

PennDesign Printing Instructions Series



Xerox Phaser 7800GX Laser Printer Printing from a Mac using InDesign

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Before You Begin

- There are only 2 sizes of paper available
 - Letter - 8 ½ x 11
 - Tabloid - 11 x 17
- You cannot use your own paper in the printer.
- Make sure your document is on the **Temporary Storage** or the **Desktop**
- Check that your document is in **8-bit RGB** mode
- Edit in the **Adobe RGB (1998)** color space
- Make sure your document is **flattened**

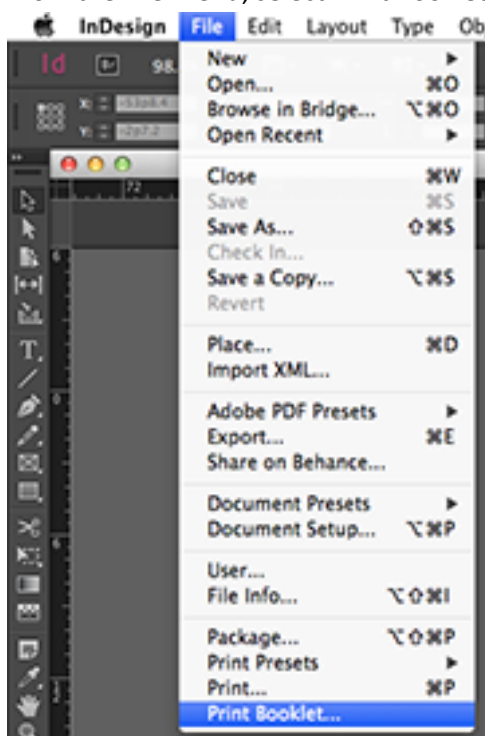
Things to Avoid

- Do not print from your server space - the job will take significantly longer to, and may not print at all
- Do not print from an external drive - the chances of your document actually printing are next to 0.
- Do not print documents with layers - this will significantly increase the amount of time it takes the printer to process the job and print.
- JPEGs are to be avoided - some will print, and some will not.

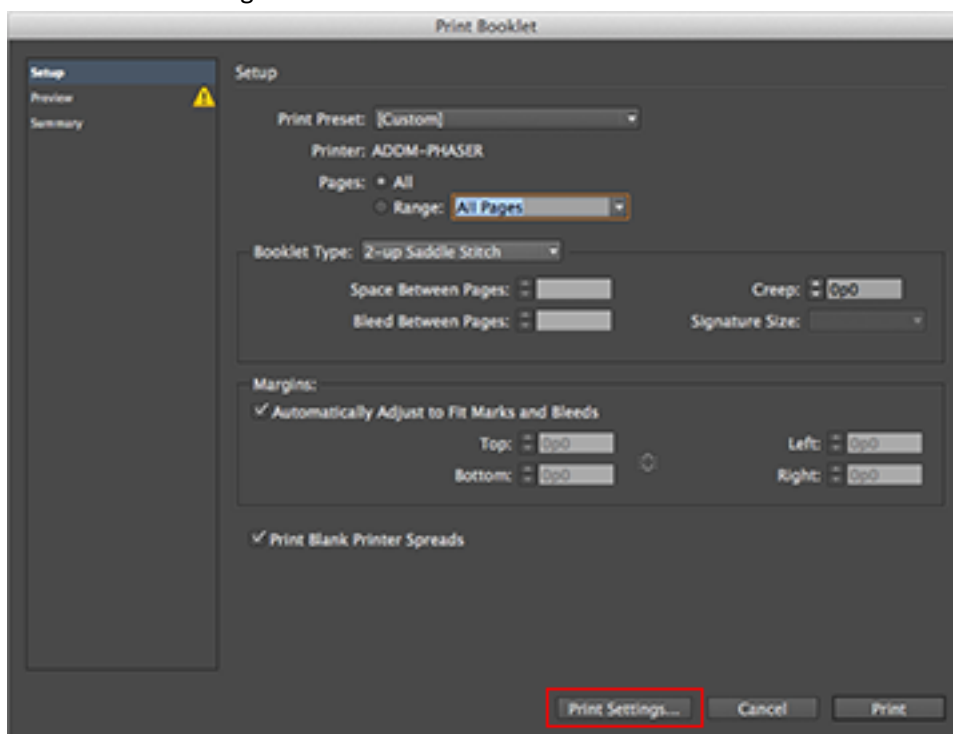
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Printing Your Document

