



STANDARD
Printing Company

~ InDesign PDF Procedures ~

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- These instructions are to assist you in creating Adobe InDesign Postscript files for producing high quality press ready PDF files.
- These instructions vary from other suppliers using a PDF workflow; however, if you plan to use a different set of instructions to create your PDF files, it is recommended that a test file be submitted for our review.
- It is **strongly recommended** that the 'File Assembly Guide' located on our website is used in the creation of the native document. Using this guide will help ensure the job is completed without any delays or problems.

Adobe Acrobat and PDF

Adobe has created technology that has captured the attention of many in the graphic arts field. The Portable Document Format (PDF) is a means of creating and distributing documents that are platform independent, and they may also be viewed and manipulated in a variety of computer environments while retaining the original form of its design and layout.

PDF documents may be created in a variety of different ways. These range from using the tools provided in the Adobe Acrobat software to saving out files in PDF documents from applications such as Adobe Illustrator and InDesign. Adobe products are not the only software that is able to convert files into PDF documents. Any software that is able to produce a Postscript file can create a PDF document by sending the file through Adobe Distiller, software that Adobe created to convert Postscript into PDF.

Content editing of PDF documents is very difficult, documents containing transparency may need to be altered in the native format and a new PDF of the pages resubmitted to resolve any problems.

It is always recommended to test any untried applications or affects to assure a consistant result.

~ printing InDesign files to postscript ~

- 1) Go to 'Edit' menu to 'Color Settings'
 - a) set the 'Settings:' menu to **Emulate Adobe InDesign 2.0 CMS Off**

- 2) Go to 'File' menu to 'Document Setup'
 - a) be sure all jobs are built to trim

- 3) Go to 'File' menu to 'Print' to view the **Print** dialog window
 - a) - set the 'Printer:' menu to **PostScript® File** (see illus. a)
 - set the 'PPD:' menu to **AdobePDF 8.0**

 - b) choose '**Advanced**' from the left hand side of your 'Print' window (see illus. b)
 - check off all items in the 'OPI' field
 - set the 'Preset:' menu to **High Resolution**
 - check off 'Ignore Spread Overrides'

 - c) choose '**Color Management**' from the left hand side of your 'Print' window (see illus. c)
 - check on 'Document'
 - no other items here should be changeable

 - d) choose '**Graphics**' from the left hand side of your 'Print' window (see illus. d)
 - set the 'Send Data:' menu to **All**
 - set the 'Download:' menu to **Complete**
 - check on 'Download PPD Fonts'
 - set the 'PostScript@:' menu to **Level 3**

 - e) choose '**Output**' from the left hand side of your 'Print' window (see illus. e)
 - set the 'Color:' menu to **Composite CMYK**
 - set the 'Flip:' menu to **None**
 - check off 'Text as Black'
 - be sure all colors printing (including spot colors) appear in the 'Inks' field
 - check off 'Simulate Overprint'

 - f) choose '**Marks and Bleed**' from the left hand side of your 'Print' window (see illus. f)
 - check on 'Crop Marks' and 'Registration Marks'
 - check off 'Bleed Marks', 'Color Bars', and 'Page Information'
 - set the 'Type:' menu to **Default**
 - set the 'Weight:' menu to **0.50 pt**
 - set the 'Offset:' field to **0.125 in**
 - check off 'Use Document Bleed Settings'
 - set the 'Top:', 'Bottom:', 'Left:', and 'Right:' fields to **0.125 in**
 - check off 'Include Slug Area'

~ printing InDesign files to postscript ~

g) choose **Setup** from the left hand side of your 'Print' window (see *illus. g*)

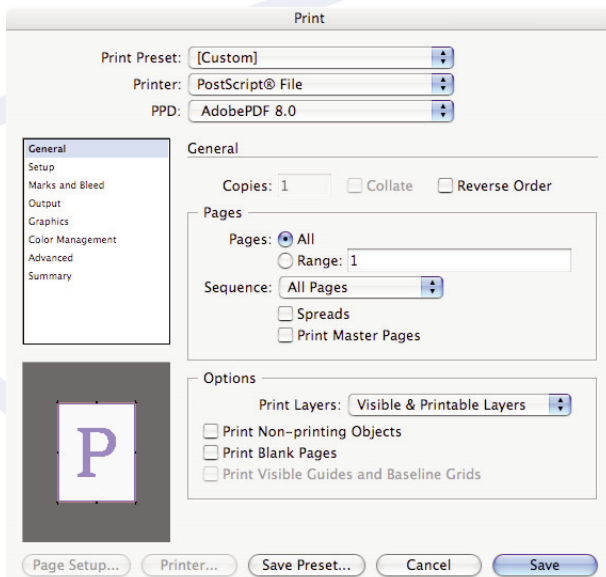
- set the 'Paper Size:' menu to **Custom**
- set the 'Orientation:' icon to **Heads Up**
- set the 'Offset:' and 'Gap:' fields to **0 in**
- check off 'Transverse'
- turn on 'Scale:'
- set the 'Width:' and 'Height:' fields to **100%**
- check on 'Constrain Proportions'
- set the 'Page Position:' menu to **Centered**
- check off 'Thumbnails:' and 'Tile:'

