

# Generating PDF from LSN

**Disclaimer:** Information contained herein is for informational and educational purposes solely and is not an endorsement of any product contained in these materials. These instructions were created and tested using Adobe Acrobat 7.0.9 and 8.1 Professional and Internet Explorer 6.0. Please contact the manufacturer(s) for instructions on software that is not mentioned in this document. This document was created for anyone who uses the Licensing Support Network (LSN) and wishes to submit Adjudicatory documents, i.e. High-Level Waste Hearing.

Please use this document as a reference document if your intention is to combine multi-part Portable Document Format (PDF) files from the LSN into a single PDF file. Assuming you have located the document you want to obtain and use from the LSN, begin the combining process by following the instructions below.

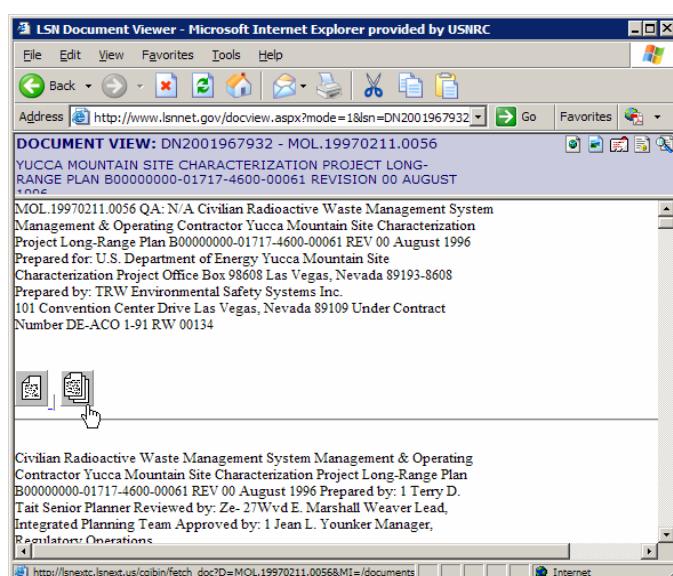
## ***I. Retrieving the multi-pages PDF***

1. Click on the “Open this document for viewing in the browser” icon, .



The screenshot shows the Microsoft Internet Explorer interface with the title bar "LSN Search Results - Microsoft Internet Explorer provided by USNRC". The address bar contains "http://www.lsnnet.gov/results.aspx". The main content area displays search results for "YUCCA MOUNTAIN SITE CHARACTERIZATION PROJECT LONG-RANGE PLAN B00000000-01717-4600-00061". The results table has columns: "Select", "Rel%", "Source", "Title/Accession Numbers/Description", and "Commands". The "Title/Accession Numbers/Description" row for the first result is: "YUCCA MOUNTAIN SITE CHARACTERIZATION PROJECT LONG-RANGE PLAN B00000000-01717-4600-00061 REVISION 00 AUGUST 1996". The "Commands" column for this result has a small icon with a hand cursor hovering over it. Below the table, a message says "Currently displaying results 1-1 of 1 total hits" and "Query executed at Thursday October 11, 2007 10:35 AM EDT". At the bottom of the page, there is a link "http://www.lsnnet.gov/docview.aspx?mode=1&ln=DN2001967932&c=1&m=0&s=22108&m=0".

2. In the LSN Document Viewer window, click on the multiple images icon, .



The screenshot shows the Microsoft Internet Explorer interface with the title bar "LSN Document Viewer - Microsoft Internet Explorer provided by USNRC". The address bar contains "http://www.lsnnet.gov/docview.aspx?mode=1&ln=DN2001967932". The main content area displays the document "DOCUMENT VIEW: DN2001967932 - MOL.19970211.0056". The document title is "YUCCA MOUNTAIN SITE CHARACTERIZATION PROJECT LONG-RANGE PLAN B00000000-01717-4600-00061 REVISION 00 AUGUST 1996". The content area contains several paragraphs of text about the project's management and preparation. At the top of the content area, there is a toolbar with various icons, including one with a hand cursor hovering over it. The bottom of the page shows the URL "http://lsnextc.lsnext.us/cgi-bin/fetch\_doc?D=MOL.19970211.0056&MI=documents" and the word "Internet".

3. In the page with “DOE LSN Image Display Selection”, you can specify the number of images to retrieve per request, i.e from “1” to “100”, not to exceed the total image count. Then click on the  button.



**Note:** The maximum number of images to retrieve per retrieval request is 100. By default, this number is set at **20**. Please make sure these numbers **do not** overlap, or you **will** have the same page multiple times.

