



| ACROBAT |

Check your PDF
for print with **PSI**.

1. Under **File** > in the upper left of the screen go to **Properties...**
Document Properties dialog box opens.
 - a. Under the **Fonts** tab each font must say **Embedded** or **Subset Embedded** here.

2. Under the **View** menu > select **Tools** > **Print Production** > **Output Preview** dialog box opens.
 - a. Check separations are in **CMYK*** or **Spot colors** here.
 - b. Check separations are **black** or **grayscale** if print is **one color***.
 - c. If correct go to #4., if you have questions call **800-477-9280**.

4. To finish, click **File** > **Save As** a pdf* file type.

5. Email the file to customerservice@psi2go.net
or upload to our **ShareFile*** account.

