

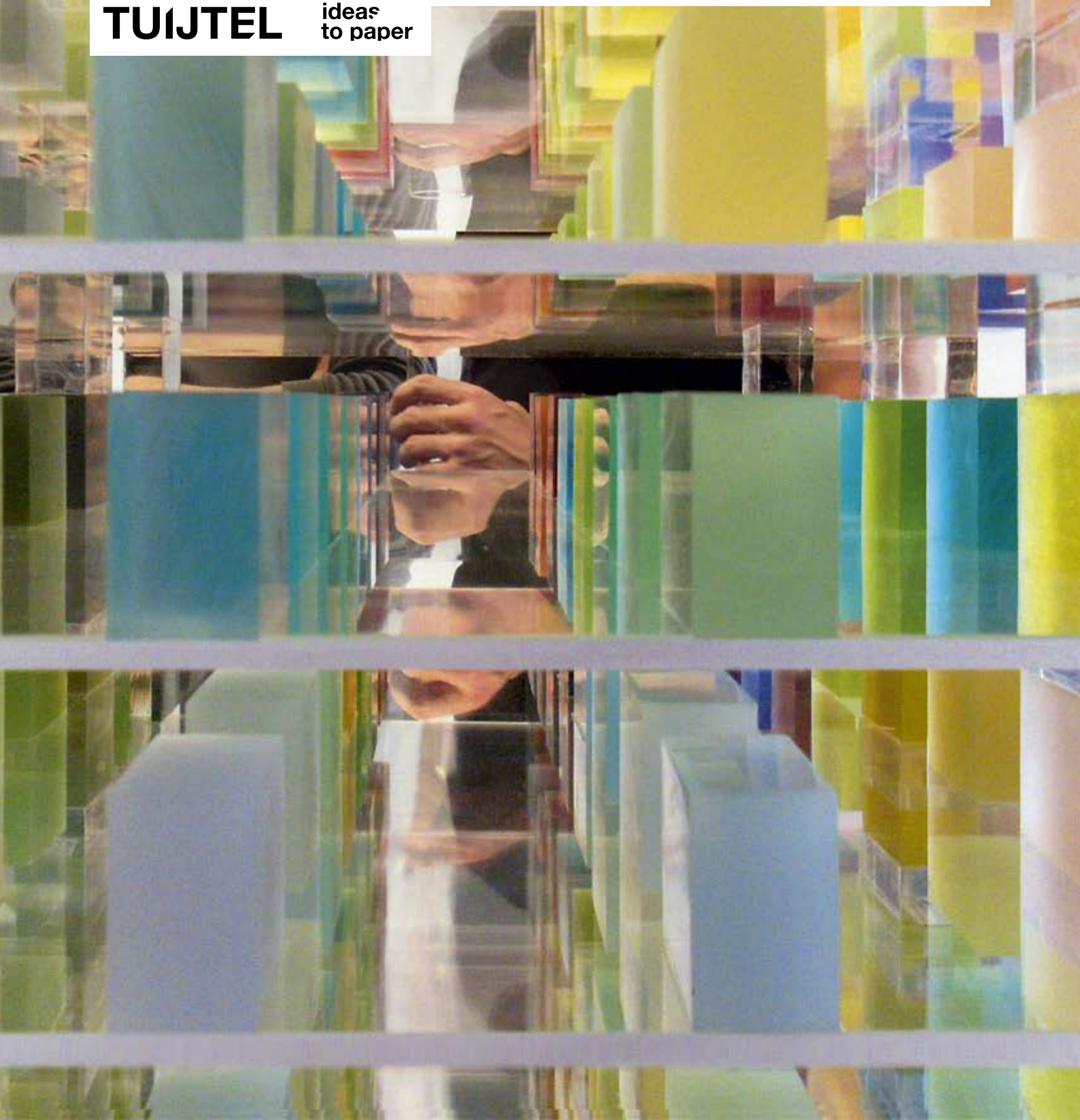
Comprehensive delivery specifications: a print-ready PDF in four steps

with Adobe InDesign CS/CC







May 2016

TUIJTEL

ideas
to paper



Four steps to creating a print-ready PDF using Adobe InDesign CS/CC

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Introduction

General delivery instructions

Naming

How to name your files

- Give each file a name no more than 26 characters in length.
- Avoid using symbols or spaces.
- Use only the alphabet, numbers and underscore (_).
- In case of corrections, when delivering new files, please deliver them named as follows:
filename_corr01, **filename_corr02**, and so on.

