Quick Start Guide
Contents

1. Copyrights............................................................................................................. 4

2. Introduction.......................................................................................................... 5
   2.1 Welcome page .................................................................................................... 5
   2.2 How to use this guide ....................................................................................... 5
   2.3 About the documentation .................................................................................. 6

3. Installing PitStop Pro .......................................................................................... 7
   3.1 System requirements ......................................................................................... 7
   To check the system requirements on the Enfocus Website ..................................... 7
   3.2 PitStop Pro and Adobe Acrobat .......................................................................... 7

4. Activating, deactivating and repairing PitStop Pro ........................................... 8
   4.1 About activating, deactivating and repairing ..................................................... 8
   4.2 To open the About Enfocus PitStop Pro dialog box .......................................... 9
   4.3 To use the 30-day trial version ......................................................................... 9
   4.4 To use the full version ....................................................................................... 10
   4.5 To activate PitStop Pro [online method] .......................................................... 10
   4.6 To activate PitStop Pro [offline method] .......................................................... 10
      To initialize PitStop Pro [offline] ...................................................................... 12
   4.7 To activate PitStop Pro using a command-line tool [Mac OS] ............................ 13
   4.8 To activate PitStop Pro using a command-line tool [Windows] ....................... 14
   4.9 To deactivate PitStop Pro [online method] ....................................................... 14
   4.10 To deactivate PitStop Pro [offline method] ..................................................... 15
   4.11 To repair PitStop Pro [online method] ............................................................ 16
   4.12 To repair PitStop Pro [offline method] ............................................................ 16
   4.13 Tips and troubleshooting .................................................................................. 17
      Error messages - is the problem local or on the Web server? .......................... 17
      Error during activation/deactivation/repair ...................................................... 17
      If activation or repair fails ............................................................................... 17
      If deactivation fails ......................................................................................... 18
      Error when processing the response file ......................................................... 18
      On-line activation issues ............................................................................... 18
      If the program hangs ...................................................................................... 18
      Careful use of filesystem monitoring utilities .............................................. 18

5. Getting support ..................................................................................................... 19
   5.1 Free technical support ...................................................................................... 19
   5.2 To report a problem .......................................................................................... 19

6. Introduction to PitStop Tool Set .......................................................................... 20
   6.1 Tools overview .................................................................................................. 20
      Editing Tools ...................................................................................................... 20
      Preflight Profile ................................................................................................ 21
      Global Change ................................................................................................... 21
Action Lists....................................................................................................................22
QuickRun ......................................................................................................................22
Variable Set................................................................................................................22

7. Product Tutorials ...................................................................................................24
    7.1 Tutorial 1: PDF Editing Basics..............................................................................24
    7.2 Tutorial 2: PDF Editing and Correction Basics.......................................................28
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2. Introduction

2.1 Welcome page

Thank you for your purchase of Enfocus PitStop Pro, the smart preflight, editing and correction solution for Adobe Acrobat.

PitStop Pro has everything you need for fast and reliable preflighting and editing of PDF documents. It not only provides a systematic and thorough detection of all possible problems, it also enables you to edit and correct them in a matter of seconds and all within the familiar environment of Adobe Acrobat.

We’re sure as you learn more about PitStop Pro, you’ll discover more ways PitStop can help improve your PDF quality control and workflow.

In addition to great software, by purchasing Enfocus software you also purchased “peace of mind”. Through Enfocus and our network of highly knowledgeable PitStop Pro resellers, we’re here to help you with anything from simple questions to more complex workflow needs.

Again, thank you for your purchase of PitStop Pro and we look forward to helping you with your PDF challenges.

Sincerely,

Fabian Prudhomme
VP, Enfocus

2.2 How to use this guide

The following Quick Start guide is designed to help you get installed and working with PitStop Pro as quickly as possible.

The material contained within this guide, is designed to teach you the basics of working with the core functionality of the software.

From this, you’ll be able to take the concepts learned here and apply them to other more advanced functions and features talked about in the Reference Guide.
### 2.3 About the documentation

<table>
<thead>
<tr>
<th>Part</th>
<th>Description/Location</th>
</tr>
</thead>
</table>
| **Quick Start Guide**         | Describes how to install and activate PitStop Pro.  
|                               | Gives a brief introduction to the PitStop Pro features.  
| **Reference Guide**           | Describes the PitStop Pro features in detail.  
| **Customize Report Templates**| Describes how you can customize Preflight Report templates, e.g. add a company logo, change the header or colors used in the Report, ...  
| **Movies**                    | [http://www.youtube.com/enfocuscommunity](http://www.youtube.com/enfocuscommunity) |
| **Read Me**                   | Menu bar: Help > Plug-In Help > Enfocus PitStop Pro Help  
|                               | - Read Me (PDF)  
|                               | - License Agreement (PDF) |
3. Installing PitStop Pro

3.1 System requirements

The system requirements are listed on the product pages on the Enfocus Website.

To check the system requirements on the Enfocus Website

1. Go to www.enfocus.com, and choose Products > PitStop Pro.
2. Click System requirements in the Support section.

3.2 PitStop Pro and Adobe Acrobat

PitStop Pro is a plug-in for Adobe Acrobat Professional, and therefore, Adobe Acrobat should be closed before installing PitStop Pro.

