



Save for Service Provider

PageMaker has a handy feature in the 'Save for Service Provider' plug-in found under the Utilities menu. This option saves the fonts you used in the document, as well as imported graphics, document, and a report, all in a new folder you can create.

Preflight your file to alert you of any problems such as missing links or fonts. Once everything is OK, hit the button on the bottom that says "Package...".



The clue they don't tell you is to **create a new folder**, naming it something different than you currently have.

Make sure you check the box that says

"Include:

Copy Fonts **All**"

Once you have that folder selected, click "Save".

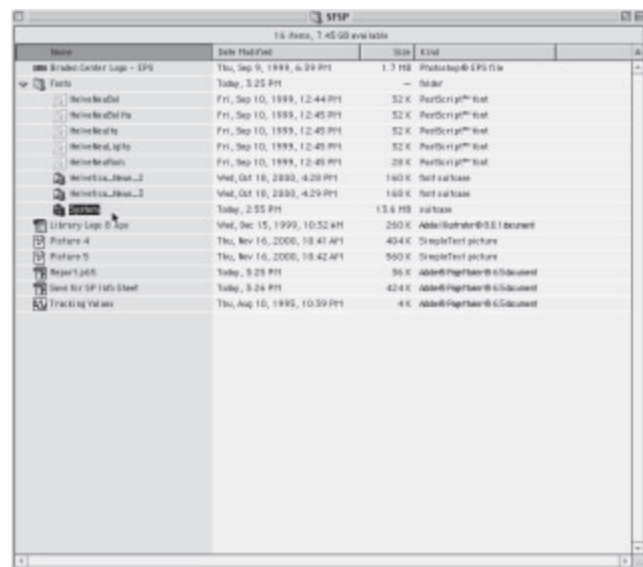
Choose "OK" when it alerts you of the license agreement regarding fonts.

After your file has been packaged, examine the resulting folder carefully.

If you have used any fonts stored in your system font folder, the whole system suitcase may be copied into the job folder.

This is very large and unnecessary. Be sure to throw this *duplicate* system suitcase in the trash AND empty your trash before you copy it to your zip disk or CD.

Send it along with the latest laser proofs of your job for the prepress department to verify the integrity of your job.



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