Pages

Delivery of pages in PDF format

- Each PDF may contain MULTIPLE pages, so please do NOT make a PDF of each page.
For example: do not deliver 24 separate PDF files for a 24-page brochure.

General inspection

Before creating a PDF, check the following:

- Is the page formatted correctly?
- Does each page have sufficient printing margin (3 mm)?
- Are the fonts loaded and included?
- Do the illustrations have sufficiently high resolution?
- Have the CMYK images been converted to a color profile suitable for the paper you intend to print on?
- Does the file consist of the correct number of sub-colors?
- Have any unused colors been deleted?
- Have all the illustrations been edited in the file?
- Has the file been saved since the latest modifications?

Step 1



Downloading and installing profiles and settings

1.1 Download

Download the necessary profiles and settings here

Download the ICC profiles (color profiles) for your OS [here](#).

Download the color settings for Photoshop and InDesign [here](#).

Download the JobOptions for InDesign [here](#).

1.2 Install ICC profiles

PSOcoated_v3.icc (for use on coated paper)

PSOuncoated_v3_FOGRA52.icc (for uncoated paper)

Save the ICC profiles in the following folder:

Apple Macintosh OS

Copy the profiles to the folder *(System or user) > Library > ColorSync > Profiles*.

After installing the color profiles, you must restart the Adobe application.

Windows OS

Save the profiles to the desktop, right-click on a profile and select 'Install profile'.

You can also copy the profiles to the folder *Windows > System32 > spool > drivers > color*.

Note:

You **must** install the ICC profiles successfully before you can move on to the following steps.

FYI

The screenshots below were made using the Adobe CC application in a Mac OS.

Screen display may vary slightly from one version of the program to another, and from one operating system to another. However, the settings indicated may be used in virtually all cases.

Step 2

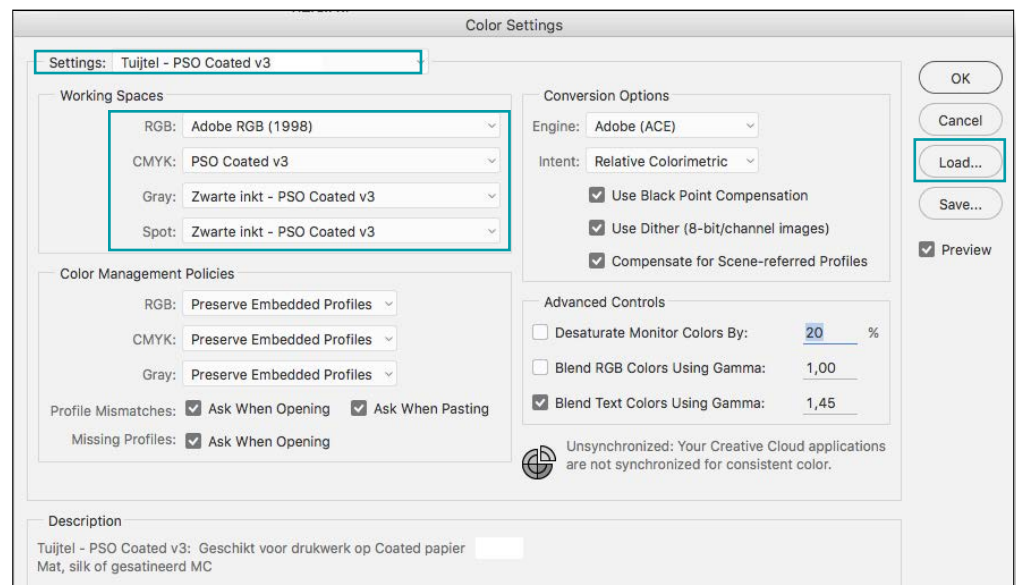


Color management in Photoshop CS/CC

2.1a Color settings for coated paper

Go to: **Edit > Color Settings > Via Load**: choose color setting:
Tuijtel - PSO Coated v3 from the downloaded ColorSettings folder.

