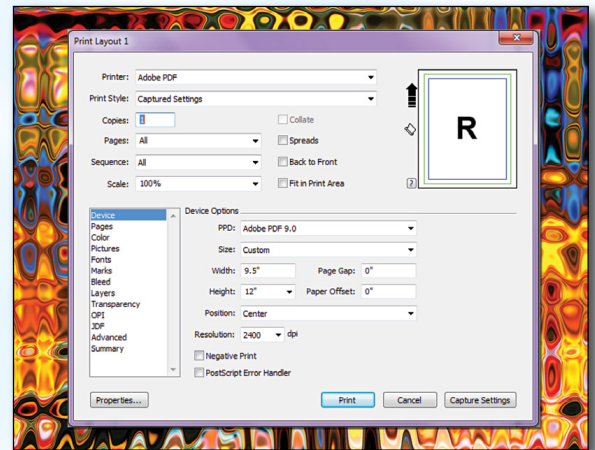


Creating a PDF using Quark 9 (PC)

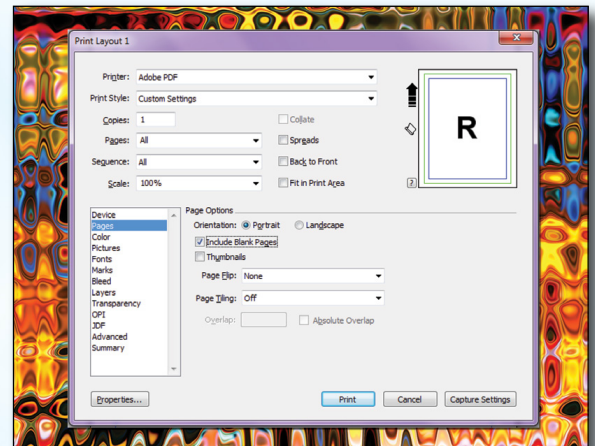
Step 1:

- From the **File** menu select **Print**.
- Choose **Adobe PDF** for your **Printer**.
(**NOTE**—this Printer Description will **only** be available if you have Acrobat.)
- Select **All** for **Pages**.
- Select **All** for **Sequence**.
- Set **Scale** to **100%**.
- Under Device Options:
Choose **Adobe PDF** for your **PPD**.
- Select **Custom** for **Paper Size**.
- Add one inch to the height and width** of your document, and enter this in for **Paper Width** and **Paper Height**. This will allow adequate room for a bleed and crop marks.
- Set **Position** to **Center** and **Resolution** to **2400**.
- Do not check any boxes in this window.
- NEXT, click the **Pages** tab on the left under **Device**.



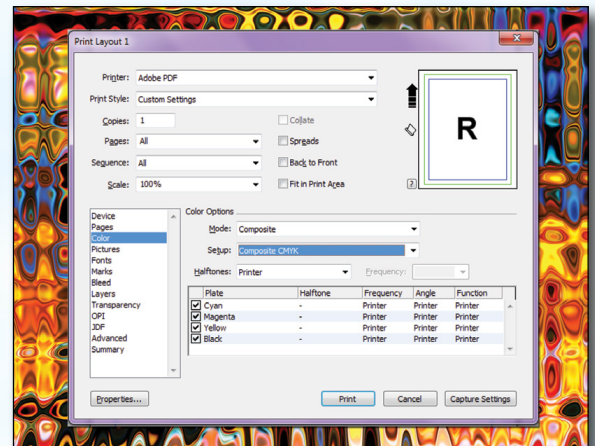
Step 2:

- On the **Pages** tab, set **Orientation** to **Portrait** and check only the box next to **Include Blank Pages**.
- Select **None** for **Page Flip**.
- Select **Off** for **Tiling**.
- NEXT, click the **Colors** tab on the left.



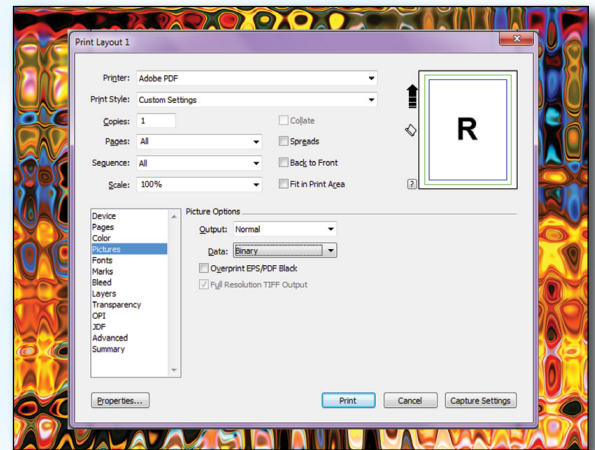
Step 3:

- Select **Composite** for **Mode**.
- Select **Composite CMYK** for **Setup**. If you are printing with spot colors, select **Composite CMYK and Spot**.
- Select **Printer** for **Halftones**.
- NEXT, click the **Pictures** tab on the left.

