



enfocus
STATUS
CHECK¹³
User Guide

Contents

1. Copyrights.....	3
2. About Enfocus StatusCheck.....	4
3. About Certified PDF.....	5
3.1 PDF workflow concept.....	5
3.1.1 Guaranteed preflighting.....	5
3.1.2 Document consistency.....	6
3.1.3 Responsibility.....	6
3.2 A conventional PDF workflow.....	7
3.3 The Certified PDF workflow.....	7
3.4 What is an Enfocus Certified PDF document?.....	9
4. Getting started.....	10
4.1 Installing StatusCheck.....	10
4.2 Starting StatusCheck.....	10
4.3 Setting the user interface language of StatusCheck.....	11
5. Working with StatusCheck.....	12
5.1 Starting a Certified PDF workflow.....	12
5.1.1 Setting the personal information.....	12
5.1.2 Starting a Certified PDF workflow for a PDF document.....	12
5.2 Checking Certified PDF files.....	16
5.2.1 Checking the Certified PDF status of a PDF.....	16
5.2.2 Verifying the source files.....	18
5.2.3 Viewing the Certified PDF info.....	18
5.2.4 Comparing the Certified PDF Preflight Profile.....	19
5.2.5 Viewing Certified PDF 2 Document Certificates.....	23
5.2.6 Viewing the Edit Log.....	24
5.2.7 Viewing the document history.....	24
5.3 Adding a session comment.....	29
6. Setting the StatusCheck preferences.....	30
6.1 StatusCheck preferences - overview.....	30
6.2 Adding folders to the Preflight Profile Compare Panel.....	31

1. Copyrights

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Other brand and product names may be trademarks or registered trademarks of their respective holders. All specifications, terms and descriptions of products and services are subject to change without notice or recourse.

2. About Enfocus StatusCheck

Enfocus StatusCheck is a free plug-in for Adobe Acrobat Pro, Standard and DC that allows users to check the Certified PDF status of a file.



Note: Adobe Acrobat Reader is not supported. For more details and version info, refer to the [system requirements on the Enfocus website](#).

A **Certified PDF** is a document enriched with metadata related to the preflight process, such as the preflight settings and the version history.

The **Certified PDF status** indicates whether or not the PDF was preflighted and verified successfully. There are four statuses possible:

- **Not certified (yet)**
- **Not certified successfully**, meaning that a Certified PDF workflow was started, but that the result was negative (e.g. because the PDF was preflighted with errors)
- **Certified**
- **Undetermined**, for example because it was certified at a certain point in the workflow but edited afterwards (making the certification invalid).

On top of that, you can use StatusCheck to:

- Identify the PDF Profile used to preflight the file.
- View the Preflight Report.
- See who has created or edited the PDF.
- Check the changes that were made since the first version of the PDF.
- Edit the PDF yourself and have any changes logged.



Note: If you have purchased Enfocus PitStop Pro or PitStop Server, you don't need StatusCheck. The Certified PDF features are included in the default installation. In addition, PitStop Pro/Server users can preflight the PDF. This is not possible with StatusCheck.

3. About Certified PDF

3.1 PDF workflow concept

Certified PDF is a PDF workflow concept developed by Enfocus based on customer requests and feedback from industry experts. The Certified PDF concept has been designed to address three fundamental issues faced by the majority of users implementing a PDF workflow:

- How to *guarantee* that a PDF document was successfully preflighted with a specific Preflight Profile.
- How to maintain *consistency* between the source document(s) and the PDF document when (minor) changes can be applied to the PDF document throughout the workflow.
- How to minimize risk and *responsibility* when changing a customer's PDF document before the final output.

3.1.1 Guaranteed preflighting

Preflighting issues

"Preflighting" is the process of checking a PDF document against various criteria to ensure that the PDF document meets all the requirements for output or publication. Typically, the criteria vary depending on the output or publishing process. A set of criteria matching the requirements of a particular process is called a "Preflight Profile".

Enfocus PitStop Pro, for example, allows you to create a Preflight Profile that checks your PDF document against various criteria, such as color and font usage. Moreover, you can use PitStop Pro to actually fix detected problems in your PDF documents.

Ideally, a PDF document should be preflighted at an early stage in a workflow, i.e. as soon as it has been created. This is particularly true if the PDF document will move from the PDF document provider, who created the PDF document, to the PDF document recipient, for example a publishing or printing department. Detecting problems in the PDF document before the file leaves the PDF document provider saves time (and money). Even more so, when the PDF file is sent to a different physical location.



Note: You can also create Certified PDF documents with Enfocus Connectors. For more information about Enfocus Connect, visit our website at www.enfocus.com.

Preflighting in a Certified PDF workflow

A Certified PDF workflow supports the preflight process by:

- Offering the PDF document provider a simple and streamlined way to preflight a PDF document with a Preflight Profile supplied by the PDF document recipient.
- Including the Preflight Profile and the corresponding Preflight Report in the PDF document. This way there can be no doubt about the preflight status of the PDF document.
- Offering a straightforward user interface that enables the recipient of the PDF document to verify that the document has been preflighted successfully with a profile he or she provided.

The above-mentioned features help to:

- Motivate the PDF document provider to actually preflight his or her PDF documents.
- Dramatically reduce the number of problems in files received from PDF document providers.

3.1.2 Document consistency

PDF editing issues

PDF editing tools, such as Enfocus PitStop Pro, are very convenient for making intermediate or last-minute corrections in PDF documents. This saves you both time and money because you do not have to go back to the original application program to re-create the PDF document. Sometimes, it may even be more efficient to make the changes directly in your PDF document. Enfocus PitStop Pro, for example, allows you to make global color changes throughout your PDF document.

However, PDF editing also involves a risk: as soon as you edit and save a PDF document, you create a version of a document that is different from the original document you made using a word processor or a desktop publishing software. These inconsistencies are hard to manage, and may introduce problems in archiving or when the document is republished at a later date.

PDF editing in a Certified PDF workflow

To help reduce document consistency problems, the Certified PDF workflow features a mechanism that:

- Logs all the changes that are made to a Certified PDF document
- Can store these changes inside the Certified PDF document

Based on this information, an edit log—a human readable PDF report— can be generated.

If consistency between the PDF document and the source file(s) is very important, you can use the edit log to change the source file(s) accordingly. To assist in this process, a Certified PDF document can also keep a reference to the source file(s) from which the PDF document was created. You can use this reference to make sure that the source file has not been edited since the PDF document was created.

3.1.3 Responsibility

Responsibility issues

In addition to causing inconsistencies, changing a PDF document that was created by someone else can create ambiguity about who is ultimately responsible for the final result.

