "source.txt" "dest.pdf" papersize textsize
```

Convert the text file specified by "source.txt" to a PDF file named "dest.pdf". The "**txt2pdf**" command creates a PDF using the letter size paper, a variable width font, and 1" margins. The "**formattedtxt2pdf**" command uses a fixed width font and works better for reports that have columnar data and fixed width formatting.

If the "**papersize**" is specified, it can be one of:

letter
letter-landscape
legal
legal-landscape
tabloid
tabloid-landscape
A2
A2-landscape
A3
A3-landscape

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A4
A4-landscape
A5
A5-landscape
CSheet
CSheet-landscape
DSheet
DSheet-landscape
ESheet
ESheet-landscape

The "-landscape" papersize variations change the orientation to landscape. If no papersize is specified, "letter" is used.

The optional "**textsize**", "**marginleft**", "**margintop**", "**marginright**", and "**marginbottom**" parameters are specified in points (1/72 inch). If no margin is specified, 1" margins are used.

Any file names that contain spaces must be enclosed with quotation marks. The "source.txt" can be a local file path, or an web address (URL) to an existing text file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.79 Command Line Markdown To PDF

MD To PDF Command Line Format


```
win2pdfd.exe markdown2pdf "source.md" "dest.pdf"
win2pdfd.exe markdown2pdf "source.md" "dest.pdf" landscape
win2pdfd.exe markdown2pdf "source.md" "dest.pdf" papersize
win2pdfd.exe markdown2pdf "source.md" "dest.pdf" papersize textsize margi
```

Convert the markdown file specified by "source.md" to a PDF file named "dest.pdf". The "**md2pdf**" command creates a PDF using the letter size paper, a variable width font, and 1" margins.

If the "**papersize**" is specified, it can be one of:
letter
letter-landscape
legal

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legal-landscape
tabloid
tabloid-landscape
A2
A2-landscape
A3
A3-landscape
A4
A4-landscape
A5
A5-landscape
CSheet
CSheet-landscape
DSheet
DSheet-landscape
ESheet
ESheet-landscape

The "-landscape" papersize variations change the orientation to landscape. If no papersize is specified, "letter" is used.

The optional "**textsize**", "**marginleft**", "**margintop**", "**marginright**", and "**marginbottom**" parameters are specified in points (1/72 inch). If no margin is specified, 1" margins are used.

Any file names that contain spaces must be enclosed with quotation marks. The "source.md" can be a local file path, or an web address (URL) to an existing text file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.80 Command Line XLSX To PDF

XLSX To PDF Command Line Format Win2PDF Pro

```
win2pdfd.exe xlsx2pdf "source.xlsx" "dest.pdf"
win2pdfd.exe xlsb2pdf "source.xlsb" "dest.pdf"
```

Convert the Microsoft Excel XLSX or XLSB file specified by "source.xlsx" to a PDF file named "dest.pdf".

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Any file names that contain spaces must be enclosed with quotation marks. The "source.xlsx" can be a local file path, or an web address (URL) to an existing XLSX file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.81 Command Line XLS To PDF

XLS To PDF Command Line Format Win2PDF Pro

```
win2pdfd.exe xls2pdf "source.xls" "dest.pdf"
```

Convert the Microsoft Excel XLS file specified by "source.xls" to a PDF file named "dest.pdf".

Any file names that contain spaces must be enclosed with quotation marks. The "source.xls" can be a local file path, or an web address (URL) to an existing XLS file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.82 Command Line ODS To PDF

ODS To PDF Command Line Format Win2PDF Pro

```
win2pdfd.exe ods2pdf "source.ods" "dest.pdf"
```

Convert the OpenDocument Spreadsheet ODS file specified by "source.ods" to a PDF file named "dest.pdf".

Any file names that contain spaces must be enclosed with quotation marks. The "source.ods" can be a local file path, or an web address (URL) to an existing ODS file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

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6.3.83 Command Line CSV To PDF

CSV To PDF Command Line Format Win2PDF Pro

```
win2pdfd.exe csv2pdf "source.csv" "dest.pdf"
```

Convert the comma separated value CSV file specified by "source.csv" to a PDF file named "dest.pdf".

Any file names that contain spaces must be enclosed with quotation marks. The "source.csv" can be a local file path, or an web address (URL) to an existing CSV file.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.84 Command Line EML To PDF

EML To PDF Command Line Format Win2PDF Pro