To install PitStop Pro:

1. Do one of the following:
   • Insert the Enfocus Product CD-ROM or DVD into your CD-ROM/DVD-ROM drive.
   • Download PitStop Pro from the Enfocus Web site [www.enfocus.com]
2. Select the Enfocus product which you want to install.
3. If necessary, double-click the installer.
4. Follow the on-screen installation instructions.
4. Activating, deactivating and repairing PitStop Pro

4.1 About activating, deactivating and repairing

**Note:** To use the 30-day trial license, you do not need an Enfocus activation account. For all other licenses, you do.

<table>
<thead>
<tr>
<th>You can</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Use a 30-day trial license.</td>
<td>You can use all functionalities without limitation for 30 days.</td>
</tr>
<tr>
<td>Use a full license (activate a license).</td>
<td>You can use all functionalities without limitation.</td>
</tr>
<tr>
<td>Deactivate a license.</td>
<td>You have to deactivate a license before you can move the license to another system.</td>
</tr>
</tbody>
</table>
| Repair a license.                | Licenses are linked to the hardware characteristics of your computer. If the hardware characteristics change, the license is not valid anymore and you must repair it. Repairing is only possible if not too many hardware characteristics changed. If repairing fails, please contact Enfocus:  
  • activation@enfocus.com  
  Example where repairing fails: You move from one system to another using a system image. In this case, you should deactivate the license first.  
  Example where repairing works: You add memory or a new network card. |
| Activate using a floating license. | When you use PitStop Pro in combination with Enfocus PitStop Workgroup Manager, PitStop Pro can retrieve a floating license from Enfocus PitStop Workgroup Manager.  
  Enfocus PitStop Workgroup Manager manages licenses and resources (example: Action Lists and Preflight Profiles) centrally.  
  For more information, see the Enfocus PitStop Workgroup Manager documentation. |
| Activate using the combination of a volume license and a command-line tool. | You can activate PitStop Pro on multiple systems over your network without physically going to each system.  
  You need a volume license product key instead of a regular product key. |
You can activate, deactivate and repair using the online or offline method.

<table>
<thead>
<tr>
<th>Method</th>
<th>Description</th>
</tr>
</thead>
</table>
| Online | • Easiest.  
        • Your system on which PitStop Pro is installed must have internet access. |
| Offline | • Requires more manual steps.  
        • Your system on which PitStop Pro is installed can be offline, but you must have another system that has internet access.  
        • If you’ve never installed an Enfocus product before, you have to initialize the application first! See To initialize PitStop Pro (offline) on page 12. |

4.2 To open the About Enfocus PitStop Pro dialog box

<table>
<thead>
<tr>
<th>OS</th>
<th>Do one of the following:</th>
</tr>
</thead>
</table>
| Mac    | • From the menu bar, click Acrobat > About Third-Party Plug-Ins > About Enfocus PitStop Pro.  
        • Press \J. |
| Windows | • From the menu bar, click Help > About Third-Party Plug-Ins > About Enfocus PitStop Pro.  
      • Press Alt+Ctrl+J. |

4.3 To use the 30-day trial version

1. Open a PDF document in Adobe Acrobat Pro.  
2. Click any of the PitStop Pro entries.  
   Example:
   • Acrobat 8 or 9: In the Enfocus Editing Tools toolbar, click PitStop Pro.  
   • Acrobat X or XI: In the Tools pane, click PitStop Edit.  
   The About PitStop Pro dialog box opens.  
3. Click Start trial.
4.4 To use the full version

1. Buy a product key (or a volume license product key):
   • From the Enfocus webshop: http://www.enfocus.com/en/products
   • From an Enfocus reseller. For a list of resellers, go to http://www.enfocus.com/en/support/resellers.
   
   The product key looks like this: PPR456-123456-123456-123456

2. Create an Enfocus activation account.
   b. Follow the on-screen instructions.

3. Activate PitStop Pro.

4.5 To activate PitStop Pro (online method)

• Your system must have internet access to communicate with the Enfocus web server.
• You must have an Enfocus activation account and a product key.
• If you’re using a firewall, make sure to allow PitStop Pro to communicate with https://licensingservices.esko.com using ports 80 and 443.

1. In the About Enfocus PitStop Pro dialog box, click Activate.
   The Enfocus Software Activation dialog box opens.
2. Enter your account name and password.
3. Enter your product key by doing one of the following:
   • Type or copy-paste your product key in the Product key field.
   • Browse to your product key license file [example: LicensesBackup.html] or drag it to the Product key field.
4. Make sure the Off-Line Mode option is disabled.
5. Click Activate.
   Your system communicates with the Enfocus webserver and activates PitStop Pro.

4.6 To activate PitStop Pro (offline method)

• In addition to your offline system on which PitStop Pro is installed, you must have a system with internet access to communicate with the Enfocus web server.
• You must have an Enfocus activation account and a product key.
• If you’ve never installed an Enfocus product before, you have to initialize the application first! See To initialize PitStop Pro (offline) on page 12.

1. On your offline system with PitStop Pro:
a. In the About Enfocus PitStop Pro dialog box, click Activate. The Enfocus Software Activation dialog box opens.
b. Enter your account name and password.
c. Enter your product key by doing one of the following:
   • Type or copy-paste your product key in the **Product key** field.
   • Browse to your product key license file (example: LicensesBackup.html) or drag it to the **Product key** field.
d. Enable the **Off-Line Mode** option.
e. Click **Activate**.
The following dialog box opens:

![Enfocus Software Activation](image)

f. In **Step 1**, click **Save**. PitStop Pro creates a file: requestactivate.xml.

2. Make requestactivate.xml available on your online system.

   Example: You can copy requestactivate.xml to a USB stick, and connect the USB stick to your online system.

