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General Guidelines

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Resolution Requirements:

Resolution at Full Size	Maximum	Preferred	Minimum	
Fine Art	200	150	100	Fine Art - Canvas, Photo, Watercolor
Display Quality	150	100	75	Display Quality - Banners, Stage Backdrops, Mesh Banner, UV Printing, Adhesive Vinyl, Wallpaper, Duratrans
Billboard	50	25	12.5	
Offset Printing	400	300	300	Billboard - Billboard, Building Wrap Mesh
Resolution at 1/12th Scale	Maximum	Preferred	Minimum	
Fine Art	2400	1800	1200	Offset Printing - Business Cards, Post Cards, Brochures, Flyers
Display Quality	1800	1200	900	
Billboard	600	300	150	

Colorspace:

All files should be in CMYK color space except for Canvas, Photo, Watercolor, and Duratrans which should be supplied in RGB. Embedded color profiles should set to US Web Coated (SWOP) V2 for CMYK files and Adobe RGB (1998) for RGB Files.

File Formats:

- Photoshop - PSD, TIFF, EPS, PDF, JPEG, PNG
- Indesign- PDF or native files preflighted & packaged for output
- Illustrator - AI, EPS, PDF (outline all fonts)
- Any other graphic program capable of creating an acceptable PDF, TIFF, EPS, JPEG, PNG file

Please Stuff or Zip any multiple file jobs in one file for sending. Note: All the software programs we use are latest edition.

Sizing:

Files under 200" can be built at either full size or 1/12th scale. Files larger than 200" must be built at 1/12th scale.

All files should contain .125" bleed on all sides except for:

- Billboards with pockets which require 6" of bleed on all sides (.5" at 1/12th scale)
- Gallery Wrap Canvas prints require .625" bleed for standard bars or 1.625" for heavy duty bars

Design issues to watch out for:

- Do not use hairlines
- Never set anything to overprint
- When using solid areas of black make sure to build a new color in the color list "Rich Black" with the following color values; Cyan 60%, Magenta 40%, Yellow 40%, Black 100%. This will give your print a richer/denser feel, much more pleasing to the eye! (Note: this is only for large black ink areas, DO NOT use rich black for small text or thin lines or run risk of blurring your image)
- In the Process color model using Cyan, Magenta, Yellow, and Black ink, not all PMS colors can be matched 100%. Blues In the CMYK process will begin to shift towards purple with less that a 30% difference between the Cyan and Magenta. (ie C:100 M:70 Y:0 K:0)

How To Send Files

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FTP:

Sometimes files can be uploaded using Windows Explorer or an Internet browser such as Internet Explorer or Mozilla Firefox but this method is generally unreliable, so it is recommended that an ftp client is used for trouble free uploading.

Below are a few options:

Filezilla - <http://filezilla-project.org/> (Available for Windows, Linux, and Mac OS X)

Fetch - <http://fetchsoftworks.com/> (Available for Mac OS X only)

Smart FTP - <http://www.smartftp.com/> (Available for Windows only)

FTP Login Info:

Host: **ftp.dtph.com**

Username: **public**

Password: **public**

1. Enter login info here

The screenshot shows the FileZilla interface with the following details:

- Host: ftp.dtph.com
- Username: public
- Password: *****
- Port: Quickconnect
- Local site: /
- Remote site: /
- Files and directories list:

Filename	Filesize	Filetype	Last modified
Spotlight-V100		Directory	09/15/2008 01:35:36
Trashes		Directory	11/12/2009 18:12:07
buildinstaller1.tmp		Directory	02/19/2004 11:47:07
harvest01		Directory	12/16/2009 10:07:06
vid		Directory	05/18/2009 12:29:24
Applications		Directory	12/09/2009 14:15:11
Library		Directory	11/12/2009 18:17:39
Network		Directory	06/23/2009 00:19:46
System		Directory	11/13/2009 08:03:00
Users		Directory	11/12/2009 18:10:21

2. Drag & drop file here

3. Upload progress shown here

Server/Local file	Direction	Remote file	Size	Priority	Status
publi@ftp.dtph.com	-->	/SampleFile.png	3,361,275	Normal	Transferring
			00:00:10 elapsed		00:00:24 left
					983,040 bytes (98.3 KB/s)

Example of file upload using Filezilla

E-Mail:

Files under 20 mb (depending on your e-mail provider, some services limit attachments to 10 mb) can be emailed to sales@dtp.com along with your detailed order and contact information or DesignToPrint.com order number.

