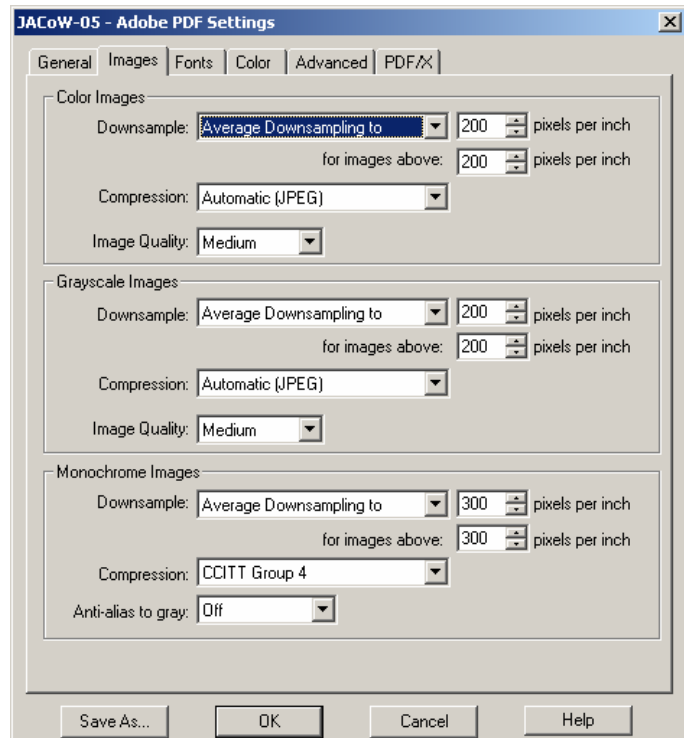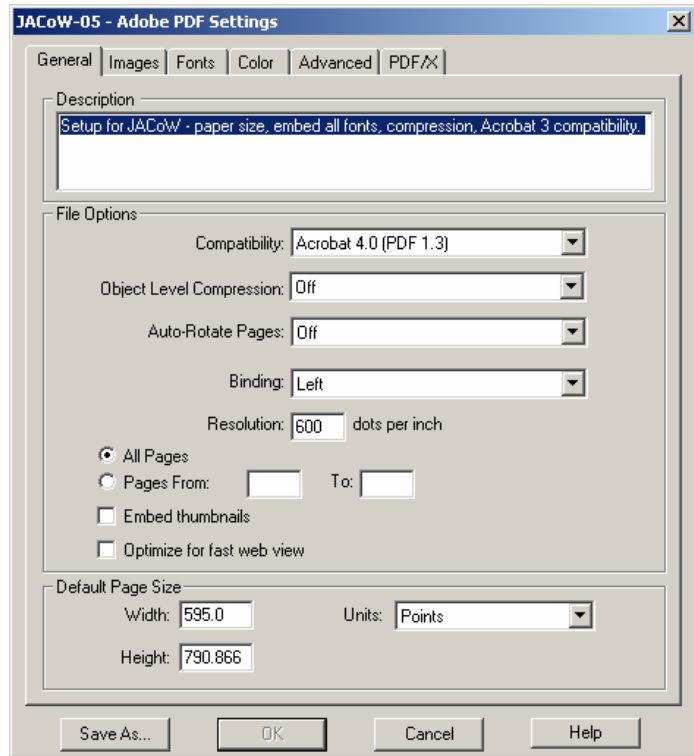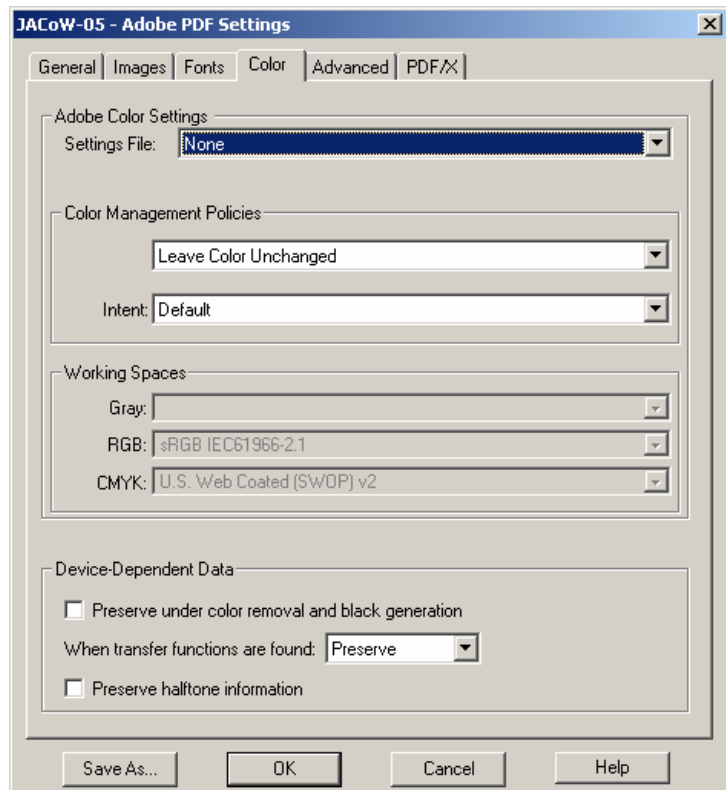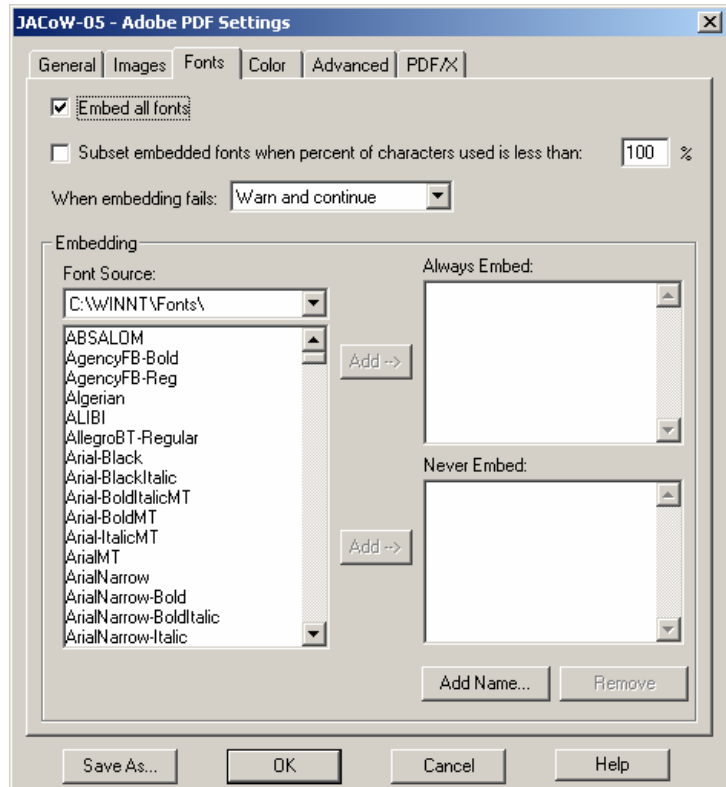# Setting up Procedures for