

FlightCheck® User Guide

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Markzware

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1.

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2. Welcome To FlightCheck®

Welcome to FlightCheck®

The term **flightcheck** is used to describe the process of checking a document prior to output, with the intention of catching potential problems as early as possible. **FlightCheck®** is a program that implements this process electronically.

All elements of your document must be examined in order to prevent unwanted issues during output. Failing to properly and thoroughly **flightcheck** your document could necessitate having to return to the document's native application in order to make corrections and to then re-output the document all over again. For some large jobs going to **print** this could add up to a tremendous amount of wasted printing materials, lost time and consequently additional unplanned expenses.

To fully understand the action of performing a proper **flightcheck** you need only consider the comparison of what it takes to get an airplane ready for takeoff. The service engineers walk around the plane, clipboards in hand, inspecting each part for its proper working condition and when each item on their checklists have been checked off, then and only then can the plane be officially approved as being "ready to fly".

Checking out an airplane, of course, can be a far more serious activity than the printing of a document because people's lives will be at stake if something goes wrong with the plane. On the other hand, there will no doubt come a day when you will be asked to print an extremely important document where your job may certainly be at risk if you don't get it right. But, relax and don't worry! Such an event will never occur, now that you have FlightCheck to come to the rescue and help save the day!

Life Before FlightCheck®

Before FlightCheck, the most common way to check a document was known as the "print & pray" approach. This is where you would print the document, cheerfully skip over to your printer, pick up the paper, then abruptly burst into tears after spotting something wrong. You would then have to go back into the document, make the corrections and try printing again, this time with fingers crossed.

As users started getting wiser, the "eyeball method" next became the checking process of choice. This is where you would bring up your document on the screen and run down some sort of checklist until you happened to notice a potential problem. Although experienced checkers would know more about what to look for, even they would be forced to "hunt" for possible problems by closely examining each element of the document, page by page, box by box, character by character. This process tended to be very time consuming, and there was no guarantee of a complete and thorough job every time. If just one single problem was missed, the document would need to be reprinted.

Today we now have FlightCheck which scans documents electronically with high precision and speed and digs into the intricate details of individual elements and reports to you its findings. In many cases, FlightCheck uncovers potential output problems that the human eye could not possibly ever catch.

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When FlightCheck issues its final approval, the document can then be confidently sent along to be printed. But, the real advantage to using FlightCheck becomes clearly evident when you consider what might happen if you blindly and bravely attempt to print your document without even bothering to first check it.

Therefore, before you go to press, you should always remind yourself of this very important motto: "What you check is what you get!"

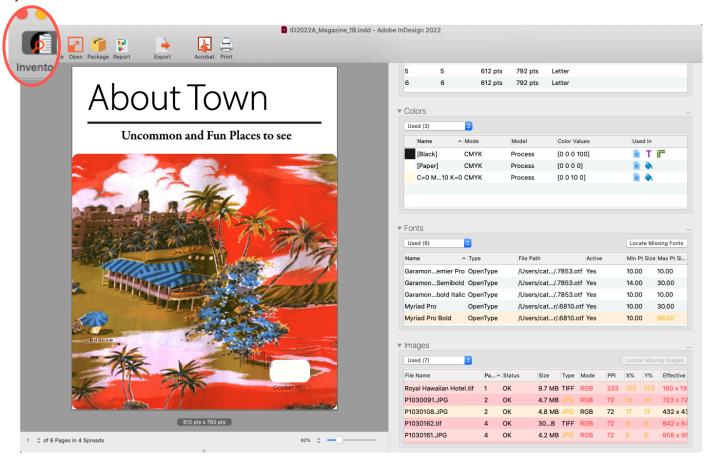
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3. FlightCheck Overview

FlightCheck is a standalone application for Apple's macOS 10.12 and higher that can preflight, preview, report on and package InDesign, QuarkXPress, PDF and Adobe Illustrator files. FlightCheck does not require these applications to even be loaded on your computer to do its magic.

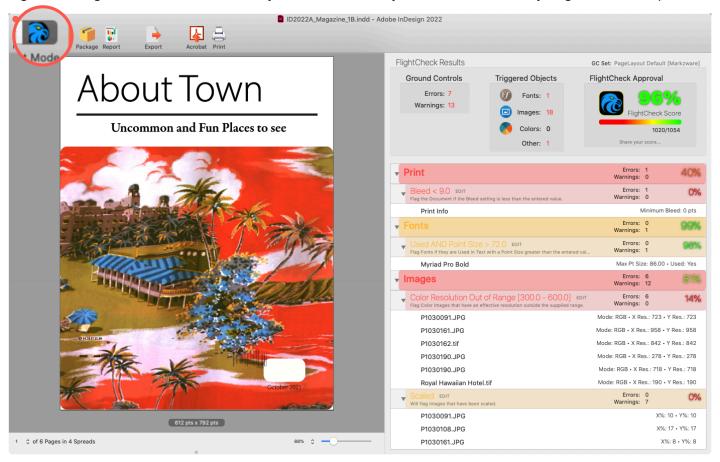
FlightCheck gives you two ways to view your documents-

Inventory Mode – When viewing your file in Inventory Mode, you see a breakdown of items detected in your document. This includes things such as File Size, Creation and Modification Dates, Number of Pages, Used Fonts, Colors and Images. The Inventory sections can be moved up or down in the list. You can also adjust the order of the columns as well as hide or show columns.



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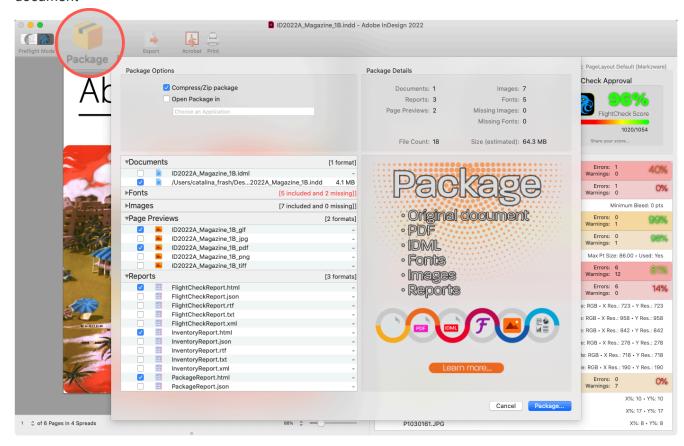
Preflight Mode – In Preflight Mode you will see a list of which **Preflight Rules** were triggered, with details about the items that triggered the Preflight Rule. Preflight Mode also contains a **FlightCheck Score**, the higher the FlightCheck Score, the more you can be certain your document is ready to go for final output.



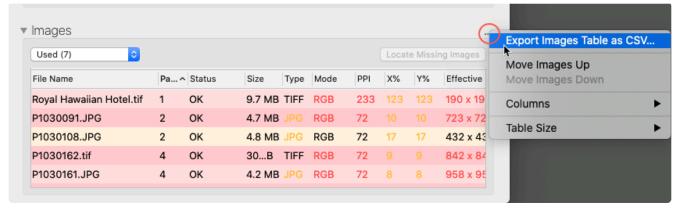
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FlightCheck also has some handy desktop workflow features built in so you can tie in with other workflows.

- 1. Ability to export a preview of your document as PDF, TIFF, PNG, JPEG or GIF
- 2. Ability to open multiple files at one time
- 3. Ability to generate one-off reports about your document
- 4. The ability to package up your document and create reports based on the items detected within your document



5. Ability to export individual Inventory sections as CSV files for use in other reporting tools.



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4. FlightCheck Quick Start Guide

- 1. Download FlightCheck
- 2. Install FlightCheck (download the .dmg file, double-click the .dmg and then drag-and-drop the FlightCheck application into your Applications folder)
- 3. Activate FlightCheck
- 4. Register FlightCheck
- 5. Use Command-O or Drag a file onto the window to open a file
- 6. View the Inventory of what's in your file
- 7. Click on the Preflight View icon to switch your view to show details about error and warnings for your file
- 8. Click on the Report icon to generate a report about your file. You have five formats to select from.
- 9. Click on the Package icon
- 10. Decide whether you want the packaged job to be zipped or saved within a folder
- 11. Click on the Package button
- 12. You now have a packaged job you can send off to someone or place in your Archive

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5. FlightCheck System Requirements

- macOS 10.12 or higher
- 4GB RAM recommended
- 1 GB free disk space minimum
- Suggested Minimum Monitor Size that is at least 1600px wide by 900px high
- · Internet Connection to Activate and view online User Manual

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6. FlightCheck Installation

- 1. Make sure you are connected to the internet
- 2. Download the FlightCheck DMG file located at https://markzware.com/products/flightcheck/download/
- 3. Double-Click on the DMG, this will bring up a Drag-n-Drop Installer Window
- 4. Drag the FlightCheck application icon onto the Applications Folder Alias [and release the mouse button]. This will copy FlightCheck into the Applications folder

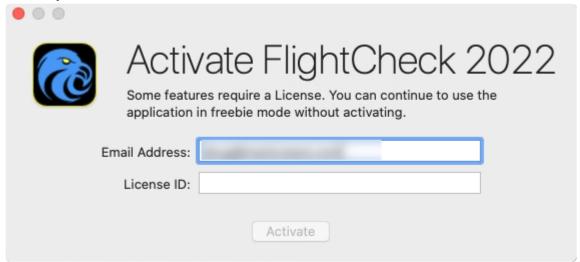


- 5. Start up FlightCheck
- 6. You are now ready to launch and activate FlightCheck

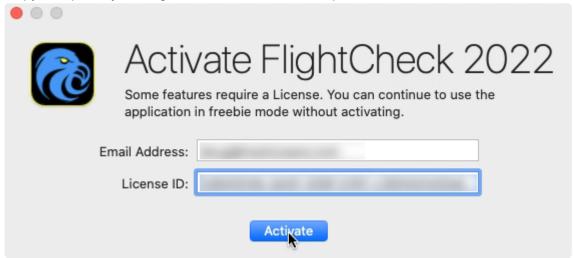
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7. FlightCheck Activation

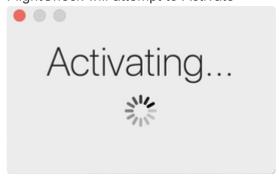
 Enter the email address that was used to purchase FlightCheck and the License ID you received when you purchased. It is easiest to copy and paste the License ID instead of trying to type it in manually, this reduces mistakes.



2. Copy and paste your FlightCheck License into the provided area

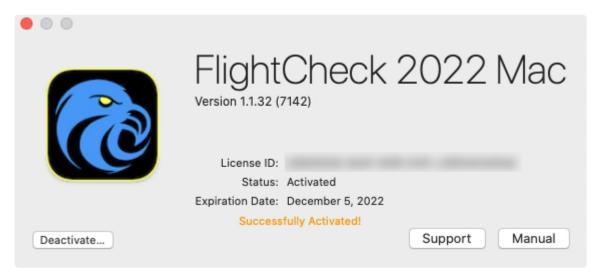


- 3. Click Activate
- 4. FlightCheck will attempt to Activate



5. FlightCheck successfully Activates

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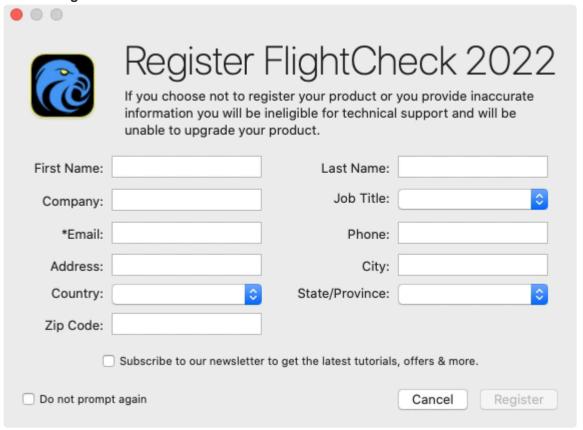


- 6. Close the Activation Window by clicking on the red dot in the upper left corner
- 7. You are now ready to tap into all of features FlightCheck has to offer

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8. FlightCheck Registration

1. After activating FlightCheck the first time, you will have the ability to register the product, **by clicking** on the Register button



2. Fill in the Registration screen and click Register to submit your registration information.

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3. You will next see a registration complete message.

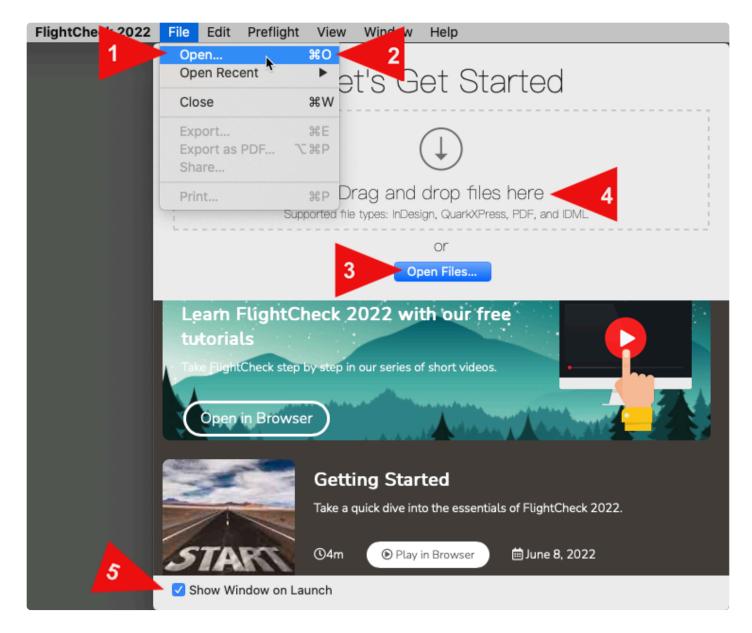


4. You can now begin using FlightCheck.

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9. FlightCheck Startup Window

When you first start up FlightCheck you will see the Startup Window. This is the main window for FlightCheck.



From this Window you can open files to preview and inspect in FlightCheck. Files can be opened in one of four ways

- 1. Navigate to the FlightCheck file Menu and select Open
- 2. Clicking Command-O will bring up an Open File window where you can select files to preview and inspect.
- 3. Clicking on the Open Files button on the Get Started Window will also bring up a File Open window where you can select files to preview and inspect.
- 4. You can drag files onto the Drop zone

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- 5. At the lower left of the window is a checkbox which allows you to either show this window every time you launch FlightCheck or not show the window.
 - If you elect not to show the Let's Get Started Window, you simply need to do Command-O to select files to open in FlightCheck.
 - If you have disabled *Show Window on Launch*, but would like to use it to drag files onto, then click Command-; (Command-Semicolon) to bring up this window.

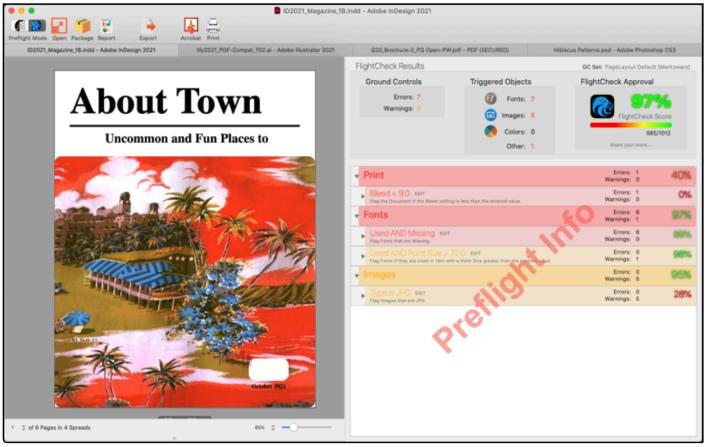
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10. FlightCheck Main Window

FlightCheck will display open files in one of two modes. Below are screen shots of the two modes. The two modes are Inventory Mode and Preflight Mode. By default FlightCheck displays files in Inventory Mode until you change to Preflight Mode.

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10.1. FlightCheck Toolbar Buttons





The button for Inventory is paired with the button for Preflight Mode. The Inventory Mode button looks like a page with a magnifying glass hovering over the page.

Inventory Mode is the default state of how FlightCheck displays details of your file the first time you run FlightCheck

Inventory Mode is designed to give you a look at the pieces that make up your file.

By default FlightCheck opens in Inventory Mode



The button for Preflight mode is paired with the button for Inventory mode. The Preflight Mode button looks like an eagle head in a circle.

