

UNITED STATES BANKRUPTCY COURT MIDDLE DISTRICT OF FLORIDA

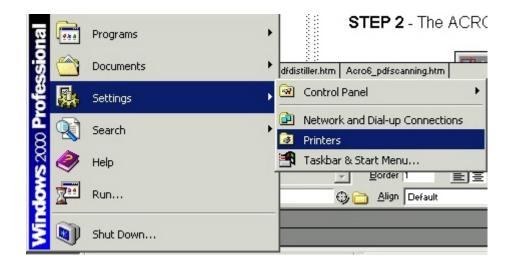
Adobe Acrobat 6 & 7 Compatibility Issues - Printing to PDF Writer

The following instructions are for use with Adobe Acrobat 6 & 7. This being the newest version of Acrobat available, many questions have arisen about the backward compatibility with versions 4 and 5. The following information details the step necessary to insure that files created in Acrobat 6 can be viewed in previous versions. If you are using another .pdf generating software or a different version of Adobe Acrobat, please refer to the appropriate documentation or web site for detailed information they may have provided on this topic.

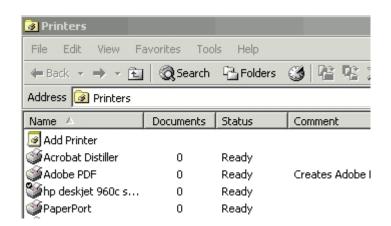
PDF documents are commonly created in one of the following ways: **1**-Creating PDF by Direct Scan, **2**-Printing to PDF Writer (from within another application), or **3**-Printing to PDF Distiller.

This topic will detail Printing to PDF Writer (from within another application).

STEP 1 - Click on the computers **Start Button** and locate the **Printers** Folder, depending on the operating system, the folder could be under the **Settings** link or possibly the **Control Panel**.



STEP 2 - The PRINTER FOLDER displays.



Locate the **Adobe PDF** printer from the list and **RIGHT** click on it. Choose **Printing Preferences** from the menu that appears.

🝺 Printers				
File Edit	View Fa	avorites 1	Fools	Help
🖛 Back 👻	⇒ - €	🛛 📿 Sear	ch Q	- Folders
Address 词	Printers			
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🖉 Acrobat D	istiller	0	R	eady
Adobe F	Open			ady
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system:	Printing P	references.		ady
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	Cancel All Documents			
	Sharing			
	Lise Print	er Offline		

STEP 3 - The ADOBE PDF PRINTING PREFERENCES screen displays.

* Choose the **Adobe PDF Settings** tab and click on the **Edit** button.

🐝 Adobe PDF Printing Preferences 🔹 🤗	x
Layout Paper/Quality 📧 Adobe PDF Settings	1
Adobe PDF Page Size: Letter Add Custom Page	
Adobe PDF Conversion Settings	
Default Settings: Standard Edit	
Use these settings to create PDF documents suitable for reliable viewing and printing of business documents. The PDF documents can be opened with Acrobat and Reader 5.0 and later.	
Adobe PDF Security: None Edit	
View Adobe PDF results	
Prompt for Adobe PDF filename	
Add Document Information	
✓ Do not send fonts to "Adobe PDF"	
Delete log files for successful jobs	
Ask to Replace existing PDF file	
OK Cancel Apply	

STEP 4 - The STANDARD - ADOBE PDF SETTINGS screen displays.

* Choose the **General** tab and look In the middle of the screen to locate an area labeled **File Options.**

Standard - Adobe PDF Settings
General Images Fonts Color Advanced PDF/X
Use these settings to create PDF documents suitable for reliable viewing and printing of business documents. The PDF documents can be opened with Acrobat and Reader 5.0 and later.
File Options
Compatibility: Acrobat 5.0 (PDF 1.4)
Object Level Compression: Tags only
Auto-Rotate Pages: Collectively by File
Binding: Left
Resolution: 600 dots per inch
All Pages C Pages From: To:
Embed thumbnails
Optimize for fast web view
Default Page Size Width: 612.0 Units: Points
Height: 792.0
Save As OK Cancel Help

* Click the **Compatibility** drop down arrow and change option to Acrobat 4.0 (PDF 1.3).

	PDF Settings Fonts Color	Advanced PDF/X		
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Jse these setti	uments. The PDF (documents suitable for r documents can be oper		
ile Options				
	Compatibility:	Acrobat 4.0 (PDF 1.3)	•	
		Acrobat 3.0 (PDF 1.2)		
Ubject Le		Acrobat 4.0 (PDF 1.3) Acrobat 5.0 (PDF 1.4)		
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Save As	Г ок	Cancel	He	. In

- * Click the **[OK]** button and save with defaulted name given.
- * Acrobat Writer should now display in the Default Settings drop down box the new changes and also display Acrobat 4.0 (PDF 1.3) in the compatibility area
 * Click the **[OK]** button.

NOTE: It is always good practice to check document properties after saving to PDF. Document properties can be checked fairly easy to insure backward compatibility.

Any time you modify a .pdf document in Acrobat 6 (e.g. inserting a page, deleting a page etc., use the procedures outlined in Creating PDF by Direct Scan when saving .pdf files after modifications.

The SAVE or SAVE AS option should NEVER be used on .pdf files that are being submitted to the court.