Many printers, service providers, etc. are extremely reluctant to make any changes to their customer's documents for fear of having to assume responsibility if anything goes wrong. This includes issues that can be totally unrelated to the small correction applied.

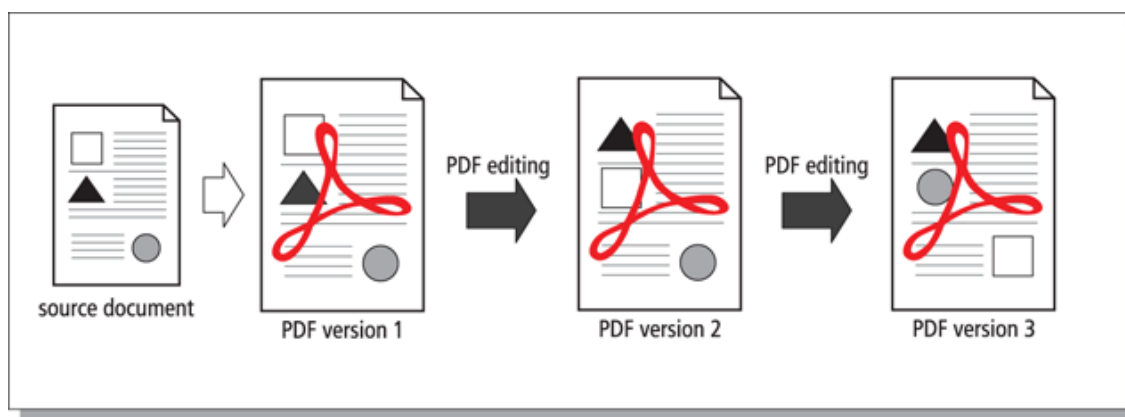
Responsibility in a Certified PDF workflow

The Certified PDF workflow settles responsibility issues by:

- Providing a detailed log file of all the changes made to a PDF document
- Keeping track of the PDF editing process, i.e. who applied which change and when

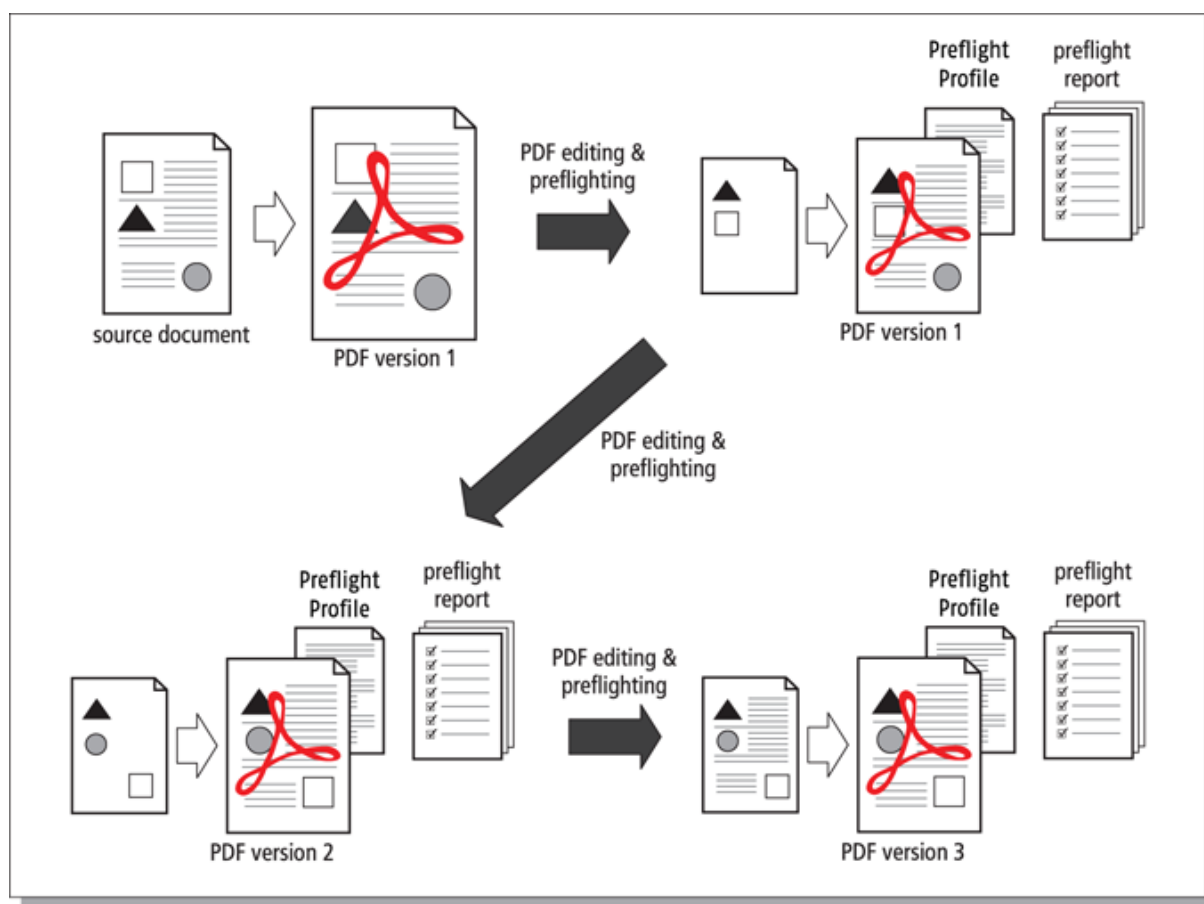
- Implementing a robust roll-back mechanism, which, if you wish, allows you to easily return to a previously saved state —a “snapshot”— of your PDF document
- Offering the possibility to compare any two of these snapshots visually to detect and examine the differences

3.2 A conventional PDF workflow



In a conventional PDF workflow, the PDF document goes through the hands of different parties who can each edit it, if necessary. The original PDF document is replaced by the edited one.

3.3 The Certified PDF workflow



Incremental save, snapshots and roll-back mechanism

A Certified PDF document can “remember” all the changes that were made during a given session and can store the information about these changes per session (“incrementally”) as you save your PDF document. Moreover, each time you save your PDF, a “**snapshot**” is saved, i.e. a view of the status of the PDF document at the time it was saved at the end of a session. This snapshot cannot only be viewed; you can also save it as a separate document. This is called the **roll-back mechanism**. It allows you to revert to any previous stage in the Certified PDF workflow and to compare different versions of your PDF document, even though you maintain one physical PDF file.

If you edit and save a Certified PDF document, you may notice that its file size will increase. The reason is obvious: all the changes done in an editing session are stored in the Certified PDF document. So even if you perform actions which would normally reduce the size of your PDF file, such as removing objects or downsampling images, saving the PDF document will increase its file size. And this increase can become significant, depending on the types of actions and the number of editing sessions you do.

