

AcroTeX.Net

## **The AeB Advanced Metadata Batch Sequence**

### **Populating Advanced Metadata using E4X and Acrobat 8**

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## 1. Introduction

The batch sequence `AeB Advanced Metadata.sequ` allows you to fill in three of the “Advanced Metadata” fields seen in Acrobat. These three fields are

- Copyright Status: Indicates that this is a rights-managed resource.
- Copyright Notice: Informal rights statement.
- Copyright Info URL: The location of a web page describing the owner and/or rights statement for this resource.

These three metadata fields may be found by while viewing a file in Acrobat (or Adobe Reader) by pressing `Ctrl+D` to get the Document Properties dialog box. Select the Description tab and click Additional Metadata.

**Requirements:** Acrobat 8 Professional.

## 2. Installation

The distribution comes with two files: `AeB Advanced Metadata.sequ` and `aebxmp.js`. The first file is the batch sequence used for populating the copyright fields of the metadata; the second is a JavaScript file that is used to create a dialog box to enter data used by the batch sequence itself.

The placement of these two files are described below.

- `aebxmp.js`: Copy this file to the User's `JavaScripts` folder. To find this folder, execute the script

```
app.getPath("user", "javascript");
```

in the JavaScript Debugger Console window (`Ctrl+J`).<sup>1</sup> The return value is the path to the `JavaScripts` folder; for example, on my system it returns

```
/C:/Documents and Settings/dps/Application Data/Adobe/Acrobat/8.0/JavaScripts
```

- `AeB Advanced Metadata.sequ`: Copy this file to the User's `Sequences` folder. To find this folder, execute the script

```
app.getPath("user", "sequences")
```

in the JavaScript Debugger Console window (`Ctrl+J`). The function returns the path to the `Sequences` folder; for example, on my system it returns

```
/C:/Documents and Settings/dps/Application Data/Adobe/Acrobat/8.0/Sequences
```

After installing the two files, restart Acrobat.

<sup>1</sup>Place the cursor on the line containing this script and press the `Ctrl+Enter` key on your keyboard, or press `Enter` on the keypad.

### 3. Verifying the installation

After placing the two files `AeB Advanced Metadata.sequ` and `aebxmp.js` in their respective folders and restarting Acrobat, verify the installation as follows:

- Verify `aebxmp.js`: Click the Tools menu, and verify that the menu item Set Advanced Metadata is listed. If not listed, verify the correct placement of `aebxmp.js`. If the item is listed, select it and see the dialog box, as depicted in [Figure 1](#) below. Click `Cancel` to dismiss the dialog box.
- Verify `AeB Advanced Metadata.sequ`: Open the Batch Sequences dialog box by selecting `Advanced > Document Processing > Batch Processing`. The batch sequence `AeB Advanced Metadata` should be visible in the the list box. If not, check the placement of the batch sequence. (You did restart Acrobat, didn't you?)

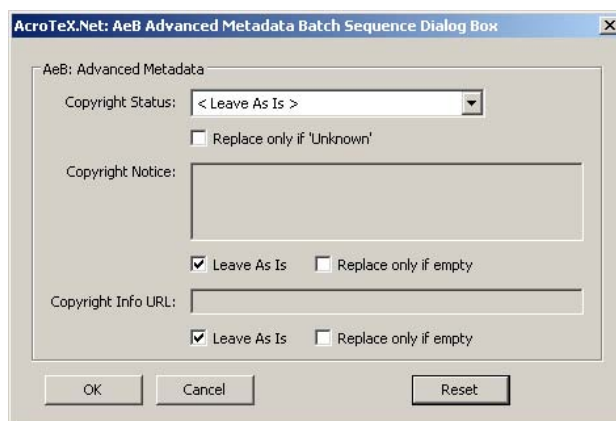


Figure 1: AeB Advanced Metadata dialog box

### 4. Describing the AeB Advanced Metadata dialog box

The description below refers to the AeB Advanced Metadata dialog box, as shown in [Figure 1](#) above.

- Copyright Status: Select one of the following choices:

<Leave As Is>

Copyrighted

Public Domain

Unknown.

