

# QUICK TIPS

## Creating Printer Spreads from Reader Spreads (InDesign/Distiller):

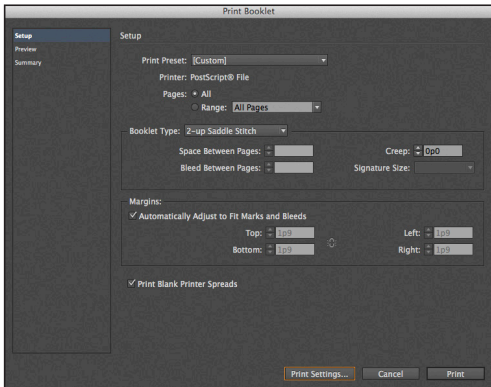
For this process, you must have Acrobat Distiller installed on your computer. All CCS lab machines come equipped with this.

### InDesign:

File > Print Booklet

Print Preset: Custom

Booklet Type: 2-up Saddle Stitch



Select Print Settings

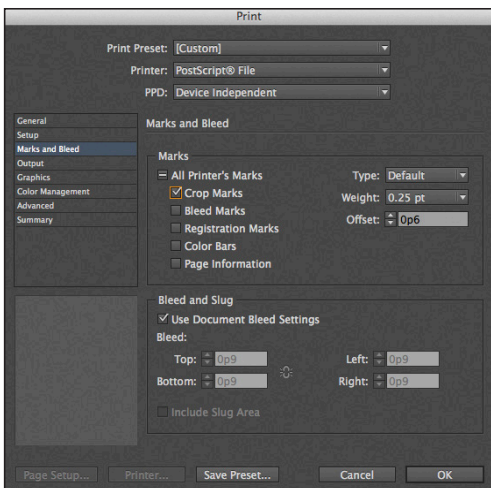
Printer: PostScript File

PPD: Device Independent

Marks and Bleeds Tab

Marks: Crop Marks / Page Information

Bleed & Slug: Use Document Bleed Settings



Select OK > Print

Save PostScript File to appropriate folder

## Acrobat Distiller:

Open the .ps file in Acrobat Distiller.

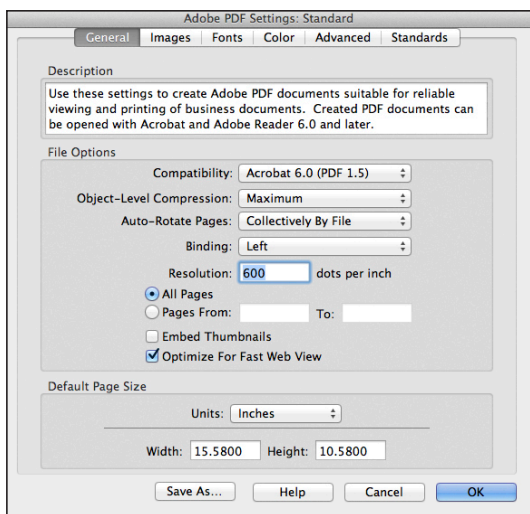
Settings Menu > Edit Adobe PDF Settings

Default Page Size (in inches):

Width > 15.58" / Height > 10.58"

Remember to use the size of your full spread including crop marks.

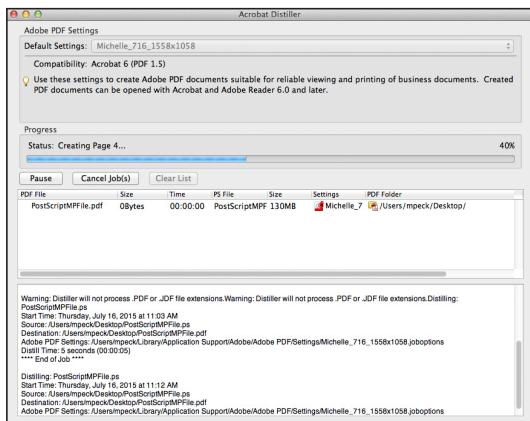
Save As > Save Setting file.



Make sure your setting is selected in the Default Settings dropdown menu.

File Menu > Open > Select .ps file

The PostScript file will automatically begin to convert to a PDF file. Once converted, double-click the saved PDF file to confirm file set-up.



The file should appear centered on the page.

For more information, check out our full Imaging Center Guide.