1. From the File Menu, select Print Booklet

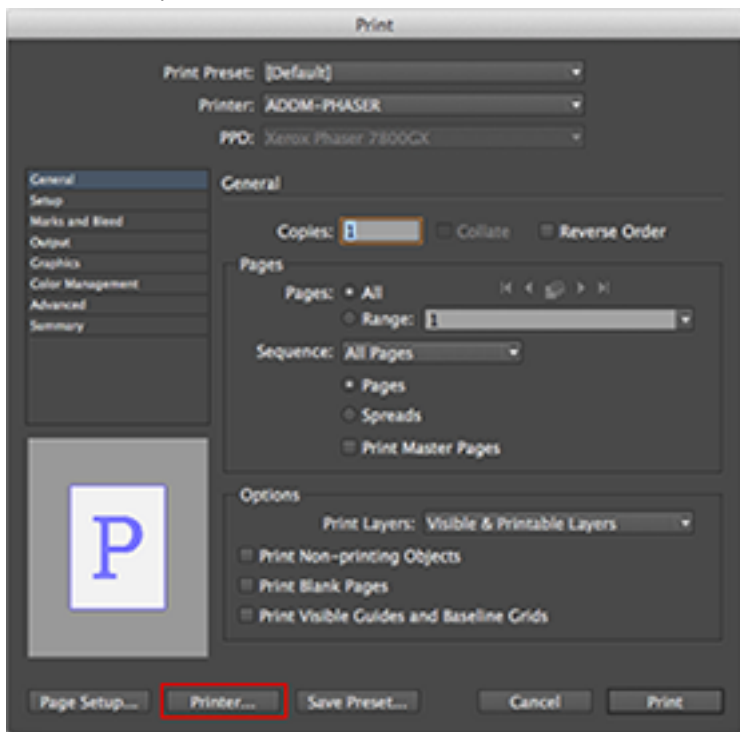


2. Click on Print Settings

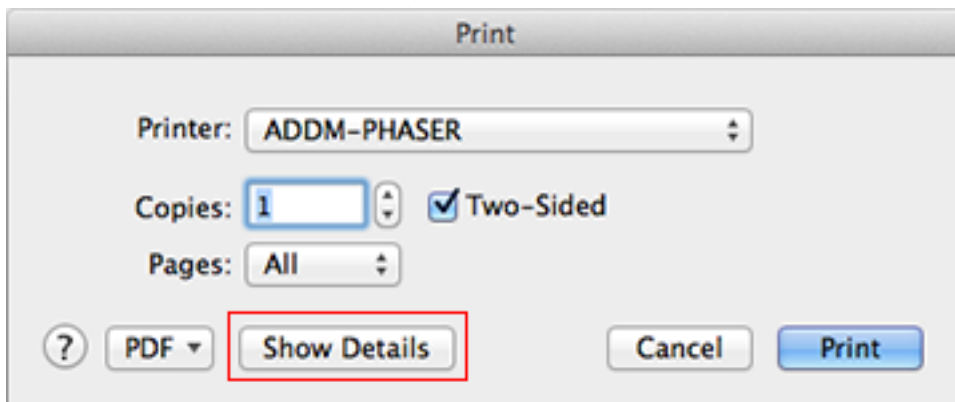


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3. Click on Setup