```
win2pdfd.exe eml2pdf "source.eml" "dest.pdf"
win2pdfd.exe eml2pdf "source.eml" "dest.pdf" papersize
```

Convert the email message format EML file specified by "source.eml" to a PDF file named "dest.pdf". Any file names that contain spaces must be enclosed with quotation marks. The "source.eml" can be a local file path, or an web address (URL) to an existing EML file.

If the EML file contains attachments, the attachments are copied to the PDF as shared attachments unless they are potentially unsafe (.EXE, .BAT, etc.). Attached files can only be opened in a viewer that supports attachments such as Adobe Reader. To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments".

Also, if the attachment is one of the following, Win2PDF converts the attachment to PDF and appends the converted document to the final PDF.

Extension	Format
.PDF	Portable Document Format
.DOCX, .DOC	Microsoft Word (Win2PDF Pro Only)
.RTF	Rich Text Format (Win2PDF Pro Only)

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.ODT	OpenDocument Text (Win2PDF Pro Only)
.TXT	Text (Win2PDF Pro Only)
.MD, .MARKDOWN, .MKD, .MDWN, .MDOWN, .MDTXT, .MDTEXT	Markdown (Win2PDF Pro Only)
.XLSX, .XLSB, .XLS	Microsoft Excel Spreadsheet (Win2PDF Pro Only)
.PPTX, .PPT	Microsoft PowerPoint Presentation (Win2PDF Pro Only)
.ODS	OpenDocument Spreadsheet (Win2PDF Pro Only)
.CSV	Comma Separated Values (Win2PDF Pro Only)
.HTML, .HTM, .MHTML, .JS	HyperText Markup Language
.SVG	Scalable Vector Graphics
.XPS	XML Paper Specification
.TIF, .TIFF	Tagged Image File Format
.JPG, .JPEG, .JPE	Joint Photographic Experts Group Image
.PNG	Portable Network Graphics
.BMP, .DIB	Windows Bitmap
.GIF	Graphics Interchange Format
.EML	Email Message Format (Win2PDF Pro Only)
.MSG	Microsoft Outlook Item File Format (Win2PDF Pro Only)
.MHT	Mime HTML Archive (Win2PDF Pro Only)

If the "**papersize**" is specified, it can be one of:

- letter
- letter-landscape
- legal
- legal-landscape
- tabloid
- tabloid-landscape
- A2
- A2-landscape
- A3
- A3-landscape
- A4
- A4-landscape
- A5
- A5-landscape
- CSheet
- CSheet-landscape
- DSheet
- DSheet-landscape
- ESheet

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ESheet-landscape

The "-landscape" papersize variations change the orientation to landscape. If no papersize is specified, "letter" is used.

This feature requires a licensed version of Win2PDF Pro. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.85 Command Line MSG To PDF

MSG To PDF Command Line Format Win2PDF Pro

```
win2pdfd.exe msg2pdf "source.msg" "dest.pdf"
win2pdfd.exe msg2pdf "source.msg" "dest.pdf" papersize
```

Convert the Microsoft Outlook item file format MSG file specified by "source.msg" to a PDF file named "dest.pdf". Any file names that contain spaces must be enclosed with quotation marks. The "source.msg" can be a local file path, or an web address (URL) to an existing MSG file.

If the MSG file contains attachments, the attachments are copied to the PDF as shared attachments unless they are potentially unsafe (.EXE, .BAT, etc.). Attached files can only be opened in a viewer that supports attachments such as Adobe Reader. To view shared attachments in Adobe Reader, go to " ≡ → View → Show/Hide → Side panels → Attachments".

Also, if the attachment is one of the following, Win2PDF converts the attachment to PDF and appends the converted document to the final PDF.

Extension	Format
.PDF	Portable Document Format
.DOCX, .DOC	Microsoft Word (Win2PDF Pro Only)
.RTF	Rich Text Format (Win2PDF Pro Only)
.ODT	OpenDocument Text (Win2PDF Pro Only)
.TXT	Text (Win2PDF Pro Only)
.MD, .MARKDOWN, .MKD, .MDWN, .MDOWN, .MDTXT, .MDTEXT	Markdown (Win2PDF Pro Only)
.XLSX, .XLSB, .XLS	Microsoft Excel Spreadsheet (Win2PDF Pro Only)
.PPTX, .PPT	Microsoft PowerPoint Presentation (Win2PDF Pro Only)

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.ODS	OpenDocument Spreadsheet (Win2PDF Pro Only)
.CSV	Comma Separated Values (Win2PDF Pro Only)
.HTML, .HTM, .MHTML, .JS	HyperText Markup Language
.SVG	Scalable Vector Graphics
.XPS	XML Paper Specification
.TIF, .TIFF	Tagged Image File Format
.JPG, .JPEG, .JPE	Joint Photographic Experts Group Image
.PNG	Portable Network Graphics
.BMP, .DIB	Windows Bitmap
.GIF	Graphics Interchange Format
.EML	Email Message Format (Win2PDF Pro Only)
.MSG	Microsoft Outlook Item File Format (Win2PDF Pro Only)
.MHT	Mime HTML Archive (Win2PDF Pro Only)

If the "**papersize**" is specified, it can be one of:

letter
letter-landscape
legal
legal-landscape
tabloid
tabloid-landscape
A2
A2-landscape
A3
A3-landscape
A4
A4-landscape
A5
A5-landscape
CSheet
CSheet-landscape
DSheet
DSheet-landscape
ESheet
ESheet-landscape

The "-landscape" papersize variations change the orientation to landscape. If no papersize is specified, "letter" is used.

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Returns 0 on success, and a Windows system error code on failure.

6.3.86 Command Line MHT To PDF

MHT To PDF Command Line Format Win2PDF Pro