3. On your online system:
   b. Select **Offline Product Activation**, and click **Continue**.
   c. Upload requestactivate.xml, and click **Continue**.
d. Fill in your account password, and click **Continue**.

e. Click **Continue** to confirm.

   The Enfocus web server creates a file: *response.xml*.

f. Download the file.

4. On your offline system with PitStop Pro:

   a. In **Step 2**, upload *response.xml*.

   b. Click **Activate**.

      Your system activates PitStop Pro.

   c. Click **Close**.

**To initialize PitStop Pro (offline)**

This procedure describes how to initialize PitStop Pro. Note that this is only required:

- If it is the first time you’re activating an Enfocus product on this computer.
- If you want to activate PitStop Pro offline, i.e. on a computer without internet access. In case of online activation, initialization is done automatically in the background.

**Prerequisites:**

- You need an additional computer with internet access to communicate with the Enfocus web server.
- You need an Enfocus activation account. To create an activation account (on a computer with internet access), go to [http://www.enfocus.com/products/activation/createaccount?lang=en](http://www.enfocus.com/products/activation/createaccount?lang=en) and follow the on-screen instructions. After completing the form, you will receive an e-mail with an account name and password.

**How it works:**

Initializing PitStop Pro consists of three steps:

1. Create an initialization request on the computer on which you installed PitStop Pro.
2. Save this file on another computer with internet access and upload it to the Enfocus activation website. Enfocus will provide you with a response file.
3. Upload the response file to the computer on which you installed PitStop Pro.

   Each of these steps is explained below.

   **To initialize PitStop Pro**

   1. On your offline system with PitStop Pro:

      a. In the **About Enfocus PitStop Pro** dialog box, click **Activate**.

      The **Enfocus Software Activation** dialog box opens.

      b. Enter your account name and password.

      c. Enter your product key by doing one of the following:

         - Type or copy-paste your product key in the **Product key** field.

         - Browse to your product key license file (example: *LicensesBackup.html*) or drag it to the **Product key** field.

      d. Enable the **Off-Line Mode** option.

      e. Click **Activate**.

      The Off-Line Initialization dialog appears.

      f. In **Step 1** (left part of the dialog), click **Save**.

      PitStop Pro creates a file: *requestinitialize.xml*. 

To initialize PitStop Pro
2. Make `requestinitialize.xml` available on your online system.
   Example: You can copy `requestinitialize.xml` to a USB stick, and connect the USB stick to your online system.

3. On your online system:
   b. Select Offline System Initialization, and click Continue.
   c. Upload `requestinitialize.xml`, and click Continue.
   d. Fill in your account password, and click Continue. The Enfocus web server creates a file: `response.xml`.
   e. Download the file.

4. On your offline system with PitStop Pro:
   a. In Step 2 (right part of the dialog), upload `response.xml`.
   b. Click Initialize. Your system initializes PitStop Pro.

Once you have initialized PitStop Pro, the Off-Line Activation dialog appears. You can immediately go on with step 1f [download `requestactivate.xml`] of the offline activation procedure.

4.7 To activate PitStop Pro using a command-line tool (Mac OS)

You must have:
- An Enfocus activation account
- A volume license product key
- `ActivationTool.zip` (delivered when you buy a volume license product key)

1. Extract `ActivationTool.zip` to a temporary folder.
2. Create a script with the following syntax:

```bash
#!/bin/sh
`dirname $0`/enfocus_activationtool -act -pk <product_key> -a <account_name> <account_password>
```

Where:

<table>
<thead>
<tr>
<th>Entry</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt;product_key&gt;</td>
<td>Your volume license product key.</td>
</tr>
<tr>
<td>&lt;account_name&gt;</td>
<td>Your account name.</td>
</tr>
<tr>
<td>&lt;account_password&gt;</td>
<td>Your account password.</td>
</tr>
</tbody>
</table>

3. Save the file with the `.command` extension in the `ActivationTool` folder.
4. Open the terminal (Applications > Utilities > Terminal) and enter the following command:

```bash
chmod 755 <file_path_and_name>
```

Where `<file_path_and_name>` is the file path and name of your script.
Tip: Instead of typing `<file_path_and_name>`, you can drag your `.command` file to the command line.

5. Copy the ActivationTool folder to the system where the product needs to be activated.
6. In the copied folder, double-click the `.command` file to activate PitStop Pro on that system.
7. Repeat steps 5 and 6 for all other systems where you want to activate PitStop Pro.

Note: The maximum number of activations is limited by your volume license product key.

4.8 To activate PitStop Pro using a command-line tool (Windows)

You must have:

- An Enfocus activation account
- A volume license product key
- ActivationTool.zip (delivered when you buy a volume license product key)

1. Extract ActivationTool.zip to a temporary folder.
2. Create a script with the following syntax:

   
   enfocus_activationtool -act -pk `<product_key>` -a `<account_name>` `<account_password>`

   Where:

   
<table>
<thead>
<tr>
<th>Entry</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><code>&lt;product_key&gt;</code></td>
<td>Your volume license product key.</td>
</tr>
<tr>
<td><code>&lt;account_name&gt;</code></td>
<td>Your account name.</td>
</tr>
<tr>
<td><code>&lt;account_password&gt;</code></td>
<td>Your account password.</td>
</tr>
</tbody>
</table>

   3. Save the file with the `.bat` extension in the ActivationTool folder.
   4. Copy the ActivationTool folder to the system where the product needs to be activated.
   5. In the copied folder, double-click your `.bat` file to activate PitStop Pro on that system.
   6. Repeat steps 4 and 5 for all other systems where you want to activate PitStop Pro.

