SOURCE ONE DIGITAL 1

Custom Printed Graphics

ART SPECIFICATIONS

ACCEPTED FORMATS

ILLUSTRATOR (CC or lower) (.ai, .eps, .pdf)
- Include ALL placed images or embed them in your file.
- Include ALL fonts or convert to outlines.

PHOTOSHOP (CC or lower) (.psd, .tif, .eps)
- Save as CMYK

INDESIGN (CC or lower) (.indd)
- Include ALL fonts and placed images

ACROBAT (.PDF)
- Embed ALL fonts and images upon export
- Set image export to 300dpi
- Save in Adobe Acrobat version 5 or higher

WE DO NOT ACCEPT NATIVE FILES FROM THE FOLLOWING:

CORELDRAW (.cdr & .cda)

QUARKXPRESS (.qxd)

MS PUBLISHER (.pub)

MS WORD (.doc)

MS POWERPOINT (.ppt)

MS EXCEL (.xls)

HOW TO SAVE/EXPORT FROM THE UNACCEPTED PROGRAMS ABOVE

- Files must be exported/saved in an industry standard format at high resolution (.eps, .ai, .ps or .pdf) before sending.
- Include ALL placed images or embed them in your file.
- Include ALL fonts or convert to outlines.

SET UP OF ARTWORK

All files need to be setup at 25% scale of actual size (for example, a 24" x 48" sign should be laid out in a 6" x 12" document).

All artwork should have a minimum of an 1/8" bleed added all the way around the supplied graphic at the final print size. If file requires a die-line/cut path, you must include a 1pt cut line in a separate layer of the file.

ARTWORK FORMAT

Adobe Illustrator vector files are the preferred format for graphics and allow the greatest flexibility for sizing files without loss of quality.

Any art or scans placed within a layout application, such as InDesign should be placed in the document as an .eps at 70-100% scale.

PHOTOS USED IN ARTWORK

NOTE: (.jpg .bmp .gif) These are formats usually formatted for web graphics. These can only be accepted if the resolution is as noted below.

All images and scans must be supplied or embedded in file. The photo resolution must be a minimum of 700dpi at 25% scale for high end printing and a minimum of 300dpi at 25% scale for banner printing.

DIGITAL PHOTOGRAPHY

If you are taking pictures from a digital camera for output, your camera settings must be set at the highest resolution. Digital photos under 5MB usually do not work for large format output.

If you have a small digital file, DO NOT open the photo in a photo editing program and change the resolution (dpi) to make the photo larger. There is no way to ADD resolution to a photo already taken. Please retake the photo. If your digital camera does not take pictures at an acceptable resolution, then you must use a traditional film camera and either scan the photo or send us the developed glossy print to scan.

FONTS

All Adobe Illustrator files must have the fonts converted to outlines or paths. All fonts used in an InDesign file must be provided, both screen and printer fonts (in suitcases).

NOTE: If you include text in your Photoshop file, your resolution will need to be higher than 300dpi at 25% scale for banner printing and 700dpi at 25% scale for our high end printing in order to keep the text looking as clean as possible. Flatten or rasterize text whenever possible.

PROOFING

We require a .pdf of the final artwork to ensure that the final digital output matches your original file. If color is critical, we require you to supply us with the exact PMS colors.

In the event you are unable to provide us with a print ready file that meets all of the listed criteria, we can provide you with graphic design assistance for an additional cost. Contact us today for an estimate to be provided on a per project basis.

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UPLOAD YOUR ARTWORK ONLINE
GO TO: **www.sourceonedigital.com**

Click on "File Upload"

Read the instructions and artwork guidelines, then click continue to FTP.
Enter the Username and Password:

Username:
digital

Password:
uploads

If your account manager has assigned you a dedicated FTP account,
please enter your username and password now.

Our FTP is web (browser) based. Client FTP software
(i.e.. Fetch, Cyberduck, Filezilla, CuteFTP, etc...) will NOT work.

CALL US WITH ANY ADDITIONAL QUESTIONS:
1-800-898-3022