```
win2pdfd.exe mht2pdf "source.mht" "dest.pdf"
win2pdfd.exe mht2pdf "source.mht" "dest.pdf" papersize
```

Convert the MIME HTML Archive format MHT file specified by "source.mht" to a PDF file named "dest.pdf".

Any file names that contain spaces must be enclosed with quotation marks. The "source.mht" can be a local file path, or an web address (URL) to an existing MHT file.

If the "**papersize**" is specified, it can be one of:

letter
letter-landscape
legal
legal-landscape
tabloid
tabloid-landscape
A2
A2-landscape
A3
A3-landscape
A4
A4-landscape
A5
A5-landscape
CSheet
CSheet-landscape
DSheet
DSheet-landscape
ESheet
ESheet-landscape

The "-landscape" papersize variations change the orientation to landscape. If no papersize is specified, "letter" is used.

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Returns 0 on success, and a Windows system error code on failure.

6.3.87 Command Line Image To PDF

```
win2pdfd.exe image2pdf "sourceimage" "destpdf"
win2pdfd.exe image2pdfa "sourceimage" "destpdf"
win2pdfd.exe image2pdf "sourceimage" "destpdf" width height
win2pdfd.exe image2pdfa "sourceimage" "destpdf" width height
```

Convert an image file in the format TIFF, JPG, PNG, GIF, or BMP specified by "sourceimage" to a PDF file named "destpdf".

The "image2pdfa" variation is identical to "image2pdf", but the resulting PDF is saved using the PDF/A format.

The optional width and height parameters specify the width and height of the resulting PDF in points (1/72 inch).

Any file names that contain spaces must be enclosed with quotation marks. The "sourceimage" can be a local file path, or an web address (URL) to an existing image file.

This feature requires a licensed version of Win2PDF. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.88 Command Line Content Search

```
win2pdfd.exe getcontentsearch "sourcepdf" "password" "searchtext"
win2pdfd.exe getcontentsearch "sourcepdf" "password" "searchtext" "fieldl
win2pdfd.exe getcontentsearchbelow "sourcepdf" "password" "searchtext"
win2pdfd.exe getcontentsearchbelow "sourcepdf" "password" "searchtext" "f
win2pdfd.exe getcontentsearches "sourcepdf" "password" "searchtext"
win2pdfd.exe getcontentsearches "sourcepdf" "password" "searchtext" "fiel
```

Search the PDF file specified by "sourcepdf" for the text specified by "searchtext". If the "searchtext" is found in the PDF file, the text immediately to the right of "searchtext" (for **getcontentsearch**) or immediately below the searchtext (for **getcontentsearchbelow**) is printed to standard out (STDOUT). The search is stopped when a space, tab, or newline character is encountered.

The "getcontentsearch" variation stops after the first text matching the "searchtext" is found. The "getcontentsearches" variation continues

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searching the entire PDF and prints all instances of text matching the "searchtext" to standard out.

If the "fieldlength" is specified, the search is stopped when the number of characters specified by "fieldlength" have been printed or a newline character is encountered. This allows you to search for fields that include space characters.

If the path to "sourcepdf" contains spaces, it must be enclosed with quotation marks. The "sourcepdf" can be a local file path, or an web address (URL) to an existing PDF.

If the PDF is password protected, the master password should be provided in the "password" parameter. Otherwise, the parameter should be set to '' (single quotes).

The "searchtext" parameter is case sensitive.

This command can be used by custom programs, plug-ins, or Power Automate Desktop flows for operations such as renaming based on the contents of the PDF.

Requires a licensed version of Win2PDF version 10.0.100 or above. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.89 Command Line Set PDF Version

