

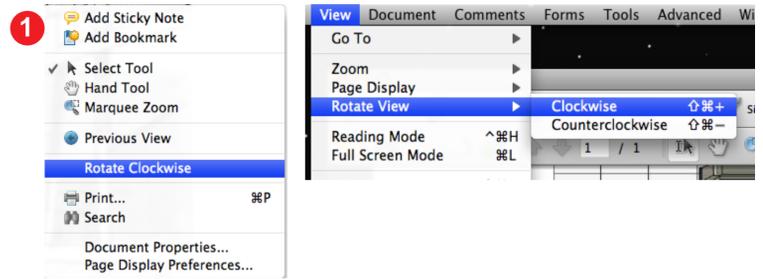
# MAC OSX PLOTTING FROM ACROBAT

UW CBE ARCHNET

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

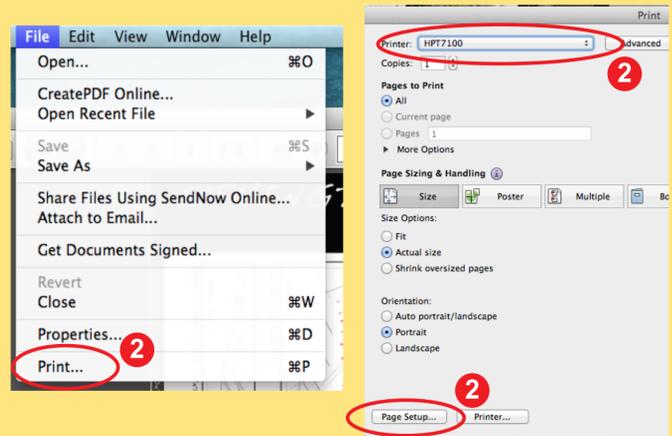
## BEFORE PRINTING

- 1 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.

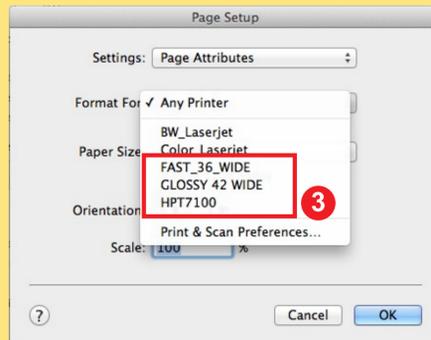


## TO PRINT

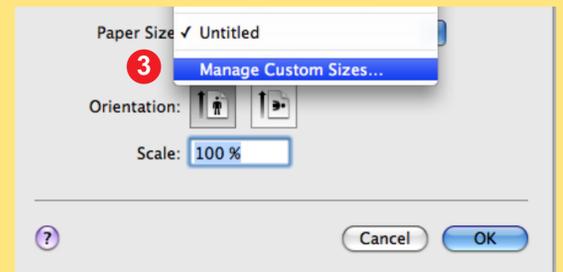
- 2 Open up the PDF and from the "File" menu select "Print". From the print dialog box, select the desired plotter and then click on "Page Setup". If prompted by Acrobat to whether or not to proceed, click "Yes".



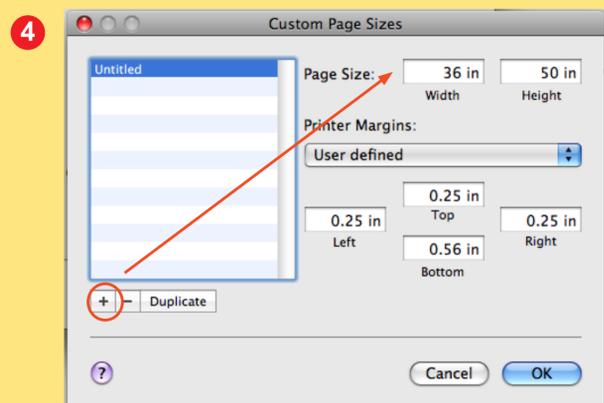
- 3 From the "Page Setup" dialog box, select the plotter from the "Format for" drop down menu.



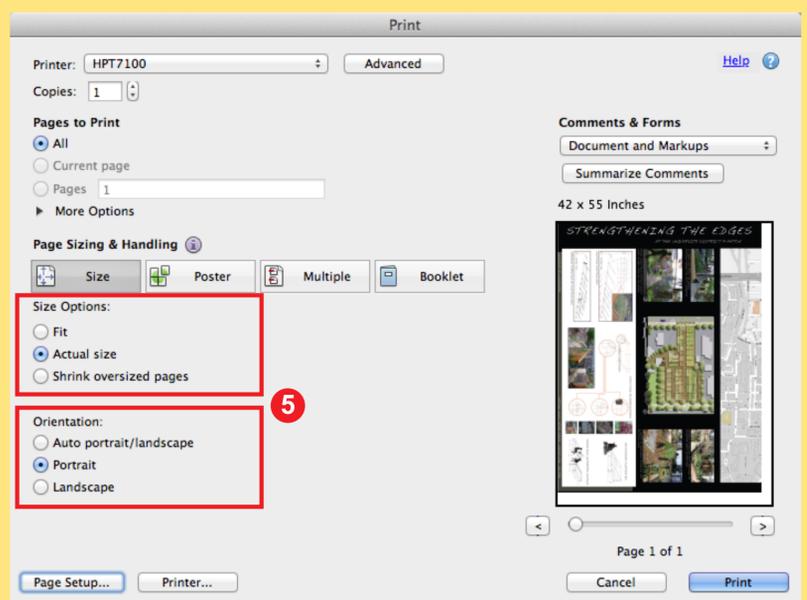
From the "Paper Size" drop down menu, select "Manage Custom Sizes" and then click "OK".



- 4 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.



- 5 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.

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](mailto:archnet@uw.edu). We'll be happy to help!