

QUICK TIPS

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

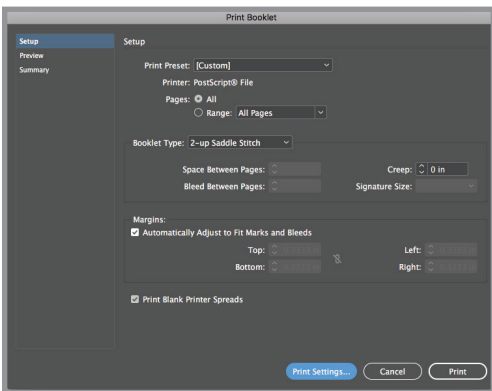
For this process, you must have Acrobat Distiller installed on your computer. All CCS lab machines come equipped with this.

InDesign:

File > Print Booklet

Print Preset: Custom

Booklet Type: 2-up Saddle Stitch



Select Print Settings

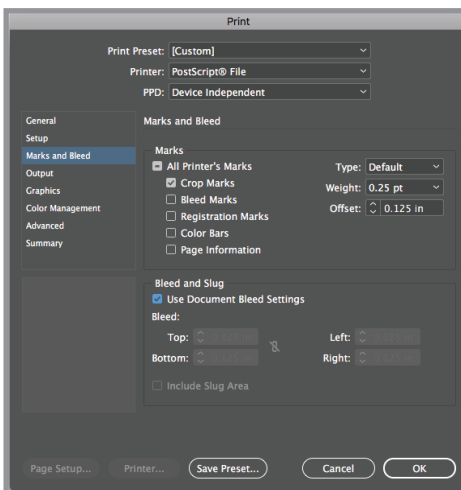
Printer: PostScript File

PPD: Device Independent

Marks and Bleeds Tab

Marks: Crop Marks / Page Information

Bleed & Slug: Use Document Bleed Settings



OK > Print Save PostScript File to appropriate folder

turn over ►

Acrobat Distiller:

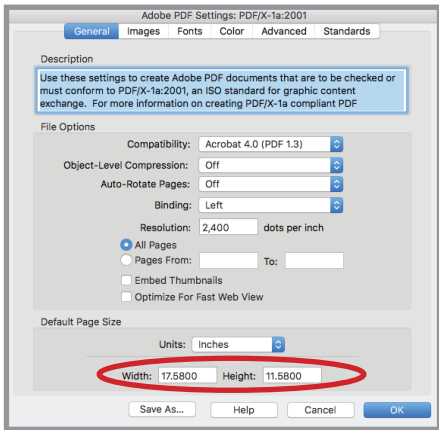
Open Acrobat Distiller.

Settings Menu > Edit Adobe PDF Settings

You will have to know what your *exact* document size is.

This example is for an 11" × 17" booklet exported w/ crop marks, using document bleed settings. (17.58" × 11.58")

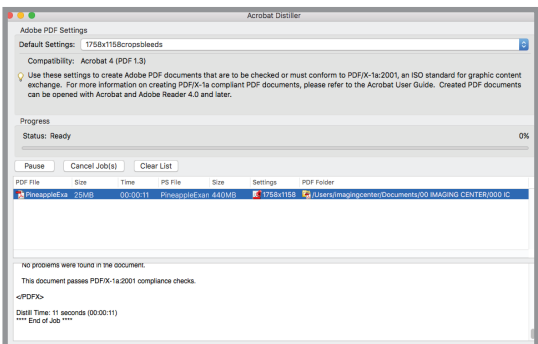
Enter the *exact* width and height of the document. Select Save As.



Make sure your setting is selected in the Default Settings drop down 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 be centered on the page.

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