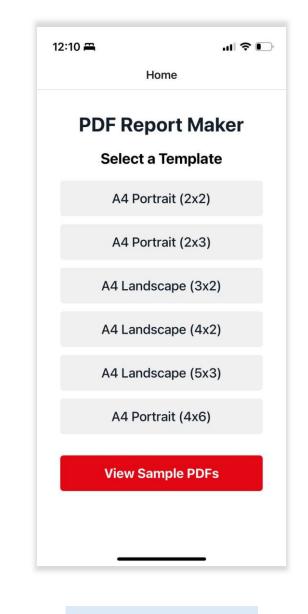
# **PDF Report Maker**

Routine work often requires documentation for compliance with quality or safety standards like ISO 9001 or ISO 45001. Messaging apps aren't built for long-term archiving, and manually compiling photos into PDFs is time-consuming. PDF Report Maker simplifies this process—capture, organize, and export to PDF in minutes.

## Step 1: Select Your Report Template

- Launch the PDF Report Maker app. From the Home screen, browse the available templates designed for various needs.
- Options include A4 Portrait (2x2, 2x3, 4x6 grids) and A4 Landscape (3x2, 4x2, 5x3 grids). Each template predefines an organized grid for your photos and text.
- If you're unsure, tap "View Sample PDFs" to see examples. Choose the template that best suits your report.



01 Home Screen

Created By: Mohi

Report For: Summit



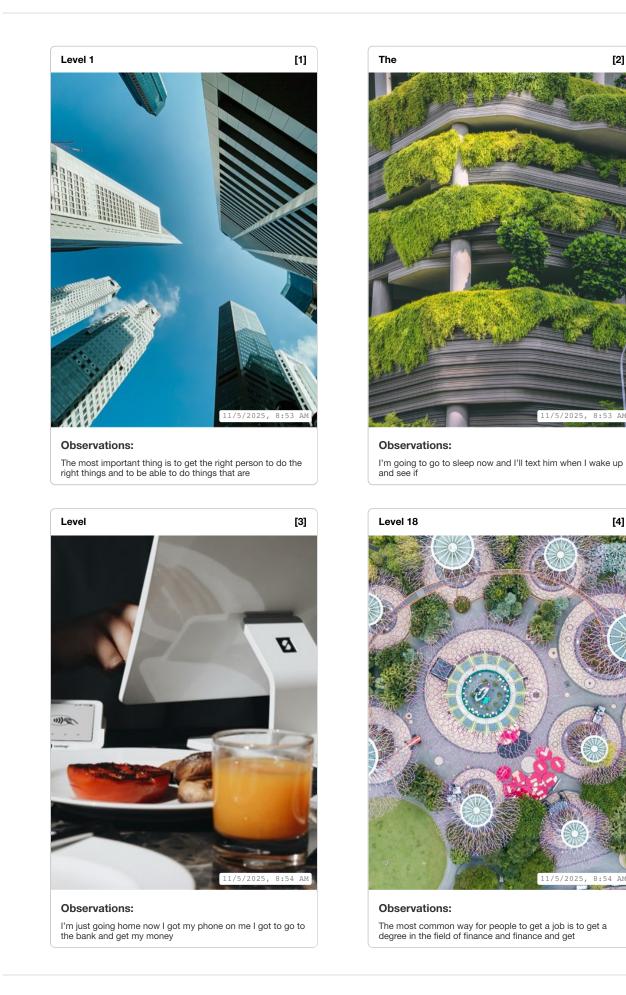
[2]

11/5/2025, 8:53 AM

11/5/2025, 8:54 AM

[4]

**Daily Report** 



Report For: Summit

### **Daily Report**





Observations: I forgot I was in my office this weekend I will have it on Monday if I have it in hand for me and then



#### **Observations:**

I am not sure how to get the information to you but I will let you know when I hear is available



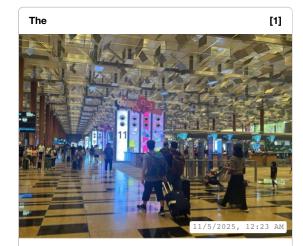
#### **Observations:**

The most popular of these two games are a game where players have the chance at getting a chance to play a

