Exporting as PDF

QUARK XPRESS 7

These instructions detail the proper way to export a file as a PDF X-1a from QuarkXPress version 7.

When you are ready to create a PDF file from QuarkXPress, double-check these items:
- Make sure your document is set to the correct trim size, with bleeds extending at least 1/8" beyond trim.
- Make sure fonts are loaded and contain both printer and screen fonts; including fonts used in imported eps graphics.
- Make sure all graphics and images are high resolution and properly linked.
- All grayscale photos must be in grayscale format (not CMYK or RGB) and high-res (300 dpi).
- Make sure all color photos are in CMYK format (not RGB) and high-res (300 dpi).
- Make sure unused colors have been deleted from the color palette, and all used colors are designated correctly (as spot or process CMYK build, no RGB).

1. Go to File > Export > Layout as PDF.

2. In the window that comes up, name your file ("something".pdf) and indicate where you want it saved on your hard drive or network. Before clicking on Save, click on the "Options..." button.
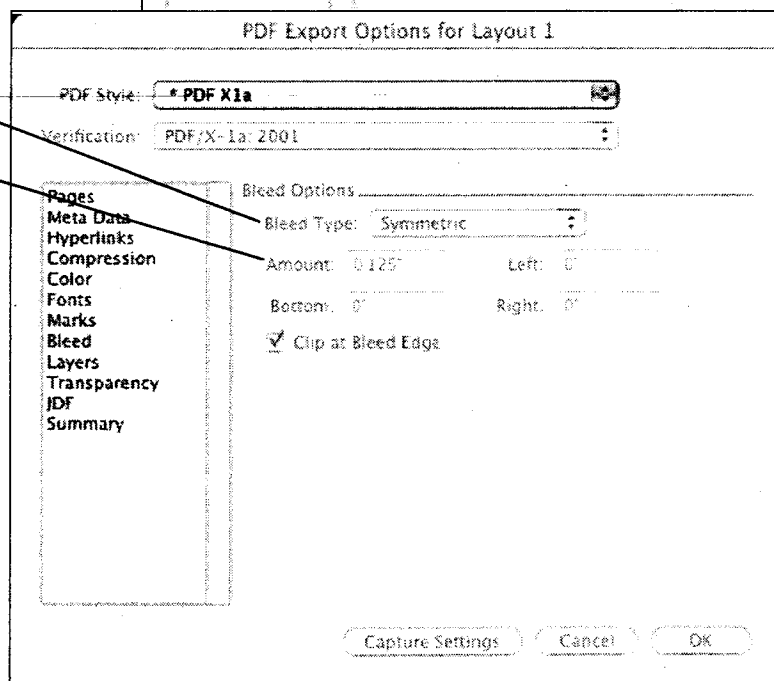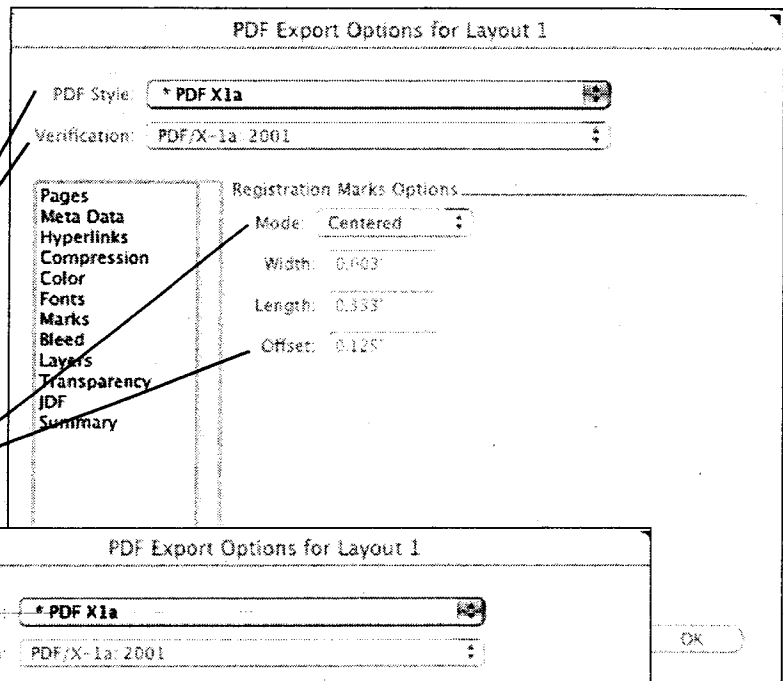
3. Select "PDF X1a" for the PDF Style and "PDF/X-1a: 2001" for the Verification.