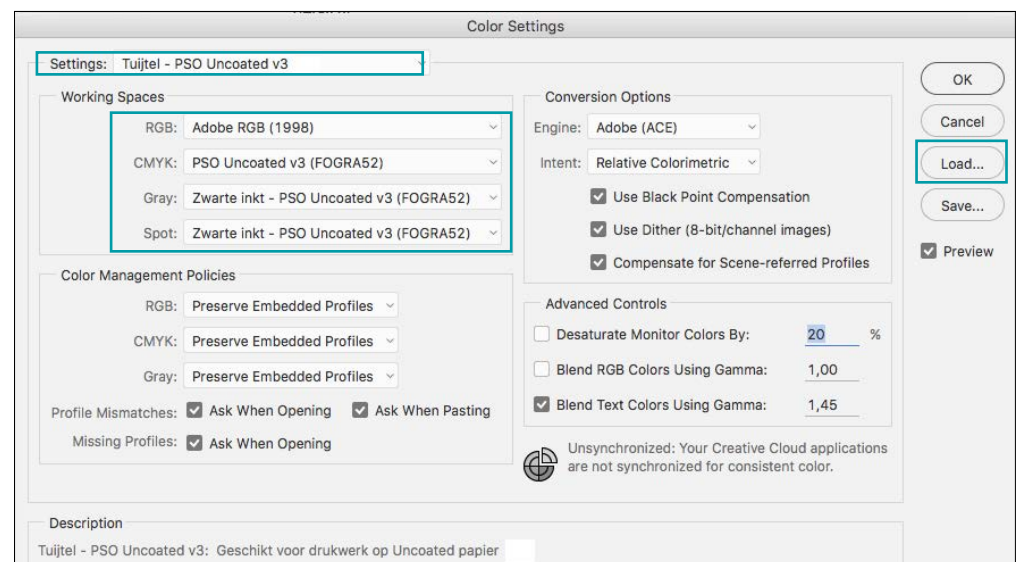
The profile *PSO Coated v3* has now been selected with the proper settings.



2.1b Settings for uncoated paper

Go to: **Edit > Color Settings > Via Load**: choose color setting:
Tuijtel PT4 - PSO Uncoated v3 from the downloaded ColorSettings folder.

The profile *PSO Uncoated v3 (FOGRA52)* has now been selected with the proper settings.



Step 2



Color management in Photoshop CS/CC

2.2 Converting color in Photoshop

Before you begin, select the correct color setting (see previous step 2.1):

Then, go to:

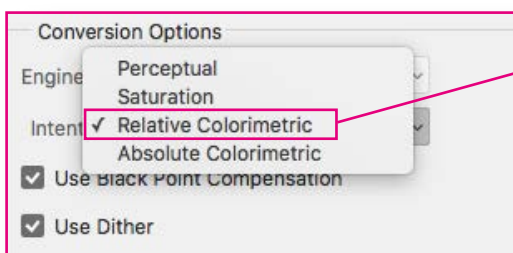
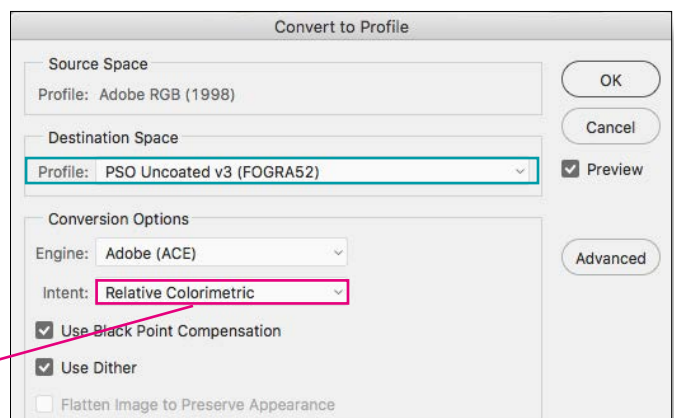
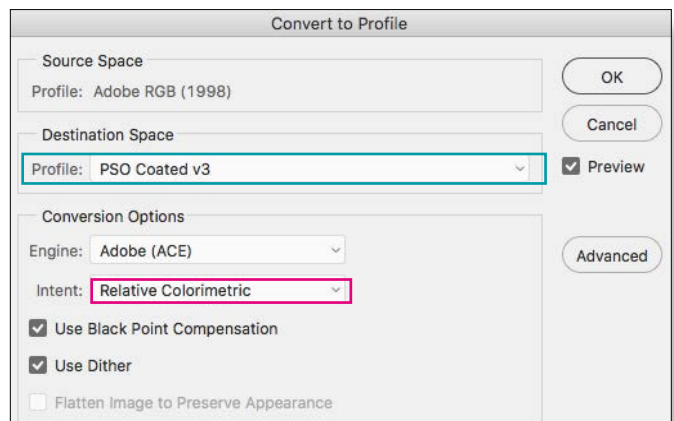
Edit > Convert to Profile

Tuijtel - PSO Coated v3

Correct setting for Coated paper

Tuijtel - PSO Uncoated v3

Correct setting for Uncoated paper



Note: Under 'Conversion Options', you may select how you wish the **'Intent'** colorspace to be converted.

