

File Preparation and Submission

Please read CanWeb Printing's project file preparation and approval instructions below before submitting project files for production.

Project File Formats:

Preferred Project File Format:

Press Ready Adobe® PDF® (Portable Document Format)

Acceptable Project File Formats include:

QuarkXPress®, Adobe® InDesign®, Illustrator®, Photoshop®

Probable Project File Formats:

CorelDRAW® (xxx.cdr), Microsoft® Publisher, Powerpoint, Word, or Excel files (xxx.pub; xxx.ppt(s); xxx.doc; xxx.xls)

*Note - additional charges may apply for converting "Acceptable and Probable Project File Formats" to our "Preferred Project File Format" of PDF in order to ensure efficient and accurate production of your project(s). "Probable File Formats" are dependant on the type of printing required and version of software used to create the project file(s).

Project File Preparation Instructions:

The following check list has been provided to help us minimize turn around time and help you avoid additional prepress charges.

Include all "linked" graphics in proper colour format and resolution.

For optimum quality, all images should have a resolution of 300 DPI.



300 DPI



72 DPI

These two images show the difference between an image at 300 DPI and one at 72 DPI.



CMYK



RGB

These two images below show the difference between a CMYK image (crisp/bright) and a RGB image (grey/flat).

All images should be CMYK not RGB.

CMYK for Process Ink Colour or Digital Printing Projects

Please specify any spot colours using the Pantone Matching System.

Be sure to use pms "C" for coated stocks and pms "U" for uncoated stocks.

FONTS • Outline, Convert to Curves or Paths or Embed all Fonts (If Fonts are not outlined or embedded they may need to be supplied).

Include all Bleeds. Sheetfed - 1/8", Web press - 1/4"

Include Trim, Fold, Score and Perforation Marks when necessary. Include die lines when necessary.

*Important - To avoid additional prepress charges, check and proof read the file(s) for the correct content including: Text Information, Spelling, Grammar, Graphical Images, Colours, Design, Layout and File Format before submitting and approving files for production. CanWeb cannot assume responsibility for incorrect output of photos, completed artwork, or sub-standard logos supplied by the customer. Only artwork created by CanWeb is guaranteed for quality. CanWeb will NOT accept images created for the web. This includes PNG and GIF files. CanWeb will NOT be responsible for colour accuracy when converting RGB images to CMYK. Use of Logos/Photos - By submitting and approving files for production the Customer agrees to indemnify CanWeb of any liability arising out of or relating to any actual or alleged infringement of trademark, copyright, service mark etc. contained in any of the project files supplied.