IMPOSER™

Printer Spreads for QuarkXPress

What is Imposer?

Imposer is an XTension, which imposes pages from a single QuarkXPress document into printer spreads. Imposer does not need to rearrange or shuffle pages in a document, because the reordering is handled in the print stream. Imposer compensate for bleed, creep, cross-over trapping, page gaps and plate margins. Imposer also allows for the placement of custom marks when used in conjunction with the MarkIt XTension (also from a lowly apprentice production, inc.).

What Imposer adds to QuarkXPress

Imposer adds a single command to the QuarkXPress menu:
File > Imposer.

File	
New	▶
Open...	⌘O
Close	⌘W
Save	⌘S
Save as...	⌘⌥S
Revert to Saved	
Get Text/Picture...	⌘E
Save Text...	⌘⌥E
Save Page as EPS...	⌘⌥⇧S
Collect for Output...	
Document Setup...	⌘⌥⇧P
Page Setup...	⌘⌥P
Print...	⌘P
Imposer...	
Quit	⌘Q

Choosing **File > Imposer** will display Imposer's Preview dialog. **Imposer** is available whenever a QuarkXPress document is open.

Tip: Choosing **File > Imposer** with the option key held down will display the printer spread containing the currently active QuarkXPress page.

Using this Manual

The manual covers all commands and techniques for the Imposer XTension. The material presented here is written with the assumption that you are already familiar with QuarkXPress and your Macintosh.

Menu commands are set in **bold** type.

The notation **File > Imposer** indicates that the **Imposer** command can be found in the **File** menu.

The "Printer Spread Setup" section beginning on page 5 describes the variety of ways you can customize Imposer to take into account creep, crossover, bleed, margins, and page gap.

To quickly begin using Imposer to output printer spreads, turn to the section entitled "Printing with Imposer" beginning on page 10.

Installing Imposer

The Imposer installer automatically places the XTension in the correct folder to be run by QuarkXPress.

1. From the Finder, hold down the Shift key as you choose Restart from the Special Menu; this will disable all extensions including any virus protection.

2. Insert the Imposer disk into your floppy disk drive and double-click the Imposer Installer icon. When the splash screen appears, hit any key or click to continue.

3. Click the Install button.

4. A dialog box will prompt you for the QuarkXPress you want to use Imposer with. Locate the copy of QuarkXPress select it and click Open.

5. You will now be asked for your name, organization, and serial number. You can find your serial number on the "Read Me First" card. Enter the required information and click OK.

6. When the installation process is complete, a message appears indicating that the installation was successful.

7. Click Quit to exit the installer and return to the Finder. Be sure to store the Imposer disk and your half of the registration card in a safe place.

Installing Demonstration Versions

The dialog box displayed after you click Install provides a Demo button that allows you to install an unserialized, limited-function version of the XTension. We included this demo to provide a sense of the benefits available from Imposer. Feel free to share the installation disk (for demos only!) with friends and co-workers.

A demo installation of Imposer will turn QuarkXPress into demo mode. To get out of demo mode, simply remove the demo version of Imposer from your QuarkXPress and/or XTension folder.

Please Note: Documents saved in demo mode (a demo version of QuarkXPress) *cannot* be opened by a regular version of QuarkXPress. We strongly recommend that you duplicate any documents that you intend to use with a demo version of Imposer.

A good rule of thumb is never work with original documents when QuarkXPress is in demo mode and NEVER save over existing documents.

A Word from ALAP

About Software Copying

Remember: by using this software you have agreed to the software license — please do not copy the product illegally. If you have multiple copies of QuarkXPress and you would like to use this software with them, a site license can be arranged.

Thank You

We extend to you our thanks for your support of this product. It is important that you understand that a lowly apprentice production, inc. is a small software company (nowhere near the size of Quark, Inc.). It is your comments and feedback that lead to improvements to this product. Please feel free to call or write with any suggestions you may have for future versions of this XTension and we will put them on our "wish list."

