

Printing Specifications

Follow these simple guidelines when supplying your files to us for printing to ensure your job prints right the first time. Essentially, the quality of your file will determine the quality of the final printed product. create design and copy has the following programs and can accept files in the following formats:

Preferred file formats:

- PDF (preferred)
- TIF
- EPS
- JPG

Macintosh windows:

- QuarkXpress 6
- Microsoft Word 97
- Freehand 11
- Microsoft Powerpoint 97
- Photoshop 7
- Microsoft Excel 97
- Publisher 2000
- Corel Draw 8

File accuracy -it is best to provide a black and white printout of your document so that it can be checked to ensure nothing has changed when the file is printed. If you are unsure of the quality of your file please request a proof.

Colour – 'create design and copying's' printing equipment is set to commercial colour standards. Some software programs can cause wild variations in colour from what is seen on screen to what prints out. Prints from a commercially calibrated printer such as ours will also differ from printouts produced on low cost inkjet and laser printers. If colour is a critical issue please request a proof.

File specifications - fonts must be supplied or ideally converted to paths. Colours and colour images should be converted to CMYK. Image quality (dpi) - all images should be over 150dpi at print size to a maximum of 400dpi.

Files can be supplied on:

- CD-Rom
- Zip 100 mg only
- Floppy Disk
- Email (files no bigger than 7mg please)

Layout and imposition - artwork is to be supplied one up with 3mm bleed with all text 3mm from the edge of the page.