

Creating Custom Stamps

As I mentioned earlier, Acrobat maintains a library of stamps. You can add custom stamps to the library to use for corporate functions, personal expression, or other any other purpose. Once you've created a stamp, you can add it to the stamp library. Here are the basic rules:

- * A stamp can only be stored in PDF format.
- * You must store the file in the correct location.
- * The stamp must be categorized and named correctly.

Let's look at how these rules are satisfied:

1. Create the element you want to use as a stamp in any format and convert it to a PDF file.
2. Store the files in the Acrobat Plug-ins subfolder Stamps (within the Annotations folder). This is the only location Acrobat will look for stamps. The four sets of stamps shipped with Acrobat are stored in four PDF documents. Each stamp is on its own page of a document.
3. Speaking of pages, this is where the naming conventions comes in. The files should be saved with the filename or title as the category name. Name your files using this format:

<CategoryName><StampName>=<Label>

As an example, let's look at one of the stamp sets. Perhaps the simplest thing is to show the finished product, which I've done in Figure 2-24. In this image, I have shown the page template structure for the file called Words.pdf. (You access the template files for the current document by selecting Tools ➤ Forms ➤ Page Templates.)

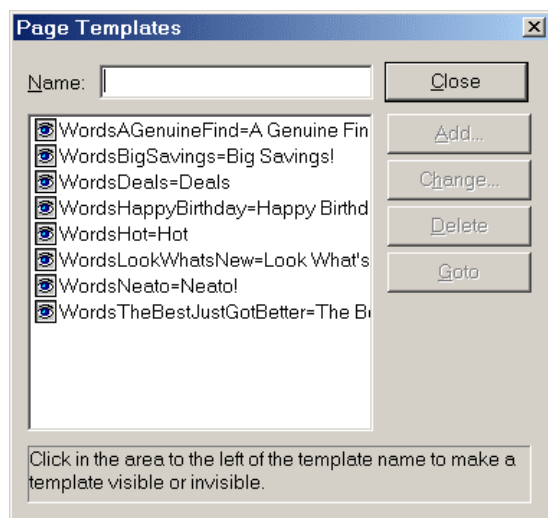


Figure 2-24. The contents of the Words.pdf stamp file. The stamps use the naming convention described earlier.

In order to best illustrate how this works, let's create a custom stamp.

Workflow Tip: How Did We Get from Stamps to Templates, and Why Are Templates Listed under Forms?

As we will see in a number of chapters—but especially when dealing with forms in Chapter 10—templates are terrific, timesaving tools. Once you've created a template, you can reuse it at will. Anything can be formatted as a template—in this case, our stamps. The difference between a pasted copy of an object and a template is the formatting and structure that come along with the form of a template, regardless of its use.