



June 1, 2020

Director's Corner

Angela T. Baldree, MLS

Hello from the law library. As of today, we are open for business! There are quite a few changes to the way we operate, however.



- We will be open from 9 am until 3 pm, Monday through Friday.
- We will NOT be charging fees for printing, copying, faxing, etc!
- Only 20 people will be allowed in the law library at a given time.
- Face masks will be **REQUIRED** for entry.
- We ask those in the law library to practice all social distancing guidelines, including using disinfecting wipes and hand sanitizer, and staying six feet from other people.
- Only four patron computers will be available at this time.
- The quiet reading room and the conference rooms will not be available.
- The small meeting rooms will be available but priority will be given to the courts for Zoom hearings. If you have clients with scheduled Zoom hearings and no access to a computer, let the court know and we can accommodate them in the law library.
- We will have a book return installed in the atrium of the building prior to entering security. Feel free to return any library books there.

We are excited to welcome you back to the law library. Please be mindful of the new procedures and respectful of staff and other patrons. We will alert you to any further changes in operation.

Tech Talk - Working With PDF Files

Steve Stultz

You probably know Adobe Acrobat as the granddaddy of PDF editors. It's an excellent PDF editor, but the cost can be difficult to swallow for some. What you may not know is that there are great alternatives to working with PDF



files in Windows that are no- to low-cost. Here are my picks:

PDF24 Creator – A very good free app that lets you add, delete, re-order, and rotate pages in a PDF file. Download the latest version from <https://en.pdf24.org>

Foxit Reader – A good, free alternative to Adobe Reader DC for reading PDF files. It's smaller in size and runs faster as a result. It also includes a free PDF printer which lets you direct output from any program's print function to a PDF file. Need to use a typewriter function to type text in a PDF file? It can do that. Get it free at <https://www.foxitsoftware.com/pdf-reader>.

Foxit PhantomPDF – This might be the best replacement out there for Adobe Acrobat, and it's much less expensive. It's a full-blown PDF editor with many features, including OCR functionality to make an image PDF file fully text-searchable. There are two versions: The Standard version is \$139, and the Business version with more features, including Bates Numbering, is \$179. There are also subscription options if you'd rather go that route. <https://www.foxitsoftware.com/pdf-editor>

CutePDF Pro – CutePDF pro is my pick for converting regular PDF files into form-fillable PDF files. It's a little clunky, but manageable to use. The price great too, a one-time charge of \$49.95 and free upgrades forever.

Convertio Online OCR Conversion – This service offers ten free pages of optical character recognition of a PDF document so you can try it out. After that it's \$8 for 100 pages after you sign up. One note of caution with this or any online OCR conversion app: You can't be sure who can see your document. So online OCR services are probably not best for confidential documents.

New Books

Minnie Ozbeytemur

We have a few more new books that we've added to the collection.

Equipment Leasing is a four-volume guide to analyzing financing, taxation, and accounting and bankruptcy issues. Also covered are different types of leases, crossing borders and litigation strategies.

In *The Law of Electronic Funds Transfer*, Dr. Benjamin Geva provides a clear understanding of the laws governing transfers with an emphasis on wire transfers and consumer transactions.

8 Ways to Avoid Probate shows how to spare families the hassle of probate court. This book teaches how to name beneficiaries, use living trusts, and create transfer on death deeds and how to set up bank accounts to have peace of mind.

Answer your everyday legal questions with *Nolo's Encyclopedia of Every Day Law*. Easily read explanations on issues including credit, debt and bankruptcy; divorce and child custody; wills, living trusts and estate planning; tenant rights; traffic accidents; search and seizures; name changes; buying a house; and inventions. This book covers it all.

We've also added *Responsibilities of Insurance Agents and Brokers* Safely stop by the library and take a look.

What Are We Reading? Law Library Staff Share Their Favorites

Here are some of our recent favorite books. Share what you're reading on our [Facebook](#) page and we'll include them in future newsletters.



Angela: *Evening* by Susan Minot, *The House at the Edge of Night* by Catherine Banner, and *The Institute* by Stephen King

Minnie: *We Were the Lucky Ones* by Georgia Hunter, *A Woman is No Man* by Etaf Rum, and *Love and Other Words* by Christina Lauren

Susanna: *The Death of Mrs. Westaway* by Ruth Ware and *10:04* by Ben Lerner

Franklin County Law Library

369 S. High Street, 10th Floor

Columbus, OH 43215

614.525.4971

fcll-info@franklincountyohio.gov

lawlibrary.franklincountyohio.gov