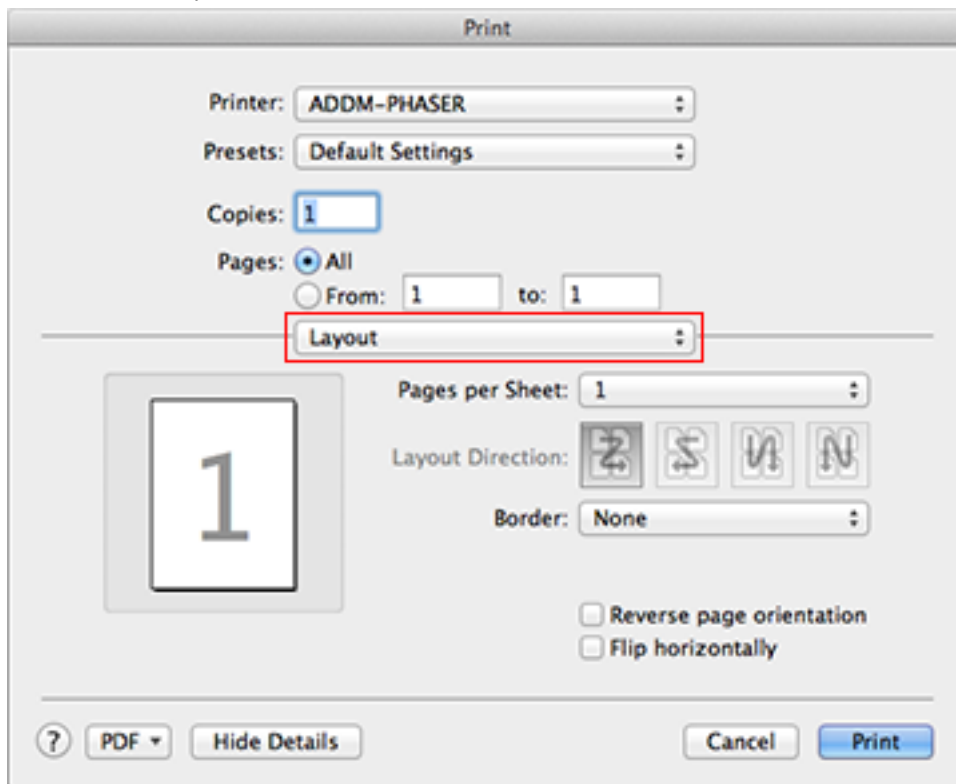


4. If the Print windows looks like this, click Show Details

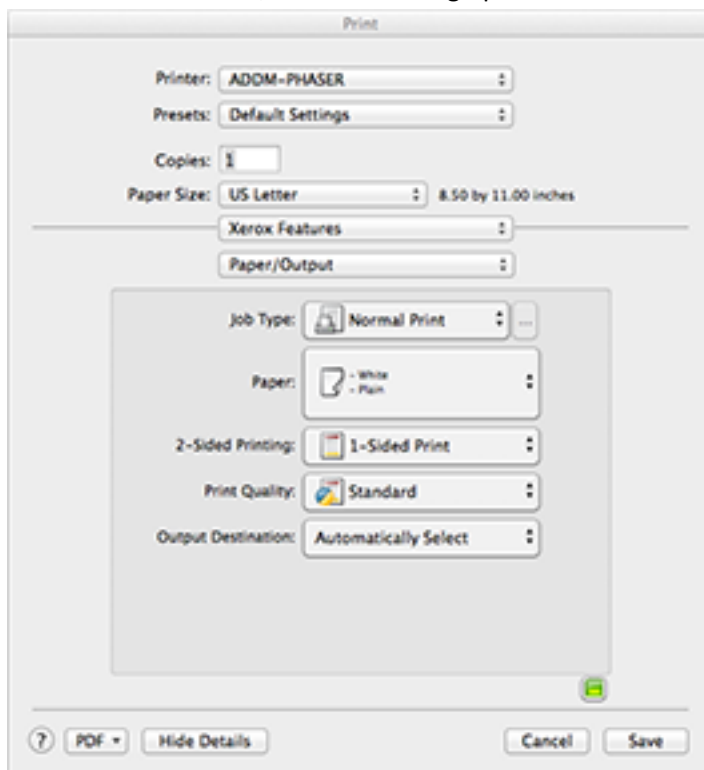


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- Now click on Layout

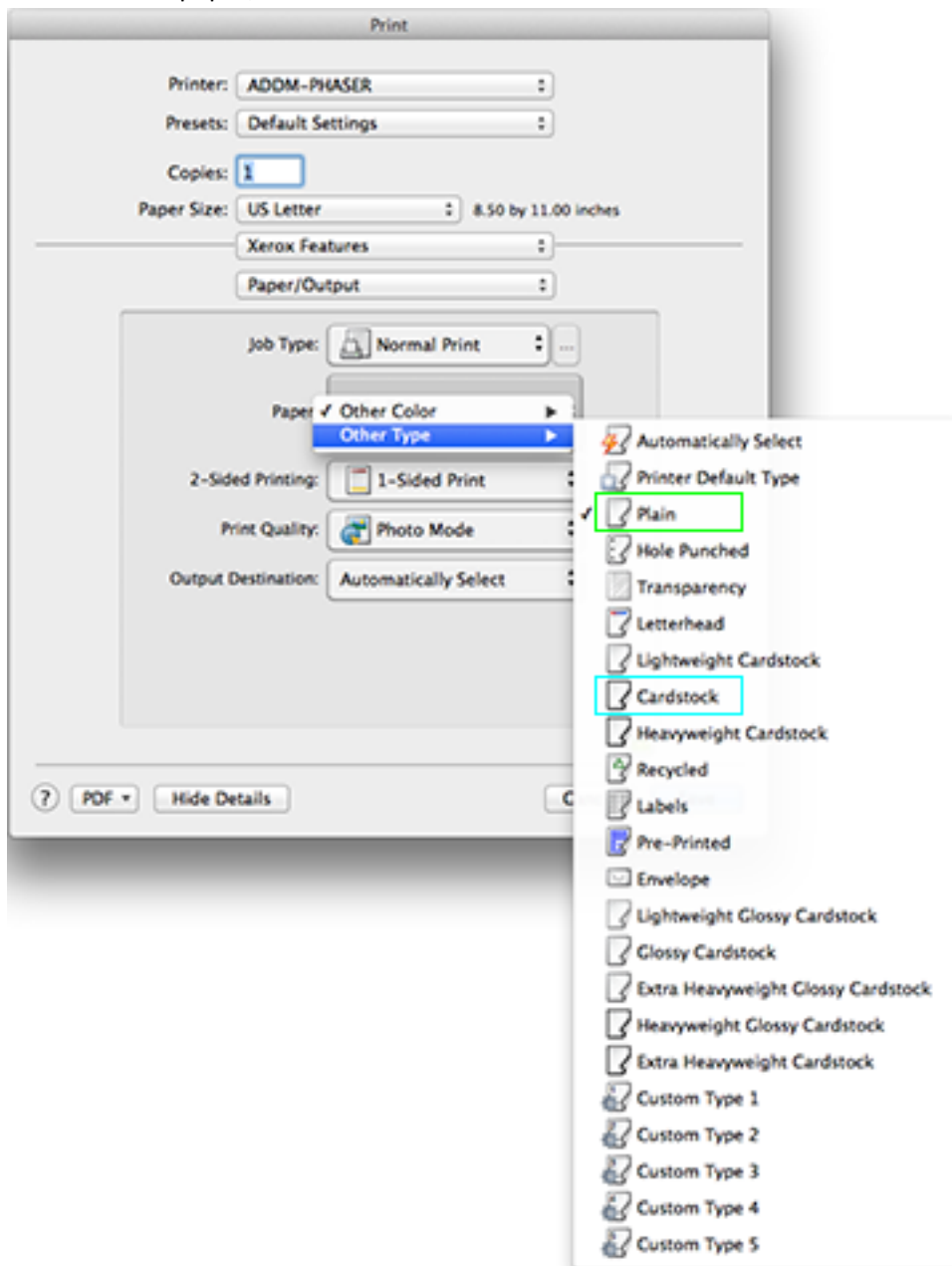


