

# Operations

In the right part at the bottom ( Kepler - Merging Documents for JIRA Panel) you can change the files order using the **Up** and **Down** arrows and choose the files to be exported using Select / Unselect action

The screenshot shows the 'Kepler - Merging Documents for JIRA Panel' interface. On the left, under the 'Attachments' tab, there are four file thumbnails: 'Doc.docx' (11 kB, 5 minutes ago), 'Excel file.xlsx' (6 kB, 7 minutes ago), 'PDF File.pdf' (172 kB, 6 minutes ago), and 'Prez.pptx' (30 kB, 5 minutes ago). A dashed box highlights the 'Excel file.xlsx' and 'PDF File.pdf' files. On the right, under the 'PDF Editor for JIRA' tab, there is a table with the following columns: 'File', 'Select/Unselect', and 'Order/Sorting'. The table lists the same four files. A red arrow points from the 'Select/Unselect' column header to the 'Excel file.xlsx' row, and another red arrow points from the 'Order/Sorting' column header to the 'PDF File.pdf' row.

File	Select/Unselect	Order/Sorting
Doc.docx	<input type="checkbox"/>	↑ ↓ ↕
Excel file.xlsx	<input checked="" type="checkbox"/>	↑ ↓ ↕
PDF File.pdf	<input type="checkbox"/>	↑ ↓ ↕
Prez.pptx	<input type="checkbox"/>	↑ ↓ ↕

Once you have selected and ordered your files, you can start the export using the Export Action, please see below:

The screenshot shows the same interface as the previous one, but with red arrows pointing to the 'Export' and 'Refresh' buttons. The 'Export' button is located at the bottom of the 'PDF Editor for JIRA' tab, and the 'Refresh' button is located at the top of the same tab.

Export

Refresh

The "Export" Action will combine all selected attachments in the order you specified into one single PDF file which will then be attached to the Jira issue.