

Adobe Acrobat 9 - PDF Preflight

Please note that the **Professional** version of Adobe Acrobat 9 is required in order to preflight PDF files. If you have either the Reader or Standard version of Acrobat 9, these instructions cannot be used.

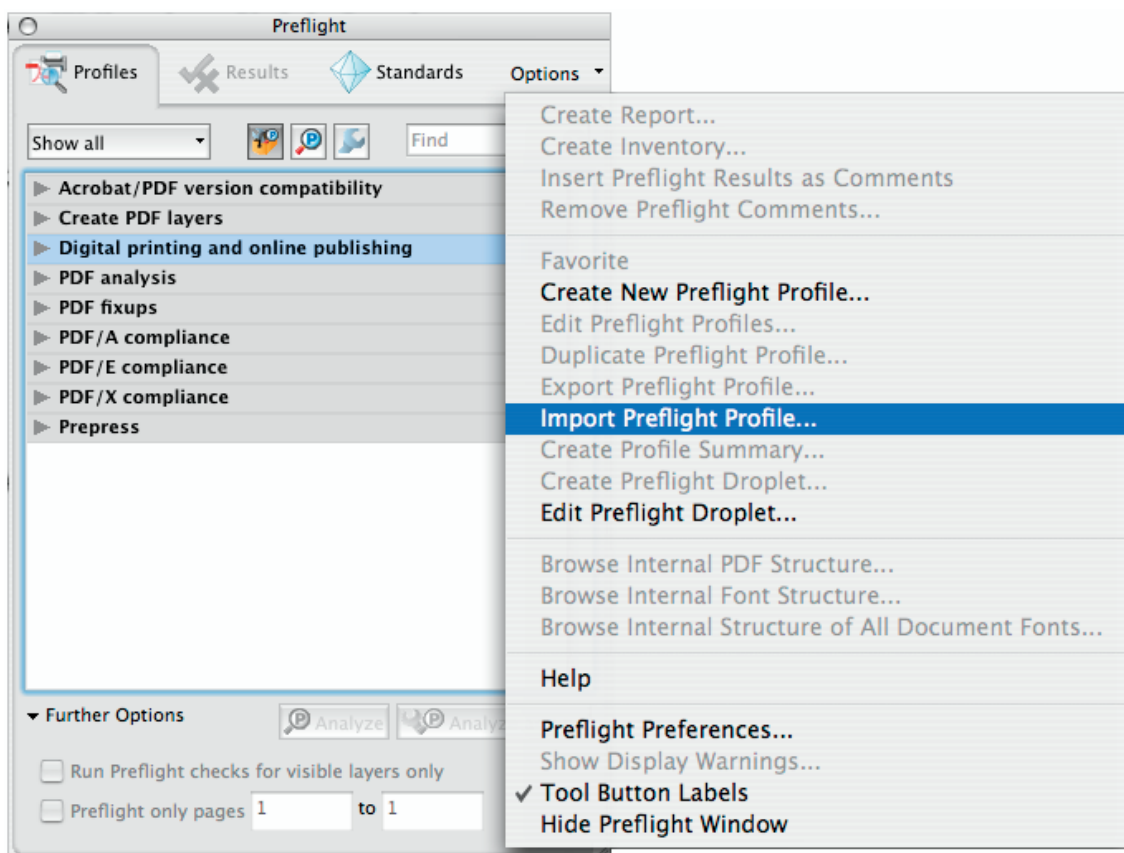
Beginning with later versions of Adobe Acrobat, you can preflight a PDF file to ensure it meets generally accepted criteria for optimal print output. This helps identify printing issues before the PDF is sent to the print service provider for output thus potentially alleviating production delays and/or additional costs.