Report For: Sunny Manufacturing

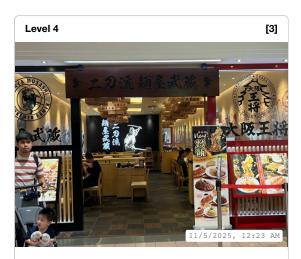


### **Daily Report**



#### **Observations:**

I'm going home now and I have a few minutes before you guys leave so I'll call and let them now if



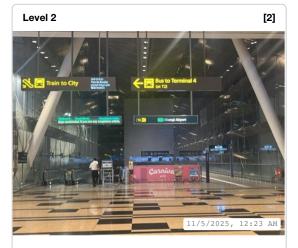
#### **Observations:**

I have a question about this too but I'm curious if the other two people have a different idea about what



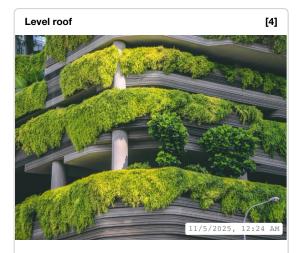
#### Observations:

Very cool project with good team behind and good project and great team work and great team dedication



#### **Observations:**

I am going on my walk and I'm not going out of town today because of work and I'm just not gonna do



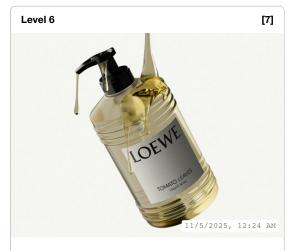
#### **Observations:**

Baby you know what I'm gonna be honest with me and I will never get tired I love it here and



**Observations:** The most popular of these two games are a game where players have the chance at getting the Report For: Sunny Manufacturing

### **Daily Report**



#### **Observations:**

I am not sure if I can get a ride to work tomorrow morning or if you can come to work early in case you want me



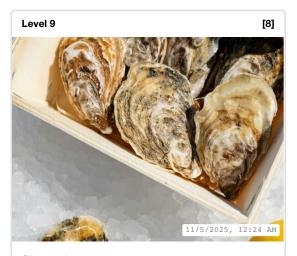
#### **Observations:**

The first time I heard of it I thought of it and thought of it but then it just turned out like this is



**Observations:** 

I'm not a big fan but this one looks really cool too so far I like the way the design looks in this picture too



#### Observations:

I don't think so but I'm gonna try and find out what the best thing is



#### **Observations:**

Because the other one was the same as mine but the one I had in my house is the same size and the



#### **Observations:**

I'm not sure if I should go ahead and get the stuff from Walmart but I'm gonna have them do the stuff and get

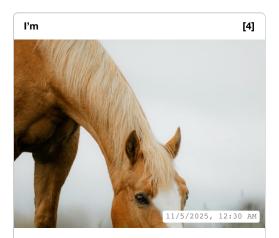
#### Report For: Horse Shoe Pte Ltd





#### **Observations:**

I'm going home now and I have a few minutes before you guys leave so I'll call and let them now



**Observations:** The first one was a good one and I like the one that was a bit better than that but the other ones were better



#### **Observations:**

I have a question for the kids if you can give them the money for me and the girls and the girls



#### **Observations:**

The most popular of these are a couple that are in the same category of a lot more popular and





#### **Observations:**

I'm not sure how long I will stay in the house for but I will be home in about five wow



#### **Observations:**

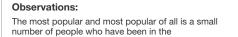
I have a question for the kids if you can give them the money for me and the girls and

#### Report For: Horse Shoe Pte Ltd

### **Defective Parts**











#### **Observations:**

I'm going to be a little bit later I just wanted you know so I could tell him to get a new phone



