

Pre-Press Requirements for Digital Files

Applications:

Acrobat PDF
InDesign
Illustrator
Photoshop
Freehand

We can handle most standard applications or find a work round. Older versions of these programmes may be able to be opened but we cannot guarantee the fidelity of the file. If you are a new client working with fringe programmes like Publisher, Word, Excel, Powerpoint, Corel draw we strongly suggest you send us a test file to ensure compatibility.

Fonts:

Fonts cause the majority of problems with jobs. Please ensure that you supply ALL the fonts (screen and printer fonts) that are contained in the job WITH the file. If it is easier, and the application will allow you, convert all the text to paths as this eliminates the need to package the fonts with the job. Please be aware that converting the text to paths removes the ability to edit text or make easy changes. After the text is converted to paths each letter becomes an individual graphic element (in the case of an i two elements). It is strongly suggested that you keep TWO copies of your file one converted to paths and one not, as this means you can always go back to the original file should the need arise.

Images:

Images should be .tif or .eps files in greyscale or CMYK. Please do not embed any scan or use LZW compression. All images contained in the file should be provided.

Lasers:

Please supply a laser copy of each file, preferably in composite colour and as separations. This gives us something to check the screen and film output against. It will also alert you and us of any problems such as elements overprinting when they shouldn't and black not overprinting when it should! Separations also show that the file is breaking down the colours correctly.

PDF files:

We strongly recommend that you use Acrobat Distiller to create your PDF files. Some applications allow you to export the file as a PDF but experience has shown us you are better to print the file to disc as a postscript file and then distill the .ps file through Distiller. Please ensure that you use the correct settings for creating the PDF by setting the job options menu to 'Press'. Any other setting such as Screen or Print will make the PDF too small (resolution) and will result a loss of quality.

If in doubt ask!

We would far prefer to spend time with you before you undertake a job ensuring you achieve the right result rather than having to fix up errors after the job has been completed.

