Acrobat X Action: Create Bookmark Report

Create a report of document bookmarks

Process multiple PDF documents and export bookmark reports to PDF reports or reports that may be opened in a spreadsheet program.

Acrobat X Pro introduced Actions, a powerful way to standardize processes by automating routine, multistep tasks. Since Actions may be extended via JavaScript, there are any number of additional operations which can benefit from automation.

The Acrobat X Create Bookmark Report Action processes multiple PDF documents and outputs a Summary Document containing:

- A unfied report, by document, listing bookmarks in a hiearchical fashion

- A Comma Separate Values (CSV) file which may be opened in a spreadsheet program

Visit the Adobe Acrobat User Community for more Acrobat Actions

http://acrobatusers.com/actions-exchange

Actions are compatible with:
- Adobe Acrobat X Pro
- Adobe Acrobat X Pro Suite

Bookmark Summary for: Acrobat Javascript SDK Reference.pdf

Location: /C/Users/username/Documents/PDFs/Acrobat 9/technical/A81_javascript SDK reference.pdf
Processed: Thu Nov 4, 2010 - 8:42 pm

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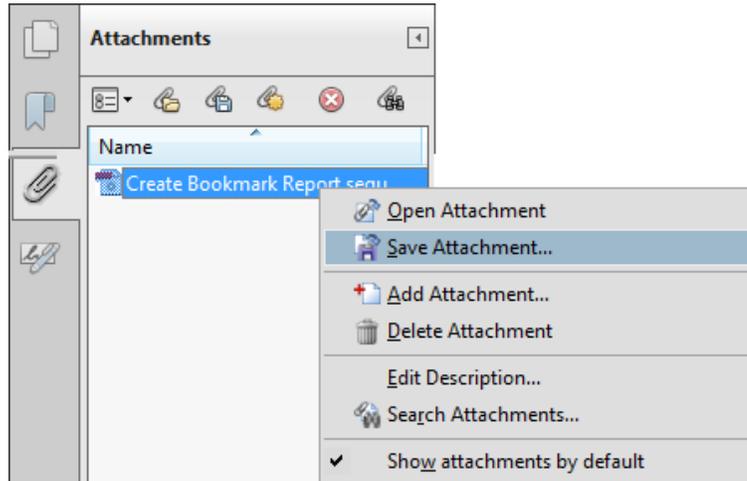
Extracting the Create Bookmark Report Action

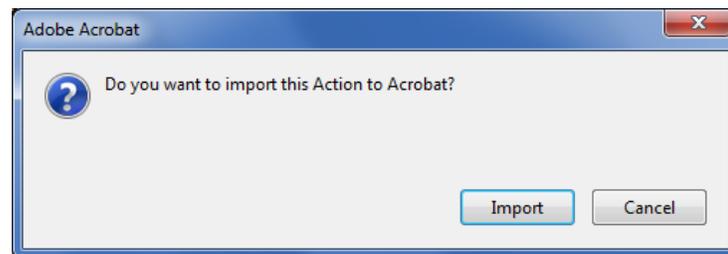**Before intsllaing the Action, you will need to extract it from this document.**

1. In the Attachments Panel at left, select **Create Bookmark Report.sequ**

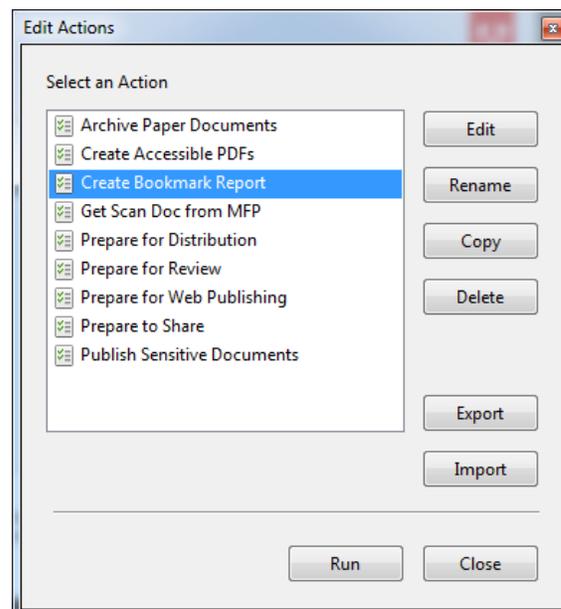2. Right-click and choose *Save Attachment* to your desktop or other convenient location

