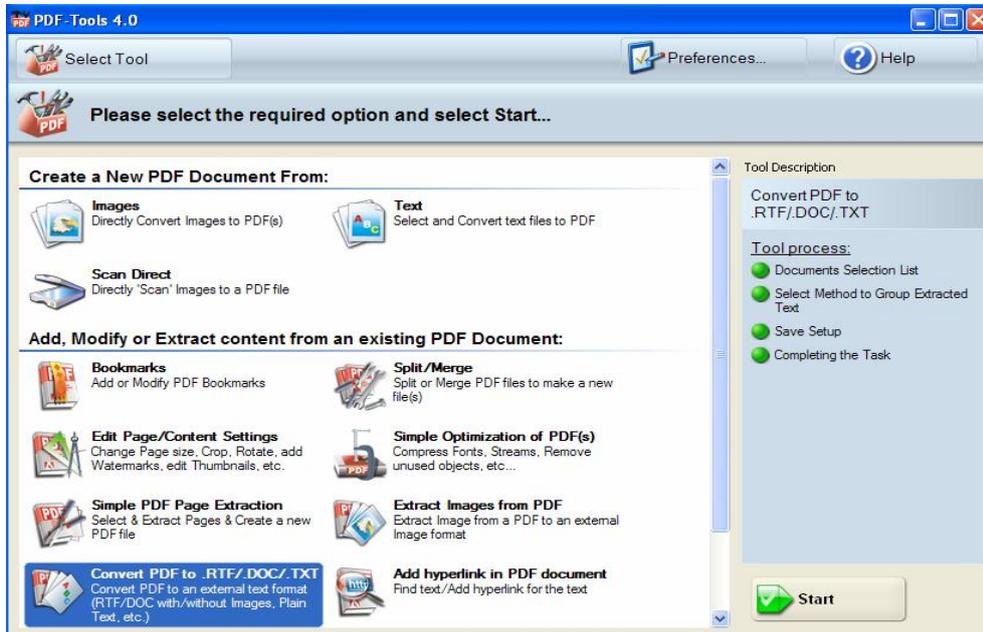


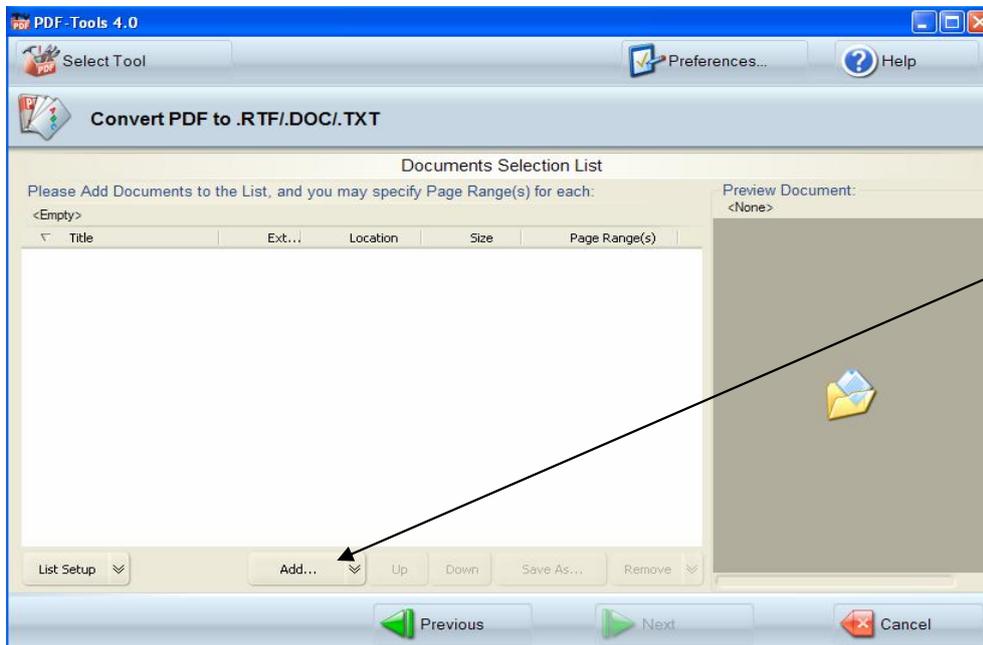
PDF XChange 4

Converting a PDF document to a Word document

► Go to PDF Tools

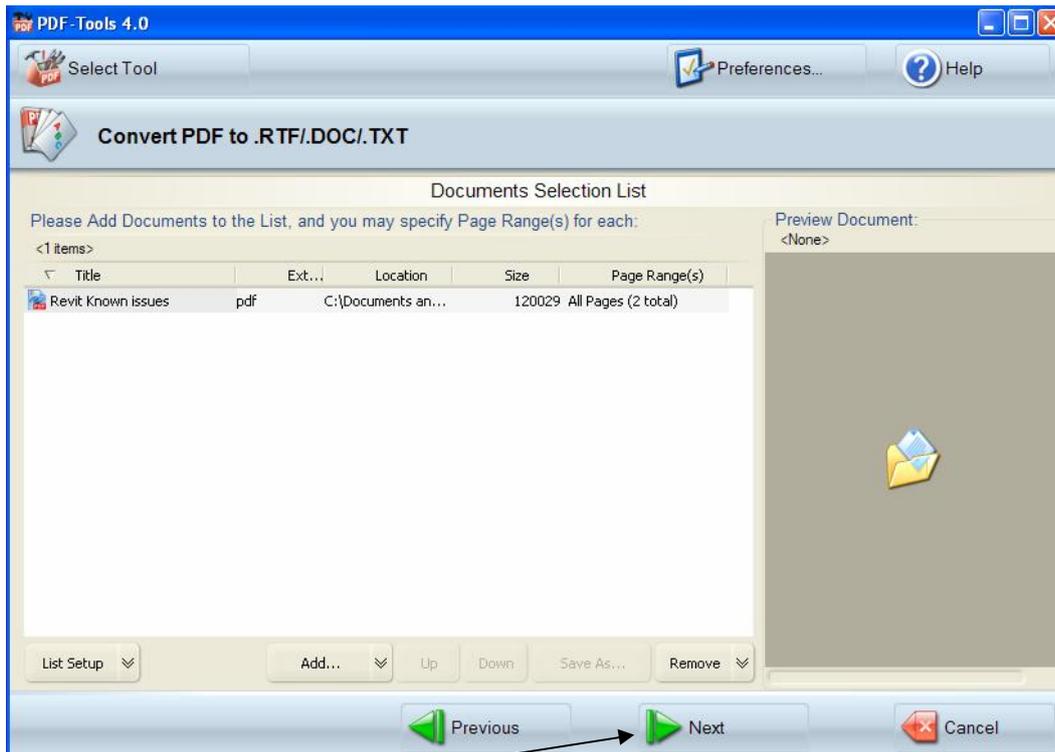