Rule of thumb:

Choose **'Perceptual'** when you want to maintain high contrast in the shadows.

Select **'Relative Colorimetric'** when you want to retain maximum color saturation.

Using **'Preview'**, you can see and evaluate the results.

Note: For optimum RGB-to-CMYK or CMYK-to-CMYK conversion, we recommend that you visually assess the results on a well-calibrated monitor as well. The color-conversion process affects the colorspace, often making it smaller, which may have undesirable effects.

Step 2



Presets InDesign CS/CC

2.3 Adobe PDF presets

Note:

The ICC profiles **must** have been installed in your OS before it will be possible to proceed to the following steps.

Go to:

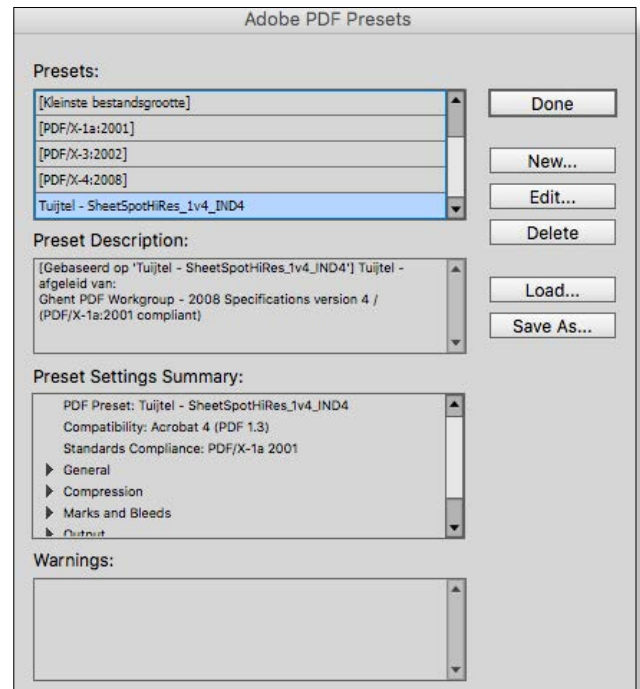
File > Adobe PDF Presets > Define >

Via **Load...** select the job option:

Tuijtel - SheetSpotHiRes_1v4_IND4

from the Joboptions folder you downloaded.

This is a standard export preset, suitable for FC and FC with spot colors, based on the Ghent Workgroup guidelines. www.gwg.org



2.4 InDesign color settings

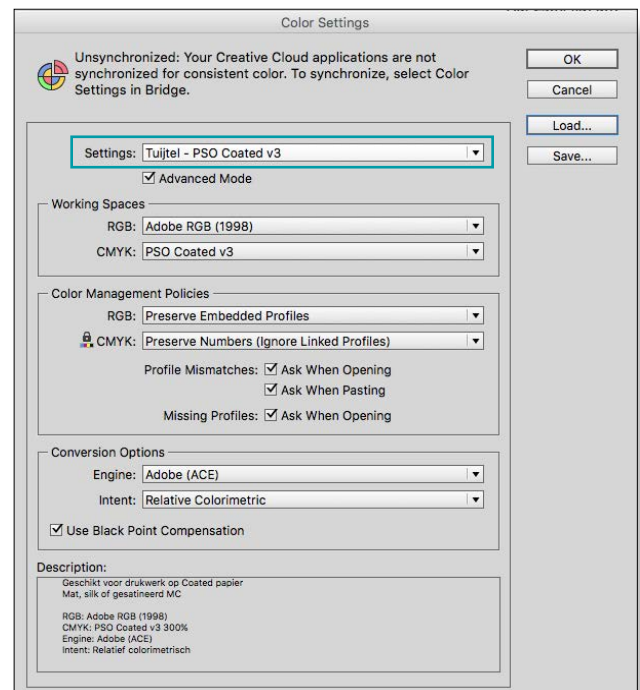
Go to **Edit > Color Settings >** to select the desired color setting (see step 2.1 as well).

