

Working aid for embedding fonts

In Word, open the document to be converted, go to File > print, choose the Acrobat printer.

Click on Properties, and check whether in

1. Layout > extended/additional > True Type-Font the sentence "load as soft font to printer" is underlined, if not, activate this line
2. PostScript Option > True Type Download Option the sentence "Native True Type" is underlined, if not, activate this line.

In Adobe-PDF Settings > Conversion Settings the Springer Job Options are chosen. Also check in "edit" whether the line "embed all fonts" is activated.

Confirm all steps with OK, and then click OK again to convert your document to PDF.