

# Step-by-step instructions for creating standard PDFs for Book Printing

To make a PDF file you first need to make a Postscript (PS) file. To do this you require the following files set up on your mac, and then to follow exactly the instructions detailed below.

- a) **Adobe PS 8.6** (or higher). Download this free from [www.adobe.com](http://www.adobe.com). This Printer Driver sits in the Mac System folder / Extensions. It includes Virtual Printer.
- b) **Acrobat Distiller** - This PPD (Printer Description) is downloaded as part of Adobe PS 8.6 and sits inside the Mac System / Extensions / Printer descriptions.

**Linking Images** - It is important to check that all images are linked to the Quark document (even when just creating Text Black PDFs) before you create the PS files. Images must not be reported as missing.

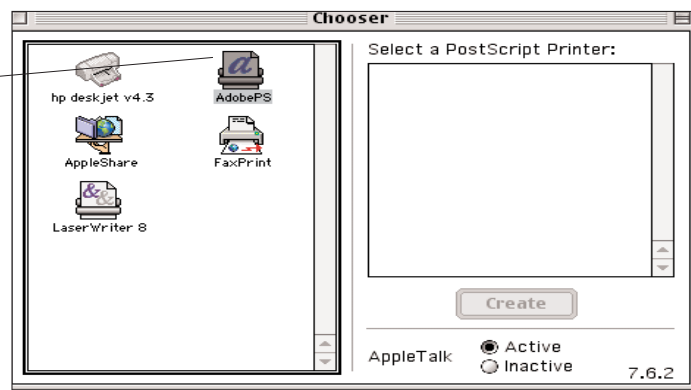
**Composite/separate** - Decide whether you are creating composite cmyk PDF files (for the 4 colour elements) or separate Text Black PDFs (for the black language plates) and follow the appropriate settings in step 3 for boxes (b) and (c).

**Note** - It is essential that you follow precisely all the settings shown in the screen grabs, and not just those drawn to your attention in the text.

Pages 1-5 cover the settings for creating PS files, and pp 6 & 7 cover the settings for converting PS to PDFs.

## Step 1 - The Chooser

Open Chooser and select Adobe PS as your Printer Driver.

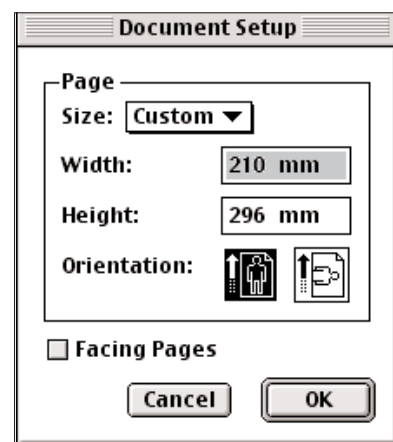


## Step 2 - Paper width

In Quark, use File / Document Setup to look up the width of your document and note this down.

When creating your PS (in step3), the figure you enter for paper width needs to include enough space for the bleed, the registration marks and the printers CTP system. So you need to add 30mm onto the width figure that you pick up from Document Setup.

ie paper width = 210 + 30 mm



## Step 3 - Print Style Settings

Use Edit / Print Styles to create your new set of Prnt Styles to match this. In future you will be able to select the style you have created in the pop-up menu at the top of the Print Dialogue box. File / Print takes you into the following process.

### a) Setup

Printer Description:  
Use **Acrobat Distiller**

Paper width: as above, single page trim width plus 30mm. Paper height is calculated automatically.

Print Style: **Book Printing PS/PDF settings - rc/ts**

Copies: **1** Pages: **All** Range Separators...

Document Setup Output Options Preview

Printer Description: **Acrobat Distiller**

Paper Size: **Custom**

Paper Width: **210 +30 mm** Paper Offset: **0 mm**

Paper Height: **Automatic** Page Gap: **0 mm**

Reduce or Enlarge: **100%**  Fit in Print Area

Page Positioning: **Centre Horizontal** Orientation:

Page Setup... Printer... Capture Settings Cancel Print

**Composite CMYK** - use the settings in the following two boxes for creating composite CMYK files.

### b) Document

Settings for **CMYK composite** files.

Leave Separations un-checked.  
Check the Include Blank Pages box, otherwise the imposition will fail.  
Ensure Spreads are un-checked, even if your work is laid out in spreads, as files need to be single page files.

Print Style: **Book Printing PS/PDF settings - rc/ts**

Copies: **1** Pages: **All** Range Separators...