Processing JACoW Style Papers
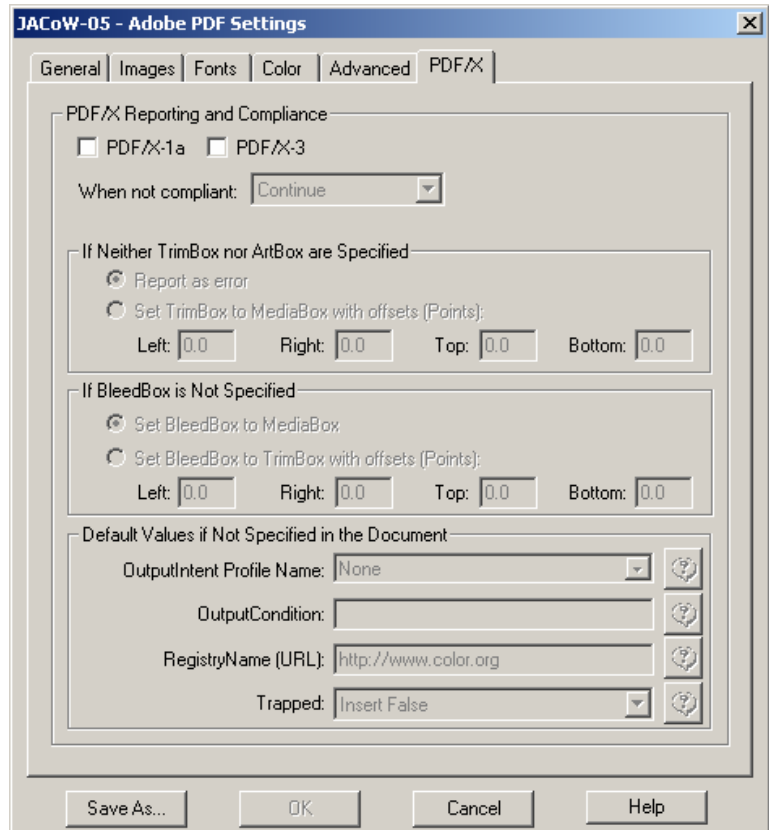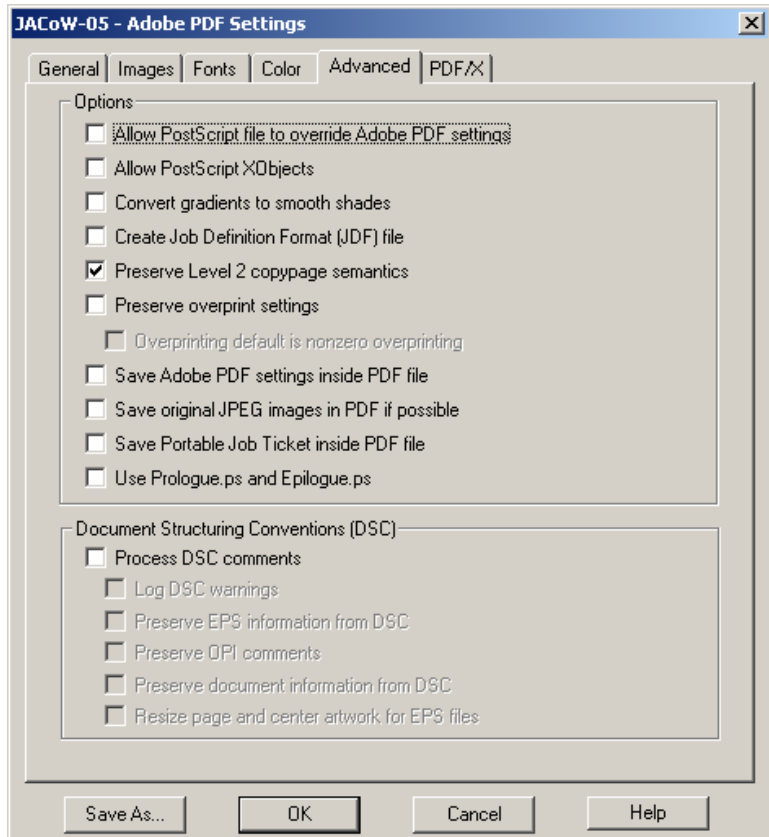
These instructions assume that Acrobat 6 is and PitStop have been installed.

