

Advanced PDF Export

The Export PDF feature in Builder has been redesigned as a guided two-step workflow. The new Print Floor Plan dialog replaces the single-screen PDF Preferences dialog, splitting the process into focused steps and adding the ability to choose between Attendee View and Exhibitor View before configuring your export settings.

What's New at a Glance

Previous PDF Preferences	New PDF Preferences	What Changed
Single-screen "PDF Preferences" dialog	Two-step "Print Floor Plan" wizard	Workflow split into dedicated steps for clarity
No view type selection — one export format only	Choose Attendee View, Exhibitor View, Booth Status, or Booth Type in Step 1	NEW: Export using the correct styling for your audience
Opacity fields visible immediately on screen	Opacity controls moved into expandable Advanced Options	Cleaner layout; advanced settings available on demand
"Confirm" button to generate export	"Export PDF" button to generate export	Button label updated to reflect the action
Background Only checkbox visible at top	Background Only checkbox visible at top of Step 2	Same behavior, now in Step 2 of the new workflow

Note The Export PDF option is accessed the same way as before: **File > Export > Export PDF** in the Builder top navigation.

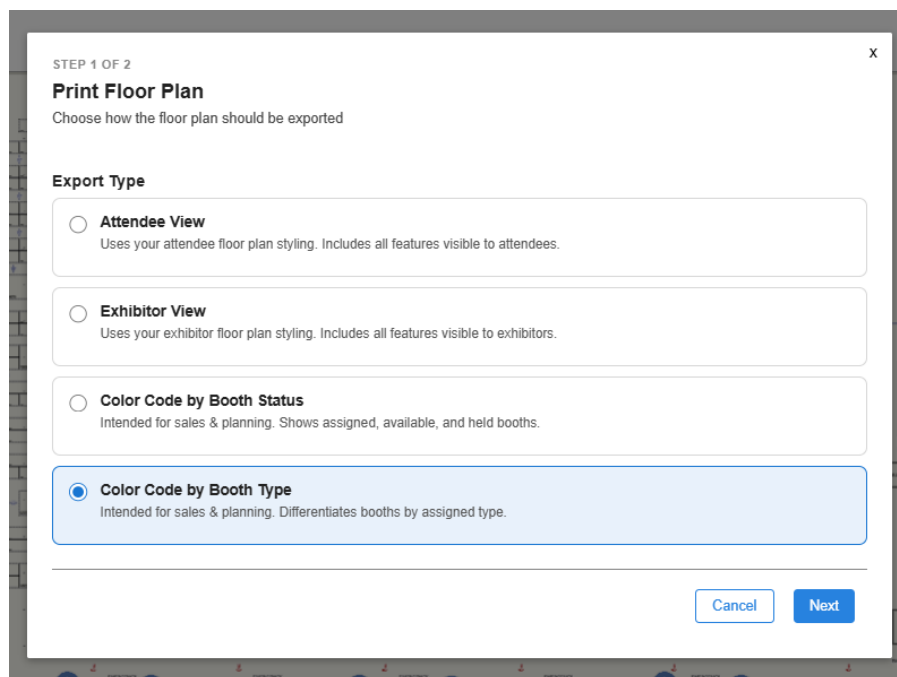
Step One: Choose Your Export Type

The first screen of the Print Floor Plan dialog is new. Previously, the PDF Preferences dialog had no view type selection — it exported using a single default format. The updated dialog now asks you to choose which floor plan styling to use for the export before proceeding to feature settings.

Select one of the Export Type options:

- **Attendee View** - Uses your attendee floor plan styling. Includes all features visible to attendees.
- **Exhibitor View** - Uses your exhibitor floor plan styling. Includes all features visible to exhibitors.
- **Color Code by Booth Status** - Intended for sales & planning. Shows assigned, available, and held booths.
- **Color Code by Booth Type** - Intended for sales & planning. Differentiates booths by assigned type.

Select the radio button next to the desired view type, then click **Next** to proceed to Step 2. or floor plan styling. Includes all features visible to exhibitors.



You can return to Step 1 at any time from Step 2 by clicking the **← Back** button at the bottom left of the dialog.

Note The dialog defaults to Exhibitor View when it opens. If you need an attendee-facing floor plan, switch the selection to Attendee View before clicking Next.