4.9 To deactivate PitStop Pro (online method)

1. In the About Enfocus PitStop Pro dialog box, click Deactivate. The Enfocus Software Deactivation dialog box opens.
2. Disable the Off-Line Mode option.
3. Enable the Export license information during deactivation option. This enables you to download the license file, so that you can reactivate it on another system.
4. Click Deactivate.
5. Browse to a download location, and click Save. PitStop Pro creates a license file: LicensesBackup.html. Your system deactivates PitStop Pro.
6. Click Close.
4.10 To deactivate PitStop Pro (offline method)

In addition to your offline system on which PitStop Pro is installed, you must have a system with internet access to communicate with the Enfocus web server.

1. On your offline system with PitStop Pro:
   a. In the About Enfocus PitStop Pro dialog box, click Deactivate.
      The Enfocus Software Deactivation dialog box opens.
   b. Enable the Off-Line Mode option.
   c. Enable the Export license information during deactivation option.
      This enables you to download the license file, so that you can reactivate it on another system.
   d. Click Deactivate.
   e. Browse to a download location, and click Save.
      PitStop Pro creates a license file: LicensesBackup.html, and opens the following dialog box:

![Enfocus Software Deactivation dialog box](image)

   f. In Step 1, click Save.
      PitStop Pro creates a file: requestdeactivate.xml.
2. Make \texttt{requestdeactivate.xml} available on your online system.

Example: You can copy \texttt{requestdeactivate.xml} to a USB stick, and connect the USB stick to your online system.

3. On your online system:
   a. Go to \url{http://www.enfocus.com/products/activation?lang=en}
   b. Select \texttt{Offline Product Deactivation}, and click \texttt{Continue}.
   c. Upload \texttt{requestdeactivate.xml}, and click \texttt{Continue}.
   d. Fill in your account password, and click \texttt{Continue}.
   e. Click \texttt{Continue} to confirm.
   f. Download the file.

4. On your offline system with PitStop Pro:
   a. In Step 2, upload \texttt{response.xml}.
   b. Click \texttt{Deactivate}.
   Your system deactivates PitStop Pro.
   c. Click \texttt{Close}.

4.11 To repair PitStop Pro (online method)

1. In the \textbf{About Enfocus PitStop Pro} dialog box, click \texttt{Repair}.
   The \textbf{Enfocus Software Repair} dialog box opens.
2. Make sure the \texttt{Off-Line Mode} option is disabled.
3. Click \texttt{Repair}.
   Your system communicates with the Enfocus web server and repairs your license. If it fails, please contact Enfocus:
   - \texttt{activation@enfocus.com}
   - \url{http://www.enfocus.com/en/support/request-feature-report-problem}
4. Click \texttt{Close}.

4.12 To repair PitStop Pro (offline method)

In addition to your offline system on which PitStop Pro is installed, you must have a system with internet access to communicate with the Enfocus web server.

1. On your offline system with PitStop Pro:
   a. In the \textbf{About Enfocus PitStop Pro} dialog box, click \texttt{Repair}.
      The \textbf{Enfocus Software Repair} dialog box opens.
   b. Enable the \texttt{Off-Line Mode} option.
   c. Click \texttt{Repair}.
      A new dialog box opens.
   d. In Step 1, click \texttt{Save}.
      PitStop Pro creates a file: \texttt{requestrepair.xml}.
2. Make requestrepair.xml available on your online system.

Example: You can copy requestrepair.xml to a USB stick, and connect the USB stick to your online system.

3. On your online system:
   b. Select Offline Product Repair, and click Continue.
   c. Upload requestrepair.xml, and click Continue.
   d. Fill in your account password, and click Continue.
   e. Click Continue to confirm.
      The Enfocus web server creates a file: response.xml.
   f. Download the file.

4. On your offline system with PitStop Pro:
   a. In Step 2, upload response.xml.
   b. Click Repair.
      Your system repairs PitStop Pro. If it did not work, please contact Enfocus:
      • activation@enfocus.com
   c. Click Close.

4.13 Tips and troubleshooting

In this section are tips and troubleshooting information designed to help you use the software if there are unexpected results.

Error messages - is the problem local or on the Web server?

On the rare occasion that you get an error message when you are manipulating licenses, if there is an incident ID, the error is on the Web server. If there is no incident ID, the problem is local.

For example, "An error occurred while processing an activation/deactivation/repair response. Incident ID: 1443" indicates that there is a problem on the Web server.

Error during activation/deactivation/repair

If you get the error message: "An error occurred during activation/deactivation/repair", check the version of your FNP Licensing Service.

The Licensing Wizard/Assistant works with the FNP Licensing Service on both Mac and PC. The versions of your FNP Licensing Service and of the Licensing Wizard/Assistant must match.

If activation or repair fails

Please contact Enfocus:

• activation@enfocus.com
If deactivation fails

If deactivation of your licenses fails, resulting in disabled licenses, you should be able to clean them up by deactivating them again.

Error when processing the response file

When your off-line activation, deactivation or repair fails after loading the response file you downloaded from the activation website, it may be because you downloaded the file twice.

This happens when your browser blocks automatic downloads, and you click the security message at the top of your browser window then go back to the previous page to try downloading the file again.

This generates a second, corrupt response file, that will cause the activation / deactivation / repair to fail.

If this happened to you, contact your Customer Service representative.