► Click on the Convert PDF to RTF/.DOC/.TXT icon

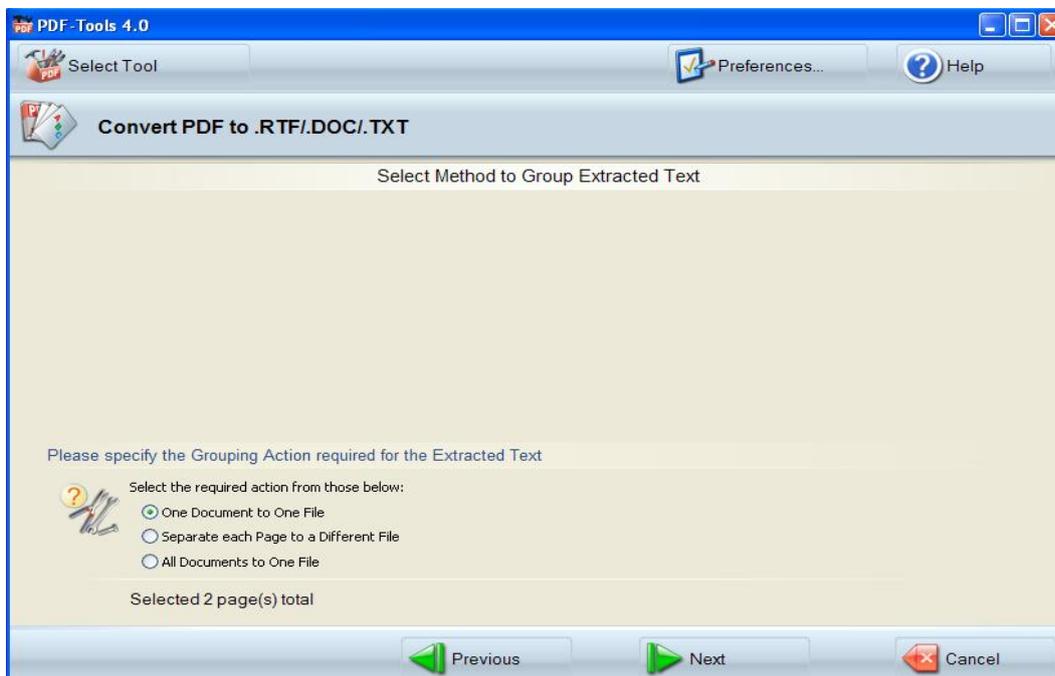


► Locate the PDF file you wish to convert in the browser window which will now be displayed

