

Setting up Procedures for Processing JACoW Style Papers

These instructions assume that Acrobat 7 is and PitStop have been installed.

Job Options for Distiller

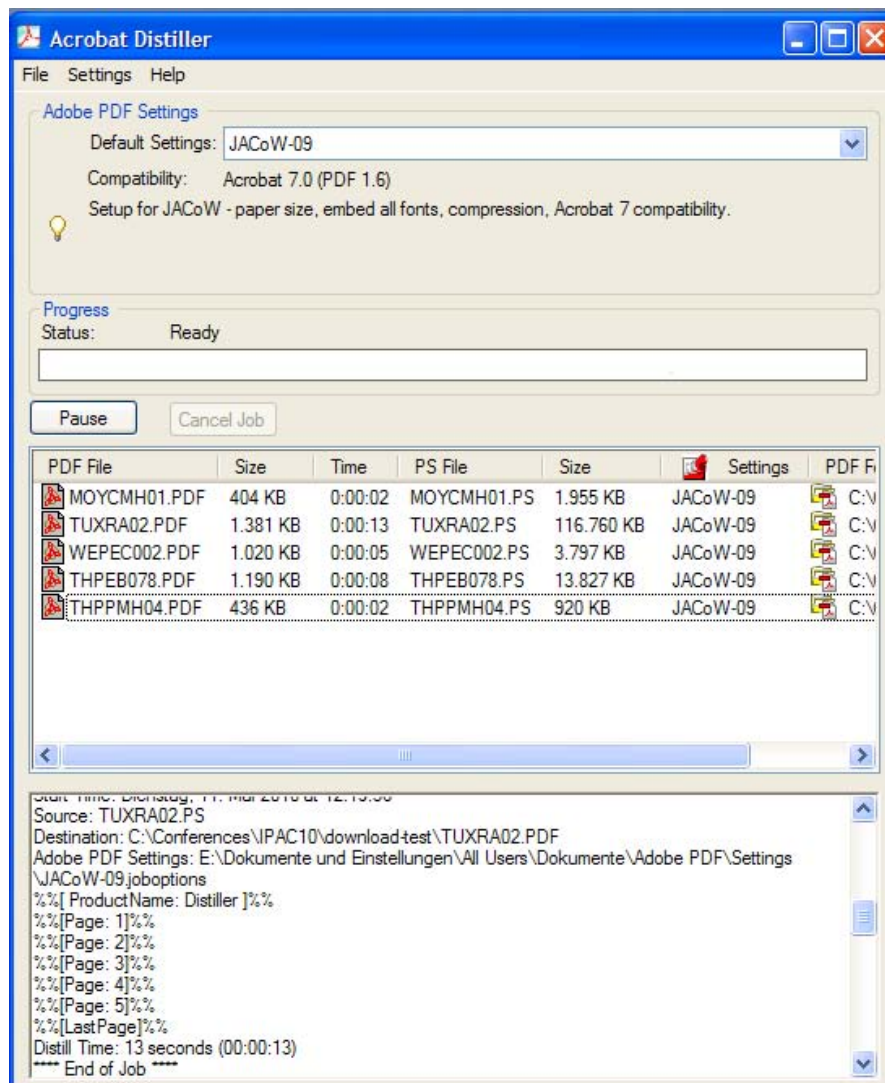
When you start distiller make sure that the correct Job Options file is selected (**JACoW-09**):

Job Options are stored in

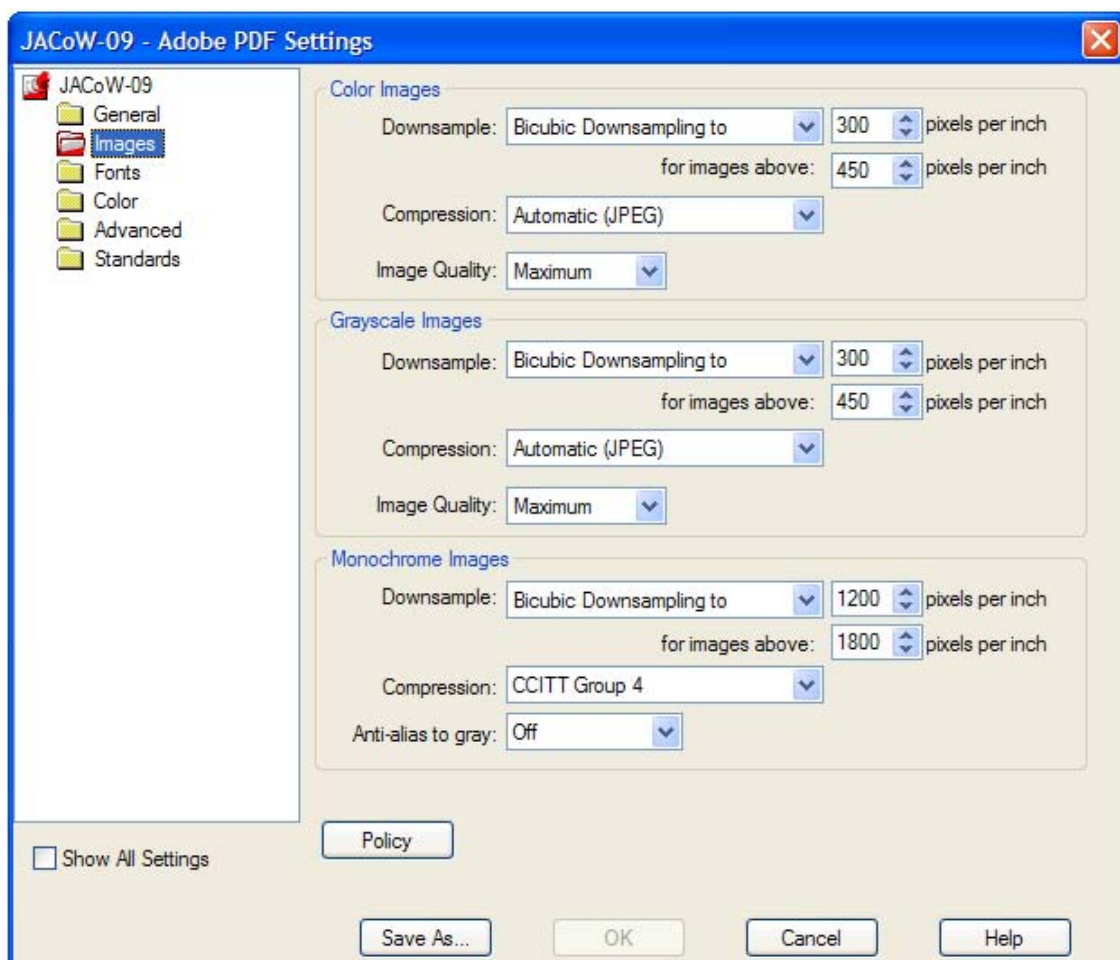
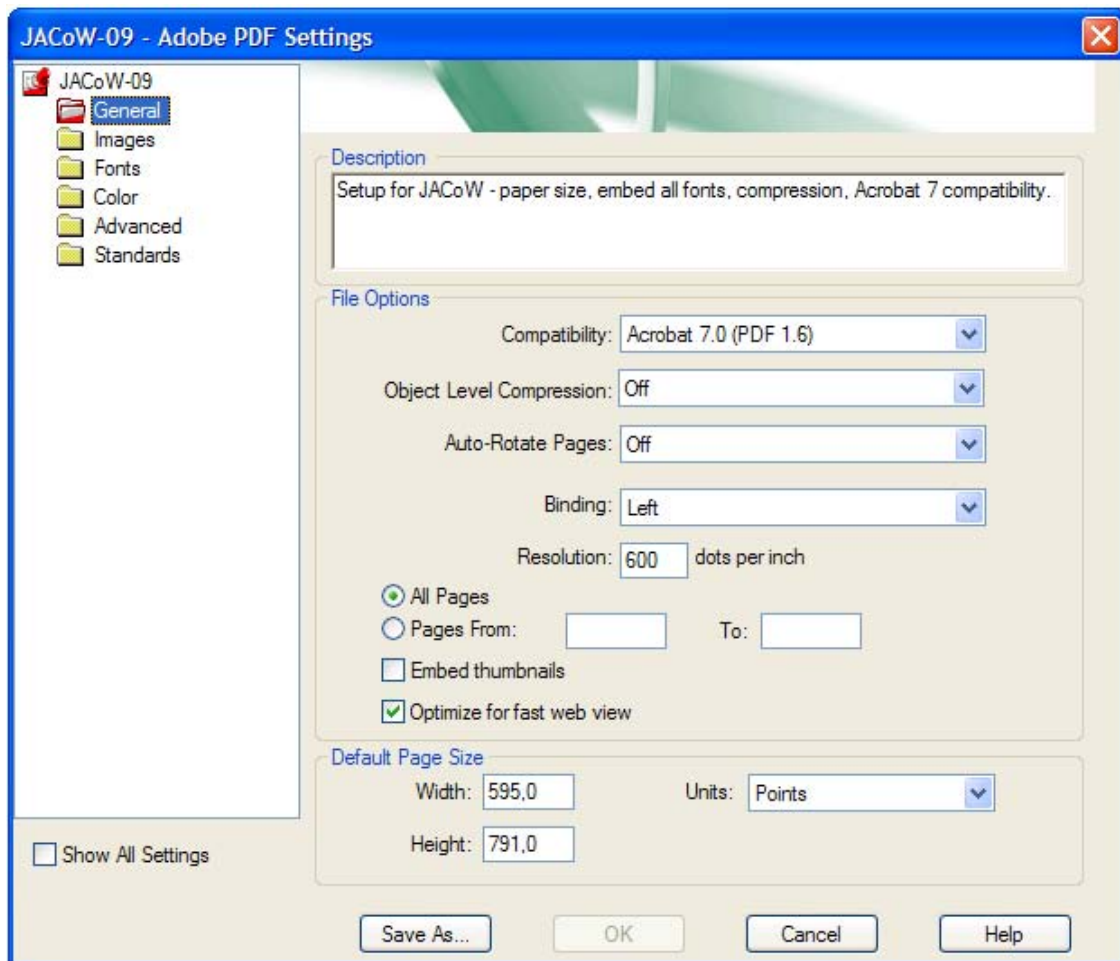
C:\Documents and Settings\ All Users\ Documents\ Adobe PDF\ Settings in Windows XP and
C:\Users\Public\Public Documents\Adobe PDF\Settings in Vista,
but you can import them again if they are corrupted.