Disc:

Files can be burned to cd or dvd and mailed to:

Design to Print

67 East St. George Blvd.

St. George, Utah 84770

Please include detailed order and contact information or DesignToPrint.com order number with the disc.



Order Process

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1. Order is received:

Once your order has been received it will be reviewed by one of our Pre-Press specialists. If our Pre-Press specialists encounter problems with the files they will contact you as soon as possible.

2. File is certified for printing:

When your file(s) has been certified for printing you will be sent a .pdf proof. Please reply to the proof e-mail with your approval or any corrections.

3. Order is moved to production:

After receipt of the approval your order will be moved into production.

4. Order is ready to ship:

Once production is complete you will receive a call from the shipping department to confirm the shipping speed and take payment. If your order was placed through DesignToPrint.com, you will not receive a call and the order will be shipped and billed using the information entered at the time the order was placed.

Program Specific .pdf Output

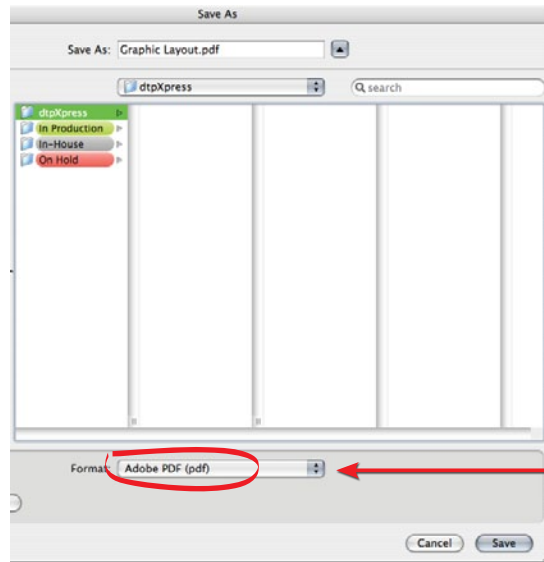
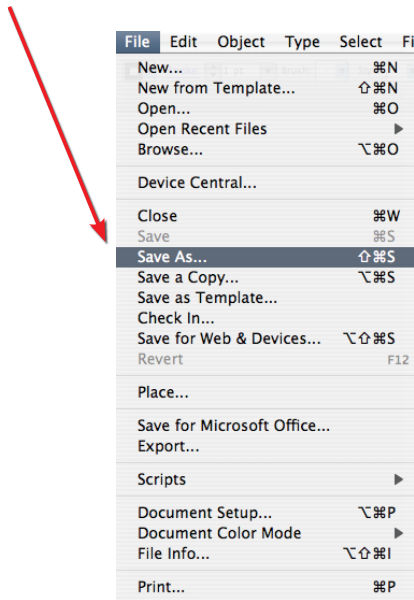
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Adobe Illustrator:

When you are ready to save your final file for output outline all fonts and save it as: Adobe PDF, With Acrobat 4 Compatibility and Downsampling turned off.