Preflight Mode is designed to give you a look at the Ground Controls (Preflight Rules) that triggered for your file.



Clicking the Open button will cause FlightCheck to attempt to open your document in the system default application that handles that file type. For example, if you have an InDesign file open and click the Open Icon, FlightCheck will open the default version of InDesign on your system and then [attempt to] open the document in InDesign.



You cannot open newer InDesign or Quark documents in Older versions of InDesign or Quark using FlightCheck. Markzware produces a line of products that convert files to IDML format and this can allow you to open newer files in certain older versions of InDesign (CS4

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and higher) or QuarkXPress (Quark 2018 and higher).



Clicking on the Package button will bring up the Package Window. This is where you can package and collect your job along with reports.



Clicking the Report button brings up a Report Window. This window allows you to generate a Report of the information displayed on screen in one of five formats (html, json, rtf, txt or xml). This window also allows you to select an application to open the Report in.

The Report generated depends on which mode you are in

- If you are in Inventory Mode, you will generate an Inventory Report. This report shows what is listed on your screen in the Inventory area
- If you are in Preflight Mode, you will generate a Preflight Report. This report shows what is listed on your screen in Preflight Mode.



Inventory Mode is designed to show an overview of what elements have been detected in vour document.

Preflight Mode is designed to show an overview of the Ground Controls (Preflight Rules) that have been selected as important and which of those rules has triggered. These rules allow you to check for certain traits in your document that are important in your specific workflow. As an example, you may want all of the images in your InDesign file to be RGB and not less that 150 dpi and not more than 300 dpi. You can set Ground Controls to check to test for these states and if images do not meet these criteria, the Ground Controls will trigger and display in Preflight Mode.



Clicking on the Export button brings up FlightCheck's Export window. On this window you can select one of several formats to export a bitmap representation of the document you are preflighting.

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The formats available for Export are

- PDF
- TIFF
- PNG
- JPEG
- GIF



You can export any of these formats manually using the Export feature. Using the Export dialog you can only export one format at a time. If you wish to export multiple formats in a single pass, this can be done under the Package Window.



Clicking on the Acrobat button will open a PDF preview of your file in Adobe Acrobat or whatever you have set as the Default application on your system to handle PDFs.



The PDF sent to Acrobat or your default app that handles PDFs is based on the onscreen preview of the file you are preflighting. This PDF may not be 100% accurate as it is designed to be a rough overview of your file. It is the same view you see on screen in the FlightCheck Preview area.

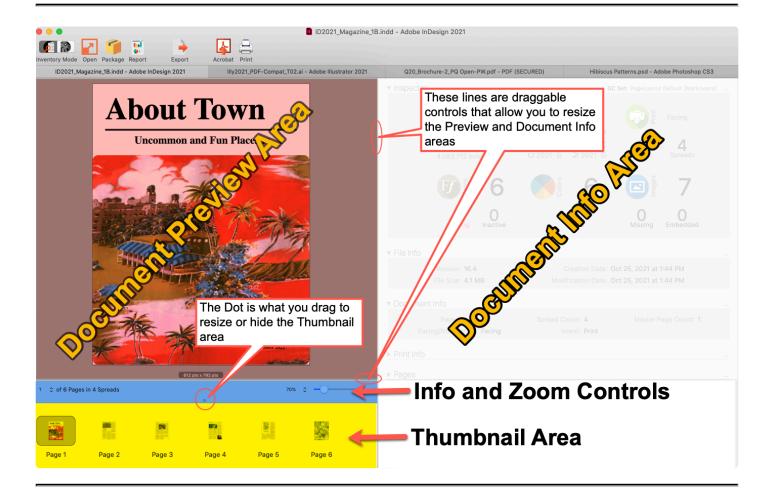


Clicking on the Print button, allows you to print a copy of the Report for the mode you are in. Thus, if you are in the Inventory Mode, the report printed will be the Inventory Report. If you are in Preflight Mode, the report printed will be the Preflight Report.

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10.2. FlightCheck Document Preview

Both the Inventory and Preflight Modes share a common Preview of your file. By Default the Preview shows to the left of the Inventory or Preflight information.



The Preview area has the following features

- · It shows a preview of your file so you can get a rough idea of what your file looks like
- Below a page, FlightCheck shows the dimensions of the page
- · Shows the number of Pages and Spreads for the document
- Allows you to zoom in or out to inspect your document.
- Thumbnail views- If you drag on the small dot, this will open up the Thumbnail area. This area will show a thumbnail of each page in your document. By clicking on a thumbnail, you can directly preview that page without cycling through each page in a linear fashion.

You can adjust where the Preview shows. By Default it shows to the Left of the Inventory or Preflight information. Using Command Keys you can adjust whether the Preview shows to

©2022 Markzware Page 22 of 129 the left, right, above or below the Inventory or Preflight information.

Command-Right-Arrow – Places the Preview to the LEFT of the Inventory or Preflight information

Command-Left-Arrow – Places the Preview to the RIGHT of the Inventory or Preflight information

Command-Down-Arrow – Places the Preview ABOVE of the Inventory or Preflight information

Command-Up-Arrow – Places the Preview BELOW of the Inventory or Preflight information

If you place the Preview ABOVE or BELOW the Inventory or Preflight information you most likely will want to adjust how things display on screen by using the drag bars for the different sections of the FlightCheck main window.

If you are viewing a Quark document that contains more than one Layout, FlightCheck will display an area where you can select which Layout you would like to view.

You can adjust how fast you move between pages in your Preview by setting the Animation Speed Setting under FlightCheck's General Preferences area

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10.3. FlightCheck Inventory Mode

The Inventory View consists of several sections, each section displaying different information about your document. The sections also change depending on what type of document you are viewing. The table below details which file formats show which sections.

PDF Default	PageLayout Default	Vector Default	Graphic Default	Image Default
L	ld (ox)	Ai	Ps	
Inspector	Inspector	Inspector	Inspector	Inspector
File Info	File Info	File Info	File Info	File Info
Security Info	Document Info			
PDF Info	Print Info	Print Info		
Pages	Pages			
Colors	Colors	Colors	Colors	
Fonts	Fonts	Fonts	Fonts	
Images	Images	Images	Images	Images

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10.3.1. Inspector

The Inspector Area has the following entries. Each Entry shows the file types it is used with.



File Info shows whether the document contains Facing Pages, the Number of Pages and the Number of Spreads in the document

Document Info | 🍱 | 🞯 | 🔼 | 📶 |

Document Info contains, The Name of the File, The Type of File, The File Creator Version, The Size of the File in bytes, the Creation Date of the file and the Last Modified Date

Font Info | 6 | 8 | 8 | 8 | 1 | 8 |

Font Info contains, The Total Number of Fonts Detected in the Document, The Number of Missing Fonts and the Number of Inactive Fonts

Inactive fonts are typically fonts found in files that have been packaged with a fonts folder. FlightCheck finds the fonts, however they are not active.

Color Info | 🍱 | 🥯 | 🔼 | 🔠 |

Color Info contains the Total Number of Colors detected in the file and the Number of Used Colors.

You can have a lot of colors in a job if your swatches palette is large, however you may have only a few used colors, which are colors that appear on a page.

Image Info | 🍱 | 🥯 | 🔼 | 🛍 | 📴 |

Image Info contains the Total Number of Images found in your document, the Number of Missing Images and the Number of Embedded images.

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10.3.2. File Info Section



Displays the version of the application the file was created with. For PDF files, this will show the PDF version for example 1.4.

Creation Date | 🔟 | 🥯 | 🔼 | 🔼 | 📴 |

Shows the Creation Date of the file

Modification Date | 🍱 | 🥯 | 🔼 | 🛍 | 📴 |

Shows the last date the file was modified and saved.

File Size | 100 | 100 | 120 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 |

Shows the size of the file on disk (this is in bytes and not the dimensions of the file)

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10.3.3. Security Info Section



All data for the Security Info section is only available for PDF files.

Security Method | 🛂 |

Shows whether the PDF requires a password to open the file or make changes to the file.



If the PDF has a password to restrict changes, FlightCheck will still open the PDF and report on the security flags set. If the PDF requires a password to open the PDF, you will be prompted for that password in order to view the file in FlightCheck. Once you enter a password to open a PDF and have successfully opened it in FlightCheck, the password is stored in cache until you quit and restart FlightCheck.

Printing | 🛂 |

A Flag showing whether Printing is Allowed or Not Allowed

Changing the Document | L

A Flag showing whether Changing the document is Allowed or Not Allowed.

Document Assembly | 4 |

A flag showing whether you are allowed to combine this PDF with other PDFs, or insert or delete pages in the PDF.

Content Copying | 🛂 |

A flag showing whether you are allowed to copy content out of the PDF (i.e., copy content to your Clipboard for pasting into another application).

Content Copying for Accessibility | 5 |

A flag showing whether you are allowed to copy content out of a PDF for Accessibility software.

Page Extraction | 🛂 |

A flag showing whether you are allowed extract pages or split a PDF

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Commenting | 4 |

Flag showing whether you are allowed add comments or annotations to the PDF

Filling of Form Fields | 🔼 |

If the PDF has form fields designed to be filled in, this flag shows whether the creator of the PDF set security allow filling in these form fields or not.

Signing | 🛂 |

Signing a PDF locks the file so no further changes can be made. This flag shows whether the creator of the PDF has allowed you to sign (lock) the PDF.

Creation of Template Pages | 🛂 |

Flag showing whether Template Pages are allowed to be created for the PDF. Template pages are typically associated with Interactive PDFs.

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10.3.4. PDF Info Section



All data for the PDF Info section is only available for PDF files.

Creator | 🛂 |

Shows the application that created the PDF

Producer | L

Shows the Producer of the PDF. In some cases the Producer is the same as the Creator, in other cases the Producer is different than the Creator. For example, PDFs created out of InDesign typically show a different Creator and Producer, where as PDFs produced from Quark show the same Creator and Producer.

ICC Profile | 🛂 |

Displays the name of a document level ICC Profile if it has been detected, otherwise this will display N/A

Title | 🛂 |

Displays the title of the PDF. The Title may be different than the Name. The Title is a metadata field that can be altered.

Version | 🛂 |

Displays the Version of the PDF. For example 1.3 or 1.4

PDF/X Version | 5 |

Displays the PDF/X version if it is detected. For example – PDF/X-3:2002. If the file is not a PDF/X file this will display N/A.

PDF/X Compliance | 🛂 |

Will display the compliance version of PDF/X if detected. For example, you can have a file that is PDF/X-1:2001 as the PDF/X Version, with a PDF/X Compliance field set to PDF/X-1a:2001

Tagged | 🛂 |

If the PDF contains Tags, this will display "Yes", otherwise this will display "No"

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Tags in a PDF allow for people using accessibility software to read the PDF.

Fast Web View | 4 |

If the PDF has been set for Fast Webview, this will display "Yes", otherwise, this will display "No"

Has Signatures | 🛂 |

If the PDF has been signed, this will display "Yes", otherwise for unsigned PDF's this will display "No".



Most of the time when a PDF has been signed, it is set to be Read Only, thus making the document non-editable.

Media Box | 🛂 |

If a MediaBox has been set for the PDF, this will display "Yes", otherwise, this will display "No"

Art Box | 🛂 |

If an ArtBox has been set for the PDF, this will display "Yes", otherwise, this will display "No"

Crop Box | 🛂 |

If a CropBox has been set for the PDF, this will display "Yes", otherwise, this will display "No"

Bleed Box | 🛂 |

If a BleedBox has been set for the PDF, this will display "Yes", otherwise, this will display "No"

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10.3.5. Document Info Section



Document Info is only available when preflighting DTP files, i.e., InDesign and Quark files.

Page Count | III | 🐵 |

Lists the total number of pages in the file. This is the count of pages, not the printed page number.

Spread Count | | | | | | | | |

Lists the total number of spreads in the file.



🖈 As an example – If you have a 4 page document with Facing Pages enabled, this will show 3 spreads. The reason for this – each **printed page** is considered a spread, and in this scenario, 3 pages will be printed. One of the 3 printed pages happens to be double-wide, due to Facing Pages being enabled.

If you have the same document with Facing Pages disabled, this will show 4 spreads (as each printed page is considered a spread). In this scenario, each individual page is a spread as they are each output separately.

Master Page Count | 6 | 0 |

Will show the count of Master Pages. This count includes all Master Pages, whether they are actually used in the document or not.

Facing/Non-Facing | | | | | | | |

This will display either Facing, or Non-Facing, depending on how your document has been setup.

Intent | 🍱 | 🥯 |

In recent years Desktop Publishing apps allow you to select the intent of your document. Common intents include, Print, Web and Mobile



Mobile is for devices such as smart phones or tablets. Many designers can work more quickly and re-purpose content when they work in a familiar environment, thus the popularity of being able to layout pages or screens for mobile devices in Desktop Publishing applications.

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10.3.6. Print Info Section

Items in the Print Info section are related to output settings for files. These are set by the available output devices the application uses. Each device can have its own parameters.



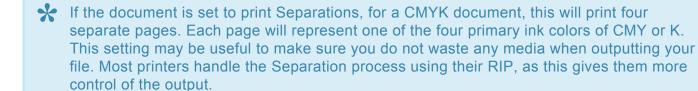
The items under the Print Info section are mostly for native Desktop Publishing files (i.e., InDesign and Quark files). There is limited Print Info for Illustrator files.

Resolution | March | em |

Shows the resolution is the document set to print at

Separation | • | • |

Shows whether the document is set to print as separations or a composite document. If set to composite (the normal condition for most people), this will say "No". If Separations are set, this will say "Yes"



Spreads | Margin |

This will Display "No" if the document is not set to print spreads. This will show "Yes", if the document is set to print spreads.



This is not the same as Facing Pages. This setting for Spreads is found in the Print/Output dialogs of Desktop Publishing applications and is usually labeled as Spreads.

Scale | 6 | 8 |

Shows the scaling factor if any applied during printing. Normally people want the document at full size, thus this usually shows 100 (for !00%).

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Paper Size Name | [| 🐵 |

This will show the **name** of the Paper Size used by the document. For example, in the U.S., a common paper size would be US Letter, whereas in Europe, a common paper size may be A4.

Reg. Marks | 🍱 | 🥯 |

This will display Yes if Registration Marks have been set to print during output. This will display No if Registration Marks have been set to not print during output.



In many cases, Print Shops want no Registration Marks added by a customer, they prefer to add their own Registration Marks as they are unique to their workflow and may have automated visual inspection systems that are looking for a specific type of Registration Mark.

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Orientation | 🍱 | 🐵 |

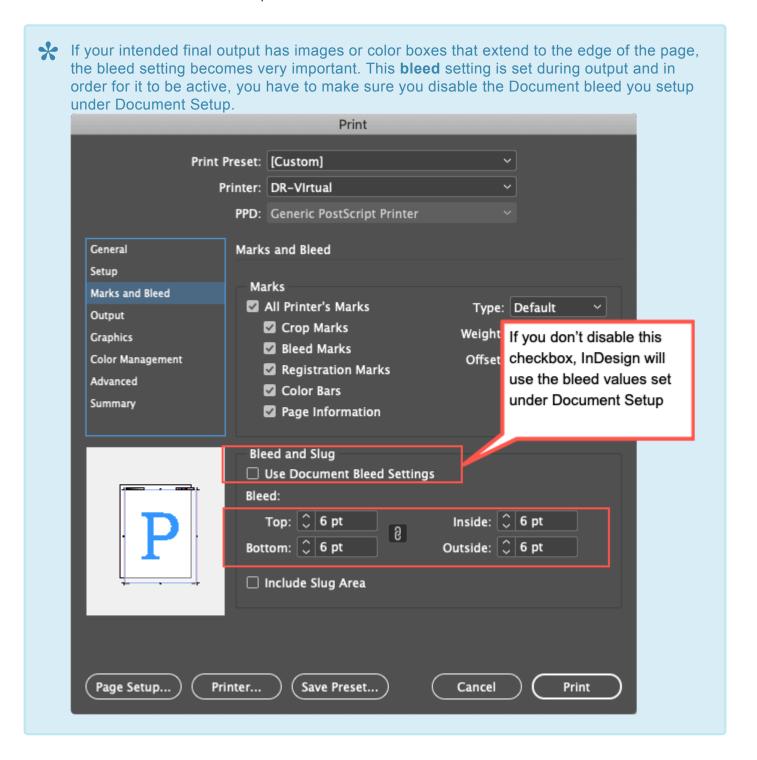
This will show Portrait, Landscape. This is how your document fits on the media your printer supports.