```
win2pdfd.exe setpdfversion "sourcepdf" pdfversion "destpdf"
```

Attempts to update PDF specified by "sourcepdf" to the version specified by "pdfversion", and save updated PDF in "destpdf". Valid versions are:

"pdfversion"	Introduced with:	Adds support for:
"1.0"	Adobe Acrobat 1.0	
"1.1"	Adobe Acrobat 2.0	Adds support for links and password protection.
"1.2"	Adobe Acrobat 3.0	Adds support for Unicode.
"1.3"	Adobe Acrobat 4.0	Adds support for digital signatures and 40 bit encryption.

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"1.4"	Adobe Acrobat 5.0	Adds support for transparency, JBIG2 compression, and 128 bit encryption.
"1.5"	Adobe Acrobat 6.0	Adds JPEG 2000 compression.
"1.6"	Adobe Acrobat 7.0	Adds support for AES encryption.
"1.7"	Adobe Acrobat 8.0	Improved support for security.

Win2PDF sets the PDF version to the lowest PDF version possible to support the features in the PDF file, usually "1.4". Setting the PDF version is not necessary for most viewers. New viewers should be backwards compatible with older PDF versions, and old viewers will skip new features. Some compliance software requires a specific PDF version, and this command can be use to set the PDF to a specific version. You can only set the PDF version to a higher version than the existing version of "sourcepdf".

Requires a licensed version of Win2PDF version 10.0.121 or above. Contact us for a time limited evaluation license.

Returns 0 on success, and a Windows system error code on failure.

6.3.90 Command Line Set PDF/A Conformance Level

```
win2pdfd.exe setpdfaconformance "sourcepdf" conformancelevel "destpdf"
```

Attempts to update PDF specified by "sourcepdf" to the version specified by "conformancelevel", and save updated PDF in "destpdf". Valid versions are:

"pdfversion"	**Introduced with:**	**Adds support for:**
"PdfA1B"	Adobe Acrobat 1.0	
"PdfA2b"	Adobe Acrobat 2.0	Adds support for transparency, layers, and JPEG2000 compression
"PdfA3b"	Adobe Acrobat 3.0	Allows embedding non-PDF/A files (like source XML or spreadsheets) alongside the PDF, making it better for structured data.

By default, Win2PDF sets the PDF/A version to PDF/A-1b. Setting the PDF/A conformance level to a different value is not necessary for most PDF/A software but some compliance software requires a specific PDF/A conformance level. You can only set the PDF conformance level to a higher version than the existing version of "sourcepdf".

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Returns 0 on success, and a Windows system error code on failure.

6.3.91 Command Line Export Win2PDF Settings

Export Win2PDF Settings Command Line Format

```
win2pdfd.exe exportsettings "settingsfile"
```

Exports all Win2PDF settings to the file specified by "settingsfile". These settings include all Win2PDF settings including auto-name configuration settings. This command can be used in conjunction with the importsettings command to backup Win2PDF settings or deploy the same settings to multiple computers.

Any file names that contain spaces must be enclosed with quotation marks.

Returns 0 on success, and a Windows system error code on failure.

6.3.92 Command Line Import Win2PDF Settings

Import Win2PDF Settings Command Line Format

```
win2pdfd.exe importsettings "settingsfile"
```

Imports all Win2PDF settings from the file specified by "settingsfile" previously saved from the exportsettings command. These settings include all Win2PDF settings including auto-name configuration settings. Any existing Win2PDF configuration settings will be overwritten. This command can be used in conjunction with the exportsettings command to backup Win2PDF settings or deploy the same settings to multiple computers.

Any file names that contain spaces must be enclosed with quotation marks.

Returns 0 on success, and a Windows system error code on failure.

6.4 Programming Environments

6.4.1 .NET Framework

You can set the PDF file name from VB.NET or C# using the .NET framework Printersettings.PrintFileName property as documented by Microsoft at:

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https://docs.microsoft.com/en-us/dotnet/api/system.drawing.printing.printersettings.printfilename

You should also set the PrinterSettings.PrintToFile property to TRUE:

```
PrintDocument.PrinterSettings.PrintFileName = "C:\Users\test\AppData\Loca
PrintDocument.PrinterSettings.PrintToFile = true;
```

You can set any Win2PDF string registry settings using the VB.NET "**SaveSetting**" function.

