

AIM eToolkit Documentation

AIM LEGAL TECH

- AIM eToolkit
 - Flat File Viewer
 - Load Flat File and View
 - Edit
 - Search
 - Find and Replace
 - Add Group Identifier
 - Add Family date
 - Add additional columns and update with a default value
 - Add a new Column and update with another column
 - Remove duplicates within a cell
 - Edit Field Names
 - Reorder Columns
 - Export updated Flat File
 - Validation
 - LoadFile Tools
 - Split large Flat File
 - Split large MDB's
 - Combine flat files
 - Combine MDBs
 - Create Dat Load File from Natives and Text
 - Create OPT file from Images folder
 - Flat File to MDB
 - MDB to Flat File
 - Combine images to PDF
 - DAT to CSV/Excel
 - eTools
 - File and Directory Operations
 - Create Discover Directory Structure
 - eCopy
 - Get File Names
 - File Operations
 - Create Blank Directories
 - Add or Remove Dots
 - Copy Files in Order
 - Change File Extension
 - Compare docs by Md5Hash
 - Concat and Split Values
 - Pagination
 - Standard Pagination
 - Custom Pagination
 - PDF Utilities
 - PDF Page Count
 - Resize PDF
 - Scale PDF
 - PDF Rename by PageCount
 - PDF Delimit by Page Range
 - PDF Delimit to Single Pages
 - Combine PDFs
 - Combine Family Documents
 - Create Placeholder PDF
 - Delete Blank Pages
 - Extract Text
 - Hyperlinking Tools
 - Word Hyperlink
 - Excel hyperlink
 - Pdf Hyperlink
 - Hyperlink to References
 - Find and Replace (Bulk)
 - Word Find and Replace
 - Excel Find and Replace
 - Regex Pattern Search
 - Protocol Updates
 - ASIC Date formats and placeholders
 - Locals

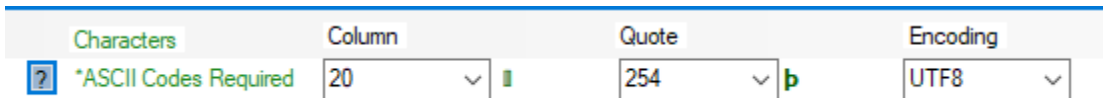
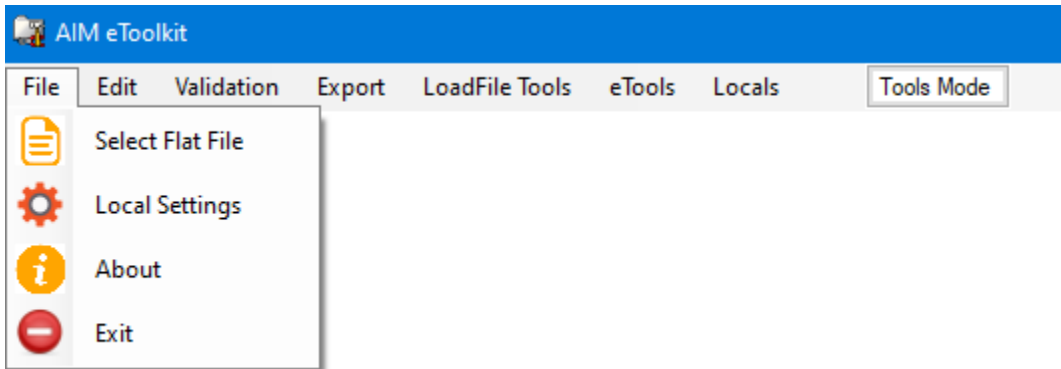
AIM eToolkit

AIM eToolkit is windows based application built on .Net Framework 4.8. It is intended to use in the eDiscovery consulting practice to view flat files generated by various eDiscovery platforms. This works on CSV, DAT, and Delimited text files. Users can be able to filter, sort, and search columns like excel filtering. Users can edit, add, remove values in the load files. It supports Nuix Discover 4 table database (.MDB) and other flat files generated by Relativity etc. It has many more functionalities to run day-to-day activities in the eDiscovery world.

It has 2 modes, a Viewer Mode and a Tools mode. In Viewer mode, users can view flat files and edit/search flat files. In Tools mode, the app will show only tools menus.

Flat File Viewer

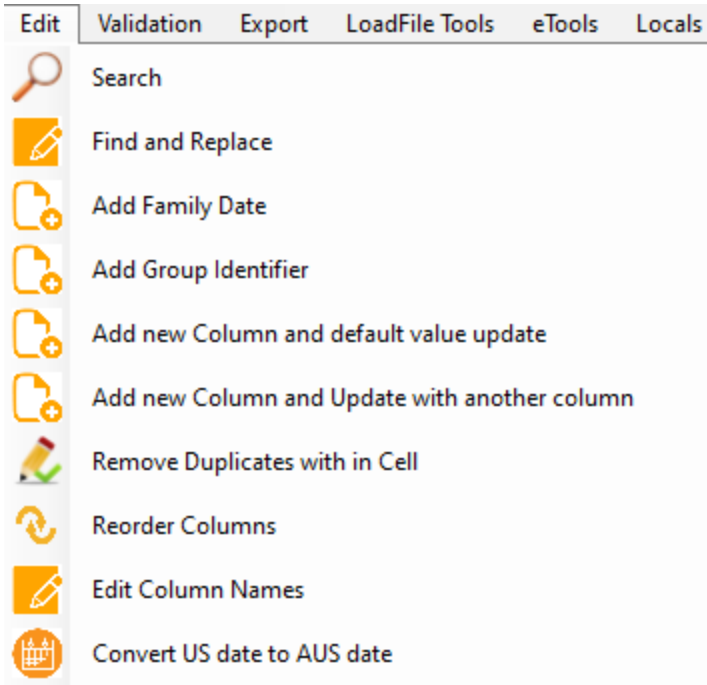
Load Flat File and View



Select DAT, CSV, or delimited text files and click on start. A flat file will be loaded in the viewer. By default, the flat file viewer chooses Relativity delimiters. Users can change it as per their requirements. For CSV, it will be 44 as Column and 34 as Quote.

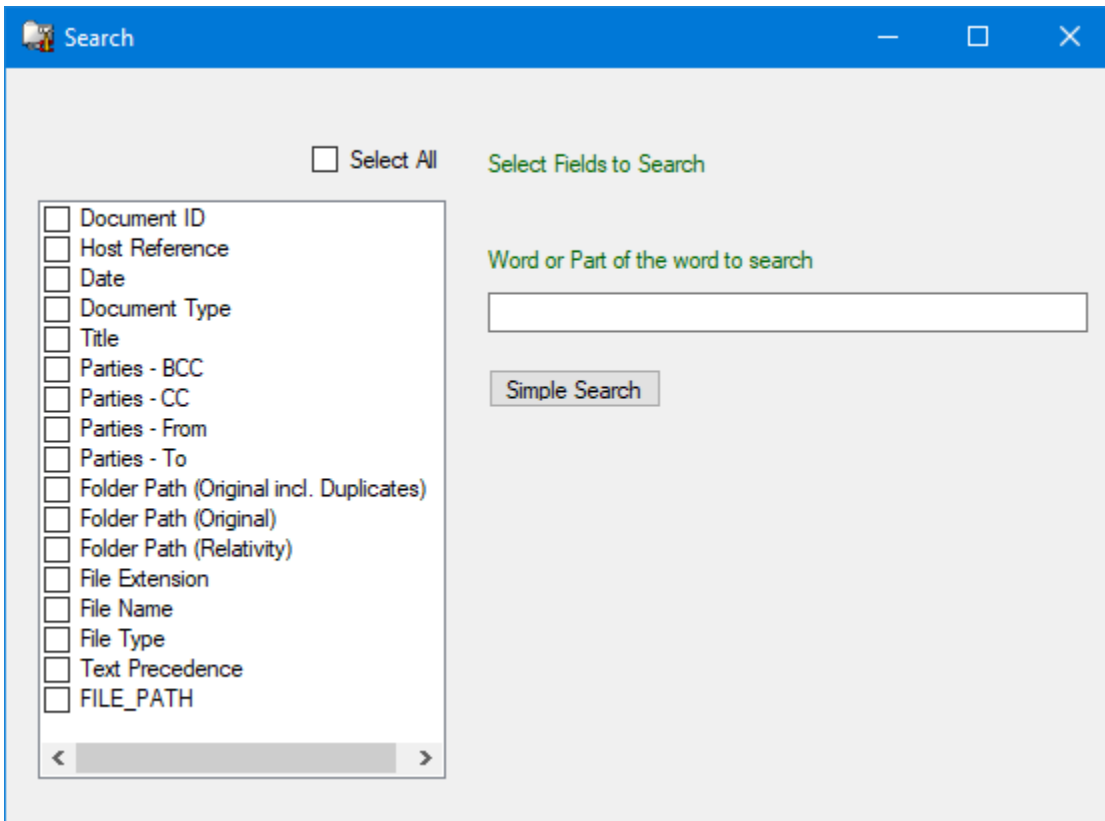
Edit

Edit has multiple functions to search and edit Flat files.



Search

Users can be able to search for words in a single column or selected multiple columns. After a search, Flat file viewer will filter results to rows that contain keywords.



Find and Replace

Users can be able to find and replace words in the flat file in a single column or multiple columns. It will update the flat file viewer once words are replaced.

Select All **Select Fields to Find and Replace**

- Document ID
- Host Reference
- Date
- Document Type
- Title
- Parties - BCC
- Parties - CC
- Parties - From
- Parties - To
- Folder Path (Original incl. Duplicates)
- Folder Path (Original)
- Folder Path (Relativity)
- File Extension
- File Name
- File Type
- Text Precedence
- FILE_PATH

Find

Replace

Match Whole Word **Find and Replace**

Add Group Identifier

Family ID to group documents in Relativity and other platforms. This requires the main identifier and parent id/host reference. This will create a new field in the viewer.

Document ID (Control Number)

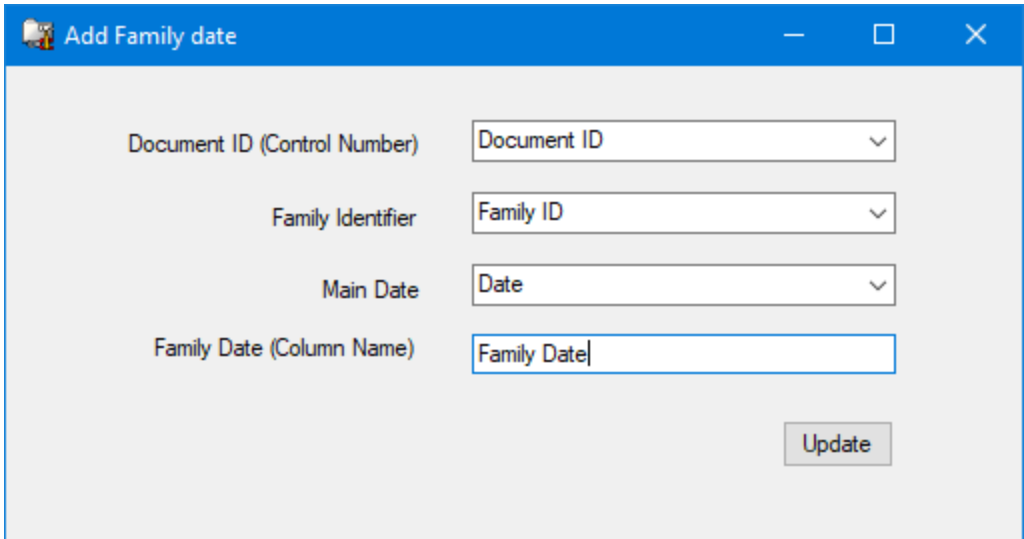
Parent Document ID (Host Reference)

Group Identifier (Column Name)

Update

Add Family date

This will create a new field with family date value based on Control Number and Family ID.



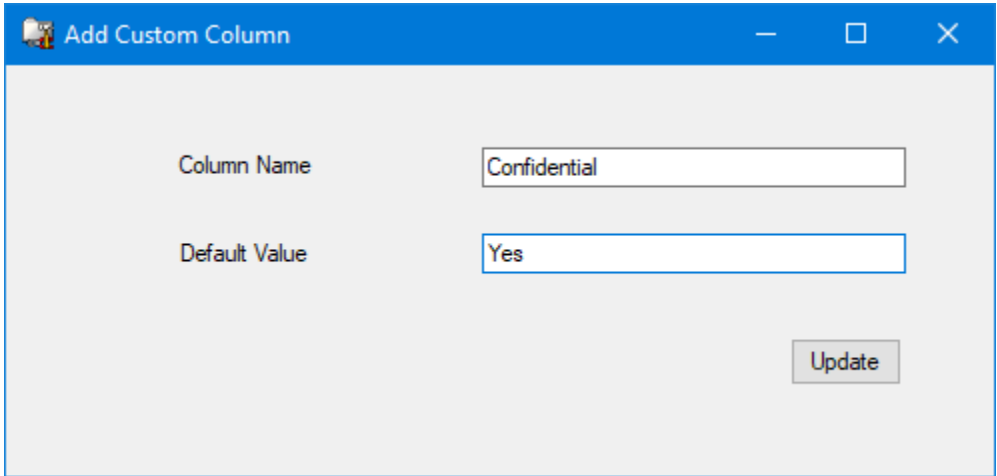
The screenshot shows a dialog box titled "Add Family date" with a blue header bar. It contains four rows of input fields and a button:

Document ID (Control Number)	Document ID
Family Identifier	Family ID
Main Date	Date
Family Date (Column Name)	Family Date

Update

Add additional columns and update with a default value

This will create a new column and add your default value.



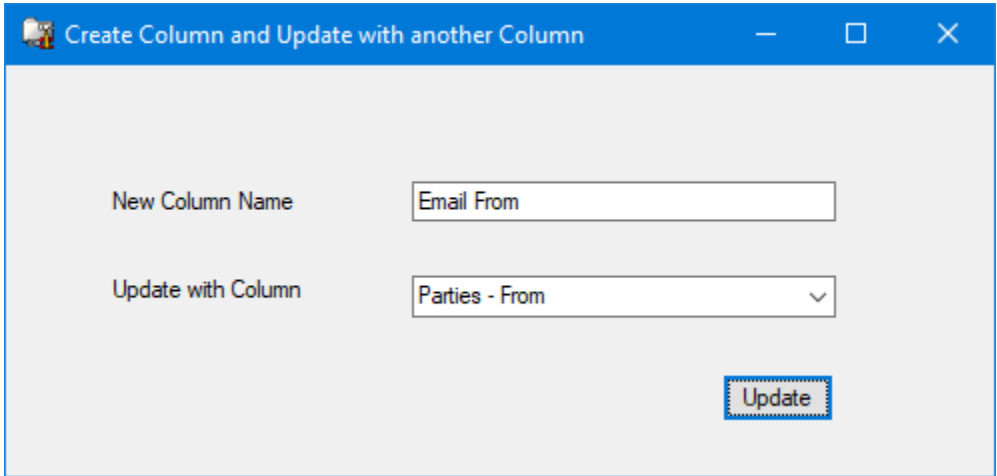
The screenshot shows a dialog box titled "Add Custom Column" with a blue header bar. It contains two rows of input fields and a button:

Column Name	Confidential
Default Value	Yes

Update

Add a new Column and update with another column

This will create a new column and copy data from another selected column.