Optimized save

If file size is or becomes an issue, you can “optimize” your Certified PDF. You will still have a Certified PDF document with history information about previous editing sessions, but you will no longer be able to save snapshots of these sessions or use the roll-back mechanism to revert to a previous state of your Certified PDF document.

In StatusCheck, you can "optimize" your PDF by saving it using one of the following options:

- **File > Save As**
- **File > Enfocus Sign and Save** and make sure the **Keep snapshots** checkbox is cleared!
- **File > Enfocus Sign and Save As** and make sure the **Keep snapshots** checkbox is cleared!

For more information, refer to [Save options](#) on page 15.

3.4 What is an Enfocus Certified PDF document?

Whereas a regular PDF only contains Acrobat metadata, an Enfocus Certified PDF document contains a lot of additional information ("Enfocus metadata") related to the preflight process, such as the preflight settings and the version history.

Acrobat metadata

Any regular PDF document contains metadata, i.e. information about the document itself. The **Document Properties** dialog box of Adobe Acrobat, for example, includes the following metadata:

- Creation and modification date of the PDF document
- The application with which the PDF document was created
- The PDF version
- File size
- The name and path of the PDF file
- Number of pages
- Page size

Enfocus metadata

An Enfocus Certified PDF document can be enriched with the following metadata:

- A reference to one or more source documents on which the PDF document was based
- A Preflight Profile
- A Preflight Report
- User and system identification
- An edit log, listing all the changes done in the PDF document per editing session (the time in which the PDF document was opened, edited and saved). It contains all previous versions of a file and allows you to save back to an older version.
- Session comments

4. Getting started

4.1 Installing StatusCheck

**Note:**

- If PitStop Pro or PitStop Server are installed on the same computer, you do not have to install StatusCheck. The Certified PDF functionality (including extra features) is available already.
- StatusCheck is a plug-in for Adobe Acrobat Standard, Pro and DC. Adobe Acrobat Reader DC is not supported. Check the system requirements on [the Enfocus website](#).

To install the free StatusCheck plug-in

1. Close Adobe Acrobat.
If Adobe Acrobat is running during the installation of StatusCheck, on Windows, you'll have to restart your computer. Besides, after the installation, Adobe Acrobat needs to be restarted anyway (see step 6).
2. Go to [the StatusCheck product page on the Enfocus website](#).
3. Click the green **Download** button (just above the tabs).
4. Complete the form and click **Submit**.
You will receive a mail with a download link.
5. Open the mail and click the download link. Follow the on-screen instructions.
6. Once installed, restart Adobe Acrobat.
The Certified PDF features are available in Acrobat through:
 - The **Certified PDF** menu (in the Acrobat menu bar).
 - The **Certified PDF** navigation pane (available under Tools)

See also [Starting StatusCheck](#) on page 10.

4.2 Starting StatusCheck

StatusCheck is a free plug-in for Adobe Acrobat Pro, Standard and DC that starts automatically when you start Adobe Acrobat.

To start Start StatusCheck

1. Start Adobe StatusCheck.



Note: Make sure NOT to hold down the SHIFT key immediately after you start Adobe Acrobat. If you do, Adobe Acrobat will start but not load any plug-ins and StatusCheck will not be accessible.

2. To start using the StatusCheck functionality, do one of the following:
 - Click **Certified PDF > Certified PDF**.
 - In the top right corner of the PDF, click **Tools** (if the Tools pane is not yet expanded) and choose **Certified PDF** (last navigation pane).

A splash screen appears.

3. Click **Close**.
The Enfocus Certified PDF Panel appears, giving access to the Certified PDF features.

4.3 Setting the user interface language of StatusCheck

To choose the language in which StatusCheck is displayed

1. In Adobe Acrobat, do one of the following
 - On Windows: Choose **Edit > Preferences > StatusCheck**.
 - On Mac: Choose **Acrobat > Preferences > StatusCheck**.
2. Choose the **Language** category.
3. Select the **Share Enfocus language preferences** checkbox, if you want to share the language preferences with all other Enfocus products you have installed.
4. Select the language of your choice or choose **Same as Acrobat** as required.
5. Click **OK**.
6. To see StatusCheck in the language of your choice, restart Adobe Acrobat.

For information about the other StatusCheck preferences, refer to [StatusCheck preferences - overview](#) on page 30.

5. Working with StatusCheck

Remember that StatusCheck does not allow you to preflight PDF files - that is only possible using Enfocus PitStop Pro, PitStop Server or Connect. Refer to the Enfocus website (www.enfocus.com) for more information.

5.1 Starting a Certified PDF workflow

5.1.1 Setting the personal information

We recommend entering your personal information (such as your name and contact details) in the Personal info category of the Preferences. After you have done that, the personal info will be added to all Certified PDFs you create or edit with StatusCheck, allowing the recipients of your PDFs to contact you if they have any questions.

Note that this personal information is the same for all PDFs you create or edit. If you need to add *PDF-specific* information, (for each PDF separately), you should use the Job info category of the Enfocus Certified PDF Panel.

Refer to [Providing a Certified PDF with job information](#) on page 15

To set the personal information

1. Open the Personal Info category in the Preferences:
 - **Windows:** Click **Edit > Preferences > Enfocus StatusCheck Preferences > Personal Info**
 - **Mac:** Click **Acrobat > Preferences > Enfocus StatusCheck Preferences > Personal Info**
2. Enter your personal information.

Fill in as much information as possible. A message is optional.
3. Click **OK**.

You can check the personal information in a Certified PDF through the Enfocus Certified PDF Panel in Adobe Acrobat.

Refer to [Viewing the Certified PDF info](#) on page 18

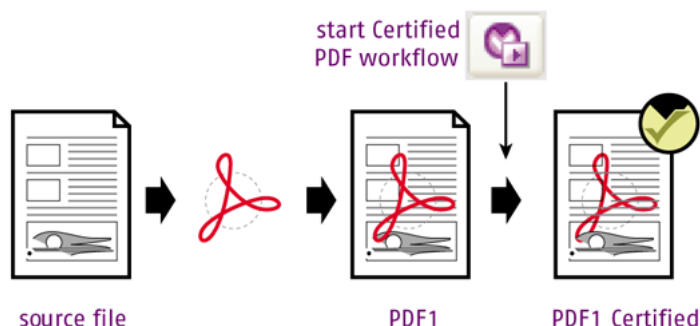
Remark:

The Certified user is not only identified by the personal information; there is also a second type of user identification, i.e. the **system information**, which consists of the details of the person who registered StatusCheck and information taken from your operating system, network and computer.

