

Adobe Reader for Pocket PC Help

(copied from the Adobe Reader Users Guide)

About the menus

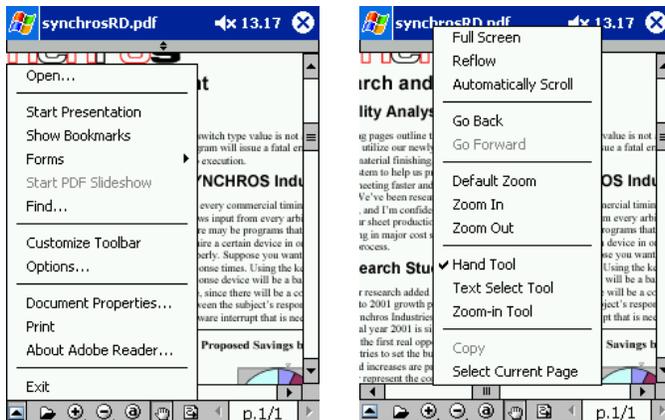
Two menus are available in Adobe Reader for Pocket PC. The Main menu provides general commands for opening new documents, setting preferences, and getting document information. The Viewing menu, which is a context menu that appears on-screen, provides commands directly related to viewing and navigating an open document.

To display the Main menu:

Tap the Main Menu icon  in the toolbar.

To display the Viewing menu:

Tap and hold anywhere on the document. The menu pops up on-screen.



The Main menu (left) and the Viewing menu (right)

About the toolbar

The toolbar appears along the bottom of the screen and can be customized using the Customize Toolbar dialog box (see [“Customizing the toolbar”](#) on page 4). You can display up to 11 tool icons, in addition to the Main Menu icon , which always appears. (Note that some icons take up more than one space, such as the Page Indicator icon, which takes up three spaces.)

In addition to the Main Menu icon, the default toolbar displays the following items: Open Document icon, Zoom In/Zoom Out icons, Default Zoom icon, Hand Tool icon, the Reflow icon, Previous/Next Page icons, and the Current Page Indicator/Go to Page selection box.



The default toolbar

There are six zoom controls, which are grouped together when displayed in the toolbar. The Zoom In icon  and the Zoom Out icon , the Dynamic Zoom tool , and the Default Zoom icon . The Dynamic Zoom tool is not in the toolbar by default, so you must add it if you want to use it.

The Zoom In tool and the Zoom Out tool are hidden under the zoom icons. For more information about how to use these controls, see [“Adjusting the view of PDF documents” on page 6](#).

Customizing the toolbar

Toolbar preferences determine which icons appear in the toolbar. You may choose up to 11 icons to appear in the toolbar, and you may change which icons appear at any time by customizing the toolbar.

To customize the toolbar:

- 1 In the Main menu, choose Customize Toolbar.
- 2 Choose the icons you'd like to appear, and tap OK.

Note: A legend at the top of the Customize Toolbar dialog box indicates how many spaces are available for toolbar icons. To add more icons, you may need to deselect currently selected icons.

Opening and closing documents

When you start Adobe Reader for Pocket PC, it opens a list of the PDF files available on your Pocket PC, both in main storage or on a storage card. You can view only one PDF file at a time. Opening a new document closes the current document.

To open a document:

- 1 Display a list of available PDF files by using one of these methods:
 - Start Adobe Reader for Pocket PC.
 - In the Main menu, choose Open.
 - Tap the Open Document icon  in the toolbar.
- 2 Tap the file name of the document in the file list that appears.

Changing the viewing mode

There are two viewing modes for Adobe Reader for Pocket PC: Reflow mode and Layout mode.

Reflow mode reflows text to fit the display area of your Pocket PC. Reflow mode is the default viewing mode; when Reflow is not selected, documents appear in Layout mode. Because untagged PDF files cannot be reflowed, the viewing mode defaults to Layout when you open an untagged PDF file.

