

How to Use PDF Expert 5 on iPad – A Basic Guide

Frances Newsom, 2015

Tablets come in different types of operating systems - Android operating system, Apple iPad, and Windows. iPad is an easy and intuitive type of tablet to use - especially for persons who do not want to spend a lot of time learning how to use a tablet. This basic guide only covers use on an iPad, and PDF Expert 5 which is only available for iPad.

The iPad Mini (all generations) and regular size (larger) iPads 2nd generation or newer are all excellent tablets. Older versions of iPad are adequate, and are available to purchase on sites like eBay or Groupon for well under \$200. The iPad Air versions are wonderfully light in weight, but are the most expensive at this time. The smallest storage version (16GB) iPad is very adequate for this use.

It is not necessary to have anything more than Wi-Fi on your tablet. You do not need to have 3G or 4G. You do not need to have a contract or plan for internet.

It is not usually necessary to go "online" with your iPad at competitions. If you do need to, however, Wi-Fi is all you will need.

Some show grounds have free Wi-Fi available, as do the hotels, but you can also find (almost always) someone who can assist you in accessing the Internet on your tablet through their phone or other means.

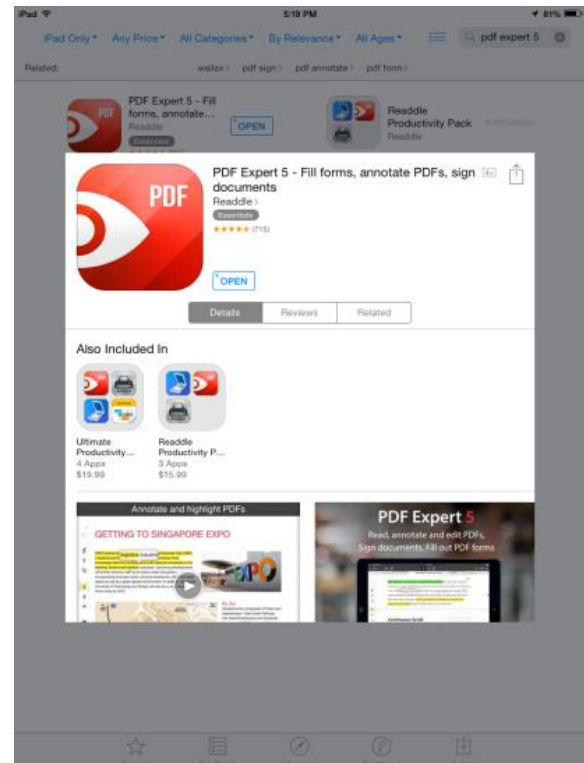
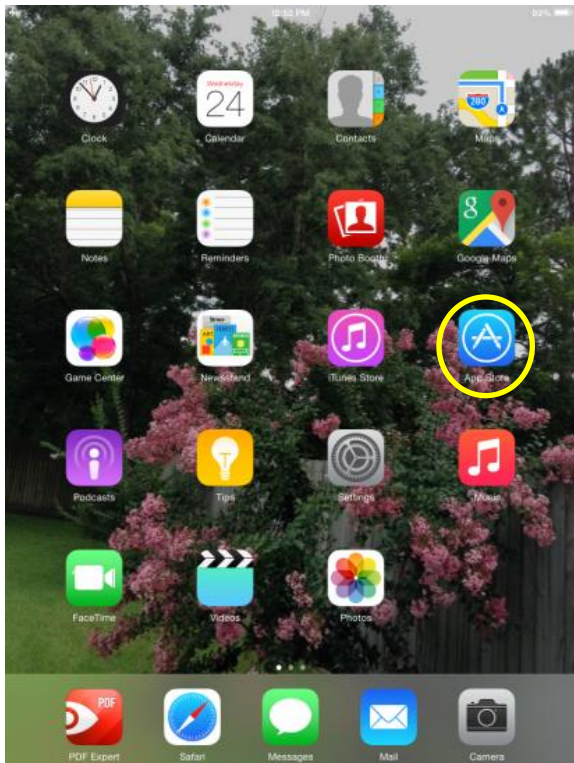
You will download the rule book, premium books, handbooks, schedules, tests, patterns, etc. in the comfort of your home using your Wi-Fi or in any other place that has Wi-Fi available.

Once you have downloaded everything you need to your iPad, you do not need to go online to the Internet to access your documents.

What you end up with is every document that you could ever need to access during a competition in one, lightweight, easy to carry tablet.

If a tablet is a new gadget for you, be assured that there is no mistake that you can make with your tablet that cannot be undone and fixed by just about anyone under the age of 25. Actually-the younger the better! Never be afraid to try new things with your iPad. Practice builds speed and accuracy.

