Text Layout

Document Size

Your document size must be the same as your book trim size. For example, a 6x9 finished book would have a file page size of 6x9.
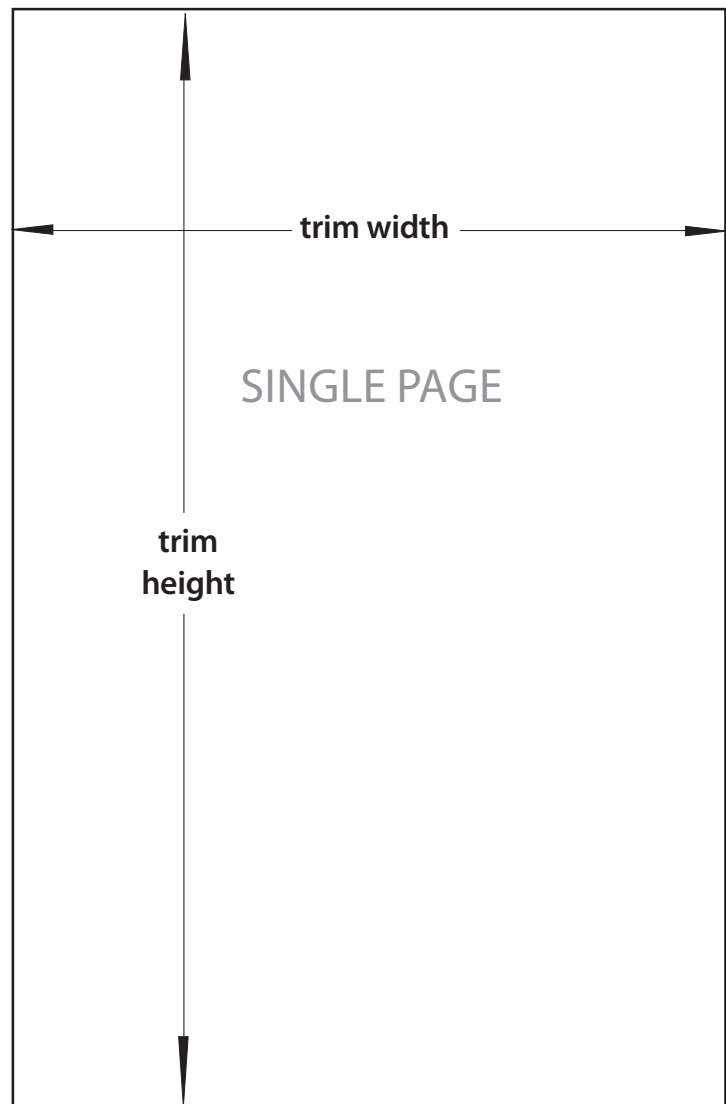
Do not setup your pages as spreads (2 pages opposite each other). We will impose your pages so they are in the proper order for your book.

Single File

All pages of your book should be contained in a single PDF file.

Bleeds

Bleeds take special consideration, and cost more. See our website for instructions on setting up **Text Bleeds.**

trim width

SINGLE PAGE

trim height

Design Tips

Document File

- All of the text pages must be saved as one single file, including any blank pages at the beginning or end of the book.

- The document size must be the final trim size of the book. So, for example, if the book is 6x9, the page size should be 6x9.

- We recommend margins of at least ¾ inch all around, and no smaller than ½ all around.

Pages

- Book pages are always in multiples of 2. (If printed offset, it must be in multiples of 8.)

- A right-hand page (recto) should be an odd number.

- A left-hand page (verso) should be an even number.

Type

- Make sure all fonts are properly loaded.

- Type should be 100% black.

Images

- All images should be 300 dpi.

- Save images as tifs for best quality. Jpgs can be used, however, they are a lesser quality format.

- Make sure images are properly linked.

- Use vector formats when possible on logos, maps, or line drawings.

- If you scan a printed photograph from a book, magazine or newspaper, a blotchy pattern can result (called a moiré). To avoid this, scan the image at a 30° angle, and print it to check for the pattern. Sometimes the pattern is invisible to the eye onscreen, but will appear when the photo is printed.

Bleeds

- Any image, color or type on a page that touches the edge of the page, extending beyond the trim edge, leaving no margin, is called a bleed. The bleed may extend off one or more sides. If your book has bleeds, it will affect pricing, and also how you give us the files. See "Text Bleeds" for more information.

Color

- Your file can include a mix of CMYK or RGB images.

- You will get the richest and most accurate colors using RGB for images. (Use Adobe RGB if possible)

- Use CMYK builds for solid colors. For best quality, add Noise to solid colors to create an allover pattern.

- Do not use spot colors.

- Use North American Prepress color settings.

Color Management

One difficulty in digital color printing is matching color. All color printers are different. We cannot match exactly to your color printout, although we will strive to come as close as possible. We recommend using North American Prepress color settings and embedding them within your files. If you do not assign profiles to your images, we will only be able to shoot for "pleasing color." If you do assign profiles properly, our equipment is set to not convert them, however, the color will most likely not match your home printer.