CONVERT AN ILLUSTRATOR FILE TO A PDF FORMAT
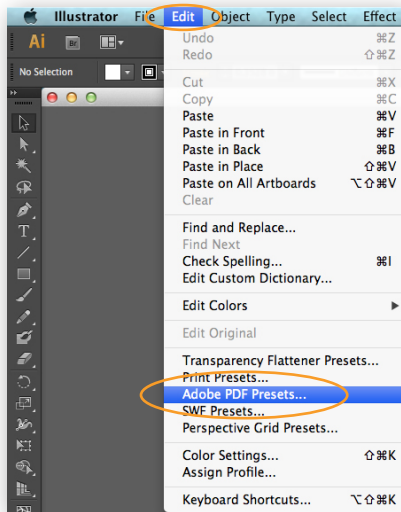
There are two steps:

        I. Upoad the LEP PDF Preset
        2. Save your artwork file as a PDF
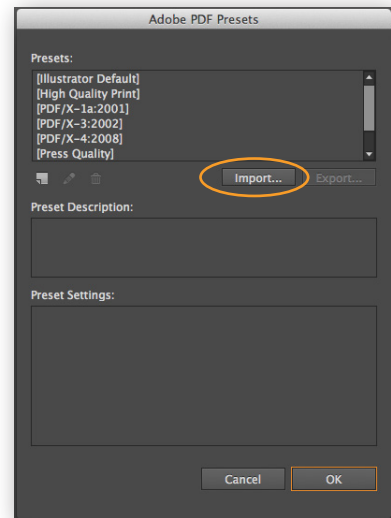
STEP ONE: UPLOAD LEP'S PDF PRESET INTO ILLUSTRATOR. TO DO THIS:

Ia. Download the LEP PDF Preset from the 'How do I convert my artwork file to a PDF?' article in the Support Centre.
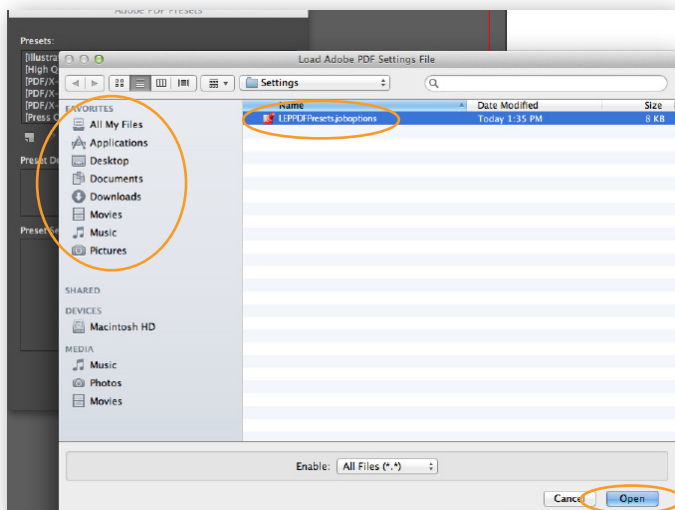
Ib. In Illustrator go to EDIT and then scroll down to and select ADOBE PDF PRESETS.
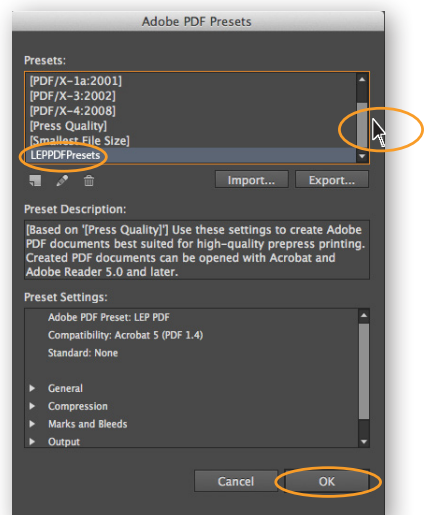

Ic. A new window will open displaying Adobe's standard PDF presets. Select IMPORT.

Id. Another new window will open. Navigate to your saved LEP PDF Preset, select the preset and then OPEN.