- Select Xerox features, which will bring up this window



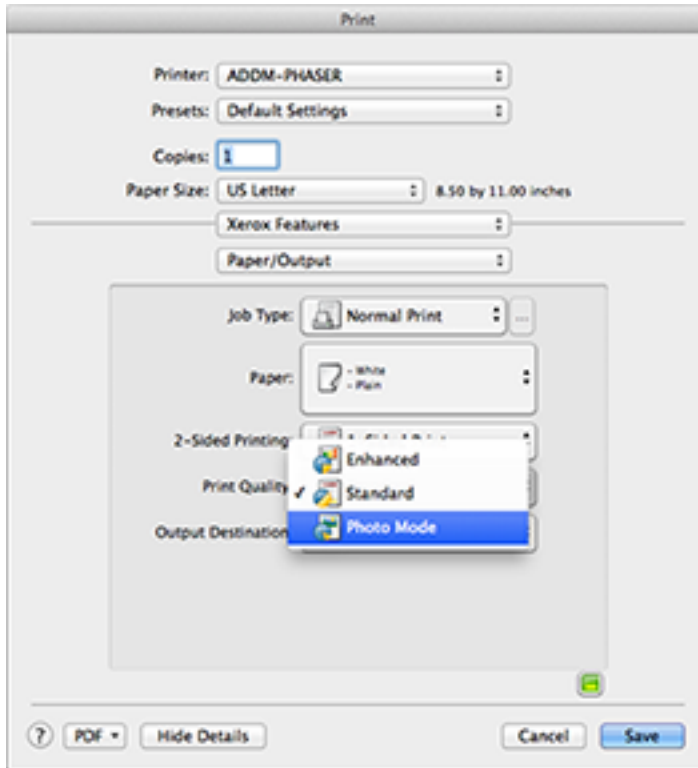
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- To select the paper type (e.g. weight)
For **Normal** paper, select **Plain**