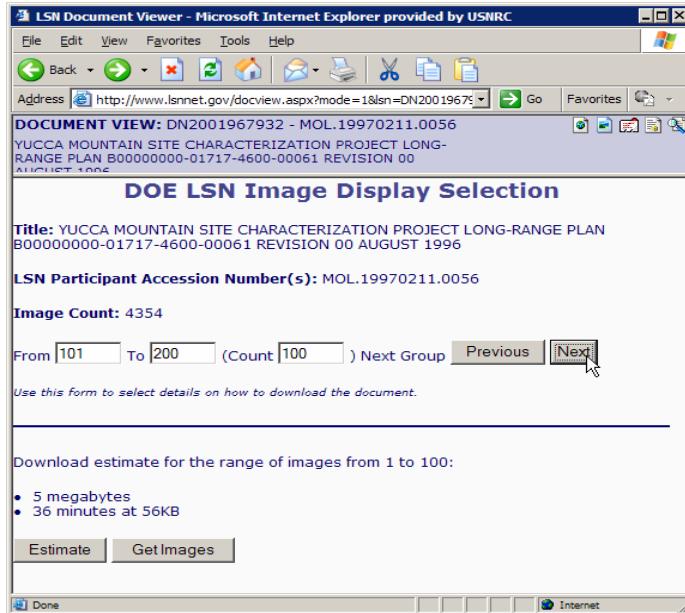
The screenshot shows the 'LSN Document Viewer - Microsoft Internet Explorer provided by USNRC' window. At the top, it displays 'DOCUMENT VIEW: DN2001967932 - MOL.19970211.0056' and 'YUCCA MOUNTAIN SITE CHARACTERIZATION PROJECT LONG-RANGE PLAN B00000000-01717-4600-00061 REVISION 00 AUGUST 1996'. Below this, the title 'DOE LSN Image Display Selection' is shown. The page contains the following text:  
**Title:** YUCCA MOUNTAIN SITE CHARACTERIZATION PROJECT LONG-RANGE PLAN B00000000-01717-4600-00061 REVISION 00 AUGUST 1996  
**LSN Participant Accession Number(s):** MOL.19970211.0056  
**Image Count:** 4354  
From  To  (Count  ) Next Group Previous Next  
Use this form to select details on how to download the document.  
Download estimate for the range of images from 1 to 100:  

- 5 megabytes
- 36 minutes at 56KB

4. Once the images are retrieved and displayed, click on the icon which brings up the “Save a Copy...” window. Give the file a name, i.e. Sample\_1-100.pdf, Sample\_101-200.pdf, and click on the  button.

The screenshot shows the 'Save a Copy...' dialog box. The 'Save in:' dropdown is set to 'Desktop'. The 'File name:' field contains 'atch\_doc1-100.pdf'. The 'Save as type:' dropdown is set to 'Adobe PDF Files (\*.pdf)'. The 'Save' button is highlighted with a red box. The background shows the LSN Document Viewer window with the document title and some text visible.

5. Click on the Back button on the browser to get back to the page with “**DOE LSN Image Display Selection**” as a header (Step 3 above). Click the Next button to get the next set of images, i.e. “101” to “200”, “201” to 300”, etc.... Then click on the GetImages button.

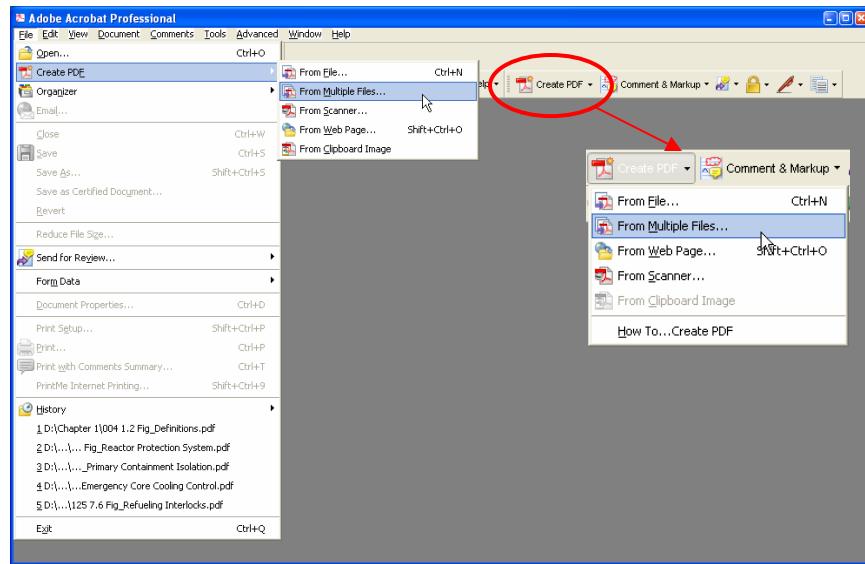


6. Continue with steps 4 & 5 until all images are retrieved and saved.

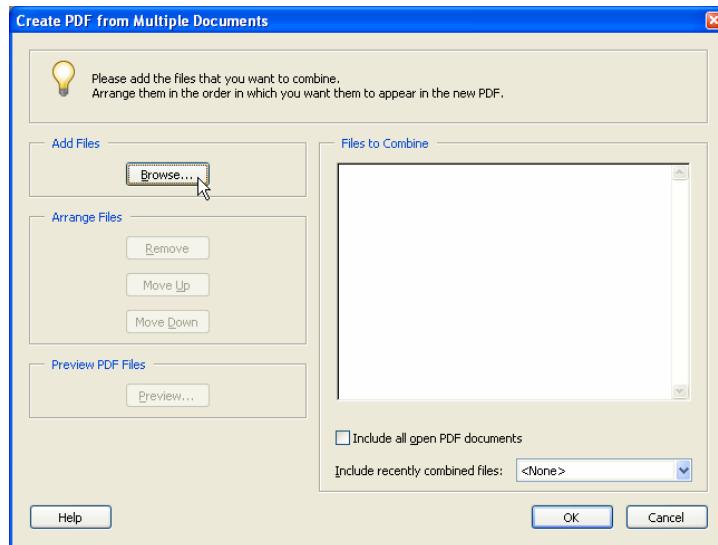
## **II. Creating a single PDF from the multi-pages PDF**