Document Setup Output Options Preview

Separations  Spreads  Collate

Include Blank Pages  Thumbnails  Back to Front

Page Sequence: **All** Bleed: **6 mm**

Registration: **Centred** Offset: **18.52 pt**

Tiling: **Off** Overlap:   Absolute Overlap

Page Setup... Printer... Capture Settings Cancel Print

### c) Output

Print Colours: Composite CMYK

**NB** 1. Spot colours are retained when correctly set, even though not shown here.  
2. The Text Black can easily be deleted from the PDF later.

Print Style: **Book Printing PS/PDF settings - rc/ts**

Copies: **1** Pages: **All** Range Separators...

Document Setup Output Options Preview

Print Colours: **Composite CMYK** Resolution: **2400** (dpi)

Halftoning: **Conventional** Frequency: **175** (lpi)

Print	Plate	Halftone	Frequency	Angle	Function
<input checked="" type="checkbox"/>	Process Cyan	-	175	15°	Default
<input checked="" type="checkbox"/>	Process Magenta	-	175	75°	Default
<input checked="" type="checkbox"/>	Process Yellow	-	175	0°	Default
<input checked="" type="checkbox"/>	Process Black	-	175	45°	Default

Page Setup... Printer... Capture Settings Cancel Print

See next page for (b) and (c) for Text Black separate files

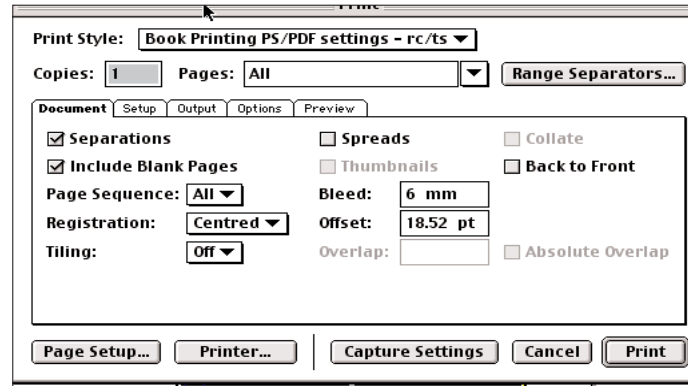
## Print Style Settings - contd

**Separate Text Black files** - use the settings in the following two boxes for creating your separate Text Black language files.

### b) Document

Check Separations if creating **Text Black** files only.

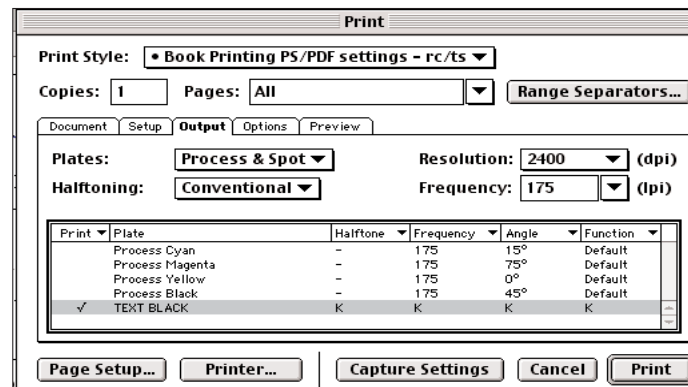
Check the Include Blank Pages box.  
Ensure Spreads are un-checked, even if your work is laid out in spreads, as files need to be single page files.



### c) Output

Plates: Process & Spot

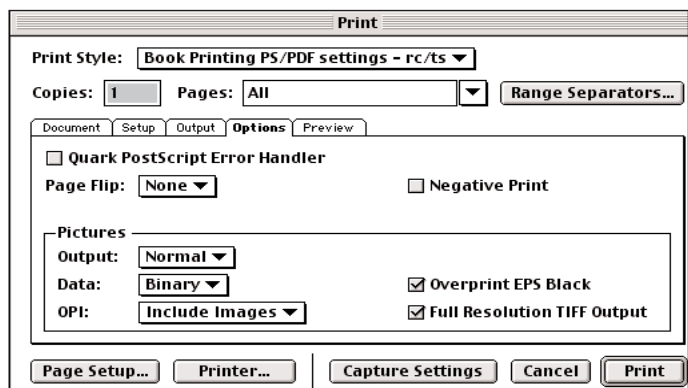
For Text Black separate PDFs, ensure that only Text Black is ticked and selected here.