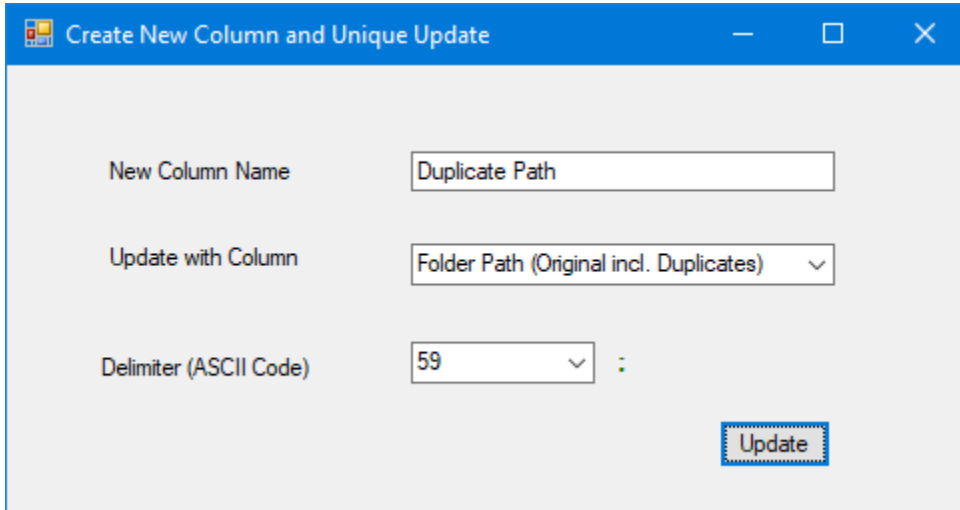
The screenshot shows a dialog box titled "Create Column and Update with another Column" with a blue header bar. It contains two rows of input fields and a button:

New Column Name	Email From
Update with Column	Parties - From

Update

Remove duplicates within a cell

Removes duplicates in each cell separated by a delimiter in a column. For example, duplicate paths in Relativity duplicate path.



The screenshot shows a dialog box titled "Create New Column and Unique Update". It contains three input fields and an "Update" button. The first field, "New Column Name", has the text "Duplicate Path". The second field, "Update with Column", is a dropdown menu with "Folder Path (Original incl. Duplicates)" selected. The third field, "Delimiter (ASCII Code)", has the value "59" and a colon icon to its right. The "Update" button is highlighted with a blue border.

New Column Name	<input type="text" value="Duplicate Path"/>
Update with Column	<input type="text" value="Folder Path (Original incl. Duplicates)"/>
Delimiter (ASCII Code)	<input type="text" value="59"/> :

Edit Field Names

Use this function to edit field names. Double click on the field to edit and update with a new field name.

Double click Field name to edit, Click update button to finalise

- Document ID
- Host Reference
- Date
- Document Type
- Title
- Parties - BCC
- Parties - CC
- Parties - From
- Parties - To
- Folder Path (Original incl. Duplicates)
- Folder Path (Original)
- Folder Path (Relativity)
- File Extension
- File Name
- File Type
- Text Precedence
- FILE_PATH
- Family ID

Edit [X]

Change Item :

OK

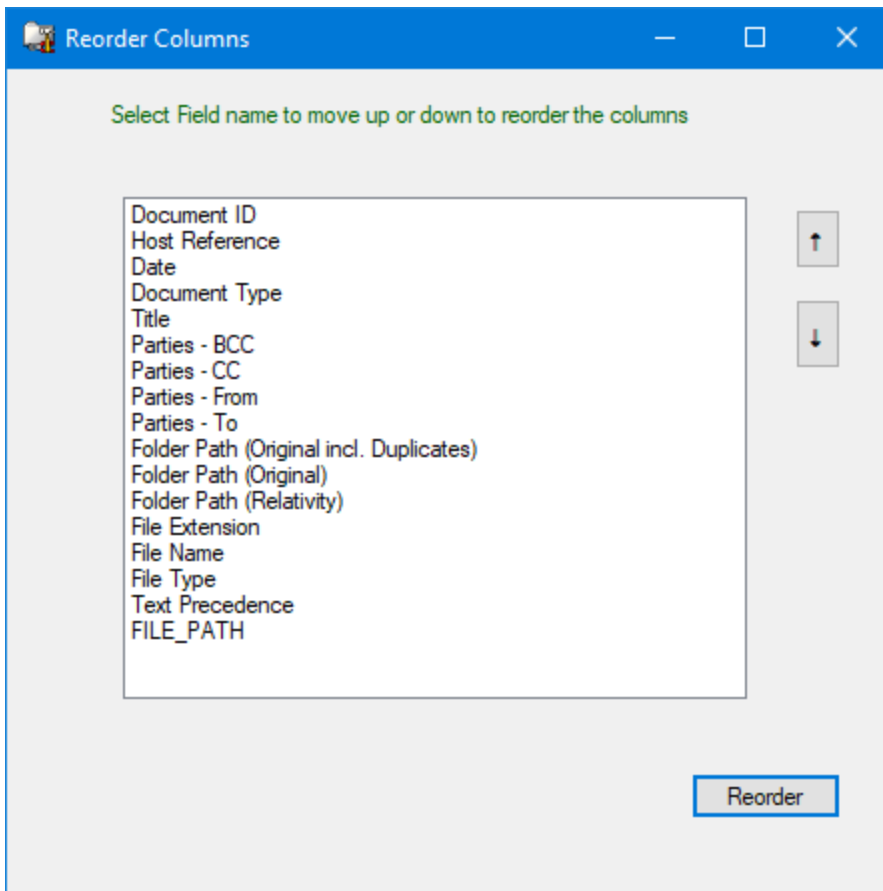
Cancel

BCC

Update

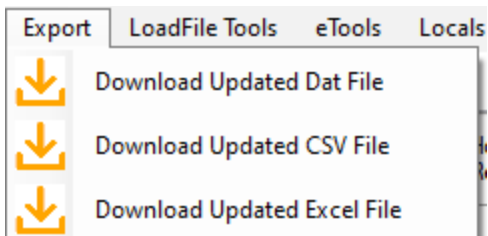
Reorder Columns

Use this function to reorder the columns in the flat file.



Export updated Flat File

All the updates done in the viewer don't update the original flat file. Users must download the updated flat files using the Export option

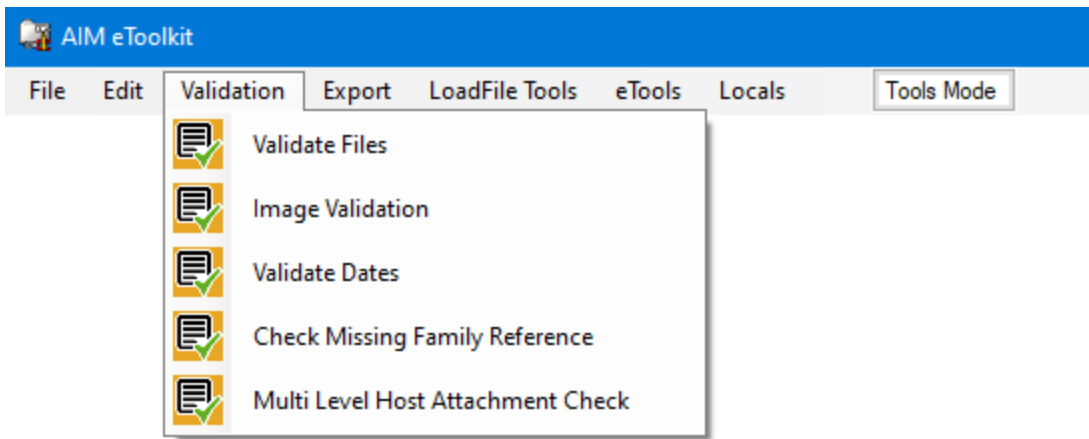


Download updated DAT file This will export only selected fields from selected in the show/hide field list. This will export to a DAT format. The exported file goes to the original Flat File location.

Download updated CSV file This will export only selected fields from selected in the show/hide field list. This will export to a CSV format. The exported file goes to the original Flat File location.

Download updated Excel file This will export only selected fields from selected in show/hide field list. This will export to an excel format. The exported file goes to the original Flat File location.

Validation



Validate files This will validate native, pdf, and text path fields against actual files and generate a report if anything is missing.

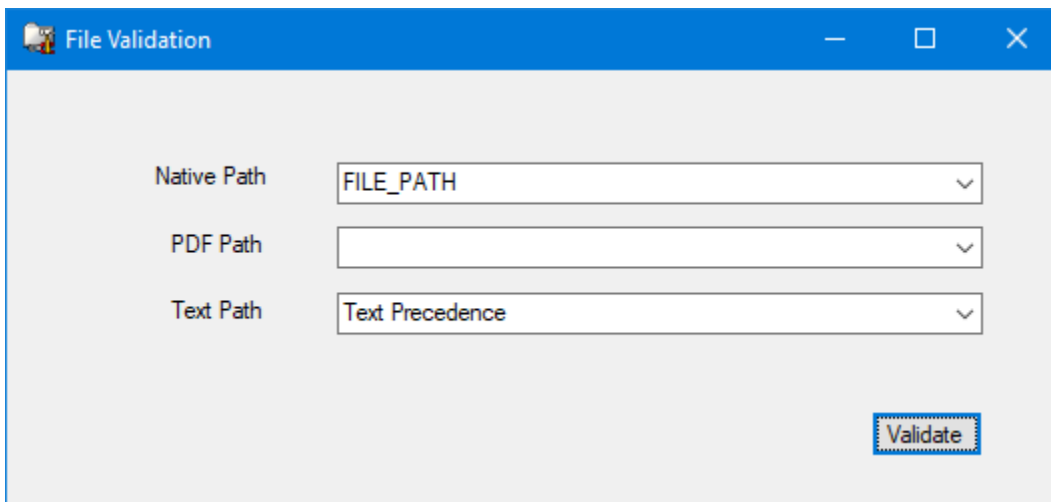
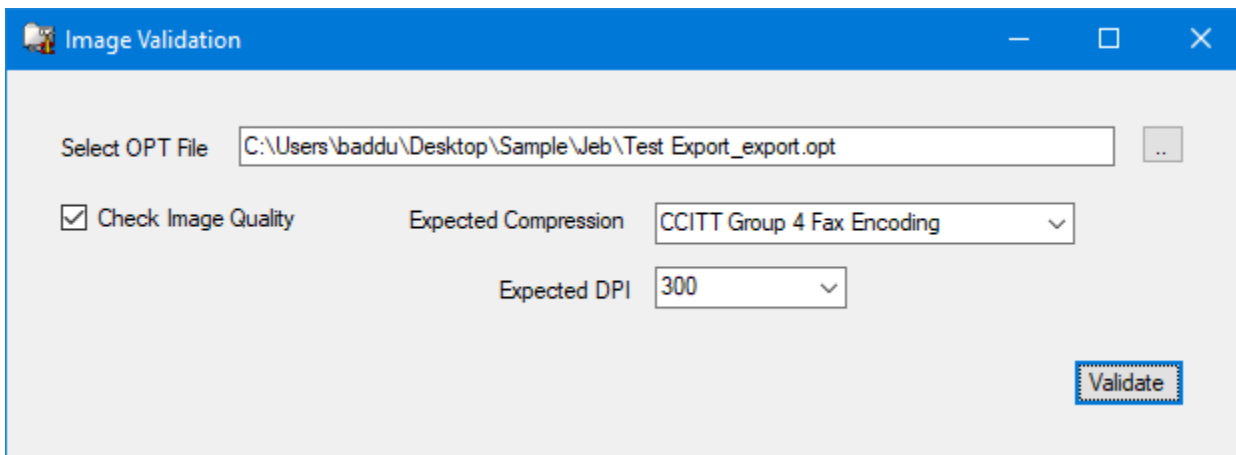
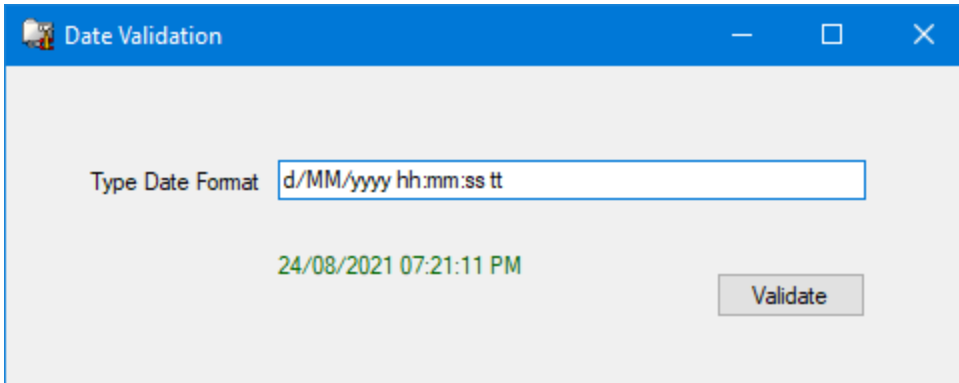


Image validation This will validate opt file against images if the file exists or not. Users have the option to check the required image quality as per exchange protocol requirements. Support only opt file.

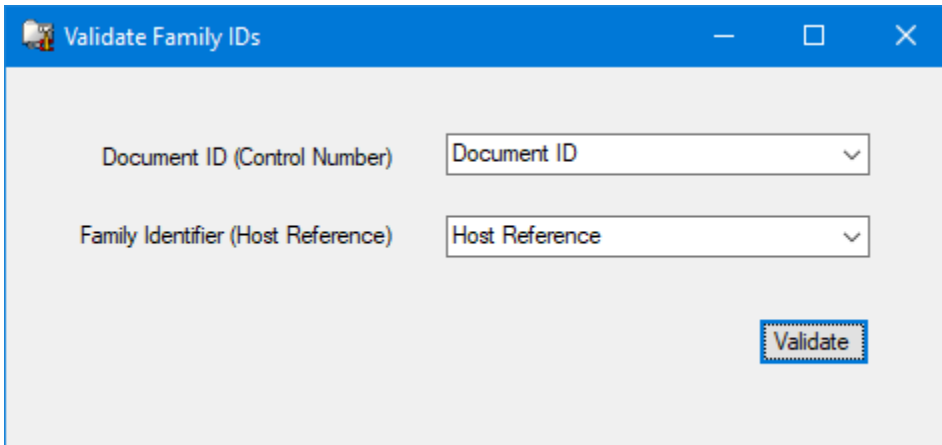


Validate Dates This will validate date formats as per the user's input.

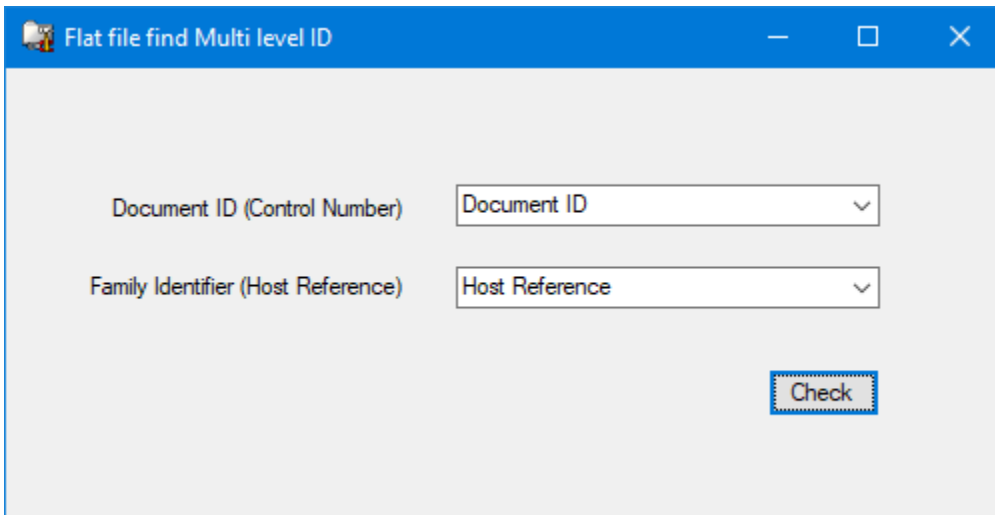
Choose the fields to validate and select the date validation function to validate if the dates are in the right format.