To avoid this next time you download a response file, you need to either change your browser’s security settings, or click the direct link on the download page.

On-line activation issues

When performing an on-line activation, if the Activate License Wizard/Assistant cannot access the Internet, it will prompt for proxy server information.

• If you have a proxy server, enter the required information and try again.

• If you do not have a proxy server, something else is wrong with your connection.

If the program hangs

If your software hangs when you launch it, it could be because another application using licenses may have crashed and locked the connection to the licensing server.

In this case, quitting the process of the crashed application in Window’s Task Manager, or rebooting the machine (Mac or Windows) should solve the problem.

Careful use of filesystem monitoring utilities

The licensing server software stores its critical configuration information in a special area of the filesystem called trusted storage. This area of the computer can appear empty when in reality it is not.

If you are using a filesystem monitoring utility such as Radmind on the Macintosh, it can delete the configuration in the trusted storage area thinking it is empty. Make sure in the monitoring utility to exclude those directories from monitoring/cleanup/replacing.

<table>
<thead>
<tr>
<th>Operating System</th>
<th>Trusted Storage location</th>
</tr>
</thead>
<tbody>
<tr>
<td>OS X on a Macintosh</td>
<td>/Library/Preferences/FLEXnet Publisher/FLEXnet</td>
</tr>
<tr>
<td>Windows 8 on a PC</td>
<td>\ProgramData\FLEXnet</td>
</tr>
</tbody>
</table>
5. Getting support

5.1 Free technical support

When you work with registered Enfocus products, you are entitled to free technical support to assure the products work as they should work. When contacting Enfocus Support, it is important that you can provide our support engineers with the necessary information about the configuration of your computer system and the Enfocus product(s) you are using. To this end, we have included this support information in the dialog box about PitStop Pro which you find in the Help menu. You can easily copy this information and paste it in a text file or an e-mail message which you can then send to Enfocus Support.

Furthermore, you can also consult the Enfocus Knowledge Base or use the Support section on the Enfocus Web site to report a problem.

You can also contact your local reseller or expert. A complete list of all Enfocus resellers and experts can be found on the Enfocus website www.enfocus.com

5.2 To report a problem

   The About Enfocus PitStop Pro dialog box appears.
2. Click the Support Info tab.
   You can now view all the details of the version of PitStop Pro installed on your system, and of your system configuration.
3. Click Copy to Clipboard.
4. Paste the information in a text file or e-mail message and send it to: support@enfocus.com.
6. Introduction to PitStop Tool Set

PitStop Pro is a production solution for verifying (preflighting), editing and correcting PDF files for a variety of output medias. Within PitStop Pro there are five primary ways you can process and work with your PDF documents. Each function addresses different objectives such as PDF preflight, editing or file correction.

Below is a table showing what primary tools can be used for each.

<table>
<thead>
<tr>
<th>Function</th>
<th>Preflight</th>
<th>Correction</th>
<th>Editing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Editing Tools</td>
<td></td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Preflight Profile</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Global Changes</td>
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<td>✓</td>
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<tr>
<td>Action Lists</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Quick Runs</td>
<td>✓</td>
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</table>

Understanding what each primary function does and why you would use it will help you select the right tool for the right type of job. Following is an overview of each tool.

6.1 Tools overview

Editing Tools

Checking or editing a page element:

Example scenarios

- I want to change one objects spot color from a one spot color to another.
- I need to move one object that is out of alignment.
- I need to edit some text to correct a misspelling.

Description

The Inspector allows you to select an element, or small group of elements on a page and modify their parameters such as:

- Modify color
- Edit text
- Move elements
- Adjust image resolution
Preflight Profile

Checking an entire document for problems and corrections:

Example scenarios

• I want to check every element within a document looking for objects defined with RGB colors.
• I want to check a document for total ink coverage.
• I want to find images that may be too low of resolution for printing.

Description

Preflight Profiles can check a page or an entire document for parameters defined within the profile, make common corrections, and report on any problems that need attention. PitStop Pro ships with many pre-defined profiles covering most common checks, however you can edit any profile and make adjustments to the checks and corrections to meet your production needs. Common settings include:

• Checking for PDF/X or GWG compliance
• Checking fonts
• Replacing or remapping fonts
• Checking colors
• Checking overprint or layers
• Image resolution
• Checking total ink coverage

plus more..

Note: Action Lists can be used within a Preflight Profile and expand the corrections possible when running a Preflight Profile. See the Reference Manual for more information on how to use Action Lists within a Preflight Profile.

Global Change

Changing an attribute or set of attributes on an entire document:

Example scenarios

• I need to change all occurrences of fonts defined as Courier to another font.
• I want to clean up all the blacks and grays used in my document.
• I want to add a graphic to all pages of the document.

Description

Global Changes are predefined changes supplied by Enfocus that can be applied to a element, page, or an entire document. Global Changes can not be modified, but many have settings that can be changed to meet your modification criteria. Common Global Changes include:

• Changing color models
• Remap fonts
• Converting fonts to outlines
• Add page numbers
• Extend bleeds
• Resample images

Action Lists

Changing the parameters of a single object type throughout a document:

Example scenario
• I want to change only text that’s colored “Blue” to 100% Black (K).
• I want to select all even pages and move them to the left and all odd pages to the right.
• I want to convert a prepress ready PDF document to a PDF document that is optimized for a tablet computer.

Description
Action Lists are the most powerful part of PitStop Pro as they contain all the checks, selections and adjustments available for PitStop Pro. With an Action Lists, you build a list of actions to make your final function based on stacking the actions in the correct logical order, similar to building a macro.

