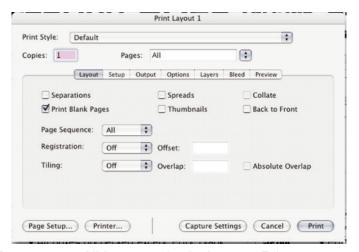
## Creating PDFs. Quark 6-

### choose Print when ready to create a PostScript file



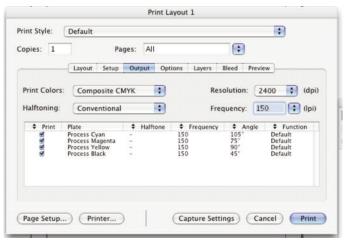
### **Layout:**

- All boxes unchecked except Print Blank Pages.
- Page Sequence: AllRegistration: OffTiling: Off



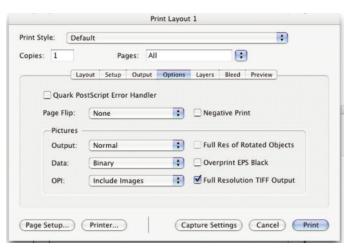
### **Setup:**

- Printer Description: Adobe PDF.
- Paper Size: Custom.
- Page Width & Height: Add 1" to size of document. This document size was 8.5" x 11".
- Page Positioning: Center.
- Orientation: Choose icon on the left.



#### **Output:**

- Print Colors: Composite CMYK
- Halftoning: Conventional.Resolution: 2400 (dpi).
- Frequency: 150 (lpi).



### **Options:**

- Quark PostScript Error Handler: unchecked.
- Page Flip: None.
- Negative Print: unchecked.
- Output: Normal.
- Data: Binary.
- OPI: Include Images
- Overprint EPS Black: unchecked.
- Full Resolution TIFF Output: checked.

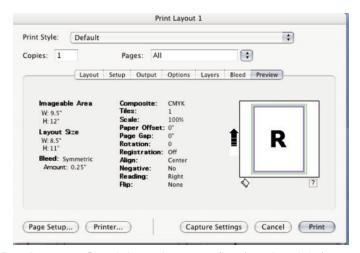


## Creating PDFs. Quark 6 Continued



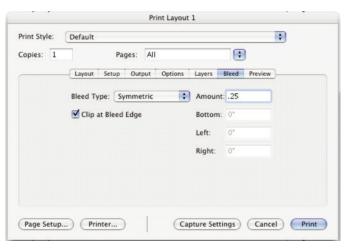
#### **Layers:**

- Default
- Apply to Layout: unchecked
- Plates used on selected Layer: No selection



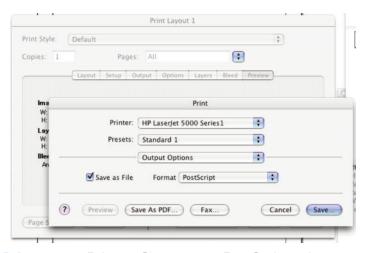
#### Preview:

- Check how the page fits (on the right).
- Confirm Layout Size, it should match the trim size.
- Confirm Imageable Area, it should be 1" larger than Layout Size.
- Select: "Printer" (button on lower left)



#### **Bleed:**

- Bleed Type: Symmetric.
- Amount: .25".
- Clip at Bleed Edge (doesn't matter if it is checked or not)



#### **Print:**

- Printer: Choose your PostScript printer.
- Presets: Standard 1.
- Select "Output Options".
- Check "Save as File" Format "PostScript".
- Select "Save".
- Choose the location where you want to save your file.
- Name the file your document name with .ps behind the name you choose.
- · Click "Save"

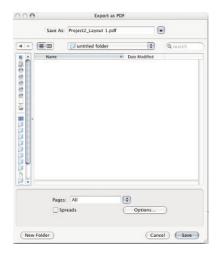
The next step is to distill the PostScript file you just created using Adobe Acrobat Distiller.

See pages 19-24 for Acrobat Distiller 7-9 settings.



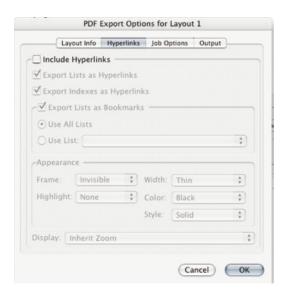
## Creating PDFs. Quark 6.5

### choose File > Export > Layout as PDF



## Export as PDF:

- Specify which pages you would like saved in the PDF or keep it on "All"
- Click "Options"

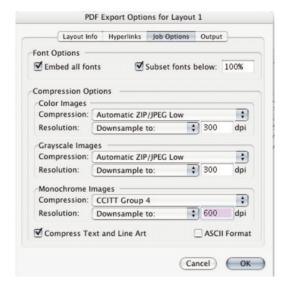


**Hyperlinks:** • Uncheck "Include Hyperlinks"



Layout

• This is just the name of your file

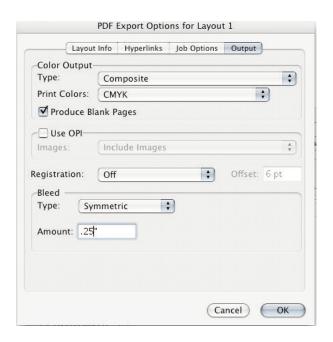


### Job Options:

- Font Options: Check "Embed all fonts" Check "Subset fonts below:" 100%
- Color Images: Compression: Automatic ZIP/JPEG Low
- Downsample to: 300 dpi
- Grayscale Images: Compression: Automatic ZIP/JPEG Low
- Downsample to: 300 dpi
- Monochrome Images: CCITT Group 4
- Resolution: Downsample to: 600 dpi
- Check: Compress Text and Line Art



