



# Converting files to PDF format ... for free

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## Quick Overview

1. Create a document in your word processor
2. "Print" it out to a Postscript file
3. Open the .ps file in Ghostview
4. Convert it to pdf format

## My pc specs

My OS is Windows XP (this has worked with all versions of windows from Win 98), my word processor is MS-Word. To convert to pdf I use the free software program Ghostview.

## Procedure

- a. Install a Postscript printer on your PC (doesn't have to actually be attached to a printer, you just need the drivers.) I use HP Color LaserJet PS drivers, to convert color documents
- b. In your word processing program, open the document you want to convert
- c. Print the document to a file using the PS printer: File | Print... (choose your PS printer from list), **check the box that says print to file. NOTE:** Save the file as a .ps file not the default .prn file! (Change the file type to "All Files" then type file name including the ".ps" suffix)
- d. Open the .ps file using Ghostview
- e. Convert PostScript to PDF: File | Convert  
Device: **pdfwrite**; Resolution: **600dpi** (**NOTE:** with older Ghostscript, fonts with non-standard encodings will be included as bitmaps. If you choose 72dpi, fonts will look rough)

You can then check it with Ghostview or Adobe Reader to be sure it converted properly.

## Misc.

### Other things you can do with Ghostview:

1. Convert PDF to PostScript: File | Convert, select pswrite
2. Convert Level 2 PostScript to Level 1 PostScript. (you should use the resolution of your printer)
3. Convert to a bitmap. File | Convert, select bmp16m, 72dpi.
4. Convert to an editable vector format (pstoedit). Edit | Convert to vector format OR convert to PDF using the method above.

## Links

<http://www.denison.edu/~silveira/tips>  
<http://www.cs.wisc.edu/~ghost/>