Also, if you encounter a problem with the software, please let us know what you did and what the XTension did — only the problems we know about can be fixed.

And finally, please be sure to send in your registration card so we can keep you informed about what we are doing.

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Working with Imposer's Preview Dialog

Imposer will preview printer spreads from the current document.

Printer Spread Pop-up Menu   Options Pop-up Menu
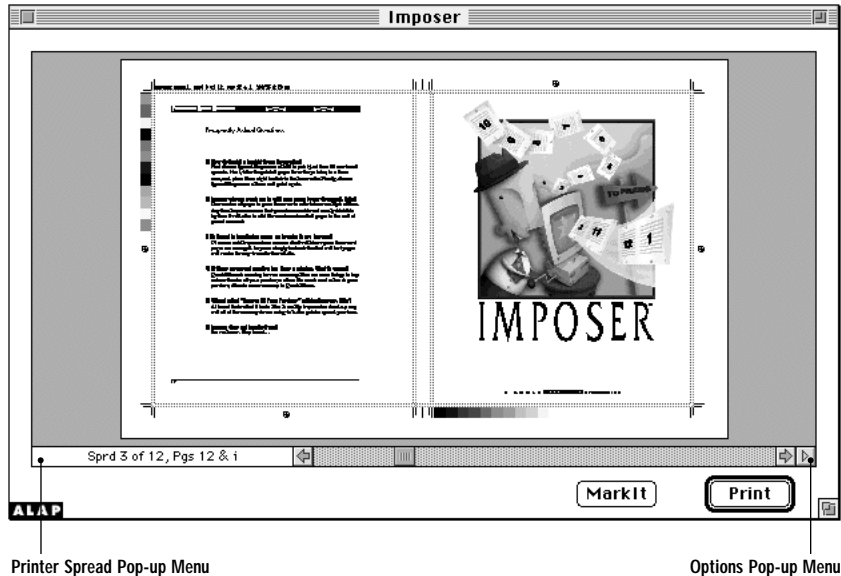
If the number of pages in the current document is not evenly divisible by four, a dialog will be displayed asking you if Imposer can add pages to the current document. Clicking **Yes** will add the required number of pages so that the total number of pages in the current document is a multiple of four. Any added pages will be placed at the end of the current document.

Navigating through the Printer Spreads

There are several ways of navigating through the printer spread preview. The most common is the scrollbar. Clicking on the scrollbar's right arrow will advance the preview to the next printer spread. Clicking on the scrollbar's left arrow will preview the previous printer spread. Clicking to the right of the scrollbar's thumb will advance your preview towards the last printer spread in increments of ten. Clicking to the left of the scrollbar's thumb will step your preview back towards the first printer spread in increments of ten.

Clicking and dragging the scrollbar's thumb will allow you to preview any printer spread. While dragging the thumb, the text within the **Printer Spreads** pop-up will update indicting what printer spread will preview once the thumb is released.

Several keyboard shortcuts are also available to assist you in navigating through the printer spreads.

The **Home** key moves the preview to the first printer spread.
The **End** key moves the preview to the last printer spread.
The **Page Up** key is the same as clicking to the left of the thumb.
The **Page Down** key is the same as clicking to the right of the thumb.
The **Up Arrow** key is the same as clicking on the scrollbar's left arrow.
The **Down Arrow** key is the same as clicking on the scrollbar's right arrow.
The **Left Arrow** key is the same as clicking on the scrollbar's left arrow.
The **Right Arrow** key is the same as clicking on the scrollbar's right arrow.

Note: Imposer attempts to optimize the amount of time it takes to preview a spread by holding as many previews in memory as possible. When Imposer runs low on memory, existing previews will be discarded guaranteeing that the preview for the current printer spread can be rendered.

Tip: Shift-Clicking on a page within Imposer's preview area will force QuarkXPress to go to that page.

Using the Printer Spread Pop-up Menu

In addition to the scrollbar, the **Printer Spread** pop-up menu provides an alternative method of navigating through your previews.