## Creating PDFs. Quark 6.5 Continued



**Output:** Color Output

• Type: Composite

• Print Colors: "CMYK "or if you have a spot color then choose "Device N"

• Uncheck "Use OPI" Registration: Off

• Bleed Type: Symmetric

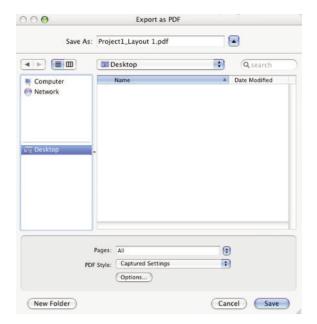
• Amount: .25"

Click "ok" which brings you back to the Layout as PDF window- then click "save" and choose where to save your file.



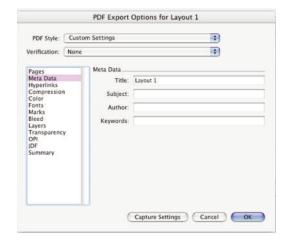
## Creating PDFs. Quark 7-

### choose File > Export > Layout as PDF



Export as • Pages: All

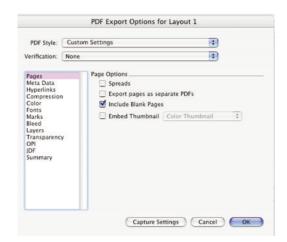
**PDF:** • Click the "Options" button



Meta Data: • Title: use the name of your file

Subject: can be blankAuthor: your name

• Keywords: leave this blank



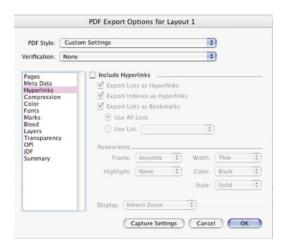
Pages:

Spreads: unchecked

 Export pages as separate PDF's: click this on if you want each page as a separate PDF, otherwise leave unchecked

• Include Blank Pages: check this box

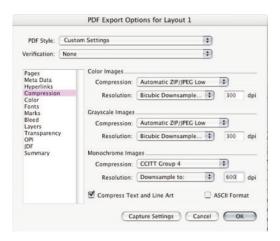
• Embed Thumbnail: unchecked



**Hyperlinks:** • Include Hyperlinks: unchecked



## Creating PDFs. Quark 7 Continued



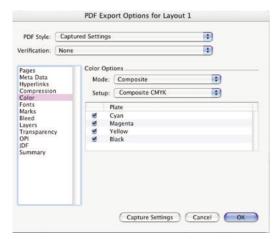
### **Compression:**

- Color Images: Compression: Automatic ZIP/JPEG Low
- Resolution: Bicubic Downsample to: 300 dpi
- Grayscale Images: Compression: Automatic ZIP/JPEG Low
- Resolution: Bicubic Downsample to: 300 dpi
- Monochrome Images: CCITT Group 4
  Resolution: Downsample to: 600 dpi
  Check: Compress Text and Line Art

PDF Style:	Custom Settings
erification:	None
Pages Meta Data Hyperlinks	Font Options  Select All
Compression Color Fonts Marks Bleed Layers Transparency OPF Summary	

**Fonts:** 

• Font Options: Check "Select All"



Color:

- Mode: Composite
   Setup: Composite Composite
- Setup: Composite CMYK or Composite CMYK and Spot (if spot colors are used in the job)

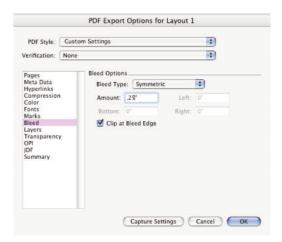
PDF Style:	Custor	n Settings				
/erification:	None				٠	
Pages	-	Registratio	n Marks (	Options		
Meta Data Hyperlinks		Mode:	Off	•		
Compression Color	E .	Width:				
Fonts Marks		Length:				
Bleed Layers		Offset				
Transparence OPI	Y					
JDF Summary						
	_	J				

Marks:

- Registration Marks Options
- Mode: Off



## Creating PDFs. Quark 7 Continued



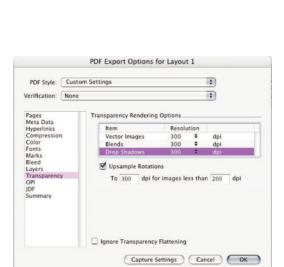
**Bleed:** 

Bleed Options

• Bleed Type: Symmetric

• Amount: .25"

Clip at Bleed Edge: checked



### **Transparency:**

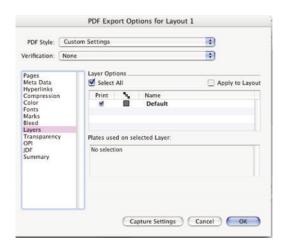
• Transparency Rendering Option

Vector Images: 300 dpi

Blends: 300 dpi

Drop Shadows: 300 dpi • Check Upsample Rotations

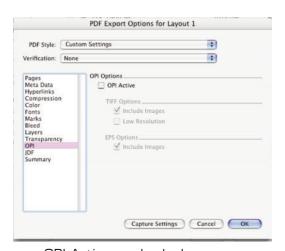
to 300 dpi for images less than 200 dpi



**Layers:** 

Layer Options

Select All: checked



OPI:

