

Cyril-Scott: Electronic Prepress

Before starting any project to be printed at Cyril-Scott, please contact your Cyril-Scott sales representative for a Template Layout specific to your project. Due to the many press options and configurations available at Cyril-Scott, a template is required to ensure that we understand your specific needs for your project and that you understand our needs as a print provider in order to produce the highest quality product possible.

STANDARD SOFTWARE LISTING

QuarkXPress: Macintosh & PC Platforms
Adobe InDesign: Macintosh & PC Platforms
Adobe PageMaker: Macintosh & PC Platforms
Adobe Photoshop: Macintosh & PC Platforms
Adobe Illustrator: Macintosh & PC Platforms
Adobe Acrobat: Macintosh & PC Platforms
Macromedia FreeHand: Macintosh Platform Only

Note: We do accept files in PDF format and/or EPS files generated from 3rd party front-end systems. Please keep in mind that PDF files have limited editing capabilities while the EPS files have no editing capabilities. Whenever possible, please provide the final native files as well, to avoid any delays.

FILE DELIVERY REQUIREMENTS

We suggest sending your files in on a CD, but we will accept most common types of media as well. Retain a backup copy for your files.

Files may be submitted electronically if needed via FTP or Email. All files must be Zipped if PC, or Stuffed if Macintosh before sending.

Note: Do not Zip Macintosh files on a PC or Stuff PC files on a Macintosh.

Please contact your Customer Service Representative to obtain information regarding your FTP instructions.

Please only provide those files necessary to produce your project and make sure all disks are labeled clearly and files are organized.

Hard copy proofs must be provided at 100%. For versions, please provide separate proofs with the areas highlighted that will change if common plates are to be used.

If a PDF is supplied in place of a printed proof it must be sized 100%.

Note: Cyril-Scott will output the PDF and an additional charge will be billed on your invoice.

PRINTING SPECIFICATIONS

The Cyril-Scott Company prints 133 or 150 Line Screen based on the stock that is used for your project.

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The proper Line Screen is determined by the following guideline:

70# and above Matte or Coated Stocks print at 150 Line Screen

All other stocks will be printed at 133 Line Screen unless approved by the Production Department.

The sum of the screen values for all 4 process colors in the shadow area should not exceed the Total Ink Coverage (T.I.C.) for the paper stock being used.

Uncoated Stock = 260% T.I.C.

Matte Stock = 280% T.I.C.

Coated Stock = 300% T.I.C.

Maximum dot to be printed before coverage goes to 100%

Uncoated Stock = 80%

Matte Stock = 85%

Coated Stock = 95%

Cyril-Scott implements automatic trapping of .003". If you do not wish for Cyril-Scott to trap your files or you have specific trapping concerns, please notify your Customer Service Representative when you submit your files.

GENERAL LAYOUT GUIDELINES

Following is a list of guidelines that should be used when creating files that will be submitted to Cyril-Scott. These guidelines have been established to provide the highest quality products and eliminate the most common causes of production delays, errors and unnecessary rework. Please do not hesitate to call your Cyril-Scott Customer Service Representative if you have a question or concern about any of these guidelines.

COLOR ISSUES

Delete any color from your palette that is not being used.

Make sure all colors are set to CMYK unless it is being printed as a Spot Color.

Never use RGB, HSL or any other non-standard color models in the color palette.

When printing using Spot Colors, be consistent throughout all files.

Use the same Spot Color call-out EXACTLY in your photo manipulation or illustration program as it is in your page layout program.

Example: PMS 202 CVC will not output on the same plate as PANTONE 202 CVU. Making laser separations prior to giving us your files will alert you to these types of issues.

Text smaller than 10 points should not be reversed out of solid color backgrounds.

Text smaller than 9 points should not be converted to a 4 Color match.

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Limit the color of the type to no more than 3 process colors and allow one of the process colors to remain 100% to form a good outline shape.

Text smaller than 10 points using fonts with fine serifs should not be made up of screen combinations or reversed out of solid color backgrounds.

PLACED GRAPHICS

Please be sure all linked graphics are up-to-date in your application.

Be sure to send all graphic components that are in your job. Most applications have some sort of feature that will collect these for you.

Please use TIFF and EPS graphics in all layouts.

Newer programs allow you to import/place native Illustrator and Photoshop files, but this may cause problems when outputting. We suggest avoiding these formats when importing graphics into a page layout program.

Use DCS2 file format only when using spot colors.

Do not save CMYK only files as a DCS file format.

Do not use a DCS format if your project is going to output as CMYK.

Do not use DCS1 file format.

Do not use RGB files.

These files will have to be converted to best accommodate how you are utilizing them.

Do not use LZW compression on TIFF files.

Do not include the Transfer Function or Halftone Screen.

Do not use JPEG Compression.

Make sure your images are free of any extra Photoshop channels.

Preferred resolution for Grayscale/CMYK imported images is twice the line screen of what the file will image.

Example: if a document will output to the platesetter at 133 Line Screen, the optimum resolution would be no more than 266 dpi. when placed at 100%. ($133 \times 2 = 266$)

Line art should have a resolution of no lower than 800 dpi when placed at 100%.

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Do not rotate imported images/graphics in your page layout program. Rotate first in an illustration or photo manipulation program before importing. Failure to do so can cause unnecessary RIP times and unpredictable output.

Delete any linked graphics or unnecessary items that are no longer needed in your file.

Avoid using Nested files.

Avoid using illustration or photo manipulation programs for layout unless absolutely necessary. In some cases it may be necessary to use Illustrator or Freehand for a layout due to a complex die line or crop.

FONTS

Use PostScript, Type1 and OpenType fonts.

Please avoid using TrueType fonts. The RIP will not always accurately render TrueType fonts, so there is a greater chance that they will not output correctly.

Keep in mind that PostScript and Type1 fonts have two components:

Part 1) a screen font

Part 2) a printer font.

Each part is necessary to image your file. Please be sure and send both for every font used.

Always include a copy of your fonts when you submit your files.

Also, include the fonts used in all linked documents.

If you have created an image utilizing text in an illustration program and then imported it into your page layout, the image will not output correctly unless the fonts used in the illustration are also supplied.

To avoid font issues with illustration files, convert fonts to outlines.

Do not make a font bold or italic in the Style Menu of your page layout program. Instead, select the specific TypeFace from your fonts menu.

Do not use the shadowed text feature in the • Style Menu.

Duplicate the text to be shadowed and place in back to create the shadowed effect.

MISC. GUIDELINES

All Page Layouts should match the Template that is provided.

If your project is suppose to bleed, please make sure all elements extend beyond the final trim by at least .125”.

Keep all essential live-copy at least .25” away from final trim.

Do not use Hairline rules.

Hairline rules represent 1 line of resolution of the device that is being used to output.

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Examples: If you output using a 600 dpi laser printer, the hairline rule is 1/600th of an inch thick. This will show up as a nice thin line on your proof. But, if you output using a 2540 dpi platesetter, the hairline rule is 1/2540th of an inch thick. This will not show up on the press when it is printed.

Remoist spec: Knock out area needed under remoist and on the opposite panel to assure adhesion.



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