The first one signals to the batch sequence not to change this field; the others are self-explanatory.

Under the Copyright Status is a checkbox labeled `Replace only if 'Unknown'`. If this option is taken, the selection made in the list box is used for the Copyright Status field only if the field is already set to `'Unknown'`, which is usually the default setting, for a newly created PDF file.

- Copyright Notice: Enter an informal description of rights statement, such a description might be `Copyright (C) 2006 D. P. Story`, for example.

Under this field are two checkboxes. If `Leave As Is` is checked, the default, the batch does not change this metadata. If `Replace only if empty` is checked, the text in the Copyright Notice is used only if the corresponding field in the metadata is empty.

Clearing both checkboxes will cause the batch sequence to use the replacement text for each of the selected files.

- Copyright Info URL: Enter the location of a web page describing the owner and/or rights statement for this resource.

Under this field are two checkboxes. If `Leave As Is` is checked, the default, the batch does not change this metadata. If `Replace only if empty` is checked, the text in the Copyright Info URL is used only if the corresponding field in the metadata is empty.

Clearing both checkboxes will cause the batch sequence to use the replacement text for each of the selected files.

- OK button: Once you have populated the text fields and selected your checkboxes, click the OK button. This commits the data, and creates a JavaScript object containing the data that the batch sequence reads.

After clicking OK, the console window opens with a message saying you can now run the AeB Advanced Metadata batch sequence. If you return to the dialog box, dialog box is pre-populated by the earlier data you entered, so you can modify them if needed.

- Cancel button: Dismisses the dialog box, throwing away all data entered.
- Reset button: Clears all fields and checkboxes, but does not dismiss the dialog box.

## 5. Running the AeB Advanced Metadata batch sequence

After having verified the installation, you are now ready to run the batch.

### Procedure:

1. Set the replacement text, and any options, for the copyright metadata by selecting `Tools > Set Advanced Metadata`. Click the OK button when finished.
2. Select `Advanced > Document Processing > Batch Processing`. From the Batch Sequences dialog box, select the AeB Advanced Metadata batch sequence, then click `Edit Sequence`. In the Edit Batch Sequence dialog box, use the drop-down menu `Run commands on to` to select the files to be processed by this batch sequence. Click OK when finished.
3. Back in the Batch Sequences dialog box, you can now click `Run Sequence`.

## 6. Verifying the run

Verify that the copyright metadata has been changed by opening one of the selected files. Press `Ctrl+D` to open the Document Properties dialog box, and select the Description tab. Click Additional Metadata to reveal the advanced metadata fields. Verify that the Copyright Status, Copyright Notice and Copyright Info URL have the correct values.

## 7. Using the Description batch command with AeB Advanced Metadata

The batch sequence AeB Advanced Metadata can be used in combination with the Description batch sequence. Using the Description batch sequence you can also populate the Title, Subject, Author and Keywords fields along with the copyright fields.

### To use the Description batch command with AeB Advanced Metadata

1. Select Advanced > Document Processing > Batch Processing. From the Batch Sequences dialog box, select the AeB Advanced Metadata batch sequence, then click Edit Sequence, then Select Commands.
2. In the Edit Sequence dialog box, see [Figure 2](#) on page 6, double click on the Description command sequence in the left panel (or use the user interface of Acrobat) to move it to the right panel, as shown in [Figure 3](#) on page 7.

At this point, you can edit the Description sequence through the UI by clicking the Edit button in the dialog box, which is shown in [Figure 4](#) on page 7.

3. Click OK twice to return to the Batch Sequences dialog box, at which point you can either run the sequence (after selecting the target files) or dismiss the dialog altogether.