OPI Active: unchecked

JDF:

Output JDF: unchecked

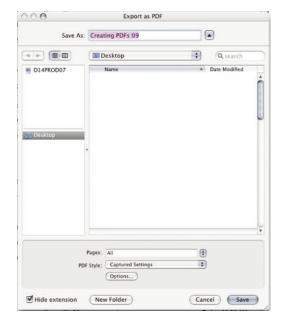
**Summary:** • Just shows a list of all the settings

Click "OK", then when your back to the Export window, Click "Save"



## Creating PDFs. Quark 8

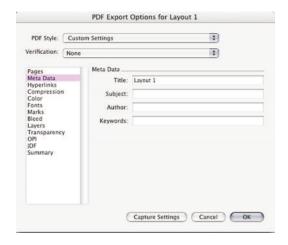
### choose File > Export > Layout as PDF



Export as • Pages: All

PDF:

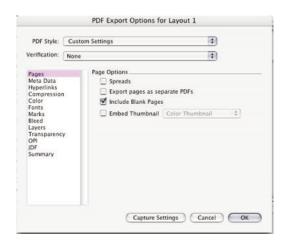
• Click the "Options" button



Meta Data: • Title: use the name of your file

• Subject: can be blank Author: your name

• Keywords: leave this blank



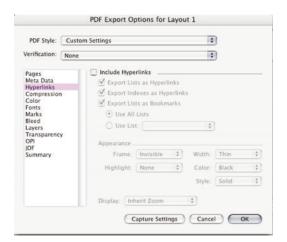
Pages:

Spreads: unchecked

• Export pages as separate PDF's: click this on if you want each page as a separate PDF, otherwise leave unchecked

• Include Blank Pages: check this box

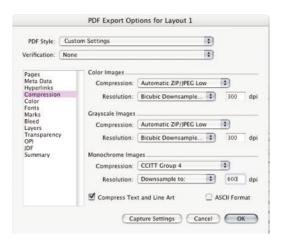
• Embed Thumbnail: unchecked



**Hyperlinks:** • Include Hyperlinks: unchecked



## Creating PDFs. Quark 8 Continued



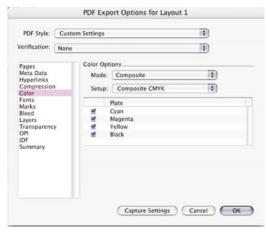
### **Compression:**

- Color Images: Compression: Automatic ZIP/JPEG Low
- Resolution: Bicubic Downsample to: 300 dpi
- Grayscale Images: Compression: Automatic ZIP/JPEG Low
- Resolution: Bicubic Downsample to: 300 dpi
- Monochrome Images: CCITT Group 4
  Resolution: Downsample to: 600 dpi
  Check: Compress Text and Line Art

PDF Style:	Custom Settin	ngs		
Verification:	None		•	
Pages Meta Data Hyperlinks		Options		
Compression	D	ownload	Font	
Color		€	B Futura Bold	3
Fonts Marks		<b>8</b>	Lucida Grande	ſ
Bleed		€	Eurostile Condensed	Ų
Lavers		8	Eurostile BoldCondensed	- (
Transparency OPI JDF Summary		d	Eurostile BoldExtendedTwo	19
		-	Capture Settings Cancel	OK

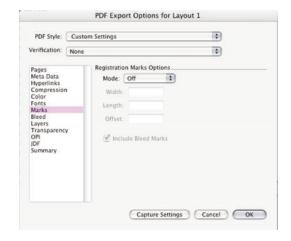
Fonts:

• Font Options: Check "Select All"



Color:

- Mode: Composite
- Setup: Composite CMYK or Composite CMYK and Spot (if spot colors are used in the job)

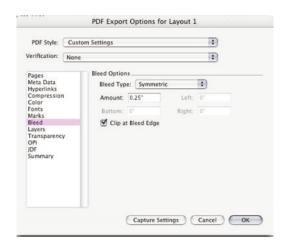


Marks:

- Registration Marks Options
- Mode: Off



## Creating PDFs. Quark 8 Continued



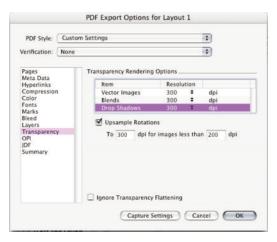
#### **Bleed:**

Bleed Options

• Bleed Type: Symmetric

• Amount: .25"

Clip at Bleed Edge: checked



### **Transparency:**

• Transparency Rendering Option

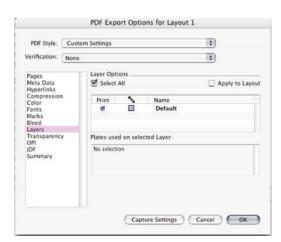
Vector Images: 300 dpi

Blends: 300 dpi

Drop Shadows: 300 dpi • Check Upsample Rotations

to 300 dpi for images less than 200 dpi

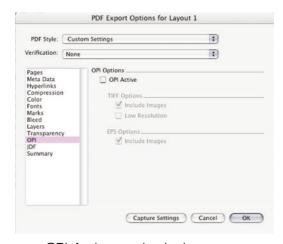
• Ignore Transparency Flatten:unchecked



Layers:

Layer Options

Select All: checked



OPI:

OPI Active: unchecked

JDF:

Output JDF: unchecked

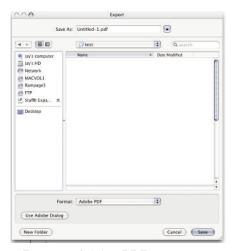
**Summary:** • Just shows a list of all the settings

Click "OK", then when your back to the Export window,

Click "Save"

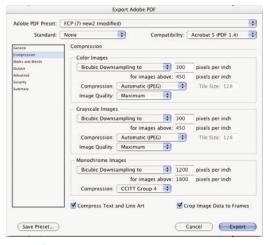


## Creating PDFs. InDesign CS2



### **Export:**

- Format: Adobe PDF
- Choose the location where you want to save your file.
- Name the file your document name with pdf behind the name you choose.
- Click "Save"



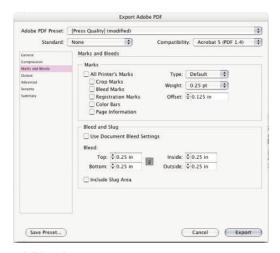
#### **Compression:**

- Color Images: Bicubic Downsampling to 300 for images above 450 pixels per inch
- Compression: Automatic (JPEG)
- Image Quality: Maximum
- Grayscale Images: Bicubic Downsampling to 300 for images above 450 pixels per inch
- Compression: Automatic (JPEG)
- Image Quality: Maximum
- Monochrome Images: Bicubic Downsampling to 1200 for images above 1800 pixels per inch
- Compression: CCITT Group 4
- Check: Compress Text and Line Art
- Check: Crop Image Data to Frames



### **Export PDF General:**

- Pages: All.
- Compatibility: Acrobat 5 (PDF 1.4).
- All boxes are unchecked.

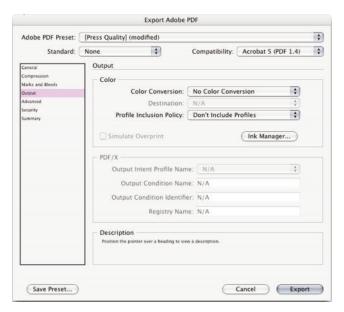


#### **Marks and Bleeds:**

- Marks: Leave all unchecked, but make sure your document is set up to the trim size with .25" bleeds.
- Bleed: .25 in on Top, Inside, Bottom, and Outside

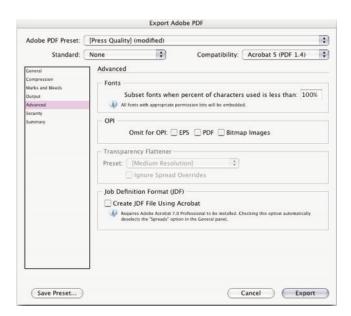


## Creating PDFs. InDesign CS2 continued

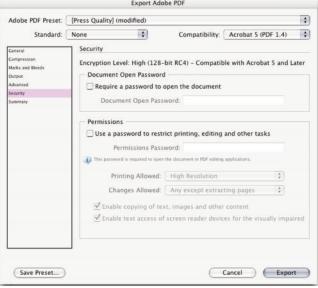


### **Output:**

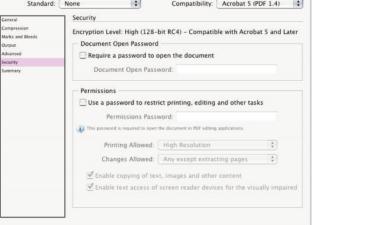
- Color Conversion: No Color Conversion
- Profile Inclusion Policy: Don't Include **Profiles**



- **Advanced:** Fonts: Subset fonts when percent of characters used is less than 100%
  - OPI: All boxes should be unchecked
  - Transparency Flattener is grayed out
  - JDF: Don't check this box



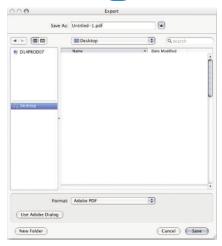
**Security:** • Don't check any of the boxes



**Click Export to** create your PDF file.



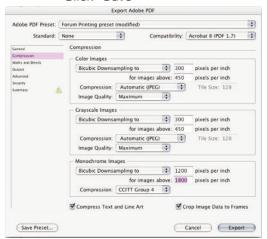
## Creating PDFs. InDesign CS3



#### **Export:**

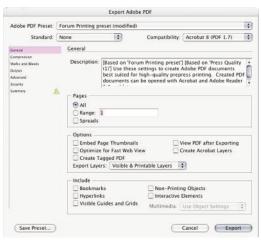
Under File chose Export

- Format: Adobe PDF
- Choose the location where you want to save your file.
- Name the file your document name with .pdf behind the name you choose.
- Click "Save"



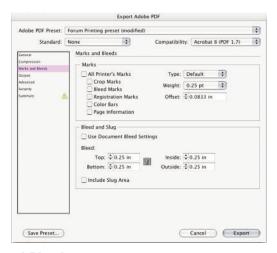
#### **Compression:**

- Color Images: Bicubic Downsampling to 300 for images above 450 pixels per inch
- Compression: Automatic (JPEG)
- Image Quality: Maximum
- Grayscale Images: Bicubic Downsampling to 300 for images above 450 pixels per inch
- Compression: Automatic (JPEG)
- Image Quality: Maximum
- Monochrome Images: Bicubic Downsampling to 1200 for images above 1800 pixels per inch
- Compression: CCITT Group 4
- Check: Compress Text and Line Art
- Check: Crop Image Data to Frames



### **Export PDF General:**

- Pages: All.
- Compatibility: Acrobat 8 (PDF 1.7).
- All boxes are unchecked.