### **Adobe Acrobat 7.0**

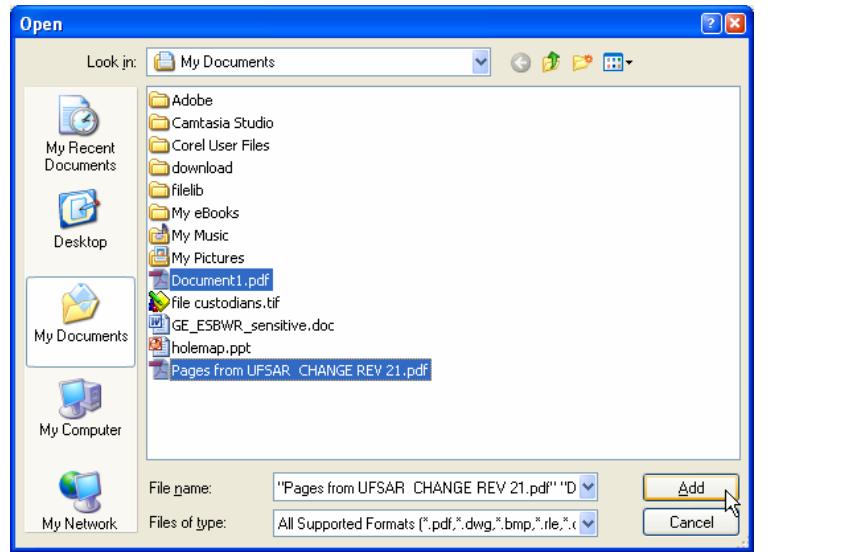
1. Start Adobe Acrobat Professional. From the top menu, click on **File -> Create PDF -> From Multiple Files**, or simply click on **Create PDF** icon, , and select **From Multiple Files**.



2. In the **Create PDF from Multiple Documents** window, under the “Add Files” section, click on the **Browse...** button.

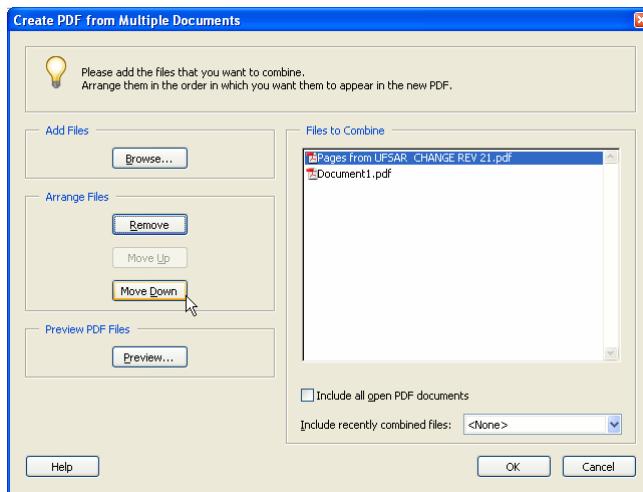


3. An **Open** window pops up, select the files you want to add and click on the **Add** button.

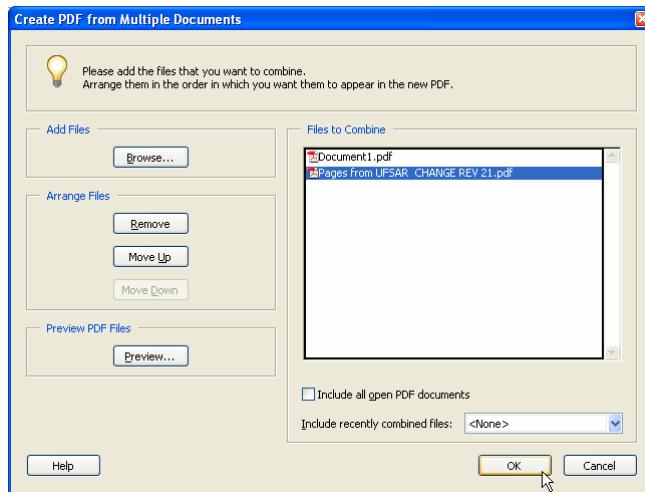


**Note:** To select multiple files, simply hold down the Ctrl or the Shift key and click on the files you want to add, then click on the **Add** button.

