

HOW TO EXPORT A PDF FROM INDESIGN CS3, CS4 & CS5

Attachment A

The first time you export an InDesign file to pdf, define a set of rules for exporting files for JPA.

Go to:

File

drag down to **Adobe PDF Presets**

select **Define**

You will see a screen that shows default and saved settings that have been defined.

Select: **New**

Preset Name - (**JPA Export**)

General:

Compatibility: **Acrobat 5(PDF 1.4)**

Standard: **None**

Embedded Page Thumbnails - **disabled**

Optimize for Fast Web View - **disabled**

Create Tagged PDF - **disabled**

Create Acrobat Layers - **disabled**

Export Layers - **Visible Layers** (make sure all layers that you want to print are visible prior to Exporting)

Include: **all items disabled**

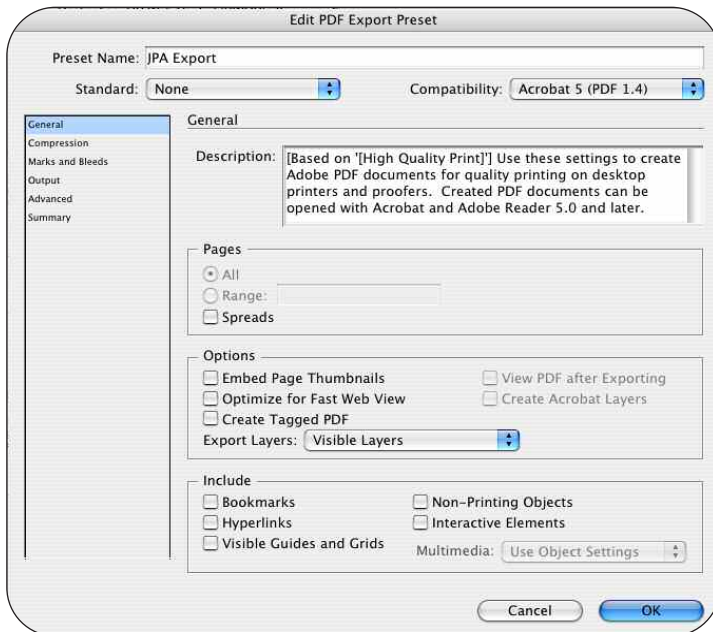
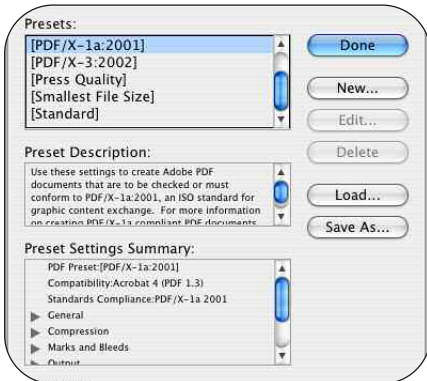
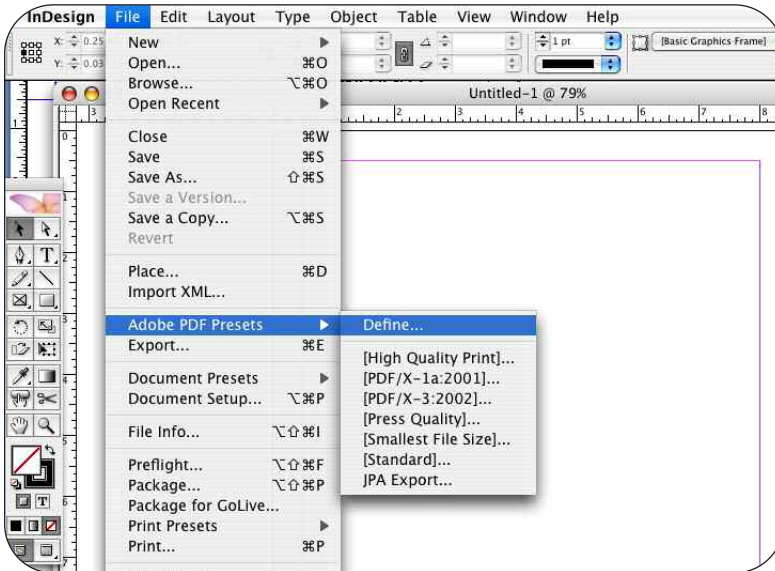
Bookmarks - **disabled**