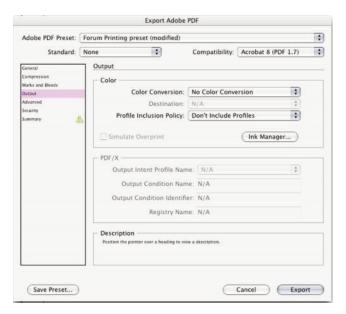


#### **Marks and Bleeds:**

- Marks: Leave all unchecked, but make sure your document is set up to the trim size with .25" bleeds.
- Bleed: .25 in on Top, Inside, Bottom, and Outside

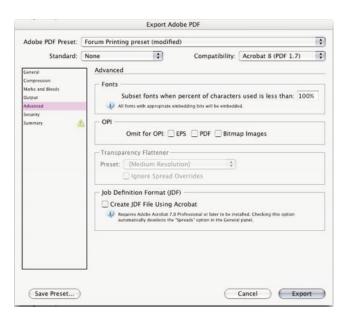


## Creating PDFs. InDesign CS3 continued





- Color Conversion: No Color Conversion
- Profile Inclusion Policy: Don't Include Profiles



- **Advanced:** Fonts: Subset fonts when percent of characters used is less than 100%
  - OPI: All boxes should be unchecked
  - Transparency Flattener is grayed out
  - JDF: Don't check this box

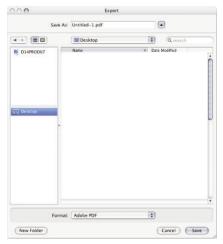
Adobe PDF Preset:	Forum Printing preset (modified)					
Standard:	None	Compatibility:	Acrobat 8 (PDF 1.7)			
Ceneral Compression Marks and Bleeds Output Advanced Security Summary	Security  Encryption Level: High (128- Document Open Password Require a password to Document Open Pass	d open the document	ole with Acrobat 5 and	Later		
	Permissions  Use a password to resti  Permissions Pass  This password is required to open  Printing Allowed:	word; the document in PDF editing				
	Changes Allowed: Any except extracting pages \$					
	✓ Enable copying of te:  ✓ Enable text access of  ✓ Enable plaintext met	screen reader devic		sired		

Security: • Don't check any of the boxes

**Click Export to** create your PDF file.



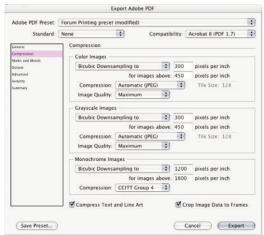
## Creating PDFs. InDesign CS4



#### **Export:**

Under File chose Export

- Format: Adobe PDF
- Choose the location where you want to save your file.
- Name the file your document name with .pdf behind the name you choose.
- Click "Save"



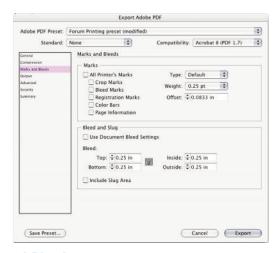
#### **Compression:**

- Color Images: Bicubic Downsampling to 300 for images above 450 pixels per inch
- Compression: Automatic (JPEG)
- Image Quality: Maximum
- Grayscale Images: Bicubic Downsampling to 300 for images above 450 pixels per inch
- Compression: Automatic (JPEG)
- Image Quality: Maximum
- Monochrome Images: Bicubic Downsampling to 1200 for images above 1800 pixels per inch
- Compression: CCITT Group 4
- Check: Compress Text and Line Art
- Check: Crop Image Data to Frames



### **Export PDF General:**

- Pages: All.
- Compatibility: Acrobat 8 (PDF 1.7).
- All boxes are unchecked.



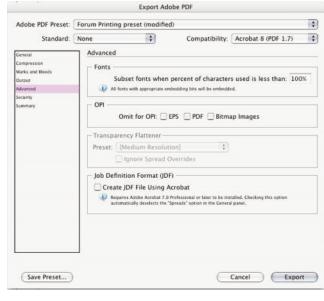
#### **Marks and Bleeds:**

- Marks: Leave all unchecked, but make sure your document is set up to the trim size with .25" bleeds.
- Bleed: .25 in on Top, Inside, Bottom, and Outside



## Creating PDFs. InDesign CS4 continued





- **Output:**
- Color Conversion: No Color Conversion
- Profile Inclusion Policy: Don't Include Profiles
- **Advanced:** Fonts: Subset fonts when percent of characters used is less than 100%
  - OPI: All boxes should be unchecked
  - Transparency Flattener is grayed out
  - JDF: Don't check this box

