

PREPARATION OF BOOKMARK FOR E-FILING

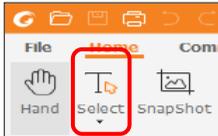


Step-1

Download and Install Foxit PDF Reader (a 3rd party free software) from Internet

Step-2

Open the PDF file using the Reader software.



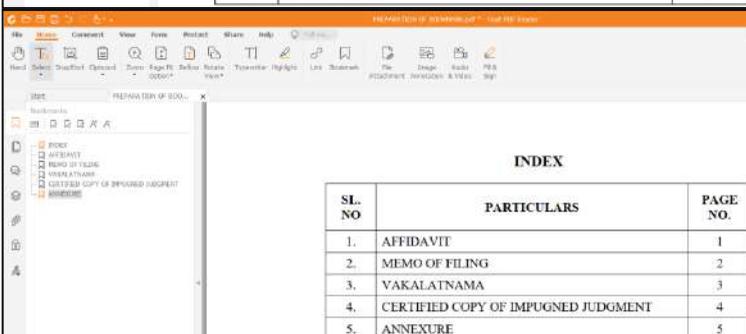
Step-3

Select the text button to enable the selection of text in the pdf file.



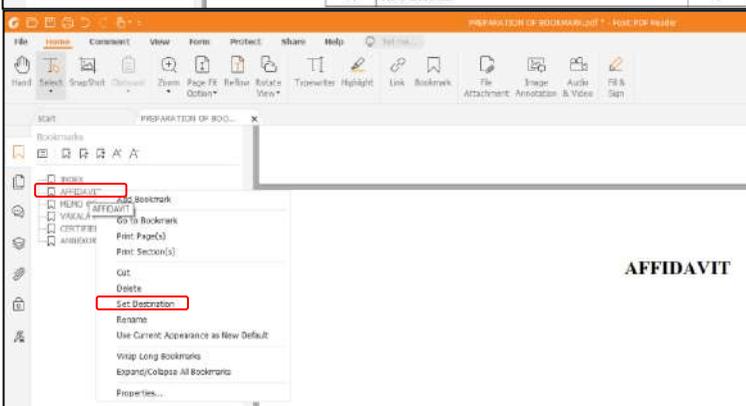
Step-4

Select the content from the Index of the pdf document and press Ctrl+b This will create a bookmark on the left hand side.



Step-5

Repeat the process for each of the content of the Index.



Step-6

Scroll down to the page associated to the concerned bookmark, specified in the index. Now, right click on the concerned book mark and click on Set destination. This will link the book mark with the concerned page.

Step-7

Repeat the process for each bookmark and save the file.