Clicking on the **Printer Spread** pop-up will display a complete list of printer spreads from the current document, including what pages are on each printer spread. Selecting an item from this pop-up will preview the chosen printer spread.

Option-Clicking on the **Printer Spread** pop-up will display the output size (including margins) of the printer spread currently being previewed.

Shortcut: Control-Clicking anywhere within Imposer's preview area will display the **Printer Spread** pop-up.

Using the Options Pop-up Menu

To access the **Options** pop-up menu, click the ▶ icon just to the right of the horizontal scroll bar. Each of the **Options** pop-up menu items are discussed in order below.

```
▽
✓ Display Bleed Guides
✓ Display Page Guides

  Page Setup...
  Printer Spread Setup...
  Preferences...

  Build All Page Previews
  Remove All Page Previews
```
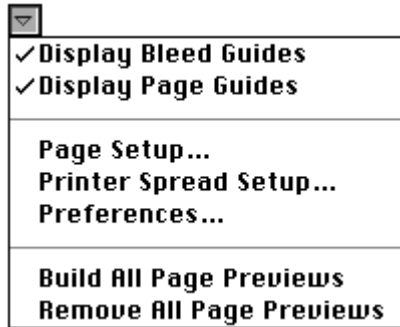
Shortcut: Command-Clicking anywhere within Imposer's preview area will display the **Options** pop-up.

Display Bleed Guides

Bleed guides are non-printing lines that frame the bleed area of each page. These guides are only used for previewing purposes.

To display bleed guides, check the ▶ > **Display Bleed Guides** menu item. To hide bleed guides, uncheck the ▶ > **Display Bleed Guides** menu item.

Display Page Guides

Page guides are non-printing lines that frame the trim area of each page. These guides are also only used for previewing purposes.

To display page guides, check the ▶ > **Display Page Guides** menu item. To hide page guides, uncheck the ▶ > **Display Page Guides** menu item.

Page Setup

To change the **Page Setup** used for outputting printer spreads, choose the ▶ > **Page Setup** menu item. The current document's **Page Setup** dialog box is displayed.

Choosing ▶ > **Page Setup** is exactly the same as choosing **File > Page Setup**. If you are unfamiliar with using QuarkXPress's **Page Setup** please consult your QuarkXPress manuals.

Printer Spread Setup

To setup your printer spreads, choose the ▶ > **Printer Spread Setup** menu item. This will display the **Printer Spread Setup** dialog box. See the section entitled "Printer Spread Setup", on page 5, for information about the individual **Printer Spread Setup** settings.

Preferences

To set Imposer's preferences, choose the ▶ > **Preferences** menu item. This will display the **Preferences** dialog box. See the section entitled "Preferences", on page 8, for information about the individual preference settings.

Build All Page Previews

Generally, previews are rendered as you move from spread to spread. Building all page previews will allow you to move between spreads without having to wait for Imposer to render a preview. You can tell Imposer to preview all printer spreads by choosing the ▶ > **Build All Page Previews** menu item.

Imposer will begin rendering all page previews starting with the first printer spread. If there is not enough memory to complete this operation Imposer will stop rendering previews and display an alert. The pages that Imposer has successfully rendered will remain in memory.

Remove All Page Previews

To free up all the memory occupied by existing previews choose the ▶ > **Remove All Page Previews** menu item.

Printer Spread Setup

The **Printer Spread Setup** dialog box contains a variety of settings that all determine the way printer spreads are defined. All setup information is saved with your QuarkXPress document.

```
                   Printer Spread Setup

  Registration Marks: [ Default ]
 ┌─⊠ Margins ──────────────────────────────────────┐
 │  Top:      [ 0.417" ]    Left:     [ 0.417" ]    │
 │  Bottom:   [ 0.417" ]    Right:    [ 0.417" ]    │
 └─────────────────────────────────────────────────┘

    ⊠ Bleed:    [ 6 pt ]    Crossover: [ 0 pt ]
    Page Gap:   [ 0 pt ]    Creep:     [ 0 pt ]

                      [   OK   ]   [ Cancel ]
 ▰▰▰▰▰
```
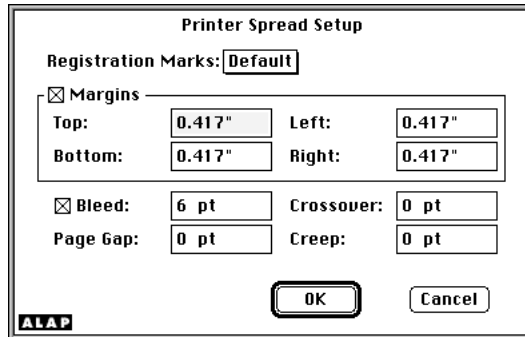
Registration Marks