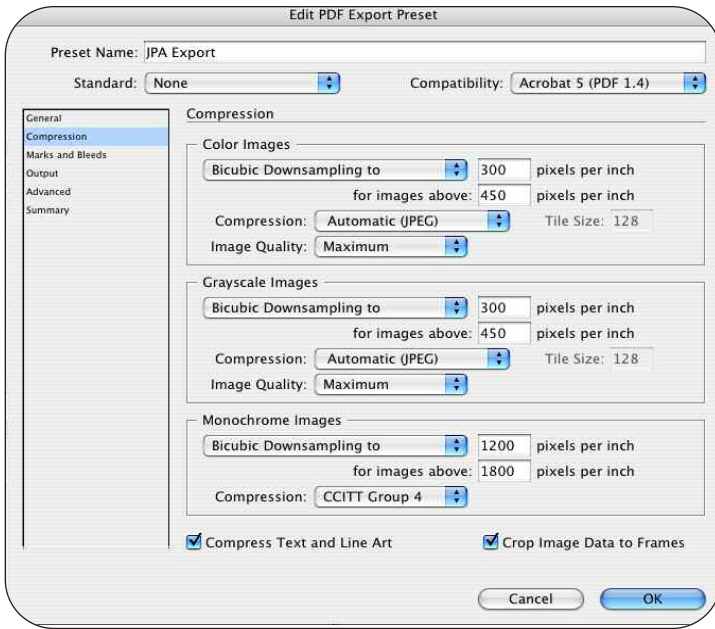
Hyperlinks - **disabled**

Interactive Elements - **disabled**

Non-Printing Objects - **disabled**

Visible Guides and Baseline Grids - **disabled**





Compression:

Color Images:

Bicubic Downsampling to: **300ppi**
 for images above: **450ppi**
 Compression: **Automatic(JPEG)**
 Image Quality: **Maximum**

Grayscale Images:

Bicubic Downsampling to: **300ppi**
 for images above: **450ppi**
 Compression: **Automatic(JPEG)**
 Image Quality: **Maximum**

Monochrome Images:

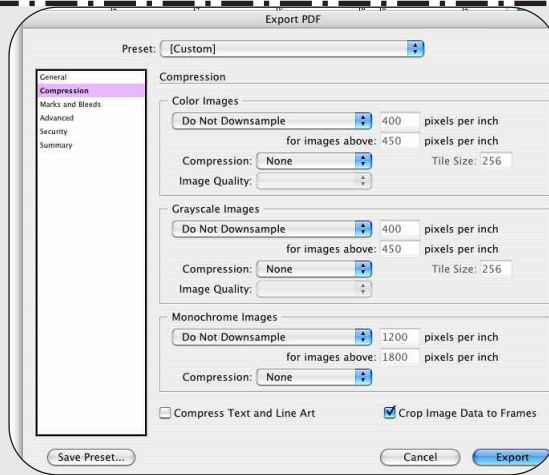
Bicubic Downsampling to: **1200ppi**
 for images above: **1800ppi**
 Compression: **CCITT Group 4**

Compress Text and Line Art - **enabled**

Crop Image Data to Frames - **enabled**

SPECIAL NOTE FOR COPYDOTS!

Be sure that **ALL** compression is turned off when exporting copydot files from InDesign. If compression is enabled, the image will print low res with visual degredation of the file. A separate copydot preset should be created: (JPA Export Copydots)



The file generated must contain a "cd" in the name so that JPA runs it through our copydot workflow

Compression:

Color Images:

Do Not Downsample
 Compression: **None**

Grayscale Images:

