

Exporting a Pages document for use in another application

You can export your Pages document using file formats such as PDF, Microsoft Word, RTF, and Plain Text.

To export a document to another file format:

1. Choose File > Export.
2. Choose a format for the document and click Next.
3. Type a new name for the document.
4. Choose where you want to save the document.
5. Click Export.

You can export a Pages document in these formats:

- **PDF:** PDF files can be created using an image quality of good, better, or best. When the image quality is set to best, the resolution of images isn't scaled down. When the image quality is set to better, images are downsampled to 150 dpi. When the image quality is set to good, images are downsampled to 72 dpi. Images without an alpha channel are JPEG compressed with a compression level of 0.7 at the good setting and 0.9 at the better setting.

When you export a Pages document on a computer with Mac OS X version 10.4 or later, hyperlinks are exported. Hyperlinks are created in the PDF document for table of contents entries, footnotes and endnotes, webpages, email messages, and bookmarks.

The PDF file, which preserves font characters used in the document, can be viewed or printed in Preview, viewed or printed in Safari on Mac OS X version 10.4 or later, and edited with a PDF application.

- **Word:** Word files can be opened and edited in Microsoft Word on a Mac OS X computer or on a Windows computer.

Because of text layout differences between Microsoft Word and Pages, an exported Word document may contain a different number of pages than its Pages counterpart. Also, special typographic features and some graphics may not display as well, particularly those using transparency (alpha channels). Tables and column layouts may not export identically, and charts created in Pages appear as static images.

- **RTF:** RTF files retain most of the text formatting and graphics. You can open and edit RTF files in a word processor.

- **Plain Text:** Plain text files can be opened and edited in a text editing application, such as TextEdit. However, exporting to a plain text file removes all your formatting, and images aren't exported.