



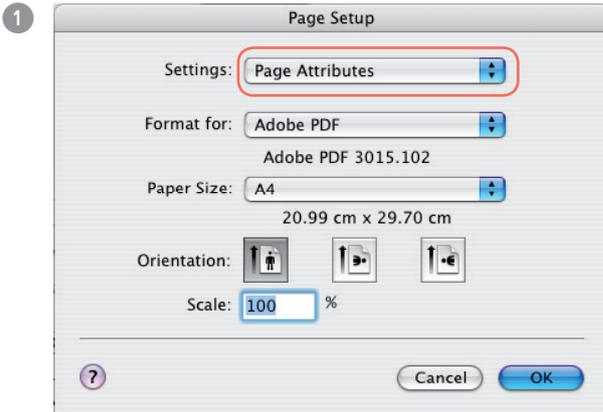
# Creating Text Black PostScript files from QuarkXPress 6.x

These guidelines should be followed for the creation of a Text Black PostScript file, which contains all translatable page items, from QuarkXPress 6.x running on Apple Macintosh OSX.

Before you prepare your files to Postscript, the following item of software should be installed on the Apple Macintosh. This software component will be supplied to you by Penguin Group UK:-

- 1 Quark 6 Print Style: **Penguin\_DK\_Standard\_Seps** - This Quark 6 print style should be imported directly from within QuarkXPress under Edit / Print Styles - Import

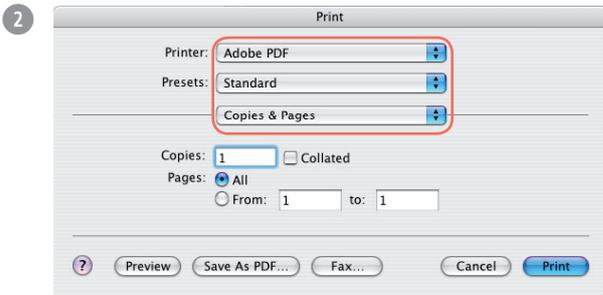
**Note:** Before you complete the following stages, it is important to check all images are linked to the XPress document prior to the generation of PostScript files, this is so that problems do not occur in the Text Black file for your edition. All images must not be reported as 'Missing' when looking under 'Picture Usage'.



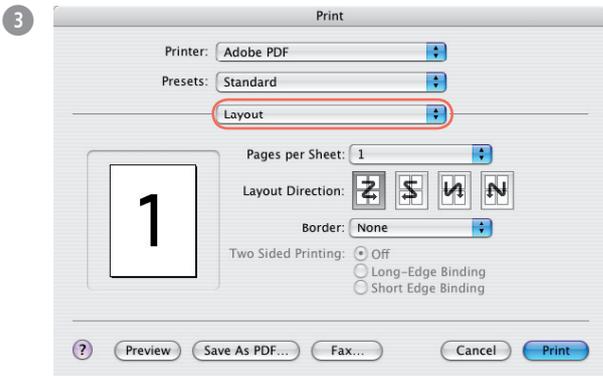
## A. Print Setup in QuarkXPress 6

Select File/Print from the Menu bar. Click the 'Page Setup' button. Select 'Page Attributes' from the Settings pop-up menu. Select 'Adobe PDF' from the 'Format for' pop-up menu. For 'Paper Size' select 'A4'. Orientation should be set to portrait. Ensure Scale = 100%. Click OK.

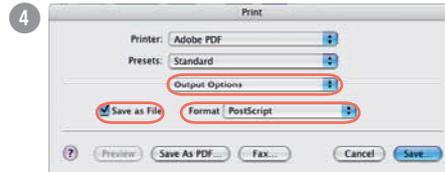
Note: If the printer 'Adobe PDF' is not available you should install Acrobat 6.



In the Xpress 6 main Print window click the 'Printer' button. Ensure the 'Copies & Pages' pop-up menu is configured as shown above.



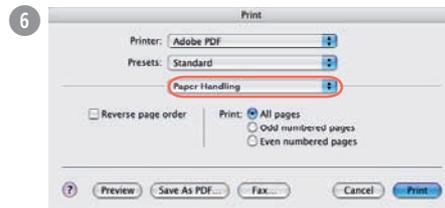
Select 'Layout' and configure as shown above.



