## MAC OSX PLOTTING FROM ACROBAT **UW CBE ARCHNET**

How to setup your document to print correctly to the Archnet plotters:

## **BEFORE PRINTING**

Open up the PDF and if needed, rotate the document so that the orientation matches the plotter paper which is a vertically tall job (rather than horizontally long). You can either right click on the document or select "Rotate View" from the "View" menu.





## **TO PRINT**

Open up the PDF and from the "File" menu select "Print". From the print dialog box, select the desired plotter and then click on "Page Setup". If prompted by Acrobat to whether or not to proceed, click "Yes".

ile Edit	: View	Window	Help	
Open				жΟ
CreateP Open Re	DF Online ecent File	e		•
Save Save As				₩S ►
Share Fi Attach t	les Using o Email	SendNow	Online.	
Get Doc	uments S	Signed		
Revert				



3

From the "Page Setup" dialog box, select the plotter from the "Format for" drop down menu.

From the "Paper Size" drop down menu, select "Manage Custom Sizes" and then click "Ok".

3	Click on the "+" button on the bottom left and then enter
	your page dimensions on the right. The width should be
	smaller or equal to the max plotter width to prevent the
	scaling down of your print. Click "Ok" once all the correct
	information is entered. Click "Ok" in the following window
	to complete page setup.



	Print		l
Printer: HPT7100	Advanced	Help 🕡	
Copies: 1			
Pages to Print		Comments & Forms	



Verify all the information in this dialog box and make sure the preview window shows all of your document in the "Preview" box to the right. Size Options should be set to "Actual Size". Under Orientation, select "Portrait".

Once all the information is correct, click the "Print" button to send the print to the plotter.

		Document and Markups 🗧
Current page		Summarize Comments
Pages 1		
More Options		42 x 55 Inches
Page Sizing & Handling 🗊		STRENGTHENING THE EDGES
🚰 Size 🖶 Poster	Multiple Booklet	
Size Options:		
🔾 Fit		and a second sec
<ul> <li>Actual size</li> </ul>		
Shrink oversized pages		
	G	
Orientation:		
Auto portrait/landscape		
<ul> <li>Portrait</li> </ul>		
🔵 Landscape		
		Page 1 of 1
Page Setup Printer		Cancel Print

If your plot/print fails or you are just unsure about the settings, please ask for help from archnet staff at the Helpdesk, or email us at archnet@uw.edu. We'll be happy to help!