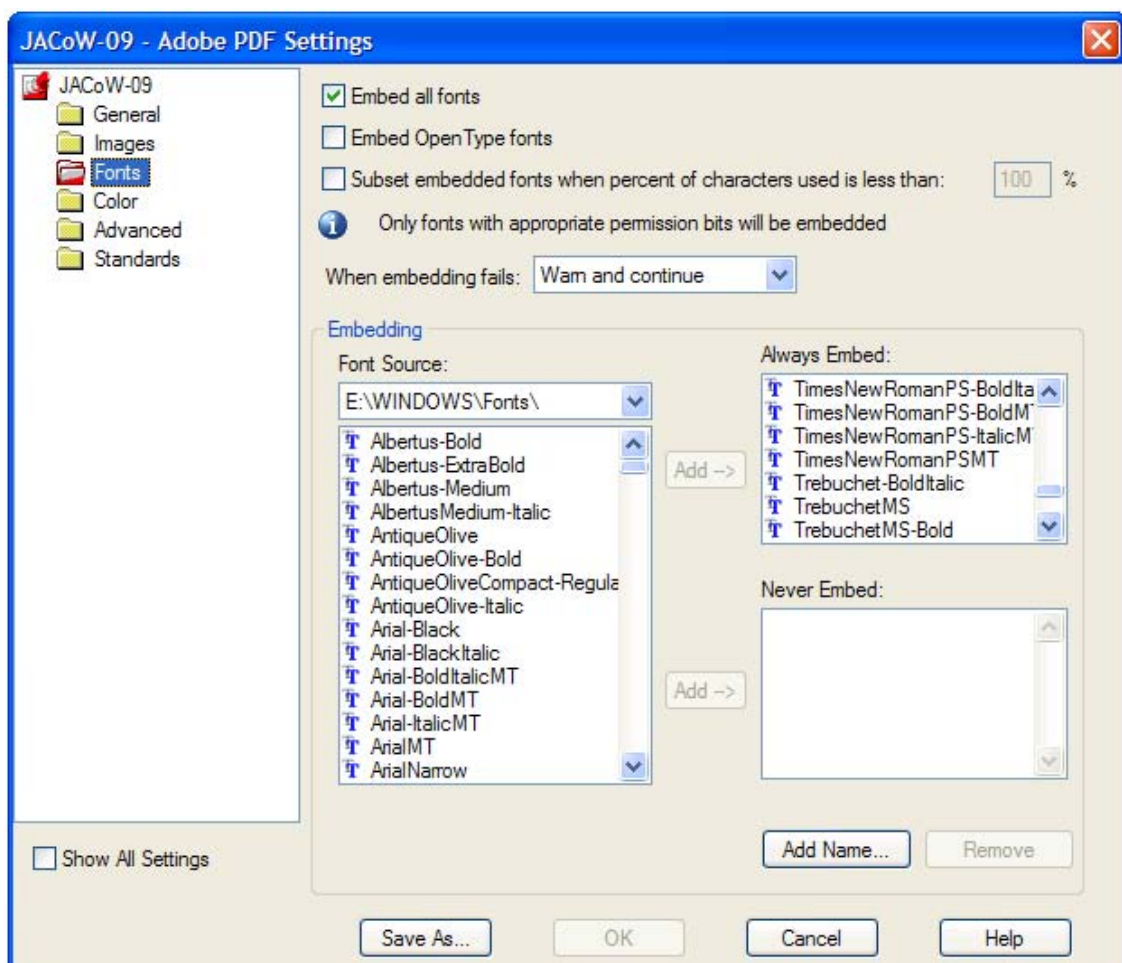
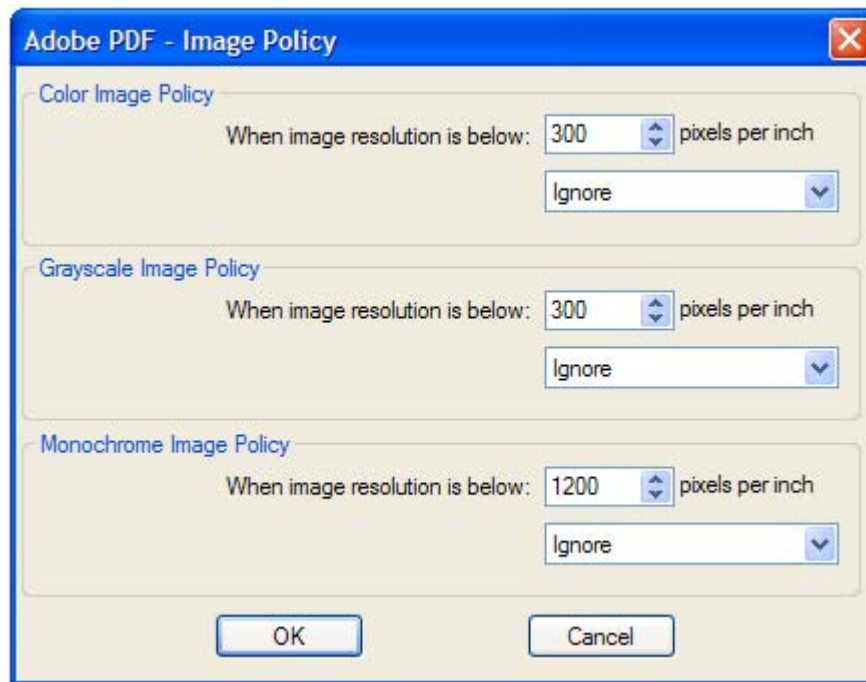
From the editor instructions page click on the Distiller JobOptions link and download the file to your machine.

Start Distiller and click on Settings and select 'Add Adobe PDF Settings' and them simply replace your joboptions file with the one which you downloaded.