```
SaveSetting "Dane Prairie Systems", "Win2PDF", ValueName, Value
```

From C#, you can use the same fully qualified **SaveSetting** function name:

```
Microsoft.VisualBasic.Interaction.SaveSetting("Dane Prairie Systems", "Win2PDF", Value
```

Win2PDF behaves the same as a paper printer for all other .NET interfaces. Here's an example for creating a PDF from VB.NET:

```
Private Sub PrintPageHandler(ByVal sender As Object, ByVal args As Printi
  Static i As Integer = 0
  i = i + 1
  ' Print a line on this page
  args.Graphics.DrawString("Printed a Line on page " & i.ToString, New Fo

  ' Have we printed enough pages?
  If i >= 5 Then
   ' Done all the pages
   i = 0
   args.HasMorePages = False
  Else
  ' Not finished, yet
   args.HasMorePages = True
  End If
End Sub

Private Sub Button1_Click(ByVal sender As System.Object, ByVal e As Syste
  Dim prn As New Printing.PrintDocument
  ' Select the Win2PDF Printer
  prn.PrinterSettings.PrinterName = "Win2PDF"
  ' Set the PDF file name
```

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```
  prn.PrinterSettings.PrintFileName = "C:\Users\test\AppData\Local\Temp\a
  prn.PrinterSettings.PrintToFile = True
  ' Handle the page events
  AddHandler prn.PrintPage, AddressOf Me.PrintPageHandler
  ' Do the print (Printing handled by the print page handler)
  prn.Print()
  ' Remove the page handler
  RemoveHandler prn.PrintPage, AddressOf Me.PrintPageHandler
End Sub
```

6.4.2 Visual Basic 6.0

6.4.2.1 Using the Printer object

The Visual Basic printer object greatly simplifies sending output to a printer. The following is a very simple example of creating a PDF and specifying the output file name.

```
Private Sub Command1_Click()
  'set the output file name
  SaveSetting "Dane Prairie Systems", "Win2PDF", "PDFFileName", "c:
\TEMP\TEST.PDF"

  'output some text
  Printer.Print "hello world!"

  'save the PDF file
  Printer.EndDoc
End Sub
```

Win2PDF supports all of the standard Printer object methods and properties. A more advanced example requires some support routines for writing a Dword value to the registry. The following code must be added to the declarations section of the sample form.

```
Option Explicit

Private Const REG_DWORD As Long = 4
Private Const HKEY_CURRENT_USER = &H80000001
Private Const KEY_ALL_ACCESS = &H3F

Private Declare Function RegCloseKey Lib "advapi32.dll" _
            (ByVal hKey As Long) As Long
Private Declare Function RegOpenKeyEx Lib "advapi32.dll" Alias _
   "RegOpenKeyExA" (ByVal hKey As Long, ByVal lpSubKey As String, _
   ByVal ulOptions As Long, ByVal samDesired As Long, phkResult As _
   Long) As Long
Private Declare Function RegSetValueExLong Lib "advapi32.dll" Alias _
   "RegSetValueExA" (ByVal hKey As Long, ByVal lpValueName As String,
_
```

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```
   ByVal Reserved As Long, ByVal dwType As Long, lpValue As Long, _
   ByVal cbData As Long) As Long

Private Sub SaveWin2PDFDword(sValueName As String, lValueSetting As
Long)
  Dim lRetVal As Long     'result of the SetValueExLong function
  Dim hKey As Long      'handle of open key

  lRetVal = RegOpenKeyEx(HKEY_CURRENT_USER, "Software\VB and VBA
Program Settings\Dane Prairie Systems\Win2PDF", 0, _
             KEY_ALL_ACCESS, hKey)
  lRetVal = RegSetValueExLong(hKey, sValueName, 0&, _
             REG_DWORD, lValueSetting, 4)
  RegCloseKey (hKey)
End Sub
```

Now we can use the subroutine to save a Dword value to the registry and enable 128 bit encryption. The encryption options are only valid for Win2PDF Pro.

