

Next Printing

Digital File Specifications

Next Printing will make every effort to print your digital files in the most accurate and timely manner possible. **Please review order conformations and digital files carefully.** Files needing modification or formatting may be subject to additional computer time billed at a rate of \$120/hour. To avoid extra charges, please work with your account manager and use the following guidelines for your file set-up. Correct preparation of digital files is crucial to timely delivery of your project. If you have any questions, feel free to contact your account manager.

The following are general rules that apply to all files submitted to Next Printing. These are items we have found to be critical to the successful completion of your orders within our workflow. If computer time exceeds the estimate, you will be notified.

- Always include complete written instructions including file names, contact name, and phone numbers.
- Send hard copies with PMS callouts (when needed) or colour guides with all orders. Without it, we are guessing at how a job should print. Process colours do not qualify as a color guide.
- Do not submit your only copy of any file. Accidents can happen. CD or DVD backups are cheap insurance. We highly recommend them on any job where we create or significantly modify your files. Due to large quantity of projects we handle, and the large file sizes used, we generally do not archive any files beyond the completion of your order. Please see your account Manager for archiving costs.
- Make sure your name is on all disks, artwork, colour guides, etc.

STORAGE AND DIGITAL MEDIA

You can upload your files to our FTP site, via e-mail if less than 5MB or we accept the following media:

- CD-Rom
- DVD
- Compact Flash

RECOMMENDED SOFTWARE AND VERSION

- Adobe® Illustrator® (up to CS3), with all place files. Convert all fonts to outlines.
- Adobe® Photoshop® (up to CS3), including all layers, path and channels.
- Adobe® InDesign® (up to CS3), including all placed images, logos, fonts and other elements.
- QuarkXPress® (up to ver 6.5), including all placed images, logos, fonts and other elements. Mac only.
- If sending PDF for output, preferences (set in native program that created PDF) must be set to "Print Quality" or "High Quality" output, and all fonts used must be embedded. If fonts cannot be embedded, they should be converted to outlines prior to producing the PDF.

If you need to compress the file, please use:

- Stuff-it (Machintosh®)
- Zip (Windows®)

TYPE COPY AND LINE ART

- Type, logos, and illustrations should be provided in one of the above format listed above, not as bitmapped art.
- Depending on your output size, do not place type too close to the edges of your document.
- No trapping of files is required.

OUTPUT OF LAYOUT FILE

- Please include hard copy (colour or black and white) of each design. It is not necessary to make the mechanical specific size, but it must be proportional to the final output size. This will help identify the contents of your disk and provide us the means of checking for errors that may occur during file transfer.



FONTS

- Always include all necessary fonts. When using Adobe® Illustrator®, convert fonts to outlines.
- All screen and printer fonts used in the creation of the files must be included.
- Text created in Adobe® Illustrator® can be converted to outlines/paths to avoid having to provide fonts.
- Use actual Bold or Italic font instead of selecting 'Bold' or 'Italic' from the application's 'type style' menu.

PLACED GRAPHICS

- Please provide any graphics elements from other application programs to have been "placed" into position.
- EPS files should not be embedded.
- Remove ALL Alpha Channels from any Photoshop® links (tif, EPS, or PSD).

BLEED REQUIREMENTS

- Image and complex illustrations that extend to the edge of the sign should include enough bleed.
- Bleed amount can vary from 5mm - 200mm. To determine what bleed specifications are required, please contact your Next Printing account manager.
- A proportional layout with crop marks for live and bleed area indicated.

HIGH RESOLUTION IMAGES

- All hi-res or rastered images must be 300dpi and come into the layout at 100%. If you discovered that you need to scale up the hi-res file to achieve the desired cropping, recreate the file at the appropriate size or scale it to size in Photoshop®.

COLOUR AND COLOUR MATCHING REQUIREMENTS

Image colour mode

- Can be RGB or CMYK. Our colour management system will make any conversion necessary.
- If your file is RGB, Duotone, Grayscale, or Bitmap, please convert to CMYK (Caution: Colour mode changes may produce unexpected or unacceptable colour shifts that may not be detectable on a monitor.)

Image file formats

- .tif (preferred)
- .eps
- .psd
- .jpg

Vector files

- All colors should be specified as PMS call-outs.
- Please specify both beginning and ending PMS colors for any graduated blends.
- If PMS colours cannot be supplied, please provide a physical sample (colour proof or swatch) to match.
- When creating a colour tint using PMS percentages, make a certain to note that it is a tint colour. Tints of PMS colour (i.e PMS485 at 45%) are not understood by our RIP and will be printed 100% of the PMS colour specified. Any tints of PMS colours should be converted to process before submitting your job.

Raster/Bitmap Files

- Please produce an acceptable quality colour sample to match.
- It is not necessary to provide a specific type of proof, but the proof that you provide should be considered acceptable for final colour approval by client.

*Note: Desktop inkjet printouts or colour laser printouts are not recommended as sample to match.



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