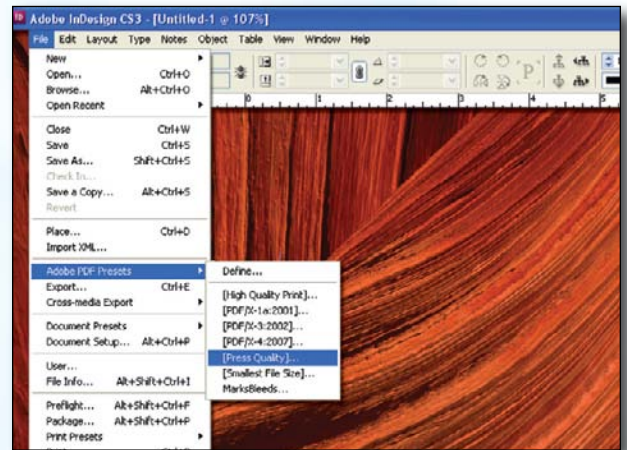


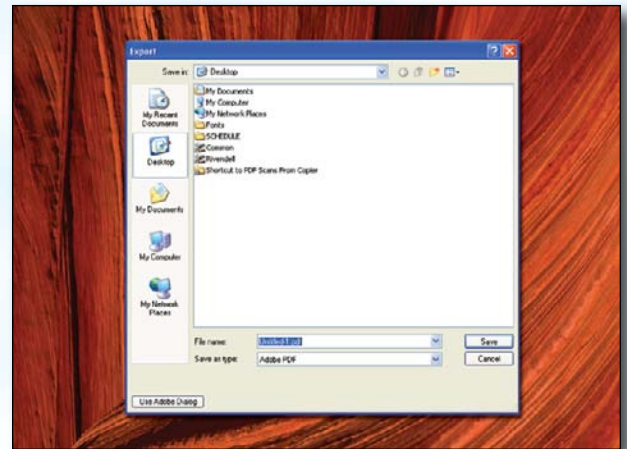
Creating a PDF using InDesign CS3 (PC)



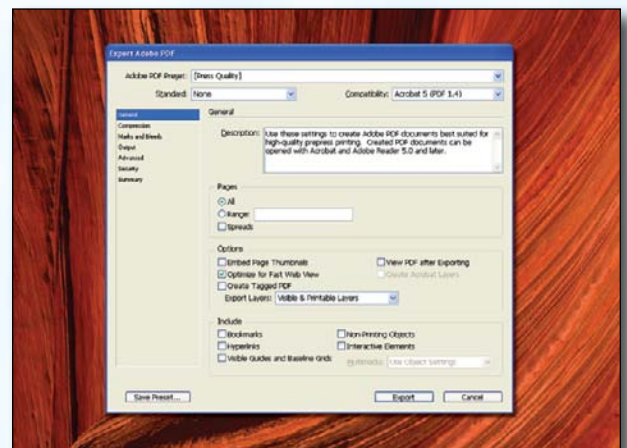
- Step 1:**
- From the **File** menu select **Adobe PDF Presets** and choose **Press Quality**.



- Step 2:**
- Select a location and name for your new PDF.
 - Click **Save**.