Preflight Profile

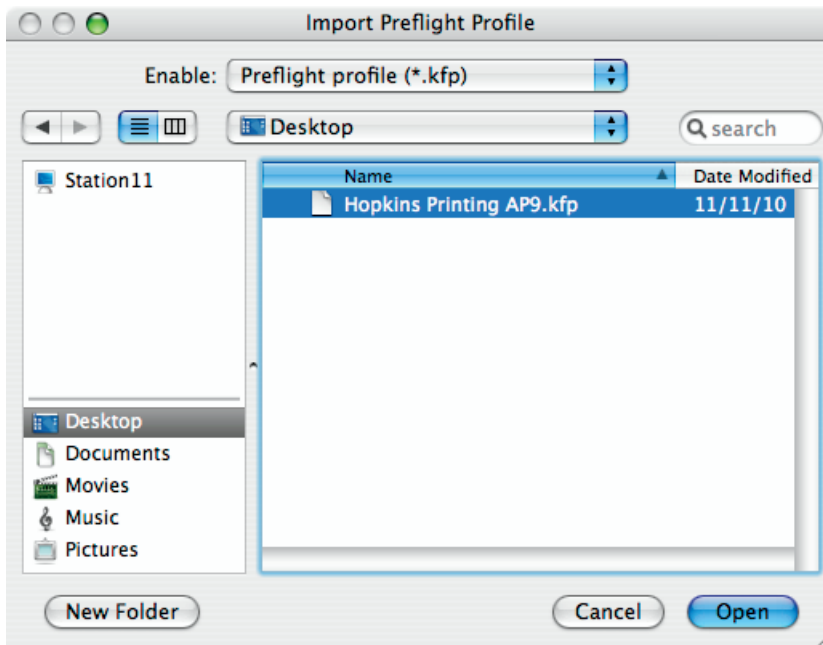
Before you begin, you will need to download and unzip the **Acrobat 9 Preflight Profile** from our website. Instructions for installing the profile appear later in this Express Tip.

To Install the Preflight Profile

1. Launch Acrobat 9, pull down the **Advanced** menu and choose **Print Production > Preflight...**
2. Click the **Options** menu and choose **Import Preflight Profile:**



3. In the dialog box that appears, navigate to and select the preflight profile you downloaded from our website and click **Open:**



- You'll notice a new **Imported profiles** category in the main Preflight window. If you drill down on this new category, you will see that the **Hopkins Printing AP9** preflight profile is now installed.

What We Check For

You may be wondering, “What does your preflight profile check for?” Although it is nearly impossible to find every possible issue in a PDF file, our profile will check for the following *basic* conditions:

Errors - any of these conditions would require a new PDF to be generated:

- ⊗ PDF is at not least PDF 1.3 (Acrobat 4) compatible.
- ⊗ PDF is encrypted or password-protected.
- ⊗ PDF is damaged.
- ⊗ PDF contains any RGB images or colors.
- ⊗ PDF uses a font or fonts that is/are not embedded.
- ⊗ PDF contains any white objects that are set to overprint.
- ⊗ PDF was created using PDFWriter.

Warnings - these conditions might print okay but are not ideal:

- ⊙ PDF contains grayscale and/or color images with an effective resolution below 300dpi.
- ⊙ PDF contains bitmap images with an effective resolution below 600dpi.
- ⊙ PDF contains text with artificial bold styling.
- ⊙ PDF contains text with artificial italic styling.
- ⊙ PDF contains text with artificial outline styling.
- ⊙ PDF contains an image or color that has over 320% total ink coverage.