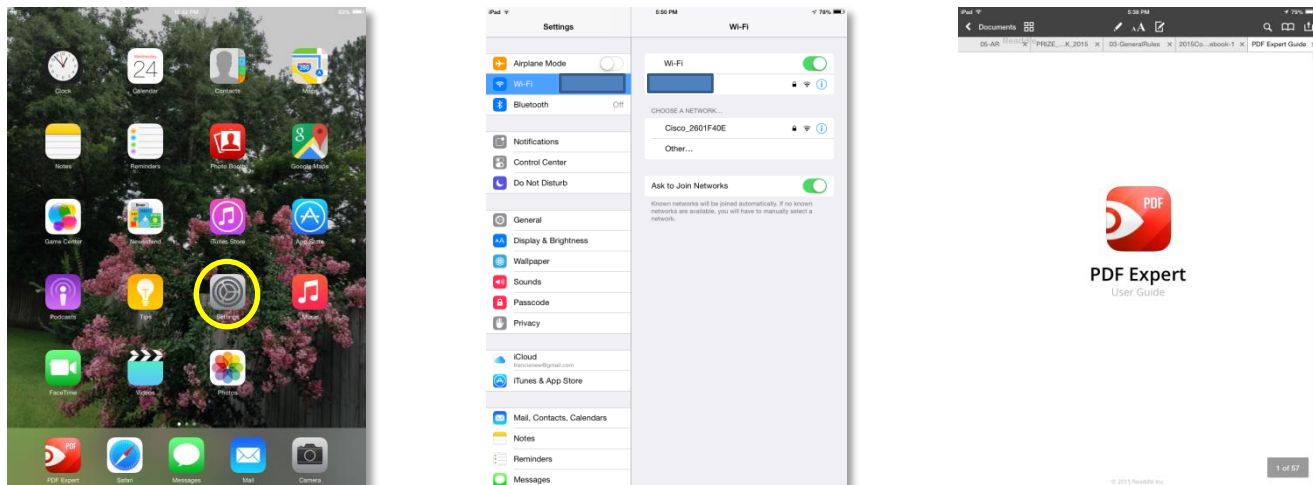
Even if the app is new to the person helping you, it is really pretty self-explanatory and intuitive for anyone who is used to an iPad. And, you will become an expert in no time and will be able to help others!



One of the easiest apps to use for stewarding horse shows or just using rule books is called PDF Expert 5. It is available in the App Store on your iPad.

The cost is less than \$10.00 (a one-time fee), and it is worth so much more than that. You can also purchase an app bundle (under \$20.00) that includes scanner and printer apps that are very user friendly and helpful. With this app you can highlight, notate, hand write on, bookmark, organize, and share everything that you have saved. You can make separate folders (just like on your computer) and move saved items (like premium books etc.) into the folders for quick and easy access.

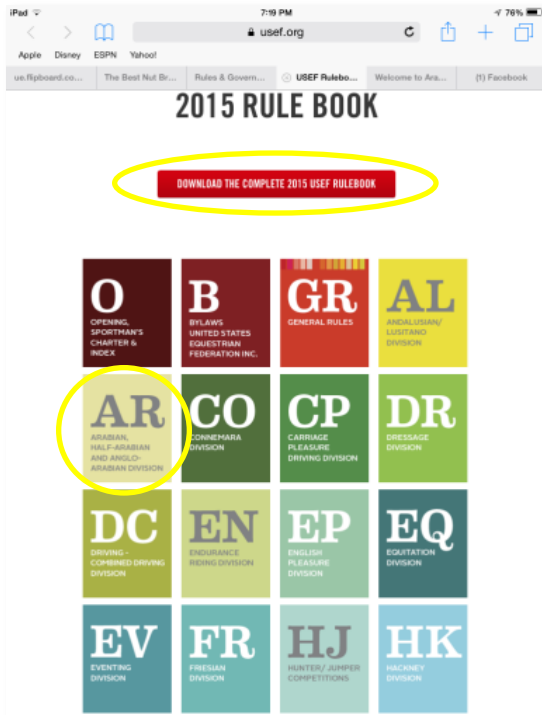
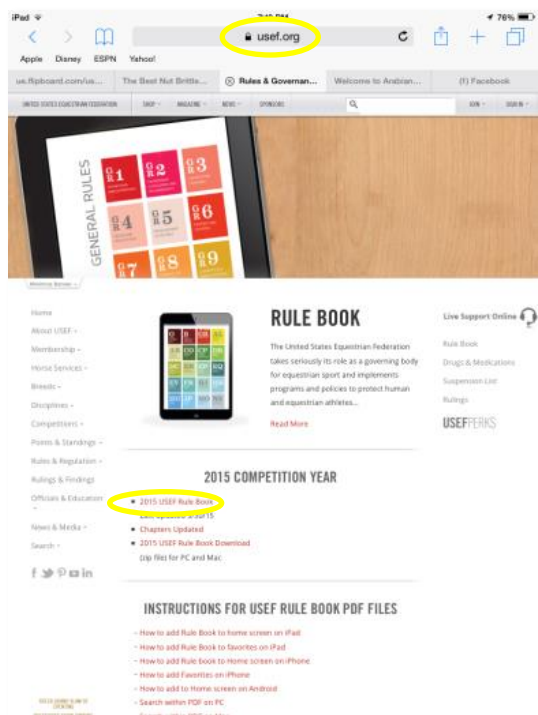
To purchase and install this app on your tablet, you must first go to 'settings' on your iPad and turn on Wi-Fi. After you connect to your Wi-Fi, you are ready to purchase the app.