5.1.2 Starting a Certified PDF workflow for a PDF document

Starting a Certified PDF workflow for a PDF document means that you 'stamp' the document: You provide it with the information necessary to enjoy the benefits of the Certified PDF workflow

for that particular PDF document. As soon as you have started a Certified PDF workflow for a document, any change made to the document will be “recorded” per editing session and can be traced in the Edit Log.



To start a Certified PDF workflow

1. Open the PDF document for which you want to start a Certified PDF workflow.



Note: Make sure all changes in the PDF are saved before you start the Certified PDF workflow. Otherwise, the first Certified PDF session would contain changes that are not included in the Edit Log.

2. Do one of the following:

- Choose **Certified PDF > Start Edit Log**.
-

Open the Certified PDF panel (in the Tools pane) and click  **Certified PDF**. This will open the Enfocus Certified PDF Panel. Next, click the **Start Edit Log** button.

The Certified PDF workflow has now been started for this PDF document.

3. If you want to, you can use the Preflight options of Certified PDF. Although you cannot preflight the document, you can for example compare a Profile embedded in the PDF to a Profile of your choice.

Refer to [The Enfocus Certified PDF Panel](#) on page 14.

4. If you want to, you can add a reference to the original document the PDF is based on (e.g. artwork, a Microsoft Office document,...).

Refer to [The Enfocus Certified PDF Panel](#) on page 14.

5. Click  to close the Enfocus Certified PDF Panel.

6. Make the required changes to your document (if any).

7. Save the PDF.

Saving the PDF ends an “editing session” (as recorded in the Edit Log file).



Note: Choose the appropriate save option, depending on whether or not you want to save snapshots of your PDF. Refer to [Save options](#) on page 15.

Now that the PDF is in a Certified workflow, next time when you open the document and make changes, these changes are recorded automatically.

5.1.2.1 The Enfocus Certified PDF Panel

If you want to use the preflight and verification functionality of Certified PDF, click **Certified PDF** > **Certified PDF** to open the **Enfocus Certified PDF Panel**.

This dialog consists of 5 categories, each allowing you to check a particular aspect of the Certified PDF Workflow:

Section	What you can do
Preflight	If the PDF has been preflighted already, you can see the name of the Preflight Profile that was used and the status of the Preflight check indicated by a small icon. Note that this only reflects the status of the preflight, and not of <i>the other aspects of a certified PDF workflow</i> . To view the details, click the Show Result button.
Original Documents	<i>Verify the defined original documents.</i>
Certified Preflight Profile Comparison	<i>Compare the selected Preflight Profile to other Profiles.</i>
Certified PDF Info	<i>View the system and user information of a PDF.</i> <i>Provide the PDF with job information.</i>
Certified PDF 2 Document Certificates	<i>Have the certificates checked for Certified PDF 2 compliancy.</i>

5.1.2.2 Adding the source files

In your Certified PDF, you can add a link to the source file(s) on which the PDF file was based, for example a Word document or InDesign or Photoshop files, ...

If you do so:

1. The PDF recipient can easily find the respective source files.
2. You can later check whether these source files have changed since the time at which the Certified PDF workflow was started. If you wish, you can even "synchronize" your source file with the edited PDF: you can apply the changes made to the PDF (and reported in the Edit Log) to your source file.

To add the source files

1. Choose **Certified PDF** > **Certified PDF**.
2. In the **Original Documents** category, click .
3. Select the source file(s) the PDF is based on (e.g. a Microsoft Word file, an InDesign file, etc.).

To select several files in one go, hold down the **Ctrl** key while selecting.



Tip: Remember that the location and the file name are stored in the PDF, so make sure the location and the name are final before adding the source file.

4. Click **Open**.

The name of the source file(s) appears in the Original Documents section.

From now on, each time you open the PDF, the source files will be checked automatically. If they have changed or if they are missing (because they have been moved, renamed or deleted), you will see a red icon  in the Original Documents category. For more information, refer to [Verifying the source files](#) on page 18.

5.1.2.3 Providing a Certified PDF with job information

You can add job information to your Certified PDF documents as required. This can be any kind of information about the PDF document which you would like to share with the person who will receive the PDF document. This can include, for example:

- The name, company address and contact details for whom the PDF document is (ultimately) intended.
- Any additional remarks which the recipient of the PDF document has to know. This can be, for example, details about how the PDF document should be printed or what should happen next with the PDF document.

To provide a Certified PDF with job information

1. Choose **Certified PDF** > **Certified PDF**.

2. In the **Certified PDF Info** category, click **Edit**.

The Edit button becomes active as soon as the Certified PDF workflow is started.

3. Select the **Job Info** tab as required.



Note: The information on the **Personal Info** tab can only be changed through the StatusCheck Preferences. See [Setting the personal information](#) on page 12. The information on the **System Info** tab cannot be edited.

4. Fill in the name, company address and contact details of the recipient of the PDF document.

5. In the **Message** text box, type additional comments or remarks for the recipient of the PDF document.

6. Click **OK**.

5.1.2.4 Save options

The table below gives an overview of the Save options in the Adobe Acrobat **File** menu.

Incremental save means that snapshots are taken of each session, allowing you to revert to a previous state of your Certified PDF document.

Optimized save means that snapshots are not kept, resulting in a reduced file size.

Refer to [The Certified PDF workflow](#) on page 7.

Save options	Incremental	Optimized
Save	Yes	No
Save as	No	Yes
Enfocus Sign and Save*	☒ Keep Snapshots (Selected by default)	☐ Keep Snapshots
Enfocus Sign and Save As*	☒ Keep Snapshots	☐ Keep Snapshots (Cleared by default)

* only available if a Certified PDF workflow has been started.

5.2 Checking Certified PDF files

5.2.1 Checking the Certified PDF status of a PDF

This topic explains how you can check if a document is already in a Certified workflow and if so, what its status is.

1. Open a PDF in Adobe Acrobat.
2. Do one of the following:
 - Choose **Certified PDF > Certified PDF**. This opens the Enfocus Certified PDF Panel, with the Certified PDF status button in the top left corner.
 - In the Tools pane, click the **Certified PDF** panel. This opens the panel and shows the available tools. The first button indicates the Certified PDF status.

The meaning of the buttons is explained in the following table.



Note: The button in the top left corner of the Enfocus Certified PDF Panel refers to the **overall** Certified PDF status. For more information, refer to [The aspects of the Certified PDF Status](#) on page 17

Button	Meaning
	The current PDF document is not a Certified PDF document (yet).
	The current PDF document is in a Certified PDF workflow, but was not successfully preflighted and verified. The possible causes are: • The PDF document has been preflighted with errors. • The Preflight Profile doesn't match the Preflight Profile Comparison.

