



## **PDF GUIDE**



 When you save or export your PDF a box will appear on screen with various setting options. In General select High Quality Print from the Adobe PDF Preset dropdown menu. Next select Acrobat 8 (PDF 1.7) in the Compatibility dropdown menu. This is best for transparencies, drop shadows etc.

Standard: N	lone	•	Compatibili Acrobat 4 (PDF 1.3)			
Seneral	General					
Compression Aarks and Bleeds Output Advanced Security	Description:	[Based on '[High Qual PDF documents for qu proofers. Created PD and Adobe Reader 5.0	rint]'] Use these settings to create Adobe / printing on desktop printers and cuments can be opened with Acrobat d later.			
Somey	Pages					
	Pages					
	Range: 1					
	Spreads					
	Ontions					
	Embed Page Thumbnails		View PDF after Exporting			
	Optimize for Fast Web View		Create Acrobat Layers			
	Create Tagged PDF					
	Export Lavers: Visible & Printable Lavers					
	Include					
	Bookmarks Non-Printing Objects					
	Hyperlinks Visible Guides and Baseline Grids					
	Interactive Elements: Do Not Include					

**3.** In Output select **No Conversion** in the Colour Conversion dropdown menu.



Having the correct settings when you PDF your files for print can make all the difference! The following instructions show you how to set your Adobe PDF settings for digital print.

- PDF stands for Portable Document Format. It is CQ's preferred way to receive all print files. When your PDF settings are correct it will make your print job run smoother and you'll receive the finished print run back faster.
- Disclaimer: The following PDF settings are the ones we find best for the majority of our print jobs. However, there are always exceptions to the rule! If you need help please contact our production staff.
- 2. In Marks and Bleeds select Crop Marks under the Marks box and add 3mm to all sides under the Bleed and Slug box. This will ensure the bleed from your file will be visible and trimmed correctly.

Adobe PDF Preset:	[High Quality Print] (modified)		
Standard:	None 👻	<u>C</u> ompatibil	ity: Acrobat 5 (PDF 1.4)
General	Marks and Bleeds		
Compression	Marks		
Marks and Bleeds	A Printer's Marks	Type:	Default 👻
Advanced	Cop Marks	Weight	0.25 pt -
Security	Bleed Marks	Weight.	0.25 pc
Summary	Registration Marks	Offset:	2.117 mm
	Page Information		
	Bleed and Slug		
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	Bleed:		
	Top: 3 mm	Left:	13 mm
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			×
	Include Slug Area		

4. In Advanced change the Transparency Flattener setting to **High Resolution.** 

Adobe PDF Preset: Standard:	[High Quality Print] (modif	fied)		
	None	-	<u>C</u> ompatibility:	Acrobat 4 (PDF 1.3)
General Compression Marks and Bleeds Output Advanced Security Summary	Advanced Fonts Su Al fonts web as OPI Omt for Transparency Fatt Prese Teloh Res Tion Provided Telohoren Do Definition Form Create JDF File Requires Adobe	bset fonts where propriate embedding rr OPI: [] EPS aner okution] Spread Override vat (JDF) Using Acrobat Acobat 7, profession reseaff option in the	percent of characters of characters will be embedded.	tters used is less than: 100%