

Creating PDFs in Adobe InDesign

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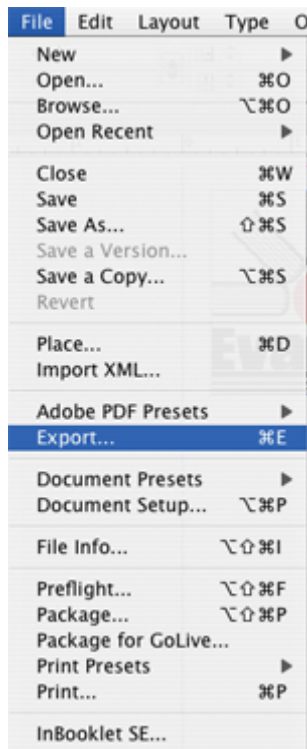
[Step 6: Output Tab](#)

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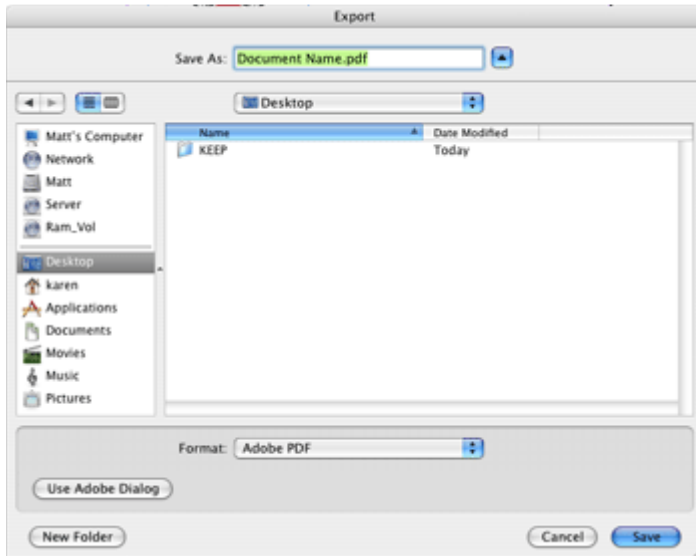
Step 1: Export

Choose [File](#) -> [Export](#)



Step 2: Name

Give your file a title next to [Save As](#). Make sure the [Format](#) is set to [Adobe PDF](#). Click [Save](#).

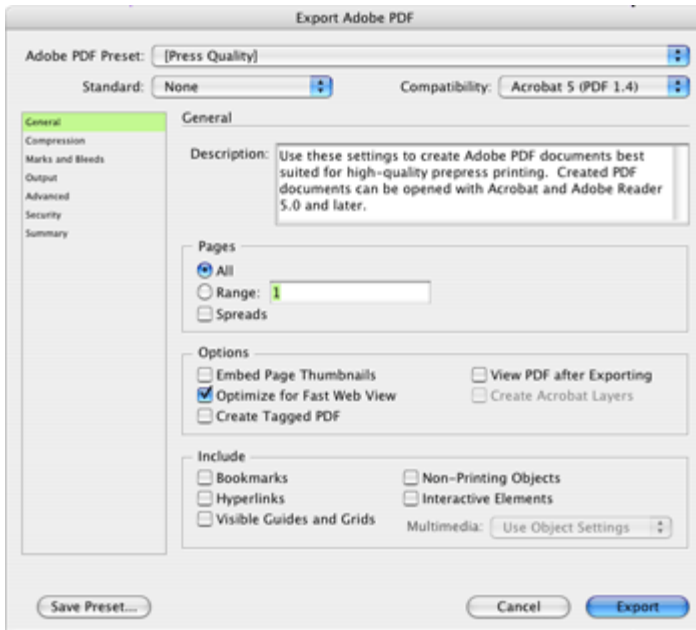


Step 3: General Tab

Set the [Adobe PDF Preset](#) to [Press Quality](#), the [Standard](#) to [None](#), and the [Compatibility](#) to [Acrobat 5](#).