Button	Meaning
	- The PDF document or the selected Preflight Profile has been changed since it was last preflighted. - The original document has been changed.
	The current PDF document is a Certified PDF document which was successfully preflighted and verified: - The Certified Preflight Profile matches the Preflight Profile Comparison. - The PDF document has been preflighted without any errors.
	The status of the current PDF document is undetermined, for example because: - The document was certified but edited afterwards (so the certification may not be valid anymore). - The PDF document was certified, but not preflighted. - The PDF document was processed with one or more Action Lists and a Preflight Profile <i>combined in one QuickRun</i> (PitStop Pro) or <i>in one Hot Folder</i> (PitStop Server). In that case, it is not possible to certify the document based on the Preflight Profile, because it is not clear which checks come from the Action List(s), and which come from the Preflight Report.  Tip: We recommend embedding the Action List(s) in the Preflight Profile, so the PDF document can be preflighted with this Profile and the status can be determined.

5.2.1.1 The aspects of the Certified PDF Status

The Certified PDF Status is determined by different aspects. As soon as one aspect has a "not OK" status, the overall Certified PDF status will be not OK as well (red). If all aspects have an "OK" status or an "undetermined" status (for example if no Original Documents are defined), the Certified PDF status will be "OK".

- **Preflight:** Checking the document based on a **Preflight Profile**.
- **Original Documents:** A reference to the original documents, to monitor any changes made to the originals.
- **Certified Preflight Profile Comparison:** The Profile Compare Configuration allows to set a number of Preflight Profiles that are allowed. The Certified Preflight Profile Comparison allows to check if the Preflight Profile used for the Certified PDF document matches a Preflight Profile from this list.

5.2.2 Verifying the source files

This topic explains how you can check whether the source file (linked to the PDF) has changed since the creation of the PDF. You need this information for example if you want to synchronize the source file with the (changed) PDF.

To verify the source files

1. Open the PDF for which a Certified PDF workflow has been started.
2. Choose **Certified PDF > Certified PDF**.
3. Check the **Original Documents** category.

The status of the source files that were attached (when creating the PDF) is shown:

- **Identical:** The source document has not changed since the Certified PDF workflow was started. If you want to synchronize the source document, you can apply the changes listed in the Edit Log to the source document.
- **Different:** The source document has changed since the time when a Certified PDF workflow was started for the PDF document. If possible, check the various versions of the source document first before you synchronize any of these source documents with the PDF document.
- **Missing:** The source document is moved, renamed or deleted.

If you know the **new location or the new name** of the source file, you can solve the issue by clicking **Resolve** (underneath the table with source files). Select the file at its new location or with its new name. The source document will reappear in the list with the status "Identical" or "Different".

The overall status is indicated by a small icon ( or ); if there are several source files, the red icon is shown if at least one document is different or missing. Note that this only reflects the status of the verification step, and not of *the other aspects of a certified PDF workflow*.

4. The status reflects the situation at the time of opening the PDF. To check the actual status, click **Verify**.

You can at any time remove a source document and add a new one as required. The added document will be considered the original source file from that moment onwards. See also [Adding the source files](#) on page 14.

5.2.3 Viewing the Certified PDF info

The Certified PDF Info consists of three types of information:

- **Name and contact details of the provider of the PDF**, allowing the recipients of the PDF to contact the provider in case of questions.
- **Job details**, for example the name, company address and contact details for whom the PDF document is (ultimately) intended, or additional remarks, such as how the PDF should be printed or what should happen next with the PDF.

- **System information**, for example the details of the person who registered PitStop Pro and information taken from the provider's operating system, network and computer. This information cannot be changed and is therefore a reliable source to pinpoint responsibility, for example. If people claim or disclaim responsibility for a given change made in the PDF document, the system information will provide incontestable proof. This information will be used in the Edit Log to show who made which changes in a given session.

To view the Certified PDF Info

1. Choose **Certified PDF** > **Certified PDF**.
2. Click  to expand the Certified PDF Info category (as required).
3. Click **Edit**.
The **Job Info** tab is displayed. This information is PDF-specific.
4. To view the system information, click the **System** tab.
If you have more than one Enfocus product installed, select Enfocus StatusCheck in the **Program** list.
5. To view the user information, click the **Personal Info** tab.
The user information is set through the Preferences, so it's identical for all PDFs from the same provider.
6. Click **OK**.

5.2.4 Comparing the Certified PDF Preflight Profile

In the **Certified Preflight Profile Comparison** category in the Certified PDF Panel, you can compare the Preflight Profile that is attached to the PDF to one or more of your own Preflight Profiles (collected in a so-called "configuration"). This allows you to check if the attached Preflight Profile meets your requirements.

The name of the Preflight Profile attached to the PDF is shown in the Preflight category. In the example below, the PDF has been preflighted with "PDF/A - 1b v 1.0". The green icon  indicates that the preflight was successful.

The Profiles to compare with (included in a configuration) must be selected in the Certified Preflight Profile Comparison category. In the example below, the configuration used is called "Configuration". When you select the configuration, the files are compared immediately and the result is displayed underneath the buttons. In the example below, the result of this comparison is negative (): the Profiles in the configuration do not equal the Profile attached to the PDF.

As a consequence, the overall Certified PDF status is NOK ( at the top of the dialog). For more information about the Certified PDF Status, refer to [The aspects of the Certified PDF Status](#) on page 17.

Enfocus Certified PDF Panel

 Remove Certified PDF Data...

☐ Preflight Show Result 

Preflight Profile: PDF/A - 1b v1.0 Clear Select

Author: Enfocus Customer Support
Date: August 27, 2012

☐ Original Documents 

Name	Status

+ -

Creation Date:
Modification Date:
Type:

☐ Certified Preflight Profile Comparison 

Compare with: Configuration Clear Select

The Certified Preflight Profile does not match any of the Preflight Profiles from the current Profile Compare settings.

5.2.4.1 Creating or editing a Preflight Profile Compare Configuration

A Preflight Profile Compare Configuration is a set of Preflight Profiles. If a PDF has been preflighted with these Profiles (or similar ones), you're sure that the PDF meets certain requirements. You can have different configurations e.g. for different types of PDFs (ads, newspapers, magazines,...), different customers, different printing methods, You need a configuration to be able to compare Preflight Profiles.