For **Cardstock** paper, select **Cardstock**



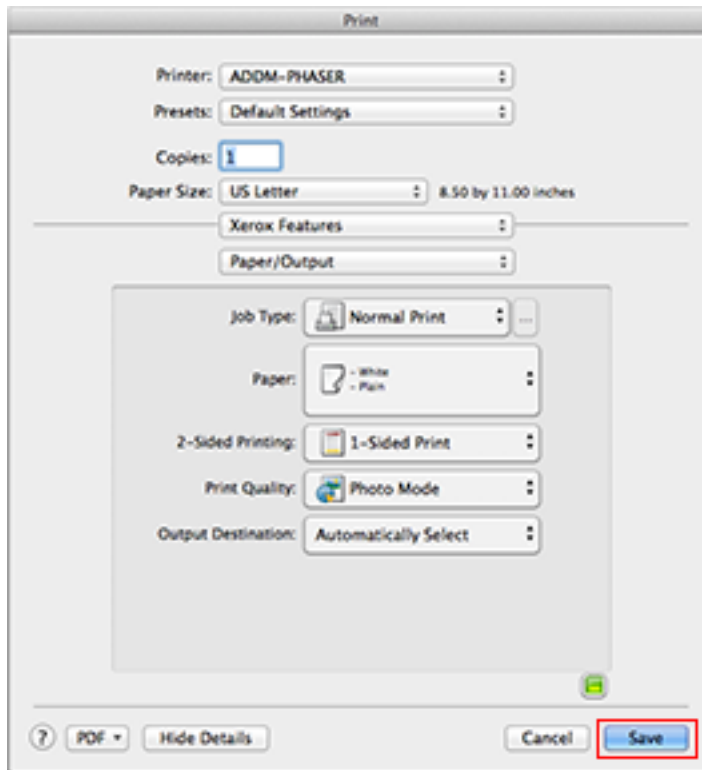
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8. Set the Print Quality. For photographic materials, we suggest Photo Mode