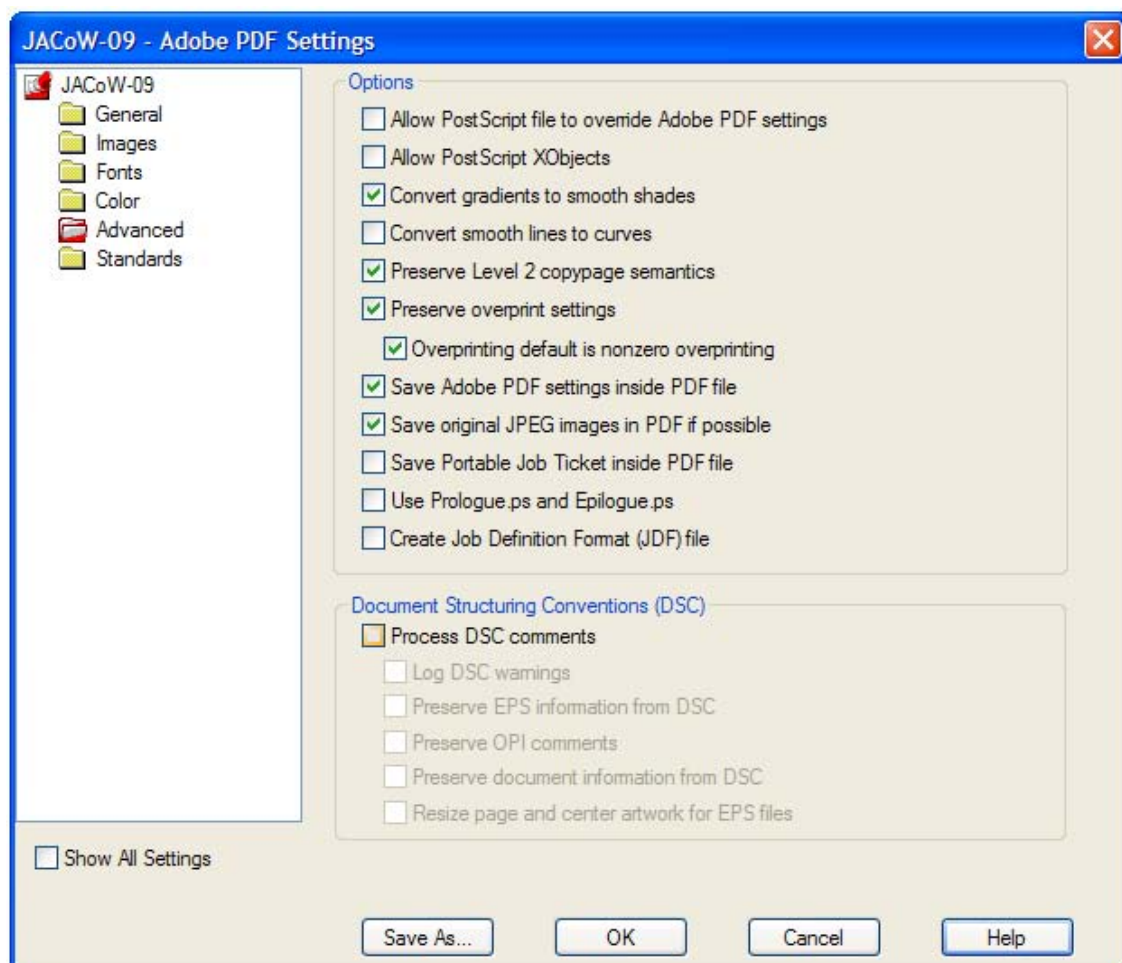
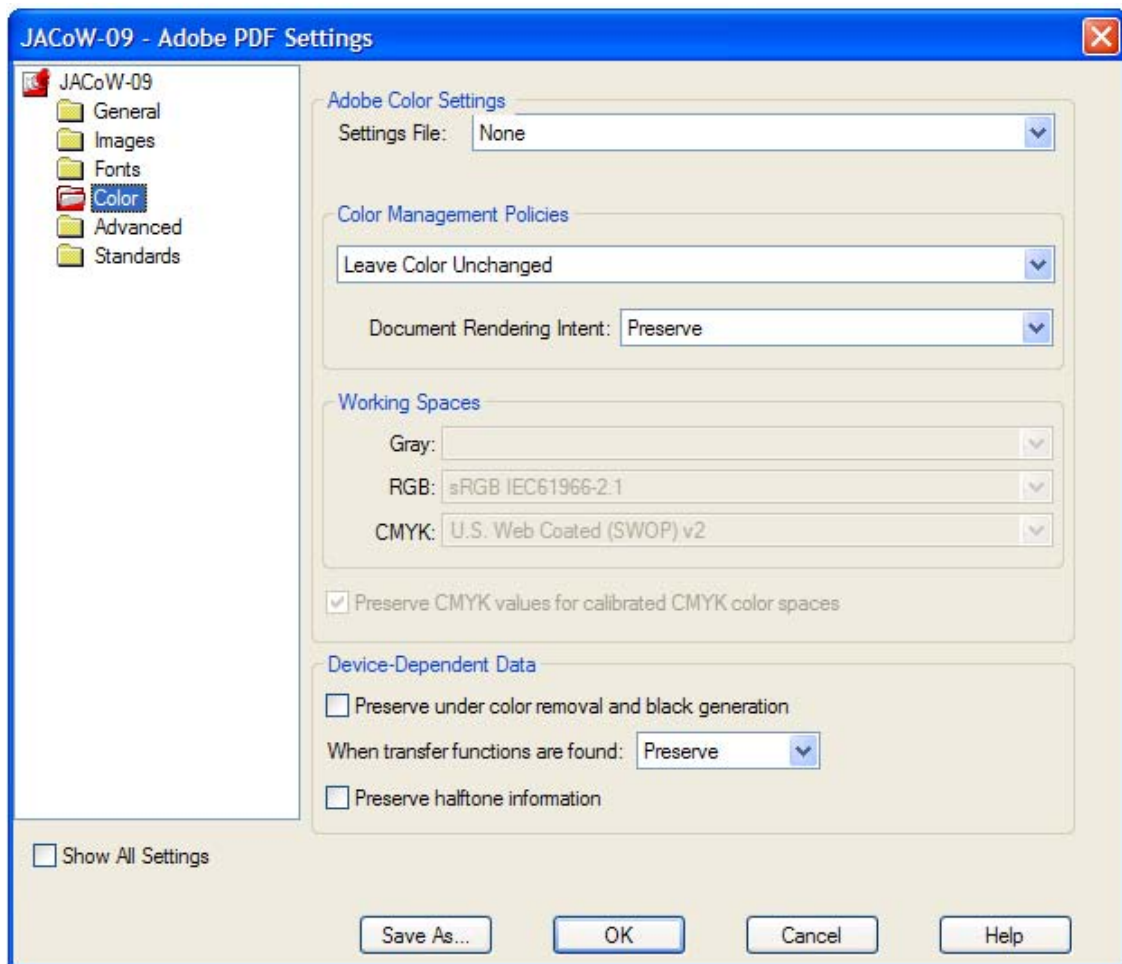


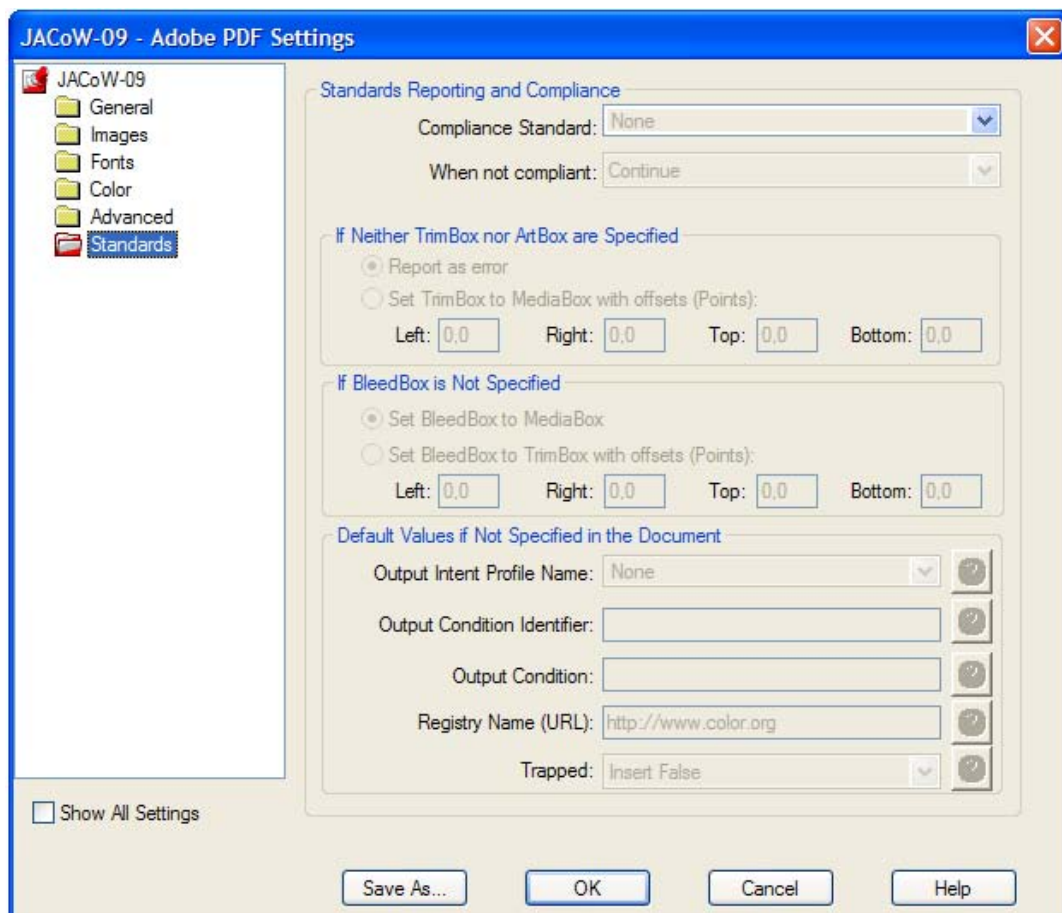
The settings should look like those on the following pages.





