CONVERT A PHOTOSHOP FILE TO A PDF FORMAT
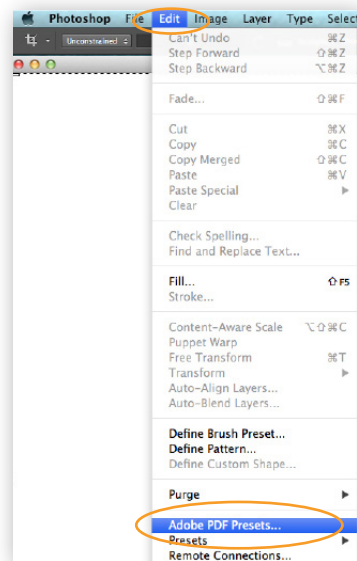
There are two steps:

       1. Upload the LEP PDF Preset
       2. Save your artwork file as a PDF
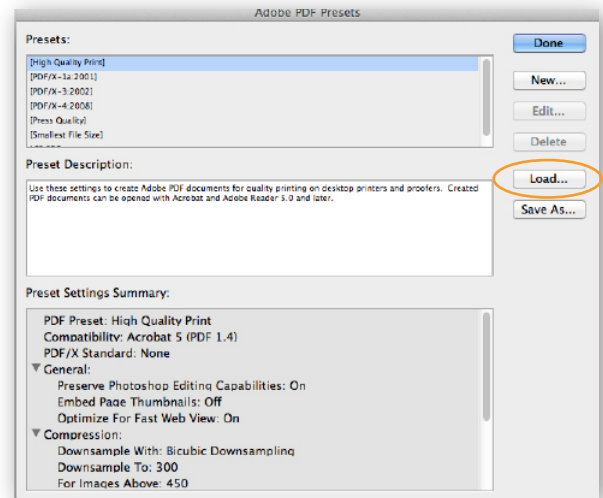
STEP ONE: UPLOAD LEP'S PDF PRESET IN PHOTOSHOP. TO DO THIS:

1a. Download the LEP PDF Preset from the 'How do I convert my artwork file to a PDF?' article in the Support Centre.
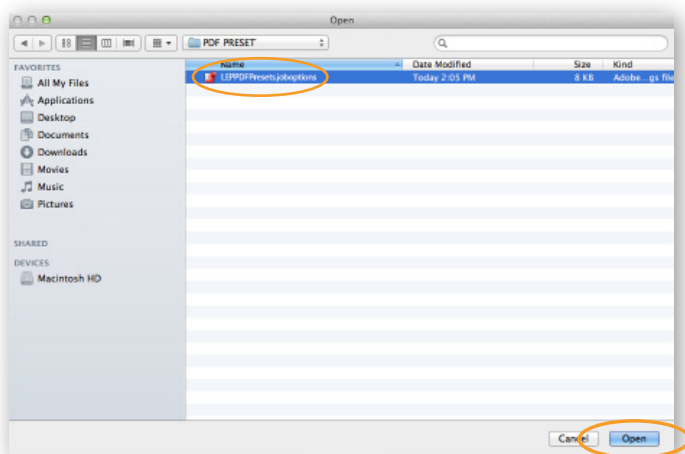
1b. In Photoshop go to EDIT and then scroll down and select ADOBE PDF PRESETS.
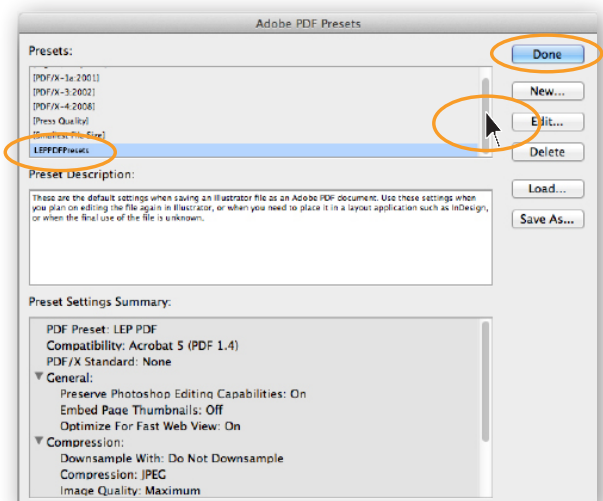

1c. A new window will open displaying Adobe's standard PDF presets. Select LOAD.