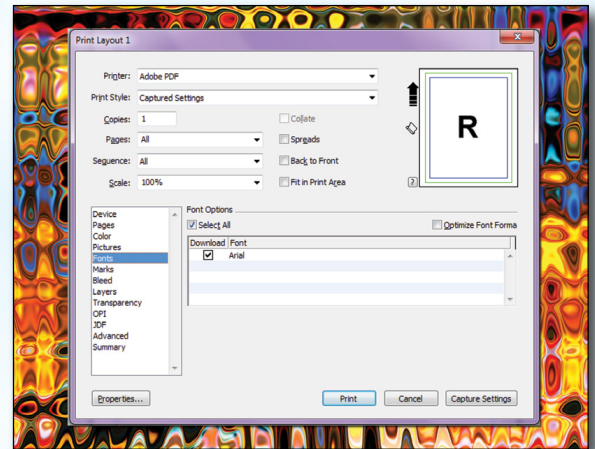


Creating a PDF using Quark 9 (PC)

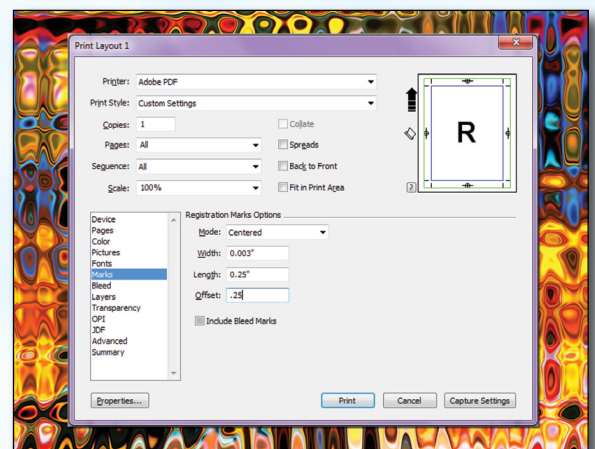
- Step 4:**
- Select **Normal** for **Output**.
 - Choose **Binary** for **Data**.
 - NEXT, click the **Fonts** tab on the left.



- Step 5:**
- Check the box for **Select All** under **Font Options**.
 - NEXT, click the **Marks** tab on the left.

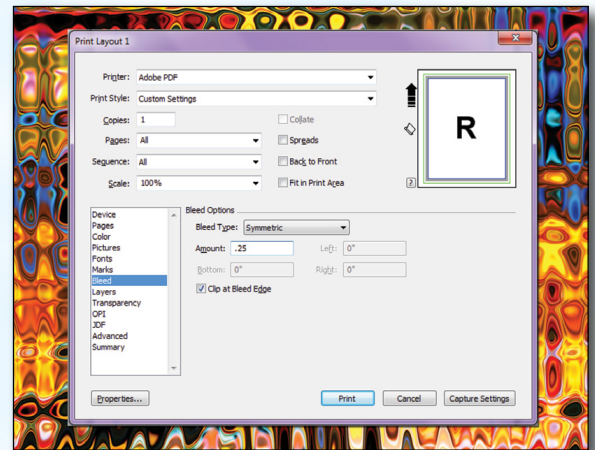


- Step 6:**
- Select **Centered** for **Mode**.
 - Leave the **Width** and **Length** at their default values.
 - Set the **Offset** to **.25"**.
 - Do not check **Include Bleed Marks**.
 - NEXT, click the **Bleed** tab on the left.

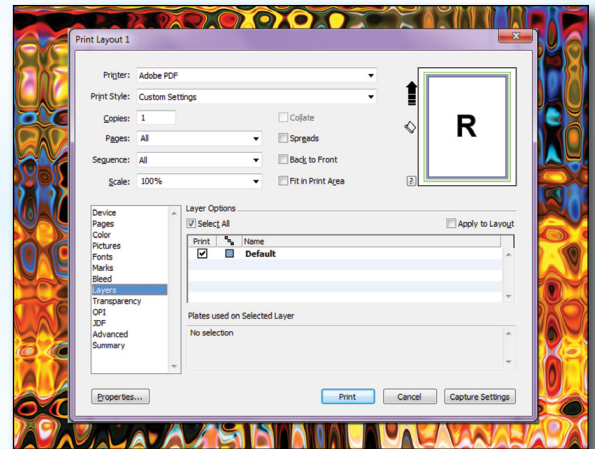


Creating a PDF using Quark 9 (PC)