Step Two: Choose Features to Include

After selecting your **Export Type** and clicking **Next**, the dialog advances to Step 2. The screen title reflects your Step 1 selection.

The feature controls in Step 2 are familiar from the previous PDF Preferences dialog, with two updates: a new Include All master toggle, and opacity settings now organized under an expandable Advanced Options section rather than displayed inline.

STEP 2 OF 2

Print Floor Plan – Exhibitor View

Choose which features to include

☐ Background Only

Include in export

☐ Include All	☒ Booths	☒ Exhibitor Names	☒ Booth Numbers
☒ Rooms	☒ Room Numbers	☒ Labels	☒ Outlines
☒ Icons	☒ Furniture	☐ Booth Dimensions	☐ Open Booth Sides
☐ Aisle Widths			

Advanced options

Booths	Fill	Border	Opacity 50 %
Rooms	Fill	Border	Opacity 50 %
Furniture	Fill	Border	Opacity 50 %
Icons	No fill/border options		Opacity 100 %
Labels	No fill/border options		Opacity 100 %
Outlines	No fill/border options		Opacity 100 %

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Background Only

The Background Only checkbox works the same as before. When enabled, the export includes only the floor plan background image, with all overlay features — booths, rooms, labels, outlines, and icons — excluded.

Include In Export

When any view is selected, the Include in Export section contains multiple options. Select from the following:

- Include All
- Booths
- Exhibitor Names
- Booth Numbers
- Rooms
- Rooms Numbers
- Labels
- Outlines
- Icons
- Furniture
- Booth Dimensions
- Open Booth Sides
- Aisle Widths

Advanced Options for Attendee and Exhibitor View

There is a new collapsible Advanced Options section at the bottom of Step 2 when you select Attendee or Exhibitor View. Click the **Advanced options toggle** to expand the panel. When expanded, opacity controls are shown for each of the feature types.

STEP 2 OF 2

Print Floor Plan – Exhibitor View

Choose which features to include

☐ Background Only

Include in export

☐ Include All

☒ Rooms

☒ Icons

☐ Aisle Widths

☒ Booths

☒ Room Numbers

☒ Furniture

☒ Exhibitor Names

☒ Labels

☐ Booth Dimensions

☒ Booth Numbers

☒ Outlines

☐ Open Booth Sides

Advanced options

Booths	Fill 50	Border 50	Opacity 50 %
Rooms	Fill 50	Border 50	Opacity 50 %
Furniture	Fill 50	Border 50	Opacity 50 %
Icons	No fill/border options		Opacity 100 %
Labels	No fill/border options		Opacity 100 %
Outlines	No fill/border options		Opacity 100 %

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Enter a percentage value between 0 and 100 to adjust the transparency of a given element type. A value of 100 is fully opaque (no change from default); lower values increase transparency in the exported PDF.



Tip

Use opacity controls to create subtle floor plan overlays — for example, reducing Outlines to 50% keeps booth boundaries visible without overpowering the background.

Note

The Advanced options section is available in both Attendee View and Exhibitor View exports. The opacity defaults of 100% match the behavior of the previous PDF Preferences dialog.

Generating the PDF Export

Once you have configured your settings in Step 2, click the Export PDF button in the lower right corner of the dialog to generate and download the floor plan. This button replaces the “Confirm” button from the previous PDF Preferences dialog.

To cancel at any point without exporting, click Cancel. To return to Step 1 and change your Export Type, click ← Back.

STEP 2 OF 2

Print Floor Plan – Exhibitor View

Choose which features to include

☐ Background Only

Include in export

☐ Include All	☒ Booths	☒ Exhibitor Names	☒ Booth Numbers
☒ Rooms	☒ Room Numbers	☒ Labels	☒ Outlines
☒ Icons	☒ Furniture	☐ Booth Dimensions	☐ Open Booth Sides
☐ Aisle Widths			

Advanced options

Booths	Fill <input type="color"/>	Border <input type="color"/>	Opacity 50 %
Rooms	Fill <input type="color"/>	Border <input type="color"/>	Opacity 50 %
Furniture	Fill <input type="color"/>	Border <input type="color"/>	Opacity 50 %
Icons	No fill/border options		Opacity 100 %
Labels	No fill/border options		Opacity 100 %
Outlines	No fill/border options		Opacity 100 %

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Cancel

Export PDF