   Check the "Include Blank Pages" checkbox in the *Pages* tab.

   Select the *Marks* tab and set the Mode to "Centered" and the Offset to .125".

   Select the *Bleed* tab and set the Bleed Type to "Symmetric" and the Amount to .125".

4. Click OK, then click on Save to create the PDF file.

These instructions detail the proper way to export a file as a PDF X-1a from InDesign CS versions.

When you are ready to create a PDF file from InDesign, double-check these items:
- Make sure your document is set to the correct trim size, with bleeds extending at least 1/8" beyond trim.
- Make sure fonts are loaded and contain both printer and screen fonts, including fonts used in imported eps graphics.
- Make sure all graphics and images are high resolution and properly linked.
- All grayscale photos must be in grayscale format (not CMYK or RGB) and high-res (300 dpi).
- Make sure color photos are in CMYK format (not RGB) and high-res (300 dpi).
- All unused colors have been deleted from the color palette, and all used colors are designated correctly (as spot or process CMYK build, no RGB).

1. Go to File > Adobe PDF Presets > [PDF/X1a:2001]...

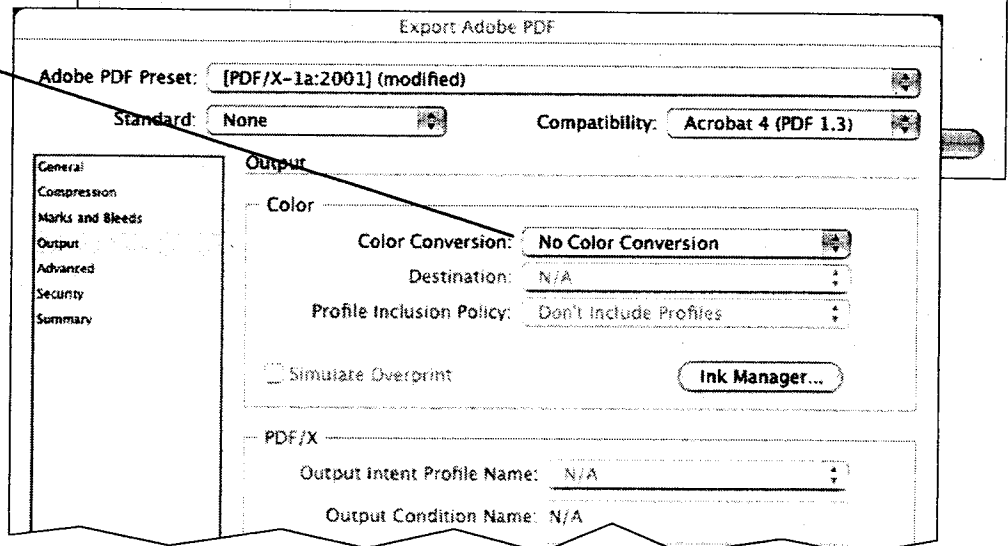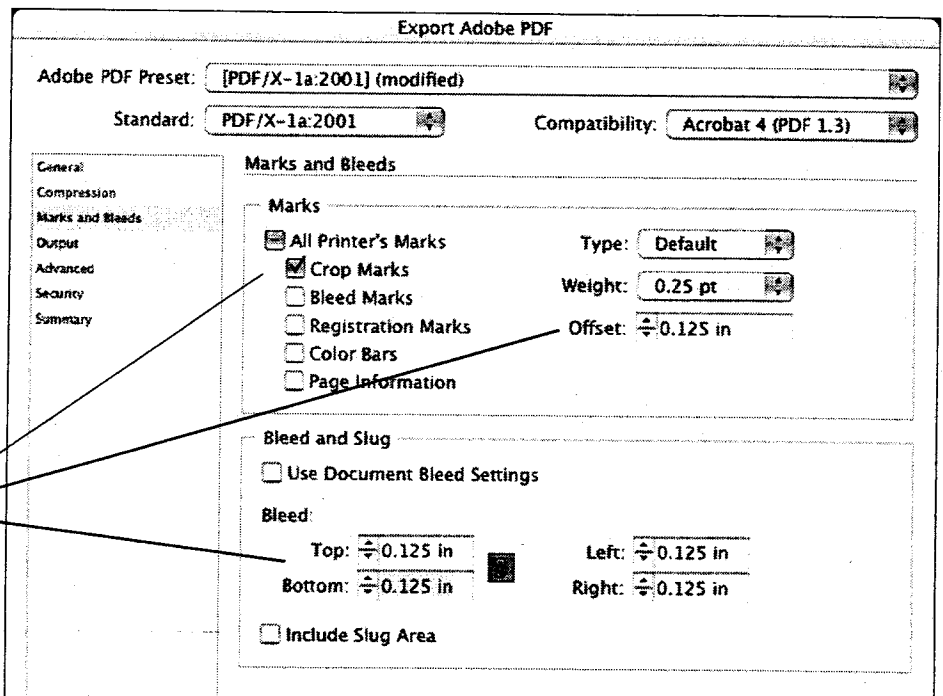2. Name your file ("something".pdf) and save it someplace on your hard drive or network.

