Prepress

Document setup

- Documents are setup for output size, not paper size.
- Facing pages used appropriately.
- 3mm bleed set and used correctly as required.

Images

- Images are placed in documents as linked graphics. Embedded images are only used when absolutely necessary.
- images will appear at 100% scale at the correct resolution for the documents output. (20% margin or error)
- Images will be colour managed and in the correct colour space for the documents output.
- Images file format will be appropriate for print.

Colours

- Swatch panel clear of all unused colours.
- All colours named appropriately.
- Registration must not be used as a printing colour

Dielines

- Dielines are placed as seperate linked image on it's own named layer.
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