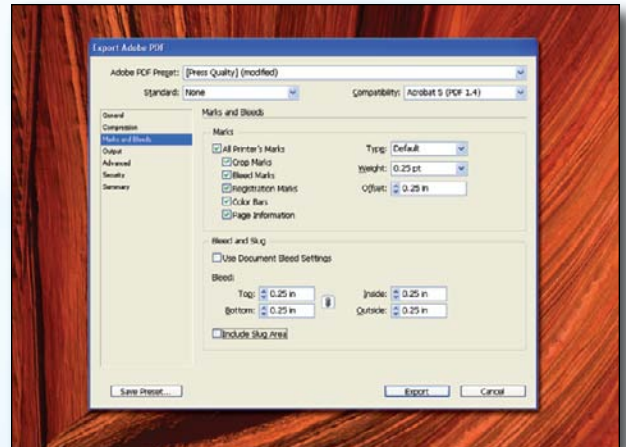


- Step 3:**
- You should now see a screen like the one on the right.
 - Choose **None** in the **Standard** menu.
 - Select **Acrobat 5** in the **Compatibility** menu.
 - Select **All** for **Pages**.
 - Be sure the box next to **Spreads** is *unchecked*.
 - Leave **Optimize for Fast Web View** checked. Be sure the rest of the boxes in the **Options** section are *unchecked*.
 - Be sure all the boxes in the **Include** section are *unchecked*.
 - Disregard the **Compression** tab on the left.
 - NEXT, click the **Marks and Bleeds** tab on the left.

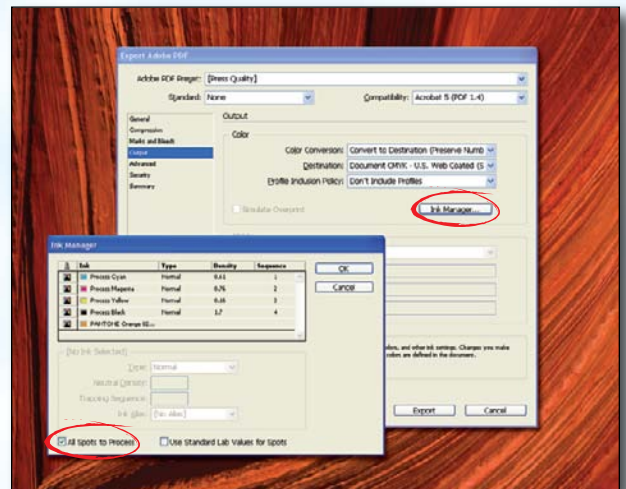


Creating a PDF using InDesign CS3 (PC)

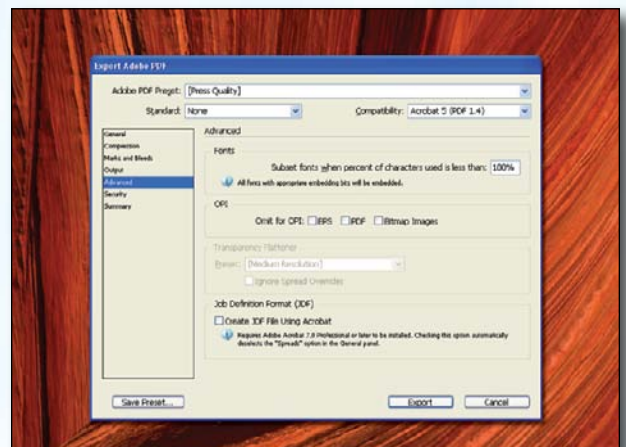
- Step 4:**
- **Check** the box next to **All Printer's Marks**.
 - Leave **Type** at **Default** and **Weight** at **.25**.
 - Change **Offset** to **.25**.
 - Do NOT check **Use Document Bleed Settings**.
 - Select **.25 in** for a bleed on the **Top, Bottom, Left, and Right**.
 - Do NOT check **Include Slug Area**.
 - NEXT, click the **Output** tab on the left.



- Step 5:**
- Select **Convert to Destination (Preserve Numbers)** for **Color Conversion**.
 - Select **Document CMYK - U.S. Web Coated...** for **Destination**.
 - Select **Don't Include Profiles** for **Profile Inclusion Policy**.
 - If you've used transparency features with spot colors, click **Ink Manager**. In the lower left of the window that pops up, check **All Spots to Process**. Click **OK**.
 - NEXT, click the **Advanced** tab on the left.



- Step 6:**
- Change the **Subset fonts when...** percent to **100%**.
 - Leave all **OPI** boxes *unchecked*.
 - Do NOT check **Create JDF File...**
 - Click **Export**.
 - When your PDF has finished saving, open it and view every page.



Your PDF will *print as it views*.