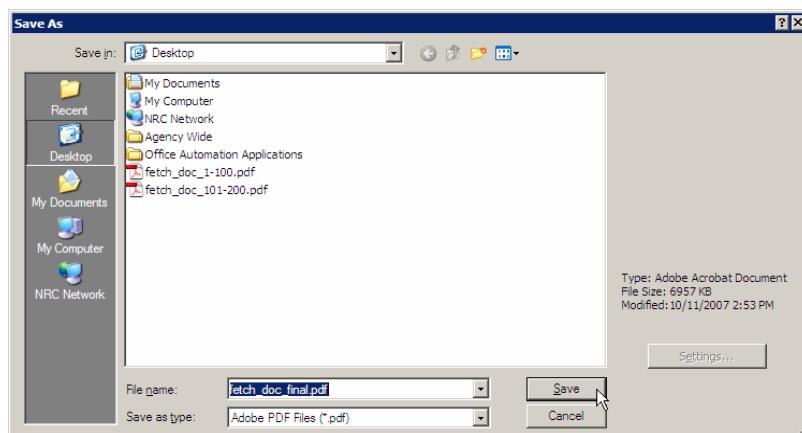
**Note:** You can re-arrange the order of the files in the **Combine Files** window by clicking on the **Move Up** button or the **Move Down** button. You can even remove the file(s) by selecting the file and click on the **Remove** button. See example below.



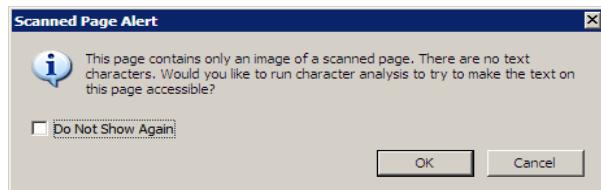
4. Once all the files are added and in the order you want, click on the  button.



5. Give the file a name, i.e. Sample\_final.pdf, then click on .

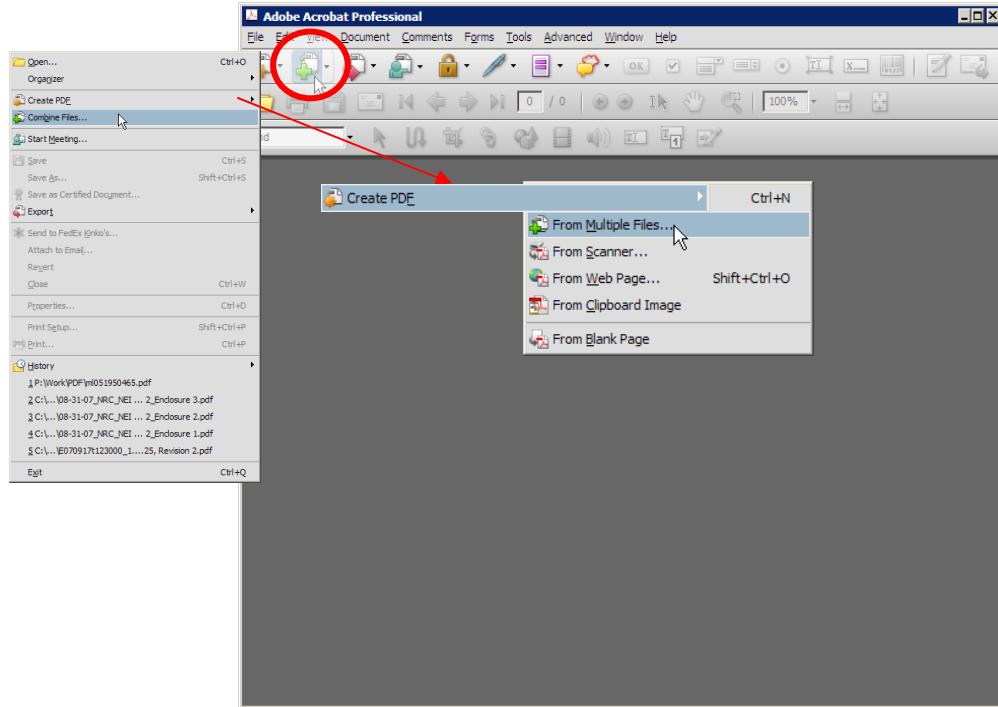


**Note:** If you receive the “Alert” window similar to the window below, it means that there are NO text characters (non-searchable text), therefore an Optical Character Recognition (OCR) process must be run. Proceed to the section III to start the OCR process to make the image contain searchable text.

