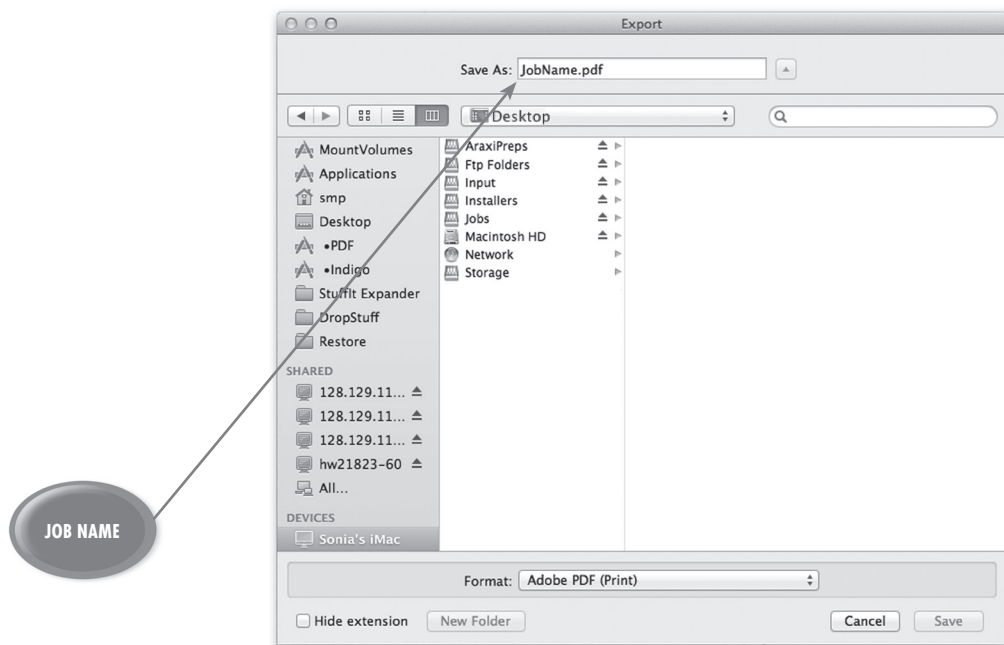
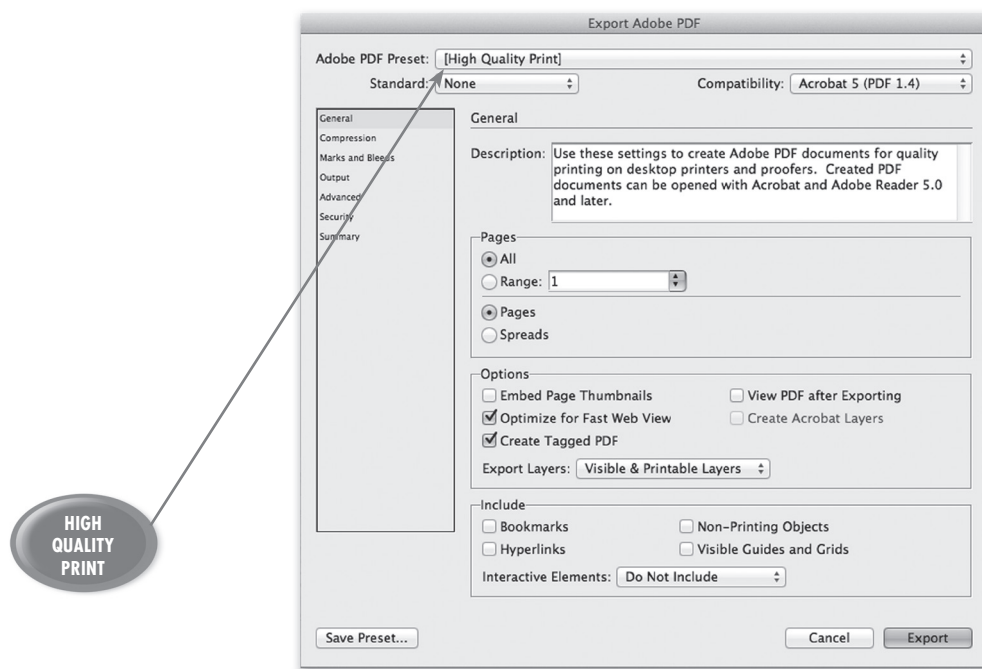


