Quick Start Guide

InDesign–Exporting to PDF from the Book panel

If your project consists of multiple InDesign files, we recommend using a Book file, which is a collection of documents that can share styles, swatches, parent pages, and other items. You can sequentially number pages in booked documents, print selected documents in a book, or export them to PDF.

This guide covers the steps to Export Book to PDF from a Book panel with multiple InDesign documents added.



2. Choose Export Book to PDF...



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Choose our Adobe PDF Preset (<u>Walsworth_PDFPreset_7_21_20</u>), then click on the Create Separate PDF Files check box.



Incremental Numbers Page Number Page Size

Typically use can use the Page Number, but if you did a new section start after the Table of Contents, for example, then use Incremental Numbers.



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After you Export Separate PDFs to a folder, each PDF should have a page number at the end similar to the example below.

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Exported from InDesign

Having the page numbers at the beginning of the file name is preferred and although there are several ways to do that, we recommend using <u>A Better Finder Rename</u> (macOS) & <u>Better File Rename</u> (Windows).

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