In the case of our example, the Action list would be built with a function to find all text with the color “Blue”. Then a second function would convert the color from “Blue” to PMS 300. This Action List could then be saved and reused in the future.

QuickRun

Creating production macros for your most used functions:

Example scenario
• There are several functions we use on most jobs that I would like fast access, or keyboard shortcut access to.

Description
With QuickRuns, your most common PitStop Pro functions can be quickly applied to a job.

QuickRuns allow you to build macros of Preflight Profiles, Global Changes, and Action Lists. These can be saved to your Favorites in the tool bar and accessible by keyboard shortcuts automatically assigned by PitStop Pro.

Variable Set

Define variable values that can be overridden at the time of processing:

Example scenarios
• I want to create a single Preflight Profile that allows me to check for any possible page size.
• I want to create a Preflight Profile value which can be adjusted at runtime if desired so I can accurately check the number of color separations contained in a file.

Description
Smart Preflight is a functionality that unlocks the full potential of a Preflight Profile to be able to check and also fix a PDF file. Without Smart Preflight a PitStop Pro user would need to create
many different profiles to handle different job types and specifications, however with Smart Preflight this is no longer the case.

Smart Preflight does this by allowing users to define variable values that can overridden at the time of processing or a rule based check can be defined allowing other conditions in a job to affect the outcome for a specific check.

A Variable Set contains all your Smart Preflight variables that can be used within your Preflight Profiles. You can create more than one Variable Set and each set can have multiple variables defined. However, you can only run one “active” Variable Set at a time within PitStop Pro. It is recommended that you keep all your variables within one Variable Set unless you are also working with PitStop Server. There are two primary types of variables for PitStop Pro:

- Constant
- Rule Based
7. Product Tutorials

Following is a collection of tutorials designed to help you learn the basics of working with PitStop Pro. The tutorials are designed to be done in order with each building off of the lessons learned in the previous tutorial.

Each tutorial includes:

- A brief description of the tutorial objective
- What the lessons in the tutorial are good for
- A step-by-step walk through of the tutorial
- A link to a tutorial video if you would like to see how the tutorial is done

Tutorials available are:

<table>
<thead>
<tr>
<th>Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>PDF Editing Basics</td>
<td>This tutorial will step you through some of the basic corrections you can make with the Enfocus Inspector including page size changes, color changes, type and more</td>
</tr>
<tr>
<td>Preflight and Certified PDF</td>
<td>This tutorial will walk you through the basics of running a Preflight Profile on a PDF and certifying it for print production</td>
</tr>
<tr>
<td>Working with Global Changes</td>
<td>This tutorial will show you how to use and modify a Global Change and apply it against a document</td>
</tr>
<tr>
<td>Working with Action Lists</td>
<td>This tutorial will show you how to tie together a Preflight Profile and an Global change into a usable Action list</td>
</tr>
<tr>
<td>Using QuickRuns</td>
<td>This tutorial will show you how to make QuickRun Macros for your common production work</td>
</tr>
</tbody>
</table>

Note: These tutorials assume PitStop Pro is installed within Acrobat X. If you’re running PitStop Pro with earlier versions of Acrobat, the location of PitStop tools will be different.

7.1 Tutorial 1: PDF Editing Basics

Overview
The following tutorial will step through the basics of using PitStop Pro. In this tutorial, you’ll learn where the basic tools are located in PitStop Pro and how to work with Preflight Profiles to perform preflight checks and simple corrections.

Tutorial objective
- The PitStop Pro Tools.
- Working with a Preflight Profile.
- Run a preflight check and make corrections.
- Editing a Preflight Profile.

**Market application**

Even with today's modern production techniques PDF files are still created incorrectly, problems such as incorrect page size, low resolution images, unwanted RGB images, lack of bleed and too much ink coverage still exist. These issues might always not be obvious on a computer monitor but they can become a huge problem later in the production process. Detecting these by preflight so they can be resolved before going to production is crucial in today’s workflow and avoids losing time, upsetting customers or incurring costly reprints.

**Tutorial length**

This tutorial should take about 15 minutes.

**Tools needed**

For this tutorial, you will need:

- Enfocus PitStop Pro

**Note:** This tutorial assumes you have a basic understanding of Acrobat Pro and is based on using Acrobat Pro X.

**Part 1: Running a Preflight Profile and making a correction**

1. Open Acrobat Pro with PitStop Pro installed and activated.
2. Open a copy of "Kreatieve_Keuken.pdf".
   a. From within Acrobat Pro, open a copy the "Kreatieve_Keuken.pdf" document using the Open command.

**Note:** Work on a copy of the tutorial file so that you always have a clean original to go back to. Later tutorials require an original version.

3. Setting your Enfocus PitStop Pro Preferences.
   a. Open the Enfocus PitStop Pro Preferences found under the Acrobat > Preferences menu on Mac OS and Edit > Preferences on Windows OS.
   b. Select Show Navigator radio button in the General category.

   Once you’re familiar with PitStop Pro you can change the preferences to suit your needs. We are only making this change for the tutorials in order to simplify the steps in the tutorial.

4. Locating PitStop Pro tools.
   a. There are two primary ways to access PitStop Pro tools in Acrobat X and XI. One is through the PitStop Pro or Plug-Ins menu and the other is under the Acrobat Tools side bar [outlined in red below]. Note that keyboard shortcuts are available to access common tools.
5. Working with Preflight Profiles.

a. From the Enfocus PitStop Pro menu, select Preflight Document..." to open the Preflight tools window. You will see a list of preflight groups represented as folders.

