Α

Add documents button described 42-43 command described 41-43 how to 58 menu command 58 to Files List 7, 12, 41-43 to collection list 91 to job 7, 12 tutorial on Assigning a Profile *see also:* Profiles how to 38 tutorial 18

В

Button Bar functions described 42-43 icons defined 42

С

Caution Checkbox see "Show only" checkbox Caution Flag see Problem Severity Flags Collecting Job Elements see also Collection button described 42-43 described 87-92 menu command 89 tutorial on 33-34 Collection button described 42-43 creating a, how to 89 compressing a, how to 90 Collecting job elements, how to 89-91 folder contents 88 items collected 87, 88 options described 87 Preview dialog 88 tutorial on 33-34 Color Profile Items see also Colors described 74 listed 98 conditions tested 74 Color Sample see also Colors accessing 49 where shown 49 Colors information gathered about 49 info window 49 Profile Items see Color Profile Items tab described 49

Compressing a collection see also Collection how to 90 Configure Profiles see also Profiles command described 67-68 how to 67-68 tutorial on 17-18 Contact 35.36 tab described Correcting problems *see also* Problems with Pilot, described 83 going to, with Pilot 84-85 tutorial on 22-31 Creator Picture File, where listed 46,47 CMYK color values, where shown 49

D

Date *see* also Log tab document added to list 50 note created 51 Default Job Ticket see Job Ticket Output Instructions see Output Instructions Profile see Profiles Default Output Instructions see also Output Instructions menu command 64 Default Ticket see also Job Ticket menu command 63 Delete Entry of a note 51 Delivery tab 29, 31 Document name, where shown 39, 44, 45, 46, 47, 48, 50, 77, 79, 81, 83 Document Info window accessing 45 described 45 **Duplicate documents** command described 57 how to 57 menu command 57

Ε

Edit Job Ticket, how to 35 Note, how to 51 Profiles, how to *see* Configuring Profiles Edit Job Ticket see Job Ticket Eff Res of a Picture, where shown 46 **Embedded Pictures** explained 92 collecting 87 Equipment needs 1 Error Checkbox see "Show only" checkbox Error Flag see Problem Severity Flags Exclude pages button described 42-43 command described 41-43 from Report, how to 78 how to 56 Exclude from Report see Report **Export Job Info** see also Exporting job information menu command 60 Exporting job information 60

F

Files adding to a Job 12, 41, 42-43, adding to a Collection 91 Files List described 44-45 tab described 44-45 Flags *see* Problem Severity Flags Font see also Font Info window, Fonts tab information gathered about 48 info window 48 tab described 48 Screen Font name, where shown 48 Style applied, where shown 48 Printer Font name, where shown 48 Profile Items see Fonts Profile Items Type, where shown 48 System Status of, where shown 48 Foundry name, where shown 48 Version of, where shown 48 Font Info window accessing 48 described 48 Fonts Profile Items described 71 listed 94 conditions tested 71 Fonts tab accessing 39 described 48 opening detailed info window 48 Foundry of font, where shown 48

G

General Profile Items described 70 listed 93 conditions tested 70 Generating reports *see also* Report button described 42-43 how to 78 tutorial on 20-21

I

Ignore Flag see Problem Severity Flags Ignore Checkbox see "Show only" checkbox Include pages button described 42-43 command described 41-43, 56 in a Report 41, 42-43, 56, 79 how to 56 Include/Exclude pages see also Include pages, Exclude pages menu command 56 Inspect see also Inspecting documents button described 42, 43 command described 42, 43 Inspecting documents automatically, preference 62 how to 55 tutorial on 13-16 Inspect Selected see also Inspecting documents menu command 55 Installation 2 Instructions tab described 29, 32 adding to Job Ticket 32 Item see Profiles

J

Job Collection see Collection creating a new 12 File, creating 2 Jacket see Job Jacket Ticket see Job Ticket Job Jacket **Button Bar** Colors tab described 39, 49 Files List described 39, 40-41, 44 Files tab described 40, 41-45 39, 48 Fonts tab described Pictures tab described 39, 46-47 "Show only" checkboxes 39, 40, 41 45 window described 39

Job Ticket creating 35 Default ticket 38 described 35, 36 editing 35 menu command 35 tabs described 36-38 tutorial on 32 window described 36

L

Line Screen defined 52 specifying 52, 53 Log tab 50

Μ

Media tab described 29, 31 Mode of a Picture 46

Ν

Name of document, where shown 39, 44, 45, 46, 47, 48, 50, 77, 79, 81, 83 of font, where shown 45, 48, 49, 77, 79, 80, 81 of color, where shown 45, 49, 77, 79, 80, 81 of note creator 51 of picture, where shown 45, 47, 49, 77, 79, 80, 81 Navigating problems with Preflight Pro Pilot, how to 83-85 tutorial on 22-31 New job, creating a 12

0

Notes tab 51

Open documents button described 41-43 command described 41-43, 59 how to 59 menu command 59 Open Pilot see also Pilot button, described 77 using 84 Order Info tab 29, 30 **Output Instructions** applying to multiple documents 53 button described 42-43 Default, specifying 53 specifying 52, 53 tab described 52-53

