



W Y A S T O N E

PDF PRINT GUIDE



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Strict adherence to the pdf creation process is a must.

This guide only covers the conversion of Mac Quark Xpress (4.04 or higher) documents (the most commonly used application) into pdf files generated by Adobe Acrobat version 5.0. If you work in other Mac page layout applications, or in any PC based applications, consult the Adobe Acrobat Manual in conjunction with this guide. This guide is for use on jobs that only print using the four process colours (**cyan, magenta, yellow, and black**). Print jobs that require the use of spot colours (Pantone PMS, Toyo) should not be made using this guide.

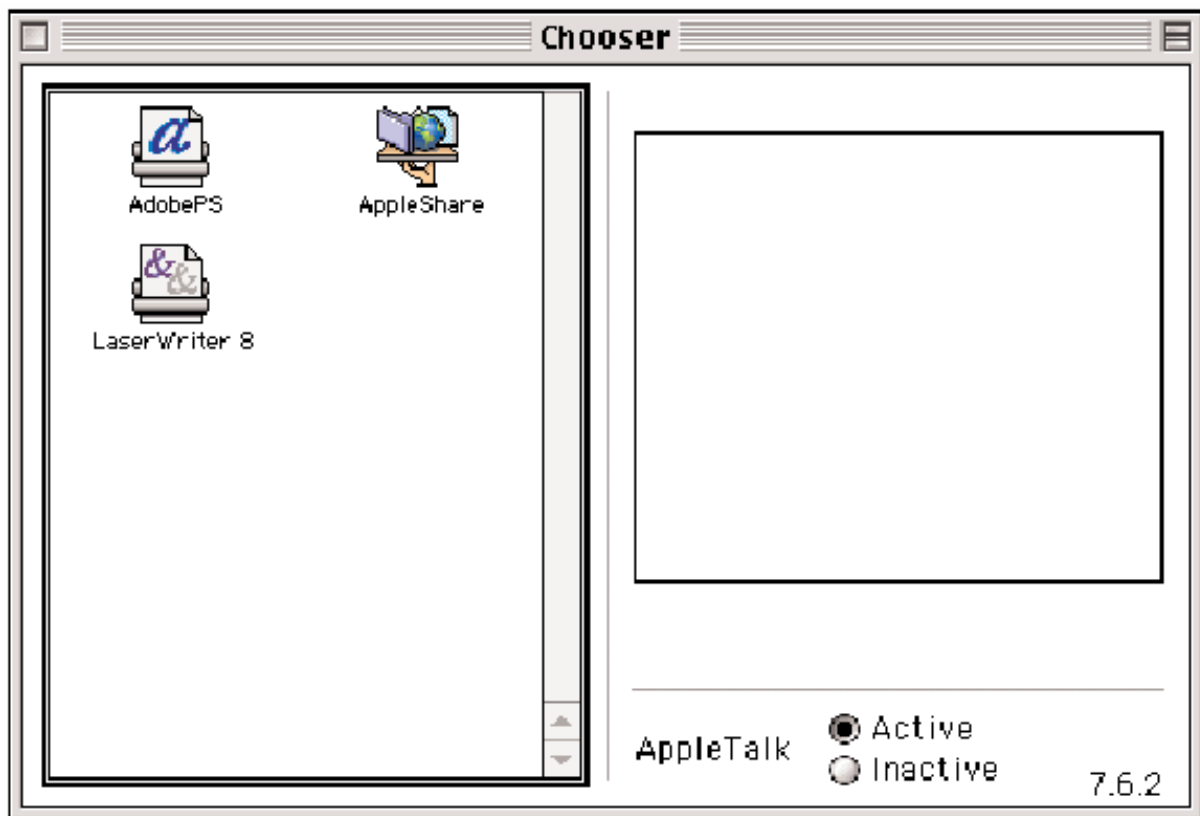
INSTALLATION

1. Install the Adobe PS print driver contained on this disc. Do this by double clicking on the AdobePS installer icon located in the AdobePS folder on this disc. Click on accept by the license agreement, and choose the “easy install” option.
2. Install the Acrobat Distiller PPD contained on this disc. Do this by dragging this file out of the folder labelled PPD on this disc, and putting it into the subfolder Printer Descriptions, located in the folder called Extensions, located inside the folder called System Folder, which is inside your hard drive (Macintosh HD).
3. Install the Optimised Distiller Job Option by dragging this file (located on this disc in the folder called Job Options) into the subfolder Settings that is located within the Distiller subfolder of the Adobe Acrobat folder.
4. (Optional) Copy the Quark Templates folder from this disc onto your hard drive by dragging it there.
5. (Optional) Launch Quark. Look under drop down menu edit. Select Print Styles. Choose the Import option, and select the folder on this Disc called “Print Styles”. Highlight each print style and hit import. Then click on save to exit menu.
6. Restart your computer.

