

CURTIS - JK PRINTING PREPRESS SPECIFICATIONS

Files may be provided in Mac or PC format. Let your salesperson or customer service representative know which format you are working with.

Acceptable media include CDs or DVDs. You may also send files to our FTP server. Contact your salesperson or customer service representative for instructions.

Images:

- Do not use RGB, LAB or indexed colour images in your document. All files must be CMYK. If you are using colour profiles in your software program, select U.S. Sheetfed Coated.
- Provide Photoshop images in either TIFF or composite EPS format. Please do not provide files with extra channels (masking channels). Do not use PICT or GIF format for placed images. Do not use DCS 1.0 or 2.0 formats until consulting with CJK technical support.
- Images should be provided at a resolution, in dots per inch (dpi), two times the screen ruling value in lines per inch (lpi), times the scaling factor. For example, scan at 300 dpi for images printing at a screen ruling of 150 lpi at 100% scale. The same image scaled 200% would be:
2 x 150lpi x 200% = scan at 600dpi
- For documents containing heavy black ink coverage, printing quality will be improved if you create a rich-black in your colour palette. The preferred build is 60% cyan and 100% black. Alternate builds for rich-black are acceptable, provided you discuss this with your sales representative before submitting electronic files.
- If you wish to silhouette an image with an irregular shape, make a clipping path in Photoshop and save the image in EPS format. Do not use the clipping path feature in QuarkXPress to silhouette images, as this will yield unsatisfactory results.
- Make sure all colours in the colour palette are named consistently with any colours in imported EPS files, and are built as CMYK if the job is intended to print as 4-colour process.
- If copydot scans are planned in your layout, please consult with your sales representative first. Copydot files must be scanned at the correct size and resolution to output properly.
- Please consult with CJK technical support if you have particular trapping concerns or wish to trap your files yourself.
- Do not use hairline rules, borders or frames in your document, as hairline rules will not reproduce consistently. Specify a custom size of .25 or .3 as a minimum.
- Do not apply a screen to, or create from process colour builds, a rule finer than 2 points.

Bleed:

- If elements on the document require bleed, extend them at least 1/8" past the document edge.

Page Layout:

- All page layout documents must be built to the final trim size. If elements on the document require bleed, extend them at least 1/8" past the document edge.
- Create document layout with single pages at correct trim size. Please do **NOT** create over-size pages or paginate as printer spreads. (supply as 1-up pages)
- Do not scale images up or down more than 50%, if possible. If scaling images up in size, make sure to maintain sufficient resolution.
- Provide all screen and printer fonts. Type 1 fonts are preferred over TrueType and Multiple Master fonts. If you do use TrueType fonts, do not provide TrueType and Type 1 fonts for the same type-face. Please do not include extra (unused) fonts.
- Avoid using the style menu in Quark for creating bold, italics, or special effects like outline type or drop shadows. Instead, select the appropriate font in the type menu. Create these special effects by layering text boxes, or by creating them in Illustrator or Photoshop and then importing them as graphic elements into your layout.

Hard Copy/Supplied Proofs:

- All digital files must be accompanied by hard copy proofs

Always provide all graphics and all fonts, including those used in EPS files. It is preferable to print proofs with crop marks on. If this requires a slight reduction to fit the paper, please make note that the proofs have been printed at a reduced size.

Supported Programs:

Adobe InDesign - up to version CS 2
Adobe Illustrator - up to version CS 2
Adobe Photoshop - up to version CS 2
Adobe Acrobat - up to version 7

QuarkXPress - up to version 6.5

CorelDRAW - up to version 11

Microsoft Publisher - up to Publisher 2003

For applications not listed above please contact our Prepress Department.
prepress@curtisjk.com -or- (519)977-9990

Note: Unless otherwise stated on your estimate, quotes are based on files that conform to these specifications. Any system time spent correcting your files is chargeable. You will be notified in advance with an estimated cost.

PDF Specifications:

- Make sure to use Distiller's "Press" Job Option. Do **NOT** use screen or e-book settings.
- Do not downsample or compress images.
- Embed all fonts.
- PDFs must be CMYK. RGB PDFs will produce inferior results.

Please consult our Prepress Department to determine the correct settings for your job.

FTP Instructions:

Placing files on our ftp site:

1. Before accessing our FTP site, place all the files you wish to transmit in an appropriately named folder. Include source and all support files, such as graphics and fonts. If sending PDF files, graphics and fonts are not needed.
2. Compress your files with Stuffit (Macintosh) or Winzip (PC). Macintosh users should stuff PDF files as well, due to inconsistencies during transmission.
3. Access our FTP site from your computer, using your ftp transmission software and transmit your folder to our 'incoming' folder. Do not use an Internet browser to send files via FTP. Use a FTP client such as Transmit or Fetch(Mac) or WS-FTP(PC) to transmit your files to our FTP site.
Please contact your customer service representative for login information.
4. After FTP transmission is complete, send a confirming email to your customer service representative, so he/she is aware you have sent your files. Be sure to include the folder name in your email message.
5. You must send current hard-copy proofs of your digital files via delivery service or fax. Send to your customer service representative's attention. If faxing proofs, please make arrangements with your customer service representative before sending.