

MAKING A POSTSCRIPT FILE TO A PDF FILE FROM PUBLISHER

1. Under Tools > Design Checker. Fix any problems associated with your file. Do not have any text hidden. Nor place any returns at the end the last sentence of a paragraph.
2. Under Tools > Commercial Printing = color printing menu pops up = make sure you choose CMYK if it is to be 4 color process. CLICK OK. (See page 2 of sample)
3. Under file > Save As... menu pops up. You want to save your document to the desktop. In the bottom of the menu you want to Save file name (whatever you choose to name your document). In Save as Type: you want to choose the Postscript (*.ps) option. CLICK SAVE. (See page 3 of sample)
4. Save as Postscript file menu pops up. In the printer section, in the Name field you want to select Acrobat Distiller. Go to the Properties button. Go to the Paper/Quality tab: choose Black & White (if grayscale) or the Color (if process). Under the Adobe PDF Settings tab you want to make sure Do not send fonts to Distiller and Ask to Replace existing PDF file is UNCHECKED. (See pages 4 thru 6 sample)
5. In area Edit Conversion Settings button: Under General Tab (file options area) Compatibility: Choose Acrobat 4.0(PDF 1.3). Uncheck Optimize for fast web; Embed Thumbnails; Auto-rotate pages. Page Range: should be all (unless you're doing individual pages, then you choose what page you want to postscript). Binding: Left. Resolution: use the default (unless it is less than 300dpi); Page width: 6.75; Page Height: 11.0 and the Units: should be set at inches. (See pages 7-11 of sample for steps 6 through 9)
6. Click on the Compression Tab: Check all except: Anti-Alias to gray and Compress Text and Line Art.
7. Click on the Fonts Tab: Make sure Embed All Fonts and Subset embedded fonts are checked. This is very important. If your fonts are not embedded, the document will have to be returned to you to fix.
8. Click on the Color Tab: in area called "Adobe Color Settings" Choose None in the dropdown window. Color Management area: choose Leave Color Unchanged and the Intent: as Default. In the Device-Dependent Data area: make sure Preserve Overprint and Preserve Under color areas are checked. In the drop-down window: make sure you select Preserve in the Transfer functions area. DO NOT check Preserve Halftone Information.
9. Click on the Advanced Tab: Uncheck Use Prologue.ps and Epiloge.ps. In the Document Structuring Conventions (DSC) area: Uncheck Log DSC Warnings. Everything else can stay checked. (See page 11 of sample)
10. Click "Save As" which takes you to Save Job Options As menu. In area Save in: it should say "Settings" in the drop down window. File name: should be 6.75x11.joboptions. In Save as type: choose Job Options Files (*.joboptions). CLICK SAVE, then say OK until you get back to the Save As PDF file window which is in Step #3 and click SAVE).
11. Now you have the Print menu window open: You want to make sure that the Printer name remains "ACROBAT DISTILLER."
12. Go to the bottom left of the print window and find: Advanced Print Settings button. Under the Separations Tab: Choose Output: Composite CMYK (in the drop down area). Page Settings Tab: Uncheck All; Graphics and Fonts Tab: Graphics area: choose Print full-resolution linked graphics. Fonts area: choose Use only publication fonts. (As shown by example pages 13 thru 15).
13. Click OK – then SAVE
14. Under the Start Menu on the PC open your Acrobat Distiller. Choose the correct job options (which would be the size of your page (ex. 6.75x11)).
15. Locate the postscript file you created on your desktop and drag the file over and drop it on top of Acrobat Distiller. This will create a pdf file of your document.

Congratulations!! You have successfully created a pdf file made from publisher. We would be happy to test your files to make sure there are no problems. You can do this by ftp site.