To specify the registration marks to use when outputting printer spreads choose an option from the **Registration Marks** pop-up. To output a printer spread without registration marks choose **Registration Marks > Off**. To use Imposer's standard registration marks choose **Registration Marks > Default**.

Imposer's default registration marks are similar to QuarkXPress's marks. Default marks include four targets (off centered), trim marks, bleed marks, fold lines, a text slug, a gray bar and color bar. The color bar will only be imaged when printing separations.

If the MarkIt XTension is present, MarkIt's registration styles will also appear in this menu. Choosing one of these menu items will allow Imposer to use a registration style created by MarkIt. For information on creating MarkIt styles, please refer to your MarkIt documentation.

Shortcut: Option-Clicking anywhere within Imposer's preview area will display the **Registration Marks** pop-up.

Margins

Margins are used to specify the amount of space that will surround the actual printer spread (that being the spread after it has been trimmed).

When **Margins** is checked the values used for the top, left, bottom and right margin can be entered. Margin values must be between 0 and 288 pts.

When **Margins** is unchecked the values used for the top, left, bottom and right margin will be automatically supplied by Imposer. These supplied values are obtained from the registration style chosen from the **Registration Marks** pop-up.

When the **Registration Marks > Default** style is selected, Imposer will use the same internal margin values as QuarkXPress does when printing with registration marks on. When the **Registration Marks > Off** style is selected Imposer will set the margins to zero. If a MarkIt registration style is selected, the margin value found within the MarkIt style will be used.

Bleed

Bleed specifies the amount of space that will be used to allow page elements to print beyond the edge of the trimmed page. However, bleed will only affect the face of a printer spread (i.e. the top, bottom and outside page edges). To control the bleed between pages please refer to **Crossover**.

When **Bleed** is checked, a bleed value can be entered. The **Bleed** must be between zero and the smallest margin.

When **Bleed** is unchecked, the **Bleed** value will be automatically supplied by Imposer. The supplied value is obtained from the registration style chosen from the **Registration Marks** pop-up.

When the **Registration Marks > Off** or **Registration Marks > Default** style is selected, Imposer will use the same values as QuarkXPress does when printing with registration marks on. This value can be set by changing the **Reg. Marks Offset** found in the **Edit > Preference > Application** dialog.

Note: When the **Registration Marks > Default** style is chosen, the bleed value restricts how close registration marks are to the trimmed page edge (i.e. when **Registration Marks > Default** is chosen, registration marks will never fall within the bleed area).

If a MarkIt registration style is selected, the bleed value found within the MarkIt style will be used.

Crossover

Crossover specifies the amount of space that will be used to allow page elements to encroach the **Page Gap**. This can be thought of as bleed for in between pages. The **Crossover** value must be between zero and half of the **Page Gap**. To control the amount of bleed surrounding pages, please refer to **Bleed.**

Page Gap

Page Gap specifies the distance between the right side of the left page and the left side of the right page. The **Page Gap** must be between 0 and 288 pts.

Tip: Though **Page Gap** is not used to control creep, it is a valid way to specify a starting creep for spreads that belong to different signatures.

Creep

Creep specifies the distance that pages move away from the spine in order to accomodate for paper thickness and folding.