#### **Observations:**

The most popular and most popular of the two is a small and very small number



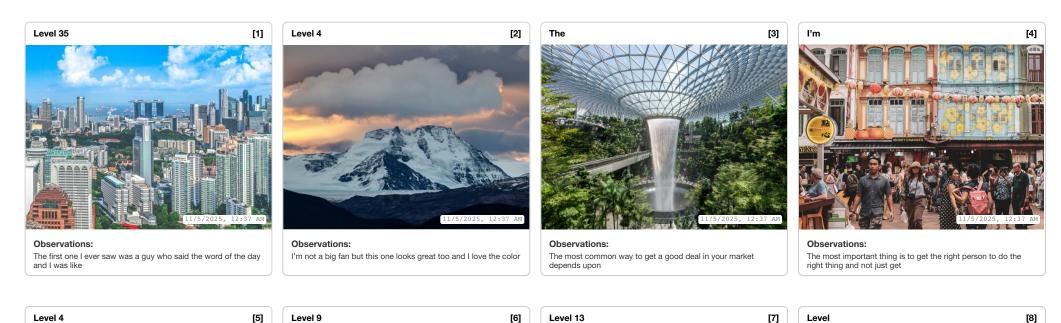
#### **Observations:**

I don't know how I missed this but I was thinking about you and I



#### **Observations:** I have to go to the bank to get my car fixed and then I'll come home and get you

### **Daily Consumption**





**Observations:** The most important aspect is that the person has a very good grasp for



Observations: The only way to get the most votes out is by the election cycle and the election cycle



**Observations:** The first time the team has been on a winning field in their home game against the New York Center

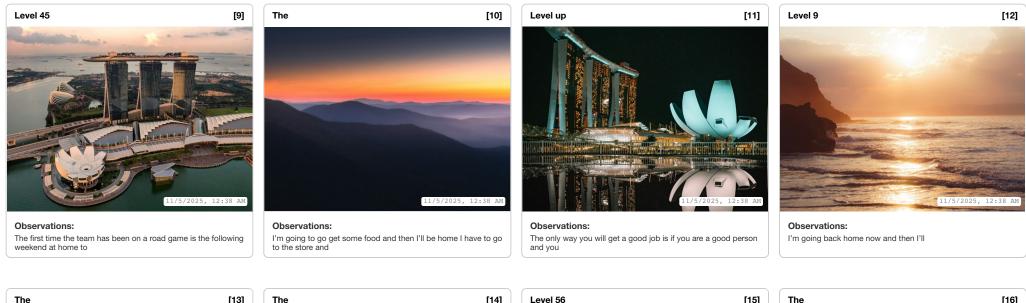


Observations: The only thing I can say about the game

Company: Dolce Gums Created By: Farik

Report For: Sunshine Baby Back Ribs







Observations: I'm not gonna lie I'm really excited for you to



**Observations:** The most important thing is to get



Observations: I'm going back to work tomorrow and I have a meeting



Observations: I'm not a big believer of this kind but it seems to be the opposite for most

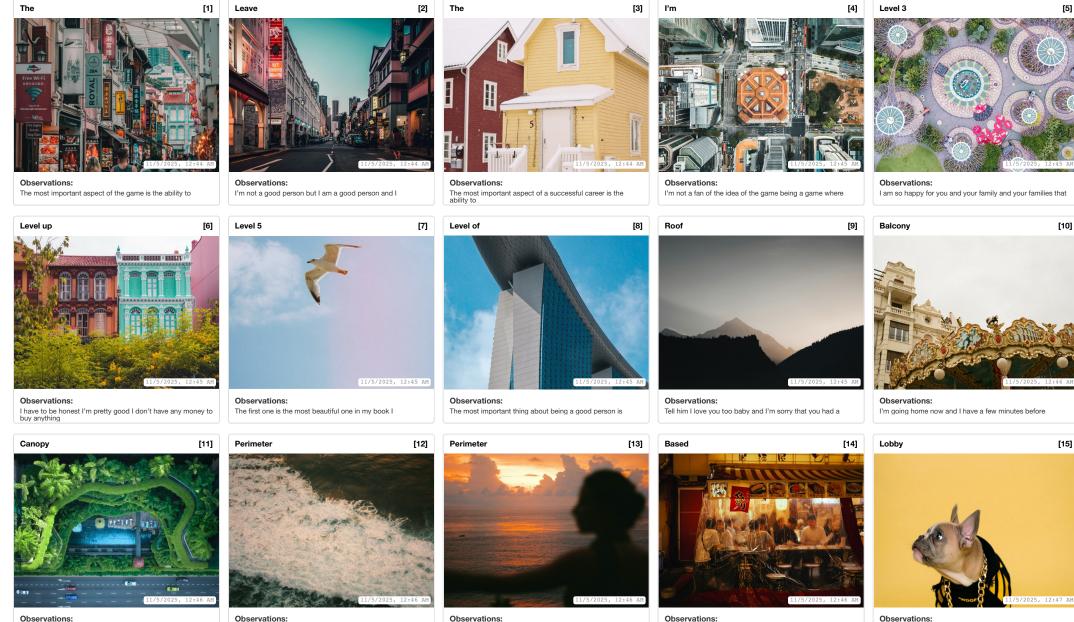
#### Report For: Korean Grill



[5]