Click the [General](#) tab and set your [Pages](#) to [All](#).

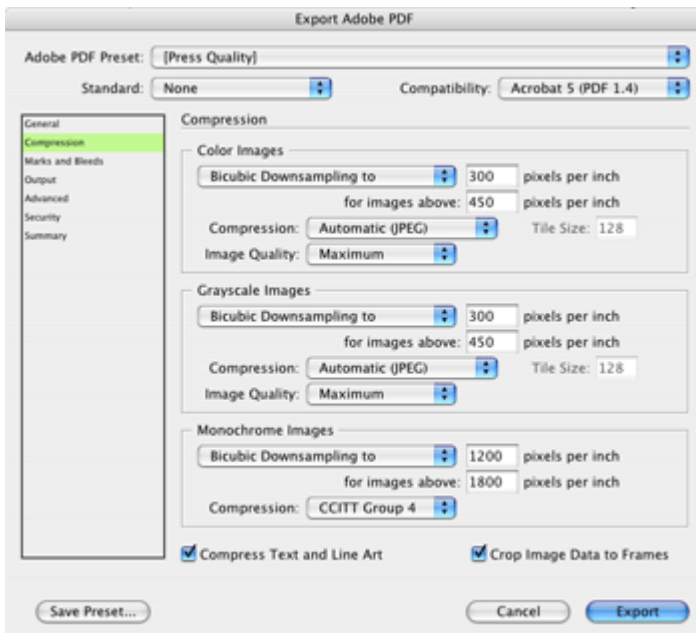
Clicking the [Optimize for Fast Web View](#) is not necessary, but helpful if you plan on e-mailing your PDF.



Step 4: Compression Tab

Click the [Compression](#) tab.

Check your settings and make any adjustments to match the image below.



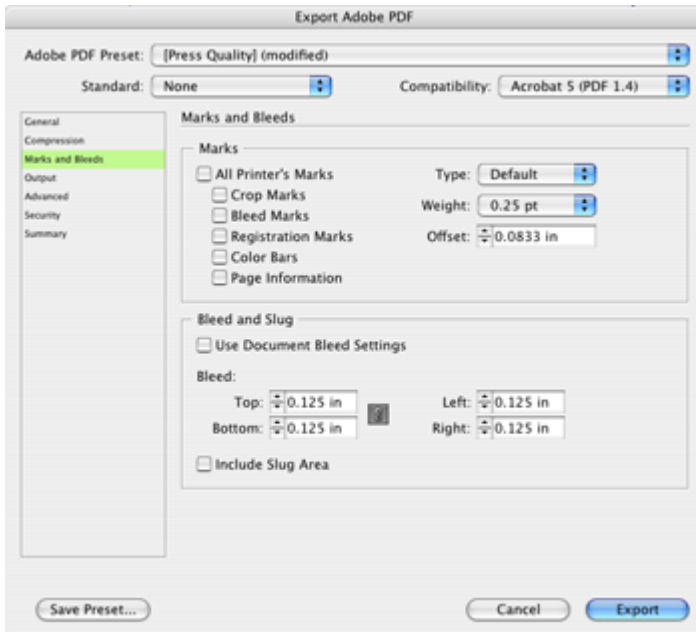
Step 5: Marks and Bleeds

Click the [Marks and Bleeds](#) tab.

Change the settings to all be [unchecked](#).

In the [Bleed and Slug](#) area click the [chain box](#) and set your [Bleed](#) to a minimum of [0.125](#).

