

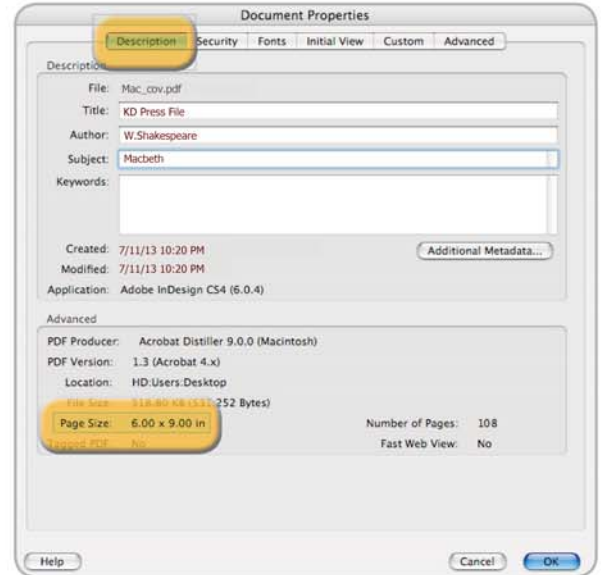
The following Instructions require Adobe Acrobat Professional 8, 9 or 10. The same features are available in older versions but the locations may be different.

## Verifying Document Dimensions

In the Acrobat menu bar select **File > Properties**

Select the “**Descriptions**” tab.

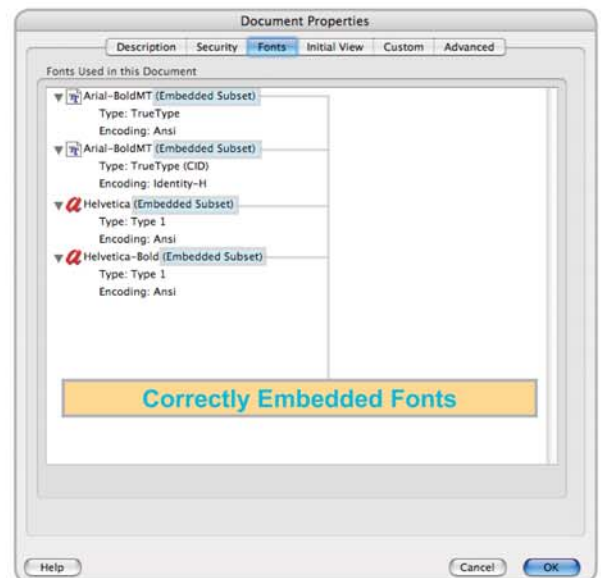
Near the bottom of the window, you will see a listing for “**Page Size:**” followed by width and height dimensions. Please, verify that the PDF document dimensions match the dimensions necessary to comply with KD Press requirements for the item you are uploading.



## Font Embedding

Within the same dialogue box select the “**Fonts**” tab.

Beside the name of each font you should see **(Embedded)** or **(Embedded Subset)**. If you do not see those words your fonts are not correctly embedded and KD Press will not be able to process your file.



## Color Mode And Resolution

In the Acrobat menu bar select:

**Advanced > Print Production > Preflight** (Acrobat 8 & 9)  
or **Edit > Preflight** (Acrobat 10)

Select the “**Profiles**” tab and scroll down to select “**PDF Analysis**”.

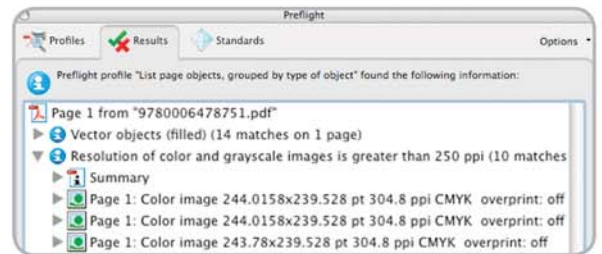
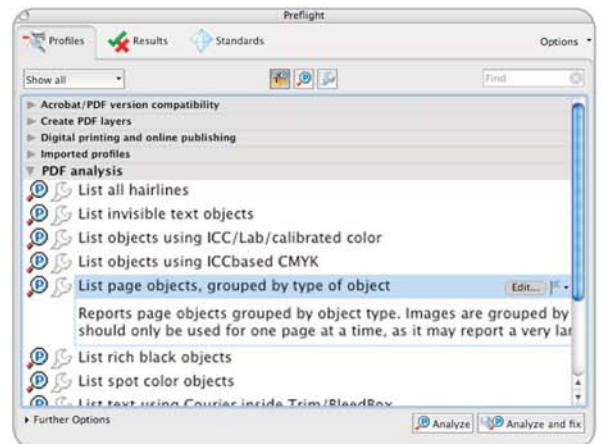
- Click the arrow to expand the available options.

In **Acrobat 8** select “**List all page images**” and click “**Execute**”.

In **Acrobat 9 & 10** select “**List page objects, grouped by type of object**” and click “**Analyze**”.

A list of results will appear. Click on the triangle(s) next to “**Resolution of color and grayscale images**” to view a listing of all images present in the PDF.

For **covers** KD Press recommends CMYK 300ppi images and for **interiors** recommends 1-bit black & white line art at 600 ppi and 8-bit grayscale 300ppi continuous tone images.



## Checking for Spot Colors and Color Density

In the Acrobat menu bar select:

**Advanced > Print Production > Output Preview** (v8 & 9)  
or **Windows > Tools > Print Production** and select **Output Preview** (v10)

This window will list all colors used in your document and percentages of each color. The only colors that should be present are Cyan, Magenta, Yellow and Black. If any spot colors are used please return to the application used to create your document and convert all colors to CMYK.

When the Output Preview window is open you can move your cursor over the PDF and view the CMYK values in your file. This is a good time to **verify that the barcode used is 100% black only** and that your cover **does not have large areas of color that exceed 240% Total Area Coverage**.

If concerned about excessive color density you can select the box at the bottom of the window labeled “**Total Area Coverage**”, select a maximum limit and all offending areas will be highlighted.