Imposer considers the "cover" of the final piece to be the outermost printer spread while the "centerfold" is considered to be the innermost printer spread. The term "sheet" is used to represent two printer spreads – the front of the sheet and the back of the sheet. The "creep increment" is calculated by dividing the user-supplied creep value by the total number of sheets minus one.

For example, a 16 page QuarkXPress document would yield eight printer spreads, or four sheets. The front of the first sheet will consist of the first printer spread (pages 16 and 1) while the back of the first sheet will consist of the second printer spread (pages 2 and 15). For the sake of this discussion, if the user-supplied creep value was 24 pts (we realize this is an extreme) the creep increment will be 8 pts per sheet (24 divided by 3).

The amount of creep applied to the outermost sheet will be 24 pts, the amount of creep applied to the second sheet will be 16 pts and the amount of creep applied to the third sheet will be 8 pts. No creep will be applied to the fourth and innermost sheet. As our example illustrates, the amount of creep for each successive sheet was decreased by the creep increment.

In summary, each page on the outermost sheet is moved 12 pts (half of the 24 pt creep value for this sheet) away from the spine, each page on the second sheet is moved 8 pts (half of the 16 pt creep value for this sheet) away from the spine, each page on the third sheet is moved 4 pts (half of the 8 pt creep value for this sheet) away from the spine. Pages on the fourth and innermost sheet are not moved.

Preferences

The **Imposer Preferences** dialog box contains six preference settings. The changes you make in this dialog box affect the way that printer spreads are displayed within the Imposer dialog.

```
                    Imposer Preferences
  ┌─Preview ─────────────┐  ┌─Color ──────────────────┐
  │  Color: 256 Colors   │  │  ■ Page Guide            │
  │  ⊠ Display Page Guides│  │  ■ Bleed Guide           │
  │  ⊠ Display Bleed Guides│ │  ▢ Background            │
  └──────────────────────┘  └─────────────────────────┘
                              (  OK  )      ( Cancel )
  ALAP
```
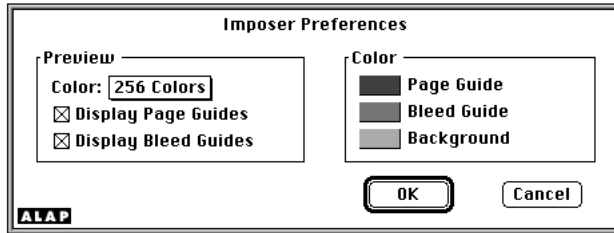
Color

The **Color** pop-up is used to specify the color depth for the printer spread previews. The greater the color depth, the greater the amount of memory required. Choosing **Color > Black & White** will require the least amount of memory, whereas **Color > Millions of Colors** will require the greatest amount of memory.

Display Page Guides

Page guides are non-printing lines that frame the trim area of each page. These guides are only used for previewing purposes.

To display page guides, check **Display Page Guides**. To hide page guides uncheck **Display Page Guides**.

Display Bleed Guides

Bleed guides are non-printing lines that frame the bleed area of each page. These guides are also only used for previewing purposes.

To display bleed guides, check **Display Bleed Guides**. To hide bleed guides uncheck **Display Bleed Guides**.

Page Guide Color

To specify the color of page guides used for previewing, click the **Page Guide** swatch. This will bring up a standard Macintosh color picker for selecting the page guide color.

Bleed Guide Color

To specify the color of bleed guides used for previewing, click the **Bleed Guide** swatch. This will bring up a standard Macintosh color picker for selecting the bleed guide color.
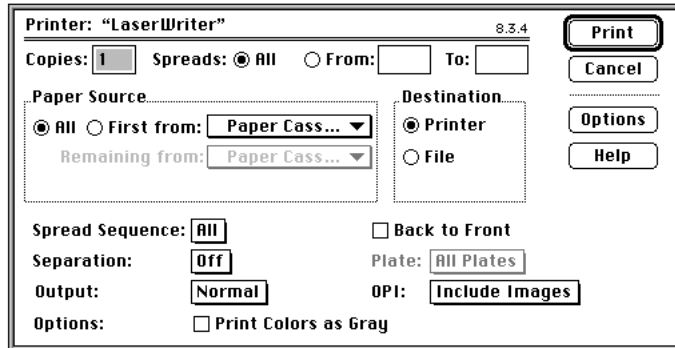
Background Color

To specify the background color of the preview area, click the **Background** swatch. This will bring up a standard Macintosh color picker for selecting the background color.