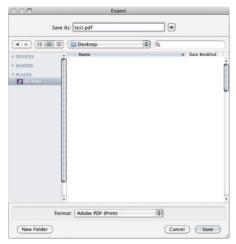
Adobe PDF Preset:	Forum Printing preset (modified	)		-
Standard:	None ‡	Compatibility:	Acrobat 8 (PDF 1.7)	
General Compression Marks and Bleeds Dutput Undowned Security Summary	Security  Encryption Level: High (128- Document Open Password Require a password to o	d open the document		Later
	Permissions  Use a password to restr  Permissions Pass  i) This password is required to open	word: the document in PDF edition		
	Printing Allowed: Changes Allowed:	Any except extrac	ting pages	
	✓ Enable copying of ter  ✓ Enable text access of  ✓ Enable plaintext met	xt, images and othe screen reader devi	r content	aired

**Click Export to** create your PDF file.

Security: • Don't check any of the boxes



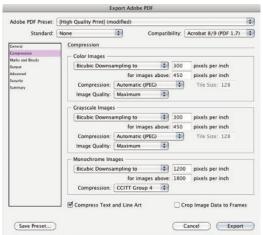
## Creating PDFs. InDesign CS5



### **Export:**

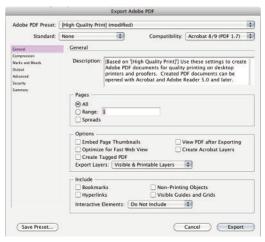
Under File chose Export

- Format: Adobe PDF
- Choose the location where you want to save your file.
- Name the file your document name with .pdf behind the name you choose.
- Click "Save"



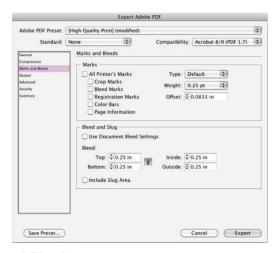
#### **Compression:**

- Color Images: Bicubic Downsampling to 300 for images above 450 pixels per inch
- Compression: Automatic (JPEG)
- Image Quality: Maximum
- Grayscale Images: Bicubic Downsampling to 300 for images above 450 pixels per inch
- Compression: Automatic (JPEG)
- Image Quality: Maximum
- Monochrome Images: Bicubic Downsampling to 1200 for images above 1800 pixels per inch
- Compression: CCITT Group 4
- Check: Compress Text and Line Art
- Don't Check: Crop Image Data to Frames



### **Export PDF General:**

- Pages: All.
- Compatibility: Acrobat 8/9 (PDF 1.7).
- All boxes are unchecked.

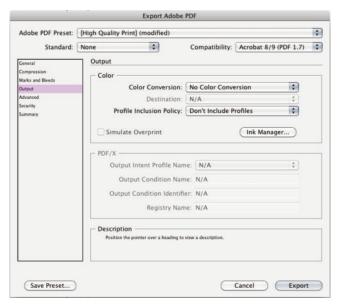


#### **Marks and Bleeds:**

- Marks: Leave all unchecked, but make sure your document is set up to the trim size with .25" bleeds.
- Bleed: .25 in on Top, Inside, Bottom, and Outside

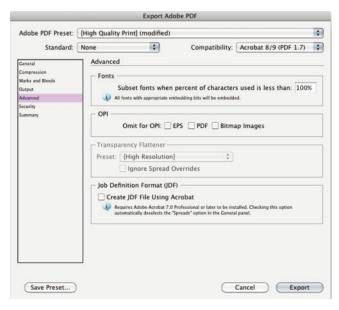


## Creating PDFs. InDesign CS5 continued





- Color Conversion: No Color Conversion
- Profile Inclusion Policy: Don't Include Profiles



- **Advanced:** Fonts: Subset fonts when percent of characters used is less than 100%
  - OPI: All boxes should be unchecked
  - Transparency Flattener is grayed out
  - JDF: Don't check this box

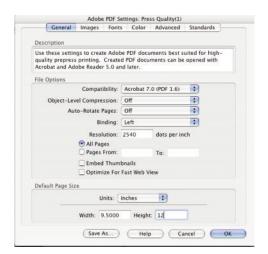
Adobe PDF Preset:	[High Quality Print] (modified)		
Standard:	None	Compatibility: Acrobat 8/9 (PDF 1.7)	0
General Compression Marks and Bleeds Output Advanced Security Summary	Security  Encryption Level: High (128- Document Open Password Require a password to  Document Open Pass	open the document	ater
	Permissions Pass	the document in PDF editing applications.	
	☑ Enable copying of te	Any except extracting pages \$\times\$  xt, images and other content f screen reader devices for the visually impagadata	ired

Security: • Don't check any of the boxes

**Click Export to** create your PDF file.

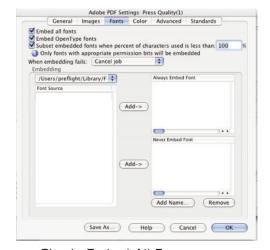


### Acrobat 7



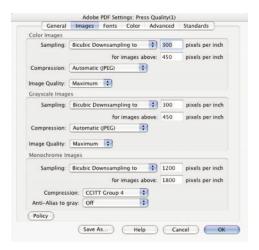
#### **General:**

- Compatibility: Acrobat 7.0 (PDF 1.6).
- Object-Level Compression and Auto-Rotate Pages: Off
- Binding: Left.Resolution: 2540Distill Pages: All
- Don't check: "Embed Thumbnails" and "Optimize For Fast Web View"
- Default Page Size: Should be 1" larger than trim size



