



CanterburyPress
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art submission

Submitting Digital Files on Disk

When submitting art on a disk please include the layout and support files by using "collect for output" and include all fonts. Please include a disc legend.

Submitting Digital Files via Email

If submitting file(s) via email please address to: prepress@canterburypress.net. Please include your company name in the subject line on all emails regarding the job including the initial art submission.

Submitting Files via our Website (www.canterburypress.net):

Please contact Jimmy Parker to setup an account at 770-952-8309 Ext. 25 or via email at jparker@canterburypress.net.

The file(s) should be compressed using STUFF-IT in order to prevent corruption. Please include a final PDF file when sending files electronically. Please include your company name and project title on all files and folders that are uploaded.

Always Provide Proofs

If you're in a hurry, it's tempting to skip steps. However, you should never skip generating a proof on a PostScript laser printer before submitting your job to Canterbury Press. Proofing not only lets you check for mistakes but also helps ensure that the file is free of conditions likely to cause Postscript errors. Also, send a copy of the proofs along with the job to provide a guide for our production staff when they prepare your file(s). Always include proofs that reflect any last-minute changes to the file.

Applications

It is best to submit files created from standard applications, as opposed to offbeat graphics and obscure publishing programs. Standard applications include: QuarkXpress, Macromedia Freehand, Adobe Illustrator, Adobe PageMaker, Adobe InDesign and Adobe Photoshop.

Our production staff is experienced in dealing with recent software releases on both Macintosh and PC platforms. We are currently using: Pagemaker 7, QuarkXpress 6 and 7, Freehand 10, Illustrator 13, Photoshop 10, Adobe InDesign 5, PitStop 7, Flightcheck 6 and Acrobat 8.

Although we currently are using Power Point, Corel Draw, Microsoft Publisher and Microsoft Word, they are NOT true publishing programs and require conversion. We can do this in most cases however, it requires additional time and in some cases may incur additional costs. Some problems can be alleviated by creating an Adobe Acrobat PDF.



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art submission (cont.)

Fonts

Remember to send both the screen and printer fonts along with the job.

Support Files

All images must be at least 300 dpi high resolution — screen capture images from Web sites and programs are typically low res 72 dpi and DO NOT print well.

When it comes to support files, it is also best to stick with standard formats when placing files in your page layout — typically EPS for vector graphics and EPS or TIFF for bitmapped images. You should avoid PICT and WMF files.

RGB images do not print properly on most output devices. You must convert them to CMYK, which is easily done in Photoshop or other image-editing programs. (If you are working with an RGB image, it is best to do the conversion after you have made all modifications and just before you place it into your page layout software.) You do not want your images to be converted by the RIP. This parameter may change going from one output device to another. By converting your image in Photoshop before you place it in your layout document, you are able to see what the CMYK conversion will do to the colors in the image.

Use Consistent Spot Color Labeling

Output difficulties occur when the same Pantone colors are given different labels. This occurs when different applications identify the same Pantone color with different labels, such as CV and CVC. This means that the software recognizes two different colors and prints an extra separation.

Make sure you are consistent when specifying whether you want to print the spot color as an extra ink or a CMYK simulation, you will also end up printing an extra separation.

Problems occur when trapping is not done correctly. It is recommended to leave the trapping for the experienced Canterbury Press personnel to perform using our automated trapping software.