

## File Preparation for Eagle Print

## PLEASE NOTE: If you are an IBM based customer, we can only accept PDF files!

1. All pages should be built to correct size, for both final size and live image area. If your publication requires a full bleed, please add an additional .25" to your copy. All pages should be consistent throughout.

2. All copy shoould be centered on the page, without registration marks.

3. Images and photos should be saved as either CMYK(for color) or grayscale(for black & white) **\****RGB images will not print out correctly!* (please see enclosed photoshop settings).

4. Photos should be scanned at a maxium of 300 DPI, and saved as TIFF images when possible.

5. Embed ALL fonts.

6. To ensure proper reprodution of files we recommend making a POSTSCRIPT file (from QuarkXpress, INDesign, etc) and using the PS file to make your PDF.(please see enclosed Adobe acrobat distiller settings)

7. If you receive PDF's from outside agencies, please preflight them to ensure they were made correctly.

8. Eagle Print currently uses the following naming convention:

Two letter abbrevation-mmdd-1.PDF Example: The Delphos Herald DH-0306-1.PDF

If saving your entire publication as one PDF file, your page # would be 1. If your publication has multiple sections, a letter prefix will need to be used.

Example: DH-0306-A1.PDF (XX)-(MMDD)-(letterprefix+page #).PDF If saving your files as seperate pages use the example above to label your pages.

9. To place your files to our in-house FTP site, please compress(stuff) all files into a common folder. PC customers will need to use "FTP Voyager" or "Coffee Cup" software to place files on the FTP. Mac customers will need to use "Fetch"software(fetchworks.com) or "Cyberduck" software(apple.com)

> Eagle Print FTP Host: 63.84.52.156 User Name: eagle Password: eagle

# **ACROBAT DISTILLER 5.0 SETTINGS**

## **JOB OPTIONS:**

Double click on the Distiller icon to start the program.

Always check the Job Options settings before sending any files.

Click on Settings then Job Options.

## **GENERAL:**

Compatibility: Acrobat 4.0 (PDF 1.3) Optimize for Fast Web View: Don't use Embed Thumbnails: Don't use Auto-Rotate Pages: Don't use

Distill Pages: All selected Binding: Left Resolution: 1200 dpi

**Default Paper Size** Width: **8.5** Units: **Inches** Height: **11.0** 

## **COMPRESSION:**

Color Images: Select Bicubic Downsampling to 200 dpi for images above: 201 dpi Compression: Select Automatic Quality: Medium

Grayscale Images: Select Bicubic Downsampling to 200 dpi for images above: 201 dpi Compression: Select Automatic Quality: Medium

Monochrome Images: Select Bicubic Downsampling to 800 dpi for images above: 801 dpi Compression: Select CCITT Group 4 Anti-Alias to gray: Don't use

Compress Text and Line Art: Select

Acrobat Distiller	- OX
File Settings Help	
Job Options: EaglePrint	
Compatibility: Acrobat 4.0 (PDF 1.3)	
Info	
File: none	Pause
Size: Source:	Cancel Job
Jource.	
Progress	
Status: Ready	
Acrobat Distiller 5.0	~
Started: Thursday, March 31, 2005 at 7:45 AM	
Adobe PostScript software version: 3011.104	
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lePrint - Job Options	
eneral Compression Fonts Color Advanced	
□ File Options	OK
Compatibility: Acrobat 4.0 (PDF 1.3)	Save As
Optimize for Fast Web View	Cancel
Embed Thumbnails	
Auto-Rotate Pages: Individually	×
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Resolution: 1200 dpi	
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	<u> </u>
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Height:       11.0         Image:       Image:	OK Save As

## FONTS:

Embed All Fonts: Select

Subset Embedded Fonts When Percent of Characters Used is Less Than: **Don't use** 

When Embedding Fails: Cancel Job

#### Embedding

Select: **Base 14 Fonts** (Distiller embeds the base 14 fonts: Courier, Helvetica, Symbol, Times, Zaph Dingbats. This includes the bold, bold oblique and oblique weights of the fonts.)