[10]

[15]



The light in my bedroom has gone down so far so I'm gonna try it on tomorrow

The first time you have to go through a process to make sure

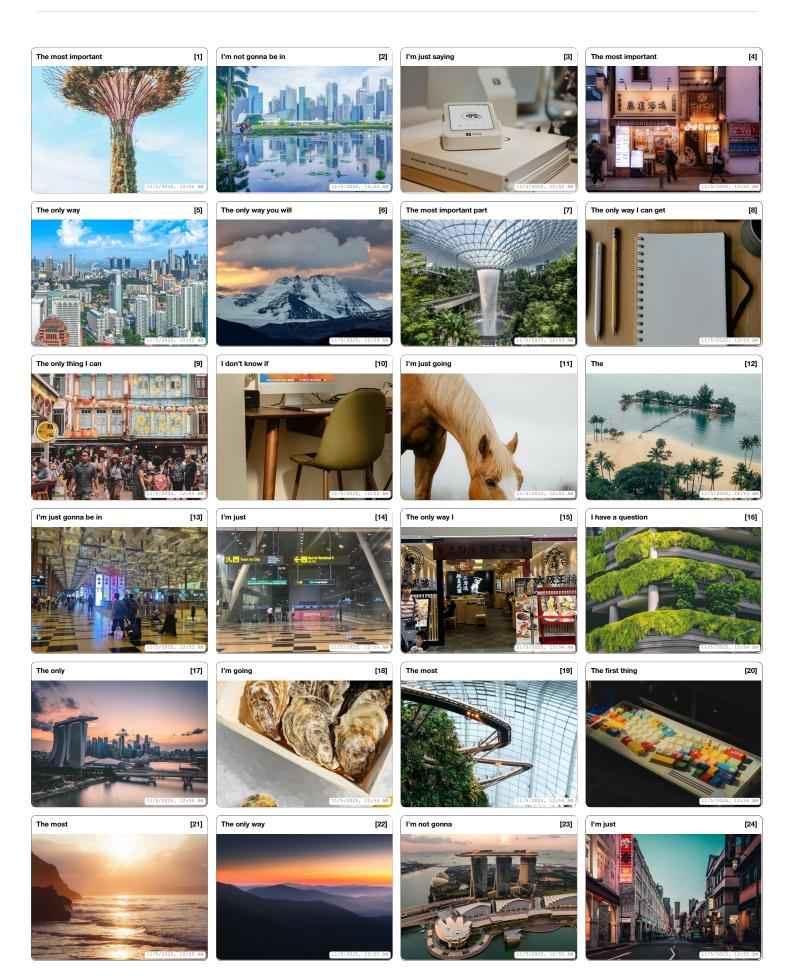
The only way to get rid off your hair is to