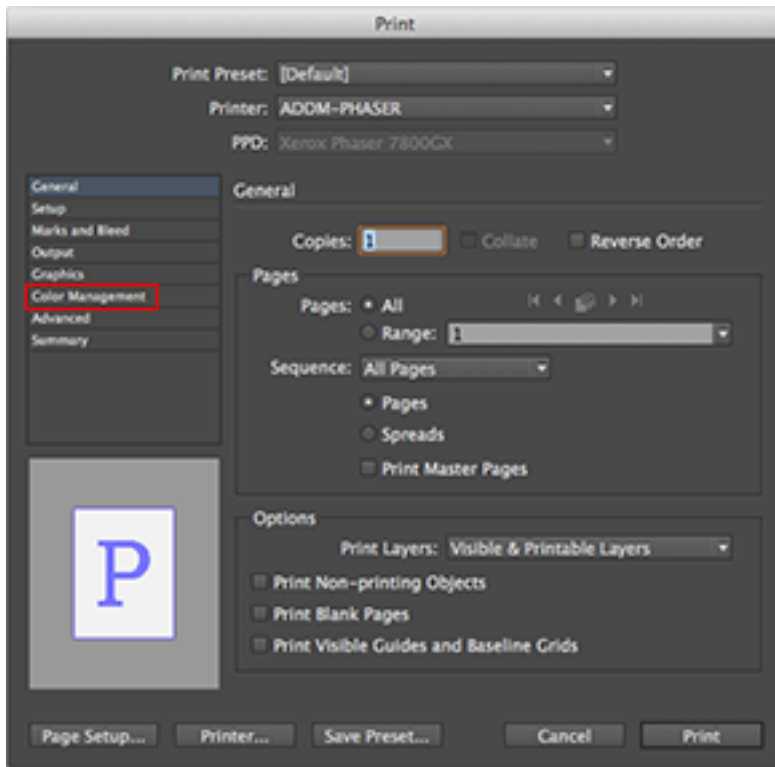
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9. Click on Save



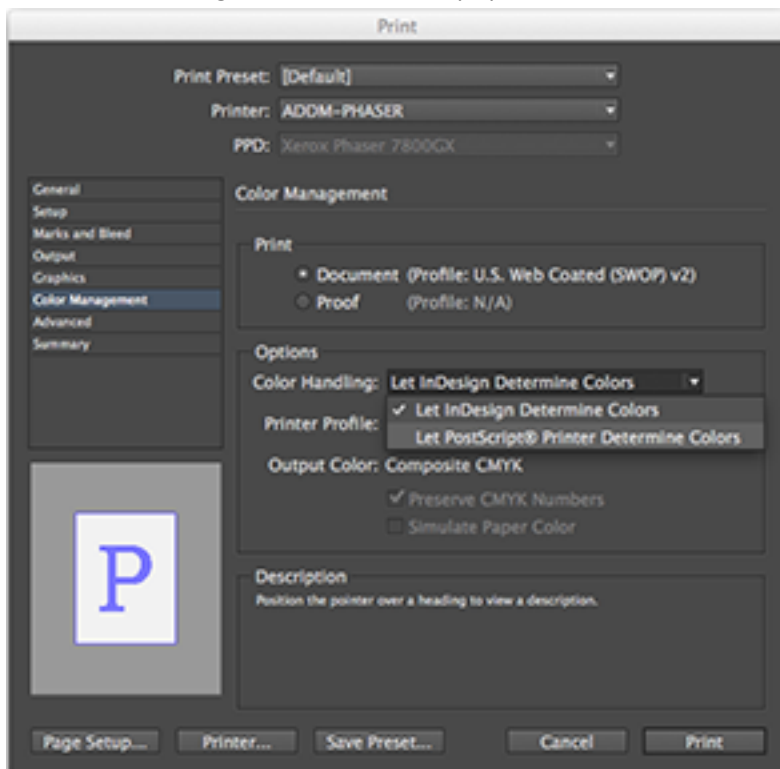
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10. After you return to the Illustrator Print window, select Color Management



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11. For Color Handling, select Let PostScript printer determine colors



12. Click on Print