Layout mode displays the document in its original format with the toolbar and scroll bar visible.

To maximize the display area, you can display the document in Full Screen mode. When this option is selected, the navigation tools at the bottom of the screen and the scroll bar at the right of the screen

are hidden. Text automatically reflows to fill the display area. You can use Full Screen mode in either Reflow or Layout modes. To temporarily restore the toolbar and scroll bar, tap in the area where the scroll bar would be. If no action is taken promptly, the tools disappear.

To change the viewing mode:

In the Viewing menu, tap one of the following buttons:

- Reflow. This button (default is on) switches between Reflow and Layout modes. (You can also switch between Reflow and Layout modes by tapping the Reflow icon  in the toolbar. If you selected the Default Zoom Turns Reflow On option in the General Preferences panel, tapping the Default Zoom icon turns Reflow on.)
- Full Screen. This button toggles Full Screen mode on or off.

To temporarily restore navigation tools in Full Screen mode:

Tap in the right-hand margin (where the scroll bar normally is). The scroll bar and navigation tools temporarily appear on top of the document, without the page reflowing to fit the reduced display area.

After you use any of the navigation tools, they disappear.

Scrolling through documents

You can scroll through the document in many ways, such as using the scroll bar, dragging in the document pane, tapping the screen, and using the Next Page and Previous Page buttons.

To use the scroll bar:

Do one of the following procedures:

- Tap and hold an arrow to scroll continuously in either direction.
- Drag the handle in the middle of the scroll bar to move quickly up or down through the document.
- Tap in the area above or below the handle to move up or down one screenful at a time.

To drag:

Do one of the following procedures:

- In Layout mode, tap anywhere in the screen and drag to move the document up or down.
- In Reflow mode, drag vertically or at an angle of more than 45 degrees from the horizontal to move to the page in the direction you're dragging. (Dragging horizontally in Reflow mode selects text.)

To screen tap:

1 Choose Options from the Main menu, and choose Tap Screen For Prev. Or Next.

2 (Optional) Choose whether to scroll horizontally or vertically:

- If you choose to scroll vertically, tapping in the top half of the screen scrolls the document backwards, and tapping in the bottom half scrolls the document forward.

- If you choose to scroll horizontally, tapping in the left half of the screen scrolls to the left, and tapping in the right half scrolls to the right.

3 (Optional) Choose whether to scroll by the screenful or by the page.

To go to the next or previous page:

Tap the Next Page button  or the Previous Page button  in the toolbar. Tap and hold the button to scroll the document continuously page by page.

To scroll automatically:

1 Tap and hold in the document pane, and choose Automatically Scroll from the Viewing menu. The document scrolls forward.

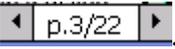
2 (Optional) To change the speed and direction of the scrolling, use the Pocket PC's Up and Down cursor buttons.

3 (Optional) To stop scrolling, tap and hold in the document pane, and deselect Automatically Scroll from the Viewing menu.

To move forward or backward:

In the Viewing menu, choose Go Back or Go Forward.

To go to a specific page:

1 Tap the current-page indicator .

2 Enter a page number by tapping the on-screen keyboard.

3 Tap Enter on the keyboard.

Tip: You can also move to a specific page in the document by tapping and holding the handle in the side scroll bar. The current page and total number of pages appear in the document pane. The current-page display updates as you drag the scroll bar, allowing you to scroll to a specific page in the document.

Adjusting the view of PDF documents

You can change the magnification level of a PDF document using the zoom icons and commands. In Reflow mode, zooming affects only text size, not images. To change the magnification of images, you must be in Layout mode.

The default zoom magnification is set to 112%. You can change this value using the General tab of the Options dialog box. For more information, see ["Viewing in landscape mode" on page 8](#). You can easily return to the default zoom magnification by choosing the Default Zoom command, or by using the Default Zoom icon  in the toolbar.