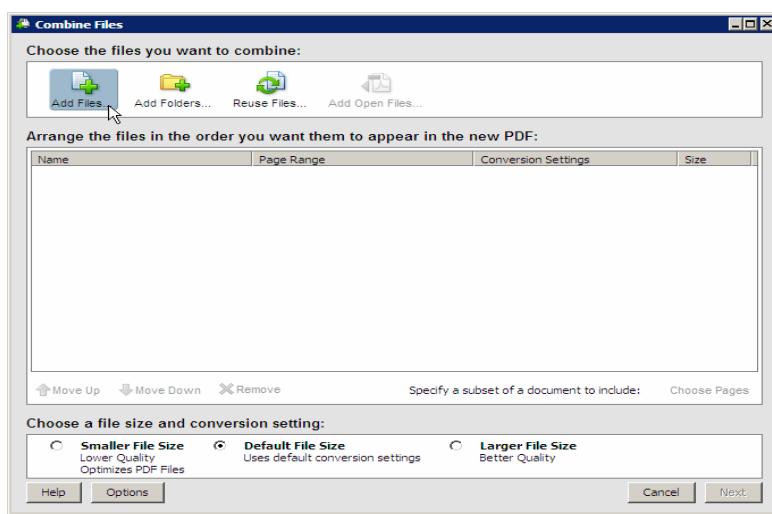


## **Adobe Acrobat 8.0**

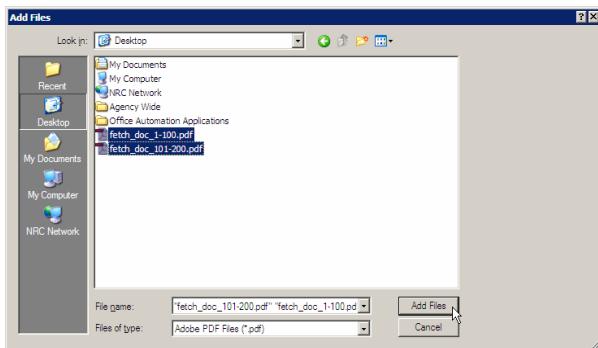
1. Start Adobe Acrobat Professional. From the top menu, click on **File -> Combine files**, or **File -> Create PDF -> From Multiple Files**, or simply click on **Combine Files icon**, .



2. In the Combine Files window, click on the “Add Files” icon, .

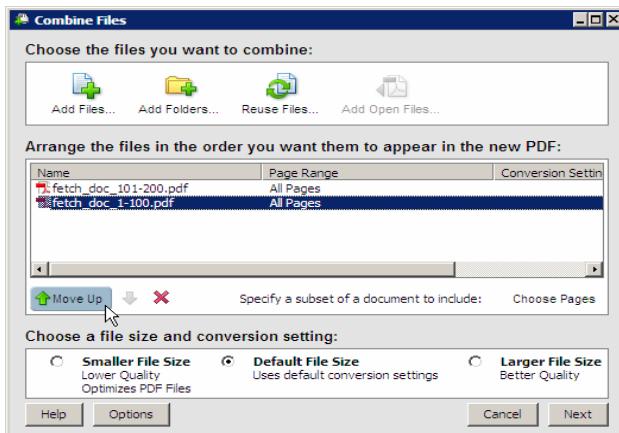


3. An Add Files window pops up, select the files you want to add and click on the **Add Files** button.

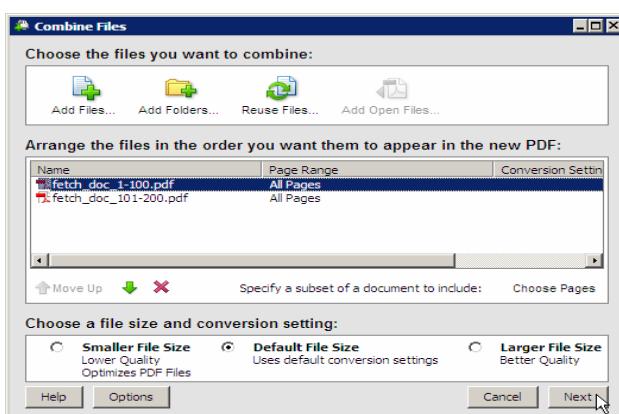


**Note:** To select multiple files, simply hold down the Ctrl or the Shift key and click on the files you want to add, then click on the **Add Files** button.

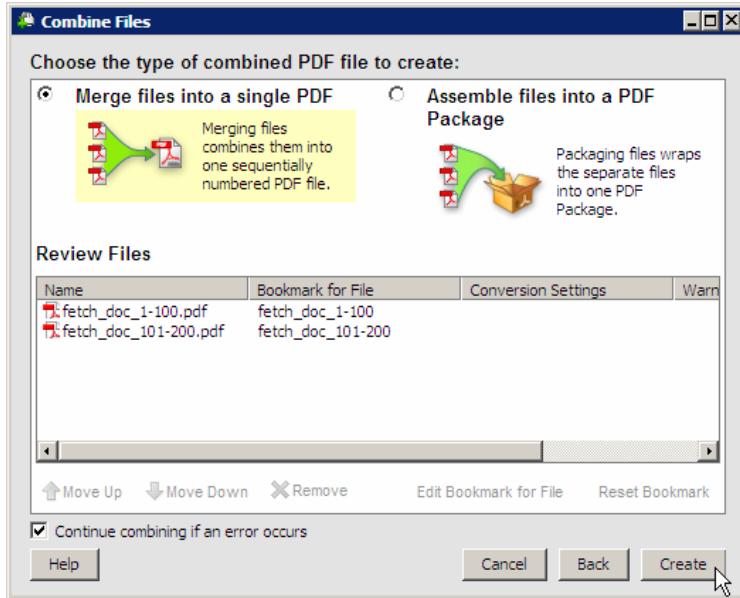
**Note:** You can re-arrange the order of the files in the **Combine Files** window by clicking on the **Move Up** button or the **Move Down** button. You can even remove the file(s) by selecting the file and click on the **Remove** button. See example below.