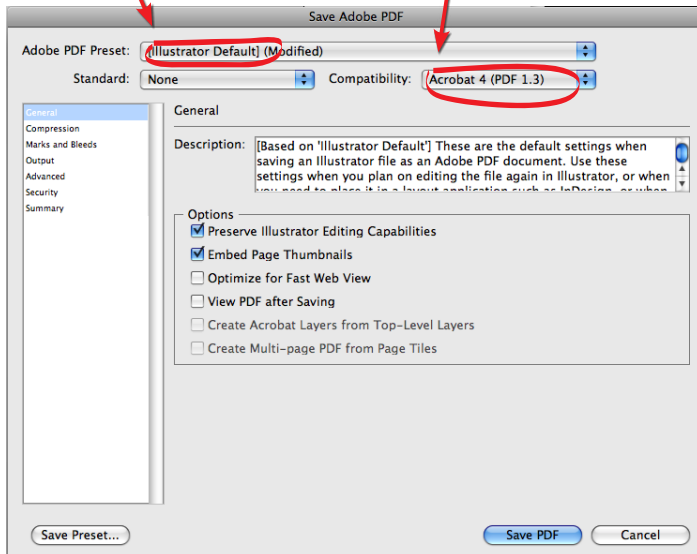


1. Choose Save As... from File Menu



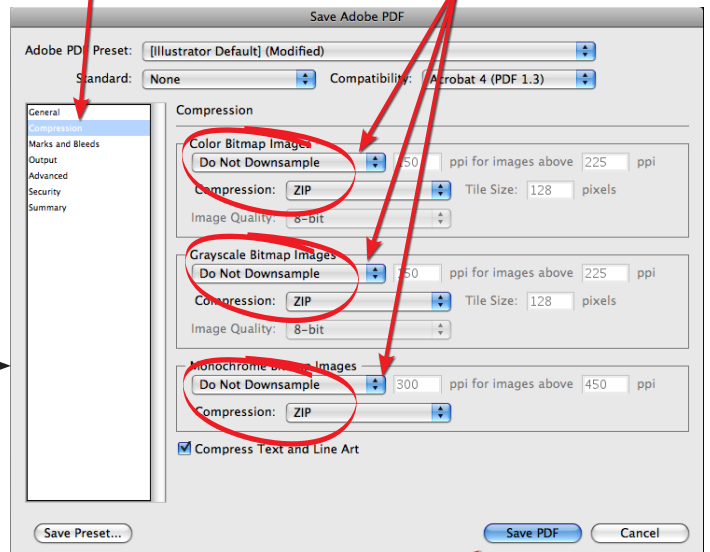
3. Use Illustrator Default as starting preset

4. Change compatibility to Acrobat 4 (PDF 1.3)



5. Select the compression menu

6. Set all image types to Do Not Downsample



7. Save PDF



Program Specific .pdf Output

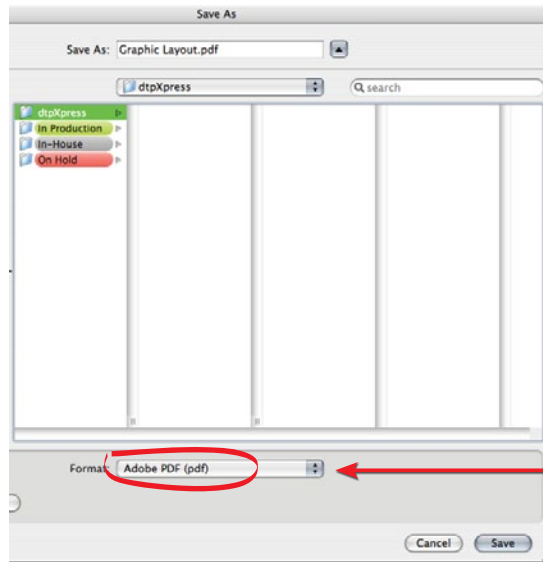
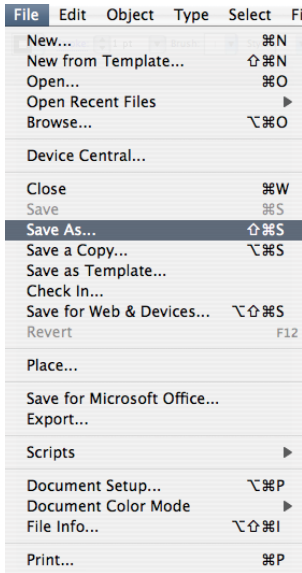
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Adobe Photoshop:

When you are ready to save your final file for output outline all fonts and save it as: Adobe PDF, With Acrobat 4 Compatibility and Downsampling turned off.