3. Once you click on "Save," then the "Settings" window will appear. The PDF/X1a default settings work OK, but we suggest you make a couple of changes:

   In the "Marks & Bleeds" tab, turn *Crop Marks* ON and set the offset to .125".
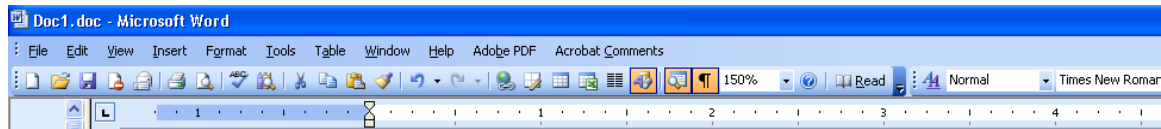   Also, set all of the bleed settings to .125".

   In the "Output" tab, change the *Color Conversion* to "No Color Conversion."
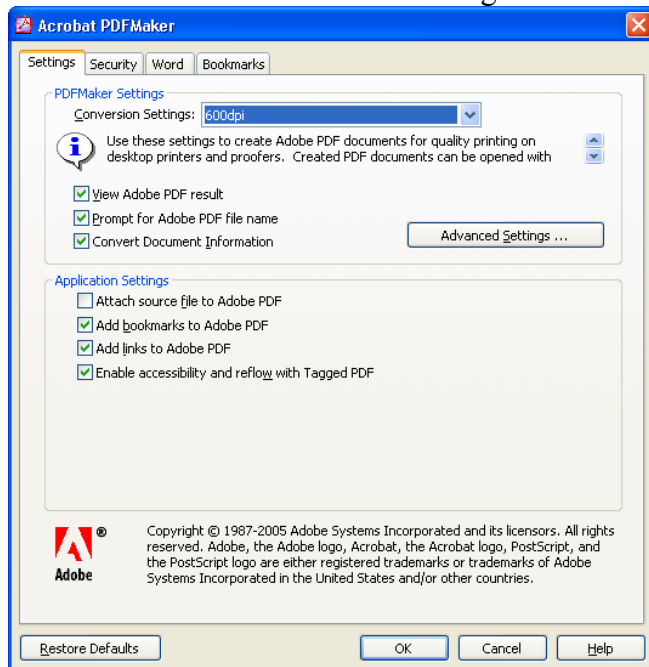
4. Select "Save Preset." Give it a name and save it. It will now be available as a selectable setting for you to choose from in your Adobe PDF Presets menu.