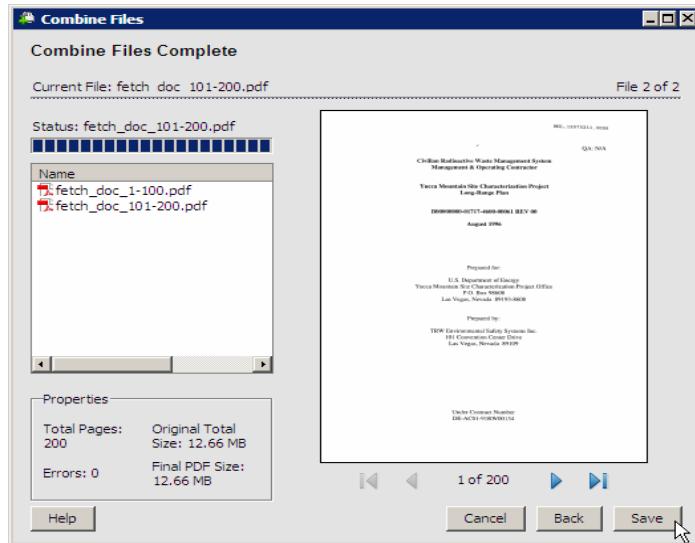
4. Once all the files are added and in the order that you want, click on the **Next** button.



5. On the next screen, make sure “Merge files into a single PDF” is selected, and all files are there in the order that you want in your final PDF, and click on **Create**.

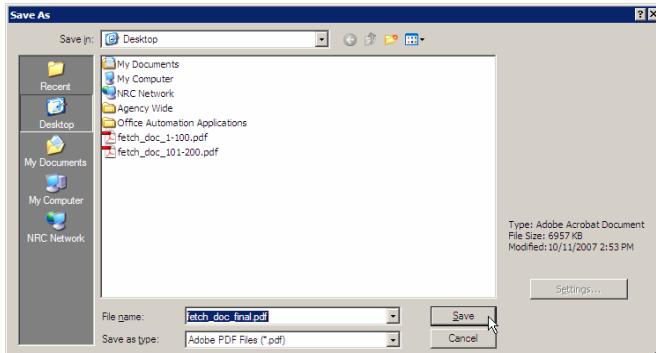


6. Below is a screen shot of what you will see once all the files are combined. Click **Save** to generate a new PDF.

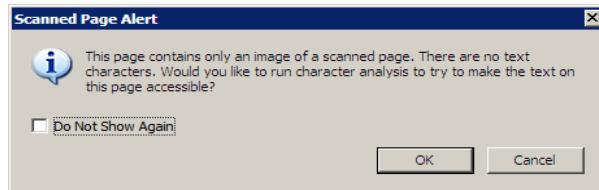


 **Note:** Take notice of the number of total pages, number of errors if any. You can also click on the **◀ ▶** buttons to see sample output of the images.

7. Give the file a name, i.e. Sample\_final.pdf, then click on **Save** again.

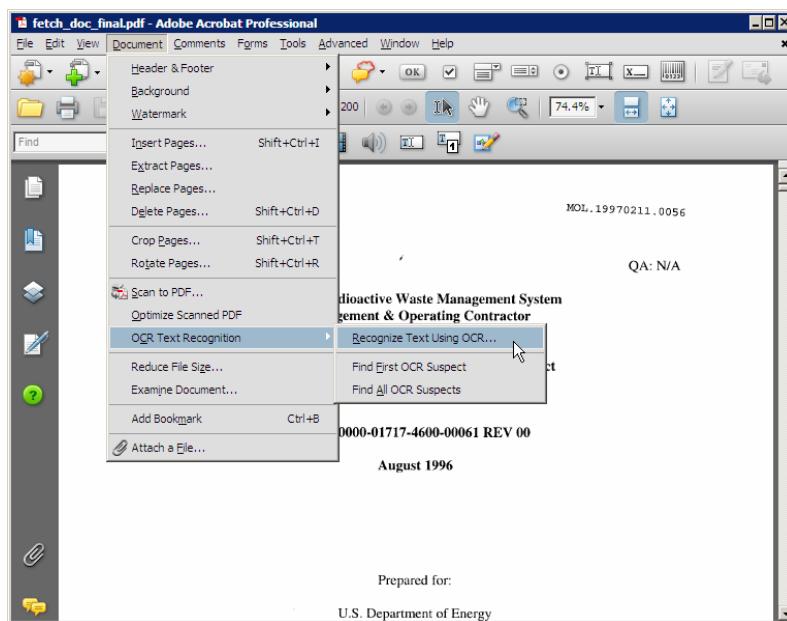


**Note:** If you receive the “Alert” window similar to the window below, it means that there are NO text characters (non-searchable text), therefore an Optical Character Recognition (OCR) process needs to be run. Proceed to the next section to start the OCR process to make the image contain searchable text.

