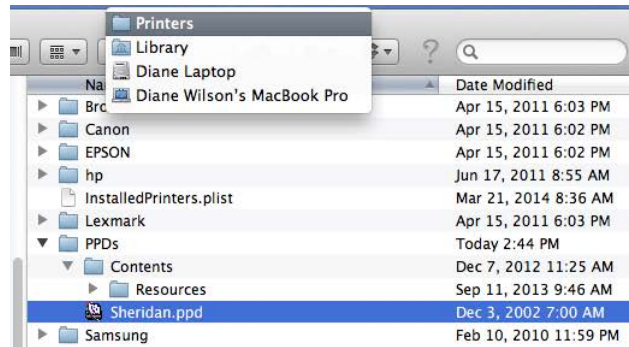


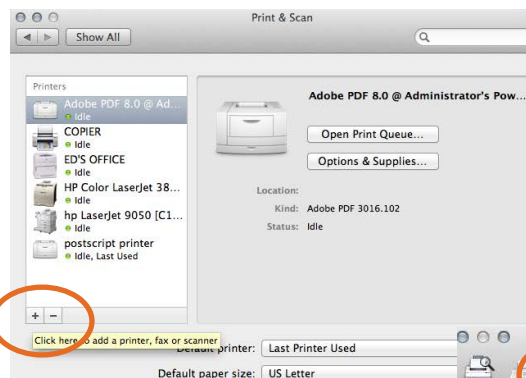
MICROSOFT WORD TO PDF FOR MAC

CREATE A POSTSCRIPT PRINTER

Move the Sheridan.ppd file to your APPLE computer/Library/Printers/ PPDs folder



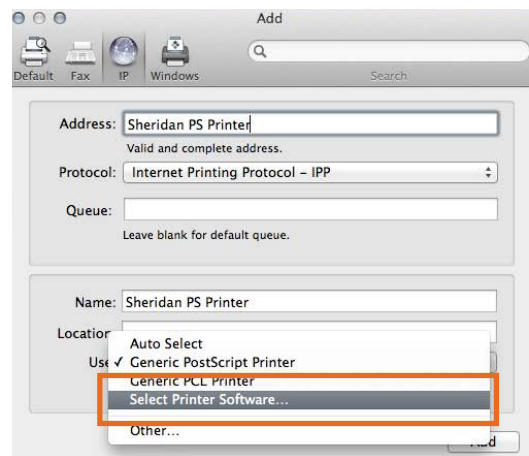
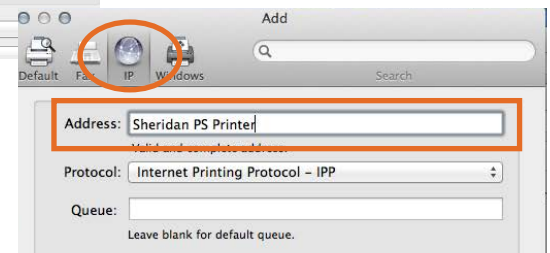
Go to System Preferences/Print & Scan
Click on the + to add a printer



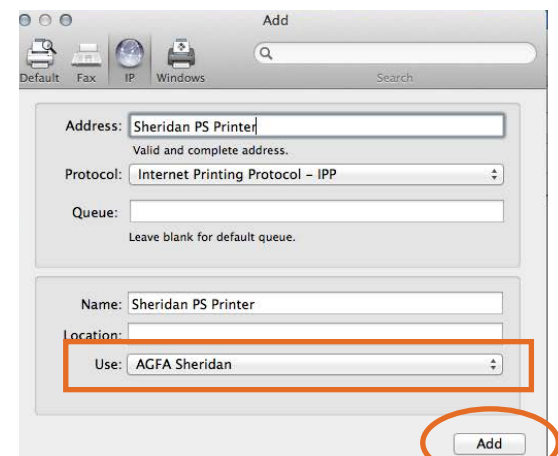
Select the IP icon at top of window
Type the Sheridan PS Printer in the Address line.

Click on the dropdown list for Use:
Use:

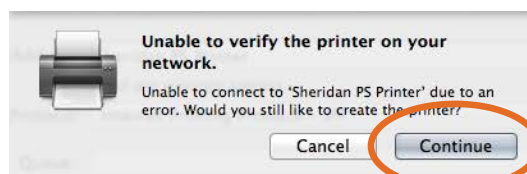
Select Printer Software...



Search and Select **Sheridan** in the list
Click Add



Possible message can come up, click Continue



You have created a postscript printer.