Validate Missing family reference This will find the missing family/host reference in the load file.



Multi Level Host and Attachment Check This will find the document references that are acting as host and attachments.

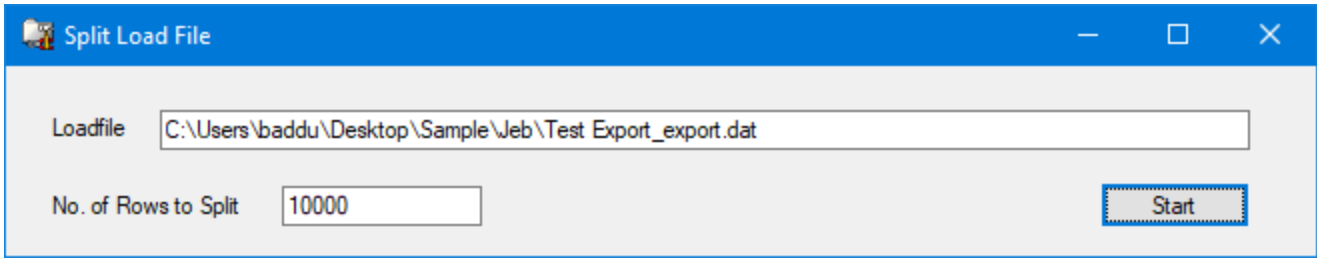


LoadFile Tools

The main purpose of load file tools is to manipulate the load files, convert load files to support different review platforms.

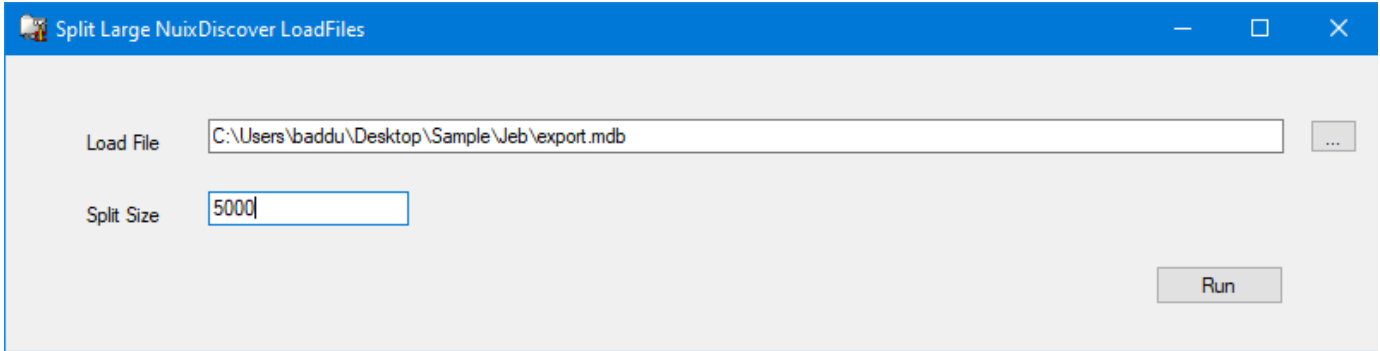
Split large Flat File

This tool helps to split large flat files into small flat files.



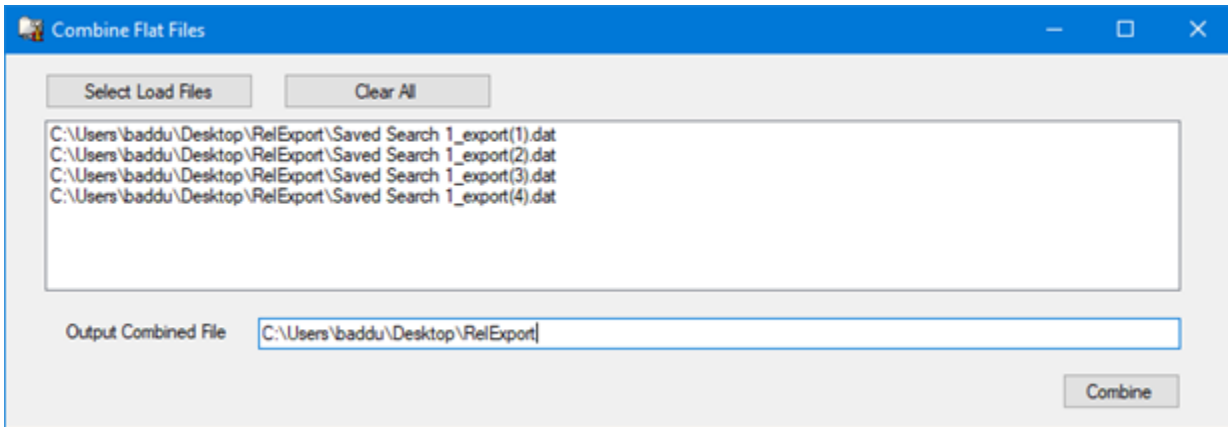
Split large MDB's

This tool helps to split large Nuix Discover load files into small load files. Split size is the number of records from the export table in MDB. This is based on top-level, it will then gets attachments and put's into the same MDB.



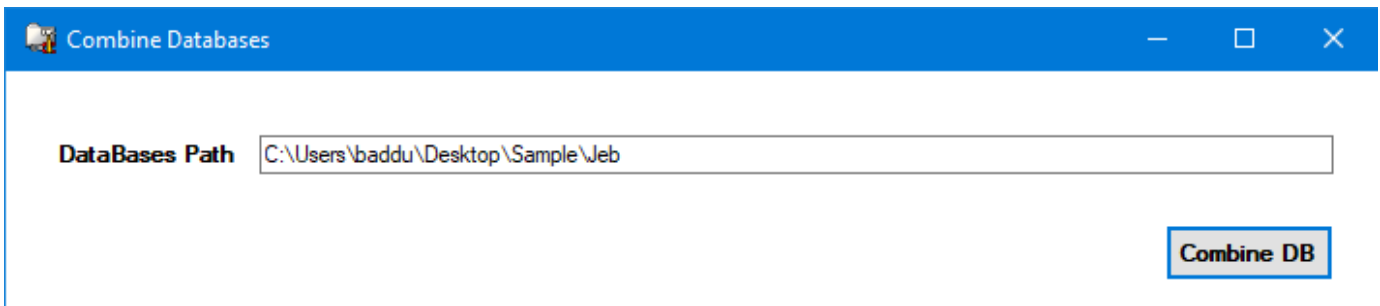
Combine flat files

Combine Flat files function combines multiple flat files into a single flat file. Users must make sure they have the same fields and in the same order in every Flat file chosen to combine.



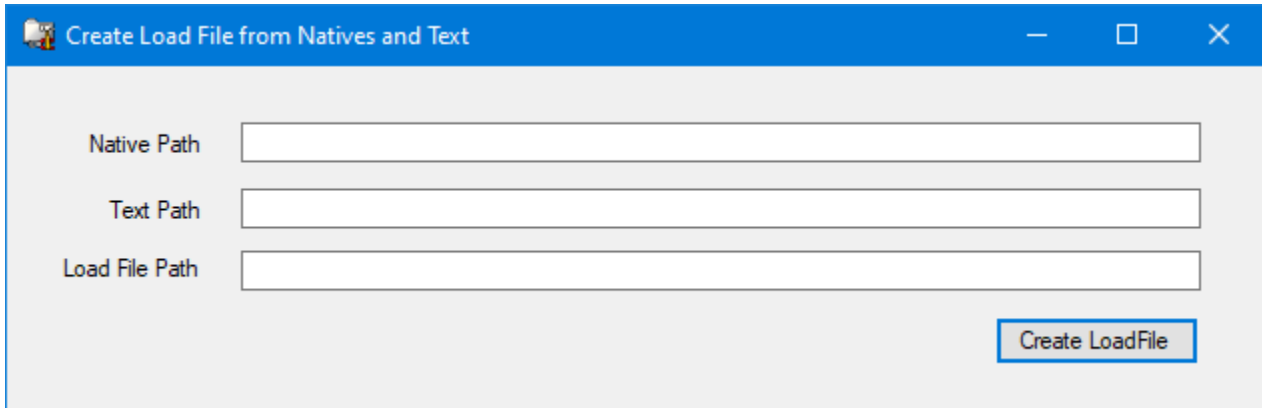
Combine MDBs

Combine MDBs function combines multiple Nuix Discover (4 tables) MDBs into a single MDB file. Users must make sure they have no duplicates between the MDB's.



Create Dat Load File from Natives and Text

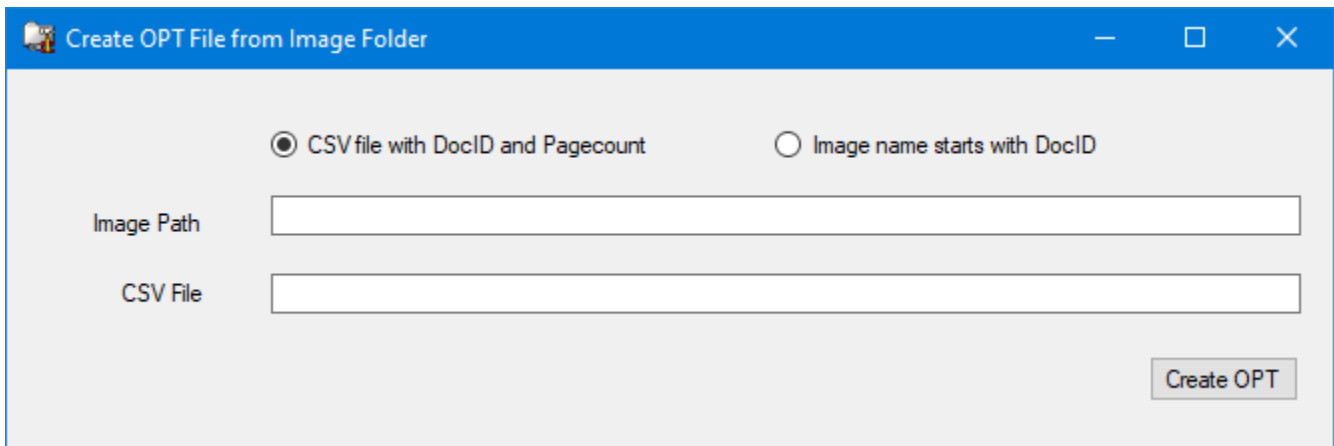
This creates a DAT file based on documents in the Natives folder and the Text folder without metadata. Control Number is based on the file name.



The screenshot shows a dialog box titled "Create Load File from Natives and Text". It features three text input fields: "Native Path", "Text Path", and "Load File Path". A "Create LoadFile" button is located in the bottom right corner.

Create OPT file from Images folder

This tool creates OPT file based on Images in the image path. This requires a CSV file with Control Number, and page count or file names should be named after document ID.



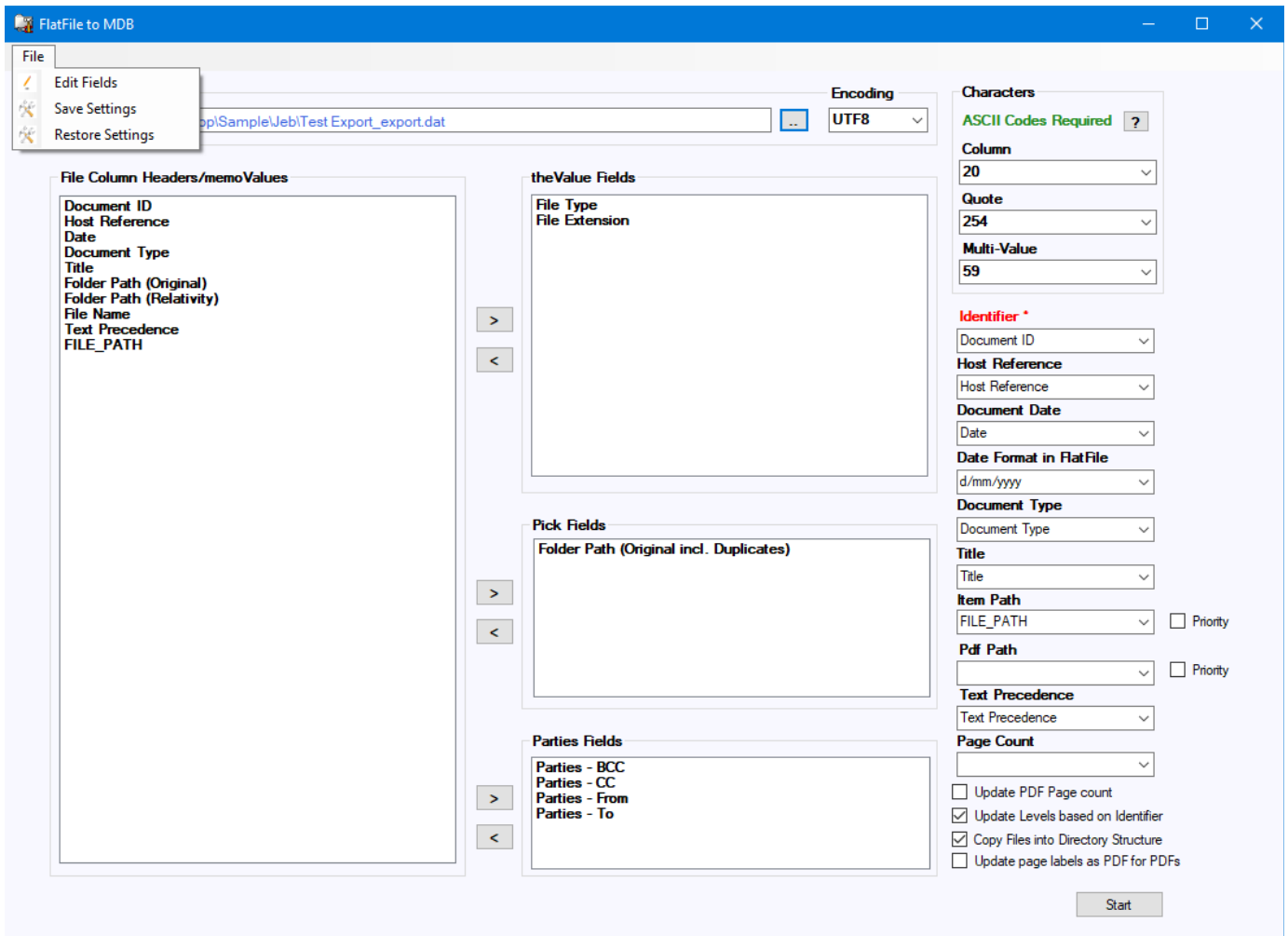
The screenshot shows a dialog box titled "Create OPT File from Image Folder". It has two radio buttons at the top: "CSV file with DocID and Pagecount" (selected) and "Image name starts with DocID". Below these are two text input fields: "Image Path" and "CSV File". A "Create OPT" button is in the bottom right corner.

Flat File to MDB

This tool helps to convert flat files into 4 table access databases that can be exchanged in Australia.

Choose options to update page labels for PDFs, update levels based on the identifier and choose copy files into Directory structure to create Nuix Discover folder structure. Users can make a priority of either Native or PDF to go to MDB. This is optional.

