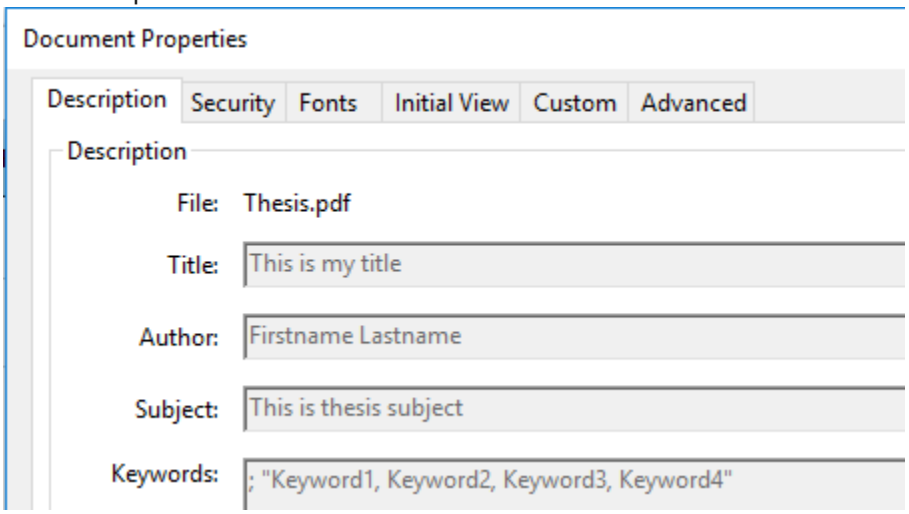
MANAGE THE OLD TEMPLATE

In case you are using the old template *Thesis template for LaTeX system* producing simple PDF format, adjust it following the instructions to generate PDF/A version required by University standards:

1. Install pdfx package on your computer:
    a. Download *pdfx.zip* from https://www.ctan.org/pkg/pdfx.
    b. Unzip the folder and save the contents into *tex* folder with packages, the usual path looks like:
        C:\Program Files\MiKTeX 2.9\tex\pdfx
2. Adjust the IES template:
    a. Into *Thesis.tex* file, add lines
        \usepackage[a-2u]{pdfx}
        \usepackage{lmodern}
        \usepackage[T1]{fontenc}
        \usepackage{textcomp}
    b. In *Mystyle.sty* file, turn off (or delete) the hyperref package line
        %\usepackage[…]{hyperref}
    c. In *Mystyle.sty* file, adjust hypersetup line
        \hypersetup{…,unicode,breaklinks=false,…
3. Create a meta-data file:
    a. Name it *Thesis.xmpdata*
    b. Open it in text editor (such as notepad) and add text
        \Author{Firstname Lastname}
        \Title{This is my title}
        \Keywords{Keyword1; Keyword2; Keyword3; Keyword4}
        \Subject{This is thesis subject}
        \Publisher{Charles University}
    Adjust the text in file as necessary. Check the meta-data in generated pdf under File >> Properties

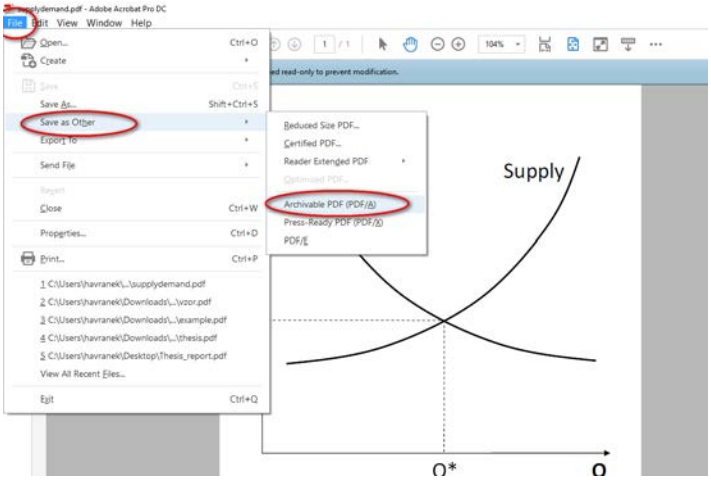


TROUBLESHOOTING

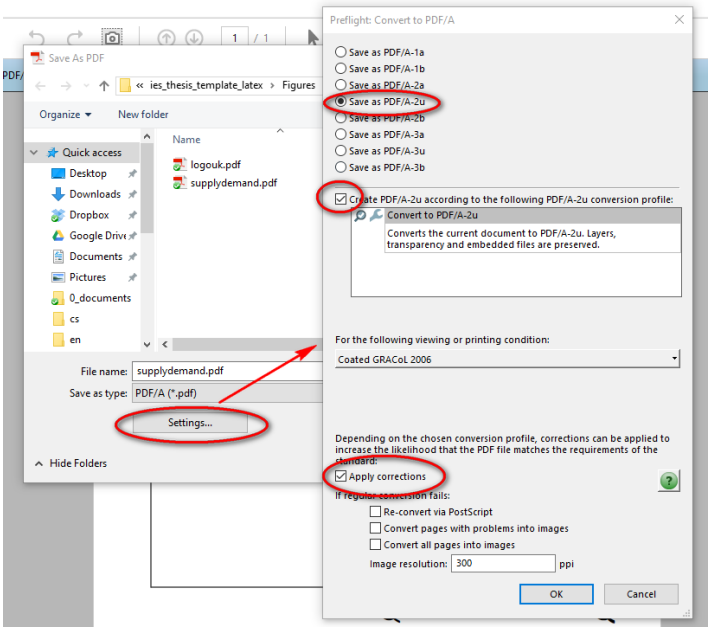
To achieve compatibility with PDF/A 2u, your file must not include links to external fonts, audio, video, or scripts. On the other hand, your file must declare each color environment you use, it must include all the pictures/figures either in jpeg or PDF/A 2u format, used fonts compliant under Unicode (your file cannot use any external fonts including system fonts like Times!), and it must include meta-data in XMP format.

Most troubleshooting comes from the conversion of figures to compliant formats. You can convert from simple PDF using **Adobe Acrobat**.

Select File >> Save as Other >> Archivable PDF (PDF/A)



Save as PDF/A-2u:



But most of the vector graphics gets distorted to lower quality in Adobe (like pictures in pdfs generated from Stata, unless jpeg is sufficient for you). You can also use **GhostScript**, the conversion tool is provided by the Faculty of Mathematics and Physics at

https://kam.mff.cuni.cz/pdfix/