To create or edit a Preflight Profile Compare Configuration

1. Choose **Certified PDF** > **Certified PDF**.

2. In the Enfocus Certified PDF Panel, in the **Certified Profile Preflight Comparison** category, click **Select**.
The Enfocus Preflight Profile Compare Panel appears.
 3. Click  and select the appropriate option, for example **New** to create a new configuration or **Edit** to change an existing configuration.
To edit an existing configuration, you can as well double-click the name of the configuration. Configurations can be imported as well, optionally via the Preferences (see [Adding folders to the Preflight Profile Compare Panel](#) on page 31).
 4. Enter a meaningful name for the configuration in the **Name** field or modify it as required.
 5. Add or remove Preflight Profiles as required:
 - To add a Preflight Profile to the current configuration, click  and select the Preflight Profile of your choice.
 - To remove a Preflight Profile from the current configuration, select it and click .
 6. Select **Preflight using a stricter Certified Preflight Profile is allowed** as required.
-
- 

Note: If selected, the Preflight Profile will also match if it is more strict than one of the Preflight Profiles in the Configuration. **More strict** means that more or stricter criteria are set, or that the criteria have a higher reporting level (for example Error instead of Warning). For example, if two Preflight Profiles contain a line weight check (e.g. allowing 2 pt versus 5 pt), the one with the lowest line weight (2 pt) is considered most strict.
-
7. Click **OK**.

5.2.4.2 Comparing Profiles

Before you start, make sure you have created a Preflight Profile Compare Configuration, which contains the requirements the PDF concerned should meet (refer to [Creating or editing a Preflight Profile Compare Configuration](#) on page 20). The Preflight Profiles in the configuration will be compared to the Preflight Profile attached to the current PDF.



Note: It is not possible to compare Preflight Profiles of different versions, e.g. Profiles *without* restrictions to Preflight Profiles *with* restrictions; they will be reported as different, even if the checks are identical. Refer to [Version 3 and version 4 Profiles compared](#) on page 22.

To compare Preflight Profiles

1. To open the Enfocus Certified PDF Panel, click **Certified PDF > Certified PDF**.
2. Check if a Preflight Profile is selected in the Preflight category.
A Preflight Profile must be selected in order to perform a comparison. If no Preflight Profile is attached to the PDF, but you know which one has been used (e.g. because it has been provided to you by your customer), you can still add it, by clicking the **Select** button.
3. In the Certified Preflight Profile Comparison category, click **Select**.

4. Select the configuration of your choice.
5. Click **Select**.
The Preflight Profiles in the configuration are immediately compared to the Preflight Profile selected in the Preflight category. The result is mentioned below the buttons and indicated by a small icon (✔ or ✖).

Version 3 and version 4 Profiles compared

Preflight Profile versions

As a user, you are probably not aware of the version of your Preflight Profiles - and in most cases, it doesn't matter. However, when comparing Preflight Profiles, the version number does matter, as different versions by default result in a mismatch, regardless of the contents of the Profiles.

The version number is not displayed anywhere in the Profile, but it's easy to find out the version of your Preflight Profile:

- **Version 3 Profiles** are Preflight Profiles that do not have any restrictions defined in the **SETUP > Restrictions** category. This can be "old" Preflight Profiles (created with PitStop 11 or 12) or "new" Preflight Profiles created with PitStop 13.
- **Version 4 Profiles** are Preflight Profiles that do have at least one restriction defined in the **SETUP > Restrictions** category. These restrictions do not have to be used in one of the **CHECK ON:** categories; it's enough to have them defined.



Note:

- If you remove the restrictions from a version 4 Profile, it's downgraded automatically to a version 3 Profile.
- Version 1 and 2 Profiles exist as well. Version 1 Profiles are the oldest Profiles shipped with the first versions of StatusCheck, but they are no longer in use. Version 2 Profiles are created with PitStop 10 or earlier and still supported, but they cannot be compared to more recent Profile versions.

Comparing version 3 to version 4 Profiles (and vice versa)

When comparing Preflight Profiles, the enabled checks in the Preflight Profile attached to the PDF are compared to the checks in the Preflight Profiles included in the Preflight Profile Compare Configuration concerned. If restrictions were set (enabled!), they are taken into account as well.

However, if version 3 Profiles are compared to version 4 Profiles, PitStop is not able to perform a comparison. Even if the checks are completely the same, if the version is different, they will be considered "not equal".

Preflight Profile attached to the PDF	Preflight Profile in the configuration	Issues?
Version 3	Version 3	No
Version 4	Version 4	No
Version 3	Version 4	Yes
Version 4	Version 3	Yes

Work-around

To prevent issues due to a version mismatch:

1. Duplicate your version 3 Preflight Profiles.
2. Edit the duplicates and import a dummy restriction in the **SETUP > Restrictions** category. As this restriction is not used, the content is not important.
3. For every version 3 Preflight Profile in a configuration, add the version 4 counterpart to the configuration as well.

This will solve the problem.

Preflight Profile attached to the PDF	Preflight Profile in the configuration	Issues?
Version 3	Version 3	No
Version 4	Version 4	No
Version 3	Version 3 + Version 4	No
Version 4	Version 3 + Version 4	No

5.2.5 Viewing Certified PDF 2 Document Certificates

The Certified PDF Preflight and Verification process also checks if the PDF is compliant with Certified PDF 2.

A Certified PDF 2 Document Certificate is a statement about certain properties of the PDF file, for example "Conforms to the GWG Magazine Ads Preflight Profile" or "Produced a hard-copy proof on printer XYZ with ID de719fa2". The Certified PDF 2 information is stored in the PDF file as XMP metadata. Certified PDF 2 is also compatible with the GWG Universal Proof of Preflight ticket.

To view the certificate(s) of a PDF

1. Choose **Certified PDF > Certified PDF**.
2. Click  to expand the Certified PDF 2 Document Certificates category (as required).

The status of the Certificates is by indicated by a small icon ( if compliant,  if not compliant,  if undetermined).

Certificates are generated:

- When a Preflight Profile or an original document is added.
- When opening a PDF file that contains a valid Universal Proof of Preflight ticket.

3. Click **Certificates**.

The properties of the Certificates are shown, for example the state (e.g. No errors/warnings), the type (referring to the original documents or to the Preflight Profile/Preflight result, the handler (i.e. the application that was used to process the file), ... If you remove

the Certificate, you also remove the info on which this Certificate is based (e.g. the Preflight Profile, the original document, ...)

5.2.6 Viewing the Edit Log

The Certified PDF mechanism in StatusCheck keeps a record of every editing session of a Certified PDF document. Thus, all the changes made to the PDF document are logged chronologically in the PDF document. The changes can be logged in two different ways, depending on the tool they were made with:

- If you edit your PDF with any of the Enfocus Certified PDF-compliant plug-ins, such as Enfocus StatusCheck the changes are immediately saved in the Edit Log. The Edit Log will contain a detailed entry for each of the changes.
- If you edit your PDF with non-compliant third-party PDF editing tools, StatusCheck will intercept and log them. However, the Edit Log will contain no details on the changes nor on the product with which the changes were made.

To view the Edit Log

Choose **Certified PDF > Edit Log**.

