Pertukaran Dokumen Dengan PDF

Oleh : Andri Heryandi, S.T.

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File PDF

- PDF adalah (Portable Document Format)
- PDF adalah standar format pertukaran dokumen

Kelebihan dari PDF

- Software viewer bersifat freeware (gratis)
- Multiplatform (windows, linux)
- Layout tetap
- Bisa dipasang fasilitas keamanan
- Mendukung data text, gambar
- Ukuran file bisa lebih kecil dari file sumbernya.

Software yang bisa digunakan

PDF Viewer

Adobe Acrobat Reader (gratis)

PDF Creator

Adobe Acrobat (\$299) PrimoPDF (gratis)



Instalasi software PDF Viewer

Double klik di File

Acrobat Reader Setup.exe

lkuti langkah selanjutnya.





Double klik file Primo32 Setup.exe





Klik tombol Next >

Pilih pilihan I Aggree to the terms

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Pilih lokasi penyimpanan program (dibiarkan saja)

PrimoPDF Setup	
Installation Folder Where would you like PrimoPDF to be installed?	
The software will be installed in the folder listed be new path, or click Change to browse for an existin Install PrimoPDE to:	low. To select a different location, either type in a g folder.
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Space required: 21.2 MB Space available on selected drive: 6.94 GB	
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)
	Lancel

Instalasi program sedang dilakukan. Tunggu sampai selesai.

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C:\Program Files\activePDF\PrimoPDF\gsdll32.dll	
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Apakah dokumentasi akan dibuka? Pilih Yes



Klik tombol Finish



Ciri Instalasi Sukses

 Lihat di Printer and Faxes (Start → Settings → Printer and Faxes), akan muncul printer baru yang bernama "PrimoPDF"



Membuat File PDF

Membuat File PDF dengan PrimoPDF akan menjadi lebih mudah karena PrimoPDF akan dianggap sebagai printer.

Langkah untuk membuat file PDF adalah : -Buka file sumbernya -Print file tersebut dengan printer yang dipilih adalah PrimoPDF



Contoh Kasus

Dokumen Sumber :

Nama File : Form dan URL.doc Ukuran : 1744 KB



Buka File tersebut





Print Dokumen Tersebut

Klik File → Print Pilih Nama Printer : PrimoPDF Klik tombol OK

Print				?
Printer Name: Status: Type: Where: Comment:	PrimoPDF RimoPDF PrimoPDF PrimoPort:		~	Properties Find Printer Print to file Manual duplex
Page range All Current Pages: Type p ranges from th section or p1s1	t page Selection age numbers and/or page separated by commas counting the start of the document or the . For example, type 1, 3, 5–12 I, p1s2, p1s3–p8s3	Copies Number of copies:	1 🗘	
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Dokumen Hasil Konversi

Besar File : 280 KB Security : Tidak

280 KB / 1744 KB = 0.16 6^{6}