Job Options for Distiller

(C:\Program Files\Adobe\Acrobat 5.0\Distillr\Settings)

JACoW-05 - Adobe PDF Settings

General | Images | Fonts | Color | Advanced | PDF/X

☑ Embed all fonts

☐ Subset embedded fonts when percent of characters used is less than: [100] %

When embedding fails: [Warn and continue ▼]

Embedding

Font Source:
[C:\WINNT\Fonts\ ▼]

```
ABSALOM
AgencyFB-Bold
AgencyFB-Reg
Algerian
ALIBI
AllegroBT-Regular
Arial-Black
Arial-BlackItalic
Arial-BoldItalicMT
Arial-BoldMT
Arial-ItalicMT
ArialMT
ArialNarrow
ArialNarrow-Bold
ArialNarrow-BoldItalic
ArialNarrow-Italic
```

[Add -->]

Always Embed:

[Add -->]

Never Embed:

[Add Name...] [Remove]

[Save As...] [OK] [Cancel] [Help]

JACoW-05 - Adobe PDF Settings

General | Images | Fonts | Color | Advanced | PDF/X

Adobe Color Settings

Settings File: [None ▼]

Color Management Policies

[Leave Color Unchanged ▼]

Intent: [Default ▼]

Working Spaces

Gray: [▼]

RGB: [sRGB IEC61966-2.1 ▼]

CMYK: [U.S. Web Coated (SWOP) v2 ▼]

Device-Dependent Data

☐ Preserve under color removal and black generation

When transfer functions are found: [Preserve ▼]

☐ Preserve halftone information

[Save As...] [OK] [Cancel] [Help]

JACoW-05 - Adobe PDF Settings

General | Images | Fonts | Color | **Advanced** | PDF/X

Options

- ☐ Allow PostScript file to override Adobe PDF settings
- ☐ Allow PostScript XObjects
- ☐ Convert gradients to smooth shades
- ☐ Create Job Definition Format (JDF) file
- ☑ Preserve Level 2 copypage semantics
- ☐ Preserve overprint settings
  - ☐ Overprinting default is nonzero overprinting
- ☐ Save Adobe PDF settings inside PDF file
- ☐ Save original JPEG images in PDF if possible
- ☐ Save Portable Job Ticket inside PDF file
- ☐ Use Prologue.ps and Epilogue.ps

Document Structuring Conventions (DSC)

- ☐ Process DSC comments
  - ☐ Log DSC warnings
  - ☐ Preserve EPS information from DSC
  - ☐ Preserve OPI comments
  - ☐ Preserve document information from DSC
  - ☐ Resize page and center artwork for EPS files

Save As... | OK | Cancel | Help

JACoW-05 - Adobe PDF Settings

General | Images | Fonts | Color | Advanced | **PDF/X**

PDF/X Reporting and Compliance

- ☐ PDF/X-1a   ☐ PDF/X-3

When not compliant: [Continue ▼]

If Neither TrimBox nor ArtBox are Specified

- ⦿ Report as error
- ○ Set TrimBox to MediaBox with offsets (Points):
  - Left: 0.0   Right: 0.0   Top: 0.0   Bottom: 0.0

If BleedBox is Not Specified

- ⦿ Set BleedBox to MediaBox
- ○ Set BleedBox to TrimBox with offsets (Points):
  - Left: 0.0   Right: 0.0   Top: 0.0   Bottom: 0.0