This can be an important item to check as if set incorrectly, it can cut off part of your output. This is a setting you should work closely with your Print Shop on as they may have specific settings for their workflow. Print Print Preset: [Custom] Printer: DR-VIrtual PPD: Generic PostScript Printer General Setup Setup Paper Size: US Letter Marks and Bleed Output Width: 612 pt Height: 792 pt Graphics Color Management Orientation: 🗓 🖪 🖪 Advanced Summary Options Scale: Width: 100% Height: 100% Constrain Proportions Scale To Fit Page Position: Upper Left ☐ Thumbnails: ☐ Tile: Page Setup... Printer... Save Preset... Cancel Print

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Shows the amount of bleed set in points



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10.3.7. Page Info Section



Shows the physical page number.

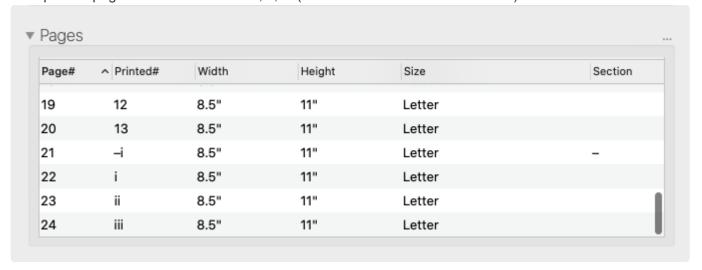


Show the printed page number



A document can contain things like a Table of Contents, an Intro, a page with Publishing information, these pages typically do not contain page printed numbers. The document can also contain different chapters or sections that restart numbering for that area. Thus the Printed# column shows how the page numbers change when renumbering has been used. You can see the physical page count (Page#) right next to the Document Page Number (Printed#).

Here's a sample showing the above. This document has several sections. Each Section restarts a numbering sequence. As an example if you look at the last three pages (Page# – 22,23,24), you can see their printed page numbers are set to i, ii, iii (as shown in the Printed# column).





This shows the Prefix associated with a section.



This shows the number of images on each page in the document.

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Width | 🏴 | 🥯 |

This shows the page width. By default FlightCheck displays the units in whatever units were set when the document was last saved. You can adjust the units under FlightCheck's General Preference Tab.

Height | 🍱 | 🥯 |

This shows the page height. By default FlightCheck displays the units in whatever units were set when the document was last saved. You can adjust the units under FlightCheck's General Preference Tab.

Size | 🛂 |

This is for PDFs only and this displays the name of the page size used. For example US Letter, or A4.



If a custom page size was used and not in FlightCheck's lookup table, you can add your own custom named page sizes under FlightCheck's Preferences. Click on the Inventory Tab and then simply click on the **Custom Page Size** button to define your custom page size.

#Missing Images | 🍱 | 🥯 |

Shows the number of missing images found on each page by default, this column is hidden

Media Box | 🛂 |

Shows the dimensions of the Media Box if it is present.

Trim Box | 🛂 |

Shows the dimensions of the Trim Box if it is present

Art Box | 🛂 |

Shows the dimensions of the Art Box if it is present

Crop Box | 🛂 |

Shows the dimensions of the Crop Box if it is present

Bleed Box | 4

Shows the dimensions of the Bleed Box if it is present

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10.3.8. Colors Info Section



Displays the name of the color as found in program that created the document.

Shows mode, i.e., CMYK, RGB, Lab...

Shows model either Process, Spot, Mixed Ink or Registration

Displays the breakdown of the color. Numbers displayed depend on Mode. CMYK colors have four values displayed, RGB, Lab, HSB have three values displayed.

The Used in Column displays icons for what the color has been detected as used in. The icons that may show are-

- Document Icon
- Text icon
- · Image icon
- · Line Icon
- Stroke icon
- Fill icon

Displays **Yes** if color is used is anywhere in the document, otherwise displays **No**. **This column is hidden by default**

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Used In Image | 🍱 | 🐵 | 🔼 | 🛍 | 📧 | 📼 |

Displays Yes if color is used in an image, otherwise displays No. This column is hidden by default

Used In Text | 🍱 | 🥯 | 🔼 | 📶 | 📴 | 🕋 |

Displays Yes if color is used in text, otherwise displays No. This column is hidden by default

Used In Line | 🍱 | 🐵 | 🔼 | 🛍 | 📧 |

Displays Yes if color is used in a line, otherwise displays No. This column is hidden by default

Used In Stroke | 🍱 | 🥯 | 🔼 | 🛍 | 📴 |

Displays **Yes** if color is used in the stroke of a shape, otherwise displays **No**. **This column is hidden by default**

Used In Fill | 🍱 | 🐵 | 🔼 | 📶 | 📴 | 📼 |

Displays Yes if color is used in a fill, otherwise displays No. This column is hidden by default

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10.3.9. Fonts Info Section



Shows the name of the font

Shows the type of the font, for example, TrueType, OpenType, Type 1...

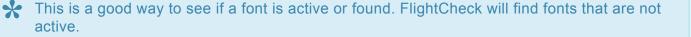
Shows the smallest point size of a font detected by FlightCheck

Shows the largest point size of a font detected by FlightCheck

Shows the manufacturer of the font (The Type Foundry)

Shows the version of the font.

Shows the file path to the font





This shows "Yes" if the font is embedded in the file.

This field is only visible by default for PDF documents. In PDFs in many cases fonts are embedded in the PDF so it will display properly on any system. Embedded in relation to a PDF usually means a subset of the entire font is embedded. That subset includes only the used glyphs. Embedding a subset reduces file size by not embedding the entire font.

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FlightCheck can find fonts that are not active in the system. This happens as FlightCheck looks for folders at the same level as the document being preflighted that are known to be created when jobs are packaged from common desktop publishing apps such as InDesign and QuarkXPress.



versions of the font.

Shows the size in bytes of the font file.



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10.3.10. Images Info Section

File Name or Name | 🍱 | 🐵 | 🔼 | 🛍 | 📴 |

Shows the name of the image



For PDF documents, original image names are not retained and thus you will see names like Image01-p01" or *Image03-p05. This shows you the page the image is on (the p01 or p05 portion)



Shows the page the image is located on

Shows the status of the image. For example, missing, embedded or OK.

Shows the file size of the image in bytes

Shows the type of the image (For example, TIFF, EPS, JPG, PNG)

Shows the mode of the image (For example – RGB or CMYK)

Shows the ppi (pixels per inch) of the image (The native resolution of the image before any scaling has been applied)

Shows the file path of the image

If an image is missing, it still has a path of where the original images was located.

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Shows the % of scaling applied on the X-Axis of the image



Shows the % of scaling applied on the Y-Axis of the image

Shows the **effective resolution** of the image. This takes into account any X or Y scaling applied to the image.

Effective Resolution is important mainly for lo-res images that have been scaled up. For example if you place a 72 ppi image and scale it up 200% in both the X and Y directions, you have essentially reduced the effective resolution by a factor of 2 (cut it in half), so your 72 ppi image will output at 36 ppi. Needless to say this will look like garbage in most cases.

Shows the scaling value applied in the X direction to the image (This is the same value that is displayed as the first number in the Effective Resolution column.)

Shows the scaling value applied in the Y direction to the image (This is the same value that is displayed as the second number in the Effective Resolution column.)

Has Alpha Channel | 🌃 | 🥯 | 🔼 | 📴 |

Displays "Yes" if the image contains an Alpha Channel, contains "No", if the image does not have an Alpha Channel

Shows the **opacity** of the image. 100% means the image is solid and items below it cannot be seen through the image. The smaller the opacity value, the more transparent the image is.

Displays "Yes" if the image contains is used on a Master Page, contains "No", if the image is not used on a Master Page

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Compression | 4 |

Shows the **type of compression** applied to the image in a PDF.

Bits/Channel | 🛂 |

Shows the number of bits per channel for images in PDF documents. Typically this is 8 bits per channel.



Shows the width of the image. This is displayed in the selected Units. Thus if all other values are displaying in mm, this value will be displayed in mm's.



Shows the height of the image. This is displayed in the selected Units. Thus if all other values are displaying in inches, this value will be displayed in inches.

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10.4. FlightCheck Preflight Mode

The Preflight View is designed to show you what was flagged in your file based on the Ground Controls that have been set.



The Ground Controls are a series of pre-defined rules that can be set to one of three states - Ignore, Warn, or Error. These states are controllable by you the User and can set them to check for what is important in your particular workflow.

Markzware has set up Default Ground Control Sets as a starting point.

As an example, if you disable all Ground Controls and set each one to the Ignore State, FlightCheck will find nothing wrong with your document. However, the FlightCheck score will show as "-%" in Red text. This may seem counter-intuitive. If you think about this for a minute, if someone disables all checks, then they have told FlightCheck they really do not care what may be wrong with the document. By enabling certain Ground Controls that fit your needs, you can get an idea of how your document stands regarding being ready for your intended use. While FlightCheck was built with a bias towards printed output, it can perform equally well for the workflows such as checking PDFs to be posted on the internet to make sure they are not too large.

The FlightCheck score is an indicator of how "ready" your document is based on the Ground Controls that have been enabled.

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10.4.1. Overview of Preflight Mode View

Used Ground Control Set (GC Set)

At the upper right the name of the Ground Control Set used to check the document is displayed. FlightCheck automatically detects the document type and selects an appropriate set. In this example an InDesign file has been preflighted and FlightCheck automatically selected the **PageLayout Default** set.

FlightCheck Results

GC Set: PageLayout Default [Markzware]

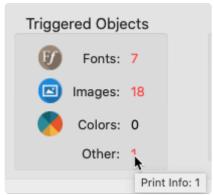
Ground Control Box

The Ground Controls box shows a count of how many Ground Controls triggered as Errors and how many triggered as Warnings. Ground Controls set to Ignore are not included in the count.



Triggered Objects Box

Triggered Objects box shows an overview count of how many Font, Image, Color and Other Objects triggered Ground Controls. To see a breakdown of what is under the Other count, hover your mouse over the number of Other Objects detected and a Tool Tip window will pop up showing a breakdown of which category of Ground Controls triggered. These Categories are based on the Categories found in the Ground Control Screen (where you are able to adjust the state of the Ground Controls.). The Ground Control window can be invoked by doing Command-G.



FlightCheck Approval (FlightCheck Score)

This score is an indicator of how ready your document is for its intended use based on the number of triggered object errors and warnings. Please keep in mind this is a rough indicator. The score can be adjusted by enabling or disabling Ground Controls. Higher scores indicate less issues were detected in the file based on the Ground Controls that have been set. Lower scores indicate you my need to make some corrections to the document to get it better prepared for your intended use.

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Underneath the color code bar is a ratio. This ratio is used to calculate the FlightCheck Approval Score. The ratio takes into account the number of Ground Controls set, the number of actual items that triggered Ground Controls and whether the state of the Ground Controls was set to an Error or a Warning.





You can change the FlightCheck Score by adjusting the Ground Controls.

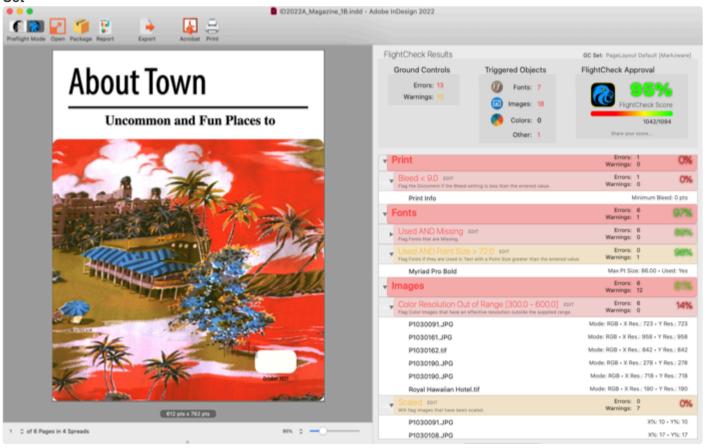
Preflight Results Area

The Preflight View portion of the page does not have a fixed format. Items displayed on the page show triggered Ground Controls.

Each Section that is visible shows information regarding a specific Ground Control that triggered along with a score for that Category.

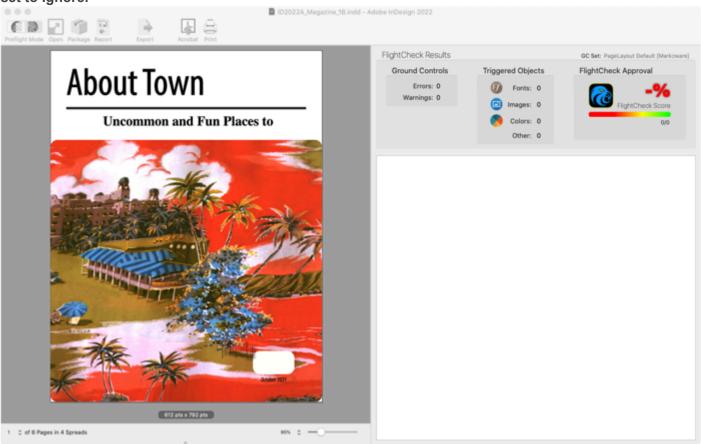
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Here's an example of an InDesign document preflighted using the Default PageLayout Ground Control Set



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Here's an example of the same InDesign document, except this time all of the Ground Controls have been set to Ignore.



Setting all Ground Controls to Ignore is not something that is useful. It was used for this example to show an extreme case.

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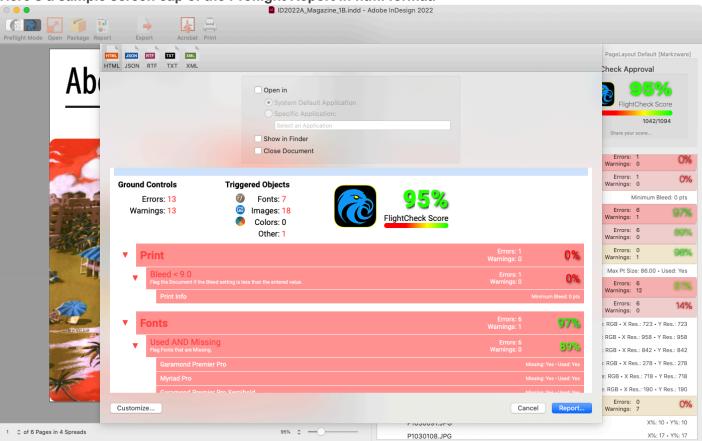
10.4.2. Preflight View Report

Preflight Mode Report (Manual Report)

If you Click on the Report icon, you will see a report that looks very close to what is displayed in the report area on your screen. If you generate an html report, it will contain collapsible sections.



Here's a sample screen cap of the Preflight Report in html format.





The Preflight Report can be output in not only HTML, but also JSON, RTF, TXT or XML formats. This gives you a wide selection of formats to use for your particular workflow.

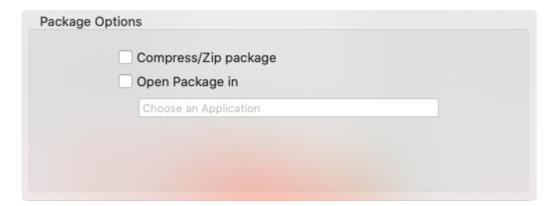
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10.5. Package Window

The Package Window is where you visit to collect the pieces of your job and get reports and previews.

It contains the following sections-

Package Options



Compress/ZIP package – when this is enabled, FlightCheck will compress the entire packaged job, including fonts, images, any page preview and reports into a single ZIP archive.

Open Package in – When enabled, you can select an app that supports ZIP archives. Any example of this might be, you set up your own workflow so that when you create a zip archive of your job, it starts up your email application and attaches the zip archive. Another example may be you set an FTP or file upload app to open the zip archive created by FlightCheck and send the zip to your desired location.

Documents Section -



You can configure what gets packaged by enabling or disabling the checkboxes under each of the Package sections.

Allows you to enable or disable whether to package the file you are preflighting

You can also Enable the IDML box. In order for an IDML to be created you must have the appropriate Markz product. If you have OmniMarkz installed you can creates IDMLs for InDesign, QXP, PDFs and Illustrator files.