This is how the screen will look with the required file displayed



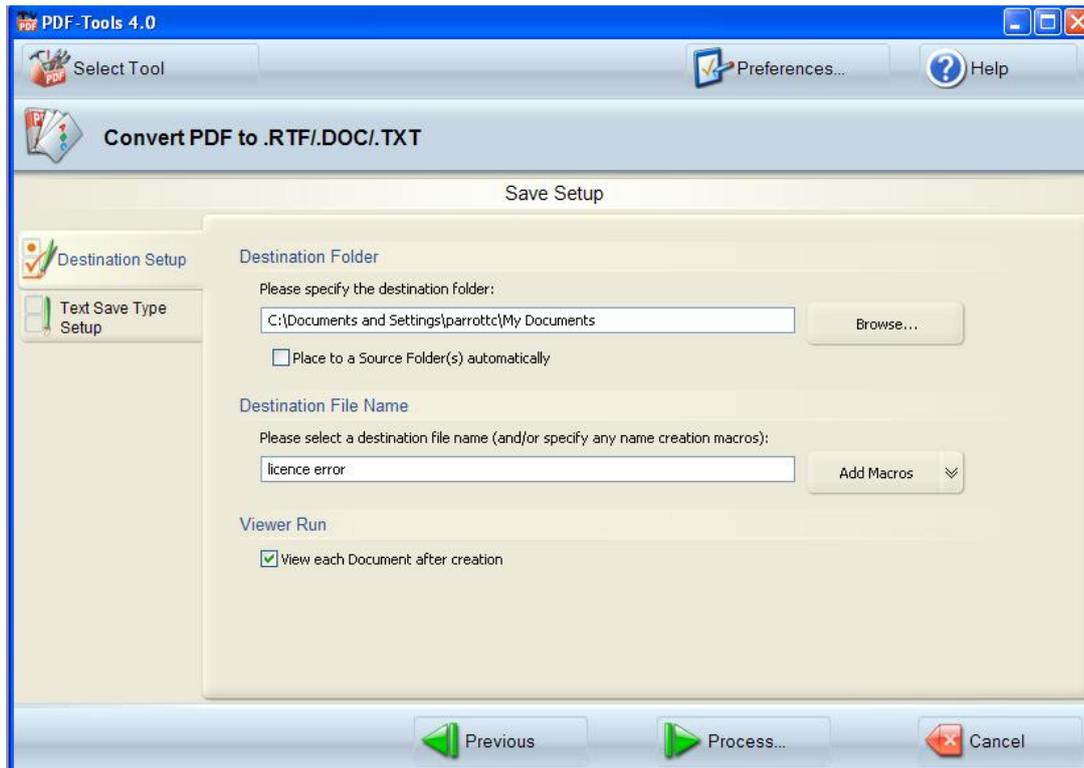
► Click Next



► Select the required conversion parameters (Grouping Action for the Extracted Text)

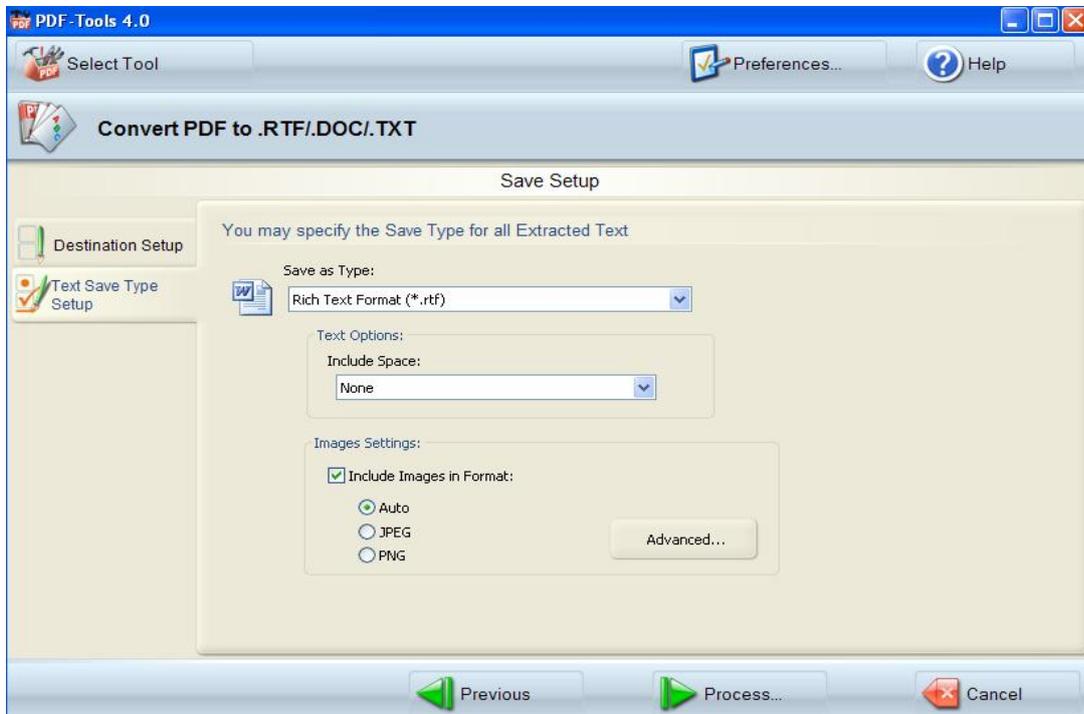
► Click Next

- Select the required destination for the file



This screen also gives you the option to Edit the way the document is saved ie the file format

- Click on Text Save Type Setup button (below the Destination Setup button)



This screen allows you to make amendments to how the document is saved

- Click Process when all options have been selected

The document will now be displayed in the selected Word format