



## ***File Saving Guidelines for Large Format Output***

### **General Preparation Guidelines**

Artwork should be prepared at a quarter of the finished output size, i.e. a file to be output at a size of 1189 x 840mm (A0) would have a document size of 297 x 210mm (A4). No bleed is necessary.

### **Artwork Preparation Programs**

Quark Xpress 7 (or lower)  
InDesign CS5  
Illustrator CS5  
Photoshop CS5

### **File Formats**

High resolution PDF (.pdf)  
Encapsulated Postscript (.eps)  
TIFF (.tif)

### **Typefaces**

ALL typefaces used in the artwork should be supplied, or converted to outline.

### **Colours**

ALL colours should be converted to CMYK, including spot colours. Whilst we will do our best to match Pantone numbers this cannot be guaranteed.

### **Imported Images**

Photoshop and Illustrator images imported into page make up packages such as Quark Xpress or InDesign should be at 100%. ALL imported images should be supplied along with the main artwork file.

Imported Bitmap illustrations (Photoshop) should be saved as either 'tiff' or 'eps' images at 300dpi and converted to CMYK.

Imported Vector images (Illustrator) should be saved as 'Illustrator eps' files, with all typefaces converted to outlines and colours in CMYK.

### **Proofs**

A full colour proof should be supplied, especially if colour matching is critical. Please supply a low resolution PDF proof with all artwork files.

### **Supplying Files**

Files can be supplied via CD, DVD, USB Memory Stick, Broadband email (files up to 15Mb, please either stuff or zip files before sending) or our FTP site (please contact us for information).

If you need any specific information please contact us:

Tel: **01223 874420**

email: [sales@falconimaging.co.uk](mailto:sales@falconimaging.co.uk)

**'exceptional service comes as standard'**