```
Private Sub Command1_Click()
  'set the output file name
  SaveSetting "Dane Prairie Systems", "Win2PDF", "PDFFileName", "c:
\TEMP\TEST.PDF"

  'enable 128 bit encryption (Win2PDF Pro only) and automatic url
detection
  SaveWin2PDFDword "file options", &H30

  'set a master password
  SaveSetting "Dane Prairie Systems", "Win2PDF", "master password",
"abracadabra"

  'set the PDF document title
  SaveSetting "Dane Prairie Systems", "Win2PDF", "PDFTitle", "Hello
World sample"

  'set landscape orientation
  Printer.Orientation = vbPRORLandscape

  'output some text
  Printer.Print "hello world!"
  Printer.Print "www.win2pdf.com"

  'save the PDF file
  Printer.EndDoc
End Sub
```

The following example demonstrates how to append to an existing PDF file.

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```
Private Sub Command2_Click()

  'set the output file name to create original PDF file
  SaveSetting "Dane Prairie Systems", "Win2PDF", "PDFFileName", "c:
\TEMP\TEST.PDF"

  'output some text
  Printer.Print "hello world!"

  'save the PDF file
  Printer.EndDoc


  'Append new text to original PDF file
  'assign original PDF file
  SaveSetting "Dane Prairie Systems", "Win2PDF", "PDFAppendFile", "c:
\TEMP\TEST.PDF"

  'set new output file to maintain the original PDF file
  SaveSetting "Dane Prairie Systems", "Win2PDF", "PDFFileName", "c:
\AppendedTest.PDF"

  Printer.Print "2nd page added"
  Printer.EndDoc

End Sub
```

The following example enables the "Send PDF" option, sets the email subject, sets the email address, sets the email body text, and then creates the PDF file:

```
  'enable sending the PDF file
  'replace the file options with &H421 to email with no user interaction
using the Mail Helper application
  SaveWin2PDFDword "file options", &H21

  'set the email subject (optional)
  SaveSetting "Dane Prairie Systems", "Win2PDF", "PDFMailSubject", "Test
Subject"

  'set the recipient email address (optional)
  SaveSetting "Dane Prairie Systems", "Win2PDF", "PDFMailRecipients",
billg@microsoft.com

  'set the email body text (optional)
  SaveSetting "Dane Prairie Systems", "Win2PDF", "PDFMailNote", "The
requested PDF file is attached."

  'set the PDF file name
  SaveSetting "Dane Prairie Systems", "Win2PDF", "PDFFileName", "c:\
\test.pdf"
```

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```
'output some text
Printer.Print "hello world!"
Printer.Print www.win2pdf.com

'save the PDF file
Printer.EndDoc
```

6.4.2.2 Using the Win32 API

The Microsoft Knowledgebase article Q175535 has information on using the Win32 API from Visual Basic. The Win32 API can be used when the Printer object does not provide the necessary functionality.

1. Create a Standard EXE project in Visual Basic 6.0. Form1 is created by default.
2. Add 2 CommandButtons to Form1.
3. Add the following code to the General Declarations section of Form1:

```
Option Explicit

Private Const LF_FACESIZE = 32

Private Type LOGFONT
 lfHeight As Long
 lfWidth As Long
 lfEscapement As Long
 lfOrientation As Long
 lfWeight As Long
 lfItalic As Byte
 lfUnderline As Byte
 lfStrikeOut As Byte
 lfCharSet As Byte
 lfOutPrecision As Byte
 lfClipPrecision As Byte
 lfQuality As Byte
 lfPitchAndFamily As Byte
 lfFaceName As String * LF_FACESIZE
End Type

Private Type DOCINFO
 cbSize As Long
 lpszDocName As String
 lpszOutput As String
 lpszDatatype As String
 fwType As Long
End Type