1d. Another new window will appear. Navigate to your saved LEP Preset, select the preset and then OPEN.

1e. You will then be redirected back to the previous window. In the PRESETS section, scroll down to LEPPDFPresets and select DONE.
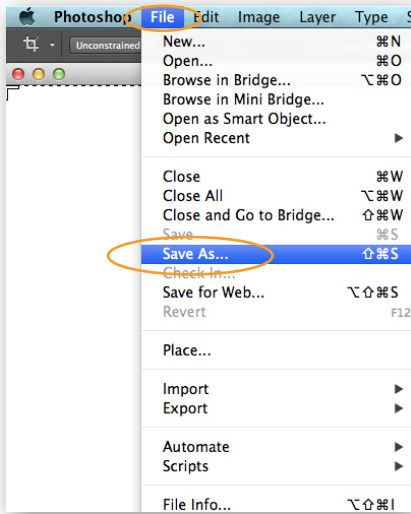

LEP PDF Preset will now be stored as an easy access preset to ensure artwork is exported correctly and ready to print!
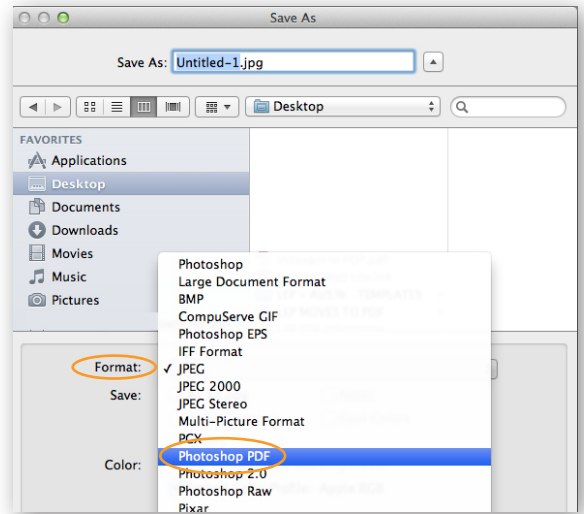
CONVERT A PHOTOSHOP FILE TO A PDF FORMAT

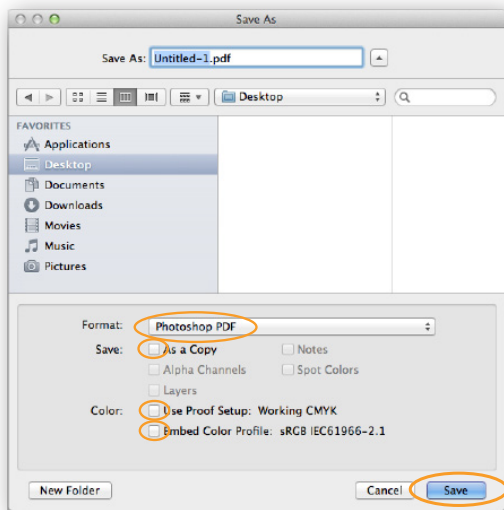## STEP TWO: SAVE YOUR ARTWORK FILE AS A PDF

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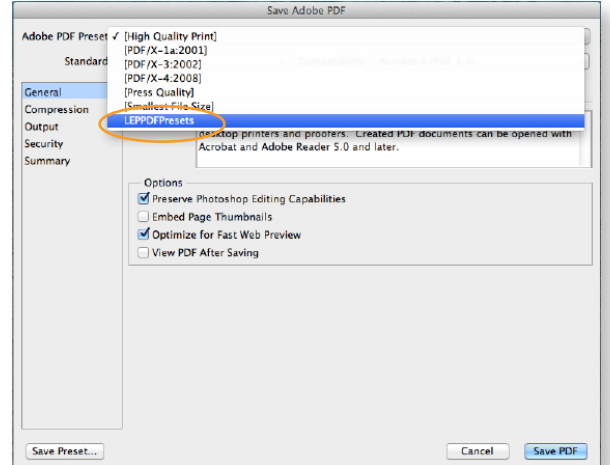

2b. A new window will open. Select the FORMAT drop down box and select PHOTOSHOP PDF.

2c. The format is now PHOTOSHOP PDF and all the boxes underneath are to remain unchecked. 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.

2d. A new window will appear. In the Adobe PDF Preset section select the drop down box and scroll down and select LEPPDFPresets. The select SAVE PDF.

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