Note that all fonts have been selected from 'Font Source' and added to 'Always Embed'

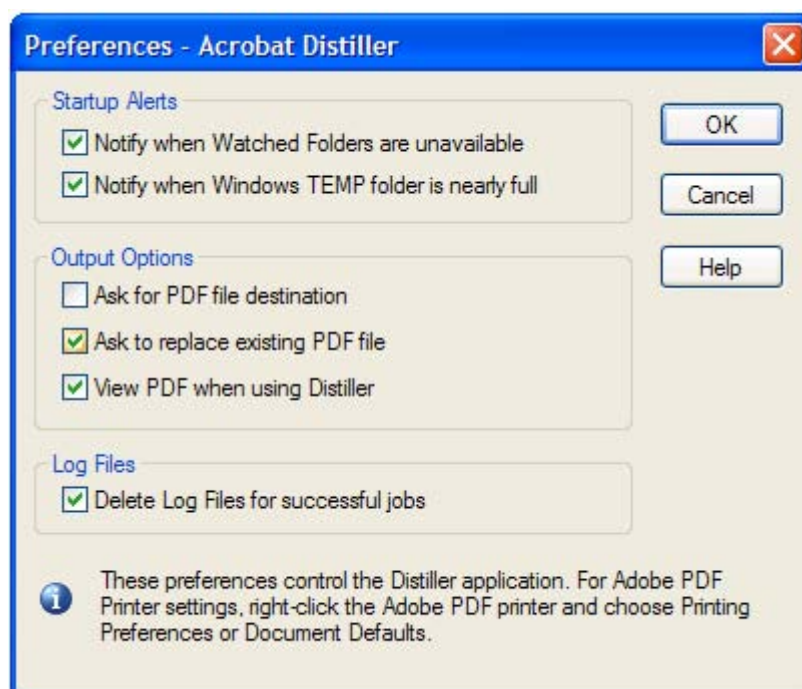




Acrobat Distiller Preferences

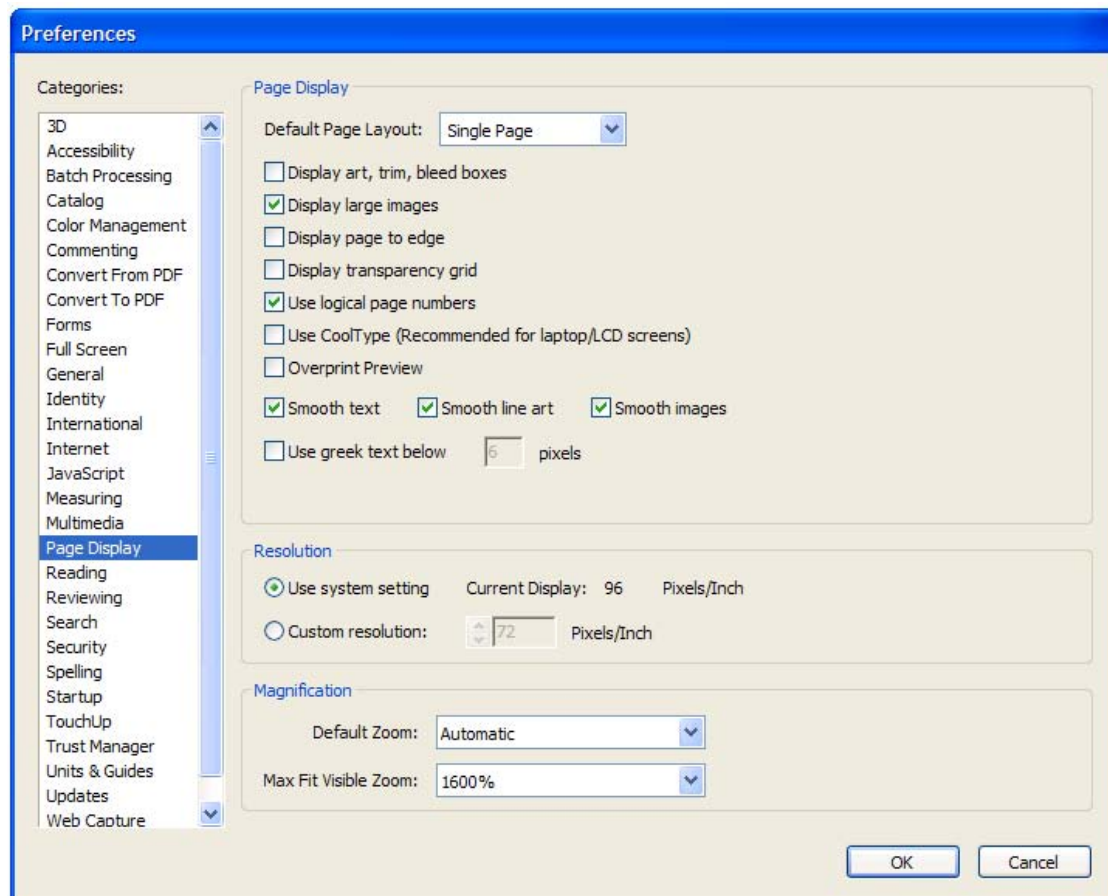
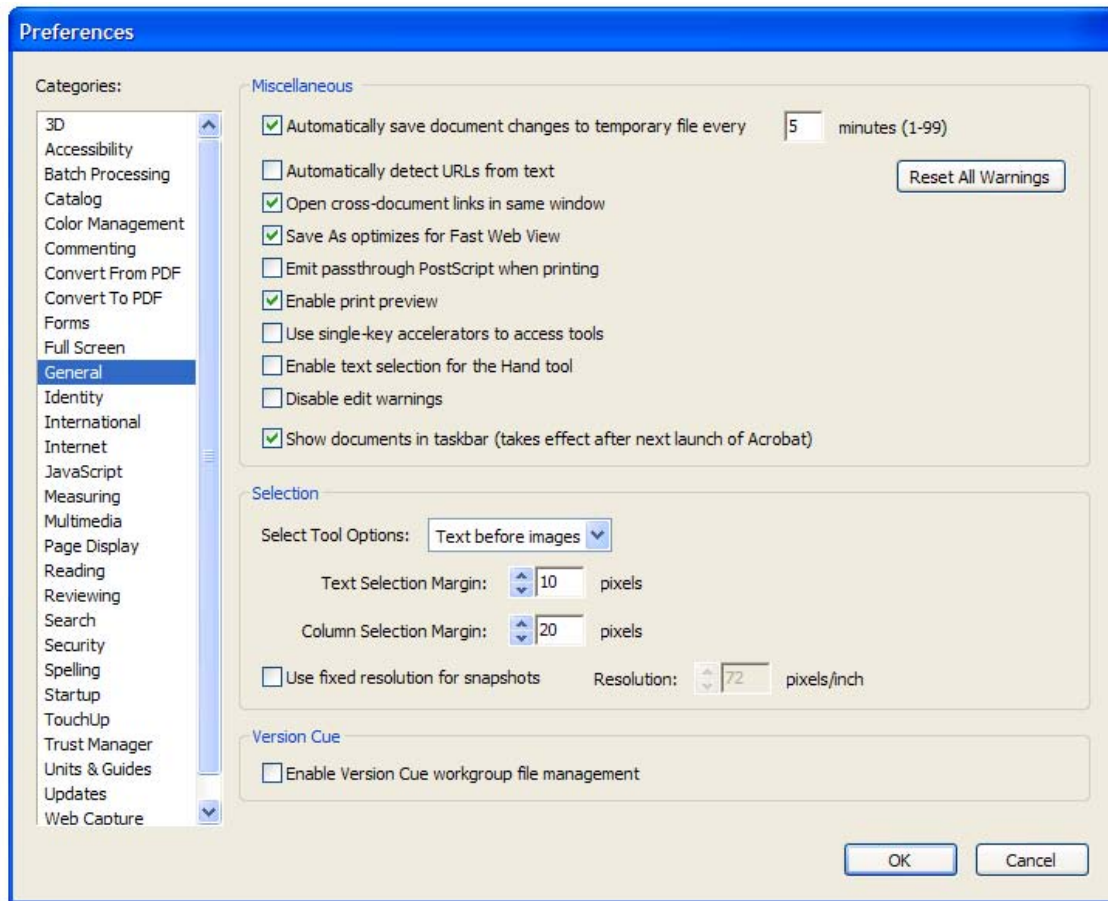
Distiller Preferences