Private Declare Function CreateFontIndirect Lib "gdi32" Alias _
```

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```
  "CreateFontIndirectA" (lpLogFont As LOGFONT) As Long

  Private Declare Function SelectObject Lib "gdi32" _
  (ByVal hdc As Long, ByVal hObject As Long) As Long

  Private Declare Function DeleteObject Lib "gdi32" _
  (ByVal hObject As Long) As Long

  Private Declare Function CreateDC Lib "gdi32" Alias "CreateDCA" _
  (ByVal lpDriverName As String, ByVal lpDeviceName As String, _
  ByVal lpOutput As Long, ByVal lpInitData As Long) As Long

  Private Declare Function DeleteDC Lib "gdi32" (ByVal hdc As Long) _
  As Long

  Private Declare Function TextOut Lib "gdi32" Alias "TextOutA" _
  (ByVal hdc As Long, ByVal x As Long, ByVal y As Long, _
  ByVal lpString As String, ByVal nCount As Long) As Long ' or
Boolean

  Private Declare Function StartDoc Lib "gdi32" Alias "StartDocA" _
  (ByVal hdc As Long, lpdi As DOCINFO) As Long

  Private Declare Function EndDoc Lib "gdi32" (ByVal hdc As Long) _
  As Long

  Private Declare Function StartPage Lib "gdi32" (ByVal hdc As Long)
_
  As Long

  Private Declare Function EndPage Lib "gdi32" (ByVal hdc As Long) _
  As Long

  Const DESIREDFONTSIZE = 12   ' Could use variable, TextBox, etc.

  Private Sub Command1_Click()
  ' Combine API Calls with the Printer object
   Dim OutString As String
   Dim lf As LOGFONT
   Dim result As Long
   Dim hOldfont As Long
   Dim hPrintDc As Long
   Dim hFont As Long

   Printer.Print "Printer Object"
   hPrintDc = Printer.hdc
   OutString = "Hello World"

   lf.lfEscapement = 1800
   lf.lfHeight = (DESIREDFONTSIZE * -20) / Printer.TwipsPerPixelY
```

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```
 hFont = CreateFontIndirect(lf)
 hOldfont = SelectObject(hPrintDc, hFont)
 result = TextOut(hPrintDc, 1000, 1000, OutString, Len(OutString))
 result = SelectObject(hPrintDc, hOldfont)
 result = DeleteObject(hFont)

 Printer.Print "xyz"
 Printer.EndDoc
End Sub

Private Sub Command2_Click()
' Print using API calls only
 Dim OutString As String 'String to be rotated
 Dim lf As LOGFONT    'Structure for setting up rotated font
 Dim temp As String    'Temp string var
 Dim result As Long    'Return value for calling API functions
 Dim hOldfont As Long   'Hold old font information
 Dim hPrintDc As Long   'Handle to printer dc
 Dim hFont As Long    'Handle to new Font
 Dim di As DOCINFO    'Structure for Print Document info

 OutString = "Hello World"  'Set string to be rotated

' Set rotation in tenths of a degree, i.e., 1800 = 180 degrees
 lf.lfEscapement = 1800
 lf.lfHeight = (DESIREDFONTSIZE * -20) / Printer.TwipsPerPixelY
 hFont = CreateFontIndirect(lf) 'Create the rotated font
 di.cbSize = 20         ' Size of DOCINFO structure
 di.lpszDocName = "My Document" ' Set name of print job (Optional)

' Create a printer device context
 hPrintDc = CreateDC(Printer.DriverName, Printer.DeviceName, 0, 0)

 result = StartDoc(hPrintDc, di) 'Start a new print document
 result = StartPage(hPrintDc)  'Start a new page

' Select our rotated font structure and save previous font info
 hOldfont = SelectObject(hPrintDc, hFont)

' Send rotated text to printer, starting at location 1000, 1000
 result = TextOut(hPrintDc, 1000, 1000, OutString, Len(OutString))

' Reset font back to original, non-rotated
 result = SelectObject(hPrintDc, hOldfont)

' Send non-rotated text to printer at same page location
 result = TextOut(hPrintDc, 1000, 1000, OutString, Len(OutString))

 result = EndPage(hPrintDc)   'End the page
 result = EndDoc(hPrintDc)    'End the print job
 result = DeleteDC(hPrintDc)   'Delete the printer device context
```

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```
 result = DeleteObject(hFont)  'Delete the font object
End Sub

Private Sub Form_Load()
 Command1.Caption = "API with Printer object"
 Command2.Caption = "Pure API"
End Sub
```

4. Run the Project and click API with Printer object . This will print a single page to the current default printer with "**Printer Object**" and "**xyz**" printed normally and "**Hello World**" printed rotated 180 degrees.

5. Click Pure API . This will print a single page to the current default printer with "Hello World" printed normally and rotated 180 degrees.

6.4.3 Crystal Reports

The following Visual C example shows how to print a document to Win2PDF using Crystal Reports.

```
void CPrinting::PrintPDF(LPTSTR sPrintType, int iPrintMethod)
{
      _TCHAR sFileName[PE_FILE_PATH_LEN] = "";
      short hJob = 0;
      PEPrintOptions PrintOptions;

      PEOpenEngine();
      hJob = PEOpenPrintJob("d:\\pics32\\pics32\\live\\quote.rpt");

      PrintOptions.StructSize   = PE_SIZEOF_PRINT_OPTIONS;
      PrintOptions.startPageN   = 1;
      PrintOptions.stopPageN    = -1;
      PrintOptions.nReportCopies = 1;
      PrintOptions.collation    = PE_COLLATED;

      _tcscpy(sFileName, "D:\\temp\\test.pdf"); // Here is the PDF
file name
      _tcscpy(PrintOptions.outputFileName, sFileName);

      PESetPrintOptions(hJob, &PrintOptions);
      PEOutputToPrinter(hJob, 1);
      PEStartPrintJob(hJob, TRUE);
      PECloseEngine();
}
```

The same example using Visual Basic follows.