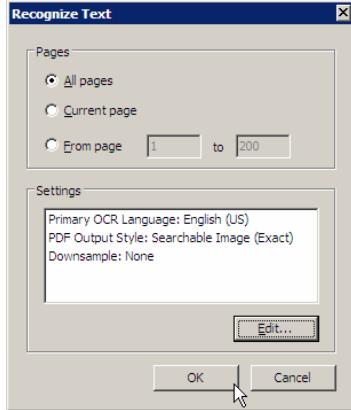


### **III. Create text searchable via Optical Character Recognition**

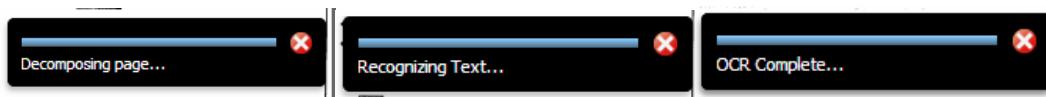
1. From the top menu, click on **Document -> OCR Text Recognition -> Recognize Text Using OCR....**



2. A **Recognize Text** window pops up, select **All pages** and click .

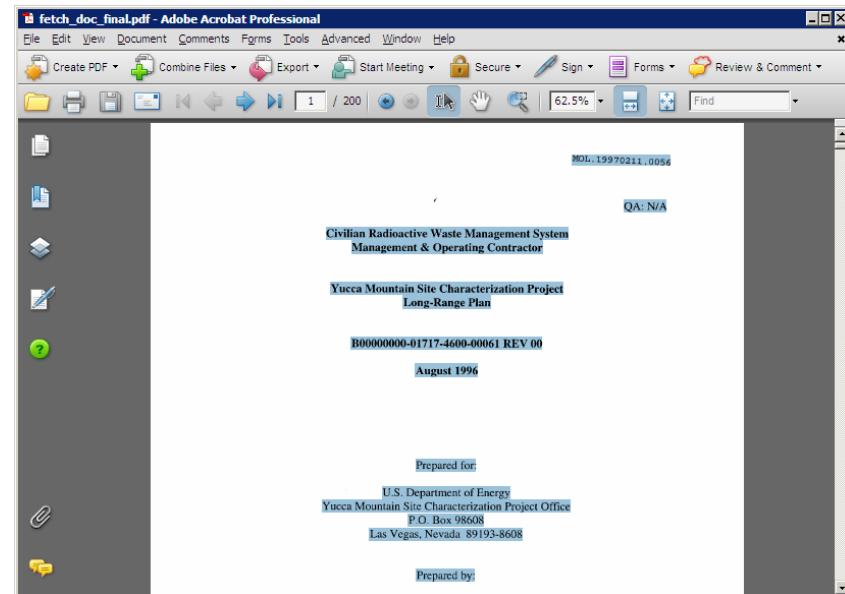


A series of popup windows show the OCR status.

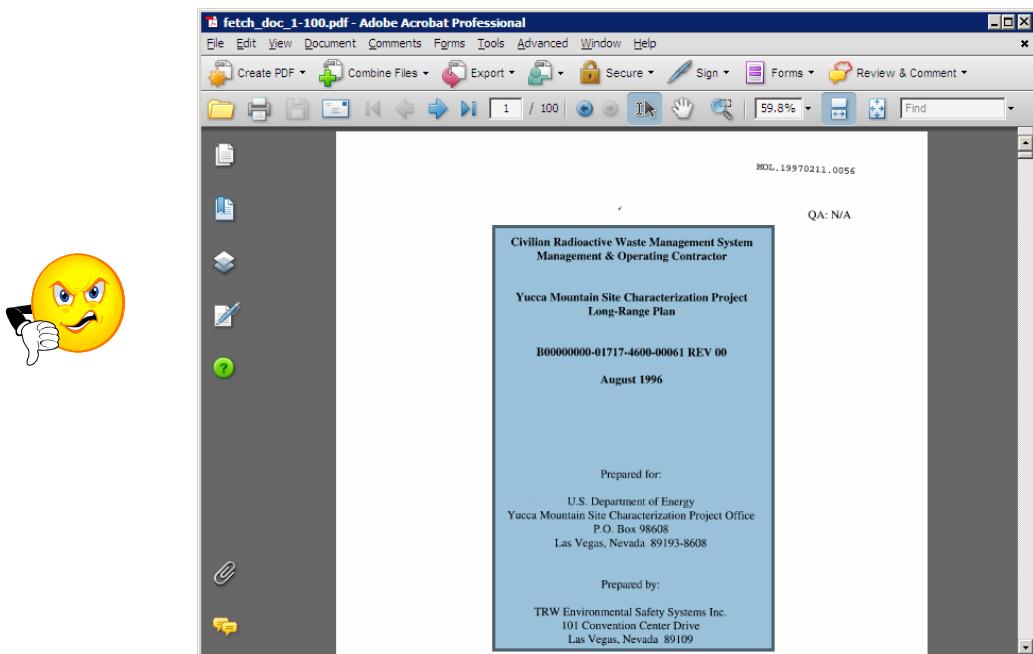


#### **IV. Verify the images contain searchable text**

1. From the main menu, select **Edit > Select All (Ctrl+A)** to select all the text on all pages. Another way is to click the **Select** button on the Tools menu and place the mouse cursor on the first character of the very first page. With the left-mouse button pressed, drag downward until you get the last character.