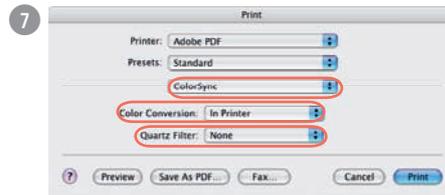
Select 'Output Options' and check 'Save as File' on. Set 'Format' to 'Postscript'



Select 'Scheduler' and click 'Print Document: Now'.



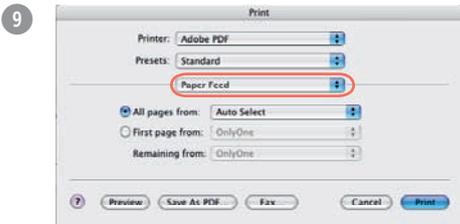
Select 'Paper Handling' and ensure it is configured as shown



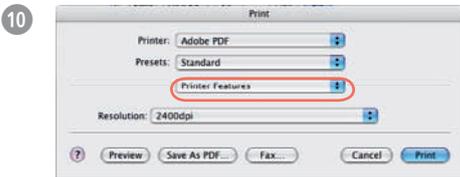
Select 'ColorSync' and set 'Color Conversion' to 'In Printer'. Set 'Quartz filter' to 'none'.



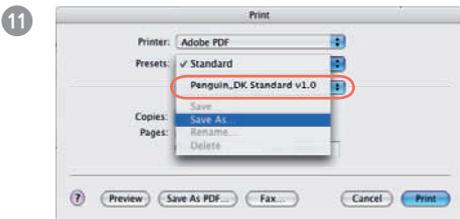
Select 'Cover Page' and set 'Print Cover Page' to 'None'



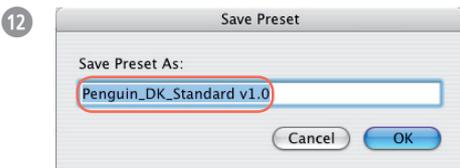
Select 'Paper Feed' and select 'All Pages From: Auto Select'.



Select 'Printer Features' and set 'Resolution : 2400dpi'.



Select 'Save As' from the Presets pop-up menu to save your predefined settings for future use.



Name the saved preset as 'Penguin\_DK\_Standard v 1.0' and click OK. Next click the 'Save' button and choose a location to save your PostScript file.

### D. File naming Guidelines

Please name your files so the printer can recognise your edition when they process a number of languages at the same time. It is very important to know that you cannot include special characters or spaces in the file naming.

e.g.

**003-004 .pdf = X** - Incorrect because spaces are included

**003-004 = X** - Incorrect because .pdf extension is missing.

**003\_004\_XX.pdf = ✓** - Correct (XX indicates where the bookcode is to be entered)

The file naming conventions to adhere to are as follows:-

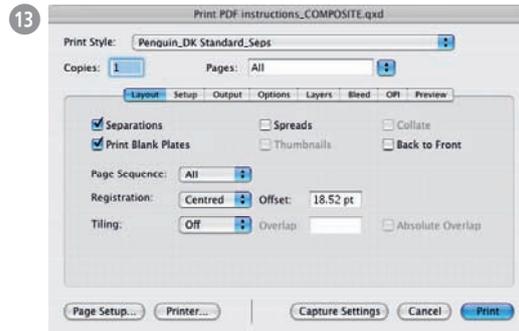
**001\_003\_XXXX\_TB.pdf** - UK TEXT BLACK only

**001\_003\_XXXX\_USTB.pdf** - US TEXT BLACK only

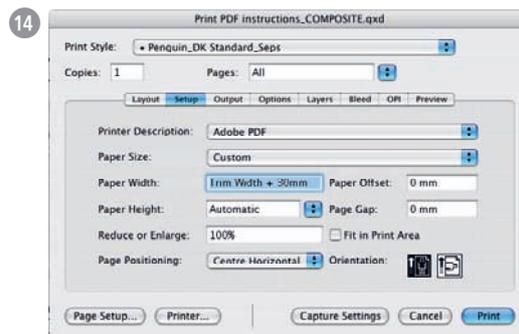
**001\_003\_XXXX\_AUSTB.pdf** - Australian TEXT BLACK only