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```
Public Function printAPIReport(RptName As String, rptPath As String,
outPath As String) As Boolean
  Dim PrintOptions As PEPrintOptions
  Dim hjob As Integer

  PEOpenEngine()
  hjob = PEOpenPrintJob(rptPath & RptName)

  PrintOptions.StructSize = PE_SIZEOF_PRINT_OPTIONS
  PrintOptions.StartPageN = 1
  PrintOptions.stopPageN = -1
  PrintOptions.nReportCopies = 1
  PrintOptions.collation = PE_COLLATED
  PrintOptions.outputFileName = "c:\\Temp\\TEST.PDF" & Chr(0)

  PESetPrintOptions(hjob, PrintOptions)

  PEOutputToPrinter(hjob, 1)

  PEStartPrintJob(hjob, True)

  PECloseEngine
End Function
```

6.4.4 Microsoft Access

The following example shows the basic code to open and print an Access report to Win2PDF. This example uses SaveSetting to set the PDF file name and will suppress the Win2PDF File Save window.

```
Private Sub cmd_PrintToWin2PDF_Click()

'This code assumes that Win2PDF is set as the default printer.
On Error GoTo Err_cmd_PrintToWin2PDF_Click

  Dim stDocName As String

  'set the output file name
  SaveSetting "Dane Prairie Systems", "Win2PDF", "PDFFileName", "c:
\temp\AccessTest.pdf"

  stDocName = "Report to be converted"
  DoCmd.OpenReport stDocName, acNormal

Exit_cmd_PrintToWin2PDF_Click:
  Exit Sub

Err_cmd_PrintToWin2PDF_Click:
  MsgBox Err.Description
  Resume Exit_cmd_PrintToWin2PDF_Click
```

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```
End Sub
```

The following example shows how to merge two Access reports into a single PDF file:

```
  'This sample assumes that Win2PDF is set as the default printer.

  'create first PDF file from report rpt_OriginalReport
  SaveSetting "Dane Prairie Systems", "Win2PDF", "PDFFileName", "c:
\temp\Report.pdf"
  DoCmd.OpenReport "rpt_OriginalReport", acNormal

  'Set registry to append 2nd report to PDF file just created
  SaveSetting "Dane Prairie Systems", "Win2PDF", "PDFFileName", "c:
\temp\MergedReports.pdf"
  SaveSetting "Dane Prairie Systems", "Win2PDF", "PDFPrependFile", "c:
\temp\Report.pdf"

  'print second report, rpt_ReportToAppend
  DoCmd.OpenReport "rpt_ReportToAppend", acNormal
```

The following sample shows how to email without user interaction using the Win2PDF Mail Helper application. You need to install and configure the Win2PDF Mail Helper application before running this code.

The SaveWin2PDFDword routine used in this example is listed in Using the Printer object.

```
  'This sample assumes that Win2PDF is set as the default printer.

  Dim stDocName As String

  'enable sending the PDF file with no user interaction
  SaveWin2PDFDword "file options", &H420

  'set the output file name
  SaveSetting "Dane Prairie Systems", "Win2PDF", "PDFFileName",
txt_PDFFileName

  SaveSetting "Dane Prairie Systems", "Win2PDF", "PDFMailRecipients",
txt_emailaddress
  SaveSetting "Dane Prairie Systems", "Win2PDF", "PDFMailSubject",
txt_EmailSubject
  SaveSetting "Dane Prairie Systems", "Win2PDF", "PDFMailNote",
txt_emailmessage
```

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```
stDocName = "rpt_Report_to_EMail"
DoCmd.OpenReport stDocName, acNormal
```

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Part

7 Dane Prairie Systems Company Information

Information on Win2PDF is available at https://www.win2pdf.com

For help on our products, including technical support, visit https://helpdesk.win2pdf.com or send e-mail to support@win2pdf.com

For sales inquiries, send e-mail to sales@win2pdf.com

Our mailing address is:

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Minneapolis, MN 55424-0491

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