

# Creating a Hi-Res PDF from QuarkXpress 6.5

- STEP 1** • Choose **File - Export - Layout As PDF** (Fig. 1)
- STEP 2** • **Name** your PDF & choose where you want to save it at the top i.e. Desktop or a folder of your choice
- STEP 3** • Save type as **PDF** (If you get an error saying you need to add a postscript printer see \* below)
- STEP 4** • Click **Options** at bottom of window
- STEP 5** • Go to **Hyperlinks** tab - should be unchecked
- STEP 6** • Go to **Job Options** tab (Fig. 2) - Choose settings as diagrammed in Fig. 2
- STEP 7** • Go to **Output** tab (Fig. 3) - **Registration** should be centered - choose **Symmetric** & make the **Bleed** amount **.125"** - choose settings as diagrammed below
- STEP 8** • Hit **OK** - then **Save**. Open and view your PDF. Your PDF will **print as it previews**.

**NOTE:** In Step 1, after File, Export, if you don't have the option to Export Layout as PDF, go to your Utilities tab. Choose Xtension Manager. Where it says set, choose all Xtensions Enabled & click OK. Quit Quark and start the program again. Then begin again...File - Export - Layout as PDF.

\* If you get error saying you need to add a postscript printer: Minimize Quark and go to bottom right of your screen where start is and choose Devices & Printers (or similar printer option). Choose printer on your list or add one. Double click printer name to view in printer list. Add printer (local port) scroll to **print to file**. Find a **Generic Color Printer** (Ex: Generic - MS Publisher Color Printer). Printer name: (call it something like "Generic to PDF for Quark" so you see it in your list. (Do not share.) Then Finish. Go back to Quark and begin steps above again.

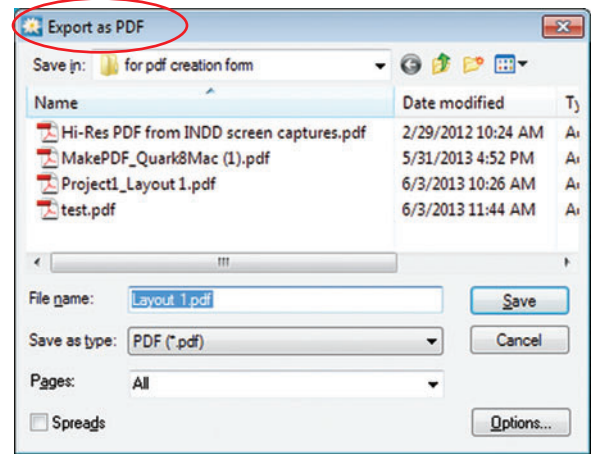


Fig. 1

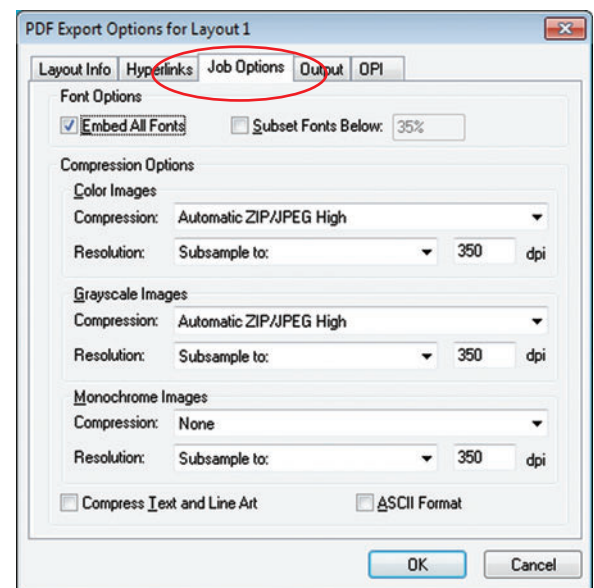


Fig. 2

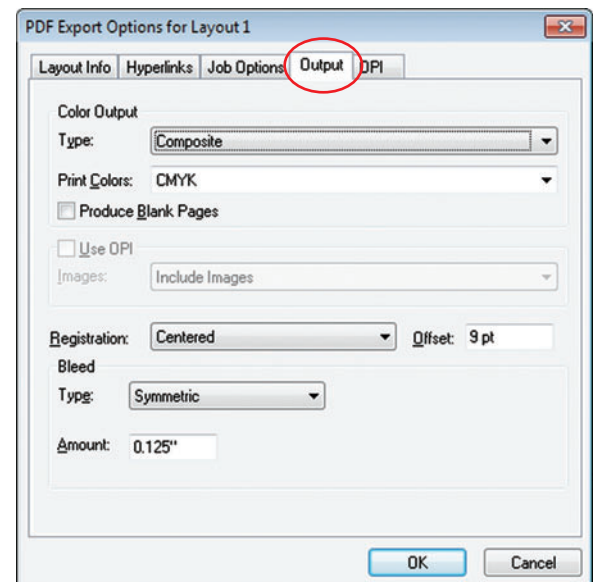


Fig. 3