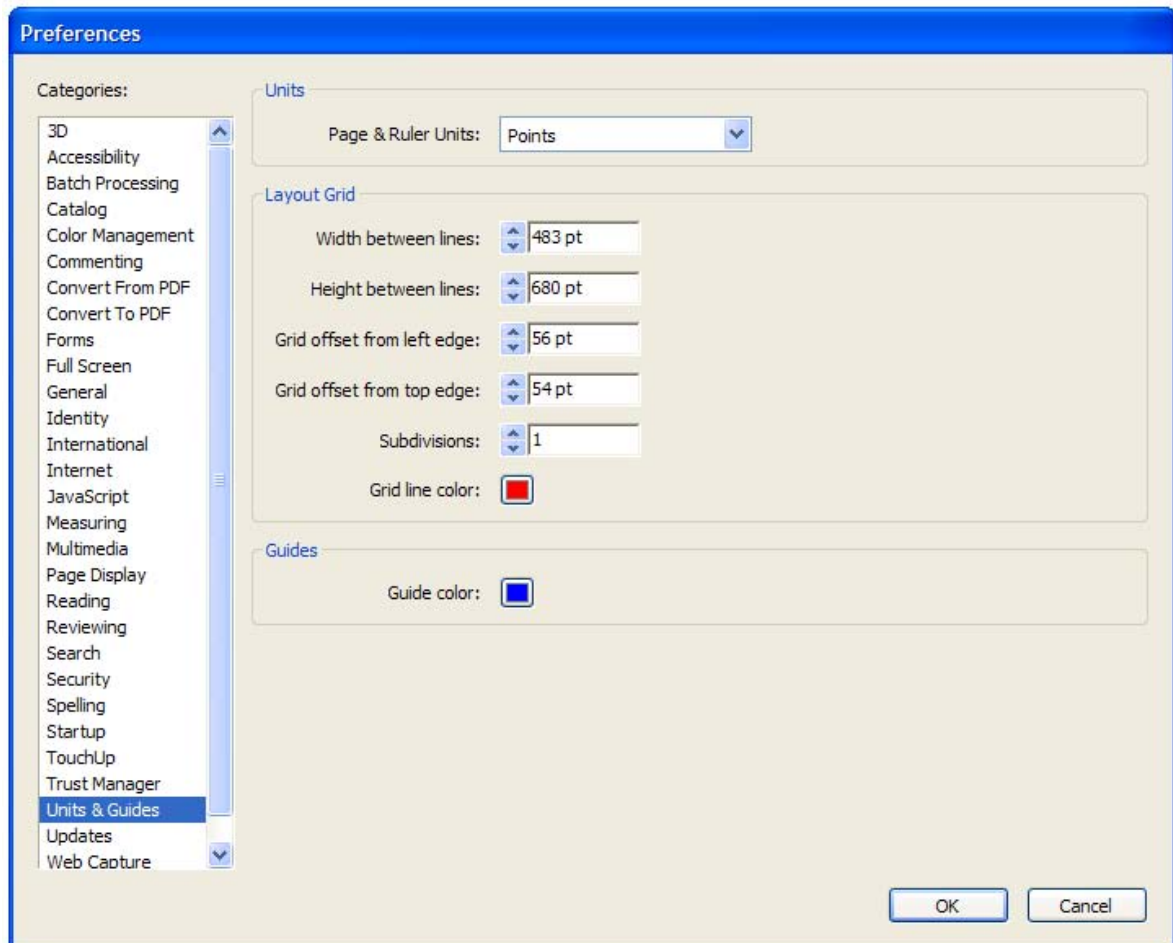
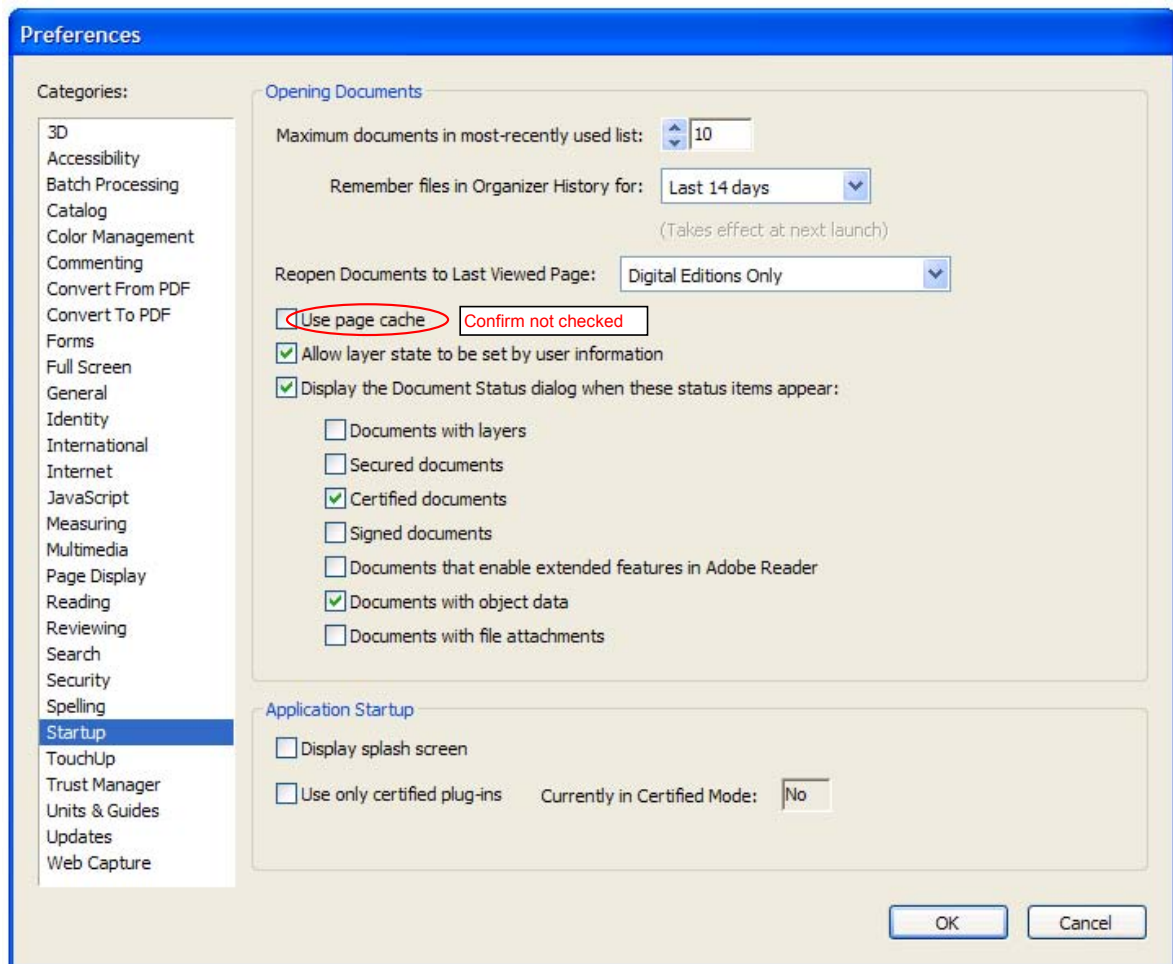
Select File > Preferences and set up as follows:



Acrobat Professional Setup

Most of the default settings are irrelevant – just set the following by selecting:
Edit > Preferences> General





Set up PitStop Action List

In Acrobat Professional hit CTRL-ALT-A to start the PitStop Action List interface. You can either download the script (JACoW Media Box) from the Editor instruction pages and import it or set it up manually:

Click 'Plug-Ins' in 'Acrobat Professional' (Acrobat 7 + PitStop 7.5 or later only)

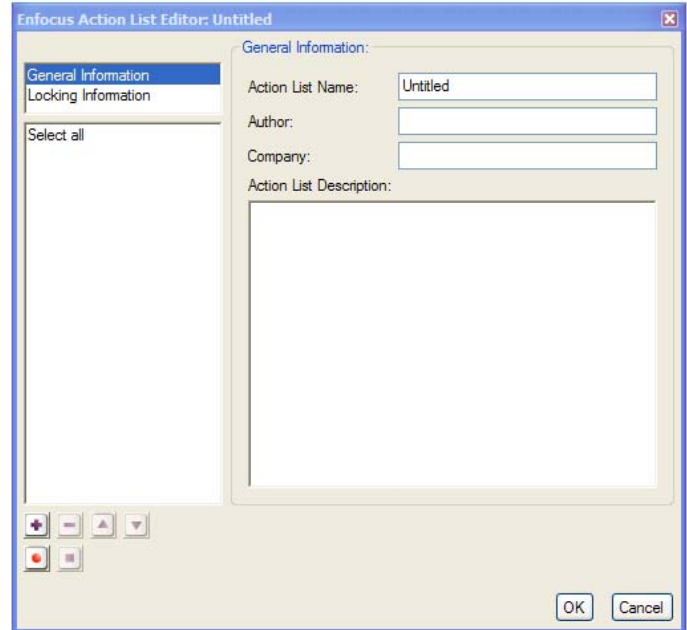
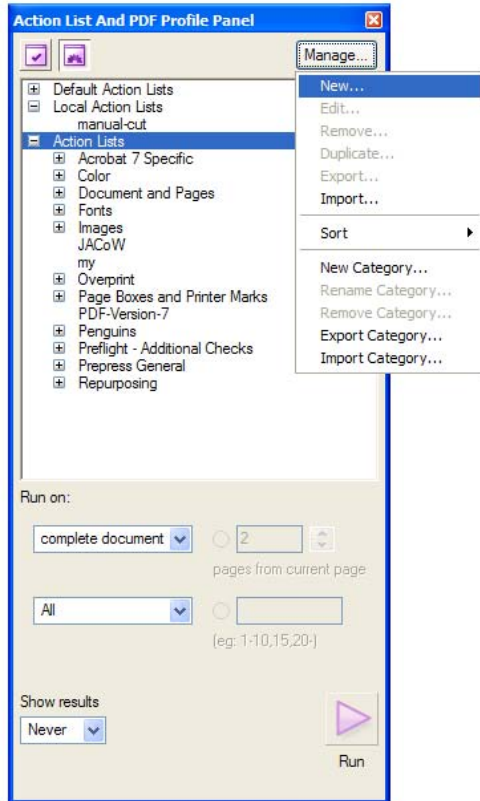
Select 'Enfocus PitStop Professional'