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If you have only IDMarkz installed you can only create IDML files for InDesign files. If you only have QXPMarkz installed, you can only create IDML files for Quark files If you only have PDFMarkz installed you can only create IDML files for PDFs or Illustrator files.

Fonts Section -

~ Fonts		[3 Included and 3 Missing]]
✓ <i>F</i>	/Library/Fonts/MyriadPro-Bold.otf	97 KB
✓ F	/Library/Fonts/MyriadPro-BoldCond.otf	95 KB
	/Library/Fonts/MyriadPro-Regular.otf	97 KB
$\Box \mathcal{F}$	Garamond Premier Pro	-
$\Box \mathcal{F}$	Garamond Premier Pro Semibold	-
□ F	Garamond Premier Pro Semibold Italic	-

Allows you to collect found fonts. FlightCheck cannot package missing fonts as they cannot be found.



Found Fonts do not need to be active to be seen by FlightCheck. If you want to edit a document that FlightCheck has detected found but not active fonts for, you will need to activate those fonts in order to make edits to your document and have the proper fonts available.

Images Section -

∨lmages	[7 Included and	d 0 Missing]]
✓	/Users/Shared/Test Jobs/ages copy/P1030108.JPG	4.8 MB
✓	/Users/Shared/Test Jobs/ig Images/P1030091.JPG	4.7 MB
✓ <u></u>	/Users/Shared/Test Jobs/rig Images/P1030161.JPG	4.2 MB
✓	/Users/Shared/Test Jobs/Orig Images/P1030162.tif	30.1 MB
✓ <u></u>	/Users/Shared/Test Jobs/ig Images/P1030190.JPG	4.7 MB
✓	/Users/Shared/Test Jobs/ig Images/P1030190.JPG	4.7 MB
✓	/Users/Shared/Test Jobs/i/Royal Hawaiian Hotel.tif	9.7 MB

Allows you to collect found images. FlightCheck cannot package missing images. However, if you create an IDML FOR YOUR FILE AND ENABLE CREATE LO-RES PREVIEWS FOR MISSING IMAGES, you MAY be able to get lo-res previews as place-holder images.

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Page Previews Section -

∨ Page Previews	[2 formats]
ID2022A_Magazine_1B_gif	-
ID2022A_Magazine_1B_jpg	-
ID2022A_Magazine_1B_pdf	-
ID2022A_Magazine_1B_png	-
ID2022A_Magazine_1B_tiff	-

This section allows you to create a PDF or bitmap preview of each page in your document. By default GIF and PDF are enabled. The GIF preview is used as a thumbnail on the HTML report so you can get an idea of what the first page of your file looks like while viewing the HTML Report. **If you have long documents, it can take a bit of time to generate previews for each page. As an example, if you have a 200 page book and select GIF and PDF formats for Page Previews, you will end up with 200 GIF files and a single 200 Page PDF file. This takes time to generate unless you have a very fast system.

Reports Section-

~ Reports			[3 formats]
✓ 🗒	FlightCheckReport.html	-	
	FlightCheckReport.json	-	
	FlightCheckReport.rtf	-	
	FlightCheckReport.txt	-	
	FlightCheckReport.xml	-	
✓	InventoryReport.html	-	
	InventoryReport.json	-	
	InventoryReport.rtf	-	
	InventoryReport.txt	-	
	InventoryReport.xml	-	
✓ 📑	PackageReport.html	-	
	PackageReport.json	-	
	PackageReport.rtf	-	
	PackageReport.txt	-	
	PackageReport.xml	-	

There are three types of reports FlightCheck can generate to add to your package.

The FlightCheck Report – This report is the same information shown in Preflight Mode View. It shows which items triggered which Ground Controls. This is a good report to use if you want someone to make fixes to issues with the file as it gives details on the problems found. If the person has FlightCheck they can be taken directly to images that have triggered a Ground Control. [In future versions of FlightCheck there may be the ability to be taken to Fonts and Colors as well]

The Inventory Report – This report is the same as what you see in Inventory Mode View. It lists out info regarding your job as well as Fonts, Colors and Images. Similar to the FlightCheck report if you generate a GIF preview of your document, the html version of this report will have a thumbnail of the first page in the upper right of the html report.

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The Package Report – This report shows an inventory of what was actually packaged with your job. Missing fonts and Images will be as "packaged = false", where as fonts and images that were found and able to be packaged will show a status of "packaged = true"

Each of the three types of reports can be output in any of the following formats:

HTML – The html reports generated can have collapsible sections and if you selected a GIF preview, will contain a thumbnail of the first page of your file in the upper right of the report.

JSON - This format can be useful if you want to feed it into an automated system, such as a CRM system or a job tracking system. JSON for most people appears as unreadable format raw html code or XML. JSON is an acronym for JavaScript Object Notation.

RTF – This format of reports adds some formatting, however in many cases, it is easier to read the html version of the report

TXT – This is a plain text report, it has no color. Plain text may be good if you want to parse through the reports for specific traits, yet have an easily readable form.

XML – This format similar to raw HTML code and can be useful if you want to feed it into an automated system, such as a CRM system or a job tracking system. XML for most people appears as unreadable. XML is an acronym for Extensible Markup Language



Package Details

You can generate multiple versions of the same report type in different formats. For example, you may want the Inventory report as both an html report and an RTF report.

On the right side of the Package Window is the Package Detail area. This is an overview of what is in your packaged job.

Documents: 1 Images: 7 Reports: 3 Fonts: 3 Page Previews: 2 Missing Images: 0 Missing Fonts: 3

File Count: 16 Size (estimated): 67.2 MB

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Documents Summary -

This is a summary of how many documents as shown in the Document Section are packaged. Normally this is equal to one. For example, you preflight an InDesign file with 88 pages. This counts as a single document. If you have OmniMarkz loaded and select to create an IDML, then the document count would increase to two.

Reports Summary -

Gives a count of the number of reports packaged with your job. This can range from zero to fifteen. By default it is three as the html version of each of the three report types is enabled automatically, unless you change it in FlightCheck's Package Preferences window.

Page Previews Summary -

Shows the number of Page Preview formats selected for output.

Images -

Shows the count of images that have been packaged

Fonts -

Shows the count of fonts that have been packaged

Missing Images -

Shows the count of Missing Images. These cannot be packaged.

Missing Fonts -

Shows the count of Missing Fonts. These cannot be packaged

File Count -

Is the total of the Documents + Reports + Page Previews counts

Size (estimated) -

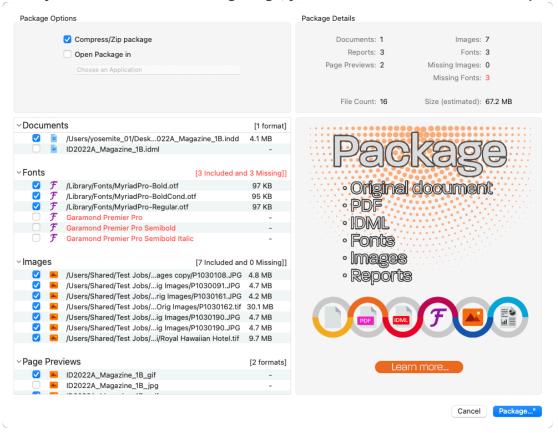
Estimated size of your packaged job. This is only an estimate as Page Previews and reports do not exist yet.

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10.5.1. Package Window Preview Area

The Package Window also provides a Preview area. The preview in this area will change depending of what item on the left side of the page has been highlighted.

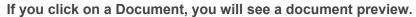
When you first arrive at the Package Page, you will see the Default Preview Graphic.

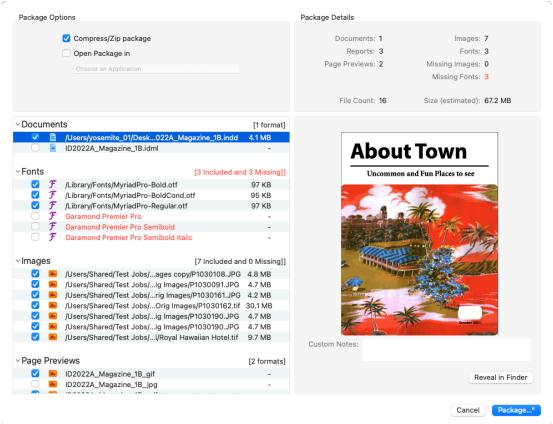




If a preview of the file you have clicked on cannot be generated, you will see the generic Preview graphic as a place holder.

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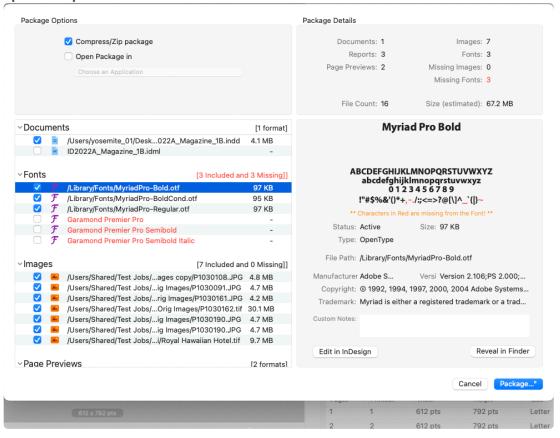






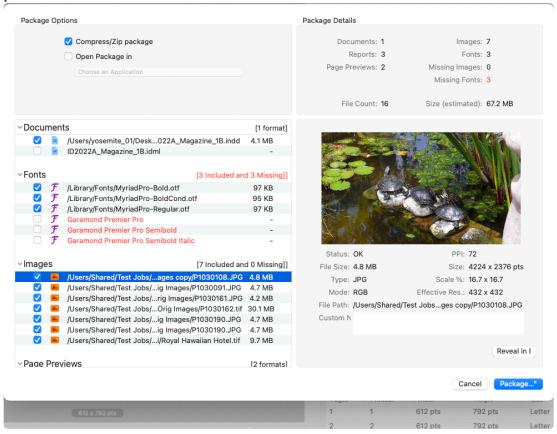
If you click on the idml file, since it is a generated file, no preview exists for it and you will see the generic Default Preview Graphic.

©2022 Markzware Page 57 of 129 If you click on a font name, if the font is found, you will see information about the font and a type specimen preview



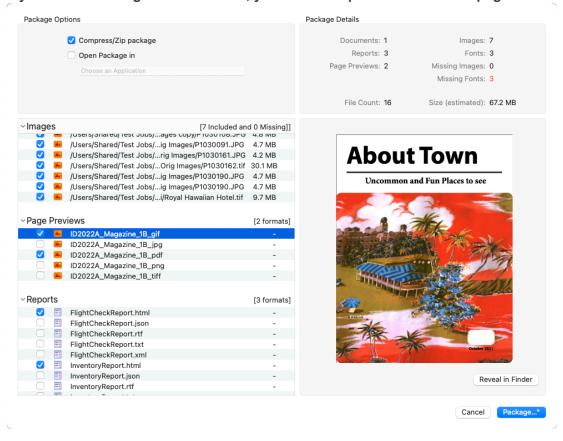
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If you click on an image name, and the image is found, you will see information about the image and a preview



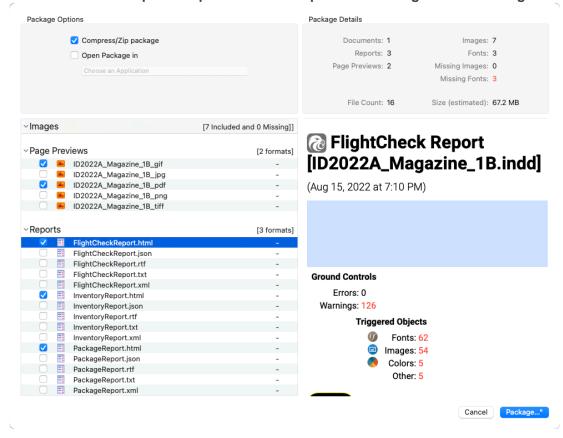
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If you click on a Page Preview name, you will see a preview of the first page of the document



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If you click on a Report name, depending on the report, you will either see a preview of the report or the Default Preview Graphic if a preview of the report cannot be generated during the Packaging process.



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11. FlightCheck Menus Overview

- · FlightCheck Main Menu Bar
- 1. FlightCheck
- 2. File
- 3. Edit
- 4. View
- 5. Window
- 6. Help
- FlightCheck Shortcut Keys

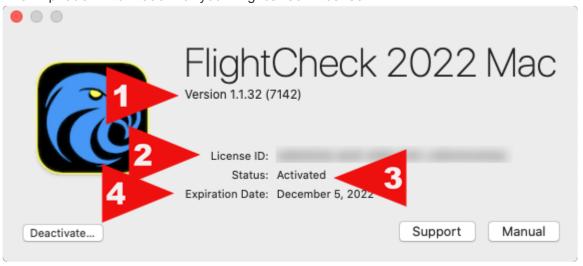
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11.1. FlightCheck Menu

About FlightCheck

Brings up the About Window which shows

- 1. The Version of FlightCheck
- 2. Your License ID if you have purchased the full version of FlightCheck
- 3. The Status of FlightCheck (Activated or Freebie)
- 4. The Expiration information for your FlightCheck License



Check for Updates...

Checks the FlightCheck Express download server to see if a newer version of FlightCheck Express exists. If a newer version does exist, you then have the option to download and install it.

Preferences

Displays the FlightCheck Preferences Window (see the FlightCheck Preferences section for details).

Services

Displays Services provided by the macOS and other Applications that have registered with the macOS.

Hide FlightCheck

Hides the FlightCheck Application and all of its open windows. To Unhide FlightCheck, click on the FlightCheck icon in your macOS Dock, or do Command-Tab and select the FlightCheck icon.

Hide Others

Hides all open application windows except FlightCheck

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Show All

This shows all hidden apps and windows (essentially the reverse of Hide Others)

Quit FlightCheck

Quits the FlightCheck application

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11.2. FlightCheck File Menu

Open

Brings up an Open File Dialog Window where you can select one or more supported files to open.

Open Recent

Shows a list of recently opened files in case you need to re-open them again without hunting for them on your computer system.

Close

Closes an open file. Or, if you have multiple files open, will close the active file.

Export

Brings up the Export Window. This window can also be accessed by clicking on the Export icon on the document window toolbar.

Export as PDF...

Brings up a window asking you where to Save the PDF file. Once you select a location, clicking the Choose button will export a PDF created from the onscreen preview of the active document to the location you select.

Open in

Adobe Acrobat – Selecting Open in Adobe Acrobat will open a PDF of the onscreen preview in Acrobat.

Share...

Pops up a Share Window where you can select where to share your file. The contents of the Share Menu are based on what you have setup under the macOS Preferences under Extensions/Share Menu.

Print...

Selecting Print will bring up a standard macOS Print Dialog allowing you to print a hard copy to your printer.

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11.3. FlightCheck Edit Menu

These items are only available when working with the About Screen to Activate or Deactivate FlightCheck and when Registering FlightCheck, or entering Note Data on both the Inventory and Package screen.



FlightCheck is not a document editing program, but it does allow you to add notes that show up in certain reports. This is where the editing tools are most often used.

Cut

Copy

Paste

Select All

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11.4. FlightCheck View Menu

Show/Hide Tab Bar

Shows the Tab Bar (located just below the Toolbar). Open documents in Tabs versus individual windows is a global preference for FlightCheck found under the <u>General Preferences Window</u>.

Show All Tabs

If you have multiple open documents in Tab Mode, this will show all open documents at a reduced size, allowing you to click on which one you want to make the active document. This is an alternate method of cycling through open documents instead of using the Control-Tab key combination.

Show/Hide Toolbar

Shows or hides the Toolbar for all open documents.

Customize Toolbar...

Selecting Customize Toolbar opens up a window where you can re-arrange and customize the toolbar to suit your particular method of working.

Zoom In

Magnifies the document preview displayed in the current active window. Zoom In does not affect the zoom level of the Inventory Section of the current active window.

Zoom Out

Reduces the display size of the document preview displayed in the current active window. Zoom Out does not affect the zoom level of the Inventory Section of the current active window.

Fit Page in Window

Resizes the current displayed page preview to fill the preview area

Fit Spread in Window

If facing pages was used when the document was created, this resizes the current displayed spread preview to fill the preview area

Actual Size

Will zoom the page to full size. You may have to pan the view in order to see the area you are interested in viewing as Actual Size in many cases makes the preview larger than the current display window (especially if viewing Spreads). Currently you must use the scroll bars located on the bottom and right of the document display to pan the document or the scroll feature on your mouse or other input device.