Default Values if Not Specified in the Document

- OutputIntent Profile Name: [None ▼] ?
- OutputCondition: [ ] ?
- RegistryName (URL): [http://www.color.org] ?
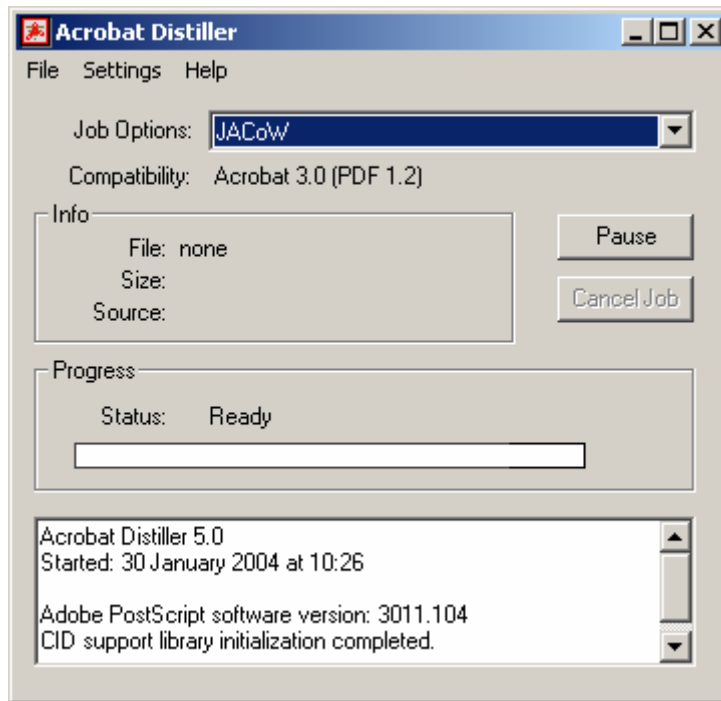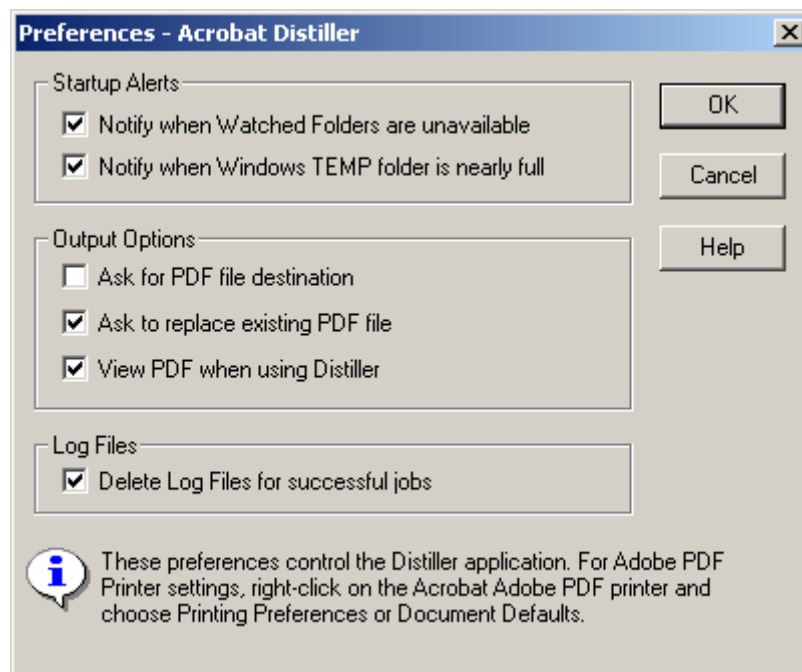- Trapped: [Insert False ▼] ?

Save As... | OK | Cancel | Help

Acrobat Distiller Setup

When you start distiller make sure that the correct Job Options file is selected:

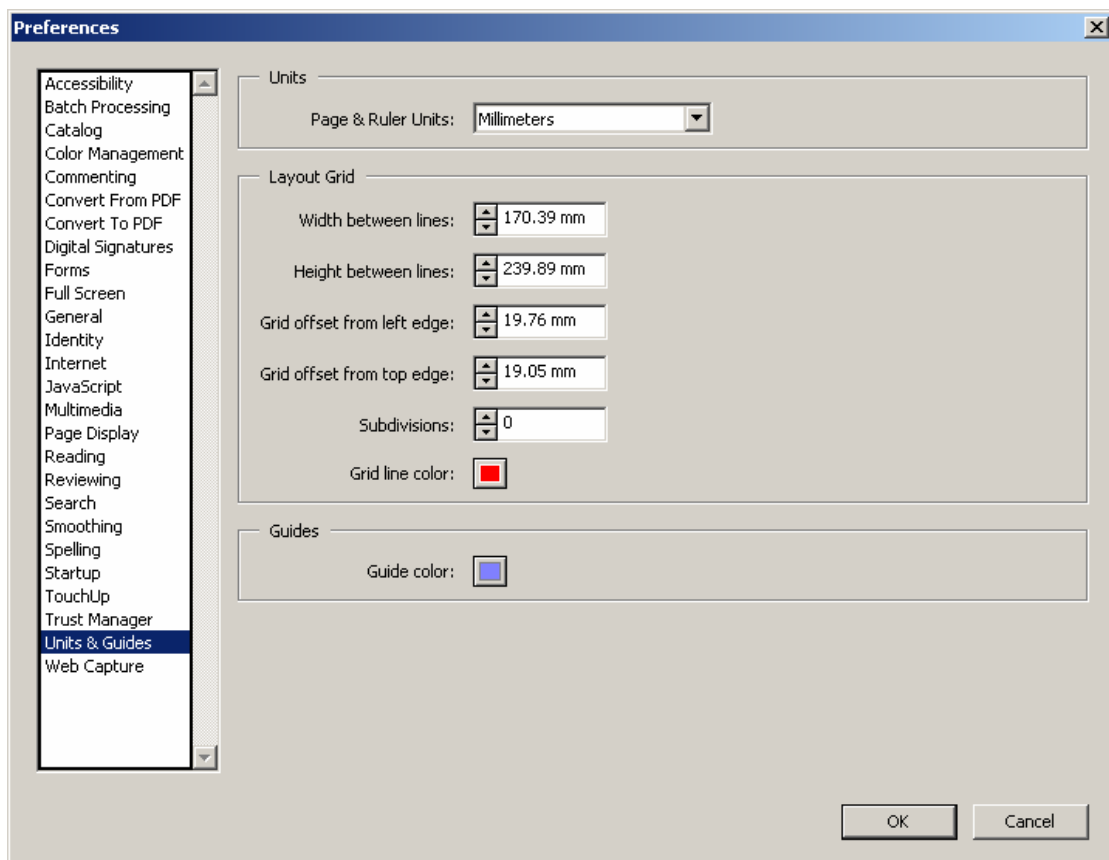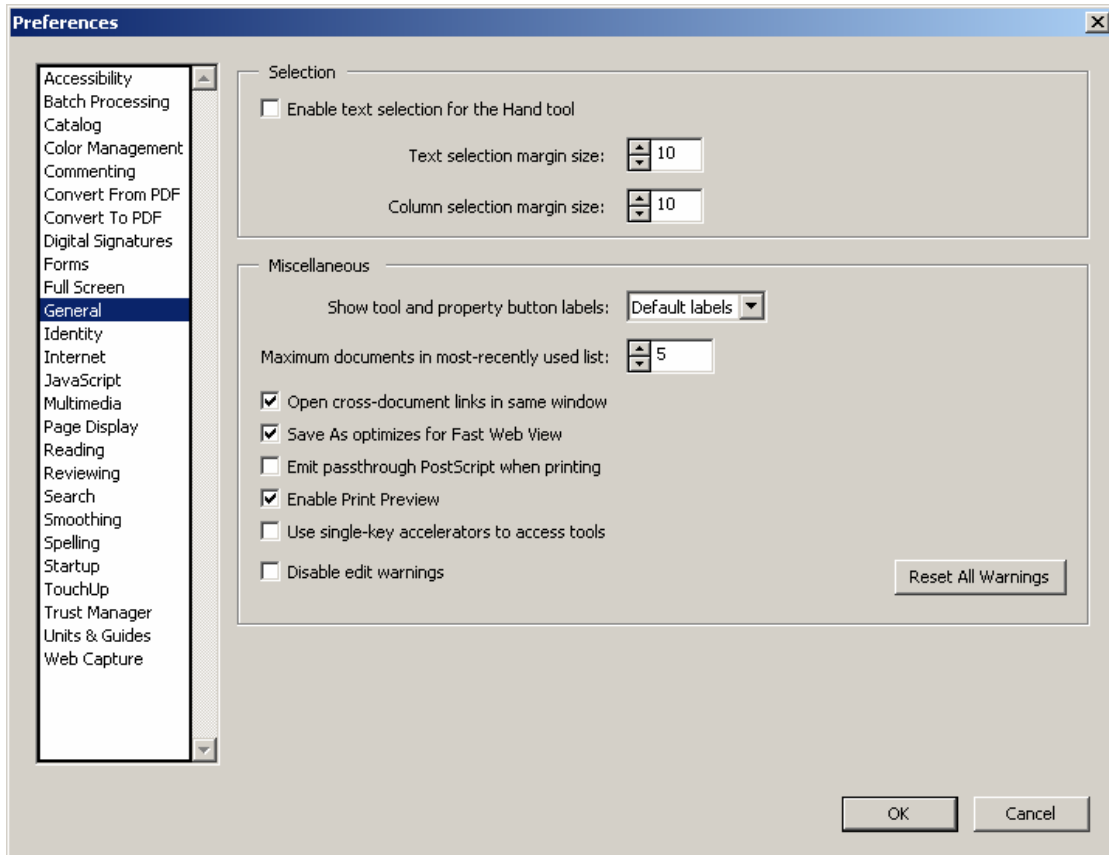***Distiller Preferences***

Select File > Preferences and set up as follows:

Acrobat Setup

Edit > Preferences

Preferences

Selection

☐ Enable text selection for the Hand tool

Text selection margin size: [▲▼] 10

Column selection margin size: [▲▼] 10

Miscellaneous

Show tool and property button labels: [Default labels ▼]

Maximum documents in most-recently used list: [▲▼] 5

☑ Open cross-document links in same window
☑ Save As optimizes for Fast Web View
☐ Emit passthrough PostScript when printing
☑ Enable Print Preview
☐ Use single-key accelerators to access tools
☐ Disable edit warnings   [Reset All Warnings]

Accessibility
Batch Processing
Catalog
Color Management
Commenting
Convert From PDF
Convert To PDF
Digital Signatures
Forms
Full Screen
General
Identity
Internet
JavaScript
Multimedia
Page Display
Reading
Reviewing
Search
Smoothing
Spelling
Startup
TouchUp
Trust Manager
Units & Guides
Web Capture

[OK]   [Cancel]

Preferences

Units

Page & Ruler Units: [Millimeters ▼]

Layout Grid

Width between lines: [▲▼] 170.39 mm

Height between lines: [▲▼] 239.89 mm

Grid offset from left edge: [▲▼] 19.76 mm

Grid offset from top edge: [▲▼] 19.05 mm

Subdivisions: [▲▼] 0

Grid line color: [🟥]

Guides

Guide color: [🟦]

Accessibility
Batch Processing
Catalog
Color Management
Commenting
Convert From PDF
Convert To PDF
Digital Signatures
Forms
Full Screen
General
Identity
Internet
JavaScript
Multimedia
Page Display
Reading
Reviewing
Search
Smoothing
Spelling
Startup
TouchUp
Trust Manager
Units & Guides
Web Capture

[OK]   [Cancel]