# Exporting PDF files from InDesign CS

1. Select **Export** from the File Menu. The following dialog box will appear:



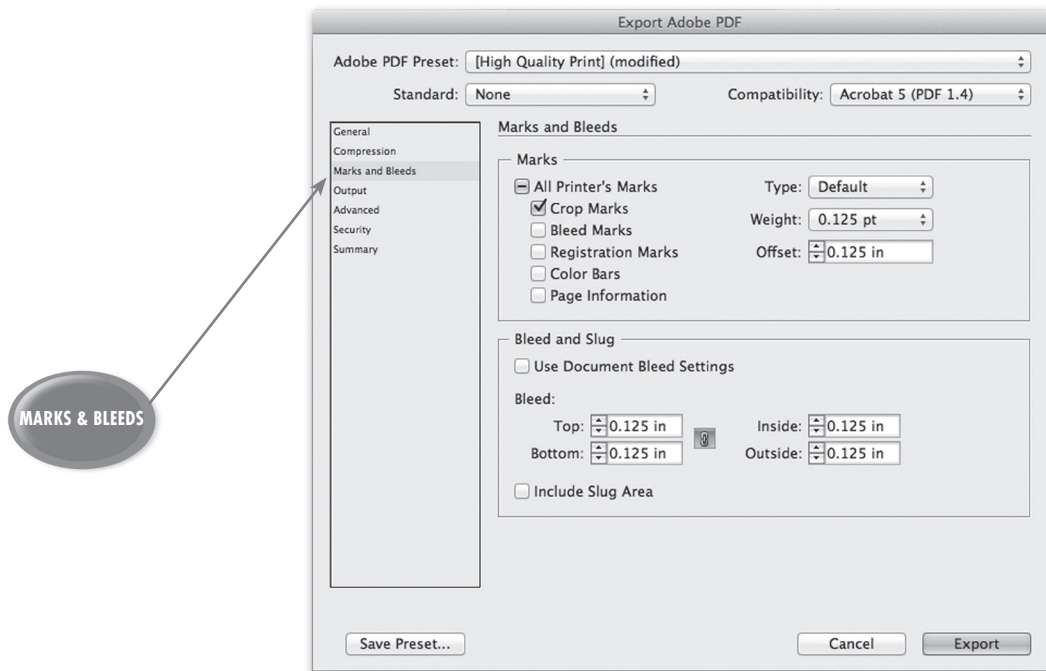
2. Name your file with the “.pdf” file extension. Avoid using spaces, special characters, forward slashes or hyphens. Next, designate where on your system to save the PDF file. Select the **Save** button to continue.



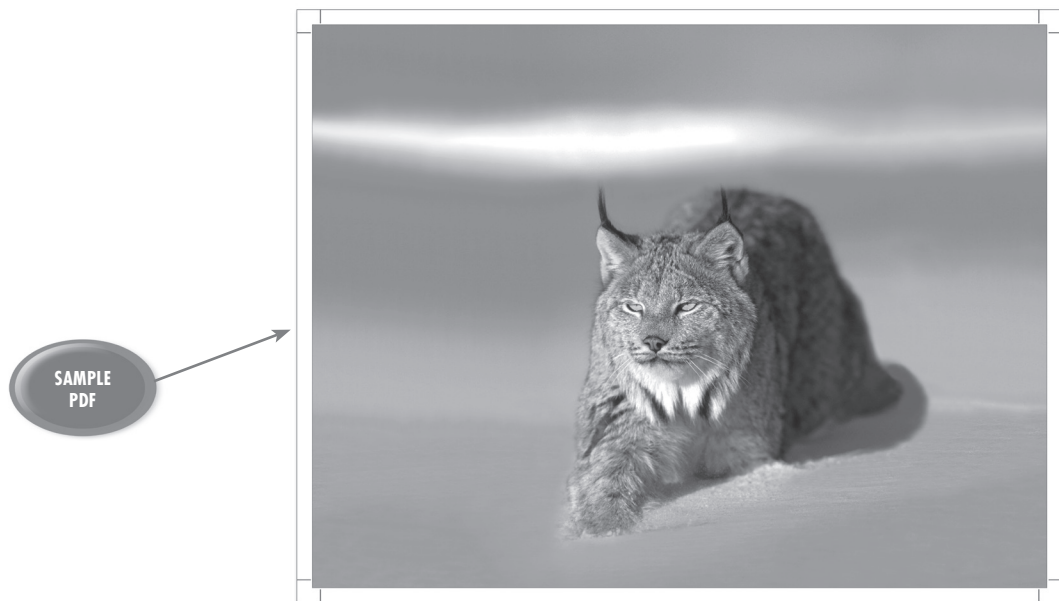
3. Under Preset, choose **PDF/High Quality Print** from the drop down window. Match the other settings as shown above.

4. Select **Marks & Bleeds** to continue. Match the settings as shown below.

**Note:** As a software setting, PDF/High Quality Print will not print a PDF with crop marks or bleeds. These settings will have to be selected, which will change your Preset to (modified) as shown below. The Preset can be saved for future jobs by choosing the **Save Preset...** button in the lower left corner, and renaming the Preset (example: PDF/Lynx High Quality Print Marks).



5. Select the **Export** button to save your PDF file.
6. Open and view the PDF file. The file should include trim marks, bleeds, all images and fonts, and look as you intended.



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