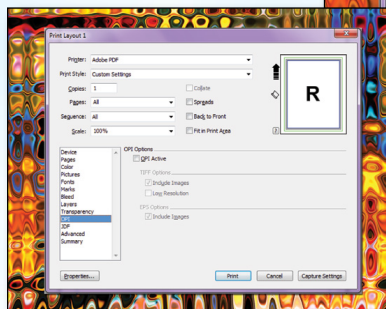
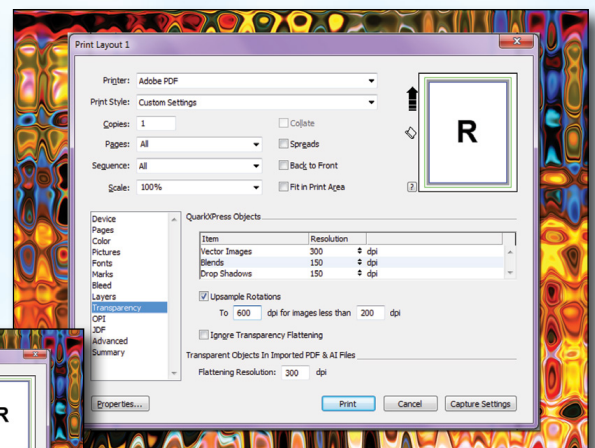
- Step 7:**
- Set the **Bleed Type** to **Symmetric**.
 - Enter **.25"** for the **Amount**.
 - Check the box next to **Clip at Bleed Edge**.
 - NEXT, click the **Layers** tab on the left.



- Step 8:**
- Check the box next to **Select All** if you want to print all layers. Otherwise select just the layers you want to appear.
 - NEXT, click the **Transparency** tab on the left.

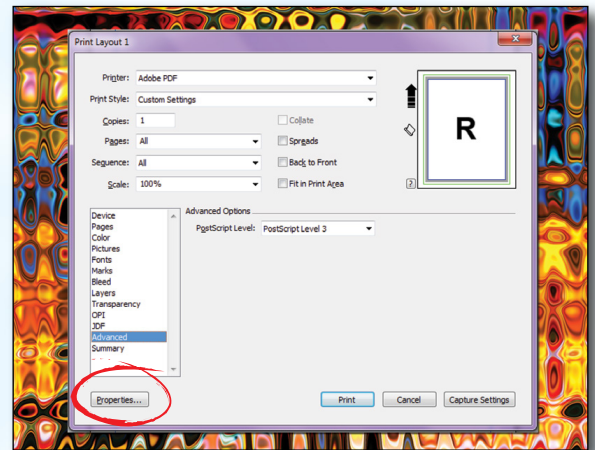


- Step 9:**
- Set the **Upsample Rotations** to **600 dpi**.
 - Leave the **Ignore Transparency Flattening** box unchecked.
 - NEXT, click the **OPI** tab on the left.
 - Leave the **OPI Active** box unchecked.
 - NEXT, click the **Advanced** tab on the left.

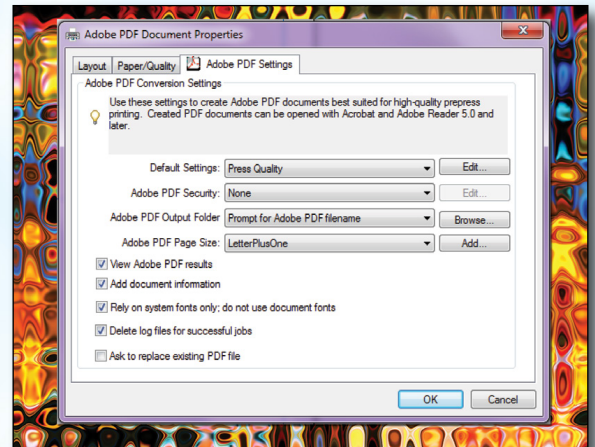


Creating a PDF using Quark 9 (PC)

- Step 10:**
- Set **Postscript Level** to **Postscript Level 3**.
 - NEXT, click the **Properties** button.



- Step 11:**
- In the window that pops up, choose **Press Quality** for **Default Setting**.
 - Under **Adobe PDF Page Size** choose a size that's at least 1 inch bigger than your trim size in both directions.
 - Check other boxes as shown.
 - Click **OK**.
 - When the window underneath becomes visible, click **Print**.



- Step 12:**
- Select a location and name for your new PDF.
 - Click the **Save** button to save your PDF.
 - When your PDF has finished saving, open it and view every page.

Your PDF will **print as it views**.