h) choose **General** from the left hand side of your 'Print' window (see *illus. a*)

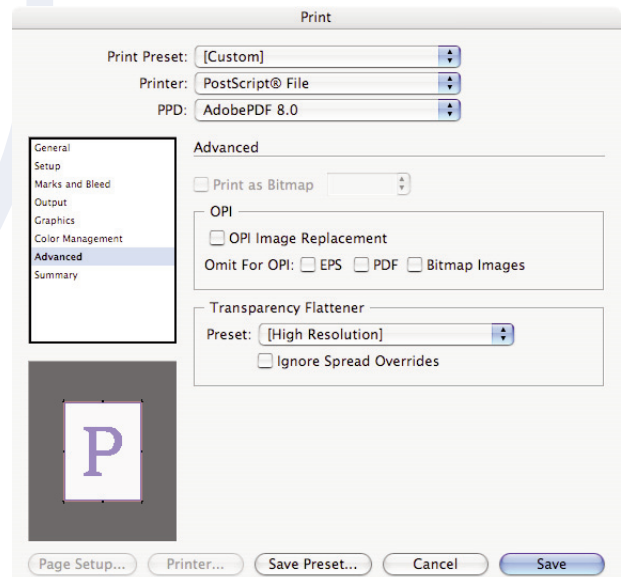
- select 'All' or type in the 'Range:' of pages (ex. 1-3) that need printed
- set the 'Sequence:' menu to **All Pages**
- check off 'Spreads' and 'Print Master Pages'
- check off all items in the 'Options' field

4) Click on the 'Save' button, choose a destination and a name for the Postscript file and click on the 'Save' button again to begin printing the Postscript file