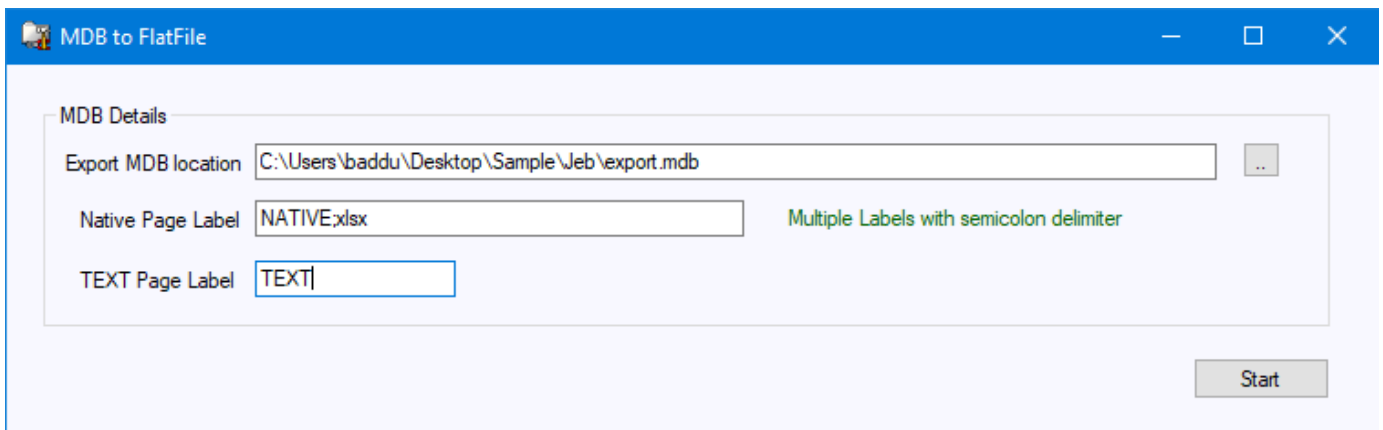
Users have the option to save and restore the settings to reuse the setting again without manually selecting them.



MDB to Flat File

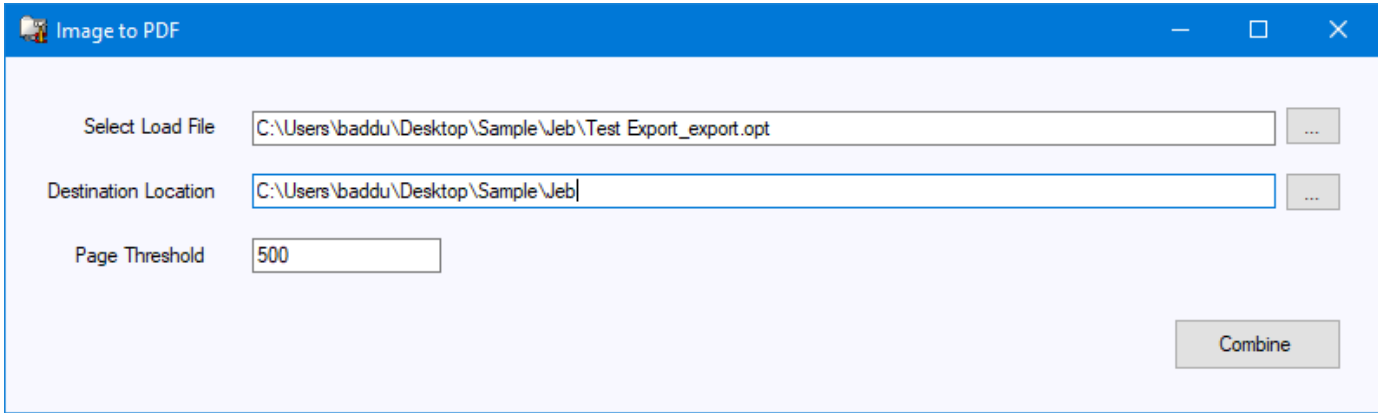
This tool converts Nuix discover load file into a Flat file. This will give uses 2 types of flat files i.e. CSV and DAT files with standard delimiters.

Select Nuix Discover load file Enter Native page label and Text page label from pages table in the database. Leave them blank if FILE_PATH and TEXT_PATH are not required. This tool will save the MDB in the same location as the flat file.



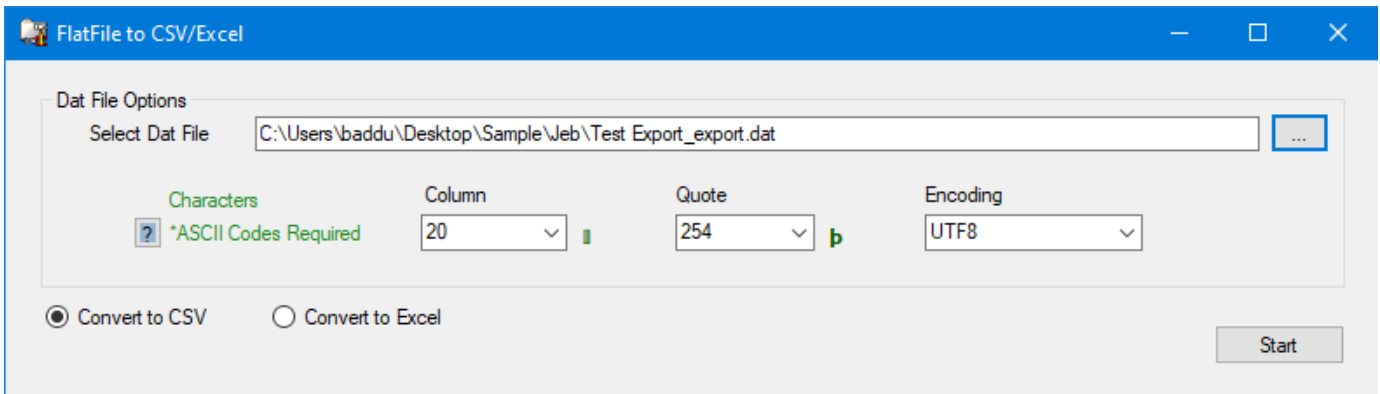
Combine images to PDF

This tool helps to convert images to PDF based on OPT, MDB, and CSV files.



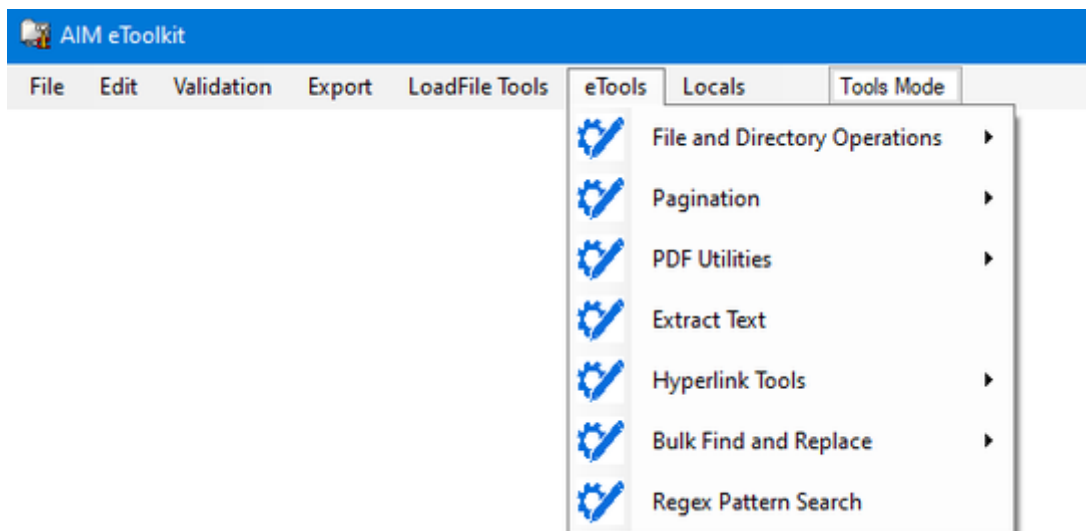
DAT to CSV/Excel

This tool converts DAT files to CSV or Excel. Users don't have to load DAT files into the viewer to export to CSV or Excel.

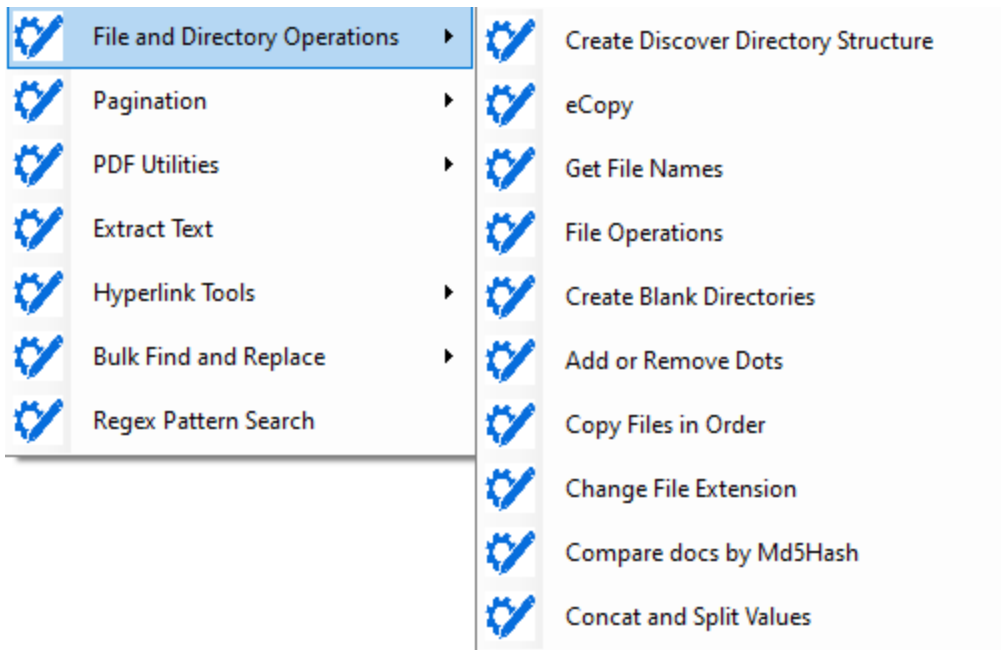


eTools

eTools are ad-hoc day-to-day utilities to run file and folder operations, pagination tools, manipulate PDFs, regex pattern searches, hyperlinking tools.



File and Directory Operations



Create Discover Directory Structure

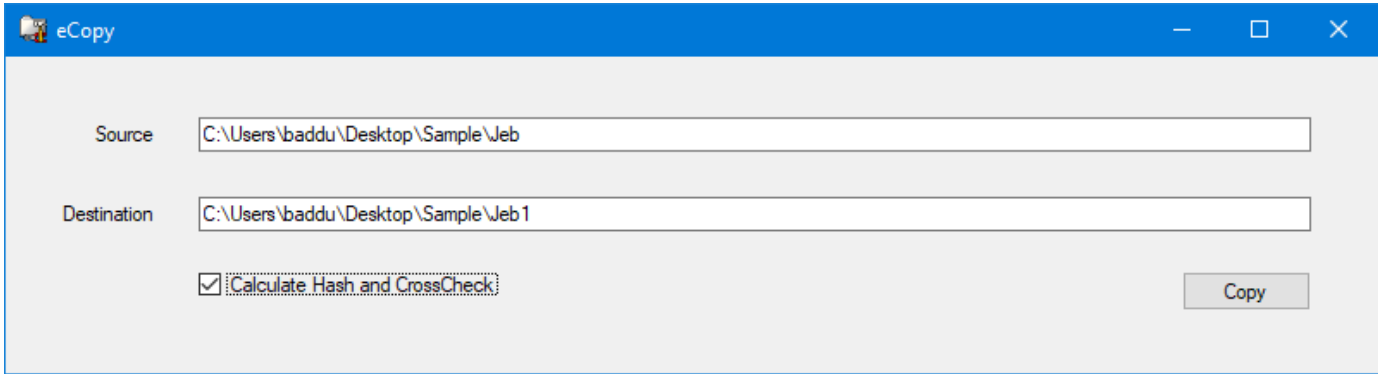
This tool creates the Nuix Discover folder structure based on Nuix Discover document names. Users must enter input location and enter Prefix, box, and folder length. Use Signature if there are no dots in the document reference otherwise use Ringtail. Filenames with dots don't require entering prefix, box, and folder lengths.

Note: enter folder length as "0" if there are only 2 levels.

A screenshot of a Windows-style dialog box titled 'Create Directory Structure'. The dialog has a blue header bar with standard window controls (minimize, maximize, close). Below the header, there are two text input fields: 'InPut Path' and 'OutPut Path'. Underneath these are three spinners labeled 'Prefix Length', 'Box Length', and 'Folder Length'. To the right of the spinners are two radio buttons: 'Dots in file name' (which is selected) and 'No Dots in Filename'. At the bottom left, there is a checkbox labeled 'File Names With Dots...'. At the bottom right, there is a 'Start' button.

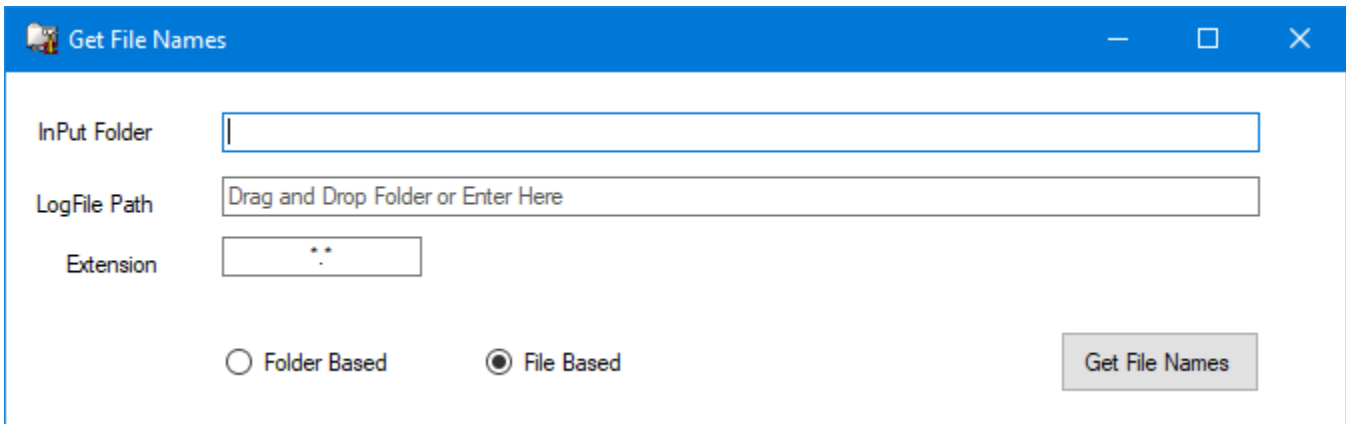
eCopy

eCopy function copies files from one folder to another and creates the same folder structure. While copying it has the option to create a hash for comparison.



Get File Names

This tool reports all files in a folder and all subfolders. Users have 2 options to report.



File-based This will report file names only from all folders and subfolders.

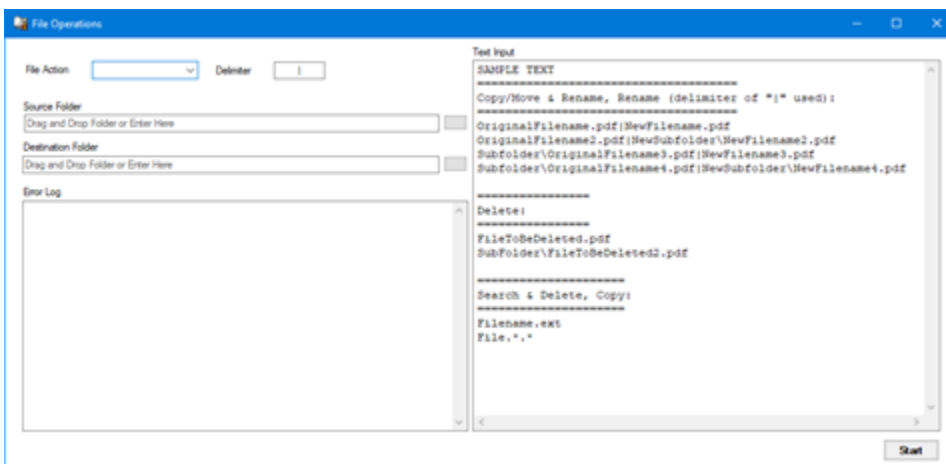
Folder-based This will report the full folder path along with filenames from all folders and subfolders.