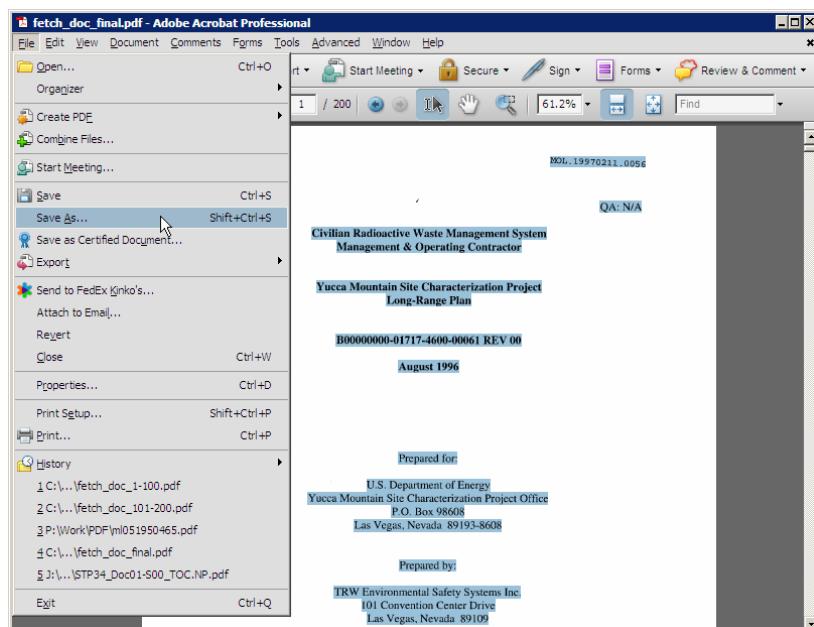


 **Note:** If the text is highlighted, it means the text has been OCRed correctly and that there is searchable text (hidden text). If, however, the **whole** page has a blue box (see image below), this means the OCR process has not been run (no searchable/hidden text), therefore the OCR process needs to be run.

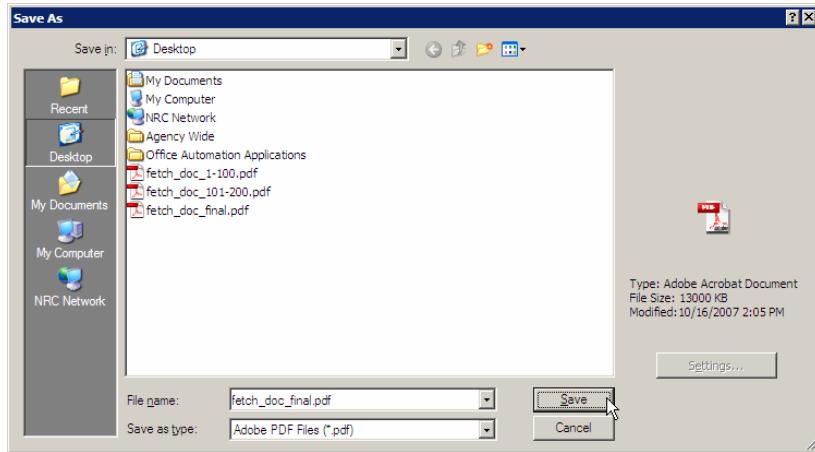


## **V. Finalize the PDF (enable Fast Web View)**

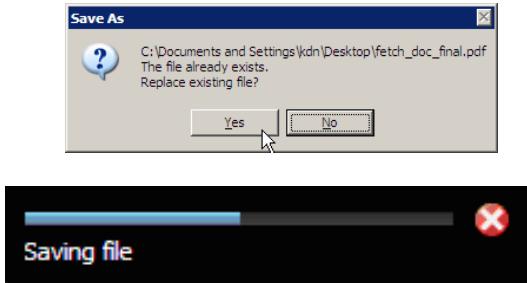
1. From the main menu, click on **File -> Save As...**



2. In the **Save As...** window, click on the **Save** button.



3. Click on **Yes** to overwrite the existing file.



Now that you have finished combining multi-part PDFs into one single PDF, it is strongly recommended that you run Preflight on your new PDF file to discover and correct all potential errors. The instructions for running Preflight can be found at <http://adamswebsearch2.nrc.gov/idmws/ViewDocByAssession.asp?AccessionNumber=ML051950465>. Another helpful document is the Simplified PDF Document Submittal Checklist document, which is available to download at <http://www.nrc.gov/site-help/e-submittals/pdf-doc-submittal-checklist.pdf>.