illus. a

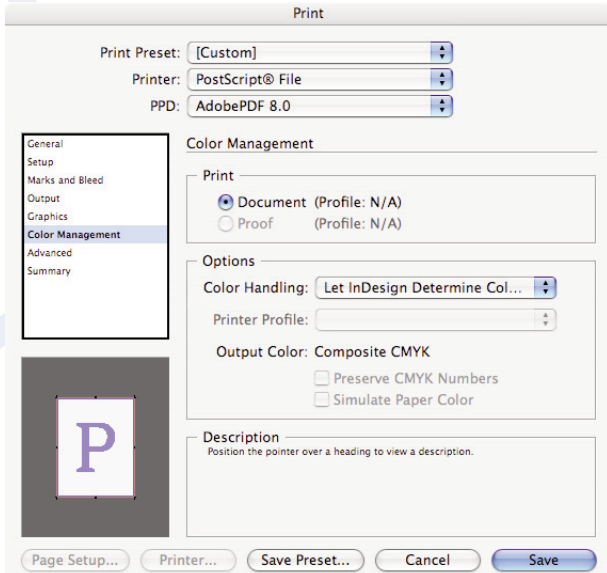


illus. b

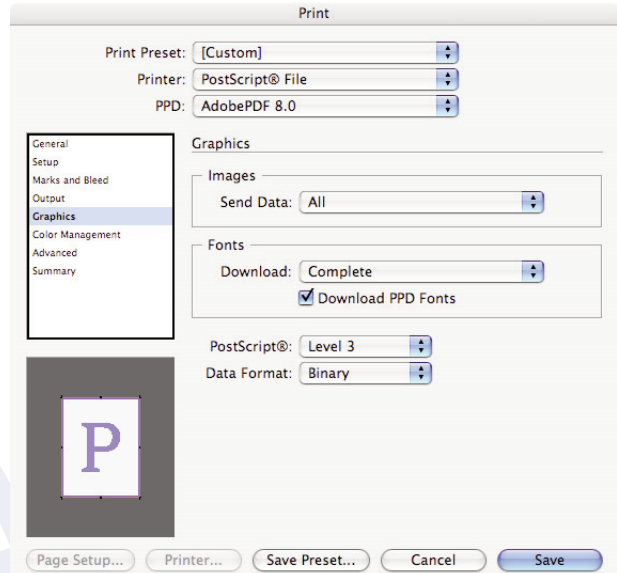


~ printing InDesign files to postscript ~

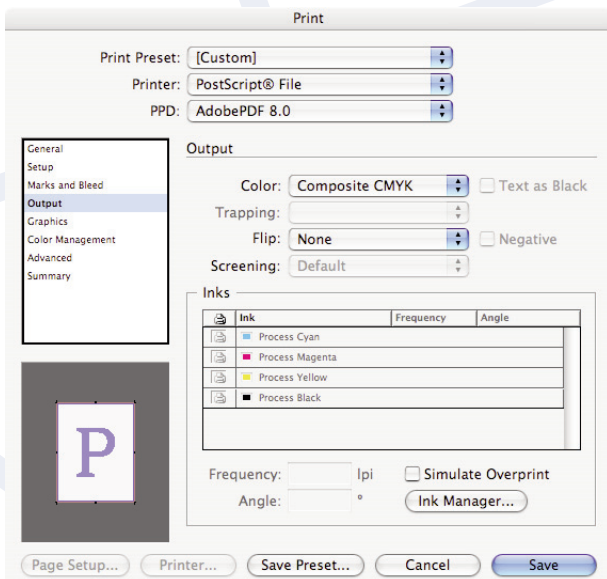
illus. c



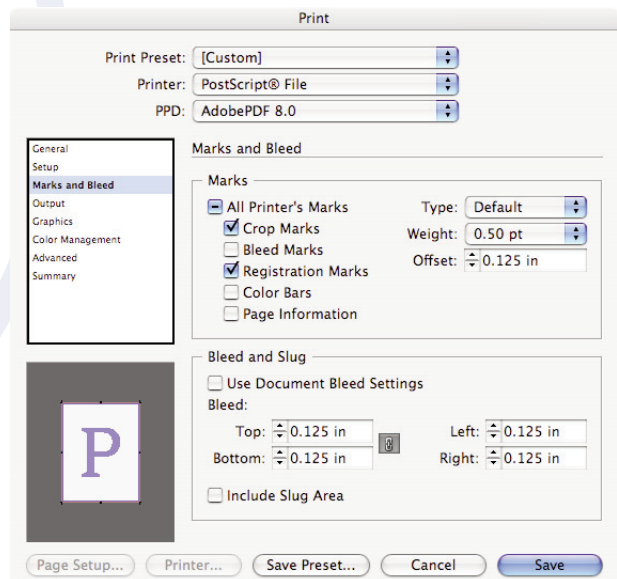
illus. d



illus. e

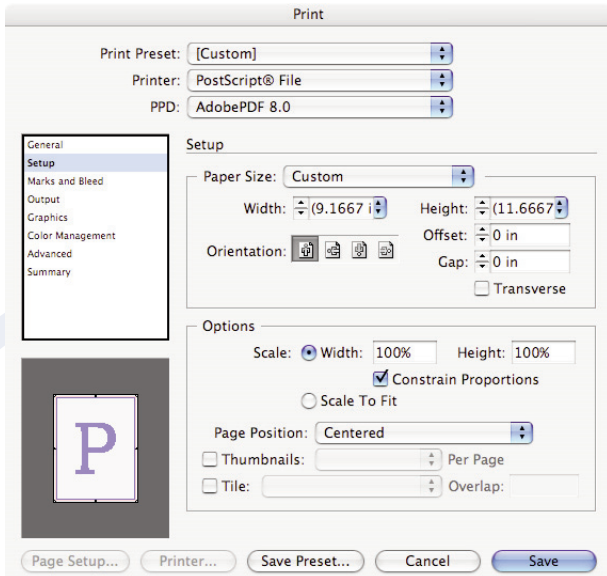


illus. f



~ *printing InDesign files to postscript* ~

illus. g



~ distilling a postscript file to PDF ~

- 1) Launch Acrobat Distiller
 - a) set the 'Default Settings:' menu to Press Quality (see *illus. a*)
 - b) drag the Postscript File onto the Acrobat Distiller window

