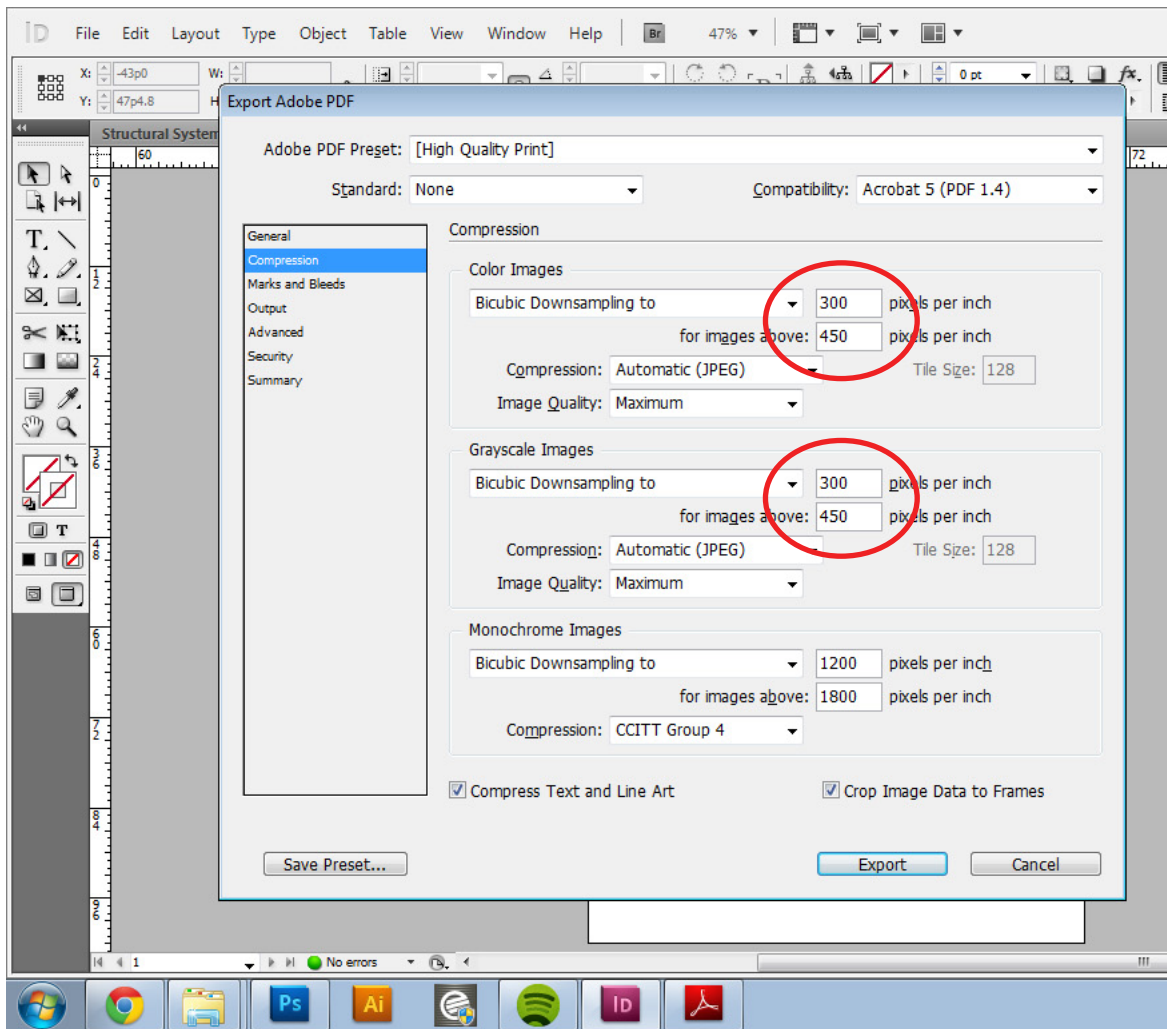


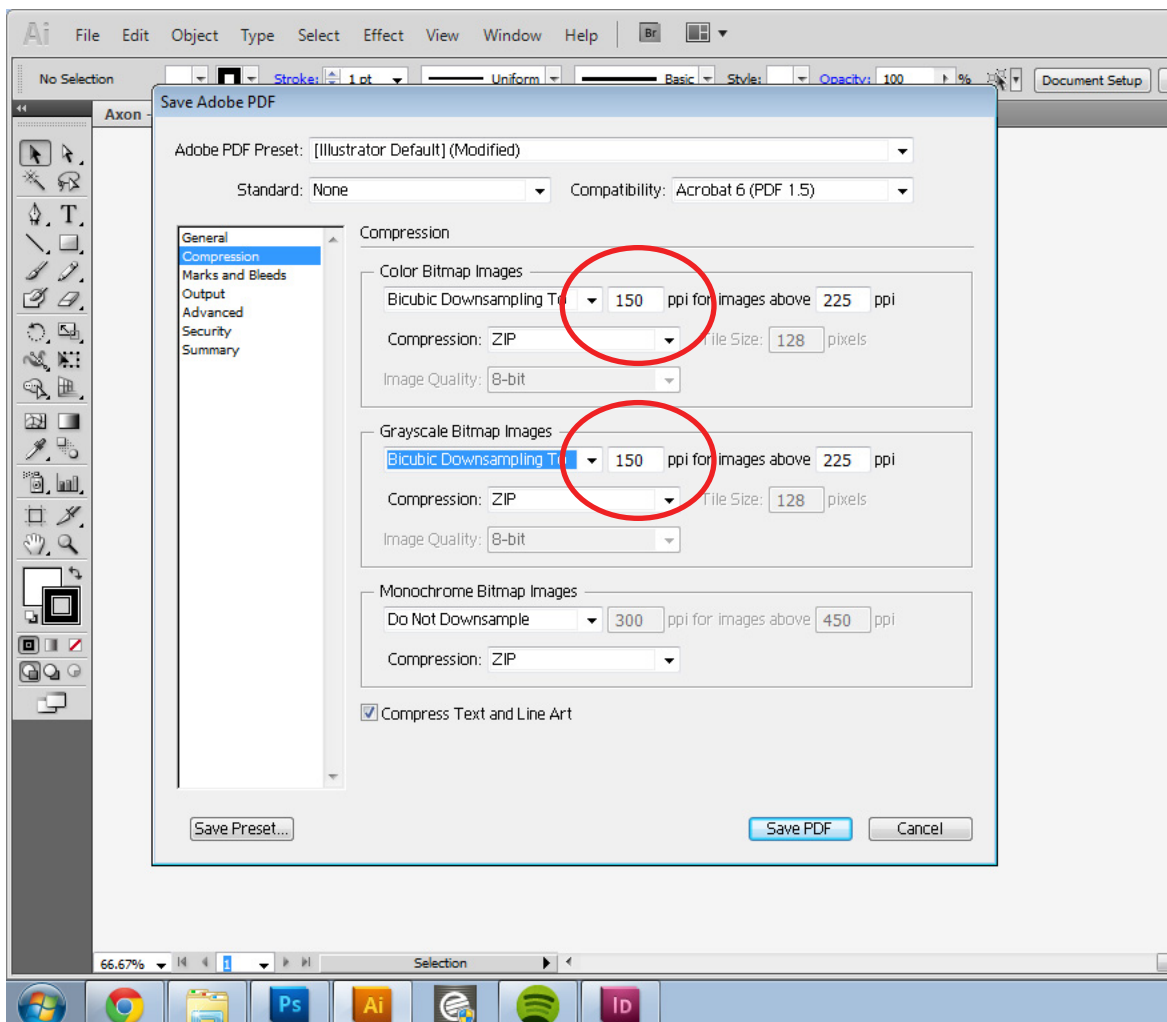
HOW TO: COMPRESS/SHRINK FILE SIZES WHEN PRINTING



WHEN ATTEMPTING TO SEND FILES TO THE PRINTER, THE LARGER THE FILE SIZE, THE LONGER IT WILL TAKE TO GET SENT TO THE PRINTER AND BE PRINTED (AKA WHY THE PRINTERS GET BACKED UP SO MUCH). SMALLER FILES MAKES EVERYONE HAPPIER.