To change text size and page magnification:

Do one of the following procedures:

- If you have set the preferences to display zoom icons in the toolbar, tap the Zoom In icon  or the Zoom Out icon  to increase or decrease magnification.
- In the Viewing menu, choose Zoom In or Zoom Out.

To dynamically change the magnification for a portion of the document:

1 In Layout mode, tap the Dynamic Zoom tool .

Note: The Dynamic Zoom tool is not in the toolbar by default. You can add it by choosing Customize Toolbar from the Main menu.

2 Tap in the area you want to zoom, and drag up to increase magnification or drag down to decrease magnification. The more you drag, the more the magnification changes.

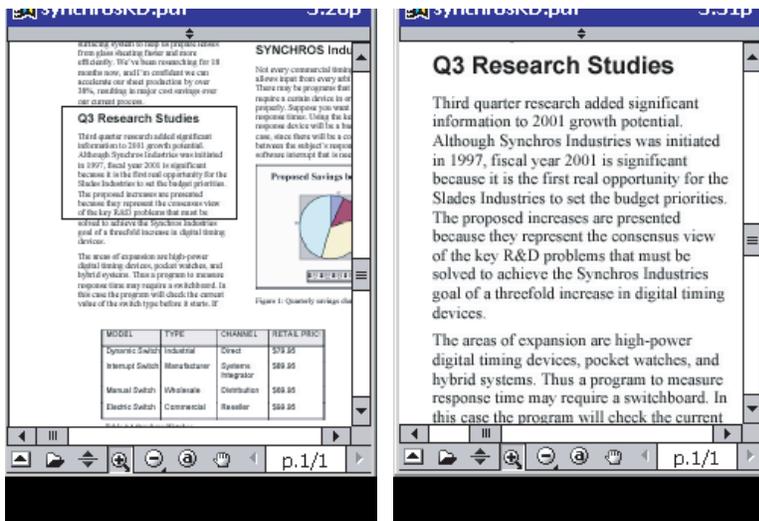
To display hidden zoom tools:

- 1 Tap and hold the zoom icon corresponding to the zoom tool you want to use.
- 2 When the hidden zoom tool appears in a pop-up menu, release the stylus. The pop-up menu remains visible.
- 3 Tap the icon, and the corresponding zoom tool replaces the zoom icon in the toolbar.

Tip: To restore the zoom icon to the toolbar, you may repeat the process, or simply tap the zoom tool in the toolbar without holding it. The zoom tool is deselected and replaced with the corresponding zoom icon.

To change the magnification for a selected portion of the document:

- 1 In Layout mode, choose the Zoom In icon .
- 2 Drag a marquee around the area you want to magnify.



The selected area of the document, and the same area after zooming in

To return to the Default Zoom view:

Do one of the following procedures:

- In the Viewing menu, choose Default Zoom.
- In the toolbar, tap the Default Zoom icon .

Changing the orientation of a document

You can change the orientation of the document from portrait to landscape view by using the Rotate Clockwise icon  or the Rotate Counterclockwise icon . To display these icons, choose the Rotate View tool in the Customize Toolbar dialog box. When displayed in the toolbar, the Rotate Clockwise icon appears by default, and the Rotate Counterclockwise icon is hidden. For information on accessing hidden toolbar icons, see ["Adjusting the view of PDF documents" on page 6](#).

Viewing in landscape mode

Adobe Reader for Pocket PC fully supports landscape mode.

Setting general preferences

General preferences determine tap behavior and other navigational behaviors.

To set General preferences:

- 1 In the Main menu, choose Options.
- 2 Choose from the following General options, and tap OK:

Tap Screen For Prev. Or Next

Lets you navigate a document by tapping the screen. Selecting the horizontal or the vertical split screen moves the page when you tap it in the corresponding area of the screen. Also, choose to move forward or backward a screenful at a time, or a page at a time, by selecting the appropriate option.

Default Zoom

Sets the default magnification anywhere from 25% to 1600%. The default is 112%.