Tuijtel - PSO Coated v3

Correct setting for coated paper

Tuijtel - PSO Uncoated v3

Correct setting for uncoated paper



Note: When exporting to PDF, color conversion will only take place automatically in the case of RGB images with the basic settings shown above applied. For optimum color conversion, it is best to convert the color for each image manually using Photoshop (see page 6).

Step 3

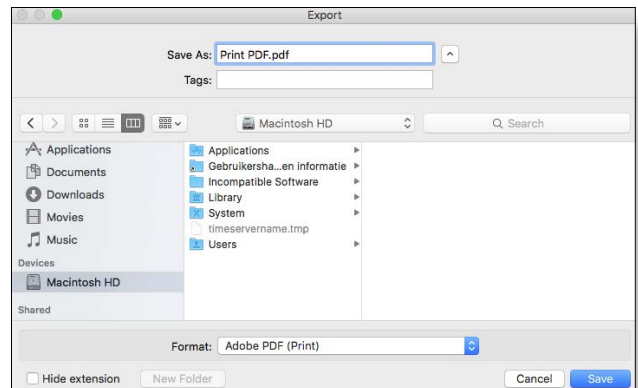


Exporting from InDesign CS/CC

3.1 Export as Adobe PDF

Go to: **File > Export ...**

Save as: Adobe PDF (Print).



3.2 Adobe PDF presets

Choose the Adobe PDF Preset:

Tuijtel - SheetSpotHiRes_1v4_IND4

Compatibility:

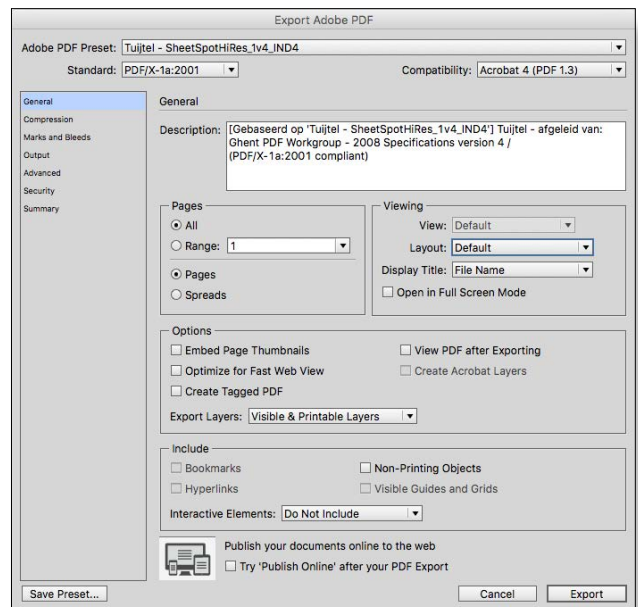
Adobe 4 (PDF 1.3)

Pages:

Select 'all' or indicate specific pages.

It is better to list pages individually rather than Spreads.

All other settings are correct as shown.



3.3 Complete the Export process

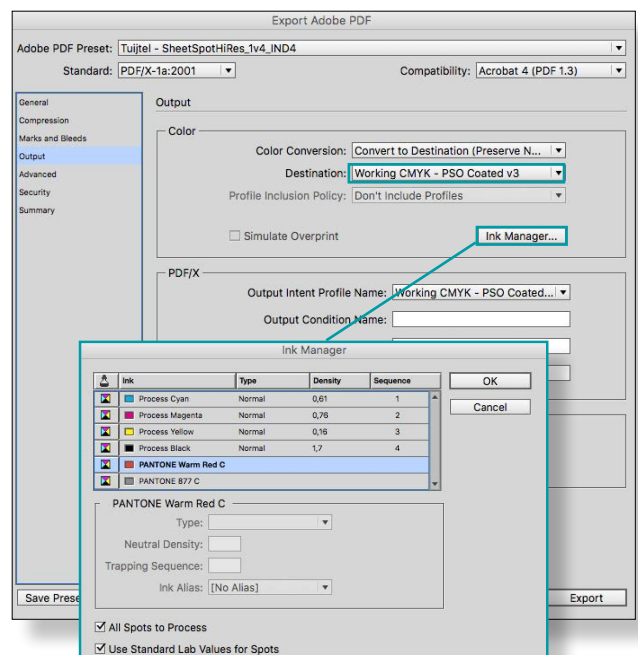
Then go to **'Output'**.