Light is not enough I think it's just too hard and it's hard and hard and

The only way I could be a better player than you are right here right here in

Report For: Bread Speak

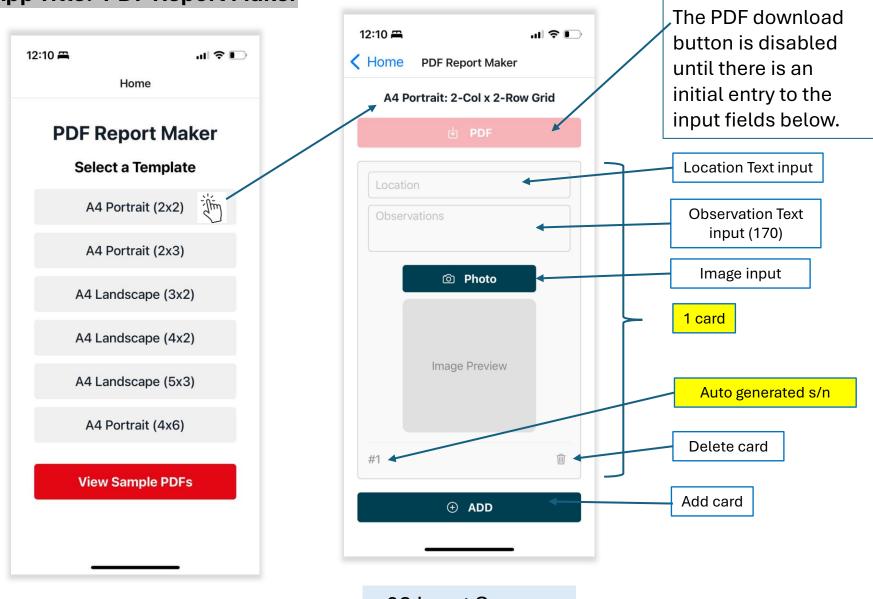




### **Step 2: Add Your Report Details**

- Once you've selected a template, you'll be taken to the input screen. Here, you can create individual entries or 'cards' for your report. For each card, input details like "Location" and "Observations" into the text fields. Tap the "Photo" button to add an image from your library or capture a new one; a preview will be displayed.
- You can add more cards using the "ADD" button or remove a card using its delete icon.
- Please see next page for illustration.

# **Step 2: Add Your Report Details**

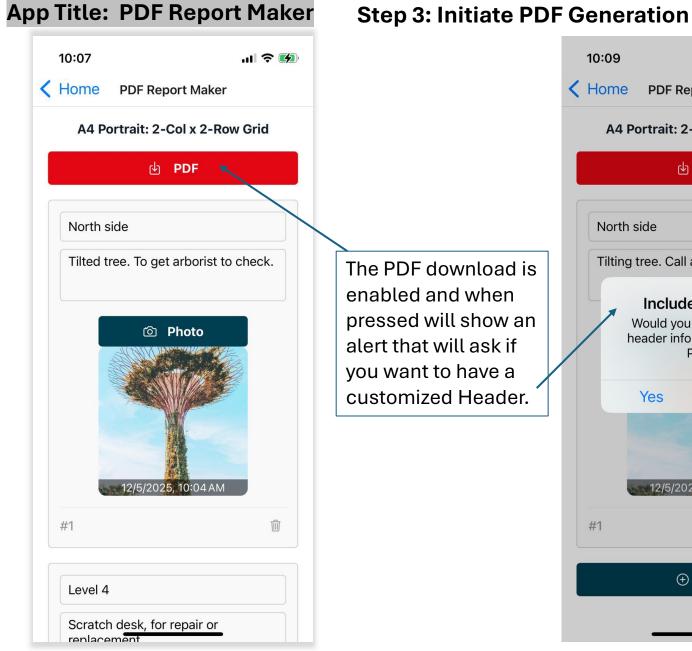


02 Input Screen For A4 Portrait 2x2

01 Home Screen

### **Step 3: Initiate PDF Generation**

- After you've added your first piece of information, the "PDF" button at the top of the screen will become active. Tap this button. An alert will then pop up asking, "Include Header? Would you like to include header information in your PDF?". You can choose "Yes" to add custom headers or "No" for a quick generation with default settings.
- Please see next page for illustration.

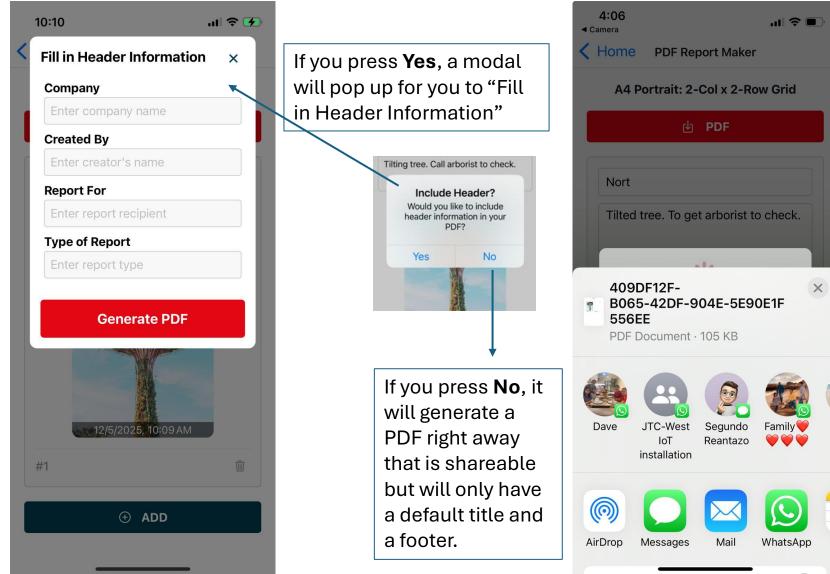


# 10:09 .ul 🤶 🚺 **K** Home **PDF Report Maker** A4 Portrait: 2-Col x 2-Row Grid 小 PDF North side Tilting tree. Call arborist to check. **Include Header?** Would you like to include header information in your PDF? Yes No 12/5/2025, 10:09 AM 面 (+) ADD