1. Choose Save As... from File Menu



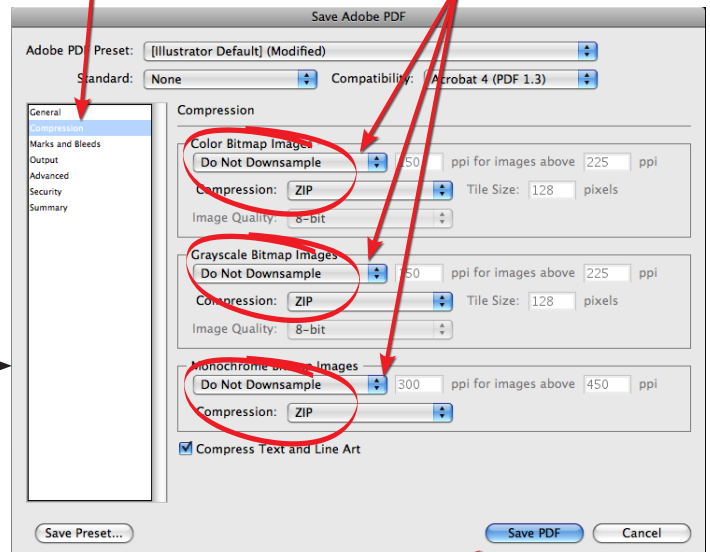
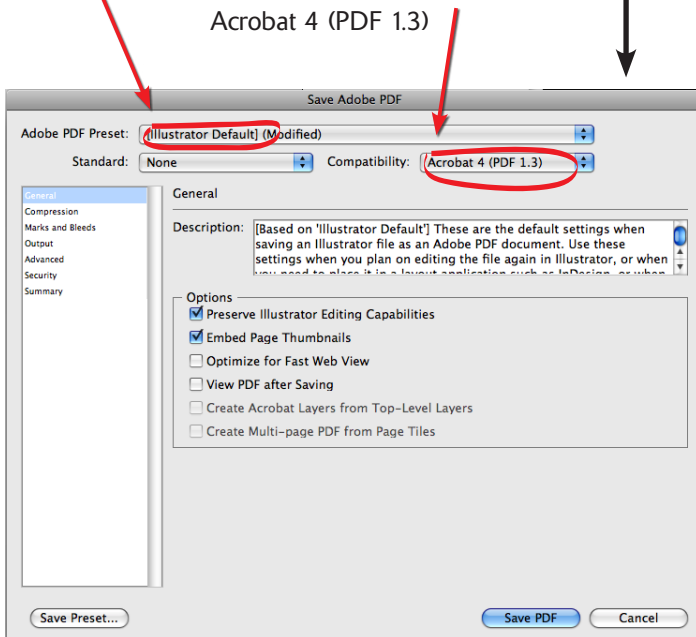
2. Select Adobe PDF