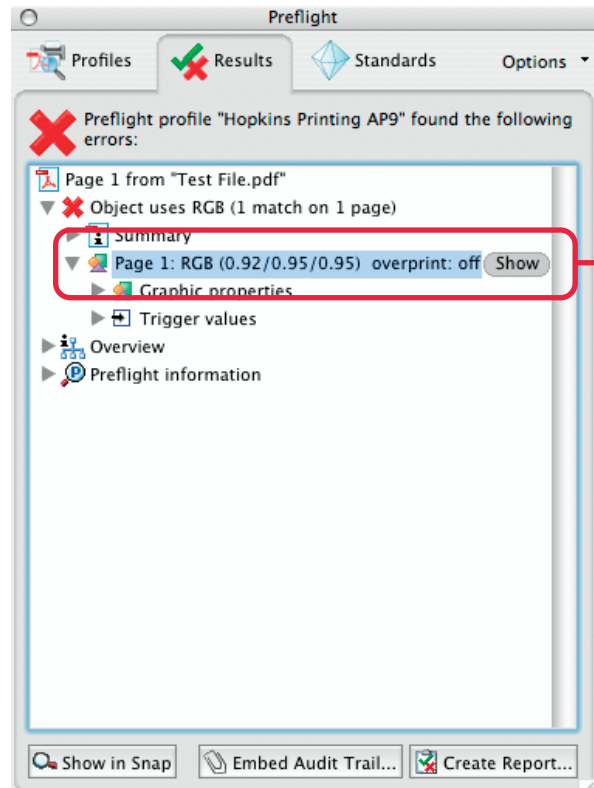
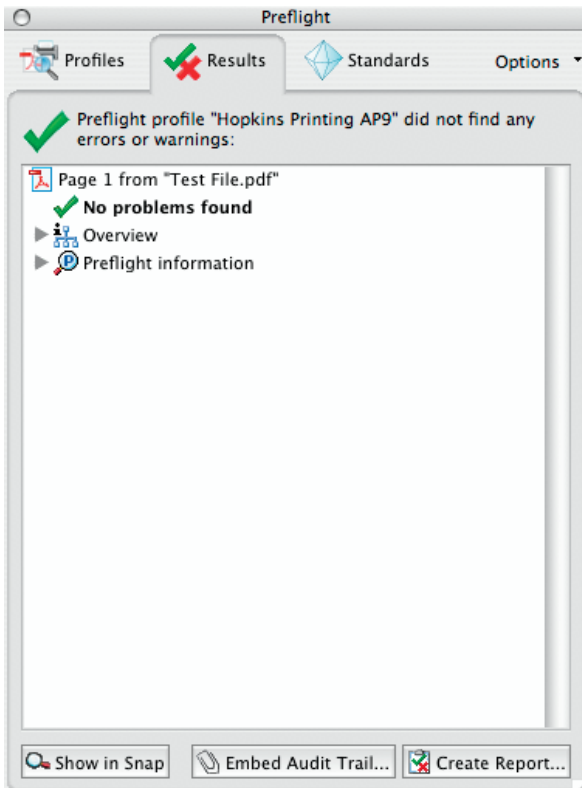
Informational - these conditions are not issues but could be excessive:

- ⓘ PDF contains grayscale and/or color images with an effective resolution above 600dpi
- ⓘ PDF contains bitmap images with an effective resolution above 1200dpi

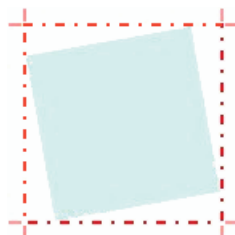
Preflighting a PDF

With the preflight profile now installed, you are ready to preflight a PDF file.

1. Open a PDF file.
2. Pull down the **Advanced** menu and choose **Print Production > Preflight...**
3. In the list of available preflight profiles, drill down on **Imported Profiles**, select the **Hopkins Printing AP9** profile, and click **Analyze**.
4. After preflight, the results are displayed:



5. As you can see above, if no issues are found, it gives a green checkmark while a red 'X' indicates that the PDF did not meet at least one error criteria of the preflight profile (warning and informational items will be displayed as well).
6. If an issue is discovered, drill down on and **double-click the item detail** (or click **Show**) to have Acrobat show you where the offending item is located. It will even highlight it for you:



In this example, a simple box is highlighted because it is filled with an RGB color.

7. If an issue is found, simply return to the authoring application (InDesign, QuarkXPress, etc.) and fix the issue(s), re-make the PDF file, and perform another preflight.

For best results, we strongly encourage you to visit the **Hopkins University** page of our website and download the these additional documents:

Express Tips:

Exporting PDF (from the application that matches the software you use)

Documents:

Prepress Form and Checklist

Using the documents mentioned above will help you optimize your original files and also to create a more press-ready PDF file.



HopkinsPrinting

For questions, feel free to contact:

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