### **Step 4: Customize Your Report with Header Information**

- If you selected "Yes" to include a header, a "Fill in Header Information" form will appear. Enter relevant details such as "Company," "Created By," "Report For," and "Type of Report." Once you've completed these fields, tap the "Generate PDF" button.
- Please see next page for illustration.

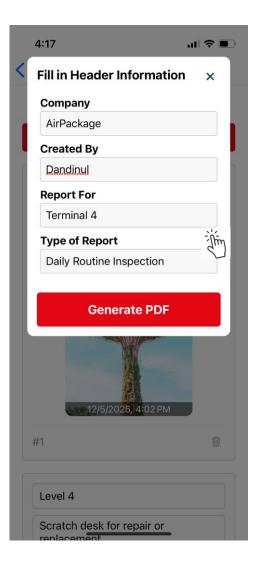
# Step 4: Customize Your Report with Header Information

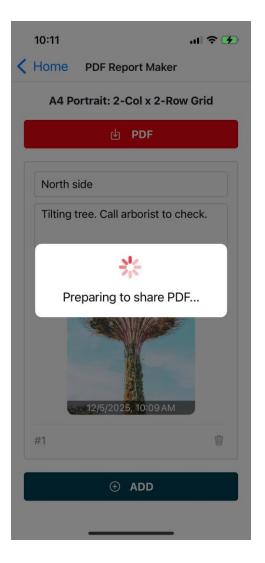


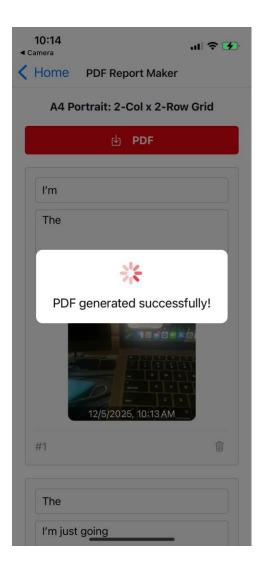
### Step 5: Finalize Generation

- After tapping "Generate PDF" (or choosing "No" at the header prompt), the app will process your information. You'll see a brief "Preparing to share PDF..." message, quickly followed by a confirmation: "PDF generated successfully!"
- Please see next page for illustration.

# **Step 5: Finalize Generation**



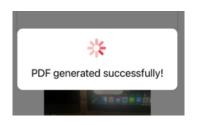




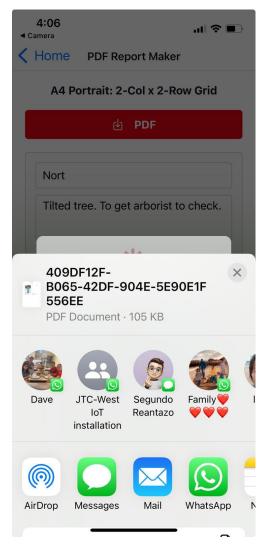
### **Step 6: Share Your PDF Report**

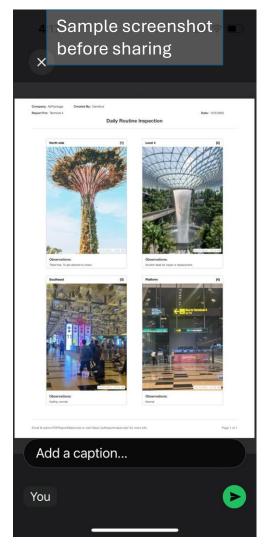
- With your PDF successfully created, the standard iOS share sheet will automatically appear. Your newly generated PDF document (showing its name and file size) is now ready. You can select your preferred method to share it, such as AirDrop, Messages, Mail, WhatsApp, or save it to Files or another app.
- Please see next page for illustration.





When PDF generation completes, the success message briefly appears, then transitions to the sharing screen. This displays your newly created document ready to share through various apps. The rightmost image shows a sample singlepage report with custom headers and the standard footer.





That's all.

# Thank you!