The Edit Log appears. The Edit Log is a PDF file showing all changes per session.

5.2.7 Viewing the document history

The Certified PDF mechanism in StatusCheck allows you to consult the history of your PDF document. This means that you can view a chronological list of all the sessions that your Certified PDF document has run through.

The chronological list of sessions contains the following information:

- The Certified PDF product that “stamped” the session
- The person or company responsible for the session
- The end date and time of the session

To view the document history

1. Choose **Certified PDF > History**.
2. Double-click any of the sessions to see all available details about that session.
3. Click the **User** or **System** tab to view the corresponding information for this particular session.
4. To compare versions (i.e. the state of the documents at the end of the selected session), select two sessions (holding down the **Ctrl** key) and select the option of your choice.
Refer to [Comparing sessions](#) on page 26.
5. To save a snapshot of a version (i.e. the state of the documents at the end of the selected session), select the session concerned and click the **Save Snapshot** button.
Refer to [Saving a snapshot of your PDF](#) on page 25.

6. Click **Close**.

5.2.7.1 Snapshots

Snapshots and roll-back mechanism explained

In a Certified PDF workflow, a PDF document can go through various editing sessions, done by various users. A Certified PDF document can “remember” all the changes that were made during a given session and can store the information about these changes per session (“incrementally”) as you save your PDF document.

This way of managing and saving changes has a big advantage: You know exactly which changes have been made in which session and by whom. Moreover, these changes can be presented to you in the form of a “**snapshot**”: a view of the status of the PDF document at the time it was saved at the end of a session.

And you can do even more: You cannot only view the state of the PDF document in a given previous editing session, you can also save this snapshot as a separate PDF document. This is called the **roll-back mechanism**. When editing PDF documents, you may have experienced “one-change-too-far” situations, in which you made a change, got an undesired result but also saved the PDF document. No problem in a Certified PDF workflow: you can revert to any previously saved state of a PDF document, provided that you save your Certified PDF document using the “incremental save” method (see [Save options](#) on page 15).

Saving a snapshot

A snapshot is a complete backup of the PDF document at the time it was saved after an editing session. You save a snapshot to revert to a previous version of your PDF document. However, you do not necessarily have to save this snapshot at the end of each session. You can simply select any session from a list and save its snapshot at any stage in your workflow.

Consider the following example. You have created a Certified PDF document in which you use only black text and one spot color. The document has been designed to be printed on an offset press. At some point in the workflow, however, you also want to print this PDF document on a digital four-color press and therefore, you change the spot color into its CMYK counterpart throughout your entire PDF document. You may use Enfocus PitStop Pro, for example, to do this. This means that the latest version of your PDF document contains only CMYK colors. But, you also need to reprint this PDF document on an offset press using the spot color. You can then simply select a version which still has the spot colors, save its snapshot as a separate PDF document and send this PDF file to your offset printer.

Viewing a snapshot

You can view snapshots of a Certified PDF document in the following ways:

- By saving the snapshot with a different name and opening it as a regular PDF document.
- By comparing two different editing sessions. See [Comparing sessions](#) on page 26.

Saving a snapshot of your PDF

If you need an intermediate version of a PDF, instead of searching for it on your local system, you can simply select the version concerned in the PDF history and save it from there.

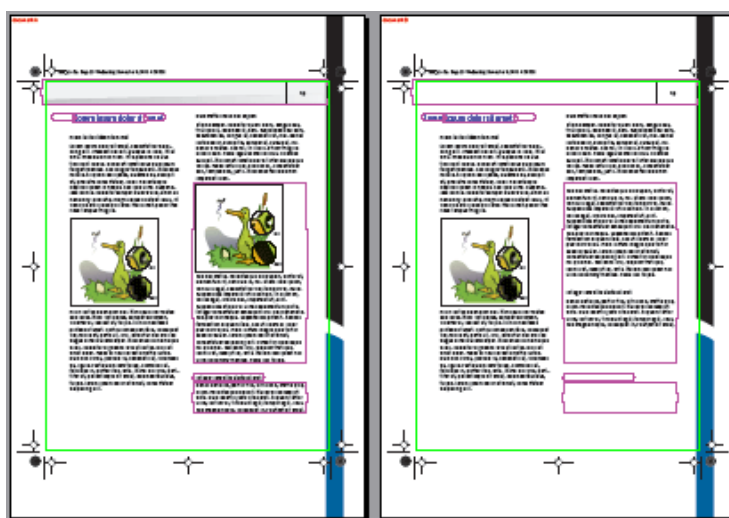
To save a snapshot of one of the editing sessions of a Certified PDF

1. Open a Certified PDF document.
2. Choose **Certified PDF > History**.
3. Select a session in the list of which you want to save a snapshot.
4. Click **Save Snapshot** to save a snapshot of your PDF document as it was at the end of the selected session.
5. Enter a descriptive name for your snapshot and click **Save**.
6. If necessary, repeat steps 2 through 5 to save any additional snapshots.
7. Click **Close**.

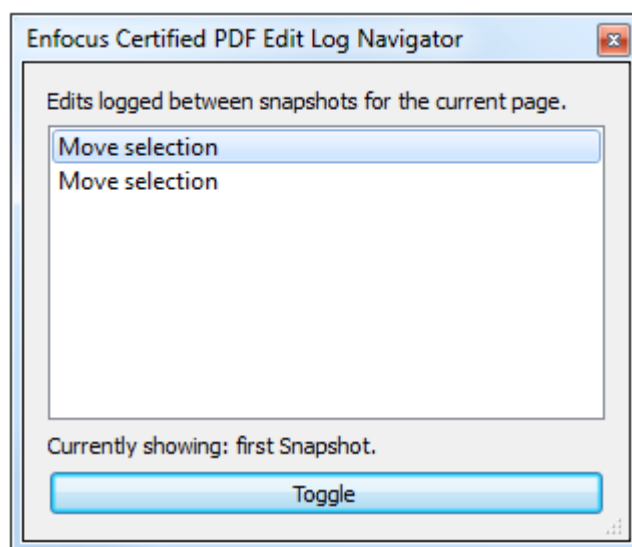
5.2.7.2 Comparing sessions

At some point in your PDF workflow, you may want to compare two versions of your Certified PDF document. You may wish to do this, for example, to detect minor changes. You can do this in two ways:

- By comparing snapshots of these versions visually (side by side). This is useful to see visible changes “at a glance”.



- By comparing their respective Edit Log reports. This is recommended if you know that changes have been made that are hardly visible on screen, such as overprint or trapping settings or changes in (hidden) layered objects.



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Note: You cannot compare sessions in “optimized” Certified PDF documents. See [The Certified PDF workflow](#) on page 7.