Some systems have file path length restrictions. Windows 10 users can remove this restriction by allowing long file names in their registry. <https://www.howtogeek.com/266621/how-to-make-windows-10-accept-file-paths-over-260-characters/>

File Operations

File operations have multiple options to copy, delete, move the files.

Copy & Rename, Move & Rename, Delete, Rename, Copy, Search & Delete

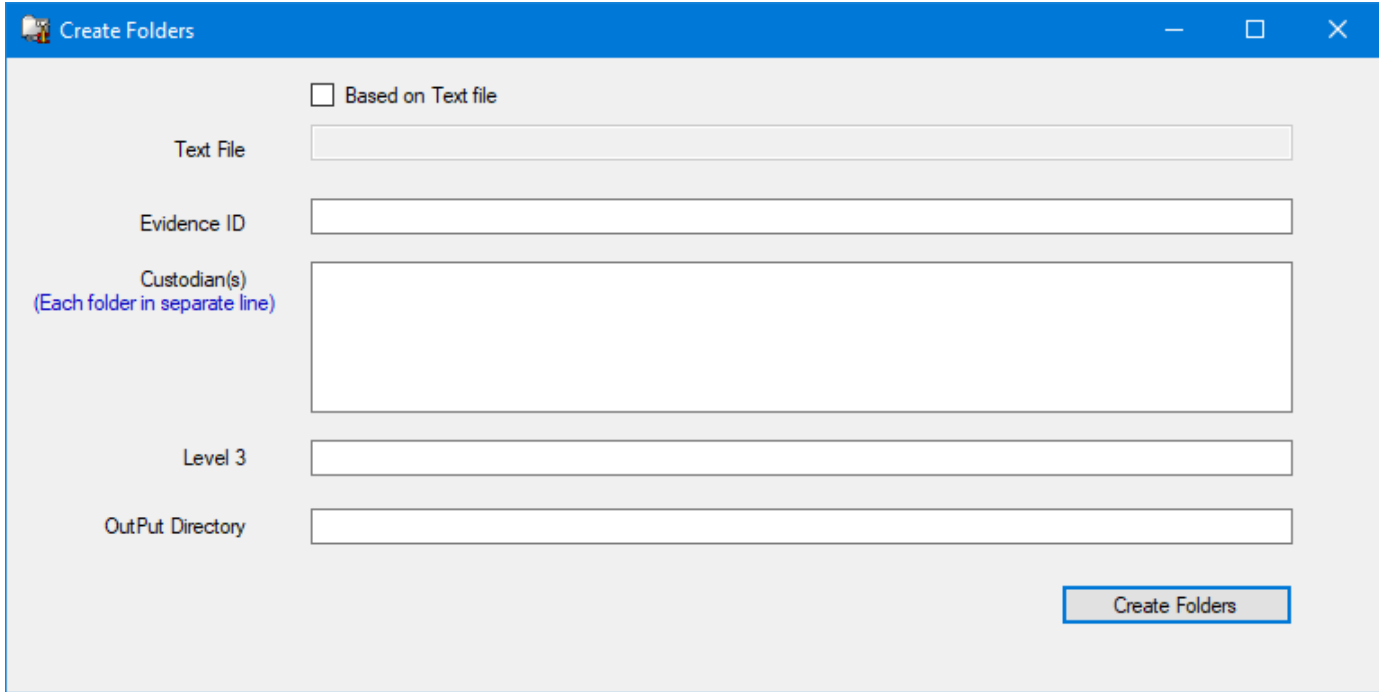


The required format for each function is in the sample text within the tool. It requires a root folder path for the source folder and where to save the output. Some functions don't require destination folder path i.e. Delete, Rename and Search & Delete.

Some systems have file path length restrictions. Windows 10 users can remove this restriction by allowing long file names in their registry. <https://www.howtogeek.com/266621/how-to-make-windows-10-accept-file-paths-over-260-characters/>

Create Blank Directories

Create Folders function is designed for Nuix Discover SaaS users but it can be used to create empty folders based on text files i.e. Standard folder structure when starting a new matter/project.

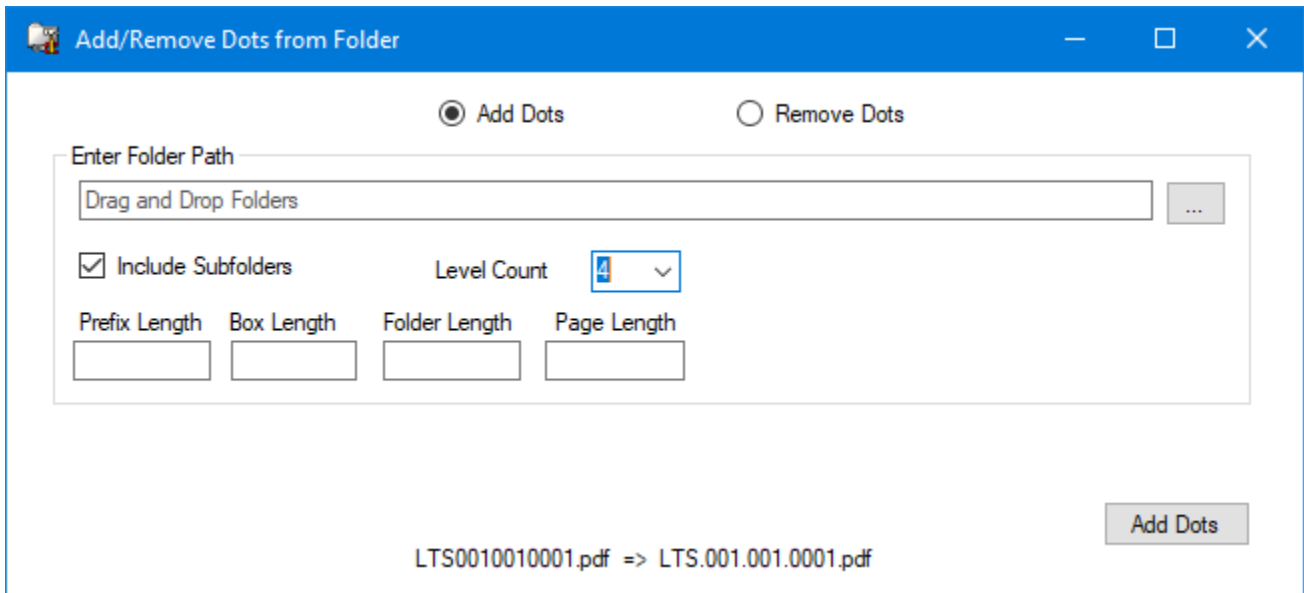


The screenshot shows a window titled "Create Folders" with a blue header bar. The main area contains several input fields and a checkbox. At the top right, there are standard window control buttons (minimize, maximize, close). The interface includes:

- A checkbox labeled "Based on Text file" which is currently unchecked.
- A text input field labeled "Text File".
- A text input field labeled "Evidence ID".
- A larger text input area labeled "Custodian(s)" with the instruction "(Each folder in separate line)" below it.
- A text input field labeled "Level 3".
- A text input field labeled "OutPut Directory".
- A "Create Folders" button located at the bottom right of the window.

Add or Remove Dots

This tool removes or adds dots in the Nuix Discover type documents. It requires the location of the root folder. It goes to every folder and subfolders, find finds and add dots based on prefix, box, and folder based on the number of levels. For the remove dots option, the user has to enter only the root folder path.

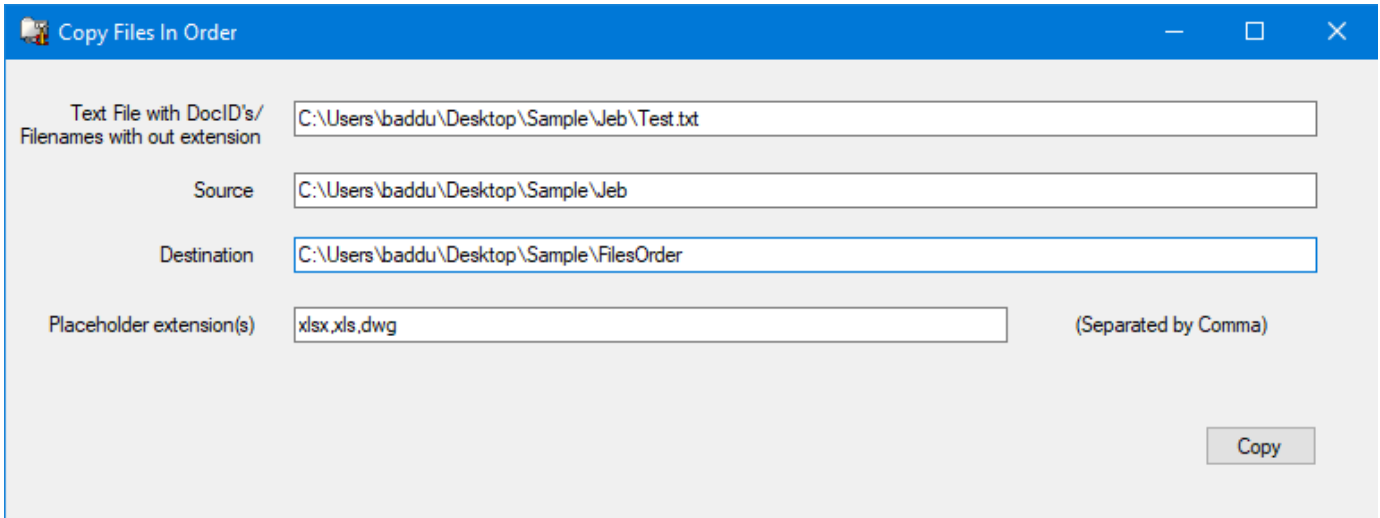


The screenshot shows a window titled "Add/Remove Dots from Folder" with a blue header bar. The interface includes:

- Two radio buttons at the top: "Add Dots" (which is selected) and "Remove Dots".
- An "Enter Folder Path" section containing a text input field with the placeholder "Drag and Drop Folders" and a browse button "...".
- A checked checkbox labeled "Include Subfolders".
- A "Level Count" dropdown menu currently set to "4".
- Four text input fields labeled "Prefix Length", "Box Length", "Folder Length", and "Page Length".
- An "Add Dots" button at the bottom right.
- A preview text at the bottom center: "LTS0010010001.pdf => LTS.001.001.0001.pdf".

Copy Files in Order

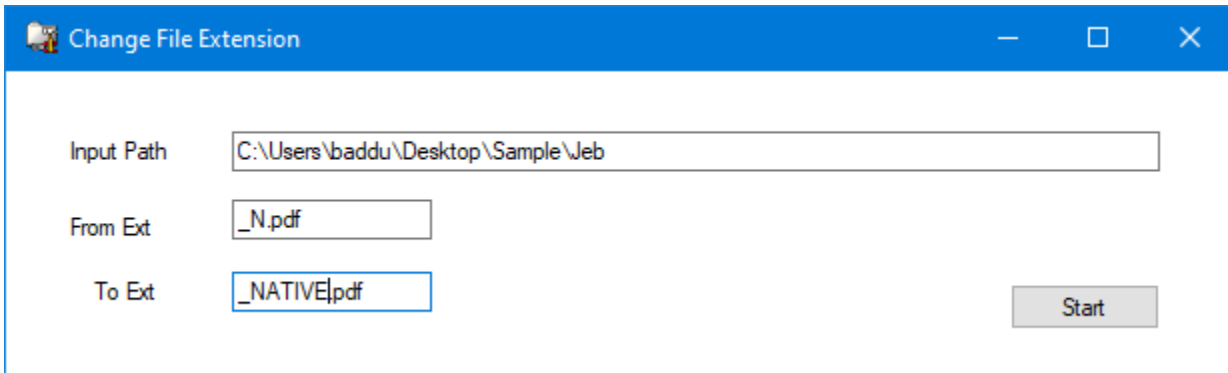
Copy files in Order tool copy the files from source folder to destination folder with a padded prefix increment number. User has to create a text file with the order of files they need. File names don't require the extension. It copies a placeholder extension file if they are multiple files with the same name otherwise tools take the first file available if the placeholder extensions section is blank.



The screenshot shows the 'Copy Files In Order' application window. It has a blue title bar with the application name and standard window controls. The main area contains four text input fields: 'Text File with DocID's/ Filenames with out extension' (C:\Users\baddu\Desktop\Sample\Jeb\Test.txt), 'Source' (C:\Users\baddu\Desktop\Sample\Jeb), 'Destination' (C:\Users\baddu\Desktop\Sample\FilesOrder), and 'Placeholder extension(s)' (xlsx,xls,dwg). A note '(Separated by Comma)' is next to the last field. A 'Copy' button is located at the bottom right.

Change File Extension

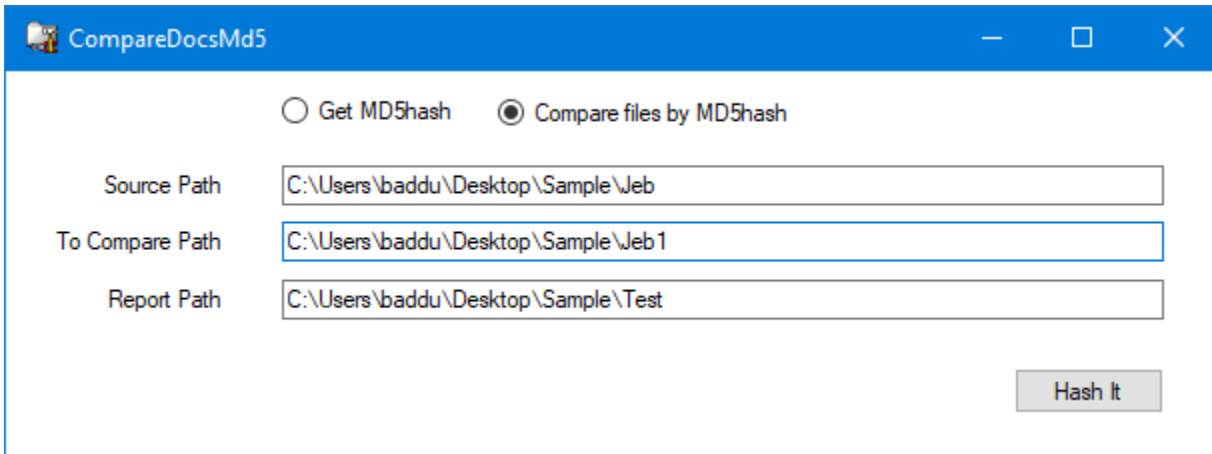
This tool renames file extensions based on user input. It goes through all folders and subfolders, checks extensions, and renames them.



The screenshot shows the 'Change File Extension' application window. It has a blue title bar with the application name and standard window controls. The main area contains three text input fields: 'Input Path' (C:\Users\baddu\Desktop\Sample\Jeb), 'From Ext' (_N.pdf), and 'To Ext' (_NATIVE|pdf). A 'Start' button is located at the bottom right.

