## **Printing Bookets to PDF**

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New Open Browse in Bridge Open Recent	▲ 0 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	(page 1,2,3,), go to File > Print Booklet. *Do r
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Adobe PDF Presets Export Export for	₩E	most of the important setup happens. Set the Printer pull down to PostScript® File and the PP
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Position to Centered. Hit OK.

want the file to save.

ge InDesign document laid out in the order it will read > Print Booklet. \*Do not go straight to print.

ue box, make sure you are printing the desired page range

Setup Stitch and the checkbox Print Preset: [Default] eads is checked. Printer: Graphic Design Lab Pages: 💿 All Range: 1-16 Type: 2-up Saddle Stitch Settings. This is where Space Between Pages: 👙 Bleed Between Pages: up happens. Set the Margins Automatically Adjust to Fit Marks and Bleeds cript<sup>®</sup> File and the PPD Top: ÷0 in 135 Bottom: ÷0 in nk Printer Spreads is dialogue box, there is in this box. Set the Paper ent and select the Preset: [Custom] PostScrip proper orientation. In the Options box, make sure PD: Lexn the scale is at 100% (both height and width) then switch the Page Paper Size: Letter Width: 8.5 in Orientation: 🗿 🛃 🔮 🔿 Hit Print. This will bring up a save box for a .ps file. Select where you Option Scale: ( )Width: 100%

Now that you have the .ps file, open Acrobat Distiller from the Applications folder on your computer. This is a program that gives you control over the quality of the PDF you are creating. In the Default Settings pull down and if you are going to print, the most reliable is the



High Quality Print, smallest file size is good for files that need to be sent over the web or through email.

Drag your .ps file or use File > Open. Your file will be converted to a PDF. Check the PDF, make sure it opens and that it looks ok.

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Acrobat Distille

This file is now ready to bring anywhere for printing and will be in the proper order to fold the sheets to create a booklet.

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