#### **Fonts:**

- Check: Embed All Fonts
- Embed OpenType fonts
- Check: Subset Embedded Fonts When Percent of Characters Used is Less Than: 100%
- When Embedding Fails: Cancel Job



### **Images:**

- Color Images: Sampling: "Bicubic Downsampling to 300 pixels per inch for images above 450 pixels per inch.
- Compression: Automatic (JPEG) Image quality: Maximum
- Grayscale Images: Sampling: "Bicubic Downsampling to 300 pixels per inch for images above 450 pixels per inch.
- Compression: Automatic (JPEG) Image quality: Maximum
- Monochrome Images: Sampling: "Bicubic Downsampling to 1200 pixels per inch for images above 1800 pixels per inch.
- Compression: CCITT Group 4
- Anti-Alias to gray: Off



#### **Color:**

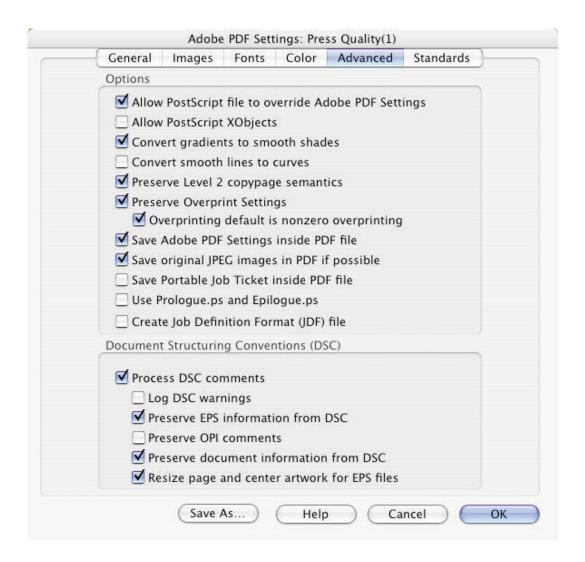
- Settings File: None.
- Color Management Policies: Leave Color
  Unchanged (Your document should only contain
  CMYK colors and images before distilling the PostScript file.)

#### Rendering Intent: Preserve

- Check: Preserve Under Color Removal and Black Generation
- When Transfer Functions are found: Remove
- Don't check: Preserve Halftone Information



### Acrobat 7 continued



#### Advanced:

- Options: Check all boxes except "Allow PostScript XObjects", "Convert smooth lines to curves", "Save Portable Job Ticket inside PDF file", "Use Prologue.ps and Epilogue.ps" and "Create Job Definition Format (JDF) file"
- Document Structuring Conventions (DSC):
   Check all boxes except "Log DSC Warnings"
   and never check "Preserve OPI Comments".

Standards: You do not need to change anything in this tab

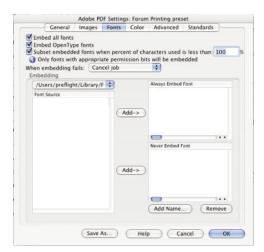


### Acrobat 8



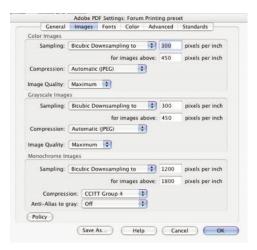
#### **General:**

- Compatibility: Acrobat 8.0 (PDF 1.7).
- Object-Level Compression and Auto-Rotate Pages: Off
- Binding: Left.Resolution: 2540Check: All Pages
- Don't check: "Embed Thumbnails" and "Optimize For Fast Web View"
- Default Page Size: Should be 1" larger than trim size



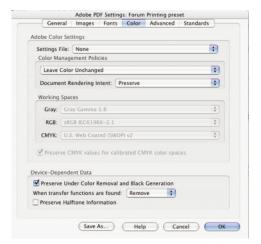
#### **Fonts:**

- Check: Embed All Fonts
- Check: Embed OpenType fonts
- Check: Subset Embedded Fonts When Percent of Characters Used is Less Than: 100%
- When Embedding Fails: Cancel Job



#### **Images:**

- Color Images: Sampling: "Bicubic Downsampling to 300 pixels per inch for images above 450 pixels per inch.
- Compression: Automatic (JPEG) Image quality: Maximum
- Grayscale Images: Sampling: "Bicubic Downsampling to 300 pixels per inch for images above 450 pixels per inch.
- Compression: Automatic (JPEG) Image quality: Maximum
- Monochrome Images: Sampling: "Bicubic Downsampling to 1200 pixels per inch for images above 1800 pixels per inch.
- Compression: CCITT Group 4
- Anti-Alias to gray: Off



Color:

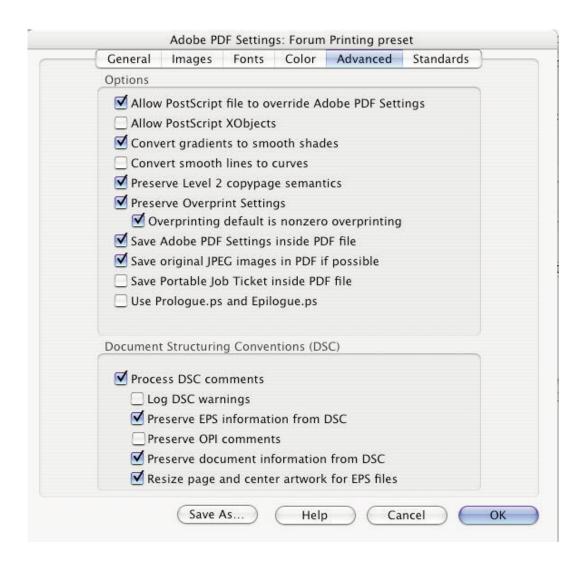
- Settings File: None.
- Color Management Policies: Leave Color
  Unchanged (Your document should only contain
  CMYK colors and images before distilling the PostScript file.)