MICROSOFT WORD TO PDF FOR MAC

LOAD JOB OPTIONS TO ADOBE DISTILLER

Save the **Sheridan_Dist10.joboptions** file to your desktop

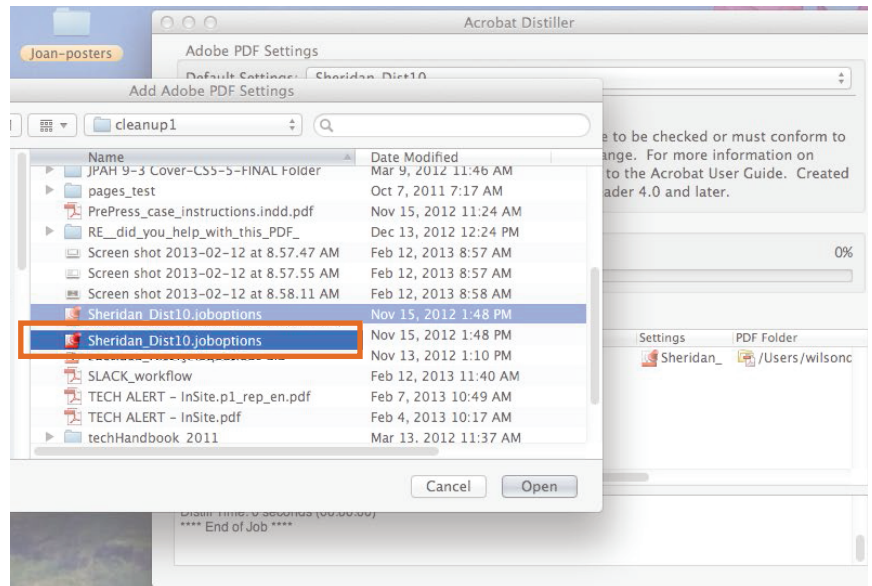
Launch Adobe Acrobat Distiller

Choose **Settings...**

Add Adobe PDF Settings...

Navigate to your desktop and choose the **Sheridan_Dist10.joboptions** file

Click **Open**

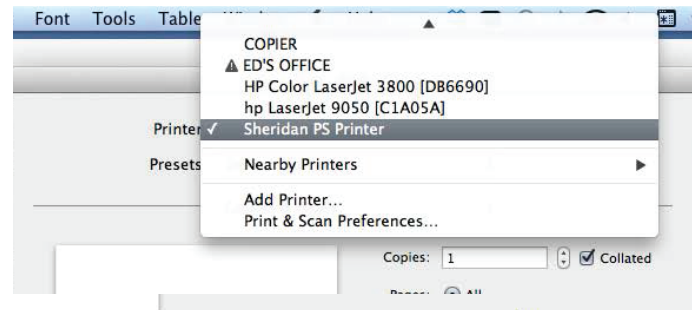


CREATE PS FROM MICROSOFT WORD

When you are ready to create PDF(s) for print, do the following:

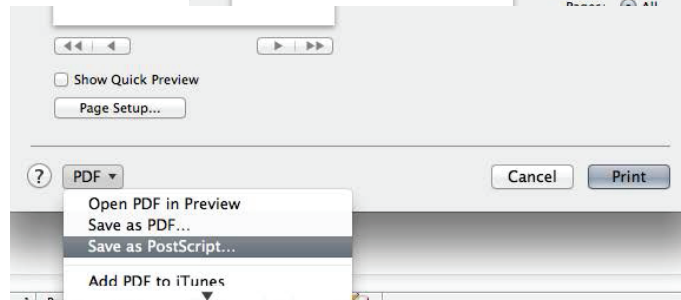
Go to **File/Print**

Choose **Sheridan PS Printer** in the Printer dropdown list at the top of the Print window



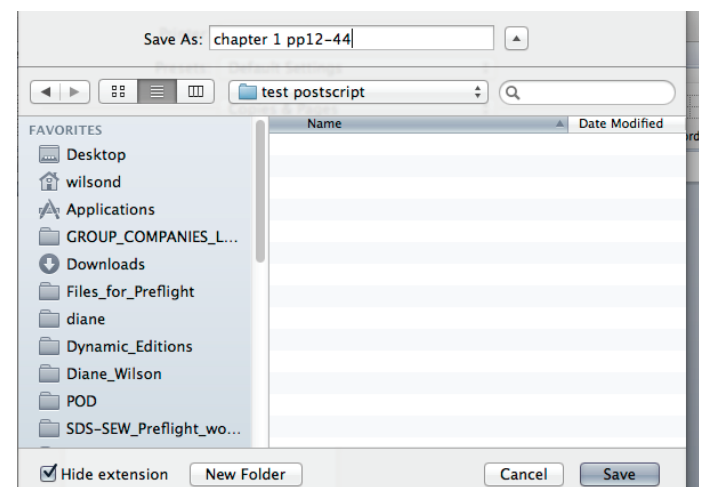
Click on the PDF dropdown list at bottom of the Print window

Choose **Save As Postscript...**



Path to a location for the Postscript files and name the file accordingly

Click **Save**



MICROSOFT WORD TO PDF FOR MAC

When Postscript files are complete,

Launch **Adobe Acrobat Distiller**

Verify the Default Setting is **Sheridan_Dist10**

Go to **File/Open**

Browse to your Postscript file location and choose the PS files.

PDFs will be created in same location as the PS files.

Send the PDFs to Sheridan PA for printing.