Ρ

Page Color found, where shown 45, 49, Font found, where shown 45, 48 icons described 44, 45 icons discussed 56 Picture found, where shown 45, 47, 48 Problem found, where shown 44, 77, 79, 81, 83 Personalizing Preflight Pro 3 Profiles see Profiles Picture Box Profile Items described 72 listed 95-96 conditions tested 72 Picture File Profile Items described 73 listed 97 conditions tested 73 Picture Info window accessing 47 described 47 Pictures *see* also Pictures tab information gathered about 46, 47 Pictures tab accessing 47 described 46 opening detailed info window 47 Pilot correcting problems with, tutorial 22-31 described 83 going to a problem with 84 going to a different problem with 85 using 84-85 tutorial on 22-31 Pilot palette see Pilot Preferences Auto-inspect documents 62 Leave documents open in QuarkXPress 62 Show full pathname 62 Only Analyze when Building Report 62, 80 Default Ticket 63 Default Output Instructions 64 General, setting 62 General, described 62 setting 62-64 Specify copy of QuarkXPress 62 Preflighting defined 5 overview of steps 7-9 steps summarized 8 tutorial on 11-34 commands described 39-92

Preflight Pro see also Preflighting benefits 1, 5 button described 83 button, using 85 menu command 86 tutorial on 11-34 XTension, where to place 1, 2 Printed Reports see also Reports described 81 how to print 82 types of 81 **Printer Font** name, where shown 48 **Printing Ink** defined 49 specifying 52, 53 type, where shown 49 Problem see also Problem Items, Problem Severity Flags, Pilot assigning severity to 67-68 detail area, of Pilot 83 detail area, of Report window 77 determining severity of, tutorial on 17-18 correcting, tutorial on 22-31 items, list of 93-99 reporting, tutorial on 19-22 what constitutes a 65 Problem flags see Problem Severity Flags Problem Item(s) complete list of 93-99 flags see Problem Severity Flags opening detailed info window for 80 **Problem Severity Flags** checkboxes see "Show only" checkboxes described 65, 67 discussed 9, 17-18, 65-68, 77, 78, 83 categories of 67 meaning of 67 tutorial on 17-18 Profile Items see also Profiles Item defined in Pilot 83 described 70-75 listed 93-99 Profile Sections see also Profiles Section defined in Pilot 83 described 70-75 Items included in 93-99 Profiles assigning 68 configuring 67 described 65-75 dialog described 65 Item defined in Pilot 83 Items described 70-75 Items listed 93-99

Section defined in Pilot 83 Sections, items included in 93-99 sharing 69 tutorial on 17-18 Understanding Profile Items 70-75 where to place 69 when looked at 66 Working in the Profile dialog 65 Working with 65-69 why needed 66

Q

QuarkXPress correcting problems in, how to 83-86 correcting problems in, tutorial 22-31 Preflight Pro menu in 86 XTension for Preflight Pro 1, 2

R

Relinking Documents 61 Remove documents button described 42-43 command described 41-43 from Files List 41, 42, 43, 58-59 from Collection list 91 how to 59 **Registering Preflight Pro** electronically 3 Registration Form Back of manual Report button described 42-43 described 77-82 Consolidated Report described 79, 81 Consolidated Report printout 81 function described 77 how to generate a 78 Job Inventory Report 81, 82 Report On list described 77, 79 printing 81-82 tutorial on 19-22 window described 77, 79-80 Remove Documents button described 42-43 menu command 59 how to 59 from collection list 91

S

Sample FIles about using 10 tutorial using 11-34 Screen Angle *see* also Colors of a color, where shown 49 Screen Font see Fonts name, where shown 48 Section see Profiles Selected column described 44 Setting Preferences see Preferences Spot Color defined 49 specifying 52, 53 Sharing Profiles see also Profiles described 69 how to 69 Show/Next button described 83 using 84 "Show only" checkboxes see also "Problem Severity Flags" defined 45 described 45, 67-68, 77, 79, discussed 20-21 tutorial on 15-21 using 15-21 Status column described 44 icon defined 45 icon discussed 15, 19, 27, 29, 44, 45 of document discussed 29, 44, 45 of Picture, where shown 46 Style of font, where shown 48 Suggestions how to make 4 submission form Back of manual System Status of font, where shown 48

Т

Technical Support contacting 4 website address 4 Thumbnail Preview see also Pictures of picture, accessing 47 shown 47 Ticket see Job Ticket Time *see* also Log tab document added to list 50 Total pages in a document, where shown 44 problems found, where shown 83 **Trapping Profile Items** described 75 listed 99 conditions tested 75

Trim Size defined 52 specifying 52, 53 Troubleshooting info, where to find 4 Tutorial Collecting Job Elements 33-34 Correcting Reported Problems 22-31 Document Inspections 13-14 Examining Inspection Results 15-16 Filling out the Job Ticket 32 Preflight Pro 11-34 Profiles 17-18 Problem Reports 19-22 Starting a Job 11-12 Type of picture, where shown 46 of color, where shown 49 of font, where shown 48

U

Update Analysis Now command described 80

V

Version of font, where shown 48

Х

XTension for Preflight Pro, where to place 1, 2