

FILE REQUIREMENTS

WORK SUBMISSION

Desired format of project file is PDF. PDF must conform to all requirements of PDF/X-1a:2001 standard. Other formats or works prepared by other software are accepted after agreeing with our repro-center.

Projects prepared in MS Office are not considered layouts!

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RECOMMENDATIONS FOR FILE PREPARATION

- project file should include all used components: fonts, pictures, included crop marks;
- each page must be on separate sheet (don't use spread);
- if project is to be printed up to the edge of page, at least 3 mm bleed must be left (better, if bleed is the same for all objects);
- all black texts should contain 100% black colour;
- should only use CMYK and/or PANTONE colours (do not leave RGB, Lab, Index colours);
- if any special colour is to be printed (e.g., Pantone, silver, golden) it must be prepared in project as SPOT colour;
- if project is to be punched, the same file must also contain chisel shape. Chisel shape must be in SPOT colour;
- we recommend not to zoom or scale images included in project by more than $\pm 15\%$;
- if small-sized text, logo and other small details were prepared in project in Photoshop format, project submitter is responsible for printing quality;
- optimal resolution, matching requirements of printing industry, is 260-350 pixels/inch;
- project file must be composite (do not separate colours);
- do not try to make montage;
- project submitter is responsible for content, text of the project and its copyright;
- project must be accompanied by layout and information regarding the work – format of cut work and other typical dimensions (e.g., folding places); colours, which, if any, special colours were used;
- magazines, books and other layout pages must be arranged in correct order and fastened together.