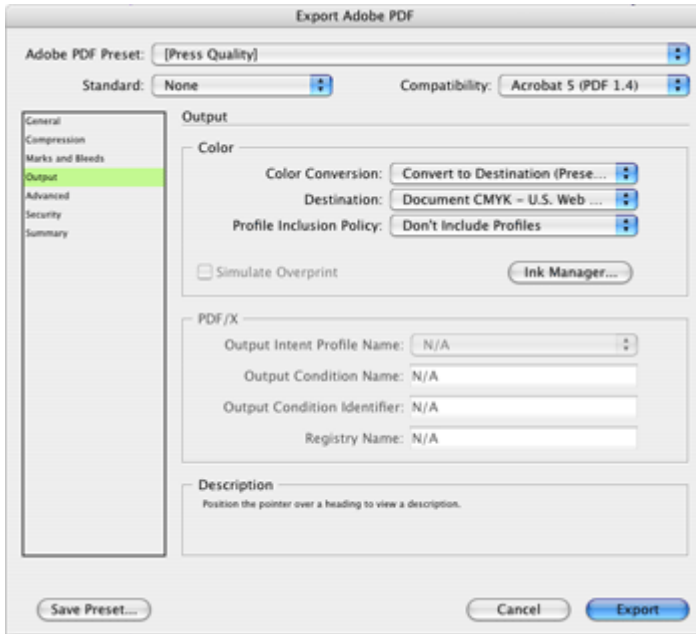
If you feel you need [Crop Marks](#), etc. please use [All Printer's Marks](#).



Step 6: Output Tab

Click the [Output](#) tab.

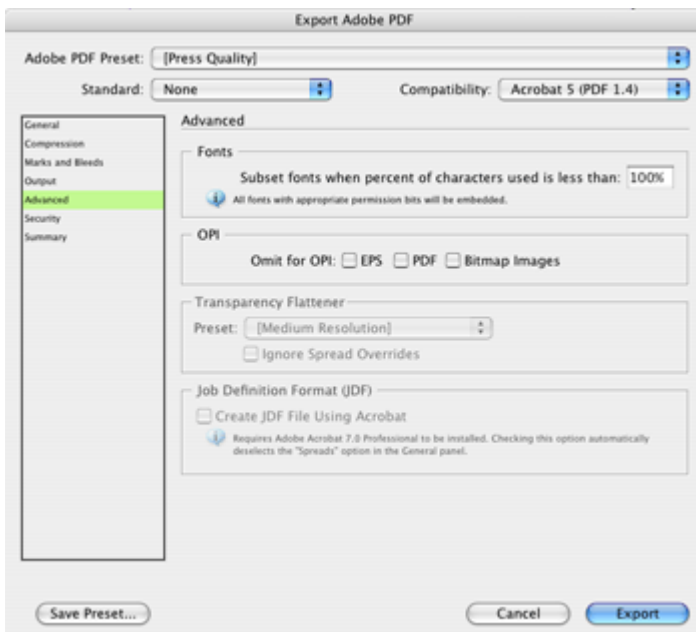
Set your [Color Conversion](#) to [Convert to Destination](#), your [Destination](#) to [Document CMYK](#), and [Profile Inclusion Policy](#) to [Don't Include Profiles](#).



Step 7: Advanced Tab

Click the [Advanced](#) tab.

Check and make sure under [Fonts](#) the [Subset fonts when percent of characters used is less than](#) is set to [100%](#). [OPI](#) should be all [unchecked](#).

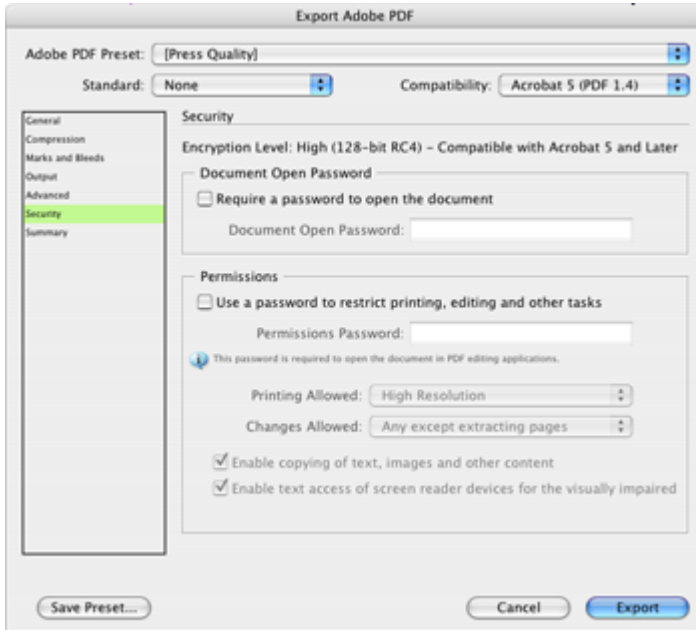


Step 8: Security Tab

Click the [Security](#) tab.