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Thumbnails Location

Allows you to control whether Thumbnails are positioned on the Top, Bottom, Left or Right of the document Preview

Inventory Location

Allows you to control whether the Inventory list is positioned on the Top, Bottom, Left or Right of the document Preview

Inventory Expand All

Selecting this will expand all sections in the Inventory list

Inventory Collapse All

Selecting this will collapse all sections in the Inventory list. This allows you to focus on and expand a specific list

Enter Full Screen

Will take the FlightCheck application into Full Screen Mode. To exit Full Screen Mode, tap the Escape Key or use Control-Command-F

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11.5. FlightCheck Window Menu

Minimize

Will minimize the current document window to your Dock. To view the window again, either click on the icon in your Doc or under the Window menu select the name of the document and click on it.

Zoom

Zooms FlightCheck to fill up your entire screen. Selecting Zoom a second time will bring the FlightCheck window back to its original size. If you wish to resize the window, you must grab the lower right corner and drag to resize the window.

Tile Window to Left of Screen

This takes the macOS into Split Screen Mode with FlightCheck Express on the Left half of the screen and any other open windows you have on the right side of the screen. **Caution** If you click on the left half of the screen (the FlightCheck Express window), FlightCheck Express will go into Full Screen Mode. To exit this mode, you need to move your cursor to the very top of the screen, which will make the FlightCheck Express Toolbar appear. Once the Toolbar is visible, click on the green minimize button to return to normal mode.

WARNING – This feature only works in macOS 10.15.X and higher. On macOS 10.14 and earlier systems this menu item is not even present.

Tile Window to Right of Screen

This takes the macOS into Split Screen Mode with FlightCheck Express on the Right half of the screen and any other open windows you have on the right side of the screen. **Caution** If you click on the right half of the screen (the FlightCheck Express window), FlightCheck Express will go into Full Screen Mode. To exit this mode, you need to move your cursor to the very top of the screen, which will make the FlightCheck Express Toolbar appear. Once the Toolbar is visible, click on the green minimize button to return to normal mode.

WARNING – This feature only works in macOS 10.15.X and higher. On macOS 10.14 and earlier systems this menu item is not even present.

Show Previous Tab

If tabbed windows is enabled, this moves to the tab on the left. If you are viewing the document associated with the left most tab, this will cycle around and go to the farthest tab on the right.

Show Next Tab

If tabbed windows is enabled, this moves to the tab on the right. If you are viewing the document associated with the right most tab, this will cycle around and go to the farthest tab on the left.

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Move Tab to New Window

This will take the current selected document and move it to a new floating window that is no longer part of the tabbed window. You may position this window anywhere on your screen.

Merge All Windows

This will merge all open documents into a single tabbed window.

Show Get Started Window

Will show the Get Started Window which is the initial window that shows when you first start up FlightCheck. The Get Started Window allows you to open up files. It also displays info about tutorials and help for FlightCheck.

Bring All to Front

Will bring all open FlightCheck windows to the front. As an example if you have a browser window open and it is between two FlightCheck windows, the browser window will be placed behind the two FlightCheck windows, thus making FlightCheck the front most app and the app that is in focus for the macOS.

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11.6. FlightCheck Help Menu

Search

Built in macOS search provided by Apple (this does not tie into FlightCheck documentation)

User Guide...

Will take you to the online FlightCheck User Manual. The online User Manual is fully searchable. If you cannot find a topic in the online User Manual, please post feedback using the link on the bottom of each page. If you want a PDF version of the User Manual you can scroll down to the bottom of the Table of Contents and click on the Download as PDF button.

Online Tutorials...

Will bring up online tutorials for the FlightCheck product.

Report an issue...

Will bring up Markzware's Online Trouble Ticket with your FlightCheck License ID already filled in. Please describe your issue and if needed, please upload sample files, screen shots or movies so we can review your issue and contact you. The Online Tech Support Form has an area where you can upload files. If you have more than one file, please create a ZIP archive containing all files you wish to upload, then upload just the single ZIP archive.

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11.7. FlightCheck Shortcut Keys

FlightCheck Menu		
Command – Comma (,)	Open FlightCheck Preferences	
Command – H	Hide FlightCheck	
Option-Command – H	Hide Others (other Applications)	
Command – Q	Quit FlightCheck	
File Menu		
Command – O	Open a File for Preview	
Shift-Command -W	Close active open file	
Command -W	Close active open Tab	
Command – E	Open Export Menu	
Option-Command – P	Export as PDF	
Command – P	Print current active file	
Edit Menu	These commands only work when Activating, Registering or Modifying FlightCheck Preference Values. FlightCheck does not support editing of the current open document(s)	
Command – X	Cut Selected content and place on macOS Pasteboard	
Command – C	Copy Selected content and place on macOS Pasteboard	
Command – V	Paste content from the macOS Pasteboard	
Command – A	Select all content in the current active text or input area	
View Menu		
Shift-Command-Backslash (\)	Show all Tabs (if Tabbed viewing is enabled) by presenting them as small Thumbnails	
Option-Command – T	Show/Hide Toolbar	
Command-Equal (=)	Zoom In	
Command-Minus (-)	Zoom Out	
Command-Zero	Fit Page in Window	
Shift-Command-Zero	Fit Spread in Window	
Command-One (1)	Show document at actual size	

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Show next Spread	
Show previous Spread	
Toggle between Preflight Mode and Inventory Mode	
Place Thumbnails at the Top of the document preview	
Place Thumbnails to the Right of the document preview	
Place Thumbnails at the Bottom of the document preview	
Place Thumbnails to the Left of the document preview	
Place Inventory at the Top of the open window	
Place Inventory at the Right side of the open window	
Place Inventory at the Bottom of the open window	
Place Inventory at the Left side of the open window	
Move currently active Inventory List to it's own separate window	
Expand all sections in the Inventory List	
Collapse all sections in the Inventory List	
Toggle Full Screen Mode on or off	
Minimize FlightCheck	
Show Previous Tab (must have Tabbed Viewing Enabled)	
Show Next Tab (must have Tabbed Viewing Enabled)	
Show FlightCheck Get Started Window	

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12. FlightCheck Open In Options

FlightCheck Open In Icons

FlightCheck Open in Acrobat

FlightCheck Print

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12.1. FlightCheck Open in Acrobat

Open in Acrobat will attempt to open a PDF of your file (based on the FlightCheck Preview) in Adobe Acrobat, unless you modify this under the FlightCheck Open In Preferences.



This can be handy as the PDF opened in Acrobat can have comments added to it and if the file you are checking happens to be an InDesign file, you can bring those comments into InDesign using the PDF Comments feature in later versions of InDesign.



This PDF should have editable text unless it was created using a placed bitmap or rasterized image of text instead of actually text converted to a PDF file.

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12.2. FlightCheck Print

Print will attempt to print an Inventory Report of the currently active file. Using this feature brings up a standard Apple Print dialog with all of the normal print features provided by macOS.

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13. FlightCheck Ground Controls

Ground Controls are checks for specific traits or conditions that may exist within a document. In FlightCheck, Ground Controls are a series of toggle switches that are in one of three states

Ignore	Ground Control Set to IGNORE	This tells FlightCheck you are not interested in this trait
Warning	Ground Control Set to WARNING	This tells FlightCheck you find this important, but it is not a show stopper and your job can still be processed OK
Error	Ground Control Set to ERROR	This tells FlightCheck you find this very important and it needs to be fixed now, before the job moves any further down the workflow

Changing the toggle switch setting for a Ground Control does not alter the document being scanned, but it does affect what gets displayed on screen in both the Inventory Mode and Preflight Mode, as well as how certain reports are formatted.

Another way to think of Ground Controls is as a pre-defined checklist. You as the User of FlightCheck can adjust what is important relating to your specific needs.

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13.1. File Ground Controls

Size Ground Control

File Size > (Greater than XXX MB)

Flag document if file size is greater than the specified size in Megabytes (MB)

Contains Ground Control

Interactive Elements

Flag document if it uses interactive elements. This would be things like buttons and hyperlinks

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13.2. PDF Ground Controls

PDF/X Ground Controls

PDF/X Version NOT PDF/X-1a

Flag PDF if the PDF/X version is not PDF/X-1a

PDF/X Version NOT PDF/X-3

Flag PDF if the PDF/X version is not PDF/X-3

PDF/X Version NOT PDF/X-4

Flag PDF if the PDF/X version is not PDF/X-4

Other PDF Ground Controls

PDF NOT Tagged

Flag PDF if it does not contain Tags. Tags are required for Assistive devices such as screen readers.

PDF NOT Fast Web View

Flag PDF if it is not set to Fast Web View. Fast Web View is a process whereby a PDF has been internally optimized so it may be streamed efficiently on the web.

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13.3. Document Ground Controls



Nocument Ground Controls are only available under the PageLayout Mode. This mode currently supports InDesign and QuarkXPress files.

Intent Ground Controls

Intent NOT Print

Flags the document if the intent type is not print. This may be useful if someone selects an intent type such as device or web and sets up a document that will not match the paper sizes supported by press. While this is something that is do-able, it will require extra work on the part of the Printer to get the job to the final anticipated dimensions.

Intent NOT Mobile

Flags the document if the intent type is not mobile. This Ground Control may be useful for people creating documents that are intended to be used on mobile devices such as smart phones or tablets. This is especially useful if someone is designing a User Interface or application mockup in InDesign or QuarkXPress intended to be used on a mobile device.

Intent NOT Web

Flags the document if the intent type is not web. This Ground Control may be useful for people creating documents that are intended to be viewed using a web browser.

Intent Unknown

Will flag the document if the output intent is unknown. In some workflows an output intent is required for automation and having an unknown output intent will trigger an error in the workflow, thus resulting in the job being rejected or moved to a holding area (folder) for problematic jobs.

General Ground Controls

Orientation NOT Portrait

Will flag the document if the page orientation is not set to Portrait mode. Typically a page in portrait mode

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Orientation NOT Landscape

Will flag the document if the page orientation is not set to Landscape mode. Typically a page in landscape mode is wider than it is tall.

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13.4. Print Ground Controls



Print Settings typically override document settings. Thus if you set a bleed value of .125" under the document setting, but then enter a bleed value of .25" in the Print dialog, the print settings will override the document settings on output. FlightCheck makes a distinction between document settings and output settings. The Print Ground Controls check the Output Settings, not the document settings. The document Ground Controls check the Document settings.

Setup Ground Control

Paper Size Name Not

Flag document if the Paper Name doesn't match the selected size



There are two areas paper size can be set. Since this Ground Control is under the Print tab, it is looking at the **OUTPUT PAPER SIZE**. This is not the same as the Page Size set when the document is first created. Output Paper Size is set in the Print dialog. The Paper size is not the same as the Custom Page Sizes you can create in FlightCheck's Preferences . Custom Page Sizes refer to the Document settings for Page Size, not the Output Paper Size.

Marks & Bleed Ground Controls

Bleed <

Flag document if the Bleed setting is less than the User provided value

Bleed >

Flag document if the Bleed setting is greater than the User provided value

Bleed > 0 AND Bleed <

Will trigger if Bleed is LESS THAN the input Value AND the Bleed is GREATER THAN 0. (Note the minimum Bleed value that can be input is 0.01 points).

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Important to note, this Ground Control checks all four sides of the page. If ANY ONE side is less than the value entered the Ground Control will trigger.

Bleed NOT Uniform

Will trigger if the Bleed value is not the same on all four sides of the Document.



Important to note that if any of the sides are set to zero bleed, but the bleed is asymmetrical, this Ground Control will trigger.

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13.5. Colors Ground Controls

Color Mode Ground Controls

Used AND Mode is RGB

Triggers if Used Colors are RGB Colors. Useful for detecting if Used Colors are of type RGB

Used AND Mode is CMYK

Triggers if Used Colors are CMYK Colors. Useful for detecting if Used Colors are CMYK

Used AND Mode is Lab

Triggers if Used Colors are Lab Colors. Useful for detecting Lab Colors Used in a file

Used AND Mode is HSB

Triggers if Used Colors are HSB Colors. Useful for detecting if any HSB colors are used in a file

Used AND Mode is Mixed Ink

Triggers if Used Colors are Mixed Ink Colors. Useful for detecting if a Mixed Ink Color has been used in the file.

Spot Color Ground Controls

More than N Spot Colors Used

Will trigger if more than specified number of Spot Colors are used in the document. This may be useful for a scenario like the following example. Let's say you as a printer are expecting a CMYK job with 2 additional custom spot colors, so this would be a six-color job. FlightCheck detects there are 4 spot colors used in the document. Catching this early will save a lot of headache before the job goes to press. Normally the extra spot colors would simply disappear from the final print job, which could be disastrous, especially if your clients logo happened to be using one of the **unexpected spot colors**.

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Used Spot Color

Will flag Spot Colors that have been used in the document

Unused Spot Color

Will flag Spot Colors defined in the color palette but not used in the document.

Used In Ground Controls

Used in Gradient

Flag colors if used in a gradient. This may be handy to know as you can see which colors are used gradients. In today's software, gradients can have many colors used in them.

Used in Line

Flag colors if used in a line

Used in Stroke

Flag colors if used in a stroke

Used in Text

Flag colors if used in text

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13.6. Fonts Ground Controls

Status Ground Controls

Used AND Embedded

Flag Fonts that are Used and Embedded. Used and Embedded fonts typically occur in PDFs where fonts are subsetted and embedded into the PDF so the PDF can display properly on systems where the fonts it uses are not present.

Used AND NOT Embedded

Flag Fonts that are NOT Embedded. If a font is not embedded, that means it is linked. This is the normal state for InDesign and QuarkXPress documents. This is typically a bad thing for a PDF.

Used AND Missing

Flag Font if Font File is missing – This is the dreaded missing font that has plagued the printing industry for decades. This situation arises when the person who created the document uses fonts that the person or party that is outputting the document does not have access too. This results in the missing fonts getting swapped out with some default font and this leads to type overflows, underflows and all kinds of issues.

Used AND NOT Enabled

Flag Fonts that are Used in the document but NOT Enabled. Enabled means Active. FlightCheck can detect fonts that are not Enabled/Active if you preflight a file that has been packaged by say InDesign or QuarkXPress and the file still resides in the package structure created by InDesign or Quark.



For files packaged by InDesign, FlightCheck can detect fonts in the Document Fonts folder within the package folder created by InDesign. For files packaged by QuarkXPress, FlightCheck can detect fonts located in the Fonts folder inside the package folder created by QuarkXPress.

Type Ground Controls

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Used AND Is NOT OpenType AND NOT TrueType

Flag Fonts that are not OpenType or TrueType. There are many kinds of fonts. The more modern fonts are now OpenType fonts. TrueType fonts are also popular, however OpenType fonts add a lot of extra features as well as they can contain up to 65,000 glyphs per font. This Ground Control allows you to flag a warning or an error if any fonts used in the document ARE NOT OpenType or TrueType fonts.

Used AND Is Type 1

Flag Fonts that are Type 1- Adobe is discontinuing support for Type 1 Fonts (also known as PostScript Type 1 fonts) in January 2023. Many people over the years have invested a lot of money into Type 1 fonts. Many type foundries have updated their Type 1 fonts and replaced them with OpenType fonts. OpenType and TrueType fonts are contained in a single file, Type 1 fonts consist of two separate parts, a Screen Font (or bitmap font) and a PostScript portion. In order for a Type 1 font to print or display correctly, both of these parts need to be present and match up. Thus, while Type 1 fonts launched the Desktop Design revolution, they have now been improved upon and replaced by newer technologies, mainly OpenType fonts.

Usage Ground Controls

Not Used

Some documents may have a lot of fonts defined in different styles, however these fonts may not be actually used in the document. This Ground Control will list out font references that were saved in the document that are actually not used anywhere in the document.

Used AND Point Size <

Flag fonts that are Used in the document if their Point size is less than the specified value. This Ground Control can be useful to find fonts that are set using too small of a point size and thus may be illegible upon output.

Used and Point Size >

Flag fonts that are Used in the document if their Point size is greater than the specified value

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13.7. Images Ground Controls

File Status Ground Controls – (Not in PDF or Image Ground Control Sets)

Missing

Flag Images that are missing. In other words, linked images where there is no file path on the User's computer that matches what is saved in the document. This typically occurs when someone packages up a job and not all of the images can be found in the packed images folder.