From the list of available preflight groups, click on "Standard" and then the "Ghent PDF Workgroup" and the "2008 Specifications" subfolder. You will see a list of available Preflight Profile checks.

Select the “SheetCMYK_1v4” profile. At this point the Run button will become available. Note that you can change settings on what pages to run the profile on. In this case, we’ll run the profile on the entire document.

Select the Run button to start the preflight on the tutorial document.

When the preflight check is complete, the Enfocus Navigator window will be displayed [this is based on the Preference settings made earlier]. In the Enfocus Navigator, you will have a list of all Errors, Warnings and Fixes applied to the PDF based on the settings from within the preflight profile. From there, you can click on an item listed to highlight the affected area or element on the page and any fixes that are available for that item.

6. Making a correction in Preflight.
Part 2: Creating your own Preflight Profile
PitStop Pro has many built-in predefined profiles based on industry standards. You can create your own Preflight Profiles based on an existing profile or create a totally new one from scratch. In this tutorial, we're going to create a new profile based on an existing one.

1. Open the Kreatieve_Keuken.pdf tutorial file in Acrobat Pro.
2. Navigate to the Enfocus PitStop Pro menu and open the Enfocus Processing - Preflight. Then navigate to the Ghent PDF Workgroup profiles.
3. Locate the "SheetCMYK_1v4" profile under the 2008 Specifications profiles. Double click on the profile to edit this profile. This will display the Enfocus Preflight Profile Editor dialog.

The Enfocus Preflight Profile Editor shows all available checks along with what is already activated within that check. By clicking on the different options on the left side of the dialog, you will then see a list of checks already active in that check, as well as checks available that can be added.

4. In the General category, change the Name to "Tutorial Profile".
5. In the Color category notice that there are already some checks active.

In the Available Checks list (list of checks on the right side of the window), double click on the second check, "Color: RGB". This will add the check to the bottom of the active checks.

Note: Notice that some checks are grayed out once added and some remain selectable to add. This is because some checks can be added multiple times to check different elements of the page.

Scroll down and double click on "Convert to CMYK". This will tell PitStop Pro to convert any RGB object to CMYK automatically when this profile is run.

Note: PitStop Pro uses the color management preferences set in the Enfocus PitStop Pro Preferences or you can change the color management settings within the Preflight Profile using the Color Management option in Enfocus Preflight Profile Editor, when editing a profile.

6. Click OK button to close the dialog and save your changes.
After clicking OK button a warning message will be displayed asking you if you’d like to save the profile locally. This is because all the built-in profiles are “read only” and if you want to save your own profiles, they will be saved on the local machine.

Click OK button to save the new profile. It will be listed at the end of your Local checks.

**Note:** To create an all new profile select the Action menu in the upper right corner of the Enfocus Processing - Preflight window and select New > New… from the menus.

7. Select the new profile from your Local checks and run the profile on the tutorial PDF.

When processing is complete and the Enfocus Navigator is displayed, scroll through the list of warnings and fixes to locate: “Remapped Device RGB color space to Device CMYK color space.”

Click on this fix to view the objects affected by this fix. You will see that the RGB images from the first part of the tutorial are now automatically changed to CMYK.

8. Close the tutorial document without saving your changes.

---

7.2 Tutorial 2: PDF Editing and Correction Basics

**Overview**

The following tutorial will give you an introduction to working with a variety of tools in PitStop Pro. Understanding what the different tools do and how they relate to each other will help you be more efficient with PitStop Pro.

**Tutorial objective**

To make minor corrections before final print production. In this tutorial you will learn how to:

- How to manually change an image from RGB to CMYK.
- Use Global Changes to auto-detect the trim page size.
- Use Global Changes to extend object bleeds.
- Use text search and replace to update publication date.
- Use Action List to remove application marks.
- Use Global Changes to add a custom text mark.

**Market application**

Often minor changes need to be done on a PDF file before production or distribution. In this scenario, we will be preparing our tutorial document for final printing by ensuring elements are in the right color space, correcting bleeds and removing application marks so they don’t interfere marks added by a prepress system.

**Tutorial length**

This tutorial should take about 15 minutes.

**Tools needed**

For this tutorial, you will need:

- Enfocus PitStop Pro
• Successfully completed Tutorial 1.

Steps to recreate

1. Open the file “Kreatieve_Keuken.PDF” in Acrobat Pro.
2. Open Enfocus Processing - Preflight and run the “SheetCMYK_1v4” from the Ghent PDF Workgroup 2008 Specification set (details covered in Tutorial 1).
3. Click on the first error “RGB color is used”. Notice that when you click on this error, one of the images causing the error is highlighted in the Acrobat preview.
   Expand the selection to show the two objects causing the error. Click between the two to see both images causing the error. Take notice which images are RGB.
   As you saw with Tutorial 1 we can correct the images directly from preflight, however, this time we’re going to use the Enfocus Inspector to correct our images.
   This can be useful when you want more control over which elements of a page are changed or if you already know an element needs correction.
5. Under the Acrobat Tools, select PitStop Inspect to view the tools available. Click on the selection tool and then select the RGB image from the cover page of the tutorial file.
6. Open the Enfocus Inspector. With the Enfocus Inspector open, click on the first toolset, Fill and Stroke. Notice that with the image selected, it shows that the image is RGB color.
7. Change the color model from RGB to CMYK. From the Actions menu (upper right-hand portion of most PitStop Pro Windows and functions), select Convert to CMYK (using Preferences) to change the color model for this image.