Once you have purchased the PDF Expert 5 app and installed it on your iPad, read the tutorial that comes with it. It is called PDF Expert User Guide, and you will find it in the Documents section when you open the PDF Expert app. Be sure to check out Chapter 5. The Guide is always available on your tablet for you to refer to it for customization help.

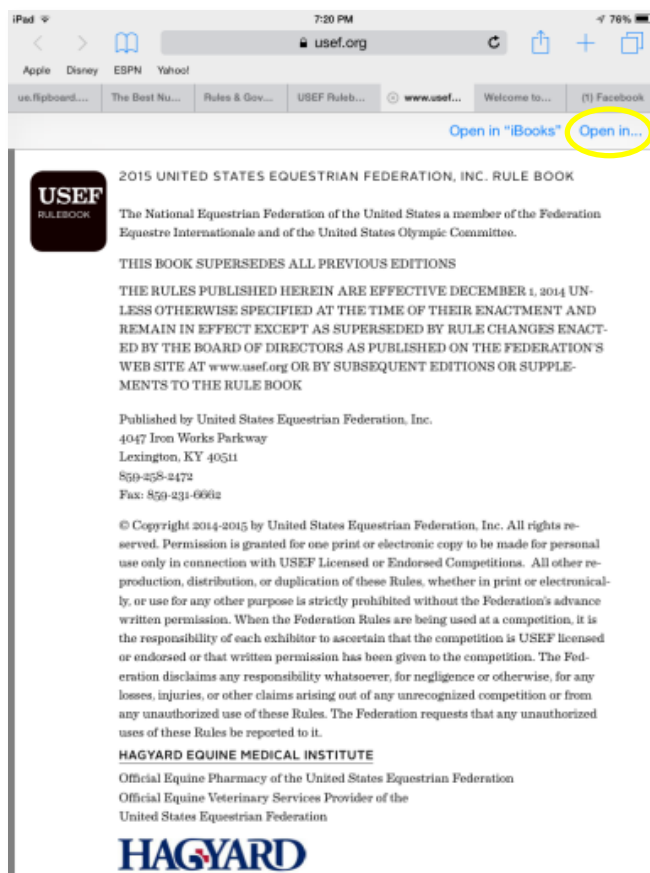
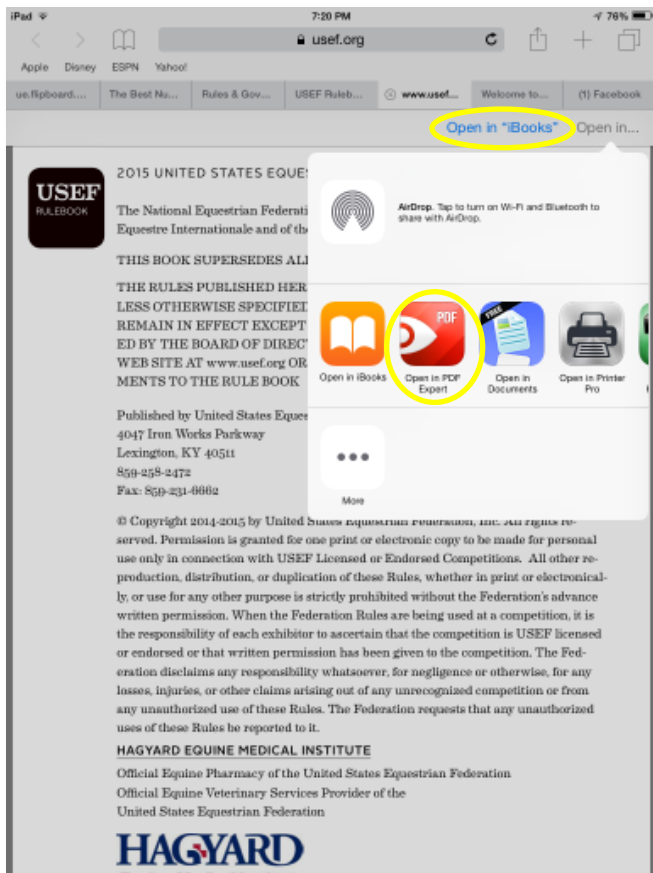
Once your tablet has accessed Wi-Fi, touch the 'Safari' icon to go online with your iPad. Then type in the source of information (such as USEF, AHA, USDF, USHJA, NRHA, NRCHA, etc.) and go to that website.