Double check and make sure the [Document Open Password](#) and [Use a password to restrict printing, editing and other tasks](#) are both **not checked**.

Click [Export](#).



These steps will provide you with a PDF of high quality, press ready standards

Creating PDFs in QuarkXpress

(This tutorial was created in QuarkXpress 6.5. Other versions may have different names for steps.)

[Step 1: Export](#)

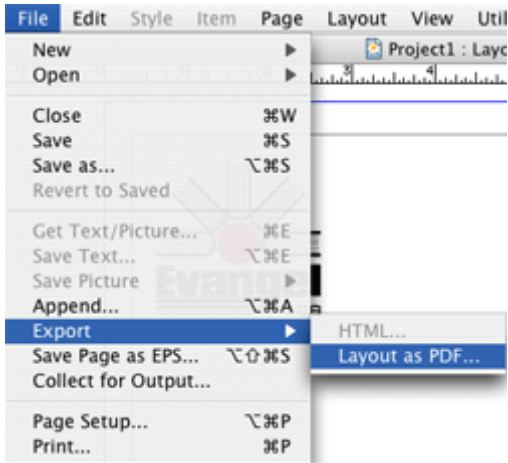
[Step 2: Save As](#)

[Step 3: Job Options](#)

[Step 4: Output](#)

Step 1: Export

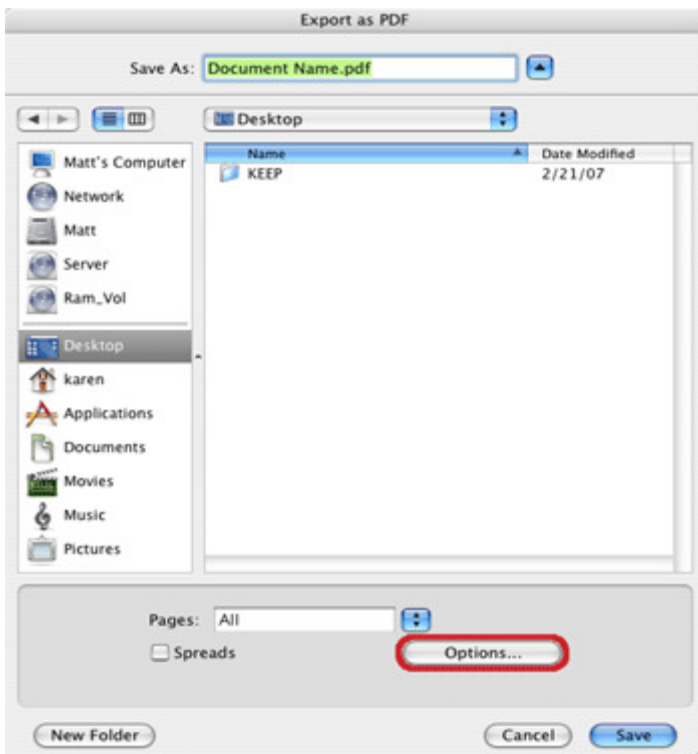
Choose [File](#) -> [Export](#) -> [Layout as PDF](#).



Step 2: Save As

Give your file a title next to [Save As](#). Next make sure [Pages](#) is set to [All](#).

Click the [Options](#) button to begin making adjustments.