3. Use Illustrator Default as starting preset

4. Change compatibility to Acrobat 4 (PDF 1.3)

5. Select the compression menu

6. Set all image types to Do Not Downsample



7. Save PDF

Program Specific .pdf Output

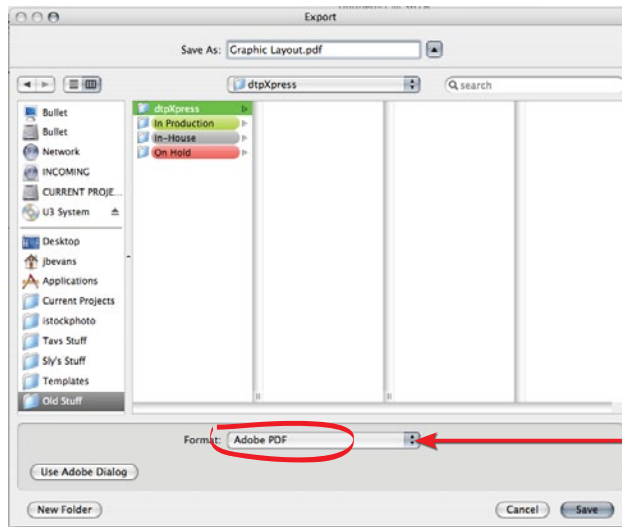
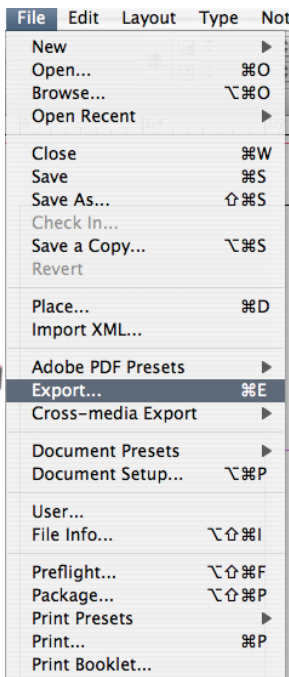
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Adobe InDesign:

When you are ready to save your final file for output outline all fonts and save it as: Adobe PDF, With Acrobat 4 Compatibility and Downsampling turned off.



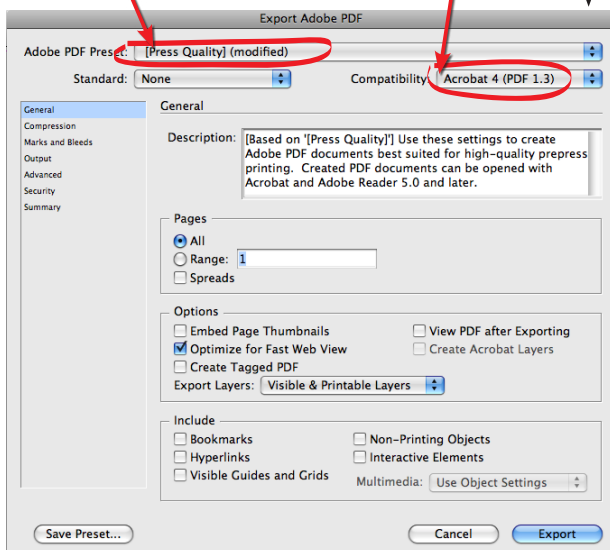
1. Choose Export... from File Menu



2. Select Adobe PDF

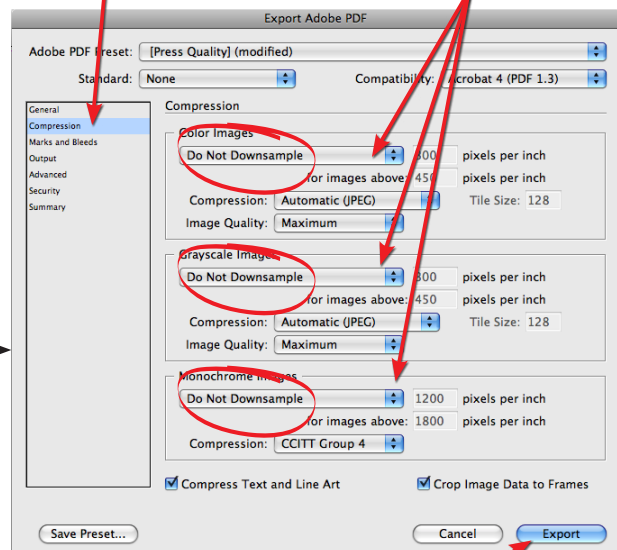
3. Use Press Quality as starting preset

4. Change compatibility to Acrobat 4 (PDF 1.3)



5. Select the compression menu

6. Set all image types to Do Not Downsample



7. Export PDF