



# Digital Pre-Press Specifications

## Acceptable Disks / Media:

- CD/DVD disks

## Software Compatibility:

- QuarkXpress 4.0 or later (layouts)
- Adobe Photoshop 5.0 or later (Imaging). Only supply CMYK images. RGB files will be converted to CMYK.
- Adobe Illustrator 8.0 - 10.0 + CS. Opacity layers should be flattened. Save in MAC 8bit, eps. (logos / line art) (High Resolution placed images supplied with layouts avoid embedding) (if using Photoshop file exclusively, provide files in layers, and supply minimum 3" bleed with guides)

## Image File Resolution:

- Large Format - Approx. 300 dpi (ppi)     1" (inch) = 1' (foot) for output 20' x 20' and over
- Small Format - Approx. 600 dpi (ppi)     1" (inch) = 1' (foot) for output 10' x 10' and over

(Example / Exception: if file is 3' x 20', use higher resolution)

## Scanning Available:

- Transparencies (35 mm.)
- Reflective Documents 8" x 10" maximum (films, stats, high resolution prints)

## Project Preparation:

- QuarkXpress
  1. Layouts should be inches or millimeters and proportionate size of the final output.
  2. All Pantone and special colours are to be listed in artwork.
  3. We require all printer and screen fonts used in your layouts, logos and images.
  4. Place high resolution and supply with art.
- Illustrator
  1. High resolution images placed need to be supplied (avoid embedding).
  2. All texts used in Illustrator files can be converted to outlines / curves.
  3. All Pantone and special colours listed in artwork.
- Photoshop
  1. All images must be supplied in (.eps, .tif, .jpg) for large compressed format with previews, and can be (.eps) JPEG Maximum Quality Compressed to save disk space.

Avoid supplying logos and text in Photoshop raster formats.

High Resolution PDF's also accepted - maximum quality and/or compressed to save disk space.

## FINAL COMMENTS:

1. Send all necessary documents, files, proofs and instructions together.
2. List all Pantone colours, supply colour layouts / swatches, sending only files associated with the project required.

\* Pre-press charges may be applicable for revisions, modifications, or creation from original artwork.

## FTP (File Transfer):

FTP Server:            ftp.rccmedia.com  
FTP Server Port:     21  
FTP Username:        clientupload@rccmedia.com  
Password:             rcc1920

Please forward a low res pdf for proofing as well.