Export Adobe PDF

Adobe PDF Preset: [PDF/X-1a:2001] (modified)

Standard: PDF/X-1a:2001   Compatibility: Acrobat 4 (PDF 1.3)

General
Compression
Marks and Bleeds
Output
Advanced
Security
Summary

Marks and Bleeds

Marks
- All Printer's Marks
- ☑ Crop Marks
- ☐ Bleed Marks
- ☐ Registration Marks
- ☐ Color Bars
- ☐ Page Information

Type: Default
Weight: 0.25 pt
Offset: 0.125 in

Bleed and Slug
- ☐ Use Document Bleed Settings

Bleed:
Top: 0.125 in   Left: 0.125 in
Bottom: 0.125 in   Right: 0.125 in

- ☐ Include Slug Area

Export Adobe PDF

Adobe PDF Preset: [PDF/X-1a:2001] (modified)

Standard: None   Compatibility: Acrobat 4 (PDF 1.3)

General
Compression
Marks and Bleeds
Output
Advanced
Security
Summary

Output

Color
Color Conversion: No Color Conversion
Destination: N/A
Profile Inclusion Policy: Don't Include Profiles

☐ Simulate Overprint   Ink Manager...

PDF/X
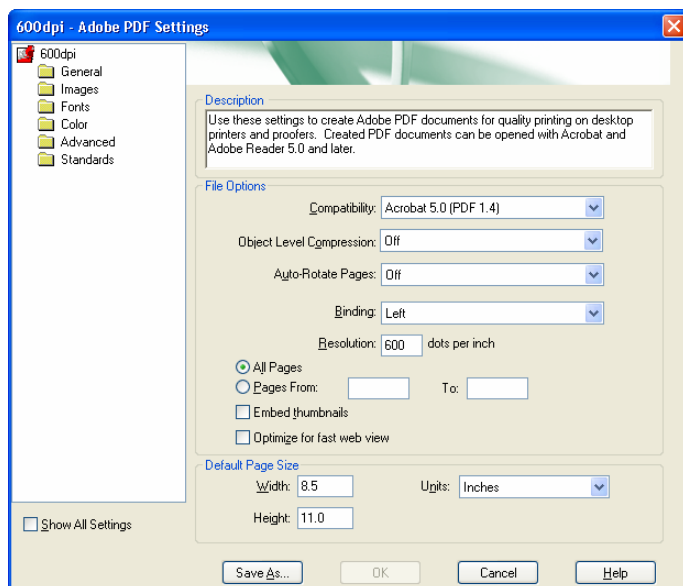Output Intent Profile Name: N/A
Output Condition Name: N/A

In Word go to the Menu bar and pull down the Adobe PDF dialog menu and go to Change Conversion Settings.
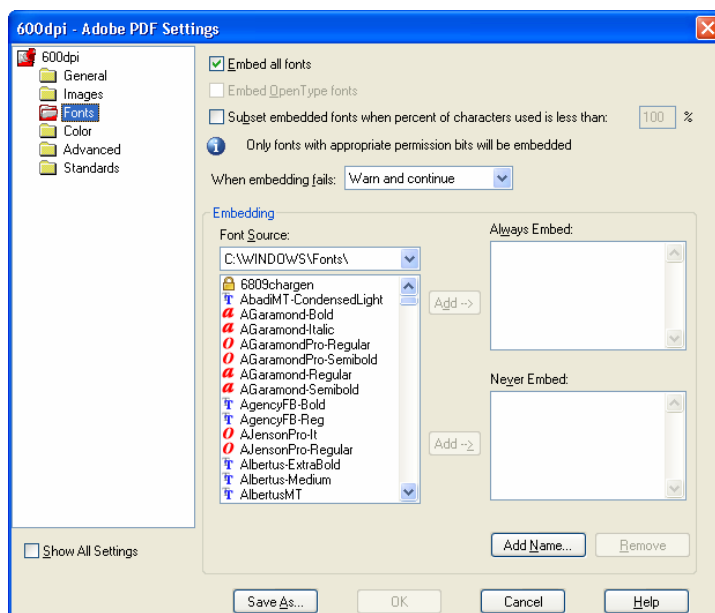

From there click on Advanced Settings.

On the left side click on the Fonts folder

In the Never Embed Box make sure there are no fonts listed.

We recommend "PDF995" software for conversion from Word to PDF. PDF995 is available as a free download from www.PDF995.com/download.html. The "2-Step Download" available at the top of the web page is what is needed to convert Word files. Once installed PDF995 is accessed through the print command, much like choosing a printer.