ADOBE INDESIGN (THIS IS CS5 BUT THE OPTIONS ARE ALSO IN EARLIER VERSIONS)



ADOBE ILLUSTRATOR (THIS IS CS5 BUT THE OPTIONS ARE ALSO IN EARLIER VERSIONS)

GENERAL TIPS

- + ANOTHER WAY TO GET A SMALLER IMAGE IN INDESIGN AND ILLUSTRATOR IS TO FLATTEN (RASTERIZE) THE IMAGE SO THAT IT IS NO LONGER A VECTOR IMAGE (WHERE EACH LINE IS EDITABLE).
- + RASTER IMAGES (.JPG, .TIF, ...ETC) TYPICALLY WORK BETTER WITH PRINTERS RATHER THEN VECTOR IMAGES (.PDF, .DWG...ETC).
- + IF YOU'RE PRINTING MULTIPLE PAGES, PRINT IT IN SECTIONS (4-5 PAGES AT A TIME OR LESS) SO THAT YOU AREN'T SENDING GIANT FILES TO THE PRINTERS
- + IF YOU'RE USING INDESIGN TO PRINT A MULTIPLE PAGED PDF, SHRINK THE INDIVIDUAL FILES ON THE PAGES SO THAT WHEN THE OVERALL DOCUMENT IS EXPORTED, IT WILL BE MUCH SMALLER AS WELL.
- + IF PRINTING DIRECTLY FROM AUTOCAD, USE THE PURGE COMMAND (PU) TO CLEAN UP THE DRAWING. ANOTHER OPTION WOULD BE TO PRINT TO PDF FROM AUTOCAD, AND THEN OPEN THE PDF IN ILLUSTRATOR AND FOLLOW THE STEPS ABOVE (ALSO ALLOWING FOR BETTER LINEWEIGHT CONTROL).

1. WHEN USING EXPORT IN INDESIGN (OR SAVE AS IN ILLUSTRATOR), AFTER YOU CHOOSE THE FILE NAME AND LOCATION, YOU WILL BE PROMPTED WITH THE 'EXPORT ADOBE PDF' (OR SAVE AS) WINDOW.

2. CLICK ON THE 'COMPRESSION' TAB ON THE LEFT SIDE. IN THIS TAB, YOU WILL FIND THIS WINDOW (ON LEFT)

3. FOR THESE SETTINGS, YOU WANT TO USE THE 'BICUBIC DOWNSAMPLING' OPTION. AFTER THIS IS SELECTED, YOU WANT TO SET THE NEXT '___PPI' BOX TO THE RIGHT AROUND THE 150-200 RANGE. (THIS RANGE ALLOWS THE IMAGES TO STILL PRINT WELL, BUT NOT MAKE THE FILE SIZES UNMANAGABLE). AFTER YOU SELECT THIS, THE BOX AFTER 'FOR IMAGES ABOVE ___PPI' WILL AUTOMATICALLY CHANGE WHEN YOU EDIT THE FIRST ONE. DO THIS FOR THE 'COLOR BITMAP IMAGES' AND THE 'GRAYSCALE BITMAP IMAGES' BELOW.

NOTE (TYPICALLY 'MONOCHROME BITMAP IMAGES' DOES NOT NEED TO BE ALTERED, BUT IF YOU DO HAVE MONOCHROME IMAGES THEN YOU WANT TO DOWNSAMPLE THEM THE SAME WAY AS THE OTHERS.

4. ONCE YOU FOUND SETTINGS THAT WORK FOR YOU, CLICK 'SAVE PRESET' IN THE BOTTOM LEFT OF THIS WINDOW SO THAT YOU CAN SELECT THIS NEXT TIME INSTEAD OF CHANGING IT EACH TIME.