Set up PitStop Action List

CTRL-ALT-A

Click Managing Tab
 Click New button
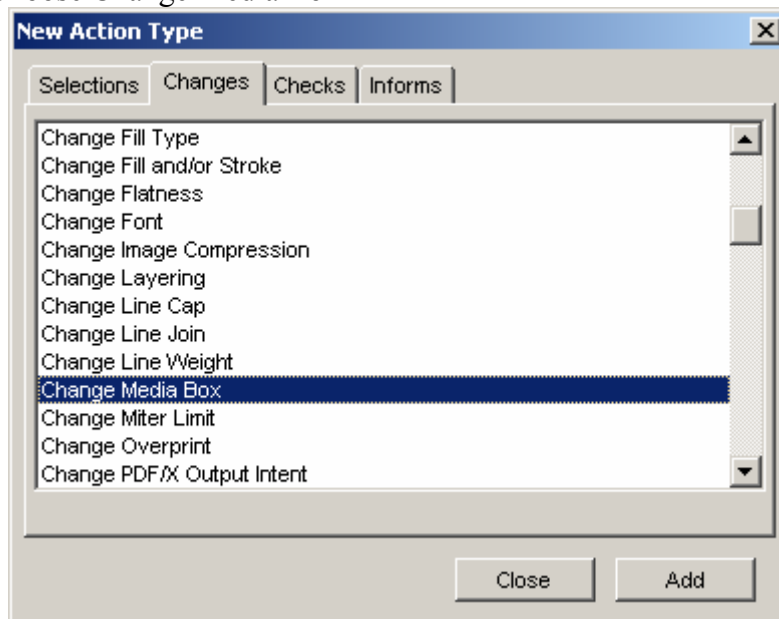 Click Add
  Click Selections Tab
  Choose Select All
 Click Add then close
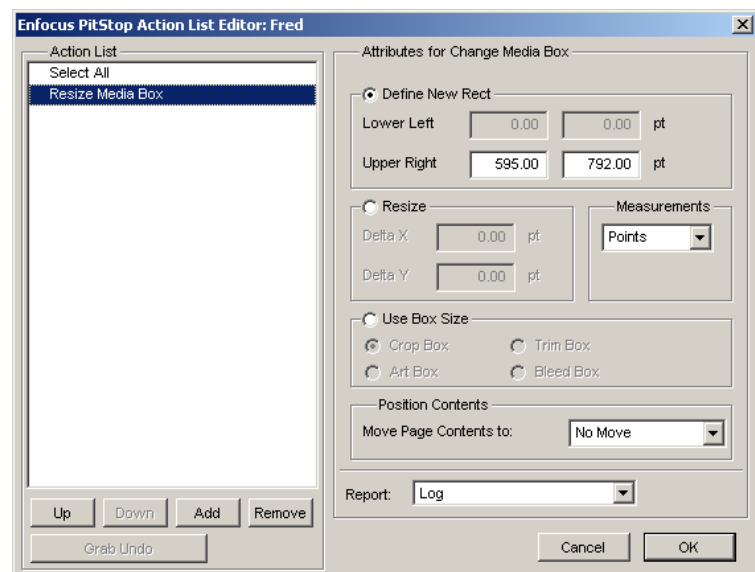Click Add again on the main panel
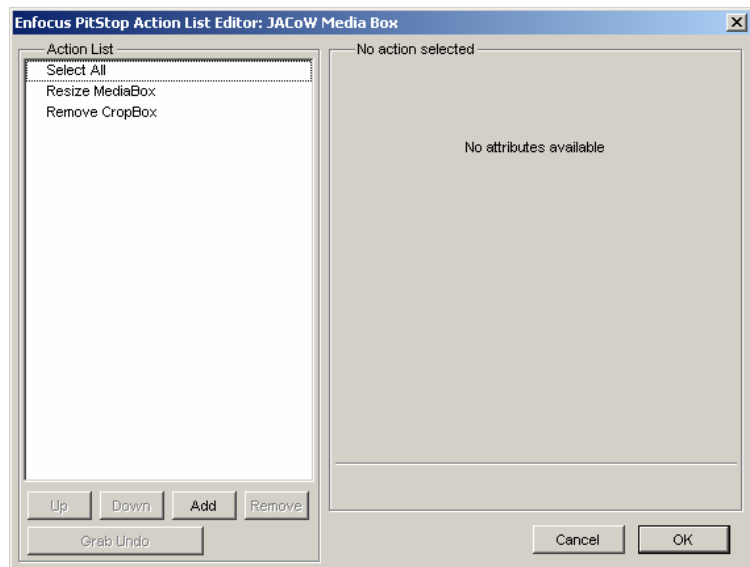 Choose the Changes Tab
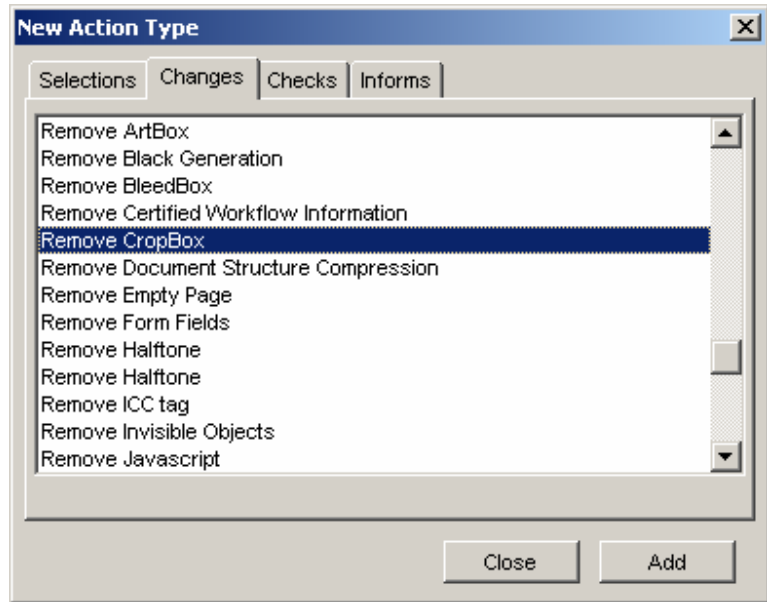 Choose Change Media Box

