



*Paper to PDF*

in the

*Corporate Enterprise*

**Duff Johnson, Founder & President  
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The Premium PDF / Document Imaging Service Bureau  
[www.document-solutions.com](http://www.document-solutions.com)

# Why convert paper to PDF?

- PDF files are unitary, containing the scanned page image, text and interactivity in a single packaged file
- PDFs serve as Web and intranet content as well as archival and POD applications
- PDF is the only scanned document format that is fully interoperable with HTML (Conventional TIFF imaging is not Web friendly.)
- Scanned pages integrate seamlessly with electronic-source PDF files, even in the same document
- Anything a TIFF can do, a PDF can do better. There's literally no reason NOT to use PDF!

# Paper to PDF: What "flavor" works for you?

- PDF/Image
- PDF/Image+Text
- PDF Formatted Text & Graphics

# PDF/Image

A full-page raster (bitmap) image, typically black-and-white, and delivered at 200 or 300 dpi with CCITT G4 compression.

## Main Applications

- Document archiving where full-text search is not required
- Low-cost document distribution
- Print-On-Demand
- Web applications requiring high-resolution images

# PDF/Image + Text

Essentially, PDF/I+T is a PDF/Image file with text generated by an OCR process. The text is built into the PDF file, included on a separate "layer" behind the page image to permit indexing by full-text search engines.

## Main Applications

- Document archival with full-text search facility
- Low-cost electronic document distribution in high-bandwidth environments

# PDF/Formatted Text & Graphics

As the unwieldy name implies, PDF/FT&G files replace the scanned page image with font-matched text and graphic "zones". This "flavor" is also known as PDF/Normal since it approximates the appearance of PDF files authored from an electronic source.

## Main Applications

- Web Content
- Longer documents
- High-value / presentation materials
- Low-bandwidth environments and CD-ROMs