*Settings for both versions continue the same as below*

### d) Options

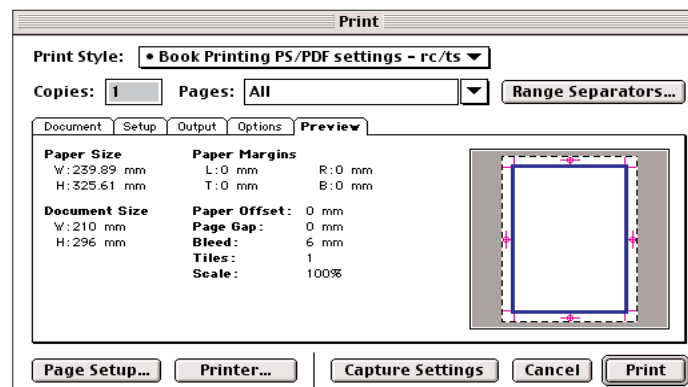
Ensure you use *all* same options as shown here for both composite and Text Black separate files.



### e) Preview

A quick check

Then click on < Page Setup... >



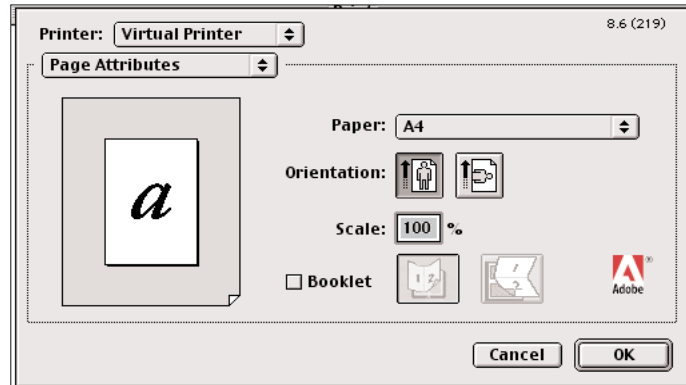
## Step 4 - Page Setup Settings

**Printer:** use **Virtual Printer** here  
Select Page Attributes

### Page Attributes

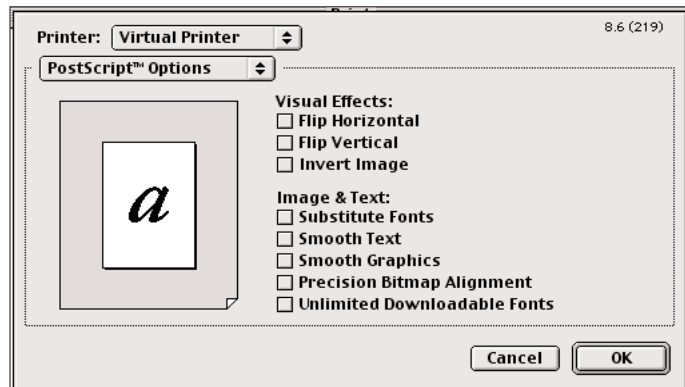
Paper size does not matter - it is not picked up from here, but from the page width you set in the Setup screen on page 2.  
Check orientation and scale are correct.

*Remain in Virtual printer and do not press <ok> until all 3 windows have been completed.*



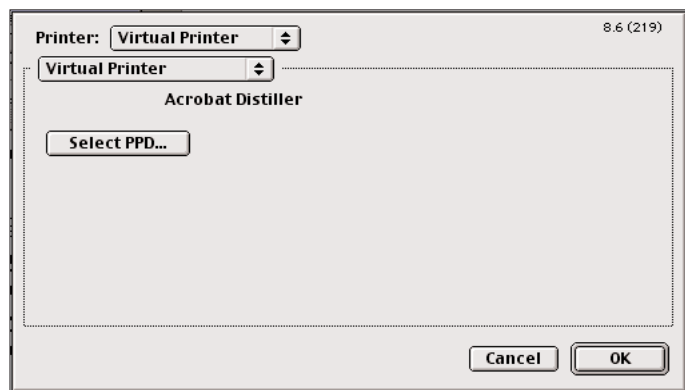
### Select PostScript Options

Ensure that none of these boxes are checked (as shown).



### Select Virtual Printer

Then Select PPD (PostScript Printer Description)

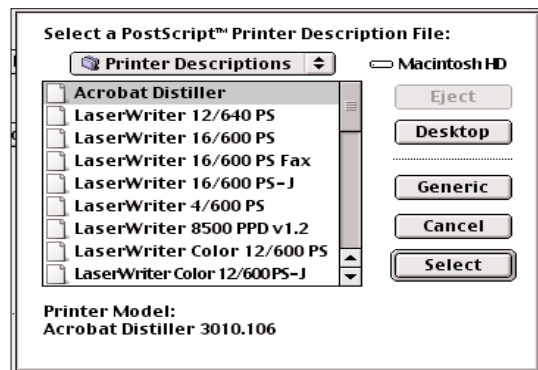


### Printer Descriptions

Choose **Acrobat Distiller** from the Printer Description files.