Click 'Show Enfocus Action List Panel'

Click on 'Action Lists'

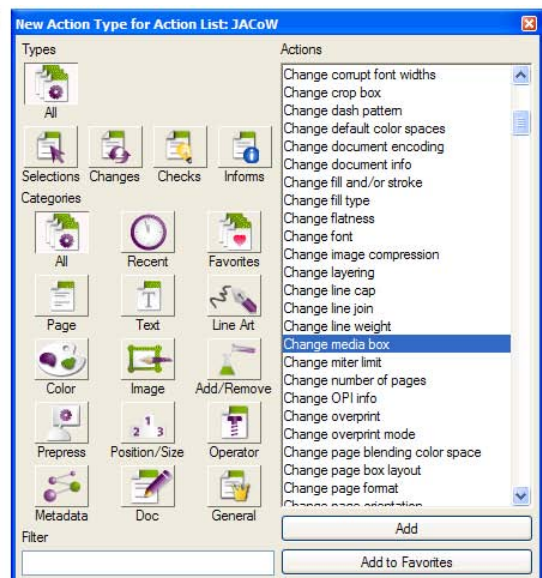
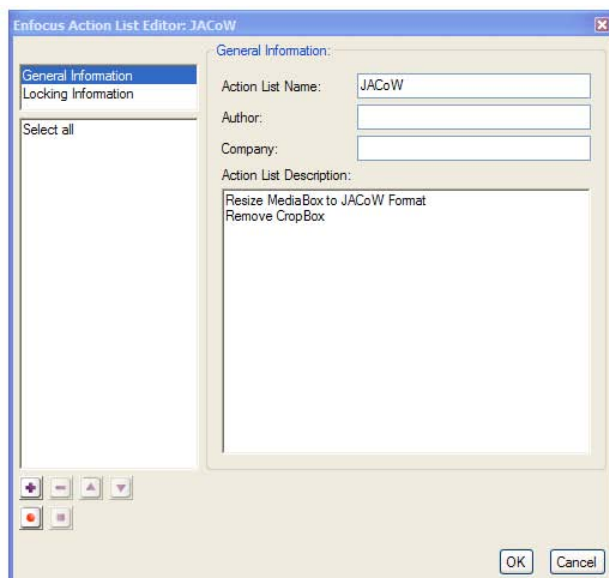
Click 'Manage...' Tab

Click 'New...' button

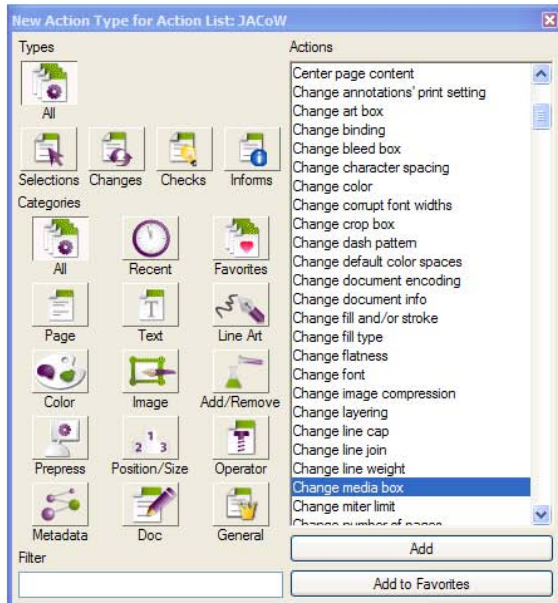


Change 'Action List Name' to 'JACoW'

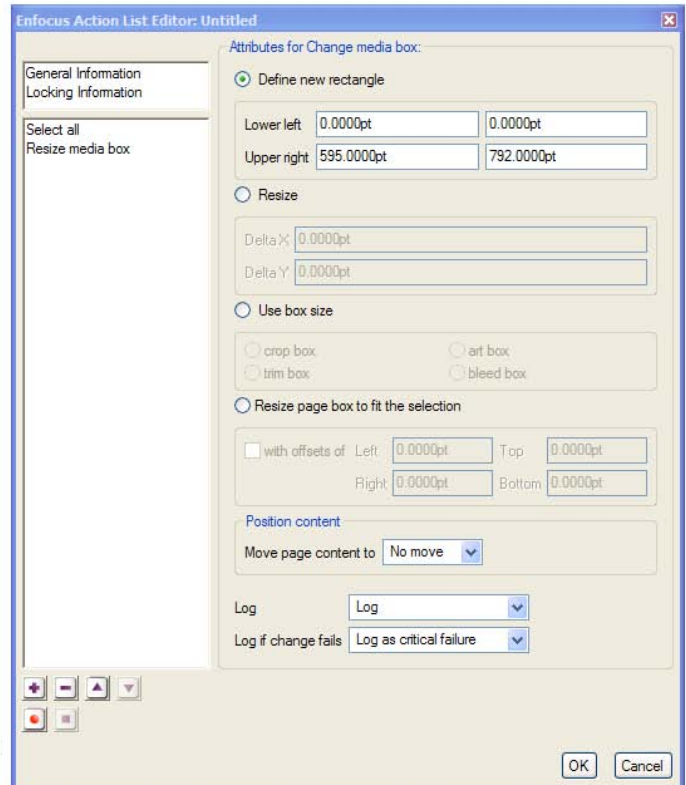
Click '+'



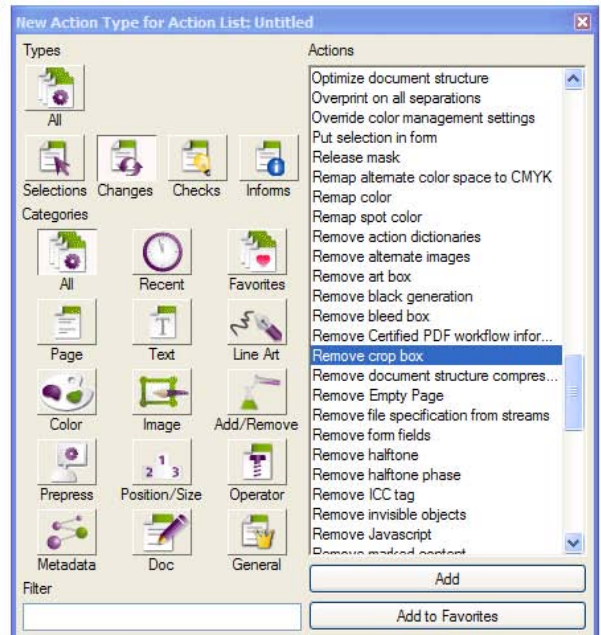
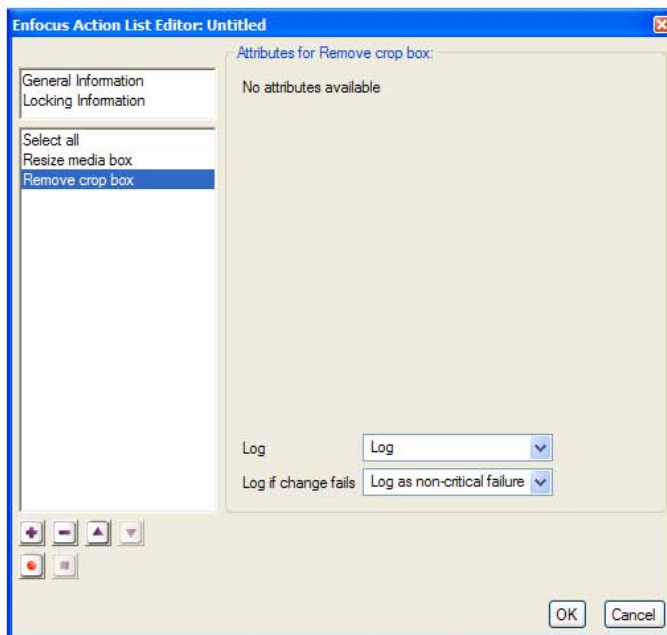
Choose 'Change media box' and click Add