Installing the Create Bookmark Report Action

To install the Create Bookmark Report Action

1. Locate the **Create Bookmark Report.sequ** file on your desktop (or other location)

2. Double-click the file and click the Import button.

The *Edit Actions* window will open and display the newly imported Action:
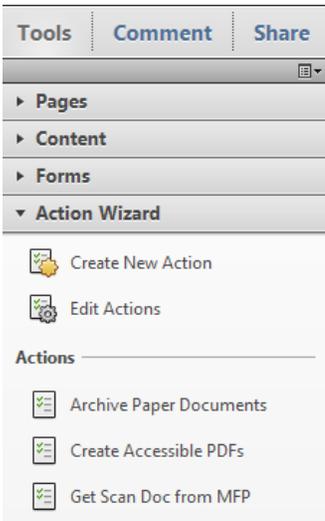
Using the Create Bookmark Report Action

Before using the Create Bookmark Report Action, locate the files you wish to process. It's easiest if all of the files are in the same folder.
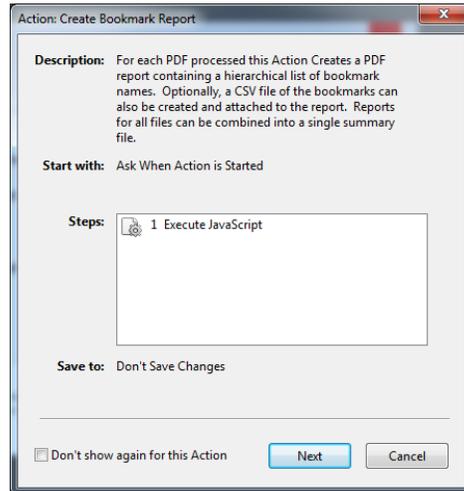
Run the Create Bookmark Report Action

To run the Create Bookmark Report Action, choose File> Action Wizard> Create Bookmark Report or open the Tools Pane and choose the Action Wizard to locate the Create Bookmark Report Action.
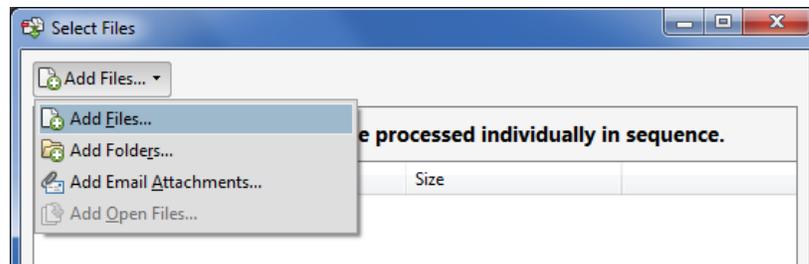
Acrobat will ask you to confirm that you wish to run the Action. Click the **Next** button.

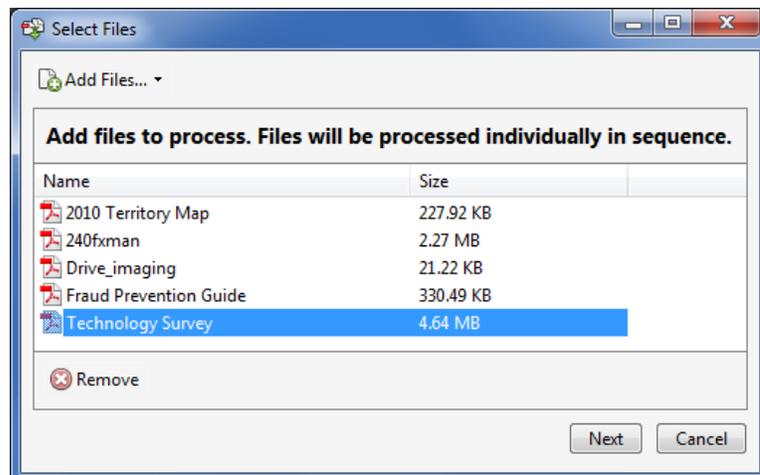An easy way to access Actions is through the Action Wizard Tool Panel

The *Select Files* Window will open:

Click the **Add Files** or **Add Folders** button and locate the files you wish to process. When finished, click the **Next** button.
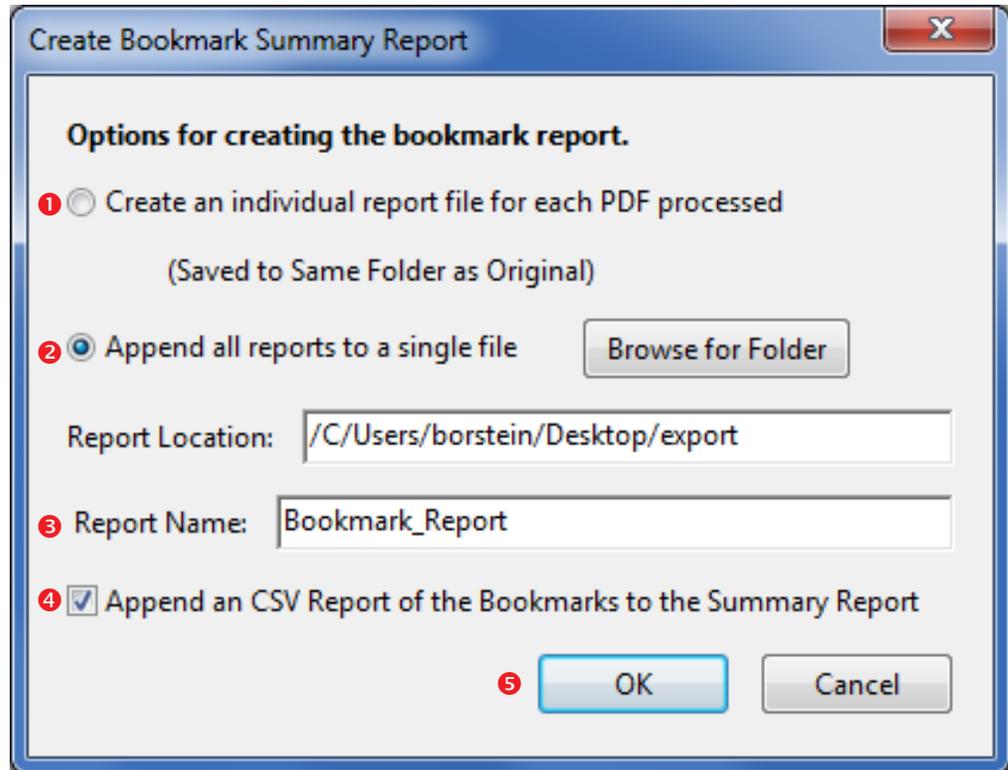
The Select Files window does not allow you to reorder documents. If the order of processing is important to you, you can select and add one document at a time.

Create Bookmark Report Action Options

Select the options for processing the files you wish to stamp:

1. Choose if you wish to create an individual report for each PDF processed. The report will be saved in the same location as your original, bookmarked file

2. Select this option to include all of the reports in a single file. This will produce a PDF with many pages.

3. Set name of the Bookmark Report

4. Choose this option to append a CSV report for each PDF processed in the Attachments panel of the Summary Document.

5. Set the text color for the stamp. Enter a six-digit hexidecimal color
    See "Appendix 1: Hexidecimal Color Chart" on page 4 for sample colors

6. Click the **OK** button to process documents.

Working with the Summary Document

The Summary Document offers a report of the bookmark processing completed by the Action. The first page of a sample report is shown below. Scroll through the rest of the document to view each report page.

Files Processed for Bookmark Analysis
(Subsequent Bookmark Summary Actions will add to this file, it must be closed to start a new Summary)

(Bookmark Summaries have been appended to the file, listed in bookmarks)

(CSV files of bookmarks have been attached to this file)

Name: Bookmark Report
Date: Thu Nov 04, 2010
Time: 8:42 am

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Files Processed: 15 | Show CSV Attachments | Show Bookmark Summaries

vistaprint_card.pdf   - 6 Bookmarks
vmware 6 manual.pdf - 624 Bookmarks
WageWorks.pdf   - 1 Bookmarks
welcome.pdf - 0 Bookmarks   ❸
What's New in Acrobat7.pdf - 0 Bookmarks
Why Not Buy a PDF Clone.pdf - 0 Bookmarks
WiFi_hi.pdf - 14 Bookmarks
window quote.pdf - 6 Bookmarks
Windows Program Comments.pdf - 15 Bookmarks
Email Usage Form .pdf - XFA Form, Skipped
X3 Portfolio - Skipped - Cannot Process, Embedded Files, Skipped
Quick_Start_Guide.pdf   - 0 Bookmarks
XMP Briefing 0109.pdf - 0 Bookmarks
xmp_whitepaper.pdf   - 16 Bookmarks
Success   Story.pdf - 16 Bookmarks

1. Click the **Show CSV Attachments** button to view the individual comma separated value (text) created from document bookmarks

2. Click the **Show Bookmark Summaries** button to open the Bookmarks panel. Use the bookmarks to navigate to specific reports.

3. Files Processed
   This area is a scrolling text field. Scroll the field to discover which files were processed, how many bookmarks were processed per file, and which files were skipped.

Questions and Answers

Can I edit the Create Bookmark Report Action?
Since the Create Bookmark Report Action writes to specific files and folders, you cannot add operations after the report is run. You can edit the source of the files. For example, you could run the Action on a specific of files or combine several files together as a source.

What's the best way to reformat the reports? Can I use Word?
You can export the PDF Summary report to Word. Choose File>Save As> Microsoft Word. Acrobat reliably converts the Summary report.

You can open the CSV files in Word and convert them to a table, but you will need to spend some time formatting the information.