

About the Main Toolbar

Instead of navigating through the menu-submenu structure, you can use button-type tools with direct access to the same functions. Tools are grouped into named toolbars and a set or subset of these toolbars forms the Main Toolbar, placed in the upper part of the program window.

Hover with the pointer over a tool to see its name. You can undock any toolbar to drag it into your working area. Once selected, a tool, as a rule, remains active until you select another one.

To customize toolbars

1. Choose **View > Toolbars**, or right-click in the toolbar area for a shortcut menu, and customize your toolbars as follows:
 - Toggle specific toolbar names to display or hide any of them in the Main Toolbar.
 - Select **Reset Toolbars** to restore pre-defined settings.
 - Click **Hide Toolbars** to hide all toolbars.
 - Select **Show Button Labels** to identify all, some, or none of the buttons with their names.
 - Select **Customize Toolbars** to include or exclude specific tools within a toolbar.
2. Click a down arrow symbol to the right of a button to open a drop-down menu. E.g., click the arrow next to the **New PDF** button to display a set of options for creating a PDF document.

Toolbars specific to PDF Professional:

- Advanced Toolbar
- Comment Toolbar
- File Toolbar
- Form Toolbar
- Measure Toolbar
- Security Toolbar
- Standard Toolbar

Toolbars with more general functionality:

- Edit Toolbar
- View Toolbar
- Zoom Toolbar

Edit

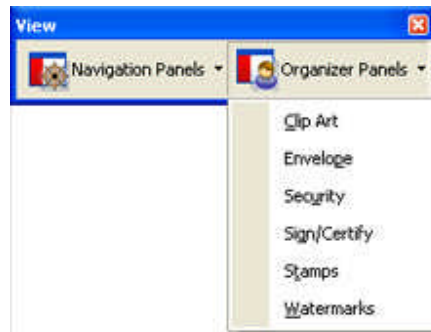
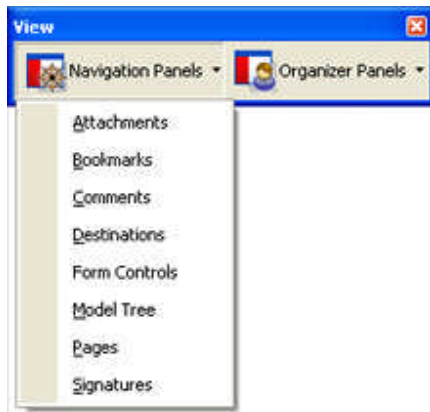


1. Undo recent actions down to a certain depth.
2. Undo recent undo actions.

View

View > Navigation Panels

View > Organizer Panels



1. Use this to open the Navigation Panels displaying the selected item.
2. Use this to open the Organizer Panels displaying the selected item.

Zoom



1. Zoom in (+) on the image.
2. Zoom out (-) on the image.
3. Zoom dynamically. Move cursor up to zoom in, down to zoom out.
4. Use the **Loupe** to view an area of the page at extreme magnifications.