The USEF Rulebook may be downloaded as the complete rulebook with all chapters, or as individual chapters. Just touch the red "DOWNLOAD THE COMPLETE 2015 USEF RULEBOOK" bar for all chapters, or touch the individual chapters that you want to have on your iPad.



When you download pages from a website, or open in an email, a bar will appear at the top right corner and you will have a choice of opening the document with iBooks or PDF Expert. Touch the red PDF Expert icon.

The bar that allows you to open in your app disappears very quickly, and if you miss it, just lightly touch the top right corner of the downloaded pages and it will come back and give you a chance to choose.



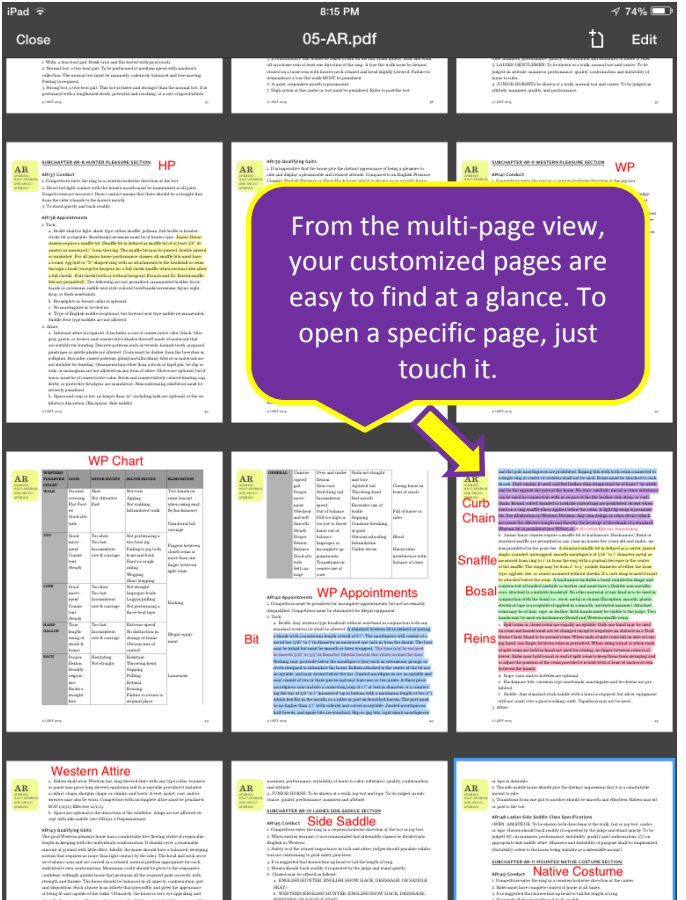
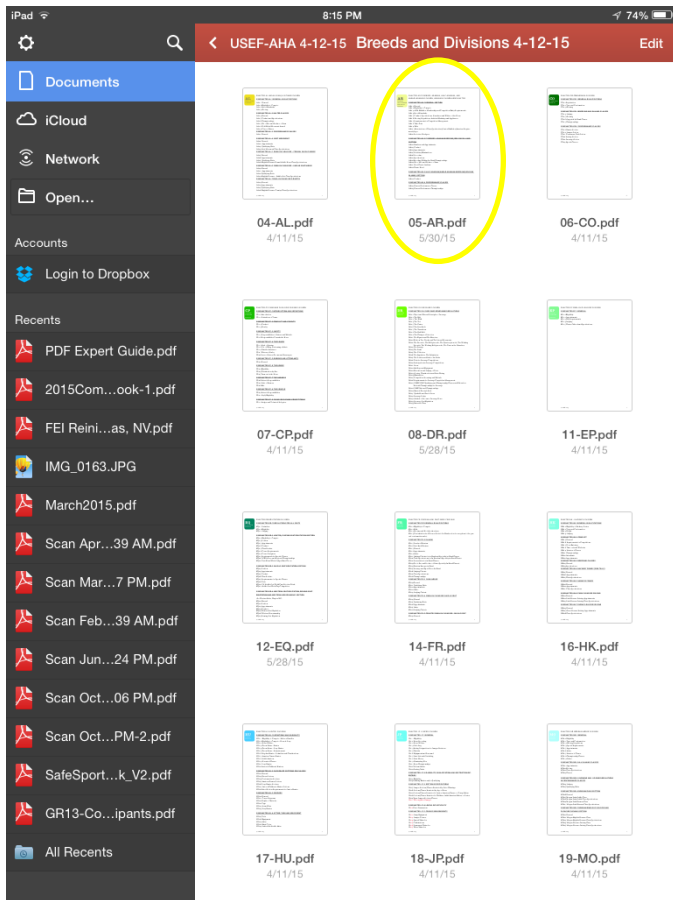
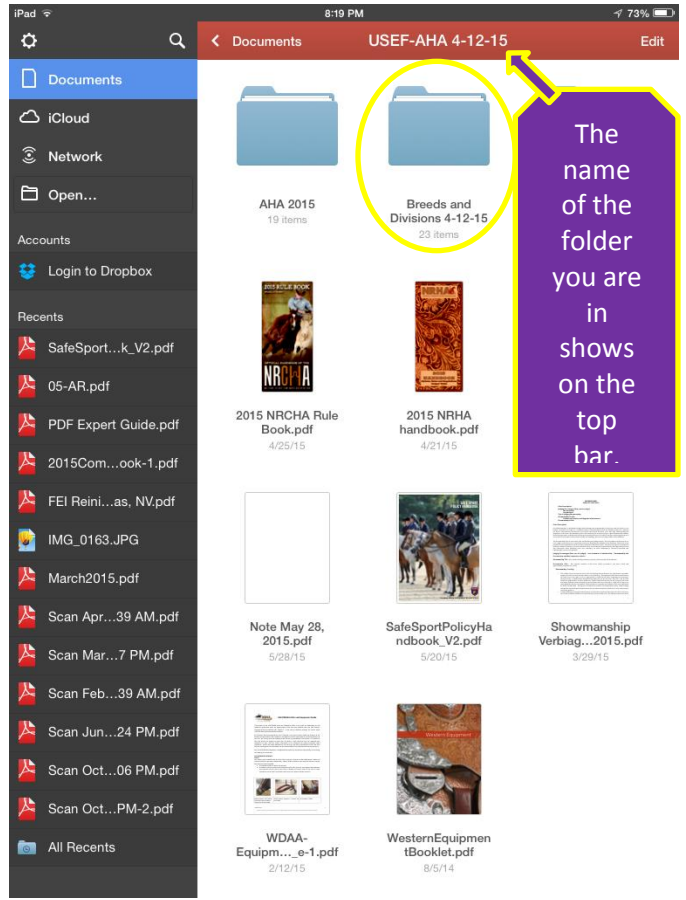
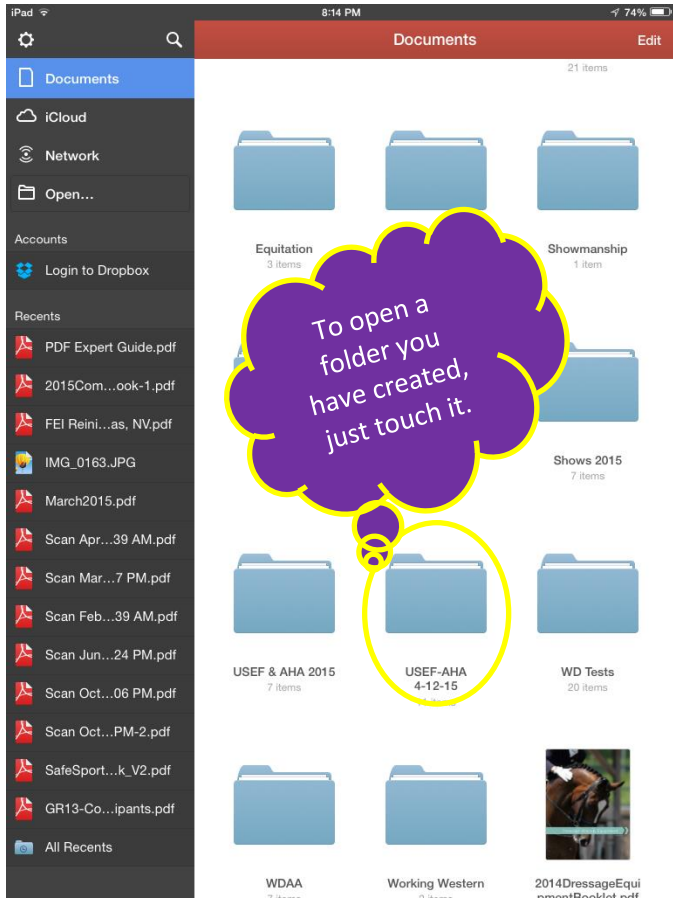
Once you touch the red PDF Expert icon, the pages will reopen in that app. Very large documents (like the entire rule book) may take a few seconds to save into the app. They are now saved into your tablet, and you may access them at any time and in any place.