Always Embed: None Never Embed: None

## **COLOR:**

Adobe Color Settings: Settings File: None

Color Management Policies: Leave Color Unchanged Intent: Default

Working Spaces: Gray: Grayed out RGB: Grayed out CMYK: Grayed out

Device-Dependent Data:

Preserve Overprint Settings: Select Preserve Under Color Removal & Black Generation: Don't use Transfer Functions: Apply Preserve Halftone Information: Select

## **ADVANCED:**

#### **Options:**

Use Prologue.ps and Epilogue.ps: **Don't use** Allow PostScript File to Override Job Options: **Don't use** Preserve Level 2 copypage Semantics: **Select** Save Portable Job Ticket Inside PDF File: **Don't use** Illustrator Overprint Mode: **Don't use** Convert gradients to smooth shades: **Select** ASCII Format: **Don't use** 

Document Structuring Conventions (DSC): Process DSC Comments: Select Log DSC Warnings: Don't use Resize Page and Center Artwork for EPS Files: Select Preserve EPS Information from DSC: Select Preserve OPI Comments: Don't use Preserve Document Information from DSC: Select

EagleDrint Job Antions	
EaglePrint - Job Options	
General Compression Fonts Color Advanced	ОК
Embed All Fonts     Subset embedded fonts when percent	Save As
of characters used is less than:  100 %	Cancel
When Embedding Fails: Cancel Job	
Base 14 Fonts Always Embed:	
Courier	
Courier-Bold Courier-BoldOblique	
Courier-Oblique	
Helvetica-BoldOblique	
Symbol	
Times-Bold Times-Boldtalic Timestala	
Times-Roman ZapDingbats	
Add Name Remove	
EaglePrint - Job Options	×
General Compression Fonts Color Advanced	ОК
Adobe Color Settings Settings File: None	Save As
Setungs rile. Inone	
Color Management Policies	Cancel
Leave Color Unchanged	
Intent: Default	
huiding Course	
Working Spaces Gray: None	
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CMYK: U.S. Web Coated (SWOP) v2	
Device-Dependent Data           Image: Comparison of the section of	
Preserve Under Color Removal and Black Generation Settings	
Apply Transfer Functions	
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	1
EaglePrint - Job Options	×
General Compression Fonts Color Advanced	ОК
Options Use Prologue.ps and Epilogue.ps	
Allow PostScript file to Override Job Options	Save As
Preserve Level 2 copypage Semantics	Cancel
Save Portable Job Ticket inside PDF file Illustrator Overprint Mode	
Convert gradients to smooth shades	
ASCII Format	
Document Structuring Conventions (DSC)	
Process DSC Comments     Log DSC Warnings	
Resize Page and Center Artwork for EPS Files	
Preserve EPS Information from DSC	
Preserve OPI Comments      Preserve Document Information from DSC	

## SAVE AS:

Save Job Options to the Settings folder in the Adobe folder, name this file **EaglePrint** use this file the next time you distill.

## **FONT LOCATION:**

Click on Settings then Font Locations, one pictured is for a PC, but you must locate your fonts. Distiller will reference this file when creating the PDF.

Save Job Options As	?×
Save in: 🗀 Settings 💌 🖛 🖻	
EBook.joboptions Press.joboptions Print.joboptions Screen.joboptions	
File name: EaglePrint.joboptions	Save
Save as type: Job Options Files (*.joboptions)	Cancel
Acrobat Distiller	-OX
File Settings Help	
Job Options: EaglePrint Compatibility: Acrobat 4.0 (PDF 1.3)	<b>•</b>
File: none Size: Source:	Pause Cancel Job
Progress Status: Ready	
Acrobat Distiller 5.0 Started: Thursday, March 31, 2005 at 7:45 AM Adobe PostScript software version: 3011.104	
robat Distiller - Font Locations	X
C:\V/INDOWS\Fonts\ C:\Program Files\Adobe\Acrobat 5.0\Resource\Font\ C:\Program Files\Adobe\Acrobat 5.0\Resource\Font\	OK Cancel Add
	Remove
Ignore TrueType versions of standard PostScript fonts	

## Major Problems with PDF files:

If fonts are not embedded in the PDF, a default type could be substituted for the original. A stylized font can sometimes cause a PostScript Error. A RGB image will not print in color, color images must be CMYK. Lab Images will not print.