Compare docs by Md5Hash

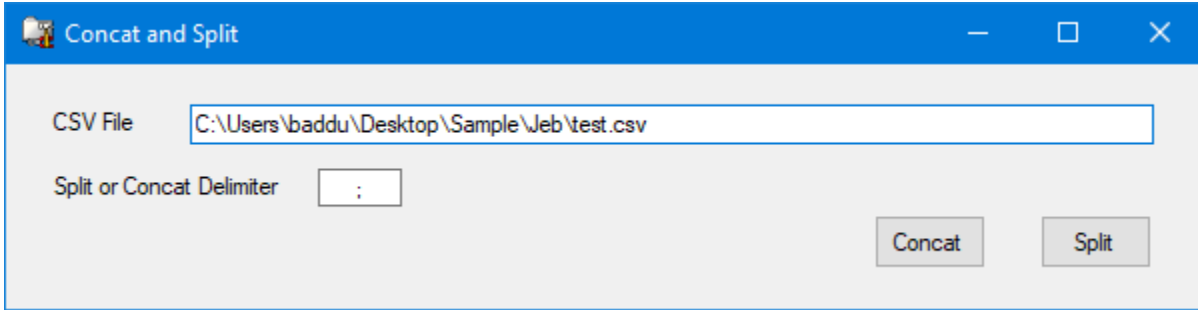
This tool creates an MD5HASH (Binary hash) report for the files in the source path. It has the option to compare files between 2 folders based on MD5HASH



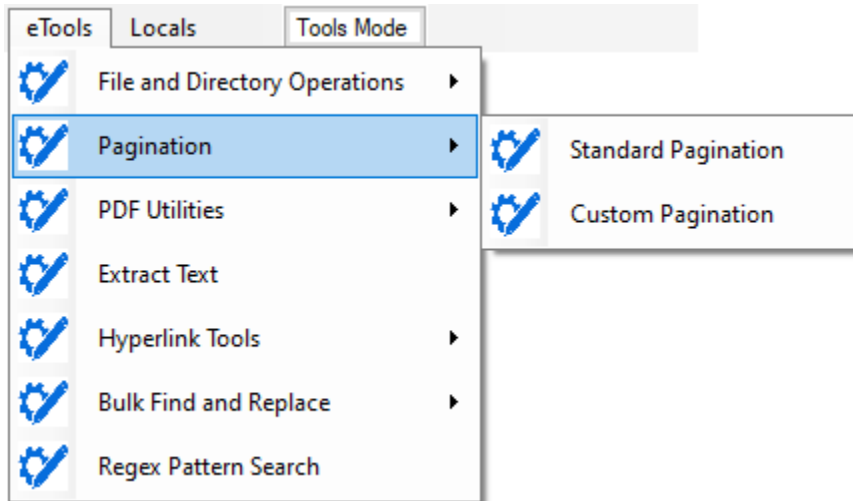
The screenshot shows the 'CompareDocsMd5' application window. It has a blue title bar with the application name and standard window controls. The main area contains two radio buttons: 'Get MD5hash' (unselected) and 'Compare files by MD5hash' (selected). Below the radio buttons are three text input fields: 'Source Path' (C:\Users\baddu\Desktop\Sample\Jeb), 'To Compare Path' (C:\Users\baddu\Desktop\Sample\Jeb1), and 'Report Path' (C:\Users\baddu\Desktop\Sample\Test). A 'Hash It' button is located at the bottom right.

Concat and Split Values

Contact and Split function require a CSV with 2 columns, the first column is an identifier, and 2nd one values to concatenate or split. Based on the first column it contacts or split values.

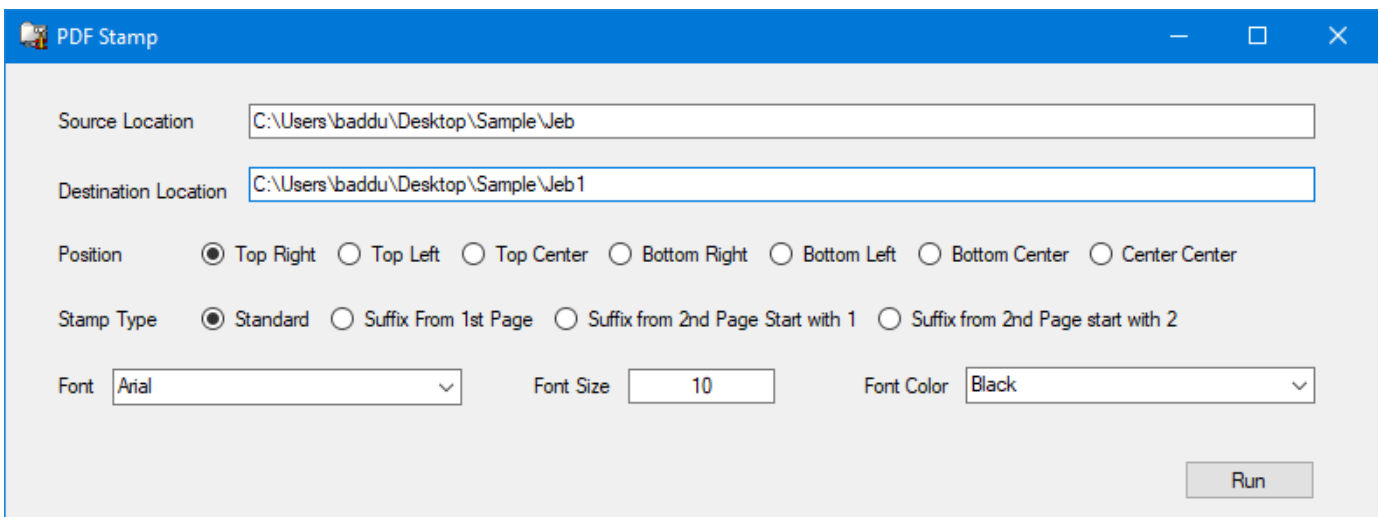


Pagination



Standard Pagination

Standard pagination offers stamping options for standard protocols for exchanging documents between the parties. It has all options available in many eDiscovery processing and review platforms.



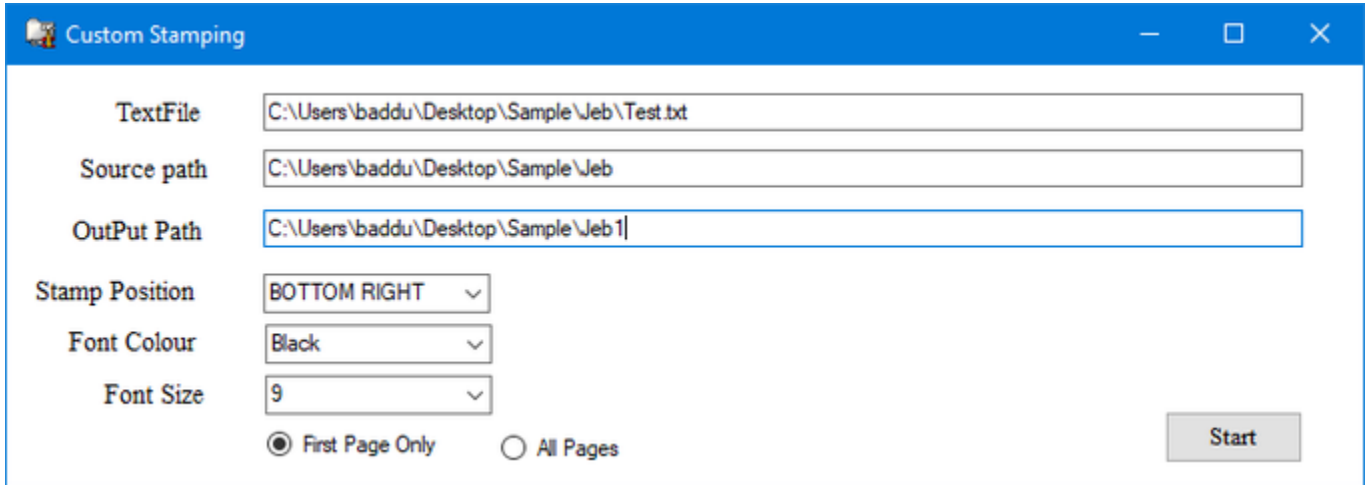
Custom Pagination

This tool is designed for custom stamping i.e. custom phrases. It requires a text file with pdf name and custom text separated by a pipe "|". It has the option to stamp only the first page or all pages.

Text file example:

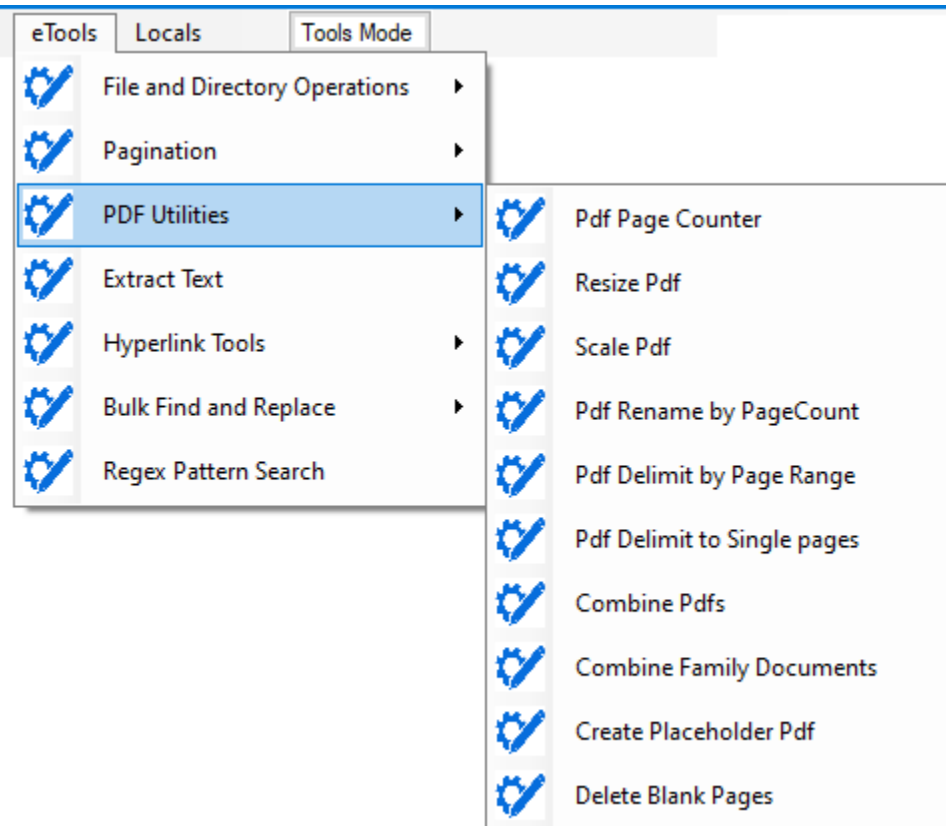
ABC.001.001.0001.pdf|Confidential

BBC.001.001.0001.pdf|Privilege



PDF Utilities

PDF Utilities offers multiple tools to manipulate pdf's and get information from the PDF's



PDF Page Count

This tool counts pages of all Pdfs in the folder and subfolders. It creates a log file in the logfile folder. Reports give pdf file name and page count. The report can be copied to excel to do aggregations like total page counts etc.



Input Folder	<input type="text" value="C:\Users\baddu\Desktop\Sample\Jeb"/>
LogFile Folder	<input type="text" value="C:\Users\baddu\Desktop\Sample\Jeb"/>
<input type="button" value="Get PageCount"/>	

Resize PDF

This tool is used to resize the pdfs. This tool helps to reduce pdf paper size to A4, A3, A2, A1, and A0. Users must enter input and output folders along with the preferred size.

Note: This tool may remove comments or layers from the pdf.

Scale PDF

This tool scales the document to the required percentage. Users must enter the input and output folder along with the scale percentage. By default, the scale percentage is 95. This is useful when users paginating documents that have text covers pull pages.

PDF Rename by PageCount

This tool is used to rename pdf into the Nux Discover document style. Users must enter input and output folders along with Prefix, Box, Folder, Page, and a maximum number of pages in each folder. It automatically goes to the next folder once it reaches the maximum page count. Leave the Folder level blank if only 2 levels are required. Users have the option to create the Nux Discover directory structure after renaming the files.

Prefix	Box	Folder	Page	Max Page Per Folder	<input type="checkbox"/> Create Directory Structure
ABC	001	001	0001	9999	

PDF Delimit by Page Range

This tool allows users to split PDFs based on page ranges. Users require an input text file (Path including filename), input path (All PDFs should be in 1 folder), and output path.

The screenshot shows the 'Pdf Page Delimiter' application window. It has a blue title bar with the application name and standard window controls. The main area contains three text input fields: 'Text File Path' with the value 'C:\Users\baddu\Desktop\Sample\Jeb\Test.txt', 'InputPath' with 'C:\Users\baddu\Desktop\Sample\Jeb', and 'OutPutPath' with 'C:\Users\baddu\Desktop\Sample\Jeb1'. A 'Delimit Pages' button is located at the bottom right.

Text file list should contain Original.pdf|PageRange|OutPutPdfName.pdf (Delimiter is "|")

Example:

- Test.pdf|1-2|Test1.pdf
- Test.pdf|3-3|Test2.pdf
- Test.pdf|4-4|Test3.pdf
- Test.pdf|5-8|Test4.pdf
- Test.pdf|9-10|Test5.pdf

PDF Delimit to Single Pages

PDF Delimit to Single Pages splits pdf into simple page documents. Users must input folder will all pdfs in one root folder and output folder. single pages will be named with an original file with a suffix of page number padded with zero's based on the page count of the file.

The screenshot shows the 'Pdf Delimit to Single Pages' application window. It has a blue title bar with the application name and standard window controls. The main area contains two text input fields: 'Input Folder' with the value 'C:\Users\baddu\Desktop\Sample\Jeb' and 'OutPut Folder' with 'C:\Users\baddu\Desktop\Sample\Jeb1'. A 'Delimit' button is located at the bottom right.

Combine PDFs

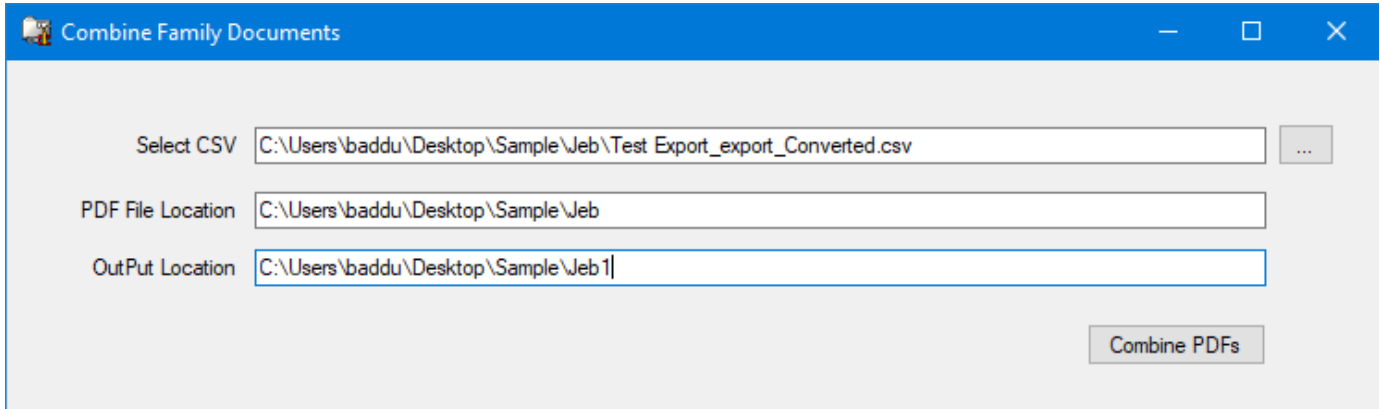
Combine PDFs tool combines all the pdf in a single folder to one big combined PDF.