Never Load Print Plugin

Prevents you from printing documents. Choose this option if you need to save memory on your Pocket PC.

Never Load Forms Plugin

Prevents you from filling out forms. Choose this option if you need to save memory on your Pocket PC.

Show Images

Displays graphics. If this option is off, every graphic is replaced by a box of the same size with an X in it.

Hardware Buttons Scroll A Screen Full

Allows you to use scroll buttons on your device to scroll the document view by one screen full at a time.

Retain View On Close

Remembers the last view when you close the document. The next time you open the document, you'll see the same view just as you left it. This option is selected by default.

Always Try To Reflow On Open

Opens a document in Reflow mode if the document is reflowable. If the document isn't, it opens in Layout mode and the Reflow toggle command is disabled. The default is on.

Switch Back To Hand Tool After Zoom

Automatically selects the Hand tool after one action of a zoom icon. The default is off.

Default Zoom Turns Reflow On Enables returning to Reflow mode automatically when the default zoom command or tool is used. The default is off.

Cache Next Page In Reflow When you're viewing a page in a Reflow mode, this option caches the next page so it takes little or no time to flip pages. Turn this option off if you need to reduce your memory usage. The default is on.

Setting appearance preferences

Appearance preferences allow you to change the color of your display. You can customize text color as well.

To set Appearance preferences:

1 In the Main menu, choose Options.

2 Tap Appearance.

3 Choose from the following options:

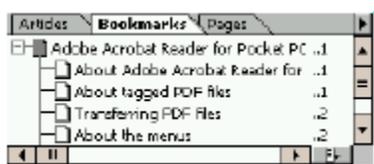
- **Override Document Colors** changes the default color scheme. To change a color, choose the option, and then tap the color swatch for Background Color or Text Color. Choose a new color by tapping the color name.
- **Change Only The Color Of Black Text** keeps text color as-is, except for black text.
- **Select Change The Color Of Line Art** customizes line art display.

Using the navigation pane

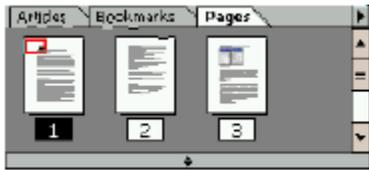
In addition to the main document pane, Adobe Reader for Pocket PC provides a navigation pane. Navigational structures in the navigation pane allow you to move quickly to specific places in PDF documents:

- **Bookmarks** display the list of bookmarks that the document contains. Generally, this is a visual table of contents that represents the chapters, main headings, and other organizational elements in a document. If you select the Show Page Numbers option from the Bookmarks palette menu, the page numbers for the bookmarks are shown as well.
- **Pages** provide miniature previews of document pages. You can use pages to change the display of pages and to go to other pages. A page-view box in a preview indicates the area of the page currently showing in the document pane.
- **Articles** are electronic threads that lead you through a document. An article typically begins on one page and continues on another, as in traditional newspapers and magazines.

Each of these navigation elements appears by tapping its tab in the navigation pane.



The navigation pane with the Bookmarks tab selected



The navigation pane with the Pages tab selected

To display the navigation pane:

Do one of the following procedures:

- Tap the Show/Hide Pane icon  in the toolbar.
- Tap the divider bar .
- In the Main menu, choose Show Bookmarks.

Note: The Show/Hide Pane icon isn't in the toolbar by default. You can add it by choosing Customize Toolbar from the Main menu.

To close the navigation pane:

Do one of the following procedures:

- Tap the Show/Hide Pane icon  in the toolbar.
- Tap the divider bar. 
- If the Bookmarks tab is active, choose Hide Bookmarks in the Main menu. (If another tab is active, choosing Show Bookmarks changes the active tab to the Bookmarks tab.)