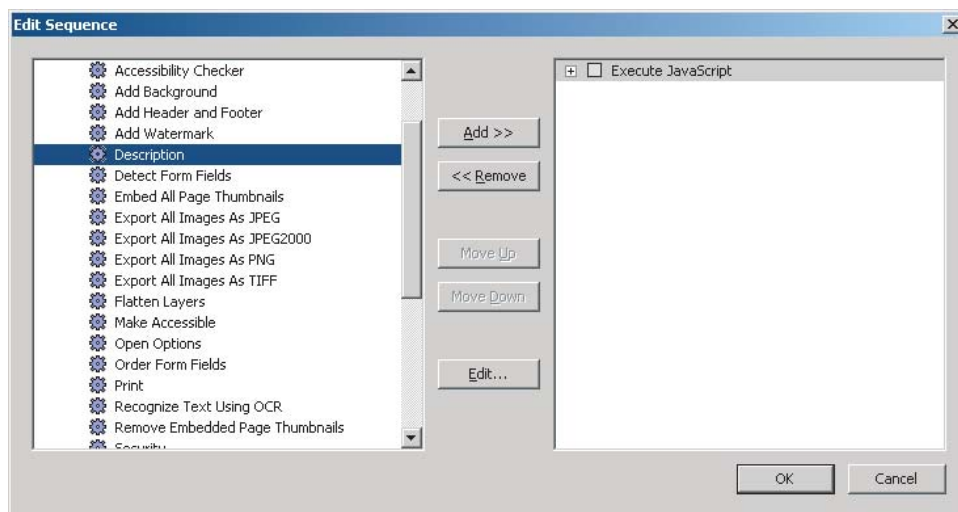


Figure 2: Edit Sequence dialog box: Before adding the Description command sequence

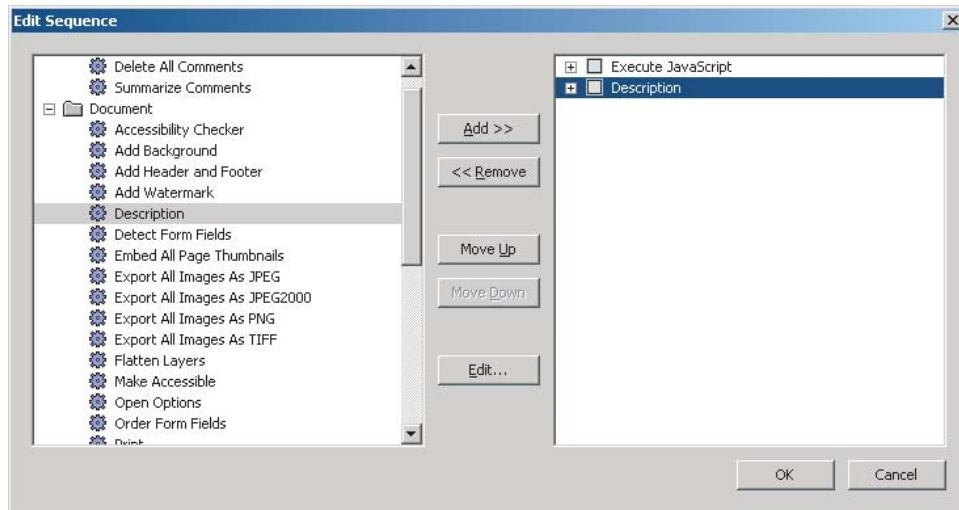


Figure 3: Edit Sequence dialog box: After adding the Description command sequence

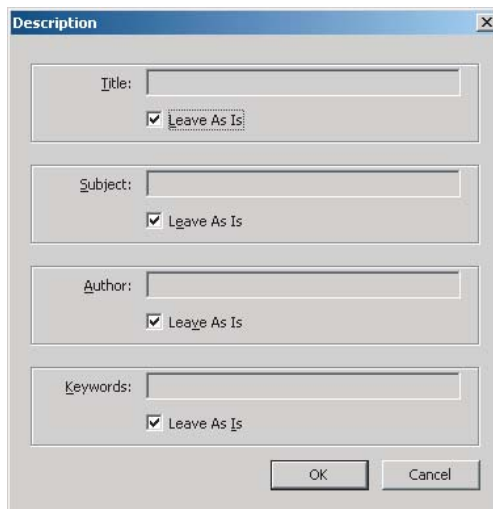


Figure 4: The Description dialog box