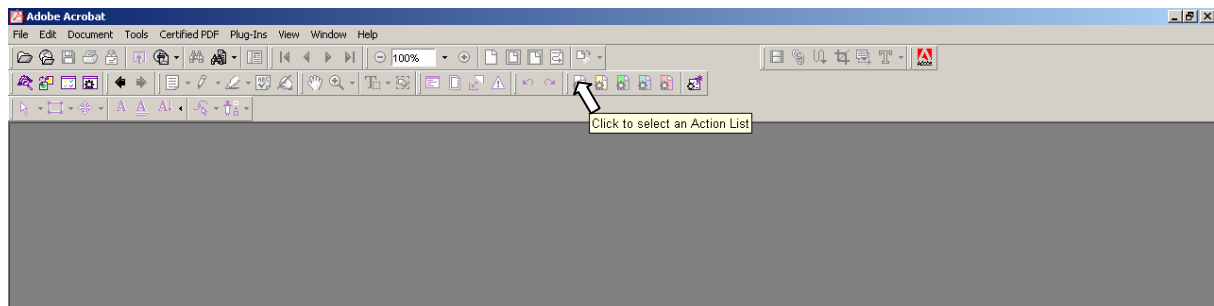 Click Add then Close

Set up the parameters as follows

Then add "Remove CropBox"

Click OK and save with name like JACoW Media Box
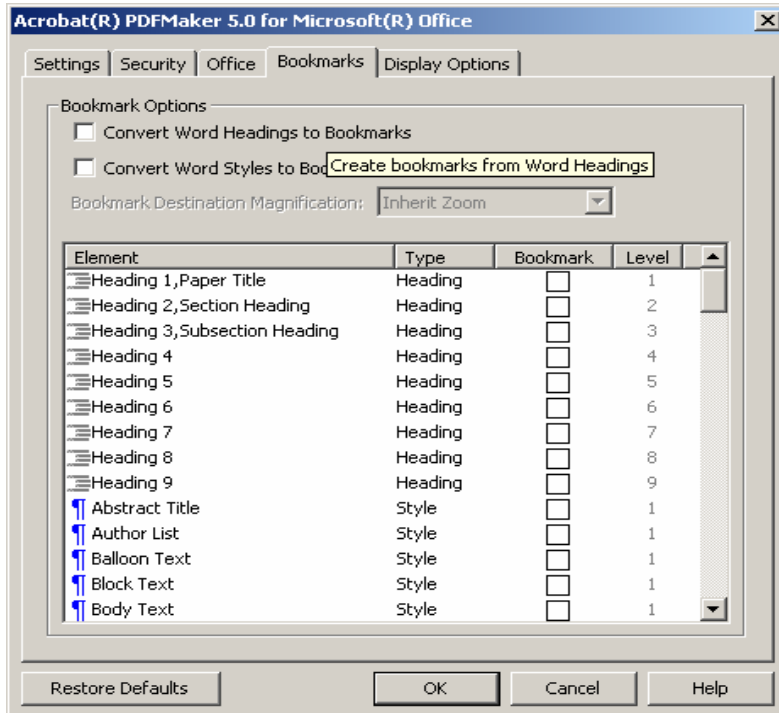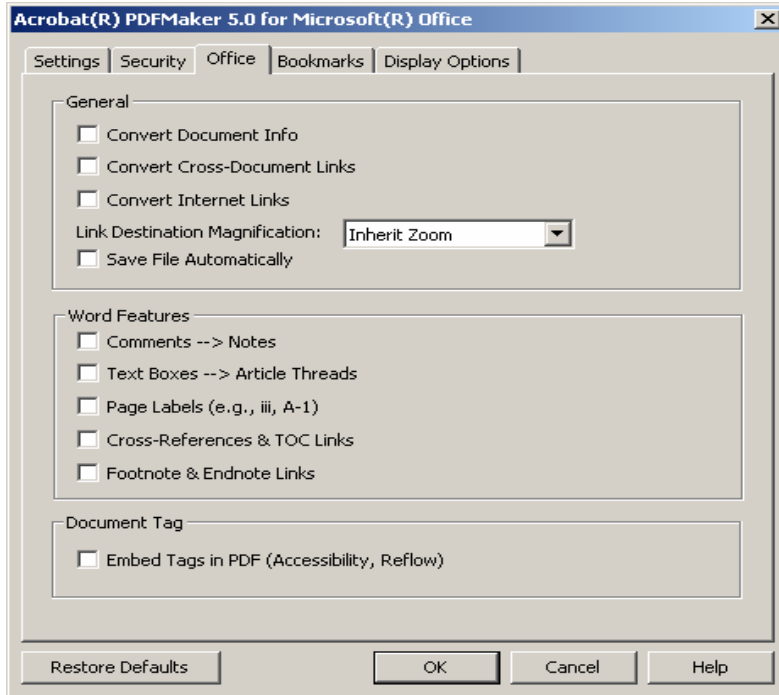
This script can be attached to a button, as show below

