

Submitting Your Work

Work can be submitted to Offset Alpine Printing by various means. If your device is not listed below, please contact us to arrange other methods of transfer.

DVD

CD ROM

FTP

UPLOAD THROUGH CENTRASERVE

Supported file types

- PDF - To OAP job options.

Please create one file for each page.

Contact us for specifications and correct printer description.

All files must be trapped.

Supply change plates and versions in separate files and named clearly.

Only include files that are to be output.

Digital advertisements must also comply to these specifications.

To assist us in processing your files as quickly and accurately as possible, please keep the following items in mind when creating and submitting your work.

- All four colour scans to be supplied CMYK not RGB (any files that are RGB will be automatically converted to CMYK using the SWOP ANSI CGATS-TR0001 U300K95 standard unless otherwise advised).
- Ensure that all files are TIFF or EPS not DCS, JPEG, Pict etc.
- All colours to be process CMYK not spot for 4 four colour work in all applications including Illustrator.
- Embed all fonts that are used throughout the job, including fonts used in EPS's.
- Set bleed to 5mm.
- Set Document Setup to same size as the final trim.
- When naming files, try to avoid using the following characters as they are not recognised on our system.

? " / \ < > * | : = + [] . , ; ^ ® ™ • % ÿ ° ©

Naming of files should remain consistent and incorporate the initials of the magazine, the issue, year and page number - eg: mag0102 - 001.pdf

n	b	m	0	1	0	2	0	0	1	.	p	d	f
Magazine Title			Issue		Year		Page No.		Ext				

All correction & replacement files will have an R placed after the number to represent a revised file. With more than one revised file it will be R1.

File names should not be longer than 31 characters including the extension (.pdf)

- Do not use any spaces or dots at the end of filenames.
- Resolution of 300ppi for scans - Lineart scans at 1200ppi.
- Supply latest laser copies of the final job - composite and pre-separated.
- Delete any unused objects off the page.
- Don't use the same filename for two different scans or the same scan resized.
- Don't resize or crop any images after they are placed in Quark or Pagemaker unless they are reimported after the change has taken place.
- Crop scans as much as possible to keep file sizes down.
- Avoid importing EPS files into other EPS files as this can cause ripping problems.
- When defining a font, use the actual font for bold, italic etc rather than choosing them from the applications styles. This can cause type to reflow or the font not to print out at all.
- When saving files in Photoshop EPS format,
Don't include halftone screen and
Don't include transfer function.