Check under **Color** to make sure the correct **output destination** will be applied to the workspace.

Go to **Ink Manager** to convert any extra spot colors to CMYK.

Select **'Use Standard Lab Values for Spots'**.

This converts the spot colors to CMYK optimally on the basis of the target profile indicated.



Step 4



Checking the PDF using Adobe Acrobat Pro

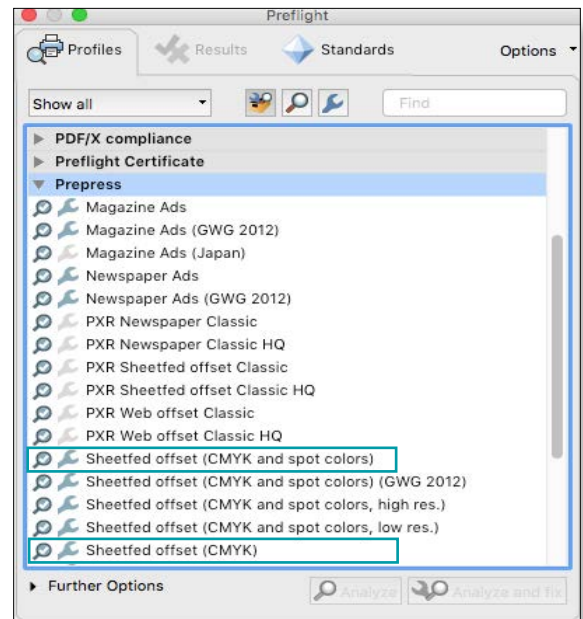
4.1 Preflight

Open the PDF file in Acrobat Professional.

Go to:

View > Tools > Print Production > Preflight

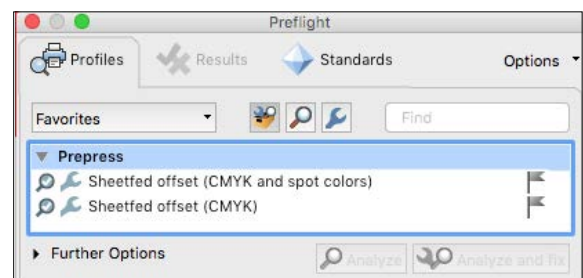
In the Profiles tab, under **Prepress**, select the option **Sheetfed-offset (CMYK and spot colors)** or **Sheetfed-offset (CMYK)** for FC printwork only.



4.2 Mark as Favorite and Analyze

Via Options, select the relevant profile and choose Favorite. A flag icon will appear to the right. Open the **Options** menu at the top right of the window and select **Favorite** and filter under **Display all - Favorites**. Now all your favorite profiles will be readily available in the future. Next, click on **Analyze**.

A report will be displayed once this analysis is finished. If no errors have been detected in your file, the PDF is now print-ready!



Please note: When you select **"Analyze and fix"**, any remaining RGB images will be converted to the standard output intent Coated Fogra 39.

4.3 Preflight with TuijtelTransfer

If you wish you upload a document to Tuijtel directly, you may do so using TuijtelTransfer*). After you have uploaded your document, you will receive an e-mail containing a preflight report; this will detail the key points that have been checked by the system.

**)TuijtelTransfer is an upload tool on our Remote Access Webportal and is incorporated in our PDF workflow.*

You will need an invitation from your order manager in order to use the upload tool.

More information on TuijtelTransfer and other Remote Access functions is available [here](#) or may be requested from your order manager.

Step 4



Checking the PDF using Adobe Acrobat Pro

4.3 Final check: are transparency and overprinting implemented correctly?

Now view and inspect your PDF carefully in Acrobat Professional.

Note: During the export process, transparency in the file is flattened and may be displayed differently as a result. When we have processed overprinting, it will look the same as when the PDF is displayed with **Simulate Overprint** on.

So **ALWAYS** be sure to inspect the PDF by going to:
Edit > Preferences > Page display > Use Overprint Preview > **Always**

Want to upload a PDF via TuijtelTransfer? Find out how [here](#).

Want to view a summary of delivery specifications? Download one [here](#).

Questions? Please call +31 (0)184 614011 and ask for your contact.