Setting up PDFMaker (WORD/EXCEL/PowerPoint)

It may be necessary to enable the PDFMaker toolbar: View > Toolbars > PDFMaker 5.0
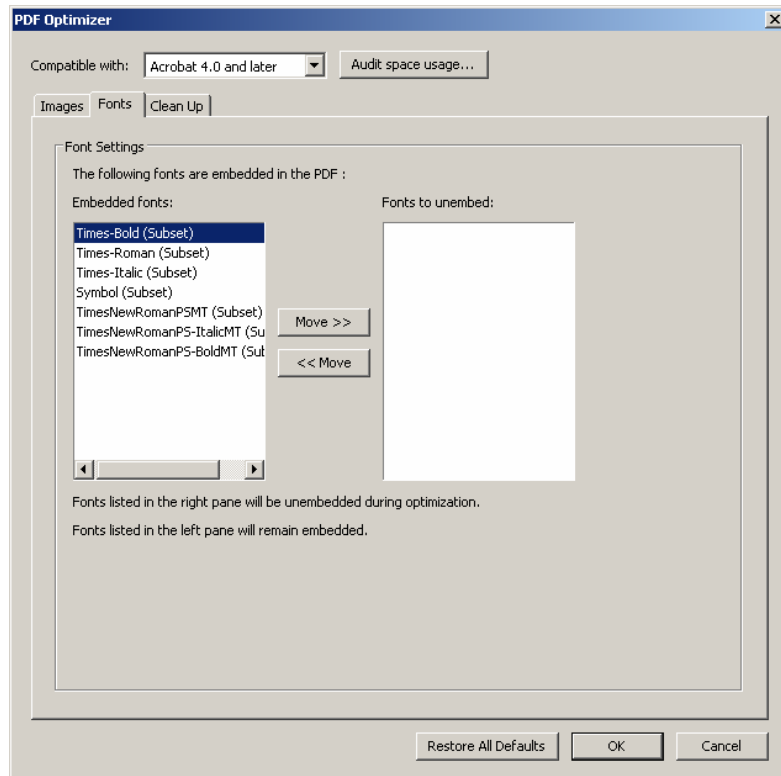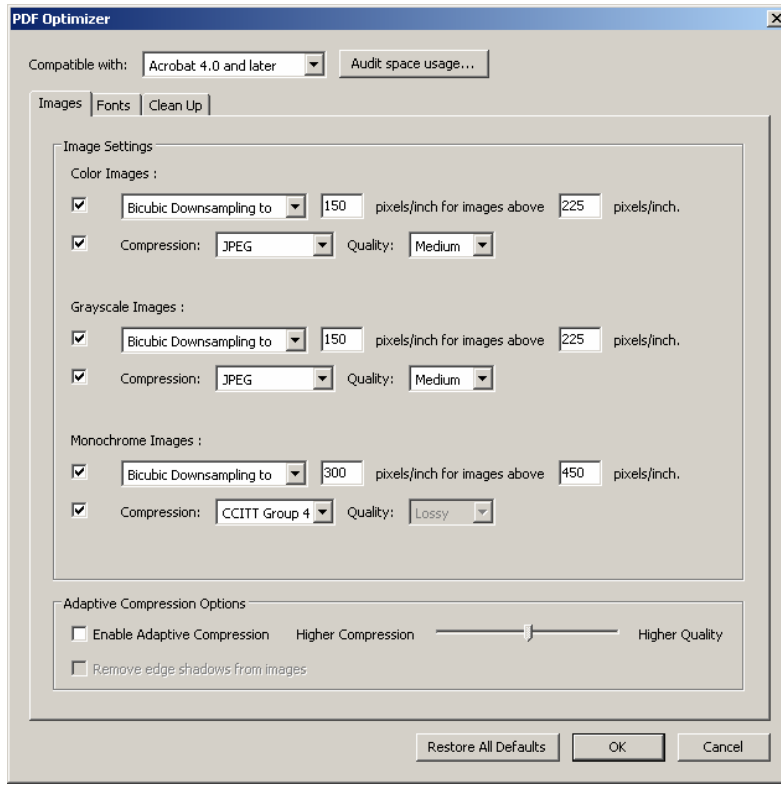
Acrobat > Change Conversion Setting
Set Conversion Settings to JACoW (as for Distiller) then,
change the Office and Bookmarks Tabs as shown below.

Using Acrobat 6

PDFOptimizer

The list of fonts is made automatically and is specific to each file – probably don't un-embed any.

PDF Optimizer

Compatible with: Acrobat 4.0 and later ▼   Audit space usage...

Images | Fonts | Clean Up

Clean Up Settings

Object compression options: Compress document structure ▼

☑ Use Flate to encode streams that are not encoded
☑ In streams that use LZW encoding, use Flate instead
☑ Remove invalid bookmarks and links
☑ Remove unused named destinations
☐ Discard all comments
☐ Discard all form actions
☐ Discard all JavaScript actions
☐ Discard all external cross references
☑ Discard all alternate images
☐ Remove embedded thumbnails
☐ Remove private data of other applications
☐ Remove document structure
☐ Remove hidden layer content and flatten layers
☑ Optimize the PDF for fast web view

Restore All Defaults   OK   Cancel