Tip – For both InDesign and Quark, if you place the native .indd or .qxp file into a folder containing the images used in the document, both InDesign and QXP will find the images if they reside in the same folder as the .indd or .qxp file.

Embedded

Flag Images that are embedded- Sometimes people want images to be embedded instead of linked. Enabling this Ground Control will list out the embedded images. Most people prefer images to not be embedded as embedded images require extra work to be edited. In order to edit an embedded image, you must first extract it from a document, them make changes and then relink it again. Once relinked and everything looks ok, then you can re-embed the image if you wish.

NOT Embedded

Flag Images that are NOT embedded. In other words, list out images that are linked. For most documents created in InDesign and QuarkXPress, you want your used images to be linked and not embedded.

Type Ground Controls

Using the image Type Ground Controls you can flag images that are of the type you accept or the type you do not accept. Here's examples of each



Flag for image types you accept – For example you only accept TIFF and PSD images. In this case you would Enable and set to either a Warning or Error state the Type is BMP, EPS, GIF and JPG Ground Controls and, Disable Type is TIFF and Type is PSD. With these settings, any placed image that is not a TIFF or PSD file, but is one of the other image

©2022 Markzware Page 88 of 129 formats will flag a warning or an error.



Flag for image types you do not accept – For example you do not handle BMP, GIF or JPG files. In this case you would enable and set to either a Warning or Error state the Ground Controls for Type is BMP, GIF and JPG and disable the Ground Controls for type is EPS, PSD an TIFF. By setting the Ground Controls in this manor, FlightCheck will flag a warning or an error for any image that is of type BMP, GIF or JPG.

Type is BMP

Flag Image if it is a BMP file

Type is EPS

Flag Image if it is an EPS file

Type is GIF

Flag Image if it is a GIF file

Type is JPG

Flag Image if it is a JPG file

Type is PSD

Flag Image if it is a PSD file

Type is TIFF

Flag Image if it is a TIFF file

Mode Ground Controls

©2022 Markzware Page 89 of 129 Using the image mode Ground Controls you can flag images that are of the color space you accept or of the color spaces you do not accept. Here's examples of each



Flag for images of color modes you accept – For example you only accept RGB images. In this case you would enable and set to either a Warning or Error the following Ground Controls, Color Space is Lab, CMYK, GRAY and Unknown and Disable the Color Space is RGB Ground Control. With these settings, any placed image that is not Color Space of RGB will trigger either a Warning or an Error.



Flag for images of color modes you do not accept – For example you specifically do not accept images with an Unknown Color Space, however, you do accept everything else. In this case you would disable the following Ground Controls, Color Space is Lab, RGB, CMYK and GRAY and Enable Color Space is Unknown and set it to an Error state. With these settings, any placed image that is of an Unknown color space will trigger an Error.

Color Space is Lab

Flag Image if Color Space is Lab

Color Space is RGB

Flag Image if Color Space is RGB

Color Space is CMYK

Flag Image if Color Space is CMYK

Color Space is GRAY

Flag Image if Color Space is Grayscale

Color Space is Unknown

Flag Image if Color Space IS not know (Unknown).

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Resolution Ground Controls

The Resolution Ground Controls act differently depending on what type of document you are preflighting.

For InDesign and QXP files, the Resolution Ground Controls are checking for Effective Resolution of images. This means that any scaling factor applied to an image or its container are included in the resolution calculation. Thus if you place a high res image and shrink it down to fit in a picture container, it's effective resolution will increase. This also means that lo-res images, say a 72 dpi image that is placed and scaled up will have a decrease in effective resolution.



For PDFs, the Resolution Ground Controls use the **Native Resolution** of the images found in the PDF. This resolution is determined by how the PDF was created. Thus a PDF created using Press Quality settings versus the same PDF created using Smallest File size settings, while using the same images, will have completely different image resolutions due to the settings used to create these PDFs.



Image files (like TIFFs), look at the native resolution of the image as the document is an image.

Color Resolution Out of Range (You must input a Min and Max Value for a range)

Flag Color Images that have an effective resolution OUTSIDE the supplied range. Effective Resolution takes into account any scaling applied to an image such as blowing up a low res image will make it very blocky when printed. As an example, if images work best in your workflow that are roughly 300 dpi, and you have found that 10% on either side of 300 dpi is what you want to see, you can set these values to -Min = 270 ppi and Max = 330 ppi.

Grayscale Resolution Out of Range (You must input a Min and Max Value for a range)

Flag Grayscale Images that have an effective resolution OUTSIDE the supplied range. The Grayscale Resolution Out of Range behaves the same as the Color Resolution Out of Range Ground Control, except it is specifically looking for images that only use Black and White as the colors, with any shades of black (gray) present.

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Image Scaled

Flags images that have been scaled. In the Inventory View, both the X and Y values will show an error in red text or a warning in yellow text, depending on how the Ground Control has been set.

Scaled Disproportionally

Flags images that do not have the same X & Y scaling factor (could distort image). FlightCheck looks to see if the X Value is the same as the Y value. If they are not the same, then the X value is the item in the Inventory view that will highlight as Red for an Error or Yellow for a Warning.

Content Ground Controls

Has Alpha Channel

Flags images that have an alpha channel

Uses Transparency

Flags images that use transparency (opacities of less than 100%)

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13.8. Lines Ground Controls

Stroke Weight Ground Control

Stroke Width < [User Defined Value]

Flags lines less than the User Defined width. This may be useful to detect lines that are too thin to print properly and may either disappear or break up and do not look solid due to mechanical limitations of a printing press.

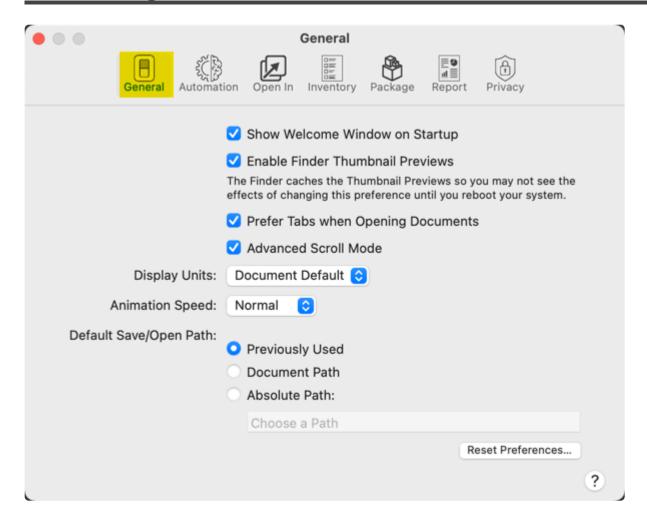
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14. FlightCheck Preferences

- FlightCheck General Preferences
- FlightCheck Automation Preferences
- FlightCheck Inventory Preferences
- FlightCheck Package Preferences
- FlightCheck Report Preferences
- FlightCheck Privacy

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14.1. FlightCheck General Preferences



Show Welcome Window on Launch

When enabled the Welcome Window shows whenever you restart. If Disabled, no window will appear when you startup FlightCheck, so Drag-and-Drop is not immediately available, BUT, you can simply do a Command-O to select a file.

Enable Finder Thumbnail Previews

When this is Enabled, a QuickLook Plug-in for the macOS is enabled. This will change the small icon preview in the Finder for all InDesign files to a mini bitmap preview of the InDesign document. Many people do not like this as they cannot tell a file is an InDesign file with a quick glance and thus the Preference is Disabled by default. Using this Preference requires a restart of your computer to clear out the Finder's cache files.

Prefer Tabs when opening documents

Selecting this will open all documents in a single tabbed window. This may be helpful in keeping your screen organized if you open several documents at one time. You can always remove a document from

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the tabbed window by either dragging its tab outside the tabbed window or using the "move tab to new Window" Menu item under the Window menu.



Tabbed Windows Requires macOS 10.12 or higher

Advanced Scroll Mode

This preference controls how scrolling up and down in FlightCheck's Inventory View Window behaves. When enabled, you can scroll anywhere and the page scrolls until you encounter a table view (Table views are in the areas in the Pages, Colors, Fonts and Images areas). Once the mouse enters a table, the scrolling switches from the entire page scrolling to the scrolling within the table.



When this is disabled, you can only scroll the entire page and when you want to go into a table, you need to stop, click inside the table and at that point you will be able to scroll within the table.

Display Units

You can select a specific unit, or if you select "Document Settings", FlightCheck will display the page size using the units the file was created with. By default this is set to "Document Settings".

Animation Speed

Adjusts the time it takes to stabilize the display of a page when moving between pages of a multipage document while Previewing a document. Some people prefer instantaneous previews when switching between pages, some may prefer a slower transition similar to how pages on a smartphone may display.

Default Save/Open Path

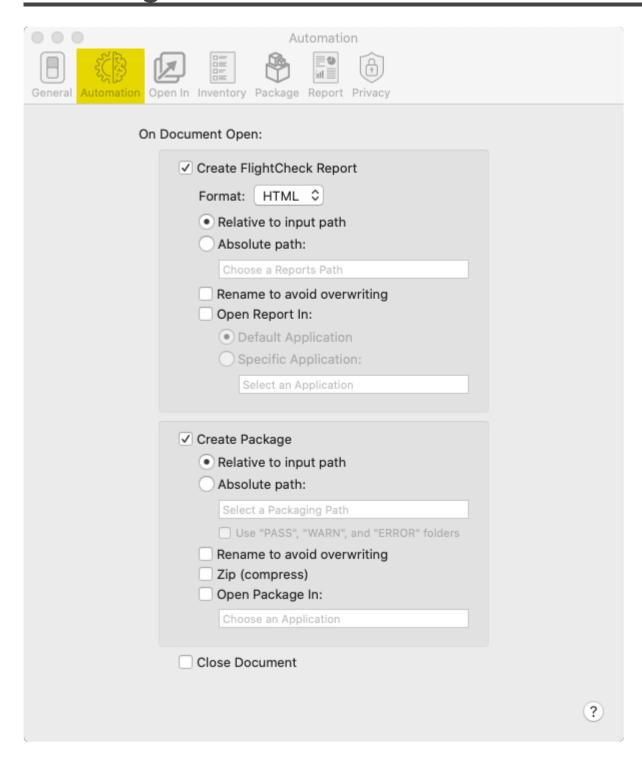
- Previous Used Path Used the last path selected
- Document Path Uses the same location as the document that is currently open
- Absolute Path Allows you to select a custom path. When you select this option the Choose a path area directly below this becomes active allowing you to select your custom path

Reset Preferences (button)

Resets the FlightCheck Preferences back to the factory default settings.

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14.2. FlightCheck Automation Preferences



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The automation section lets you set up certain actions to be performed whenever you open a file in FlightCheck.

On Document Open

Create HTML Report – If this is enabled, anytime you open a file in FlightCheck an HTML report will automatically be created.

Relative to input path - If this is selected, the HTML report will be saved at the same location as the document you just opened

Absolute Path – If this is selected, the HTML report will be saved in the path chosen using the Choose a Report Path path selector immediately below this radio button.

Rename to avoid overwriting – With Automation enabled, every time you open the same file, a new report will be created. If you enable this checkbox, instead of overwriting the previous report, this will append a number to the end of the report name.

For example, if you have document named MyJob and you open two times in FlightCheck, with this checkbox disabled, you will end up with only a single version of the html report. This file will be named MyJob.html.



With the Rename to avoid overwriting checkbox enabled, you will end up with two different reports, one named MyJob.html and the second named MyJob_1.html

Open Report in – This option gives you the ability to open the HTML report created in an application of your choice.

Default Application – On most people's computer the Default Application to open HTML files is their Default Web Browser.

Specific Application – This option gives you the ability to select a custom application to open your HTML report. If this is selected, the HTML report will be opened in the application chosen using the Select an Application path selector immediately below this radio button. You may want to use this option if for example you would like to open your HTML report in your favorite text editor.

Create Package – If this is enabled, anytime you open a file in FlightCheck the job automatically packaged up based on the settings in the area.

Relative to input path – If this is selected, the Package will be saved at the same location as the document you just opened

Absolute Path – If this is selected, the Package will be saved in the path chosen using the Choose a Packaging Path path selector immediately below this radio button.

©2022 Markzware Page 98 of 129 Use "PASS", "WARN", ad "ERROR" folders – When this box is checked, FlightCheck will create a Parent folder to Store the Package in. The job will be placed in one of those three folders by FlightCheck. If the one of the folders (PASS, WARN or ERROR) do not exist and is needed, FlightCheck will automatically create it.



The PASS, WARN and ERROR folder placement of a Package is **not based in the** FlightCheck Score. It is based on the Ground Control with the most severe state that was triggered. As an example, If you have a FlightCheck Score of 96% and a single Ground Control that triggered an error, your packaged job will be placed into a parent folder named ERROR. If you fix that error and rescan your job and that error now shows as a warning, then the job will now be placed into a folder named WARNING. The only way to get a job to go into the PASS folder is to have all Ground Controls not triggered, which means, everything you set FlightCheck to check has passed.

Rename to avoid overwriting – With Automation enabled, every time you open the same file, a new Package will be created. If you enable this checkbox, instead of overwriting the previous Package, this will append a number to the end of the Package name.

For example, if you have document named MyJob and you open two times in FlightCheck, with this checkbox disabled, you will end up with only a single version of the Packaged job. This file will be named MyJob.html.

Zip (compress) – When this checkbox is enabled, instead of getting a Folder housing your Packaged job, you will have a single ZIP Archive that contains your Packaged job.

Open Package in – Enabling this checkbox allows you to select an application to handle your Packaged file.



Typically if you enable **Open Package In** you will also want to enable **Zip (compress)**

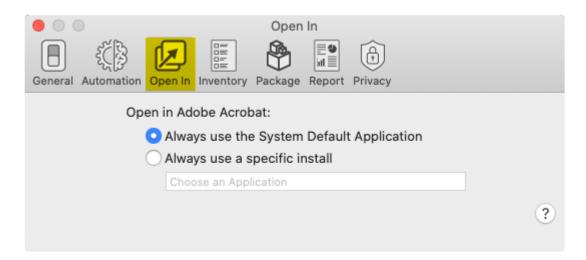
Specific Application – This option gives you the ability to select a custom application to open your Packaged job. If this is selected, the Package will be opened in the application chosen using the Choose an Application path selector immediately below this radio button. You may want to use this option if for example you would like to open the Zip archive in your mail application so that you can send it to someone.

Close Document

If Close Document is enabled, FlightCheck will close the Preview of the document it creates after a specified period of time (typically five seconds or less). This may help keep screen clutter to a minimum depending on your personal preferences. This does not work on its own, at least one file format must be enabled from the above Preferences.

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14.3. FlightCheck Open In Preferences



These Preferences are targeted for handling PDF files and are used when you click on the Open in Acrobat button in the application toolbar.

Open In Acrobat

Always use the System Default Application

By default the macOS always uses the latest install of Acrobat or Preview on your Mac as its Default app to handle PDF files.

Always use a specific install

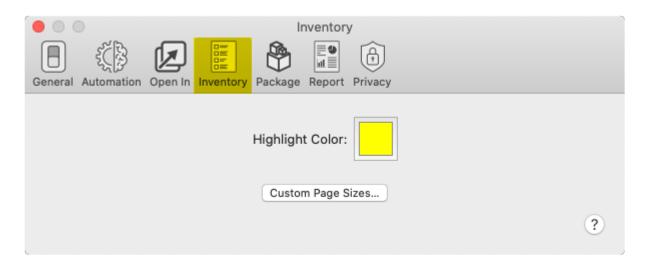
Selecting this radio button allows you to FORCE a specific application to always be used to open PDF files. This is like Right-Clicking on your PDF file in the Finder and selecting an application to open it. If this fails, you will receive an error message from the application you selected to open the PDF file.



Please make sure if you select a custom application using Always use a specific install, it can actually handle opening a PDF properly.