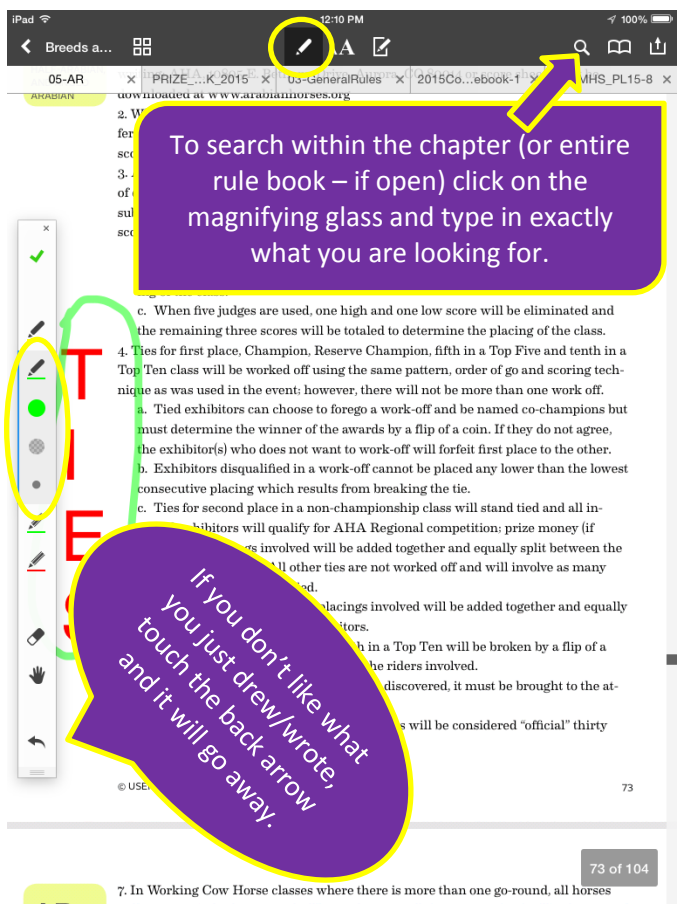
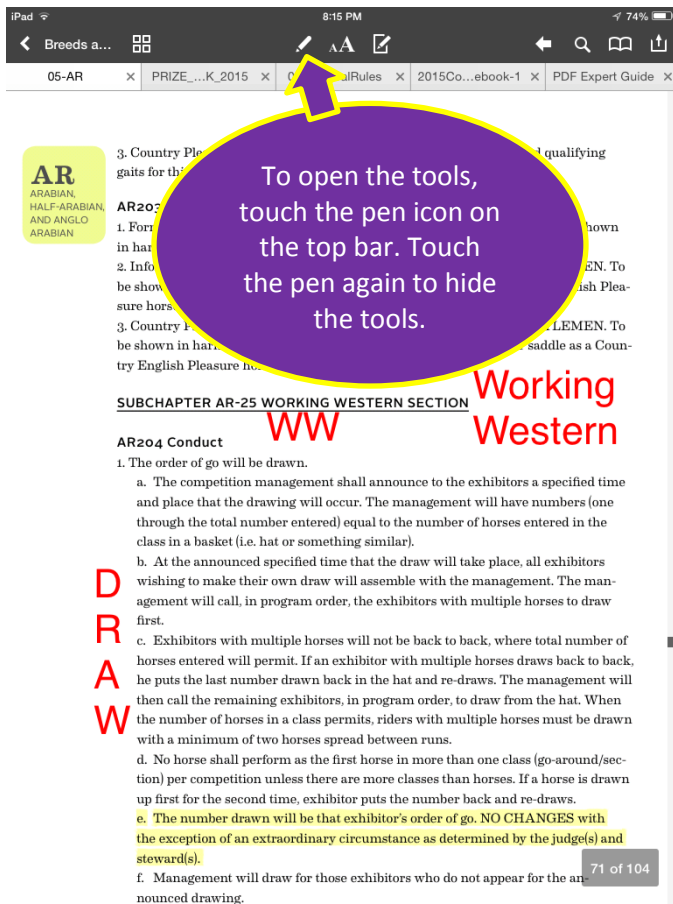
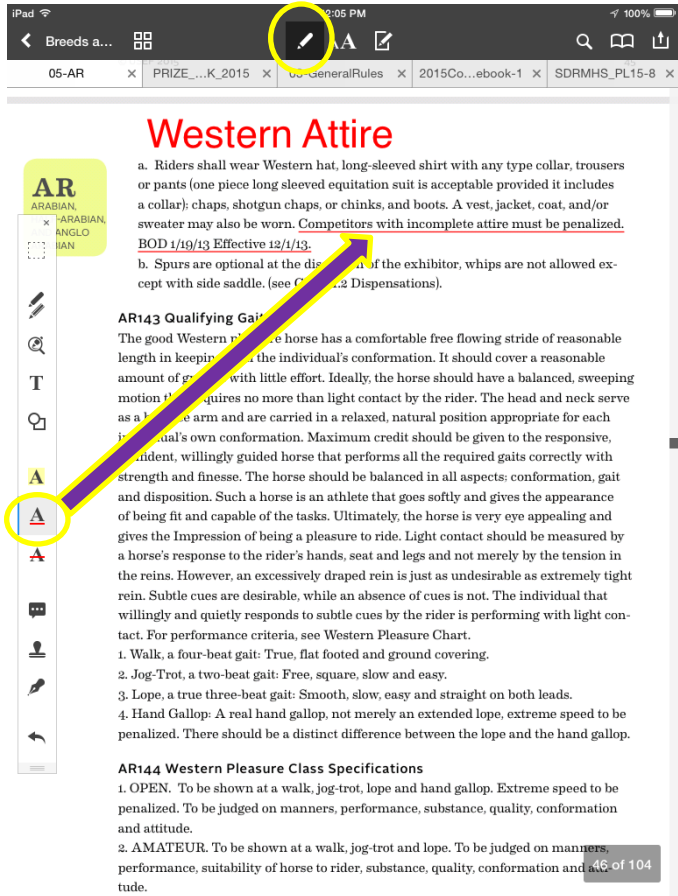
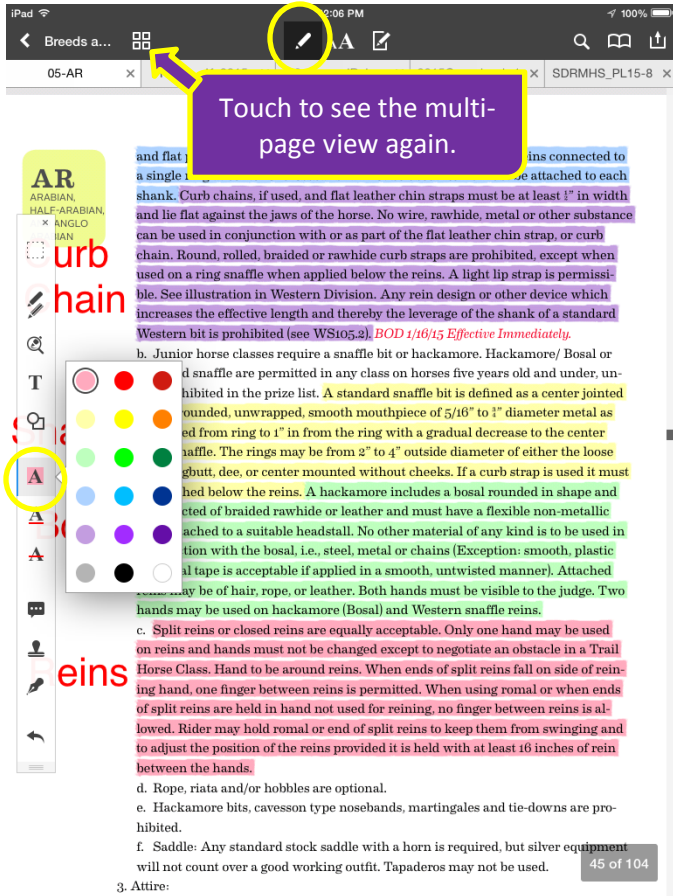
It is not necessary for there to be a "signal" (Wi-Fi) available to use your tablet and utilize all benefits of the app. Your Wi-Fi can be turned off on your tablet at competitions to extend battery life. An iPad will last all day without being recharged.

