What's Wrong With My Booklet?

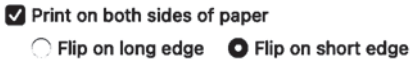
Mistakes happen! These are the most common problems printing folding books + zines on the ECU printers:

The backs are blank!

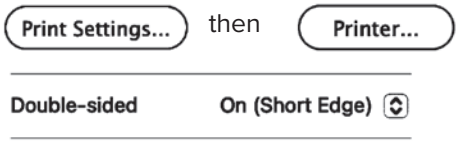


Double-sided printing wasn't turned on. Most booklets should be set to double-sided **short edge.**

PDF IN ACROBAT:



INDESIGN PRINT BOOKLET:



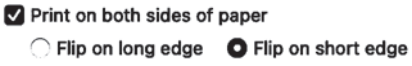
This can look different depending on your computer.

The backs are upside down!

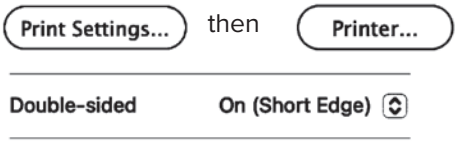


The **Long Edge / Short Edge** setting was wrong. Most booklets should be set to double-sided **short edge.**

PDF IN ACROBAT:



INDESIGN PRINT BOOKLET:



This can look different depending on your computer.

The size looks wrong on the paper!



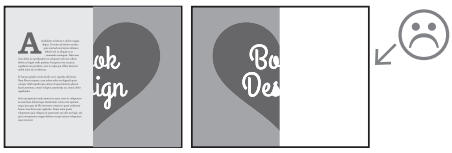
Paper size needs to be set to either "US Letter" or "11x17". It shouldn't be "Defined by Driver", or any size the school printers don't have like A4.

PDF IN ACROBAT: Page Setup...

INDESIGN PRINT BOOKLET: Print Settings...



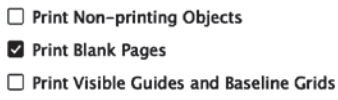
It added some blank pages!



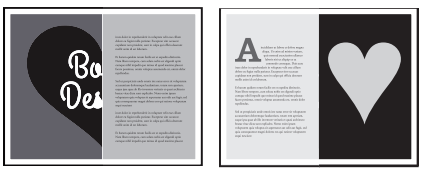
Is the **total page count** a multiple of 4? If not, you'll get 1, 2, or 3 blanks at the end of the book because each sheet of paper folded in half makes 4 pages (2 front, 2 back), whether you have art for them in the file or not.

INDESIGN PRINT BOOKLET:

If you have a multiple of 4, but any of the pages are just white, InDesign might skip printing them! To fix this, go to Print Settings... and check Print Blank Pages.



Sorry, That's Just The Printer:



White margin (can't print edge-to-edge)



Front/back lineup just slightly off

For the most consistent quality and the most options printing at school, take your prints to the DOC instead of using the self-serve printers.

InDesign Booklet Problems:

It's "sideways" on the paper!



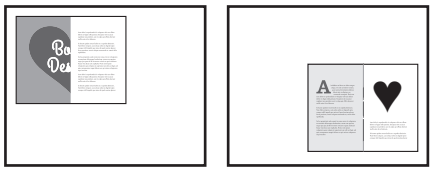
That's the **Orientation** setting. Go to

Print Settings...

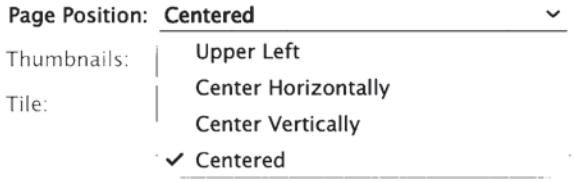
then Setup, then choose this one:



The front/back placement is way off!

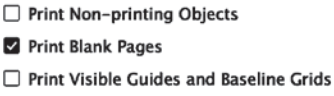


That's **Page Position.** Go to Print Settings... then Setup, then choose Centered:



The order is wrong + it added blanks!

If you have a multiple of 4, but any of the pages are just white, InDesign might skip printing them! To fix this, go to Print Settings... and check Print Blank Pages.

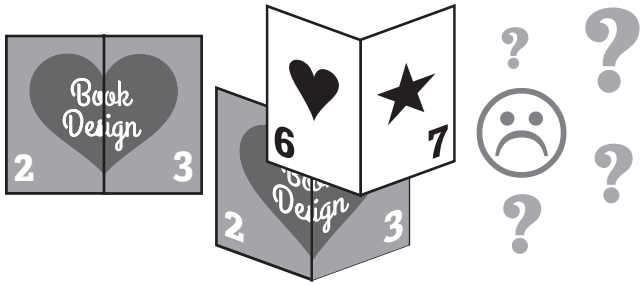


It's not doing the folding order!

Make sure it's **File > Print Booklet**, not just File > Print!

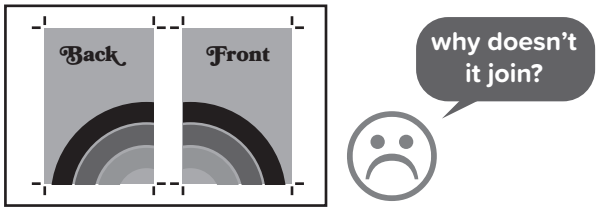
Acrobat Booklet Problems:

My spreads in reading order don't print in folding order!



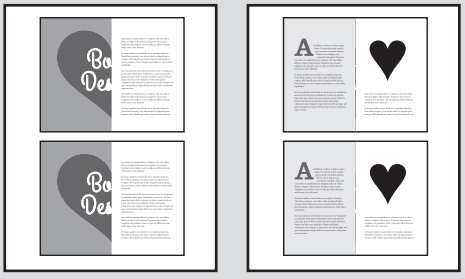
Sorry, the booklet function in Acrobat needs **single pages** to arrange the folding order. Go back to your original file and save a PDF where they're not joined together in reading order – or print from InDesign.

My single-pages PDF prints with a big space where the book fold should be!



Sorry, the booklet printing in Acrobat won't line up correctly in the center if your pages either **have crop marks**, or **aren't exactly half the size of the paper.** Spreads printed from single pages using the Acrobat booklet function may show a thin white line in the spine no matter how perfect your setup is. **InDesign's Print Booklet is a much better way to get the folding order!**

Is there an automatic way to print 2+ copies of my booklet per sheet, to save money?



This would print double-sided "long edge"

No, there really isn't a quick & easy method with our standard software. But...

SET IT UP WITH A MANUAL LAYOUT:
Save a PDF with the folding order. Then make a blank .indd the size of the printer paper, + place 2 copies of each folding spread per page. Page order: front, back, front, back. You can also use a PDF in folding spreads to print 2 pages per sheet in Acrobat or Preview.

SET IT UP WITH PAGE NUMBERS
In Acrobat, with a PDF in single pages, choose **Multiple**, and set **Pages per sheet** to 2 by 2. Then, in **Pages,** put the folding order, with doubles, separated by commas. For example, the order for an 8-page booklet is **8,1,8,1,2,7,2,7,6,3,6,3,4,5,4,5**