

QUICK GUIDE

✓ FOR QUALITY PRINTING







BASIC FILE REQUIREMENTS

(To Ensure Best Quality Printing Results)

- ❑ All Files must be High Resolution - 300 DPI or Larger
- ❑ All Files that print to the edge of the sheet must include 1/8" Bleed on all sides past the trim and add crop marks if possible to show correct trim **(See Setup at Right)**
- ❑ All images and files should be created using CMYK Color to ensure print color accuracy. RGB will be converted to CMYK for digital and offset printing. Special printing processes may be able to use RGB images.

Preferred File Types

-  **Adobe InDesign-(INDD Files)** Packaged File with all support Images and Fonts
-  **Adobe Illustrator-(AI or EPS Files)** All images embedded and all fonts included or outlined
-  **Adobe Photoshop-(PSD, TIF, JPG Files)** High Resolution images (300 DPI) and CMYK Color
-  **Adobe Acrobat-(PDF Files)** CMYK Print Ready PDF files with Fonts and Images Embedded

Accepted File Types

(These files may require additional set up costs, cost will be quoted before the job is printed)

Microsoft Word, Microsoft Publisher, Microsoft PowerPoint   

For more in depth file preparation instructions
please go to our website at socialgraphics.com/resources

Correct Crops & Bleeds Setup

Bleed Area
Extends
1/8" Past
the trim
on all sides

Crop Marks
Indicates
the correct
trim size of
the print