HOW TO MAKE A PDF

A) Launch Quark, your printer preferences will update as the application launches. Open up the final print-ready document. Make sure that all excess spot colours are deleted from the Quark document, including red, blue, and green. Check the size of the document and the bleed (of any images that bleed) against the **size table**. Always set your document size to be the final trim size of each page. If you have images that bleed, extend them beyond the document by 3.175mm or (1/8"). Verify your pagination is in 2-page Printer's Spreads (**see pagination page**).

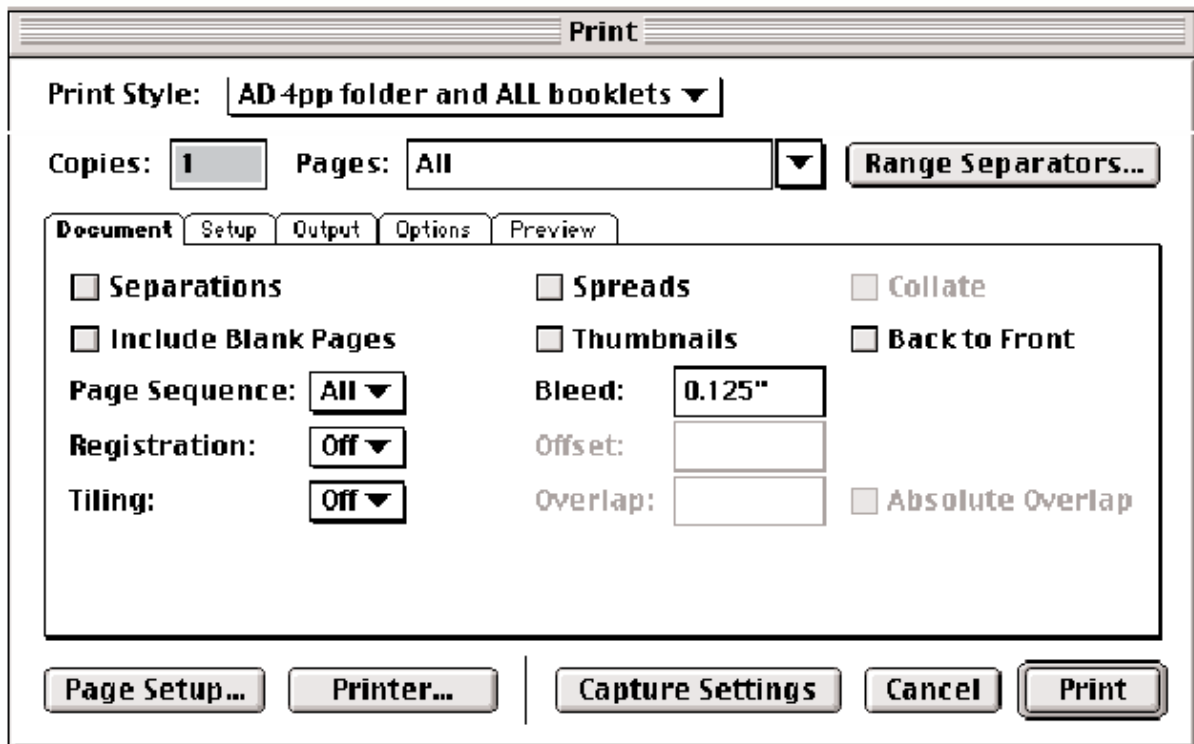
B) Select AdobePS in the Chooser, then close the Chooser. A printer does not have to be selected in conjunction with AdobePS.



HOW TO MAKE A PDF

C) Select Print from the file menu in Quark.

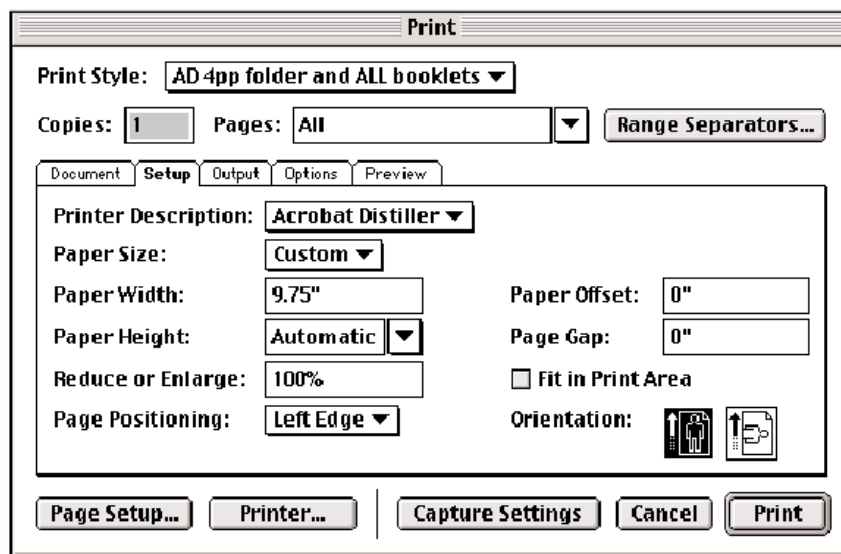
D) In the Print Style field, select the appropriate Smart Print print style, then **proceed to step I**. If you have chosen not to install the Smart Print Styles, proceed with step E.



