

PDF Toolkit

Merge, split and prepare PDF documents.

Before you begin

Password-protected, damaged or complex-form PDFs may not be supported by some operations. Start with non-confidential copies. Creating a new output can affect existing digital signatures; preserve the original signed file.

Example: Merge three PDFs

1. Open PDF merge and add your PDF files.
2. Order the list using Up/Down or dragging. The list determines the order of documents in the result.
3. Enable a source index at the beginning or page numbering if needed.
4. Choose an output name and folder. Each operation screen has its own folder setting.
5. Preview the page mapping to check where each source document will appear.
6. Run the merge, then open the saved PDF and check document order and page count.

Extract selected pages

1. Open PDF split and select the source PDF.
2. Choose Every page, Equal parts or Page range. A range can be entered as 1-3, 5, 8-10.
3. Check the previewed ranges and number of outputs. Choose an output folder and start splitting.
4. Open the resulting PDFs. These page numbers refer to the source page order; numbers printed on the pages may be different.

PDF Toolkit / Continued

Other tasks and output checks

Group by month

Choose a source folder and output folder. Check which file date is used for grouping. A file timestamp may not match the invoice date printed in the document. Review month and year groups, correct placements where supported, then create the output.

Watermark and page numbering

Add PDFs in the watermark/numbering screen. Set text, position, opacity and text size. Preview the result and avoid covering important content. Save separate outputs and inspect several pages.

Fill a form

Select a PDF with editable AcroForm text fields. Enter values, preview the result and save a separate copy. A scanned form image does not automatically gain editable fields. Do not assume support for XFA, signature fields, checkboxes or selection lists in this workflow.

Where are outputs saved?

In the confirmed source workflow, leaving the output folder unset uses a combine, split, watermark or form subfolder beside the source. Merging uses the first file's folder. Selecting an explicit output folder avoids confusion. Numbered names may be used if an output already exists.

History and troubleshooting

1. Use History to open outputs or their folder. If Undo is available, read which outputs it affects before confirming.
2. Cannot select a PDF: Check for password protection, damaged content or an unsupported document type.
3. No form fields appear: The document may be a scanned image or use an unsupported field type.
4. Cannot find an output: Check that operation screen's folder and History. Keep the error message for any failed operation.

Support: support@linvarastudio.com | linvarastudio.com/support/

Reference: supplied Studio v0.3.25 source bundle and module interfaces. Some labels/options may differ in your installed version. Check Microsoft Store for current prices and license terms.