Click < Select >

Then back in the main Print window (shown on p2) click < Printer ... > which will now default to Virtual Printer and the following windows



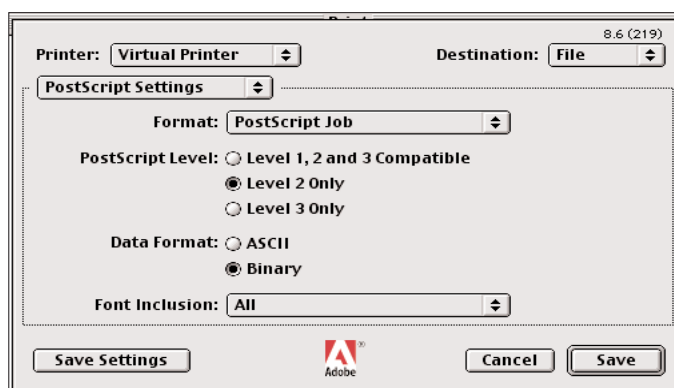
## Step 5 - Saving and naming PS

Printer: Virtual Printer

### Choose **PostScript Settings**

Ensure that Level 2 Only and Binary are chosen

Font Inclusion: All

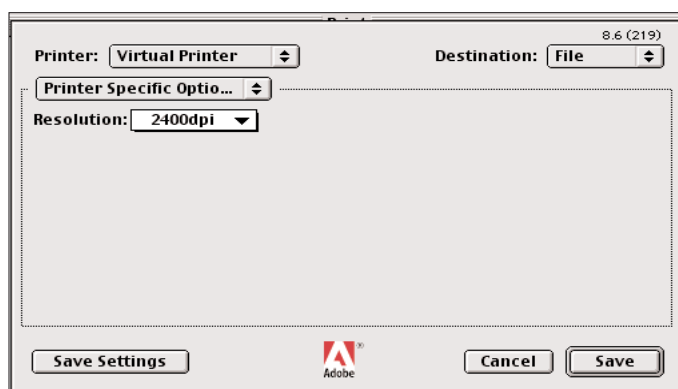


Choose Printer Specific Options

### Printer Specific Options

Set resolution to 2400dpi

Then click < Save > to save and name the file. (See notes below on file naming)



Then back in the main Print window, (see page 2) click < Print > to print the file to a PS file.

See next page for converting PS file into a PDF - ie the PDF Distiller Job Option settings.

**NB** It is faster to create batches of PS files, placing them in a folder, and then to distill them in one go by dragging the file over the Distiller Window.

### File naming

It is helpful if files are named with page numbers, a title identifier, and whether they are the master CMYK files or the different co-edition Text Black languages.

Do not leave spaces in the name, or include special characters.