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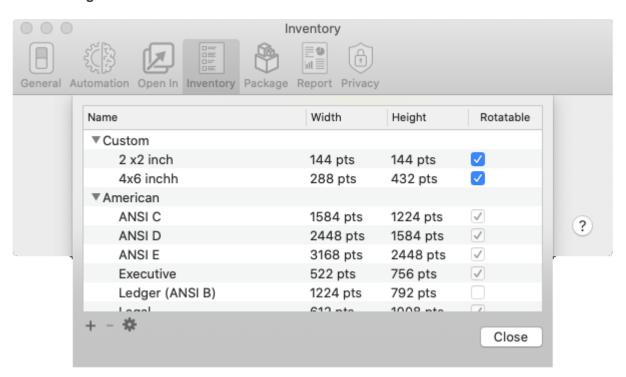
14.4. FlightCheck Inventory Preferences



Highlight Color

Allows you to select the highlight color that is used when you click on an Image name and the image is highlighted in the FlightCheck onscreen Preview

Custom Page Sizes



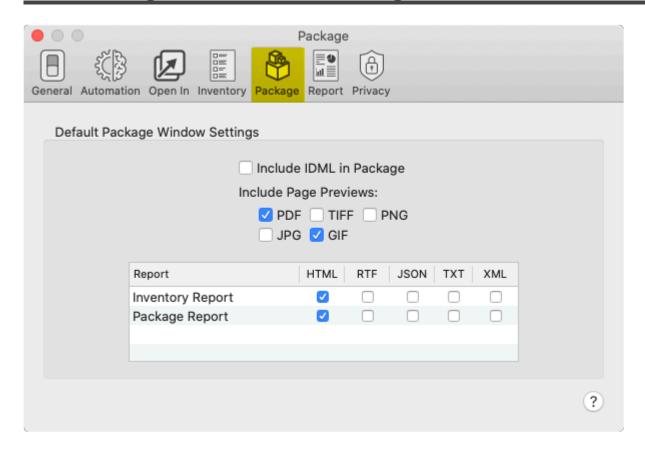
The Custom Page Sizes window allows you to add or delete your own custom page sizes. The Page Sizes entered are then used in the **Pages** section of the onscreen Inventory to label your page sizes. Custom page sizes also are used in Reports.

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- Clicking on the + button allows you to add your own custom page size entry
- Clicking on the button allows you to delete any custom page size entries you have created. The button does not allow you to delete the built in Page Sizes that ship with FlightCheck.
- Clicking the **Gear** icon brings up the Import and Export options
 - Export outputs the Page Size data as a JSON file in the location you select.
 - Import reads the exported JSON file from the location you select and populates the Page Size data based on what is found inside the JSON file.

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14.5. FlightCheck Package Preferences





The Preferences set in this window become the Default Settings for the Package Window. You can override these settings in the Package Window if you wish.

Include IDML in Package

If this feature is enabled, then FlightCheck will first look on your computer to see if you have the appropriate *Markz product loaded to create an IDML If a *Markz program is found, FlightCheck will call that program to create the IDML and then the IDML will be added to the Package FlightCheck Creates.

Here's a few scenarios -

- 1 You preflighted an InDesign file and want to include an IDML of it in the Packaged job from FlightCheck. You will need to have a licensed version of IDMarkz or OmniMarkz loaded on your computer in order for this to work. If you do not have a licensed version of IDMarkz or OmniMarkz, you will be prompted to either purchase a license, or not include the IDML in your Packaged job.
- 2 You preflighted a PDF file and want to include an IDML of it in the Packaged job from FlightCheck. You will need to have a licensed version of PDFMarkz loaded on your computer in order for this to work. If you do not have a licensed version of PDFMarkz, you will be prompted to either purchase a license of PDFMarkz or OmniMarkz or not include the IDML in your Packaged job.

©2022 Markzware Page 103 of 129 3 – You preflighted a Quark file and want to include an IDML of it in the Packaged job from FlightCheck. You will need to have a licensed version of QXPMarkz or OmniMarkz loaded on your computer in order for this to work. If you do not have a licensed version of QXPMarkz or OmniMarkz, you will be prompted to either purchase a license, or not include the IDML in your Packaged job.

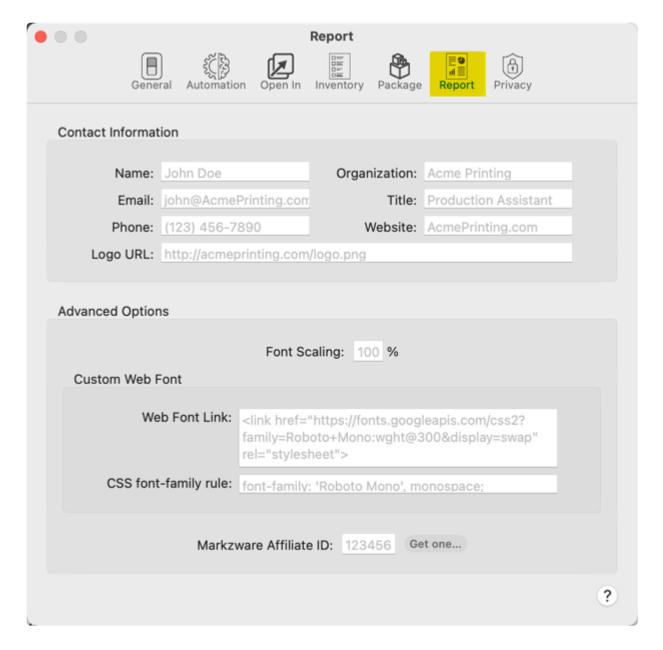
If you have a demo version of one of the Markz apps loaded, it will still be called, but, you will receive an error the IDML cannot be created as it is a restricted feature. You need a licensed version of a *Markz product in order to Package an IDML through FlightCheck.

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14.6. FlightCheck Report Preferences

The Report Preferences allow you to customize the reports generated by FlightCheck to help brand yourself or your company.

HTML reports generated out of FlightCheck can also contain a thumbnail of the first page of the document in the HTML report. This can act as a handy visual cue as to what file the report is associated with. In order for this thumbnail to appear, you must select either PNG, JPEG or GIF page Previews. This setting can be found under the Packages Preference Tab. Setting the Document Preview under the Package Preferences Tab makes your life easier as you do not need to manually select this every time you Package a job.



Following is a description of each of the fields you can customize in the Report Preferences window

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Contact Information

Name – Fill in the name of the person you would like people to contact regarding the Report generated by FlightCheck. This may be you or perhaps your Prepress Technician

Organization (Company Name) – Fill in the name of your company. This is one way you can help get your brand more recognition.

Email – Fill in the email address of the person people should contact regarding the Report.

Title (Title of person creating the report) -Fill in the Title of the person, I.e., Prepress Tech, Customer Service Agent or CSA

Phone – Fill in a phone number where people can contact you regarding the Report

Website (Your business website) – Fill in your website URL. This is great free advertising for your company and brand.

Logo URL – the location of your company logo – You can work with your web designer to see if you have a permanent url for your logo. A fairly easy way to fill in this field is to navigate to your website, find an image of your company logon on the website, right-click on the image and do "copy image address". This will give you a link to your logo. Then paste that link into this field

Advanced Options

Font Scaling – This instructs your web browser to use scaling for the font size. Your web browser must support this feature in order for it to work.

Custom Web Font -

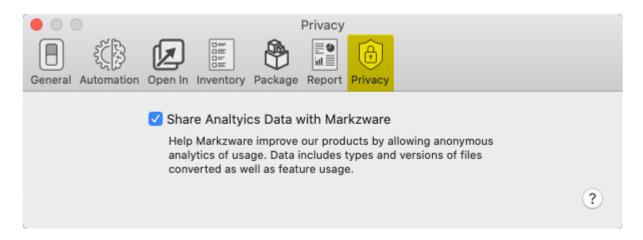
Web font Link – If you have access to your own custom web fonts, you can use your link here. If not, then one method to select a custom font for the HTML reports generated out of FlightCheck is to search for Google fonts. Select the font you want to use and then copy and paste the link to the font in this area

CSS-font-family rule – On the same google fonts page where you found the link to the font there will also be a section for the CSS font-family rule. Copy and paste that CSS rule into this area

Markzware Affiliate ID – If you already are a Markzware affiliate, enter your Affiliate ID here. This way if someone buys a Markzware product by clicking on this link in the report, you will be credited a commission on that sale. If you are interested in selling Markzware products as an affiliate, and are not yet an Affiliate, clicking on the "Get one…" button will take you to a page where you can sign up as a Markzware Affiliate and get commission on products people purchase using your Affiliate link.

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14.7. FlightCheck Privacy



The Privacy settings are present to allow Users to either share or not share anonymous analytical data with Markzware. By default this Preference is enabled.



By agreeing to share anonymous analytic data with Markzware, this allows us to plan for resource usage as well as helps us prioritize new features that may be requested. We do not share this data with anyone, it is strictly for internal use at Markzware.

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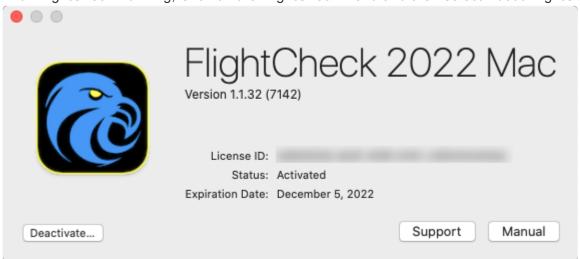
15. FlightCheck Deactivate and Uninstall

1

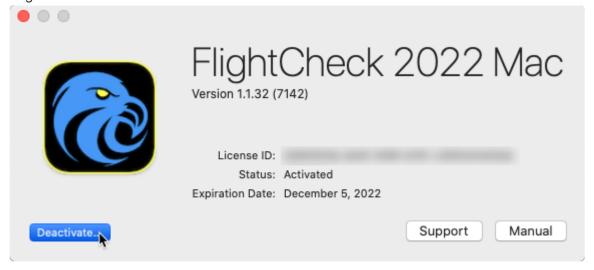
Before Uninstalling FlightCheck, please Deactivate it by using the following procedure

Deactivating FlightCheck

- 1. Make sure you are connected to the internet
- 2. With FlightCheck Running, Click on the FlightCheck Menu and then select About FlightCheck

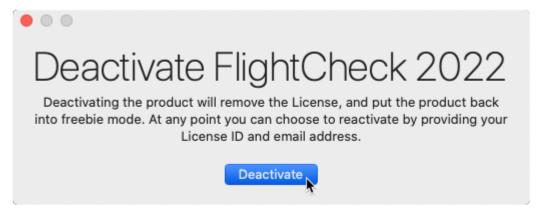


3. On the About FlightCheck window click on the Deactivate button, this will bring up the Deactivate FlightCheck Window

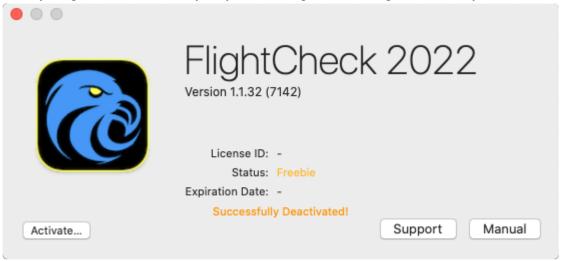


4. On the FlightCheck Deactivate Window, Click on the Deactivate button

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5. You should now see the FlightCheck About screen with a message stating "Successfully Deactivated!" and the FlightCheck About Screen should show the Status as Freebie. In this mode FlightCheck won't do anything. We offer a 30 day fully functioning demo of FlightCheck for you to check things out.



6. You can now install FlightCheck on another computer

To uninstall FlightCheck -

- 1. Make sure FlightCheck is not running
- 2. Navigate to the FlightCheck.app file (normally should be in your Applications Folder)
- 3. Move FlightCheck to the Trash



4. Empty the Trash



It is a good idea to Uninstall FlightCheck from your system. This helps alleviate issues with over-activating the product.

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16. FlightCheck Manual Export Options

PDFMarkz Manual Export Options

FlightCheck Export

FlightCheck Export As PDF

FlightCheck Export As TIFF

FlightCheck Export As PNG

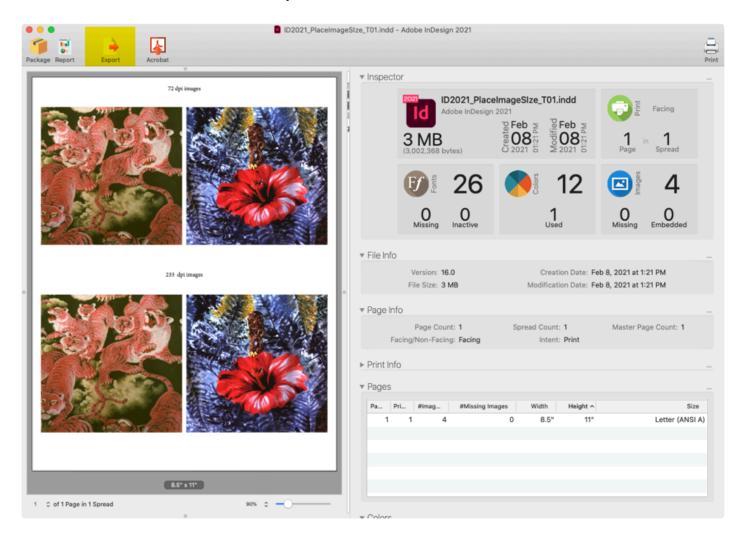
FlightCheck Export As JPEG

FlightCheck Export As GIF

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16.1. FlightCheck Manual Export Options

Clicking on the Export Icon reveals all of the file formats that can be manually exported by FlightCheck. Think of these icons as Mini-Workflows that can be set up and reused for a specific file type export. These mini-workflows are then a few clicks away.

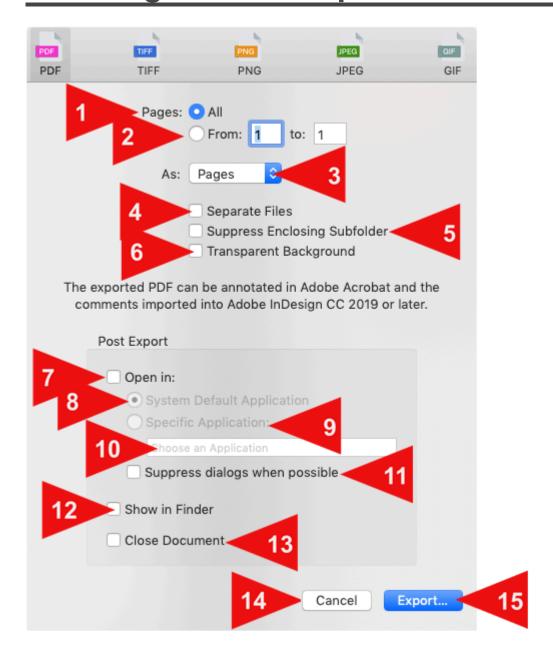


There is currently only one workflow per file export type available. The settings for each export icon/file format remain the same until you manually change them.

Troubleshooting tip – the files created using the Export buttons are all based on the Preview you see in FlightCheck. Since the Preview may not 100%, this will be reflected in these exported files.

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16.2. FlightCheck Export As PDF



Pages

1. All

Exports all pages in the document

2. From X to X

Allows you to select a continuous range of pages to export.

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3. As Pages or Spreads

3A. Pages

Will export each page in the document as a separate page (no spreads)

3B. Spreads

If the original document was created using Facing Pages, then Spreads will be created in the PDF. If the original file was created without Facing Pages, selecting Spreads has no effect and the PDF will not contain spreads.

4. Separate Files

If checked, each page will export as a separate PDF. If Spreads are selected, then each spread will be a separate file.

5. Suppress Enclosing Folder

If checked will create the PDF files loose in the selected folder instead of creating an enclosing folder for each PDF job. This may come in handy if you want to create PDFs of several jobs and have them all be in the same folder instead of separate sub-folders.

6. Transparent Background

Solid White background areas are exported as transparent.

Note – gradients are not supported for this feature, only solid white areas, which are typically the background of the page. (For example, black text on a white page exported with a transparent background would export the white page background as transparent.)

Post Export

7. Open In

Selecting the Open In Checkbox allows you to select which application will handle the exported PDF file.

8. System Default Application

This is the default application your macOS system uses to handle PDF files. On macOS systems this is typically either Apple's Preview application or Adobe Acrobat.

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9. Specific Application Path

Selecting this radio button will enable the selection area.

10. Selection area

Click in the selection area to bring up a Standard macOS Finder window allowing you to navigate to the application you wish to use to handle the exported PDF file. The application you select must be able to actually handle the PDF, otherwise it will display some form of error message. Some possible apps to select would be Adobe Acrobat, Adobe Illustrator, Affinity Designer, or Apple's Preview application.

