

Create PDFs

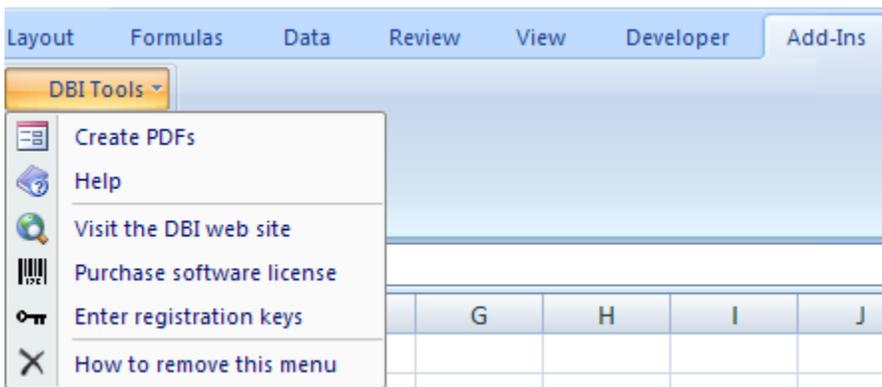
The CreatePDFs tool will automatically convert all the Excel files in a selected folder to PDF documents. This eliminates the need to open each file manually.

NOTE: The free Microsoft PDF writer is required and is available here:

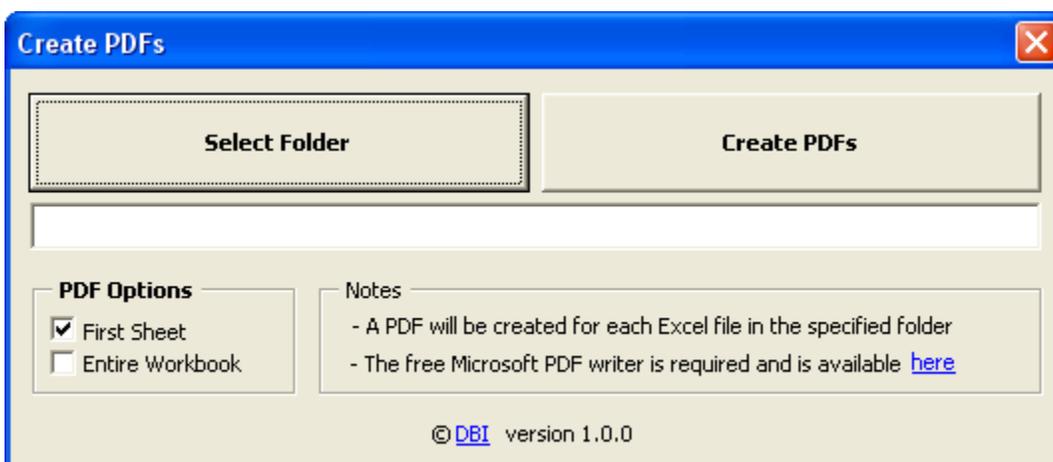
<http://www.microsoft.com/downloads/details.aspx?FamilyID=4d951911-3e7e-4ae6-b059-a2e79ed87041&displaylang=en>

To use the CreatePDFs tool:

1. Select "CreatePDFs" on the DBI Tools menu.



2. Click the "Select Folder" button to browse to the folder containing the Excel files



3. Select the PDF Option to convert the First Sheet or the Entire Workbook to PDF
4. Click the "Create PDFs button" to create the PDF files from the xls files.

After the process has run a report is created showing the output details

	A	B	C
1	Create PDFs Summary for Folder- C:\TestFiles\Test		
2			
3	File	Status	PDFs Folder
4	Test1.xls	PDF complete	C:\TestFiles\Test\PDFs_06042009_060012_PM
5	Test2.xlsx	PDF complete	C:\TestFiles\Test\PDFs_06042009_060012_PM
6	Test3.xls	PDF complete	C:\TestFiles\Test\PDFs_06042009_060012_PM
7	Test4.xls	PDF complete	C:\TestFiles\Test\PDFs_06042009_060012_PM

The PDFs Folder indicates the output folder where the PDFs are located (the date and time are included in the folder name).

Contact info:

Web site - www.dbiconcepts.com

Support email - support@dbiconcepts.com