   Note: Because this is a continuous tone image and not an object fill you can not modify the image pixels within the inspector. However, if you select an object like the text “KOFFIE” below the image, you’ll see that you can modify the colors by moving the sliders.

   Feel free to explore the Inspector by selecting different elements on the page and different functions within the Inspector. You will see that the values returned within the Inspector change depending on the type of object you select in the PDF file.
9. Viewing and setting the Page Box.
   In this step, we’re going to check to make sure we have a proper Page Box defined for our PDF. This will be important for downstream applications such as imposition programs that use the Trim box to align pages.
   From the Acrobat Tools pallet, select PitStop View and select the Show Page Box tool.
   With the Show Page Box enabled, you’ll see a red outline surround the page and nothing aligned with the crop marks indicating there is no trim box detected in this PDF document.
   From the Acrobat Tools pallet, select PitStop Process and select the Global Changes tool.
   Global Changes allow you to apply fixes and corrections to an element, page or entire document with a single click. Each Global Change is predefined within PitStop Pro and performs a specific function. However, many Global Changes have user options and can be customized for your needs.
   With the Global Changes window displayed, navigate to Page section and expand it. Double click on the last option Set Page Boxes to Marks.
   With Set Page Boxes Open review the options available for this function. You’ll see that PitStop Pro provides some flexibility to find page marks using several variations of color or color build. Also, if crop marks have been manually added to the layout, they may not be
perfectly aligned — **Allowed Marks Position Deviation** value will allow for this misalignment. However, it is not needed in this particular PDF.

10. Close the **Set Page Box to Marks** window and run the Global Change on the entire document.

Select the **Set Page Box to Marks** function, check to be sure it is set to run on the "Entire document" and click **Run** button.

When complete, you will see the Blue page box guides aligned perfectly with each crop mark.

With this Global Change applied, the document now has a page box defined allowing for bleeds to be managed.

11. Extending bleeds within your document.

Next we will apply a Global Change to extend the bleeds beyond the page box. Zoom out on the first page within Acrobat so you can see the entire layout. Notice that elements on the page do not bleed on the left side of the document.

12. Open **PitStop Process** under the Acrobat Tools and click on **Global Changes**.

13. Under the **Page** category double click on **Extend Bleed**.

This will open the **Enfocus Global Change Editor** for Extend Bleed. For **Bleed beyond the trim box** enter the value "0.125 in" (or 3 mm) for the bleed amount.

Click **Run** button to apply the new value.

Notice that nothing changes. There are two reasons images may not bleed when this Global change is run. One is that no image data exists and the image data actually stops at the edge of the page. This does not affect graphic (vector) objects as the object can be extended. The other reason is the image is not exactly ending on the page trim box, yet there is cropped image data to extend into the bleed.

To check which condition exists; reopen the "Extend Bleed" Global Change.

For the **Distance to trim box** enter the value "2 pt". Be sure your **Bleed beyond trim box** is still "0.125 in" (3mm) and click **Run**.

Now you will see the image and graphic objects extend beyond the trim box.

14. Updating the publication date with Search and Replace.

The next change will use the **Enfocus Find And Replace Text** function to update the publication year.

From the **PitStop Pro** menu, select **Object** and **Enfocus Find And Replace Text** from the extended menu.

Enter "2004" in the **Find** textbox and enter "2012" in the **Replace** textbox. Now click the **Next** button to find the first occurrence of "2004". It will be highlighted with an underline.
Click the **Replace Find** button to replace the current value and find the next occurrence for replacement. Continue to click the **Replace Find** button until the end to the document is reached.

**15. Removing Application Marks**

In this step we want to remove marks and slug lines added by the user or the layout application. For this, an Action List will be used.

From Acrobat **Tools**, select **PitStop Process** and click **Action Lists**.

Action Lists are the most powerful functions within PitStop Pro. They can be a combination of actions, Preflight Profiles, and Global Changes arranged into a single function. PitStop Pro offers many preinstalled functions that can be edited and modified to meet your needs. See the Reference manual for more information on Action Lists.

Scroll to **Page**, select **Remove Printer Marks** and click the **Run** button. All the marks and slug lines outside the Trim Box will be removed.

**16. Switch back to Global Changes to add a custom slug line.**

With the printer marks removed, we will add our own slug line to the page.

a. Scroll to **Standard > Add > Add Variable Text** and double click the **Add Variable Text** Global Change function for editing.

   For this Global Change, we want to be able to add a text string indicating the current document name and the page number of the document in the lower left-hand corner of the page outside the trim box and bleed area.

b. Under the **Text Settings** section, click the **Use Variable...** button to bring up the **Use Variable** dialog.

c. Select “%Current Document Name%” by double clicking on it, then type in a separator like a dash (—) in the **Enfocus Global Change Editor** window.

d. Click the **Use Variable** button again to insert “%Page Number%”.

e. Enter “of” after that and insert the final variable of “%Page Count%”.

f. The final string should look like this: %Current Document Name% — %Page Number% of %Page Count%.

g. Next, change the font size to 9 points and leave the color set to gray.

h. Under the **Position** section, configure the statement to look like this: Place the lower left of the text relative to the lower left of the trim box with and offset of X 0.25 in (7mm), Y −0.25 in (7mm).

i. Click the **Save and Run** button to apply the slug lines to all pages of the file. This completes the tutorial.

**17. Close the tutorial document without saving your changes.**