11. Suppress dialogs when possible

When this box is selected warning and error dialogs in applications the PDF is sent too are suppressed if possible. These dialogs would typically be things like missing fonts. When opening files in other applications, many times they pop up alert dialogs that require you to click on something to continue. This can cause unwanted interference or halt in a workflow. The downside of suppressing these dialogs is you do not know if fonts or images may be missing.

12. Show in Finder

If this box is checked, when you perform the Export as PDF action, once it is completed, your file will be revealed in a Standard macOS Finder Window. Unless you need to interact with the file immediately after export in the macOS Finder, this box should be left unchecked. **Leaving the box unchecked will also speed up the export process** as a Finder Window will not need to be called and displayed.

13. Close Document

If this box is checked, your file will be closed in FlightCheck after the PDF file has been exported. By Default this box is left unchecked and your file remains open in FlightCheck until you manually decide to close the file.

14. Cancel Button

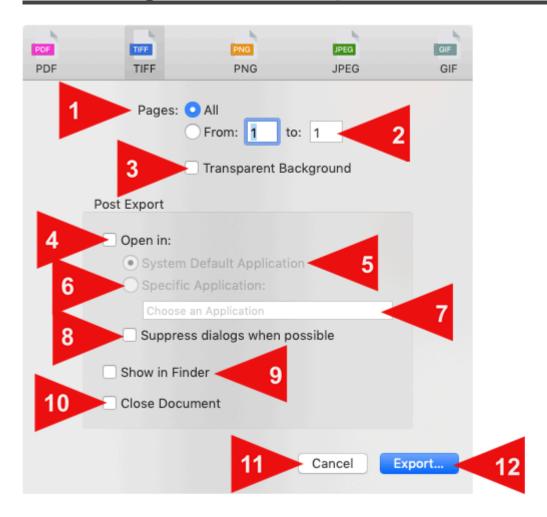
Clicking the Cancel button will cancel the PDF export action and close the PDF Export Pane. This will take you back to the main File View Window in FlightCheck.

15. Export Button

Clicking the Export button will export a PDF of the currently active file using the settings you have selected in this Export PDF Panel. When you click on Export this will also bring up a Standard macOS Finder window asking you where you would like to Save your PDF file.

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16.3. FlightCheck Export As TIFF



Pages

1. All

Exports all pages in the document

2. From X to X

Allows you to select a continuous range of pages to export.

3. Transparent Background

Solid White background areas are exported as transparent.

Note – gradients are not supported for this feature, only solid white areas, which are typically the background of the page. (For example, black text on a white page exported with a transparent background would export the white page background as transparent.)

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Post Export

4. Open In

Selecting the Open In Checkbox allows you to select which application will handle the exported TIFF file.

5. System Default Application

This is the default application your macOS system uses to handle TIFF files. On macOS systems this is typically either Apple's Preview application, Adobe Photoshop or Affinity Photo.

6. Specific Application Path

Selecting this radio button will enable the selection area.

7. Selection area

Click in the selection area to bring up a Standard macOS Finder window allowing you to navigate to the application you wish to use to handle the exported TIFF file. If you wish to edit the TIFF, some likely apps you would use on Mac would be Adobe Photoshop or Affinity Photo.

8. Suppress dialogs when possible

When this box is selected warning and error dialogs in applications the TIFF is sent too are suppressed if possible. These dialogs would typically be things like missing fonts. When opening files in other applications, many times they pop up alert dialogs that require you to click on something to continue. This can cause unwanted interference or halt in a workflow. The downside of suppressing these dialogs is you do not know if fonts or images may be missing.

9. Show in Finder

If this box is checked, when you perform the Export as TIFF action, once it is completed, your file will be revealed in a Standard macOS Finder Window. Unless you need to interact with the file immediately after export in the macOS Finder, this box should be left unchecked. **Leaving the box unchecked will also speed up the export process** as a Finder Window will not need to be called and displayed.

10. Close Document

If this box is checked, your file will be closed in FlightCheck after the TIFF file has been exported. By Default this box is left unchecked and your file remains open in FlightCheck until you manually decide to close the file.

11. Cancel Button

Clicking the Cancel button will cancel the TIFF export action and close the TIFF Export Pane. This will

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take you back to the main File View Window in FlightCheck.

12. Export Button

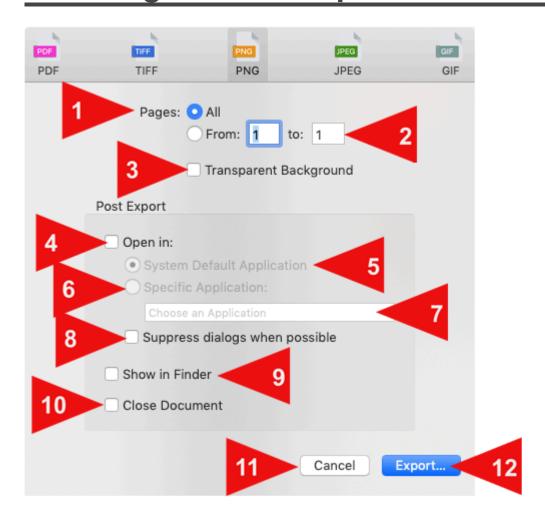
Clicking the Export button will export a TIFF of the currently active file using the settings you have selected in this Export TIFF Panel. When you click on Export this will also bring up a Standard macOS Finder window asking you where you would like to Save your TIFF file.



If the document you are exporting has more than one page, FlightCheck will export a separate TIFF image for each page. Thus, if you have a 96 page document you will get 96 TIFF images. Please keep this in mind as this can take a bit of time to generate and also take a large amount of storage space.

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16.4. FlightCheck Export As PNG



Pages

1. All

Exports all pages in the document

2. From X to X

Allows you to select a continuous range of pages to export.

3. Transparent Background

Solid White background areas are exported as transparent.

Note – gradients are not supported for this feature, only solid white areas, which are typically the background of the page. (For example, black text on a white page exported with a transparent background would export the white page background as transparent.)

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Post Export

4. Open In

Selecting the Open In Checkbox allows you to select which application will handle the exported PNG file.

5. System Default Application

This is the default application your macOS system uses to handle PNG files. On macOS systems this is typically either Apple's Preview application or Adobe Photoshop.

6. Specific Application Path

Selecting this radio button will enable the selection area.

7. Selection area

Click in the selection area to bring up a Standard macOS Finder window allowing you to navigate to the application you wish to use to handle the exported PNG file. If you wish to edit the PNG, some likely apps you would use on Mac would be Adobe Photoshop or Affinity Photo.

8. Suppress dialogs when possible

When this box is selected warning and error dialogs in applications the PNG is sent too are suppressed if possible.

When opening files in other applications, many times they pop up alert dialogs that require you to click on something to continue. This can cause unwanted interference or halt in a workflow. The downside of suppressing these dialogs is you may not know if problems were detected in the file.

9. Show in Finder

If this box is checked, when you perform the Export as PNG action, once it is completed, your file will be revealed in a Standard macOS Finder Window. Unless you need to interact with the file immediately after export in the macOS Finder, this box should be left unchecked. **Leaving the box unchecked will also speed up the export process** as a Finder Window will not need to be called and displayed.

10. Close Document

If this box is checked, your file will be closed in FlightCheck after the PNG file has been exported. By Default this box is left unchecked and your file remains open in FlightCheck until you manually decide to close the file.

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11. Cancel Button

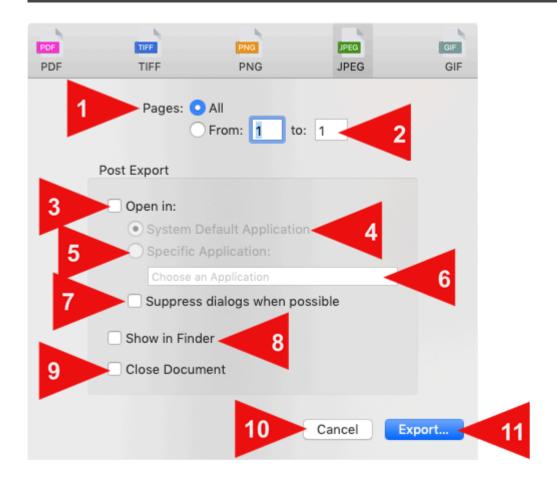
Clicking the Cancel button will cancel the PNG export action and close the PNG Export Pane. This will take you back to the main File View Window in FlightCheck.

12. Export Button

Clicking the Export button will export a PNG of the currently active file using the settings you have selected in this Export PNG Panel. When you click on Export this will also bring up a Standard macOS Finder window asking you where you would like to Save your PNG file.

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16.5. FlightCheck Export As JPEG



Pages

1. AII

Exports all pages in the document

2. Pages From X to X

Allows you to select a continuous range of pages to export.

Post Export

3. Open In

Selecting the Open In Checkbox allows you to select which application will handle the exported JPEG file.

4. System Default Application

This is the default application your macOS system uses to handle JPEG files. On macOS systems

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this is typically Apple's Preview application.

5. Specific Application Path

Selecting this radio button will enable the selection area.

6. Selection area

Click in the selection area to bring up a Standard macOS Finder window allowing you to navigate to the application you wish to use to handle the exported JPEG file. If you wish to edit the JPEG, some possible selections you would use on Mac would be Adobe Photoshop or Affinity Photo.

7. Suppress dialogs when possible

When this box is selected warning and error dialogs in applications the JPEG is sent too are suppressed if possible.

When opening files in other applications, many times they pop up alert dialogs that require you to click on something to continue. This can cause unwanted interference or halt in a workflow. The downside of suppressing these dialogs is you may not know if problems were detected in the file.

8. Show in Finder

If this box is checked, when you perform the Export as JPEG action, once it is completed, your file will be revealed in a Standard macOS Finder Window. Unless you need to interact with the file immediately after export in the macOS Finder, this box should be left unchecked. **Leaving the box unchecked will also speed up the export process** as a Finder Window will not need to be called and displayed.

9. Close Document

If this box is checked, your file will be closed in FlightCheck after the JPEG file has been exported. By Default this box is left unchecked and your file remains open in FlightCheck until you manually decide to close the file.

10. Cancel Button

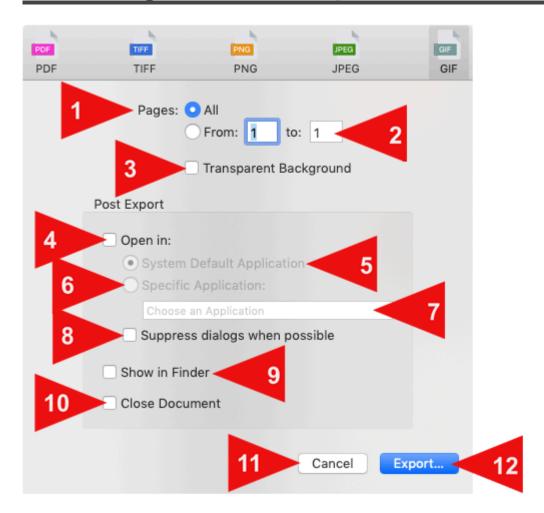
Clicking the Cancel button will cancel the JPEG export action and close the JPEG Export Pane. This will take you back to the main File View Window in FlightCheck.

11. Export Button

Clicking the Export button will export a JPEG of the currently active file using the settings you have selected in this Export JPEG Panel. When you click on Export this will also bring up a Standard macOS Finder window asking you where you would like to Save your JPEG file.

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16.6. FlightCheck Export As GIF



Pages

1. Pages All

Exports all pages in the document

2. Pages From X to X

Allows you to select a continuous range of pages to export.

3. Transparent Background

Solid White background areas are exported as transparent.

Note – gradients are not supported for this feature, only solid white areas, which are typically the background of the page. (For example, black text on a white page exported with a transparent background would export the white page background as transparent.)

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Post Export

4. Open In

Selecting the Open In Checkbox allows you to select which application will handle the exported GIF file.

5. System Default Application

This is the default application your macOS system uses to handle GIF files. On macOS systems this is typically Apple's Preview application.

6. Specific Application Path

Selecting this radio button will enable the selection area.

7. Selection area

Click in the selection area to bring up a Standard macOS Finder window allowing you to navigate to the application you wish to use to handle the exported GIF file. If you wish to edit the GIF, some likely apps you would use on Mac would be Adobe Photoshop or Affinity Photo.

8. Suppress dialogs when possible

When this box is selected warning and error dialogs in applications the GIF is sent too are suppressed if possible.

When opening files in other applications, many times they pop up alert dialogs that require you to click on something to continue. This can cause unwanted interference or halt in a workflow. The downside of suppressing these dialogs is you may not know if problems were detected in the file.

9. Show in Finder

If this box is checked, when you perform the Export as GIF action, once it is completed, your file will be revealed in a Standard macOS Finder Window. Unless you need to interact with the file immediately after export in the macOS Finder, this box should be left unchecked. **Leaving the box unchecked will also speed up the export process** as a Finder Window will not need to be called and displayed.

10. Close Document

If this box is checked, your file will be closed in FlightCheck after the GIF file has been exported. By Default this box is left unchecked and your file remains open in FlightCheck until you manually decide to close the file.

11. Cancel Button

Clicking the Cancel button will cancel the GIF export action and close the GIF Export Pane. This will

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take you back to the main File View Window in FlightCheck.

12. Export Button

Clicking the Export button will export a GIF of the currently active file using the settings you have selected in this Export GIF Panel. When you click on Export this will also bring up a Standard macOS Finder window asking you where you would like to Save your GIF file.

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17. FlightCheck Tutorials

Check out our <u>Tutorials Page</u>

Check out Markzware's YouTube Channel

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18. FlightCheck Release Notes

Check out release notes and see what has been added, improved and fixed.

FlightCheck Release Notes

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19. FlightCheck FAQs & Troubleshooting

Q. – I keep getting an error when attempting to Activate FlightCheck. What's the problem and how do I fix it?

A. – When you see the "Error attempting to activate!" message, this means the email address and License ID being used do not match the original order. The very first time you activate FlightCheck, the email address you use is locked to your License ID. The most common reasons for this issue are because people forgot which email address they used to activate FlightCheck, or they are entering an incorrect License ID.

Another possible reason is someone else at your company (like your Purchasing Dept., or your Manager) purchased the product using their email address. Usually in this case, you would need to enter in their email address and your License ID.

First – Please confirm the License ID you are using to activate FlightCheck is actually the License ID you received when you ordered FlightCheck. If you still have the email that came with your order, try copying and pasting the License ID directly from the email.

Second – If you use more than one email address, try using your alternate email address and see if FlightCheck activates. If it does, then please make note this is the email address you need to use in the future to activate FlightCheck.

If neither of the tips above work please fill out our online Tech Support Form and make sure and provide the License ID and email address you are using to try and activate FlightCheck. This way we can attempt to look up one or the other and see if we can figure out what is going on.

- Q. Will FlightCheck work with older versions of QuarkXPress?
- A. Yes. Since FlightCheck is a standalone program, it does not rely on Quark, it simply reads Quark files and reports on what is found within the file.



Please be aware than in older versions of QuarkXPress, Quark did not add a file extension to the file name. Thus, if you preflight a Quark file without a file extension, FlightCheck will post an alert message asking if it can add the file extension to continue.

Q. – Can FlightCheck produce an IDML I can add to the packaged job?

A. – FlightCheck can add an IDML to your packaged job. In order for this to happen you must also have a license for and have loaded the appropriate Markz-Line Product to handle your file type. For example, if you open an InDesign file in FlightCheck and want to package an IDML, you would need to have either OmniMarkz or IDMarkz installed and licensed on your system. When you go to package your job, FlightCheck will call IDMarkz or OmniMarkz, ask it to generate an IDML and then send that IDML to FlightCheck to add to your final packaged job.

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If you want to handle all file types FlightCheck handles, then purchasing a license for OmniMarkz is the way to go. This way you don't care whether your original file is InDesign, Quark, Illustrator or PDF.

Q. -I am preflighting files and FlightCheck is just quickly opening up a preview and then immediately closing it. What's going wrong?

A. – This sounds like you have set up something under FlightCheck's Automation Preferences. There is a feature under the Automation Preferences to auto close a document after it has been processed. Please check under FlightCheck's Automation Preferences area and make sure the Close Document checkbox is not enabled.

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