Step 3: Job Options

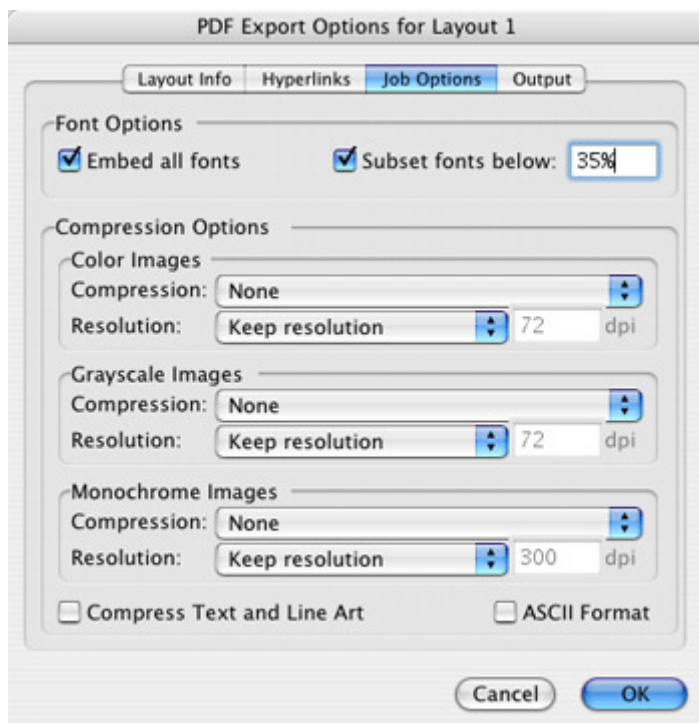
Fill out the [Layout Info](#) tab. The [Hyperlinks](#) can be left as is.

Under the [Job Options](#) make sure [Embed All Fonts](#) and [Subset Fonts Below](#) are checked.

Set the [Subset Fonts Below](#) to [35%](#).

[Compression Options](#) should be set to the same as the image below.

Be sure [Compress Text and Line Art](#) and [ASCII Format](#) are [unchecked](#).



Step 4: Output

Click the [Output](#) tab and under [Color Output](#) set the [Type](#) to [Composite](#), the [Print Colors](#) to [CMYK](#), and [check mark](#) the box next to [Produce Blank Pages](#).

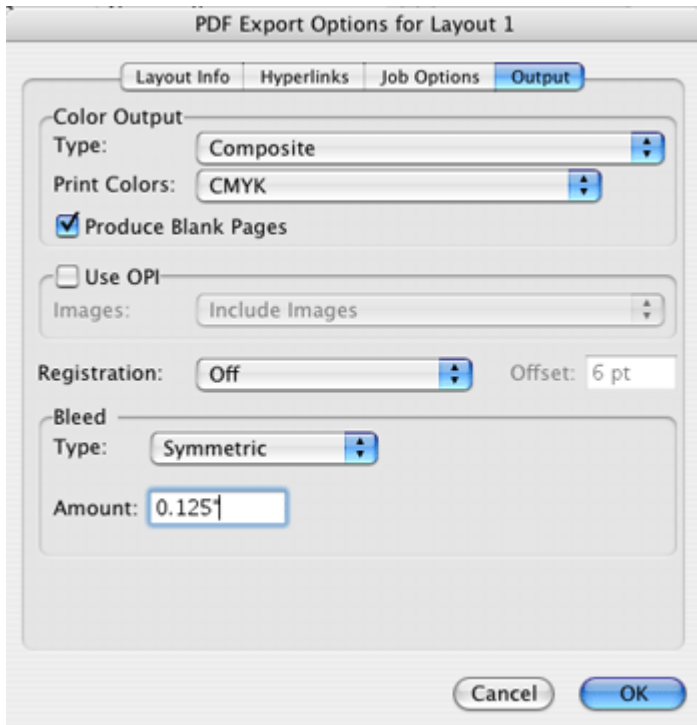
Leave [Use OPI](#) unchecked.

Please set [Registration](#) to [Off](#).

Under [Bleed](#) set the [Type](#) to [Symmetric](#) and the [Amount](#) to a minimum of [0.125"](#).

Click [OK](#).

Click [Save](#).



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