Click 'Define new rectangle' and enter 0pt/0pt for Lower left and 595pt/792pt for Upper right
Select 'Log as critical failure' and 'OK'

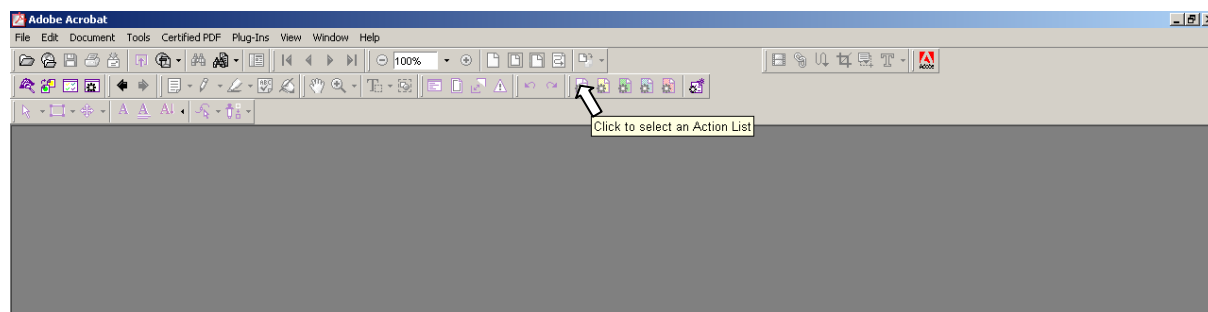


Then add "Remove CropBox"



Click OK

In earlier PitStop versions (before version 7) this script can be attached to a button, as shown below.



From PitStop 7.0 this is no longer possible and it is necessary to have the Action List Control Panel open all of the time

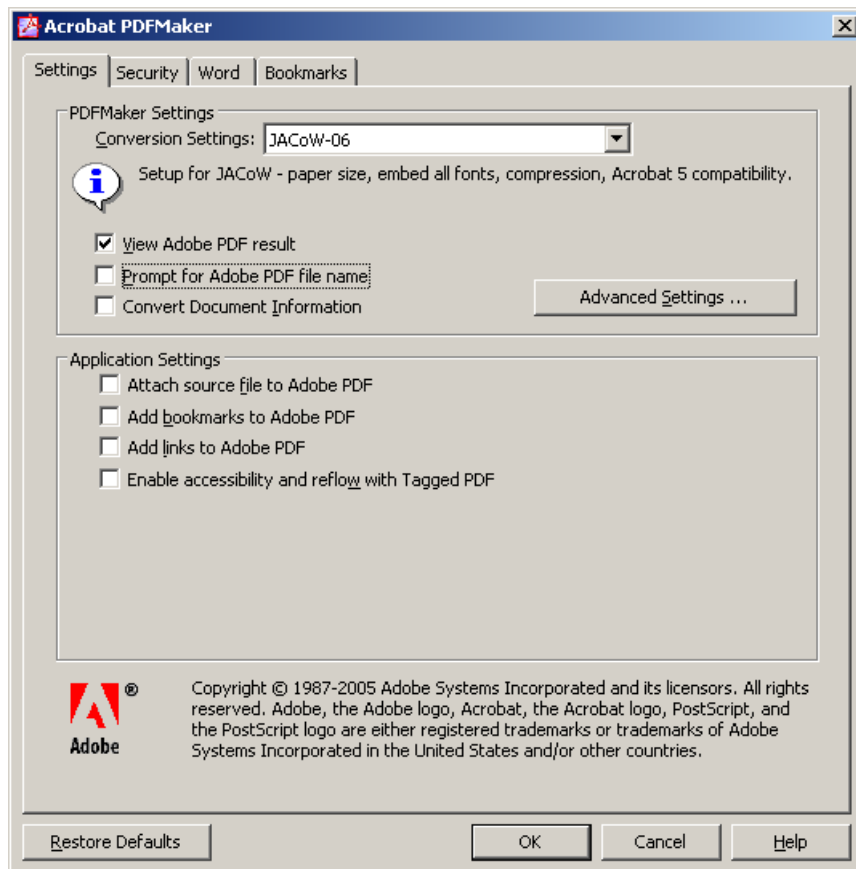
Setting up PDFMaker (WORD/EXCEL/PowerPoint)

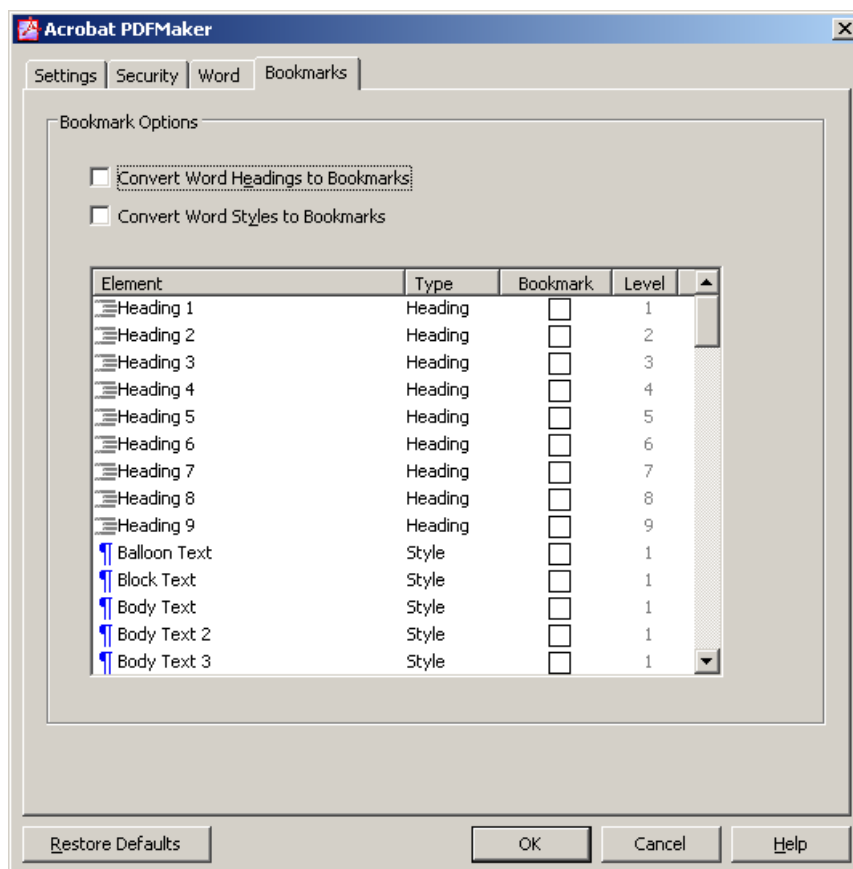
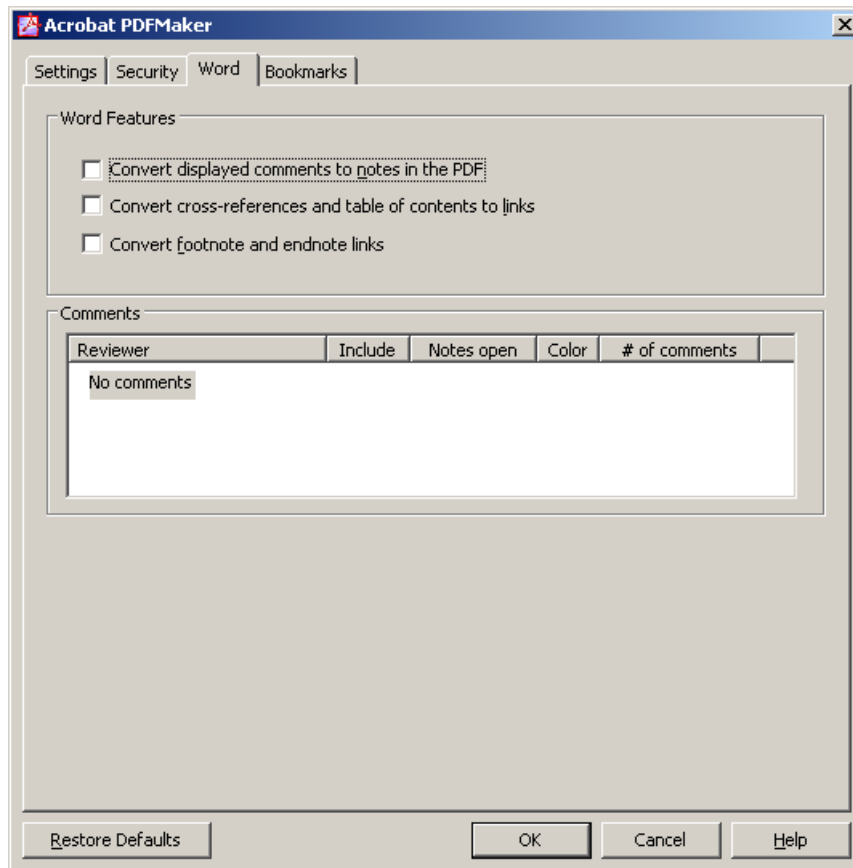
It is safer to use the generic PostScript Printer to generate the PostScript file and then use Distiller.