Printing with Imposer

Clicking on the **Print** button in the Imposer dialog box will display a standard Print dialog box with additional items that are specific to Imposer.

Shortcut: Command-P will also display the Print dialog box.

```
Printer: "LaserWriter"                          8.3.4    [ Print ]

Copies: [1]   Spreads: ◉ All   ○ From: [    ]  To: [    ]  [ Cancel ]
┌─Paper Source─────────────────┐ ┌─Destination──────┐
│ ◉ All  ○ First from: [ Paper Cass... ▼]│ │ ◉ Printer │     [ Options ]
│        Remaining from: [ Paper Cass... ▼]│ │ ○ File    │     [  Help  ]
└──────────────────────────────┘ └──────────────────┘

Spread Sequence: [All]           ☐ Back to Front
Separation:      [Off]           Plate: [All Plates]
Output:          [Normal]        OPI:   [Include Images]
Options:         ☐ Print Colors as Gray
```

Spread Sequence
Select **Spread Sequence > All** to print all printer spreads for the current QuarkXPress document. Select **Spread Sequence > Odd** to print the odd printer spreads. Select **Spread Sequence > Even** to print the even printer spreads.

Back to Front
Imposer will normally output printer spreads from the first printer spread to the last printer spread (i.e. from the "cover" to the "center-fold"). To reverse the order in which Imposer will output printer spreads, check **Back to Front**.

Separation
To output color separated printer spreads, select **Separation > On**. To output printer spreads as composites, select **Separation > Off**. For further explanation as to how QuarkXPress handles color separations, please refer to your QuarkXPress documentation.

Plate

The **Plate** pop-up menu behaves exactly as the **Plate** pop-up menu in the normal QuarkXPress **Print** dialog. If you select All Plates, Imposer will print all color plates for every printer spread being output. To have Imposer print a specific color plate, choose that color from the **Plate** pop-up menu.

Output

To output printer spreads as they are displayed on-screen, select **Output > Normal**. To output printer spreads with all images getting printed at low resolution, select **Output > Low Resolution**. To output a rough draft of printer spreads, select **Output > Rough**.

OPI

The **OPI** pop-up menu behaves exactly as the **OPI** pop-up menu in the normal QuarkXPress **Print** dialog. For the explanation as to how use the **OPI** pop-up menu, please refer to your QuarkXPress documentation.

Print Colors as Gray

Check **Print Colors as Gray** to print each color as a corresponding shade of gray.

Frequently Asked Questions

1) How do I print a booklet to my laserwriter?
First choose **Spread Sequence > Odd** to print just the odd numbered spreads. Next, take the printed pages from the printer, turn them over, and place them right back into the laserwriter. Finally, choose **Spread Sequence > Even** and print again.

2) Imposer always wants me to add more pages to my document. Why?
The number of pages in your document needs to be a multiple of four. Anytime Imposer senses that your document is not evenly divisible by four it will offer to add the number of needed pages to the end of your document.

3) Do I need to turn facing pages on in order to use Imposer?
Imposer does not concern itself with how your document pages are arranged. Imposer simply looks at the first and last pages and works its way towards the middle.

4) At times my spread preview has items missing. What is wrong?
QuarkXPress is running low on memory. Here are some things to try: reduce the size of your preview; reduce the number of colors in your preview; allocate more memory to QuarkXPress.

5) When I select "Remove All Page Previews" nothing happens. Why?
At least that's what it looks like. In reality Imposer has freed up any and all of the memory it was using to buffer printer spread previews.

6) Why doesn't Imposer handle 4-ups?
Yes we know. Stay tuned…