

# PREPRESS GUIDE Preparing Your Files For Print

## **COLOR GUIDELINES**

Color Space: CMYK (highly recommended) Color Profile: Coated GRACoL 2006 (for best results) Spot Colors: Pantone+ Solid Color Guide, for best results please choose from the Coated (C) library. Note some colors may not be 100% accurately simulated in digital CMYK, especially metallic inks.

**Grayscale:** Images and Text printing in black only must be set to grayscale or 100% K (respectively).

## **IMAGES & RASTER ART**

**Resolution:** 250 PPI or greater is recommended. (Wide-format is situational, but we recommend a minimum of 72 PPI for signage.)

**Color:** Preserve embedded/ICC profiles (including RGB) for images.

Untagged images and art may remain untagged or converted to our primary color profile: Coated GRACoL 2006.

Grauscale: Images presented as grau that remain in a CMYK/RGB color space will cause unwanted color casts. Convery any gray color images to an actual gray profile.

## **TEXT & VECTOR ART**

Minimum kockout size: 8pts Minimum solid size (100% color): 6pts Text Safe Margin: Minimum 12 pts (0.1667 in) Avoid rasterizing text where possible.

InDesign Files
Text may remain live
Font files must be
included in a package
Convert to outlines for
maximum compatibility

### **PDF**

Text may remain live Fonts must be embedded Convert to outlines for maximum compatibility

## PAGE LAYOUT & DOCUMENT SETUP

Clearly define your page boxes such as the document trim size and bleed size.

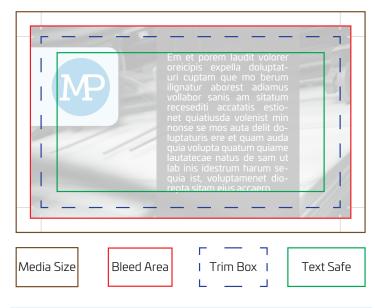
Media Box: Total size of the document including marks, bleed and artwork.

Bleed Box: Minimum 0.125 inches outside all four sides. (ie: 3.75 x 2.25 business card size + bleed)

Trim Box: Finished size of your document (ie: 3.5 x 2 business card size)

Text Safe: All text should stay within a minimum 12 pts (0.1667 in) inch margin.

Printer Marks: Recommended but not required.



## **FILE EXPORT**

#### InDesign Files

Package all fonts/assets with Fonts/Images must your InDesign document.

Include a compatibility version (.idml) file.

PDF

be embedded.

Convert fonts to outlines for maximum compatibility

## **NEED HELP?**