eg. **004-007-UltBird\_cmyk.pdf** - ie the composite colour with no Text Black

**004-007-UltBird\_UKTB.pdf** - just the Text Black for the UK edn

**004-007-UltBird\_FrTB.pdf** - just the Text Black for the French edn.

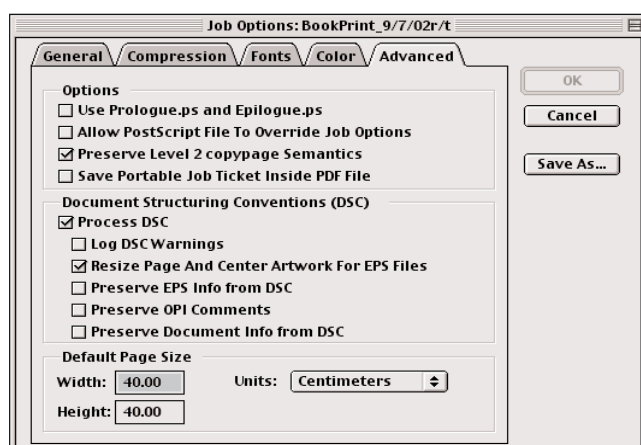
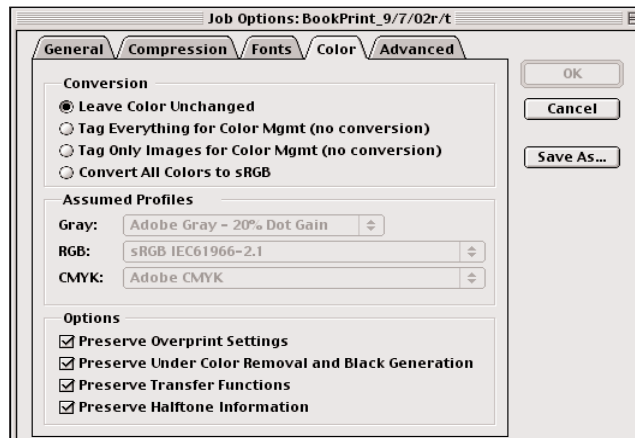
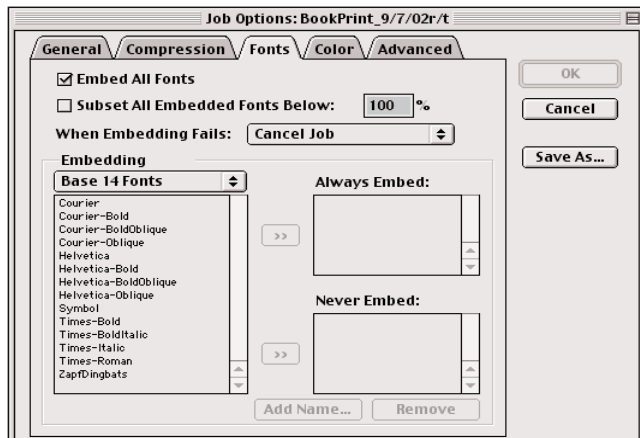
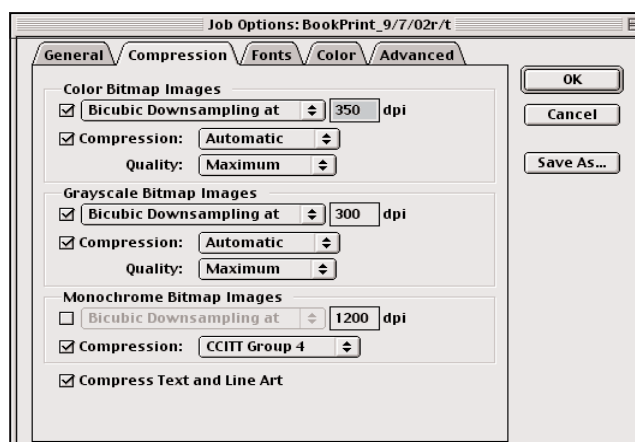
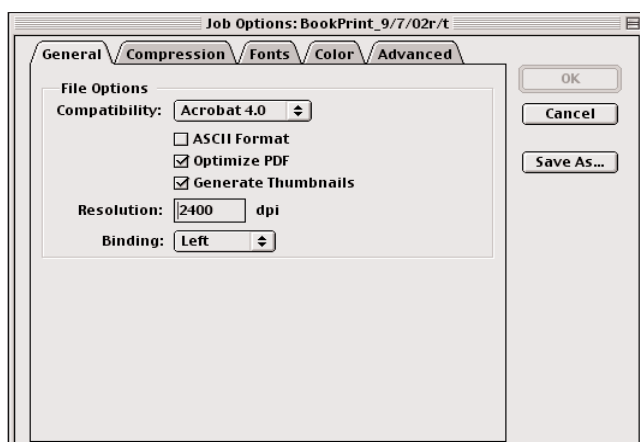
**Multi-page files:** Preferably make PS files no longer than 10-20 pages. Some printers require single page PDFs so check first with your Printer. For corrections only re-supply the actual individual corrected page PDF, not the multi-file PDF.

## Step 6 - Creating PDFs using Acrobat Distiller 4

To create PDFs the following software is required:

- Adobe Acrobat 4 or 5**, full version. This includes Acrobat Distiller 4 or 5.
- Prinerger For Distiller** (download free from [www.creo.com/prinerger/plugin/download](http://www.creo.com/prinerger/plugin/download)) and load in Applications / Adobe Acrobat / Distiller / Start up

Follow the settings below if you are using Distiller 4. Edit the default Job Options in Distiller (Settings / Job Options) to match those shown below, and name and save. Then drag your PS files onto Distiller to convert them into PDFs.



(See next page for alternate version of options for Distiller 5)

## Step 6 - Creating PDFs using Acrobat Distiller 5

To create PDFs the following software is required:

- a) **Adobe Acrobat 4 or 5**, full version. This includes Acrobat Distiller 4 or 5.
- b) **Pringery For Distiller** (download free from [www.creo.com/prinery/plugindownload](http://www.creo.com/prinery/plugindownload)) and load in Applications / Adobe Acrobat / Distiller / Start up

Follow the settings below if you are using Distiller 5. Edit the default Job Options in Distiller (Settings / Job Options) to match those shown below, and name and save. Then drag your PS files onto Distiller to convert them into PDFs.

