

THIS IS THE "BLEED BOX"

"TRIM BOX" = FINAL PAGE SIZE

Keep all critical text and graphics in this "Safe Zone" 1/8th inch away from the cutting edge of the Trim Box.

1/8 in.

GREEN ZONE PRINT CHECKLIST



1. COLOUR AND RESOLUTION

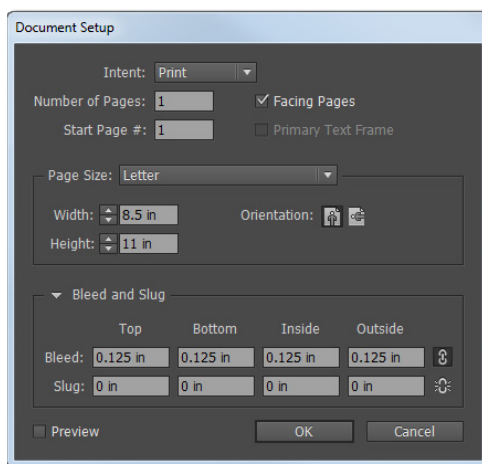
Ensure the following for high-quality colour and resolution:

- All individual images, illustrations, and tints are CMYK
- All black text and line work are single colour black
- File resolution is 300 ppi
- Placed image resolutions are 140 ppi or higher

2. PAGE LAYOUT

Ensure the following page layout specifications are met:

- Document "setup" to the final document page size, called the "Trim Box"
- Elements designed to bleed extend 1/8th inch beyond the Trim Box



- Page size and orientation are consistent throughout document
- All critical text and graphics are placed within the "Safe Zone"

3. SAVE DOCUMENT

Save your document as a PDF/X-1a file to ensure the following:

- All layers and transparencies are flattened during PDF creation
- All fonts (including system fonts) are embedded
- PDFs are not password protected, encrypted, nor contain OPI comments, annotations, Java scripts, custom halftone screens, or transfer functions
- Additionally, save PDF as "loose-pages," not impose as spreads (e.g. a 4-page letter size brochure has four individual pages in the PDF)

***THIS IS THE "SAFE ZONE"**

Page design not shown to scale.

Common "Green Zone" page sizes, such as "Letter" or "A4", easily fit on an 18" x 12" sheet.

Elements designed to print to the very edge of the trim box must extend ("bleed") into this Bleed Box.

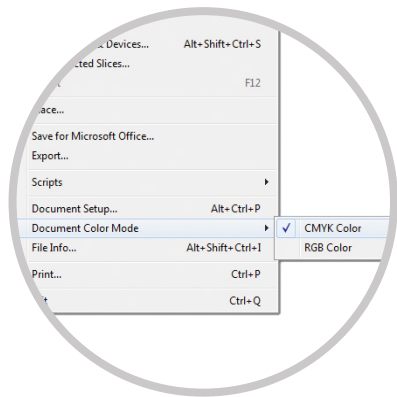
BLEED BOX WILL BE TRIMMED AWAY

PRESS-READY BEST PRACTICES

Ensuring High-Quality Print Results

A press-ready file is free of any issues which would interfere with the successful production of your document through Mimeo PrintX. Please use the following guidelines when creating your PrintX press-ready PDF using Adobe Creative Suite 5.5, Microsoft Office 2010 and Quark Xpress.

COLOUR AND RESOLUTION



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- All black text and line work are single colour black
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- Placed image resolutions are 140 ppi or higher

PAGE LAYOUT

Set your document layout to the following:

- Document “setup” to the final document page size, called the “Trim Box”
- Elements designed to bleed extend 1/8th inch beyond the Trim Box
- Page size and orientation are consistent throughout document
- All critical text and graphics are placed within the “Safe Zone*”



SAVING YOUR FILE

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Need Help?

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