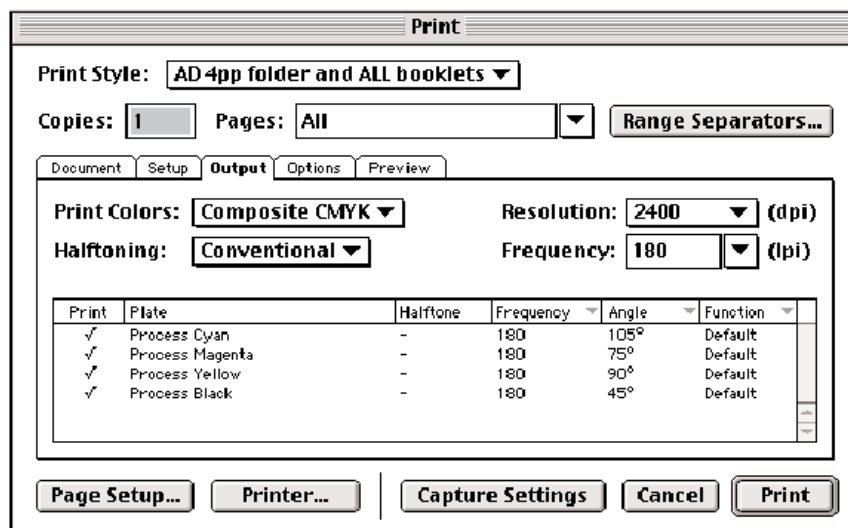
E) Select the Document tab. Deselect Separations, Include Blank Pages, Spreads, Thumbnails, Collate, and Back to Front. Set the Page Sequence to All, Registration to Off, and Bleed to 3.175mm (or 0.125 inches) (your document size must be the final trim size of the page, see Reference Table in Section V). Set Tiling to Off.

HOW TO MAKE A PDF

F) Select the Setup tab. Set the Printer Description to Acrobat Distiller, and set the Paper Size to Custom. Set Paper Width to the number corresponding to your product type in the Reference Table in Section V of this guide. Do this regardless of whether or not the images bleed. Set the Paper Height to Automatic if it is not already set that way. Enter 100% for Reduce or Enlarge. Set Page Positioning to Left Edge. Set the values of Paper Offset and Page Gap to 0, if they are not already set that way. Deselect Fit in Print Area, and make sure that the Orientation is on Portrait (the person standing upright).

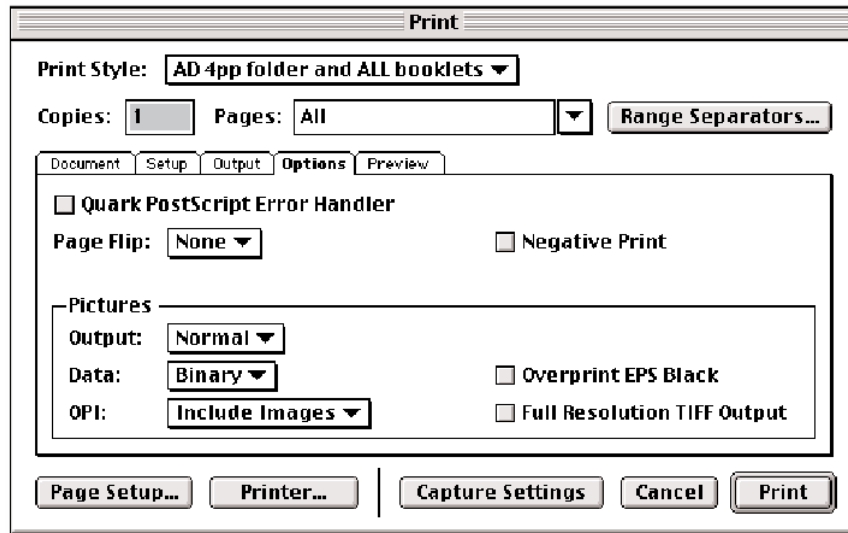


G) Select the Output Tab. Enter 1 for Copies and enter All for Pages. Select Composite Colour for Print Colours and Conventional for Halftoning. Verify that Resolution and Frequency are set to 2400 and 180 respectively. There are no other changes to make in this tab.