## SAVING AN EPS USING ACROBAT 6.0

#### File: Save As

Save as type: Encapsulated PostScript (EPS) Select: Settings...

#### **SETTINGS:**

# File Format Options PostScript: Language Level 1 ASCII: Select

Include Preview: Select (some will ask if PICT or TIFF: select TIFF)

#### Page Range Pages: From 1 to 1

#### Settings

Font Inclusion: Embedded Fonts or All Embedded Rastor/Vector Balance: 50 or Transparency Quality/Speed: Medium Printer Profile or Color Profile: Same As Source (No Color Management)

Deselect all checked boxes except (Acrobat 6): Emit Transfer Functions Emit Undercolor Removal/Black Generation Overprint Preview

Deselect all checked boxes except (Acrobat 5): Clip to Bounding Box and Apply Overprint Preview

Click: **OK** Save and name EPS file into the necessary folder.

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	Emit Halfton	es.	Apply Worki	ng Color Spaces	
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# PDF DISTILLING "BEST PRACTICES"

## **QUARK:**

Before creating the PDF file, always check the Quark file for the following:

Under the Utilities menu item in Quark,

#### Select: Usage

#### Pictures

All pictures status should show "OK"

If the picture status shows "Missing" or "Modified", update the files. Files not updated will bitmap.

If you click on "More Information" this will also give you a description of the picture (whether it's RGB or CMYK). **RGB images will either print in grayscale or on all plates.** Color images must be CMYK.

#### Fonts

Confirm the fonts are not stylized

#### **PAGEMAKER:**

Before creating the PDF file, always check the PageMaker file for the following:

Under File,

Select: Links Manager

All picture status should show "up to date". There shouldn't be any question marks by any images.

If the picture status shows "Missing" or "Modified", update the files. Files not updated could bitmap.

Color images must be CMYK. **RGB images will either print in** grayscale or on all plates.

#### Under Utilities, Plug-ins, Select: Save for service provider Select: Preflight Pub

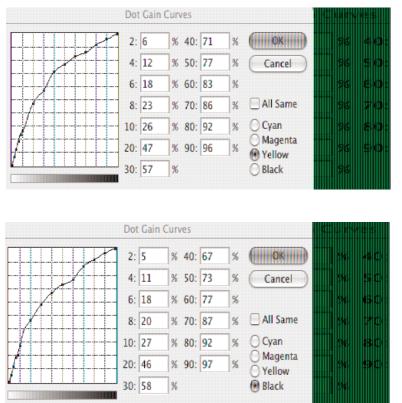
This will preflight your publication and check artwork and fonts, after it's finished, you should have a green check for pictures and fonts, if a red X appears, then you need to fix the problem.

## EAGLE PRINT PHOTOSHOP SETTINGS

		Color Settings	1	
Settings:	snap	07.28.10	(\$)	
Advanced 1	Node			
	paces —			Cancel
	RGB:	Adobe RGB (1998)		
	CMYK:	SWOP (Newsprint), Curves, GCR, Medium		Load
	Gray:	Gray Gamma 2.2		Save
	Spot:	Dot Gain 25%	<b>I</b>	M Preview
- Color Man	agemen	t Policies		
	RGB:	Off		
	CMYK:	Off 🙀		
	Gray:	Off		
		Ask When Opening Ask When Pater Ask When Pater Ask When Opening	sting	
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1	Engine:	Adobe (ACE)		
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Blend RO	B Colors	s Using Gamma: 1.00		
— Description snap7.28.10		djustment		

5. Open each color channel and imput the following percentages.

6. Name and save your settings when finished.



 Under the photoshop tab select: color settings
 In the working spaces select: CMYK drop down menu
 Select: custom CMYK
 In the ink options select: curves from dot gain drop down menu.