Ie. You will then be redirected back to the previous window. In the PRESETS section scroll down to LEPPDFPresets and select OK.
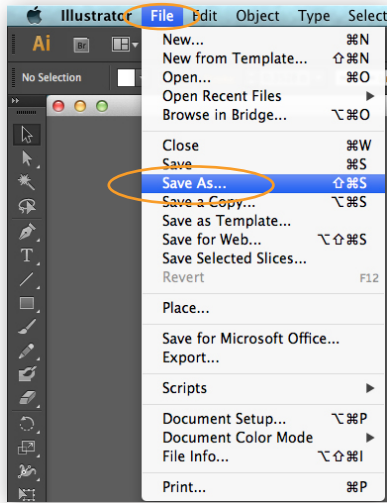

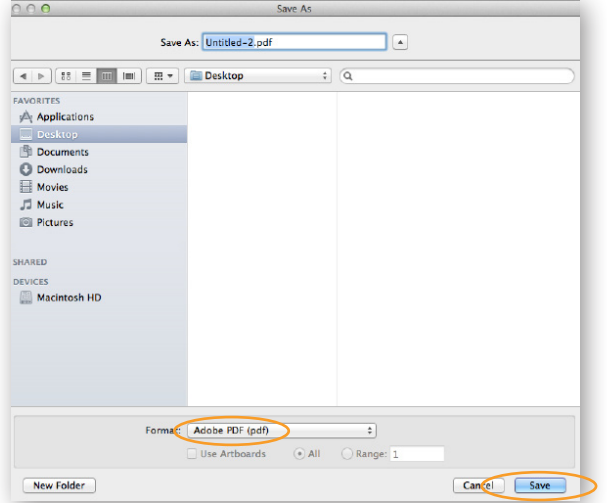LEP PDF Preset will now be stored as an easy access preset to ensure artwork is exported correctly and ready to print!

CONVERT AN ILLUSTRATOR FILE TO A PDF FORMAT

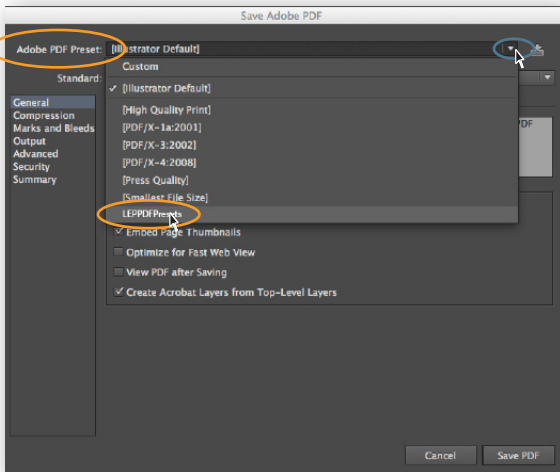## STEP TWO: SAVE YOUR ARTWORK FILE AS A PDF

2a. In Illustrator go to FILE, then scroll down and select SAVE AS.
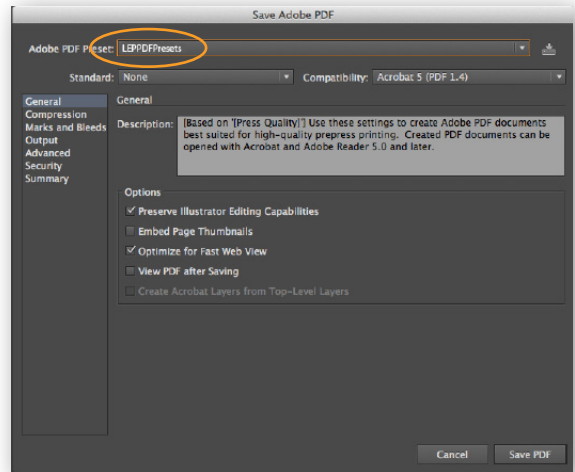

2b. A new window will appear. Select the format as ADOBE PDF (pdf) and select SAVE.
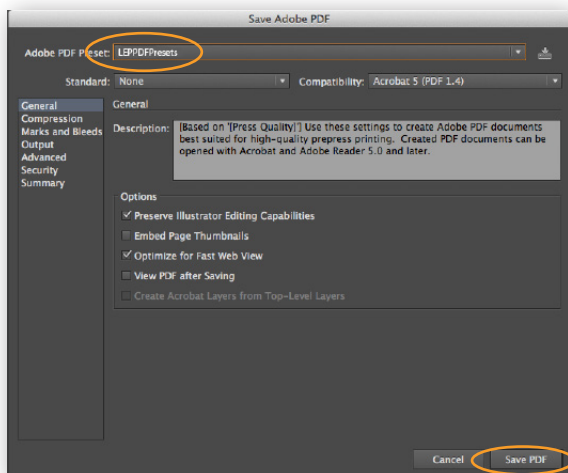

2c. Another new window will appear. Select the drop down arrow on the right and scroll down and select LEPPDFPresets.

2d. The drop down box will close and LEPPDFPresets will be selected in the Adobe PDF Preset box.

2e. Before saving your PDF please ensure the document colour mode is CMYK and you have followed the Essential and General Instructions in the Specification Sheet available from the downloads page of the public website. Then Select SAVE PDF.

2f. Congratulations! Your PDF is now ready to upload with your order in LEP Online.