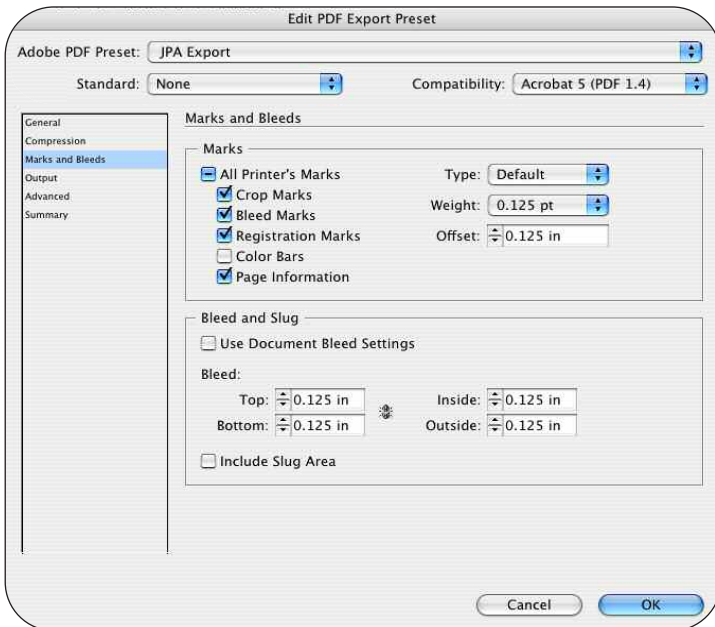
Do Not Downsample
 Compression: **None**

Monochrome Images:

Do Not Downsample
 Compression: **None**

Compress Text and Line Art - **disabled**

Crop Image Data to Frames - **enabled**



Marks and Bleeds:

Marks: All marks **enabled**

Type: **Default**

Weight: **.125 pt**

Offset: **.125 in**

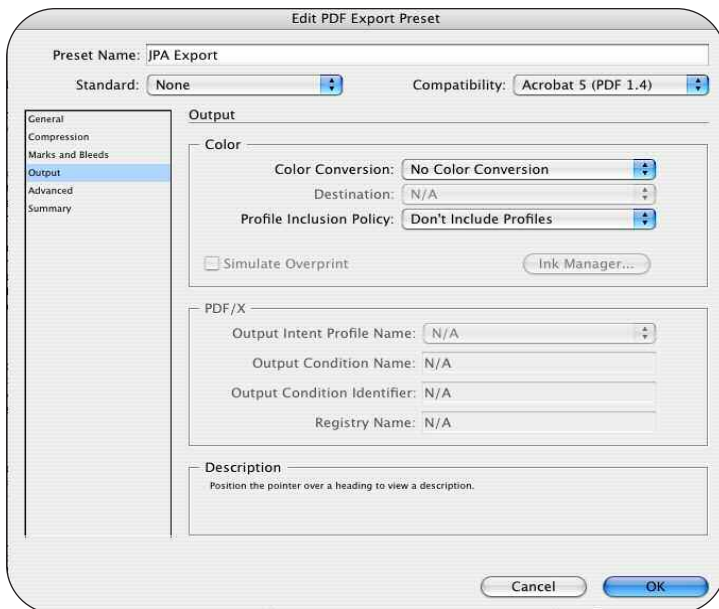
Bleed and Slug:

Use Document Bleed Settings - **disabled**

Bleed:

Top **.125in** Left **.125in**
 Bottom **.125in** Right **.125in**

Include Slug Area - **disabled**

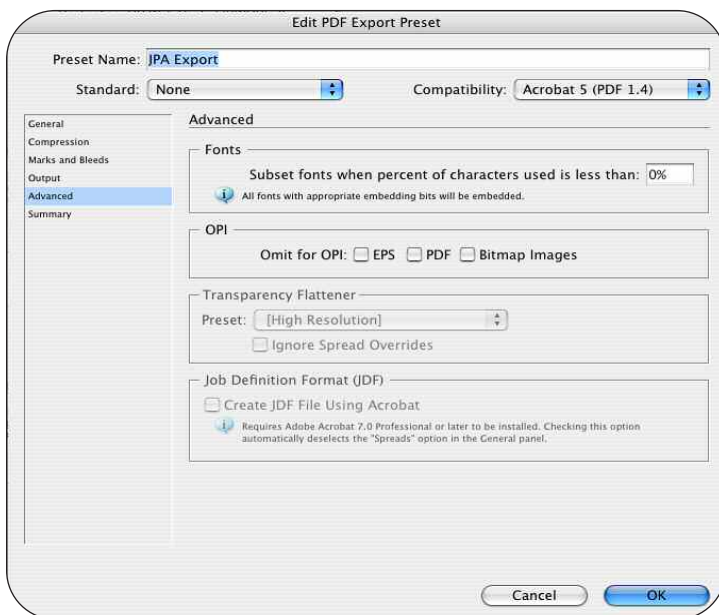


Output:

Color Conversion: **No Color Conversion**

Profile Inclusion Policy: **Don't Include Profiles**

Everything else should be grayed out



Advanced:

Fonts: Subset fonts when percent of characters used is less than **0%**

OPI:

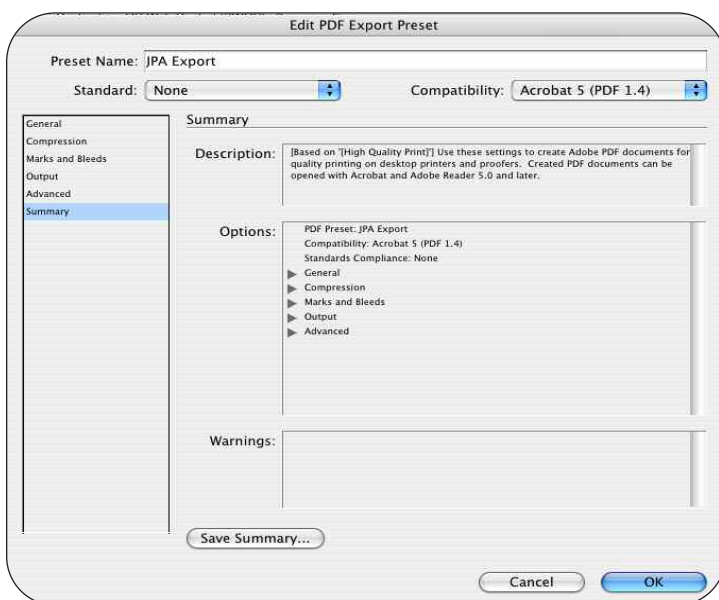
Omit for OPI:

EPS - **disabled**

PDF - **disabled**

Bitmap Images - **disabled**

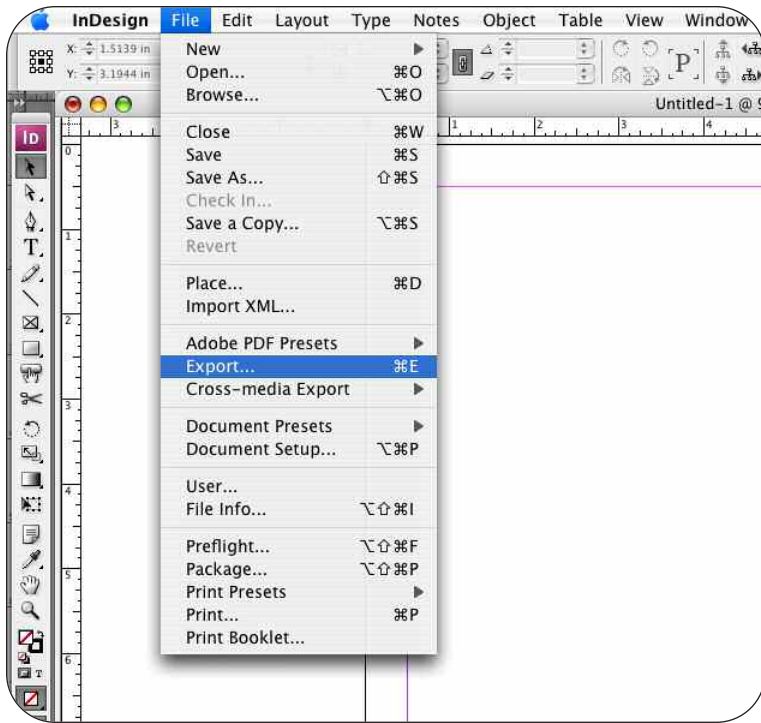
Transparency Flattener - **Grayed Out**



Summary:

This screen gives a brief summary of all the settings

At any time after you have selected all settings through the Advanced tab simply click **OK** and **Done**.



To export a pdf - go under

File

drag down to **Export**

Navigate to where you want to
save the file

Select **Save**



Click on **Export**

