

PDF Export from InDesign for Print

If you are using InDesign for your creative work, please do the following to supply a PDF file to DPPS:

1. Design your file. Any elements that bleed off the sheet should be placed in InDesign so they **extend past the edge of the page** in your layout.
2. Select **Export** from the File Menu, and under Format select **Adobe PDF (Print)**. Click **Save**.
3. In the **Export Adobe PDF** window, select **[High Quality Print]** from the Adobe PDF Preset Menu. Click on **Marks and Bleeds** on the left side. Under Marks, select **Crop Marks**. Under Bleed, enter **.125”** for all fields. No other changes are necessary for this preset!
4. You should **Save Preset** in the bottom left corner and rename it **“DPPS Bleeds”** to use in the future! Click **Export**. (Next time, just select **“DPPS Bleeds”** from the Adobe PDF Preset Menu and click Export).
5. **Check the PDF** to ensure the art goes past the edges where you want bleeds. If not, go back into your design and fix those elements and download a new PDF.