The screenshot shows the 'Combine Multipledpdfs' application window. It has a blue title bar with the application name and standard window controls. The main area contains two text input fields: 'Input' with the value 'C:\Users\baddu\Desktop\Sample\Jeb' and 'OutPut' with 'C:\Users\baddu\Desktop\Sample\Jeb1'.

Combine PDFs

Combine Family Documents

Combine Family Documents combines host and attachment pdfs. It requires a CSV containing host and attachment information. The first column being document id and 2nd column being host reference with Column headers.



The screenshot shows a window titled "Combine Family Documents" with a blue header bar. It contains three input fields: "Select CSV" with the path "C:\Users\baddu\Desktop\Sample\Jeb\Test Export_export_Converted.csv", "PDF File Location" with "C:\Users\baddu\Desktop\Sample\Jeb", and "OutPut Location" with "C:\Users\baddu\Desktop\Sample\Jeb1". A "Combine PDFs" button is located at the bottom right.

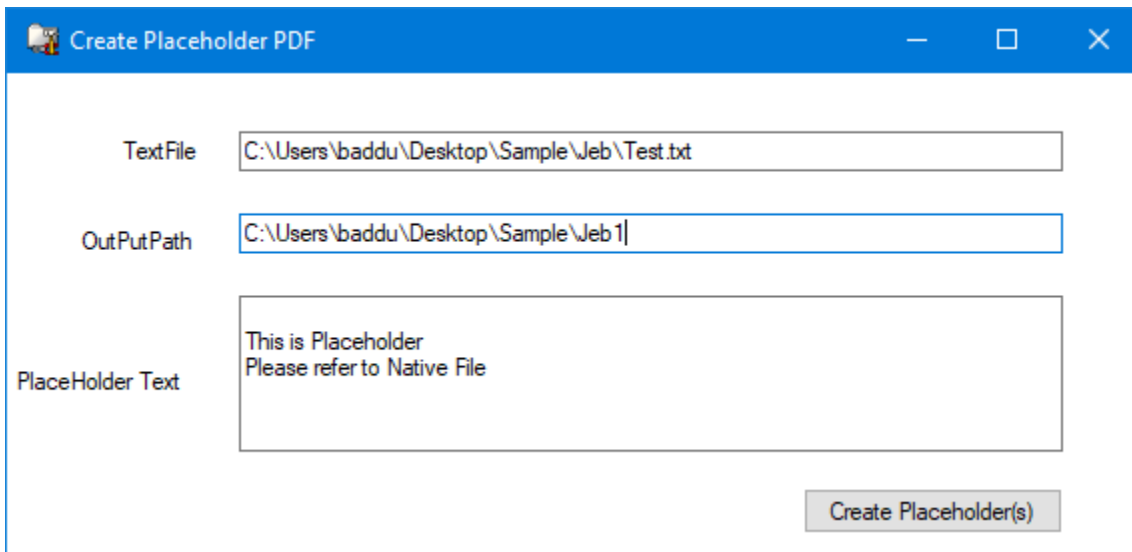
Create Placeholder PDF

Create Placeholder PDF creates placeholder files. Users must enter the Text file (Path along with file name) and output path. Users can able to enter different text to be placed on a placeholder.

Text file format:

ABC.001.001.0001.pdf

ABC.001.001.0002.pdf



The screenshot shows a window titled "Create Placeholder PDF" with a blue header bar. It contains three input fields: "TextFile" with "C:\Users\baddu\Desktop\Sample\Jeb\Test.txt", "OutPutPath" with "C:\Users\baddu\Desktop\Sample\Jeb1", and "Placeholder Text" with "This is Placeholder Please refer to Native File". A "Create Placeholder(s)" button is located at the bottom right.

Delete Blank Pages

Delete blank pages function deletes blank pages in a pdf.



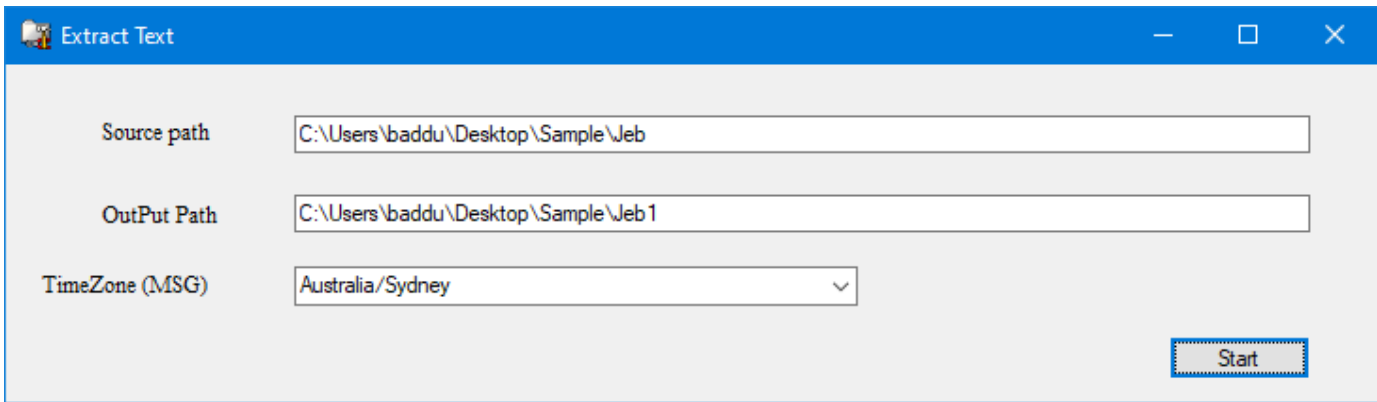
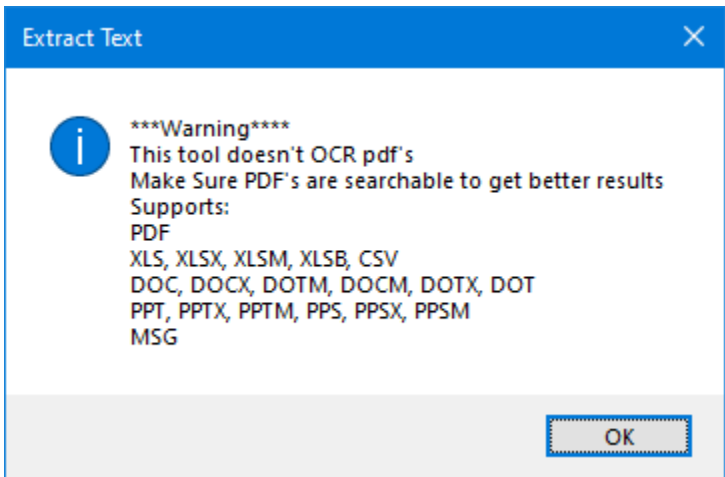
The screenshot shows a window titled "Delete Blank Pages (PDF)" with a blue header bar. It contains one input field: "Inout Path" with "C:\Users\baddu\Desktop\Sample\Jeb".

Output Path

i Input files must be text searchable. The quality of the output totally depends on the quality of the input pdf file.

Extract Text

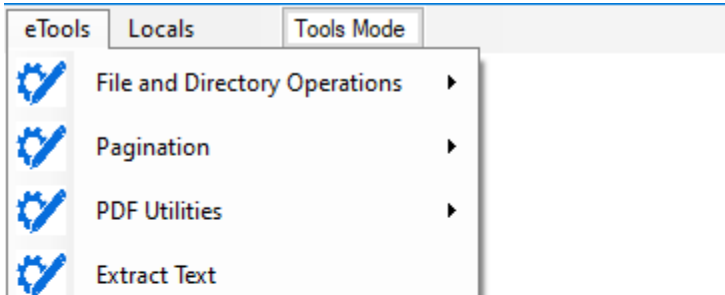
Extract Text function extracts text from multiple file types. This function doesn't OCR

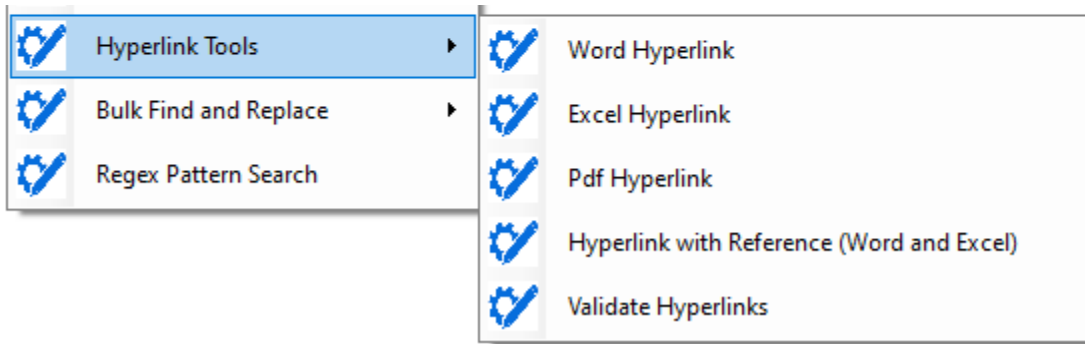


It requires a source path where the files are located and an output path to save the text files. Users must choose the time zone to extract text in the right timezone for emails.

Hyperlinking Tools

Hyperlinking tools have functions to hyperlink documents in word, excel, and PDF using regex patterns.



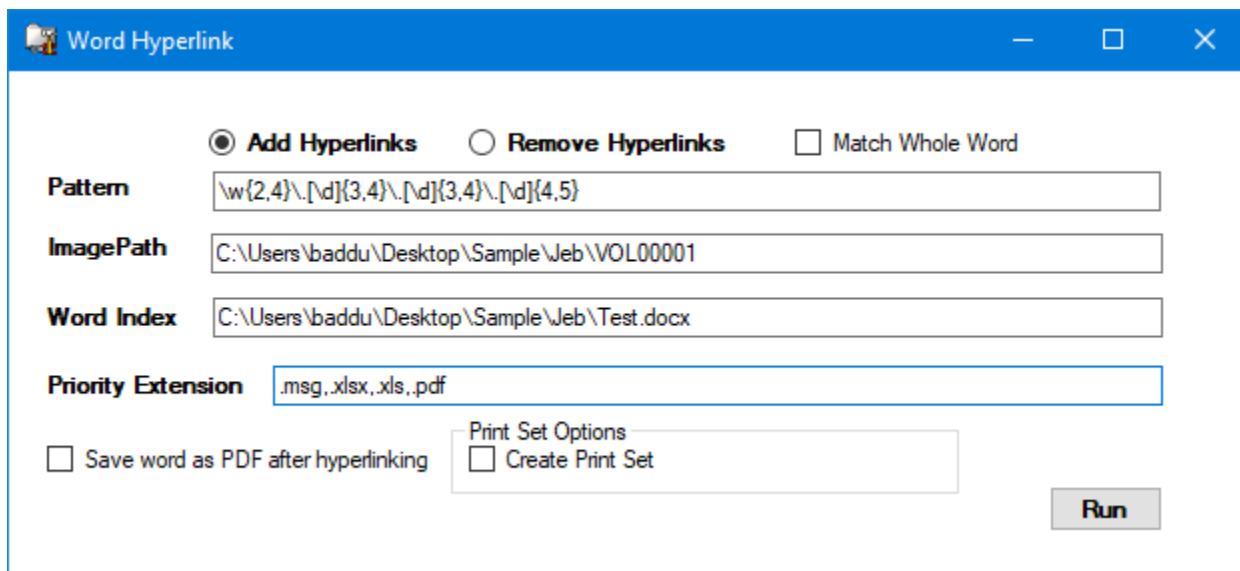


Word Hyperlink

Word Hyperlink function hyperlinks to the documents in the folder based on the regex pattern. It also has an option to remove all hyperlinks in Word documents. This tool loads with basic Australian document ID format as the regex pattern. This can be changed based on the user requirements.

- Image path is the path of documents location. This tool copies files to the Index location by making a folder called “Documents”
- Word Index is the index to hyperlink in word format. This tool accepts .doc or .docx format.
- Priority extension is the list of extensions separated by commas i.e. .xls,.xlsx,.dwg,.pdf. This is important when the user has multiple extensions with the same document reference. This tool will take the first available extension if no extension has been mentioned.

User has the option to save word document as pdf after hyperlinking which can be used on multiple operating systems i.e. Windows, Mac, etc. This function will log a report in the same location as the index for issues and link details. The user has the option to look for the pattern as a whole word as well.

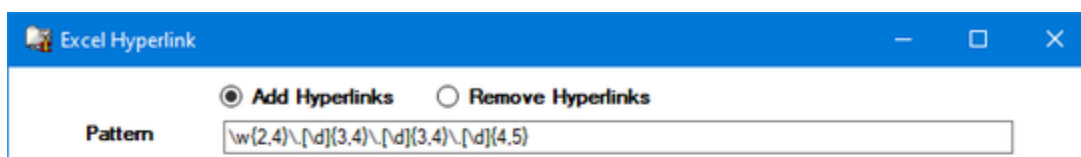


Excel hyperlink

Excel Hyperlink function hyperlinks to the documents in the folder based on the regex pattern. It also removes all hyperlinks in the excel spreadsheets. This tool links to all references in all sheets based on the regex pattern.

This tool loads with basic Australian document ID format as the regex pattern. This can be changed based on requirements.

- Image path is the path of documents location. This tool copies files to the Index location by making a folder called “Documents”
- Excel File is the index to hyperlink in word format. This tool accepts .xls or .xlsx format.
- Priority extension is the list of extensions separated by commas i.e. .xls,.xlsx,.dwg,.pdf. This is important when the user has multiple extensions with the same document reference. This tool will take the first available extension if no extension has been mentioned. This tool will log a report in the same location as the index for issues and link details.



ImagePath
ExcelFile
Priority Extension
 Filename (No Dots)

Run

PDF Hyperlink

PDF Hyperlink function hyperlinks to the documents in the folder based on the regex pattern. It also has the option to hyperlink using references in CSV which is very similar to the Hyperlink to References tool

This tool loads with basic Australian document ID format as the regex pattern. This can be changed based on requirements.

- Image path is the path of documents location. This tool copies files to the Index location by making a folder called “Documents”
- PDF Index is the index to hyperlink in PDF format.

Priority extension is the list of extensions separated by commas i.e. .xls,.xlsx,.dwg,.pdf. This is important when the user has multiple extensions with the same document reference. This tool will take the first available extension if no extension has been mentioned.

This tool will log a report in the same location as the index for issues and link details.

PDF Hyperlink function also has the option to link to a page within the PDF and select the page range to search for patterns and links.