**001\_003\_XXXX\_FRANCETB.pdf** - French TEXT BLACK only

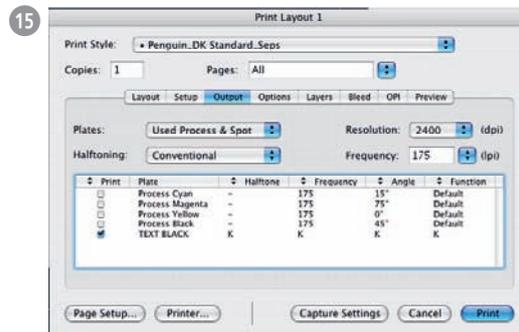
Note: We suggest you keep the number of pages included in the postscript file to a minimum. We recommend no more than 10-20 pages per Postscript file. For any corrections made the printer only requires a PS/PDF file of the individual page and does not require the whole multi-page file again.



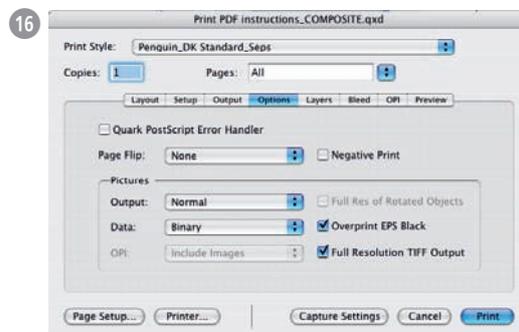
After saving the PostScript file you return to the main Print window. Select the pre-defined Print style named 'Penguin\_DK Standard\_Seps'. Ensure the Layout tab is configured as shown above.



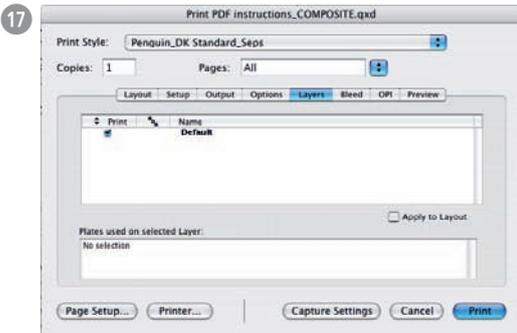
Check the Setup tab is configured as shown. For the Paper Width enter your publications Trim Width + 30 mm. (e.g. 125 + 30mm).



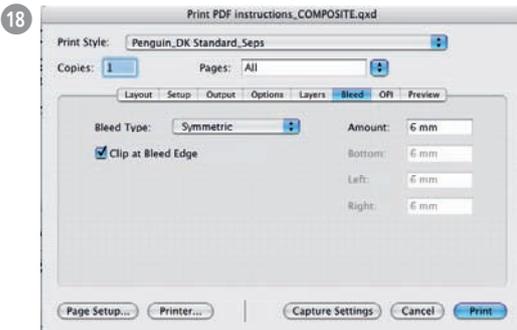
Inside the Output tab configure as shown and uncheck all plates excluding TEXT BLACK.



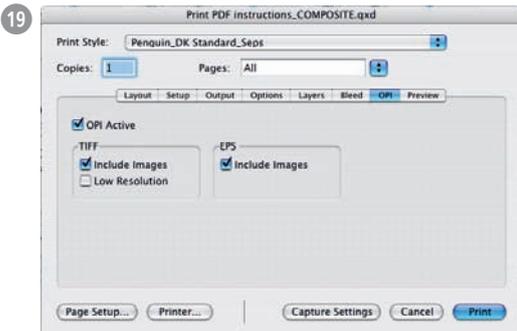
Check the Option tab is configured as shown above.



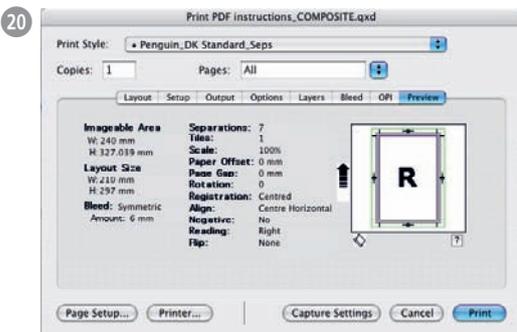
In the Layers window ensure the layers required are ticked.



The Bleed tab should be configured as shown above.



The OPI tab should be configured as shown above.



The Preview tab can be useful for checking the position, bleed settings etc, etc. Click Print to generate the PostScript file.