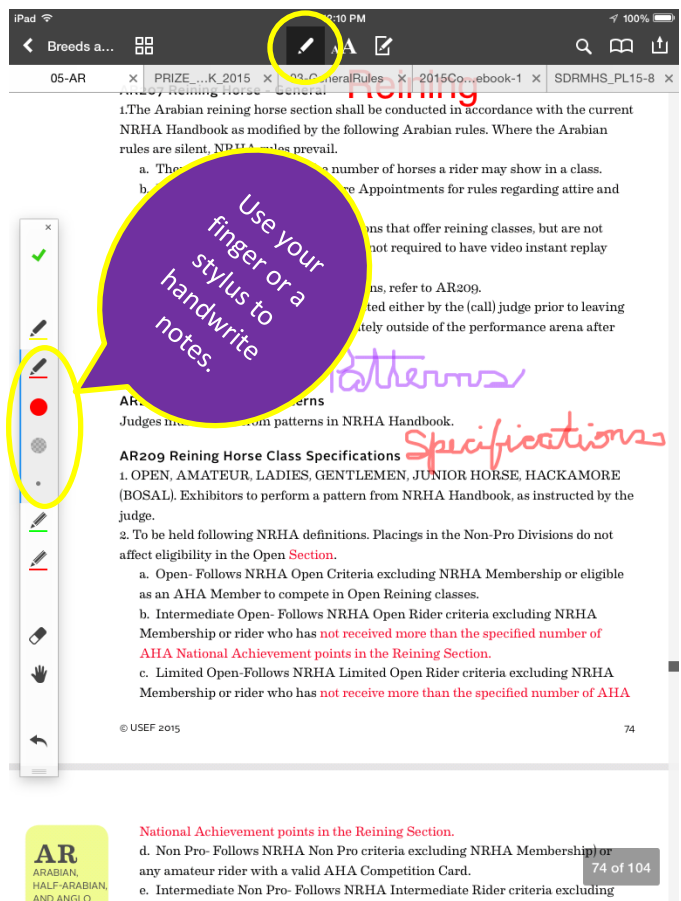
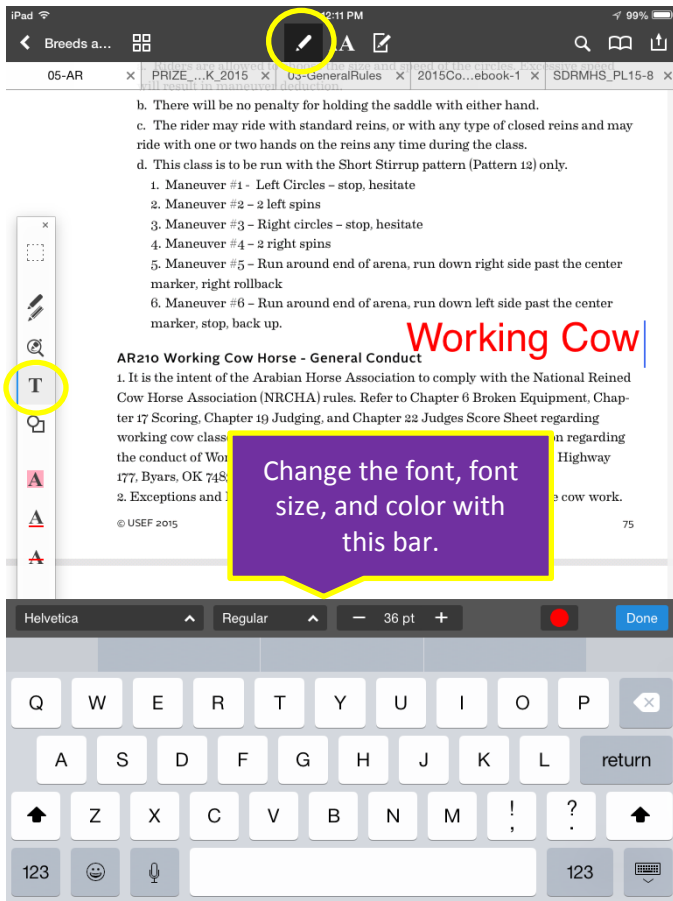
Using USEF as example, the entire rule book as well as separate chapters (divisions) may be saved into the app.

You now have available to you all the editing goodies in the app. The cumbersome and usually out of date paper rule books will be happily left at home. Advantages of this app are only limited by your exploration and use. This basic guide barely scratches the surface of what you can do with the PDF Expert 5 app to make your tablet fun and easy to use and customized for you!

The next pages will give you an idea of how you can customize a rule book. Remember that there are many tools available to you within this app. Below is a demonstration of how you can highlight in many colors, write freehand, type notes, underline, and view many pages at once and select a page to view.







This PDF Expert 5 application will make your rule book fun and easy to use on your iPad. The process of downloading the updated rules is so quick and simple; you will never be burdened with an outdated rule book again. Enjoy!