PDF Index Hyperlink

Hyperlink using References CSV
 Page Link
 File Link
 Index Range

Pattern

Image Path

PDF Index

Extension Priority

Run

PDF Index Hyperlink

Hyperlink using References CSV
 Page Link
 File Link
 Index Range
 -

Pattern

CSV File

PDF Index

Extension Priority

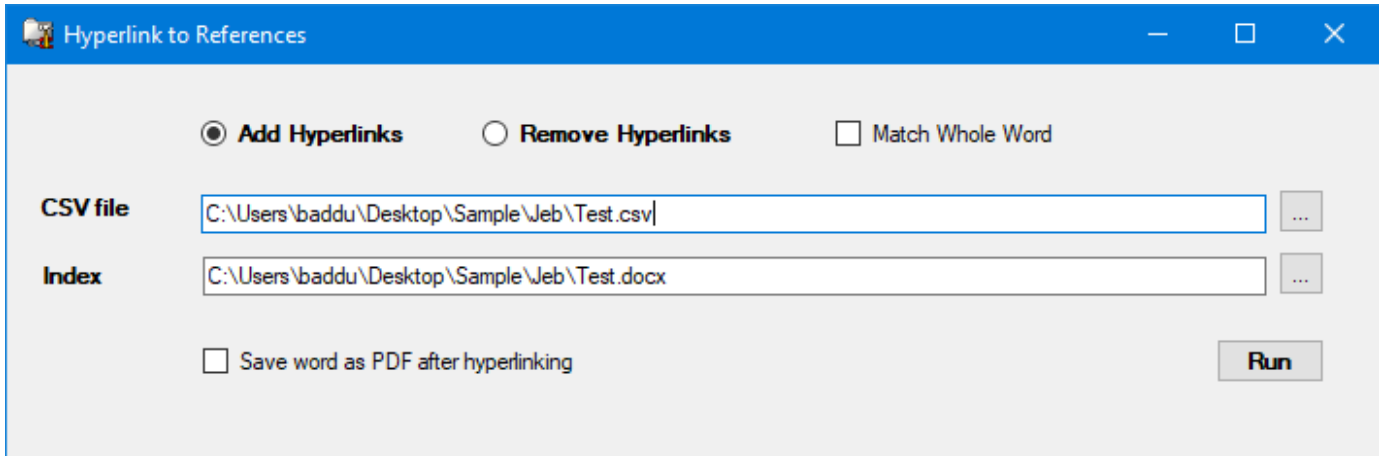
Run

Hyperlink to References

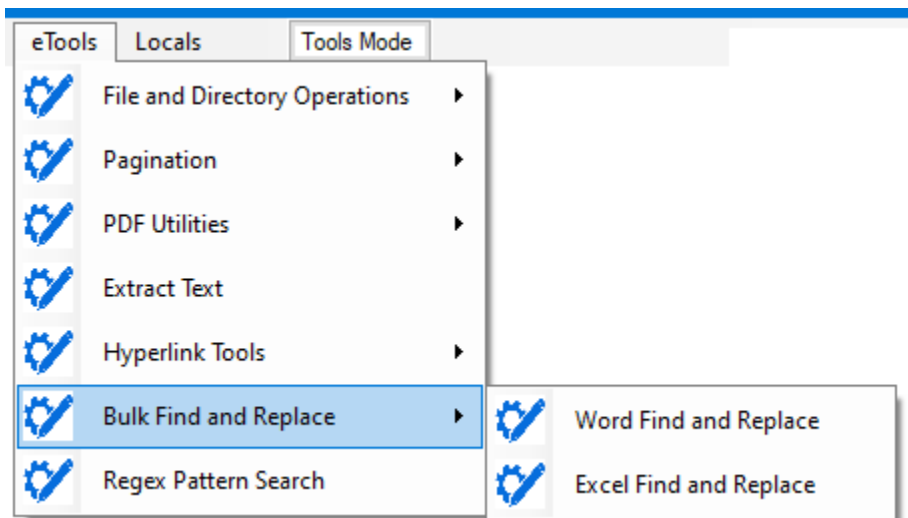
This function requires a CSV with references and the index. It searches the index based on the first column in the CSV. The first column in CSV should be your identifier and the second column should be the link path (it can be either weblink or Path to the folder I.e. ABC\001\001\ABC.001.001.001.pdf). your column field name can be anything if the first column is the text to link and the second column is path or weblink.

Select the Index containing the Document IDs to hyperlink. It supports both Excel and Word documents.

Run the program (You can also choose to save it as a PDF after-hyperlinking by selecting the checkbox for word indexes) Once this is done the file will now be hyperlinked and saved as a new document with suffix _Hyperlinked. It will report a log file in the index location.



Find and Replace (Bulk)



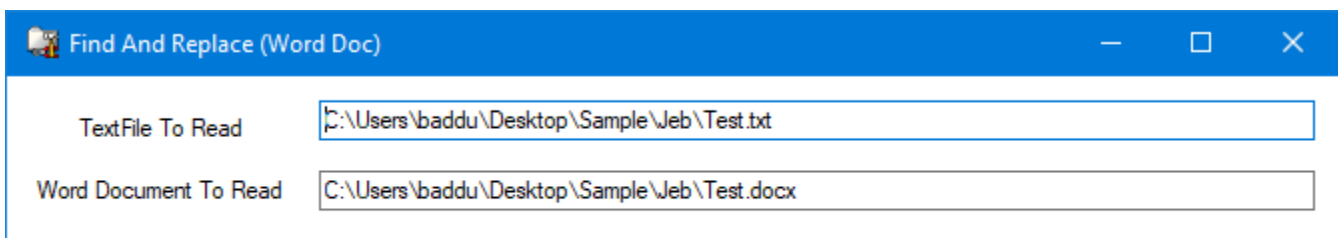
Word Find and Replace

Word Find and Replace function does simple find and replace in a word document and it is used when users have to do multiple finds and replacements at a time. This tool requires a Text file with find and replace word information delimited by “|”

Text File example:

ABC.001.001.0001|BBC.001.0001.0001

Word|Excel



Find And Replace

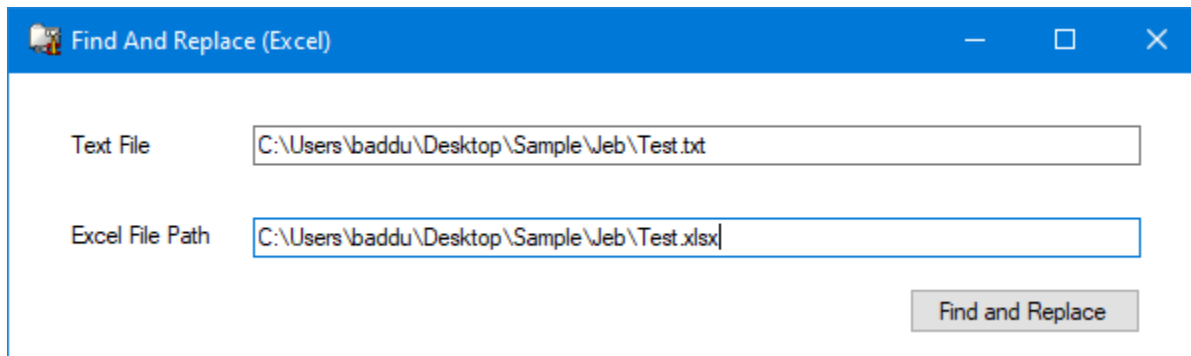
Excel Find and Replace

Word Find and Replace function does simple find and replace in a word document and it is used when users have to do multiple finds and replacements at a time. This tool requires a Text file with find and replace word information delimited by "|"

Text File example:

ABC.001.001.0001|BBC.001.0001.0001

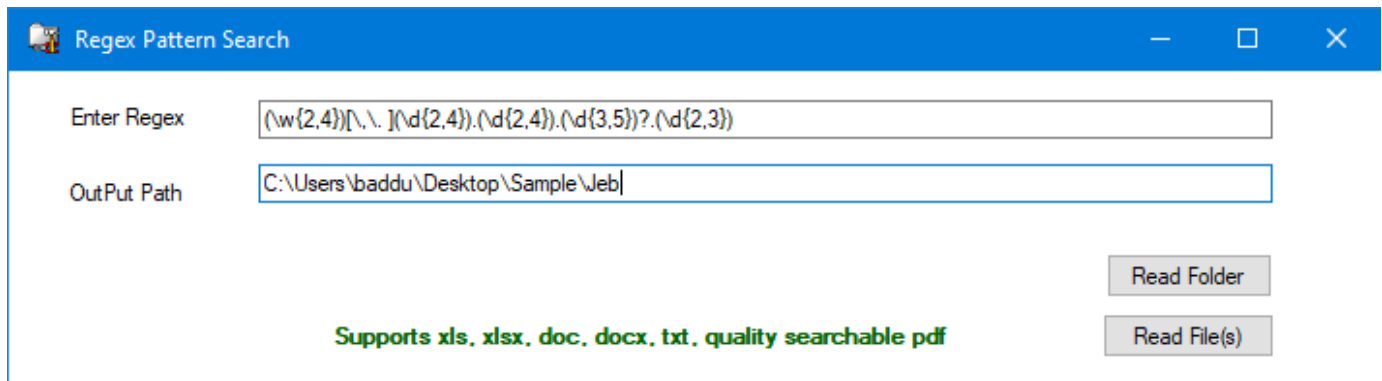
Word|Excel



Regex Pattern Search

Regex Pattern Search function allows users to search for a pattern in word, excel, text, and quality searchable pdf documents. Users can use www.regexpal.com to test the patterns.

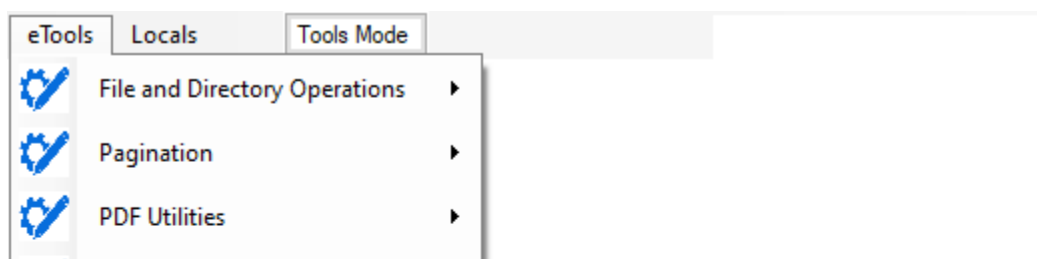
Users must enter the regex pattern, output path to save the report. Users have the option to select multiple files or read an entire folder of files to extract the information based on the pattern.

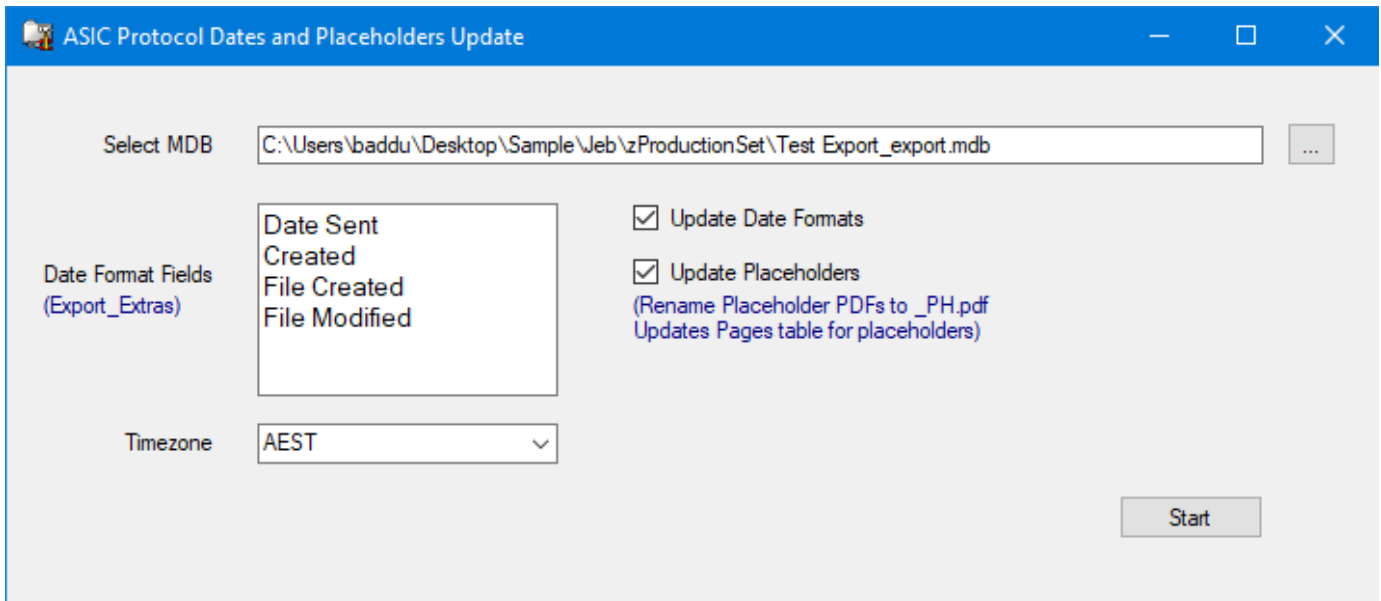
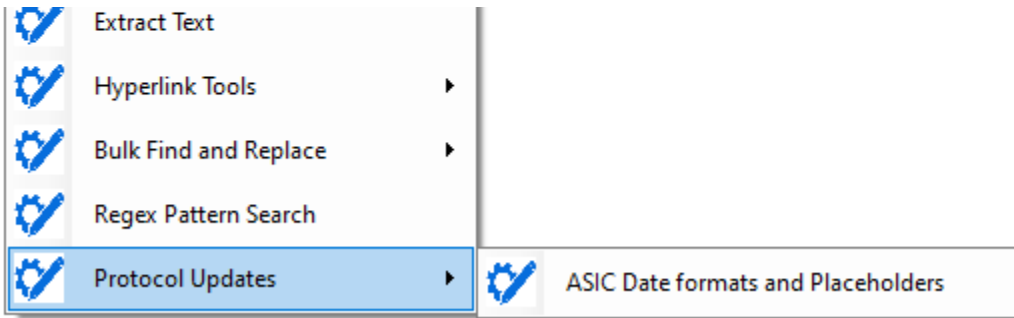


Protocol Updates

ASIC Date formats and placeholders

ASIC Date formats and Placeholders will update the format of date as per ASIC document exchange protocol i.e. similar to 'Day name, DD Month YYYY hh:mm:ss TZ' (e.g. 'Thursday, 28 June 2012 6:29:00 PM EST').

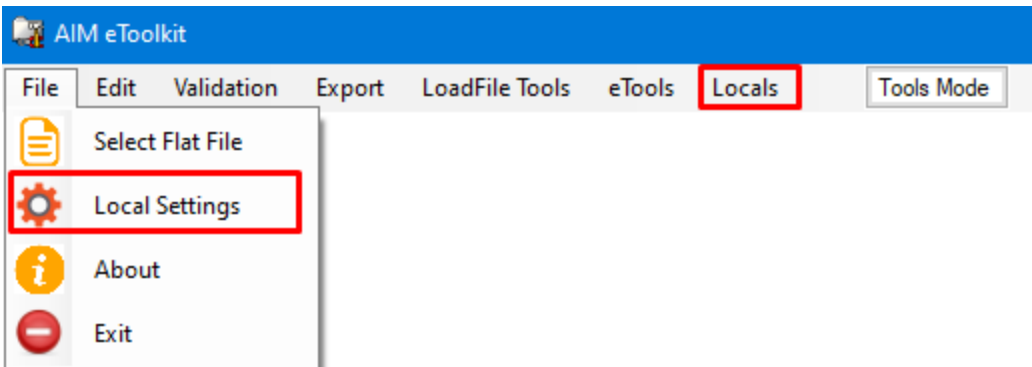




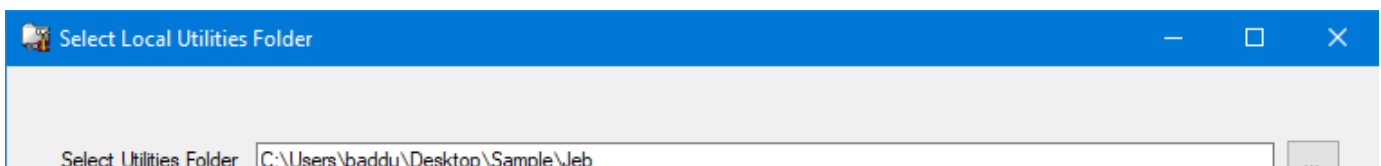
Users have options to update date formats and placeholder files. Users can leave the timezone field blank if not intended to add it. This app will read the database and update the standard ASIC date fields and placeholders to “_PH.pdf”

Locals

Locals function is defined to read a folder and display them in the Locals tab. This is useful to consolidate different daily useful apps into 1 location and open them from a single application.



Use Local Setting to change the local folder to read and display in Locals Menu.



Save and Exit