If it is necessary to use PDFMaker then do the following.

Enable the PDFMaker toolbar: View > Toolbars > PDFMaker 7.0 if the icon does not appear in the application.

From the Acrobat menu on the tool bar > Change Conversion Setting
Set Conversion Settings to JACoW-08 (as for Distiller) and set up the Settings tab as seen here then change the Office and Bookmarks Tabs as shown below (an older version but the principle is still valid).

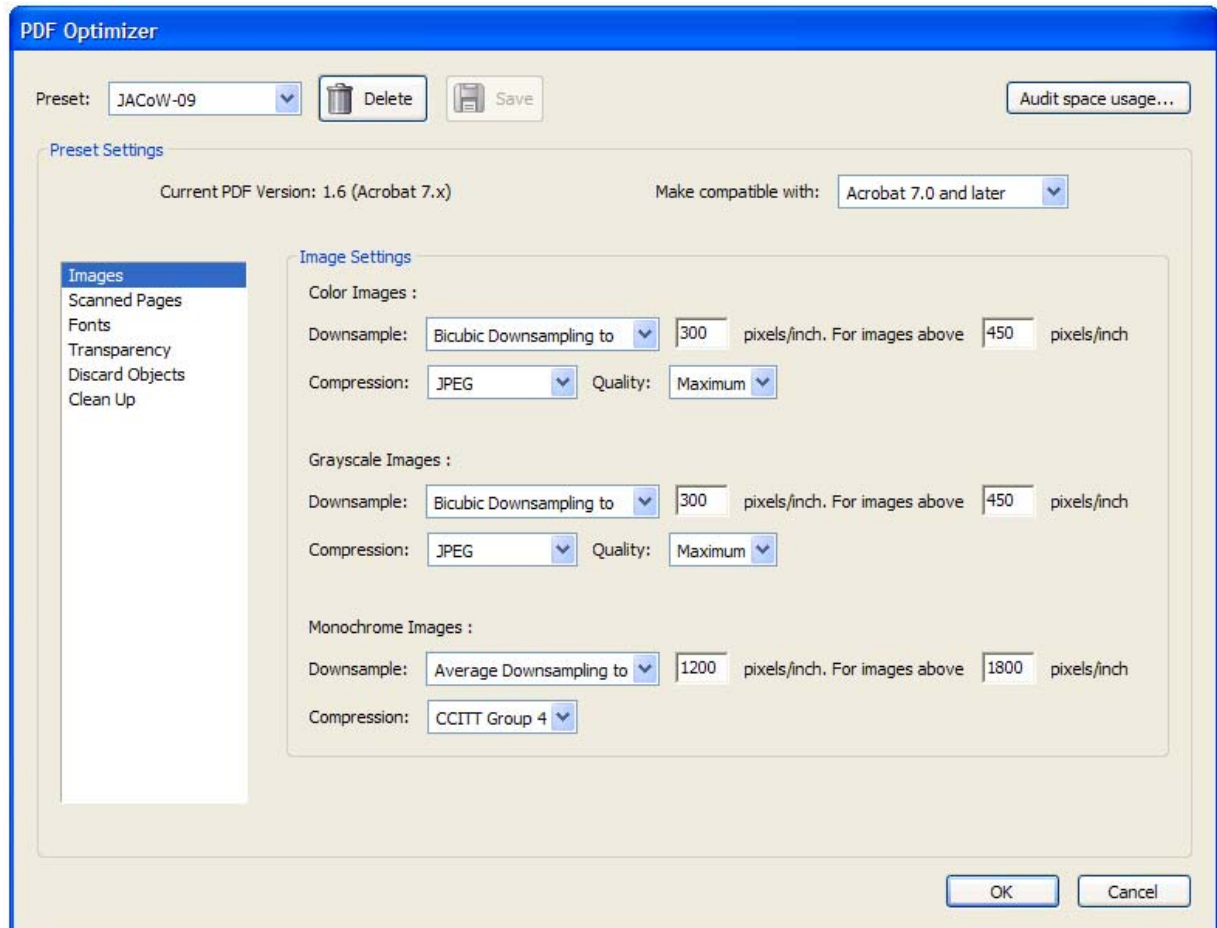




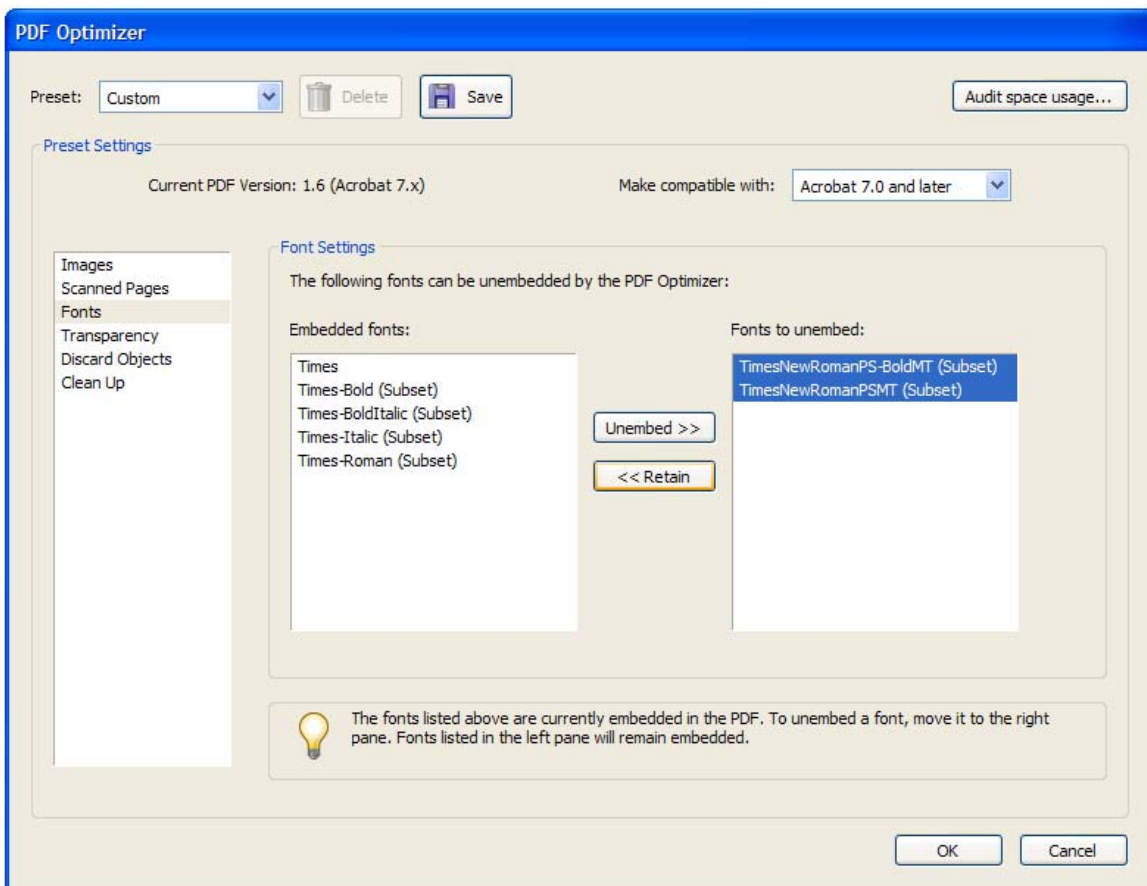
Using Acrobat 7 PDF Optimizer For Expert Usage Only

Set up as follows:

Change compatibility level to Acrobat 7.0 and later



Font manipulation is dangerous – be sure not to un-embed any if you have to use the optimiser.



The list of fonts is made automatically and is specific to each file – **don't un-embed any fonts** – move them to the other side by selecting and clicking Retain.

This step has to be executed each time you use optimizer.

The Preset will change (when selecting the fonts) from JACoW-09 to Custom.