To navigate using bookmarks:

- 1 Tap the Bookmarks tab. If the tab is hidden, choose Show Bookmarks from the Main menu.
- 2 To jump to a topic, tap the bookmark's icon or text in the palette. The icons for the bookmarks currently displayed are dimmed.
- 3 To view subtopics under a topic, tap the plus sign beside the topic. Tap the subtopic's bookmark icon to view it. To hide the subtopics under a topic, tap the minus sign beside the topic.

Tip: To choose the bookmark for the topic showing in the document pane, choose Find Current Bookmark from the Bookmarks palette menu, or tap the Find Current Bookmark button at the bottom  of the Bookmarks palette. If the bookmark is hidden in a collapsed parent bookmark, the parent bookmark opens.

To hide the navigation pane after using a bookmark:

Open the Pane menu  and choose Hide After Use.

To show the navigation pane again, tap the Show/Hide Navigation Pane button on the toolbar. Deselect Hide After Use in the navigation pane's palette menu if you want the navigation pane to remain open after you tap a bookmark.

To browse using a thumbnail:

Tap the Pages tab, and do one of the following procedures:

- To jump to another page, double-tap the page's thumbnail.
- To display another part of the current page, drag the edge of the page-view box in the page's thumbnail to move the view area.

To move to a specific point in an article:

1 Do one of the following procedures:

- In the Articles palette, tap the article's icon to start reading it at that point.
- Choose the Hand tool , and tap in the article to start reading it at that point.

2 To go to the next page in the article, tap anywhere in the article.

Retracing your viewing path

After you've paged through documents or used navigational structures to move through documents, you can retrace your path back to where you started.

To retrace your viewing path:

Do any of the following procedures:

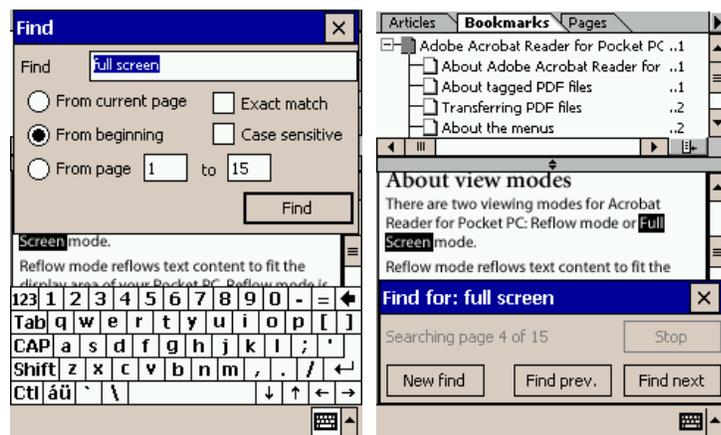
- Tap the Back button  or the Forward button  in the toolbar.

Note: The Back and Forward buttons aren't in the toolbar by default. You can add them by choosing *Customize Toolbar* from the Main menu.

- In the Viewing menu, choose Go Back or Go Forward.

Searching a document

You can search for occurrences of a word, phrase, or number in a document by using the Find command.



The Find dialog box and on-screen keyboard (left), and the results of the search

To search a document:

1 In the Main menu, choose Find, or tap the Find icon  in the toolbar.

2 Type in a search word or phrase using the on-screen keyboard.

3 Choose search options:

- From Current Page searches from the current page to the end of the document, and then from the beginning to the current page.
- From Beginning searches the entire document from beginning to end.
- From Page ___ To ___ enables you to specify a page range for the search.
- Exact Match returns results that match the entire word.
- Case Sensitive returns results that match the case of the search string.

4 Tap Find. The search result is highlighted on the page. A results dialog box appears as it searches. To cancel a search in progress, tap Stop.

5 When you've found the results, you can choose one of the following options:

- Tap the X in the corner of the Search Results dialog box to end the search and remain at the page with the results.
- Tap Find Prev. to search for a previous occurrence.
- Tap Find Next to search for the next occurrence.
- Tap New Find to begin a new search.