Comparing sessions visually side by side

Comparing two versions of your PDF document visually is useful to see visible changes “at a glance”.

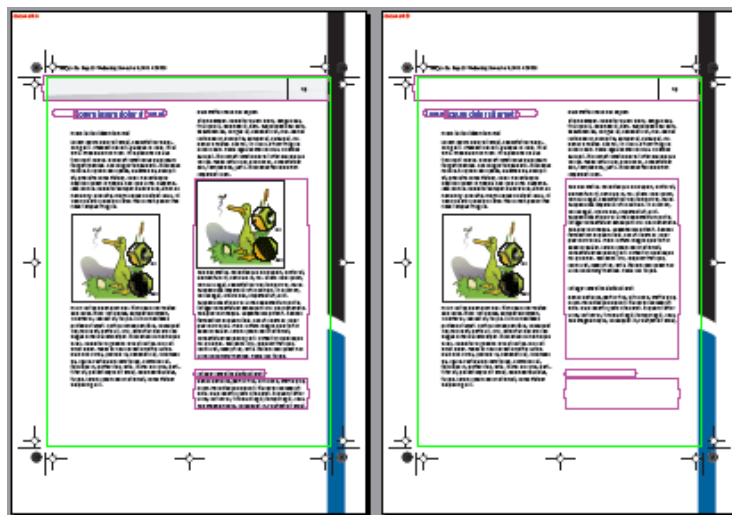
To compare sessions visually side by side

1. Choose **Certified PDF > History**.
2. Select two sessions from the session list.
3. Click **Visually (side-by-side)**.

StatusCheck generates two snapshots showing the state of the PDF document at the end of the respective sessions and presents these snapshots side by side on screen. The differences are highlighted.



Note: You can change the color of the highlights in the Preferences (**Edit/Acrobat > Preferences > Enfocus StatusCheck > General**).



Comparing sessions using the Edit Log

Comparing sessions using the Edit Log is useful to check differences that are hardly visible on screen, such as overprint or trapping settings or changes in (hidden) layered objects.

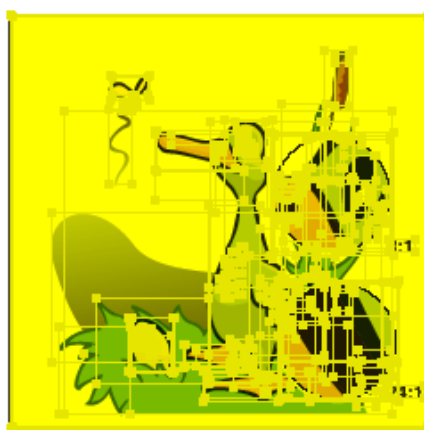
To compare sessions using the Edit Log

1. Choose **Certified PDF > History**.
2. Select two sessions from the session list.
3. Click **Using the Edit Log**.

The first snapshot is opened and the **Enfocus Certified PDF Edit Log Navigator** appears.

4. Select one of the changes in the list.

The document will show where the changes occurred by adding a transparent overlay to the object.



Note: You can change the color of the transparent overlay in the Preferences (**Edit/ Acrobat > Preferences > Enfocus StatusCheck > General**).

5. To switch views between the first and the second snapshot, click the **Toggle** button.

The **Edit Log Navigator** displays only the changes for the current page in the document. If you go to another page in your PDF document, the **Edit Log Navigator** adjusts the list of changes to match the new page.

5.3 Adding a session comment

The Certified PDF mechanism in StatusCheck enables you to enhance the quality of your PDF workflow by adding comments to the Edit Log. Before sending your PDF document to the publisher for example, you may want to explain why given changes have been made.

You can add comments per editing session. A session is the time in which you edit and save a PDF document.

To add a session comment

1. Make the required changes.
2. Choose **File > Enfocus Sign and Save (As)** .
3. Add a new session comment.
You will find this comment in the Edit Log (Session info, under Comments).
4. To save the current version of the document as a snapshot (so you can re-use it later), select the **Keep Snapshots** checkbox.
For more information, refer to [Snapshots](#) on page 25.
5. Click **OK**.

6. Setting the StatusCheck preferences

To set the StatusCheck preferences

1. In Adobe Acrobat, do one of the following
 - On Windows: Choose **Edit > Preferences > StatusCheck**.
 - On Mac: Choose **Acrobat > Preferences > StatusCheck**.
2. Click each of the categories in the left part of the screen and review the options displayed in the right part.
For an overview, refer to [StatusCheck preferences - overview](#) on page 30.
3. Click **OK**.
Note that for some preferences, a restart of Adobe Acrobat is required.

6.1 StatusCheck preferences - overview

Category	What you can configure
General	Primary and secondary color to be used in the Edit Log of the PDF. • Changes of the active editing session will be shown in the primary highlight color. • Other changes on the page (if any) will be shown in the secondary highlight color. To change colors, double-click the color patch and choose the color of your choice.
Language	Language of the user interface. You can also use the same language for all the other Enfocus products you have installed, or the same language as used in Adobe Acrobat. See also Setting the user interface language of StatusCheck on page 11.
Personal Info	Contact details to be added to Certified PDF documents, allowing recipients of your documents to contact you.
Databases	This preference allows you to add folders containing configuration files (*.pcc) to the Enfocus Preflight Profile Compare Panel. These configuration files are used to compare Preflight Profiles (i.e. the Preflight Profile embedded in the PDF is compared to the Preflight Profiles contained in a configuration file). For more information, refer to Comparing the Certified PDF Preflight Profile on page 19 and Adding folders to the Preflight Profile Compare Panel on page 31.
Automation	Options to hide the session comment dialog that pops up whenever you save a certified PDF. You can enter a predefined session comment, which will be used instead.

6.2 Adding folders to the Preflight Profile Compare Panel

You can easily import Preflight Profile Compare Configuration files (*.ppc files) on your local computer into the Preflight Profile Compare Panel.

To do so

1. Place the *.ppc files in one or more folders (and subfolders if needed) on your computer.
2. Choose **Edit > Preferences > Enfocus StatusCheck Preferences** (on Windows) or **Acrobat > Preferences > Enfocus StatusCheck Preferences** (on Mac).
3. First, click the **Database** category, then click **Preflight Profile Compare**.
4. Click .
5. Select the folder that contains the configuration files.
6. Click **Select Folder**.
The name of the imported folder and the path on your computer are shown in the Enfocus StatusCheck Preferences dialog.
7. If you don't want to allow users to change the imported folder from within the Preflight Profile Compare Panel, select the **Read-only** checkbox.
8. Click **OK**.
The folder is added at the highest level in the Preflight Profile Compare Panel. This is different from folders being imported from within this panel (using the  > **Import/Export > Import Group** option), which are imported as a subfolder of the Local folder.