#### • Rendering Intent: Preserve

- Check: Preserve Under Color Removal and Black Generation
- When Transfer Functions are found: Remove
- Don't check: Preserve Halftone Information



### Acrobat 8 continued



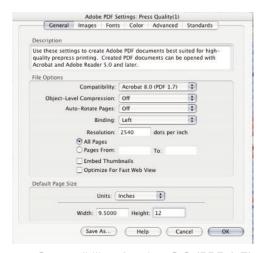
#### **Advanced:**

- Options: Check all boxes except "Allow PostScript XObjects", "Convert smooth lines to curves", "Save Portable Job Ticket inside PDF file", "Use Prologue.ps and Epilogue.ps"
- Document Structuring Conventions (DSC):
   Check all boxes except "Log DSC Warnings"
   and never check "Preserve OPI Comments".

Standards: You do not need to change anything in this tab

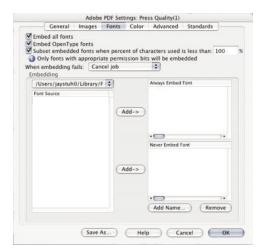


### Acrobat 9



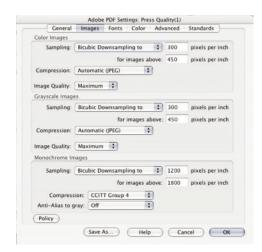
#### **General:**

- Compatibility: Acrobat 8.0 (PDF 1.7).
- Object-Level Compression and Auto-Rotate Pages: Off
- Binding: Left.Resolution: 2540Distill Pages: All
- Don't check: "Embed Thumbnails" and "Optimize For Fast Web View"
- Default Page Size: Should be 1" larger than trim size



#### **Fonts:**

- Check: Embed All Fonts
- Check: Embed OpenType fonts
- Check: Subset Embedded Fonts When Percent of Characters Used is Less Than: 100%
- When Embedding Fails: Cancel Job



### **Images:**

- Color Images: Sampling: "Bicubic Downsampling to 300 pixels per inch for images above 450 pixels per inch.
- Compression: Automatic (JPEG) Image quality: Maximum
- Grayscale Images: Sampling: "Bicubic Downsampling to 300 pixels per inch for images above 450 pixels per inch.
- Compression: Automatic (JPEG) Image quality: Maximum
- Monochrome Images: Sampling: "Bicubic Downsampling to 1200 pixels per inch for images above 1800 pixels per inch.
- Compression: CCITT Group 4
- · Anti-Alias to gray: Off

dobe Colo					
	ile: None				
Color Ma	nagement Poli	cies			
Leave	Color Unchang	ed			
Docume	nt Rendering I	ntent: F	reserve		101
Working	Spaces				
1	Gray Gamma	1.8			-
					1
CMYK:	Kayes Proof 3	60TAC			:
	ve CMYK value	s for cali	brated CM	IYK color spar	ces
_	Under Color	Removal	and Black	Generation	
	fer functions				
Dracana	Halftone Info	rmation	-		

**Color:** 

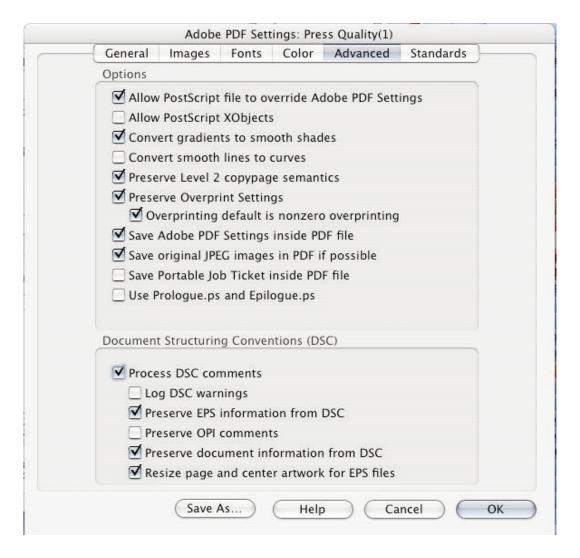
- Settings File: None.
- Color Management Policies: Leave Color
  Unchanged (Your document should only contain
  CMYK colors and images before distilling the PostScript file.)

#### • Rendering Intent: Preserve

- Check: Preserve Under Color Removal and Black Generation
- When Transfer Functions are found: Remove
- Don't check: Preserve Halftone Information



### Acrobat 9 continued



#### Advanced:

- Options: Check all boxes except "Allow PostScript XObjects", "Convert smooth lines to curves", "Save Portable Job Ticket inside PDF file", "Use Prologue.ps and Epilogue.ps"
- Document Structuring Conventions (DSC):
   Check all boxes except "Log DSC Warnings"
   and never check "Preserve OPI Comments".

Standards: You do not need to change anything in this tab