HOW TO MAKE A PDF

H) Select the Options tab. Make sure that Quark Postscript Error Handler and Negative Print are deselected. Page Flip should be set to None. In the Pictures section, Output should be set to Normal, and Data set to Binary. Set OPI to Include Images. Both Overprint EPS Black and Full Resolution TIFF Output should be deselected.



I) Verify all of the settings you have changed before proceeding. Click on each tab and compare to the settings described above. Make any necessary changes.

HOW TO MAKE A PDF

J) Select Printer from the bottom of the Print Window. Select Make Adobe PDF from the Printer drop down menu. Select SP_Optimised from the Job Options drop down menu. Click on the drop down menu that currently reads PDF Settings. Verify the Postscript Settings option. Select Level 1, 2, and 3 Compatible in the Postscript Level option, and select Binary in the Data Format option. Verify that the Destination drop down menu is set to File. Hit Save.

8.7.2 (104)

Printer: **Create Adobe PDF** Destination: **File**

PDF Settings

Job Options: **SP_Optimized**

After PDF Creation: **Launch nothing**

Save Settings Adobe Cancel Save

8.7.2 (104)

Printer: **Create Adobe PDF** Destination: **File**

PostScript Settings

Format: **PostScript Job**

PostScript Level: Level 1, 2 and 3 Compatible
 Level 2 Only
 Level 3 Only

Data Format: ASCII
 Binary

Font Inclusion: **All**

Save Settings Adobe Cancel Save

8.7.2 (104)

Printer: **Create Adobe PDF** Destination: **File**

General

Copies: **1** Collate Reverse Order

Pages: All
 From: To:

Paper Source: All pages from: **OnlyOne**
 First page from: **OnlyOne**
Remaining from: **OnlyOne**

Save Settings Adobe Cancel Save

HOW TO MAKE A PDF

K) You will now see a Save To menu. Select the location to which you would like to save the pdf file, and name the pdf file. Hit Save.

L) You will be returned to the Quark Print Window. Hit Print.

M) You've just made an output-ready pdf file that contains all of the graphics, fonts, and text in one file. Verify this file by opening and viewing it*. All of the text, graphics and colours should be consistent with what you expected. If they are not, go back to the Quark Document and repeat the whole process again.

***Note:** Do not be alarmed if your file has no images that bleed, yet it has additional white space around it. This is intentional. All jobs are set up as if they had a bleed, so don't worry, your job will be trimmed to the correct size.

****Note 2:** Adobe Acrobat Distiller is unable to embed many TruType fonts.

SPECIFICATIONS - SIZES

Product Type	Quark Doc. Size	# of Quark Pages	Paper Size (Quark Print Screen)	Bleed
Folders	Width x Height		Width x Height	
2pp 1-side	120.65 x 119.888	1	127 x 126.213	3.175mm
2pp 2-side	120.65 x 119.888	2	127 x 126.213	3.175mm
4pp	241.3 x 119.88	2	247.65 x 126.213	3.175mm
6pp	360.362 x 119.888	2	366.776 x 126.238	3.175mm
Booklets				
8pp	241.3 x 119.88	4	247.65 x 126.213	3.175mm
12pp	241.3 x 119.88	6	247.65 x 126.213	3.175mm
16pp	241.3 x 119.88	8	247.65 x 126.213	3.175mm
20pp	241.3 x 119.88	10	247.65 x 126.213	3.175mm
24pp	241.3 x 119.88	12	247.65 x 126.213	3.175mm
28pp	241.3 x 119.88	14	247.65 x 126.213	3.175mm
32pp	241.3 x 119.88	16	247.65 x 126.213	3.175mm
Traycards				
1-sided	150.017 x 117.475	1	156.367 x 123.825	3.175mm
2-sided	150.017 x 117.475	2	156.367 x 123.825	3.175mm
Doubletray 1-sided	150.017 x 117.475	2	156.367 x 123.825	3.175mm
Doubletray 2-sided	150.017 x 117.475	4	156.367 x 123.825	3.175mm

SPECIFICATIONS - PAGINATION

It is important to have your spreads in the right order. Your spreads should be created as pages ordered from outermost spread (includes front and back cover) to inner-most spread (centre spread).

Example: You want to create a 16-page booklet.

You should build 8 2-page spreads.

The first spread should have the outside front cover on the right side of the spread, and the outside back cover on the left side.

The second spread will have the inside front cover on the left hand side and the inside back cover on the right side.

Spread 3 should have page 14 on left, 3 on right.

Spread 4 should have page 4 on left, page 13 on right.

Spread 5 should have page 5 on right, 12 on left.

Spread 6 should have page 6 on left, 11 on right.

Spread 7 should have page 7 on right, 10 on left.

The final spread should have page 8 on left, page 9 on right.

The same principle applies for any other booklets. Spreads should work from outside to inside as they will be printed and collated.

16	1
2	15
14	3
4	13
12	5
6	11
10	7
8	9