STEPS FOR BETTER DIGITAL PRINTS

1. Be sure that ABR knows:
   a. your work platform (PC or Mac), and
   b. the program(s) that was used to create your files.

2. Prepare your files at 100% of the desired print size and 150 dpi. This will give you the very best resolution without excess ripping time.

3. Convert all fonts to outlines, if your program allows it, or provide all fonts used in your file including all embedded fonts used in graphics.
   Mac files: All fonts must be converted to outlines.

4. Scan photos at 100% of the desired size at 150 dpi. Save your files as *.EPS or *.TIF files.

5. Provide all graphics and placed images used within your file.

6. Save your file in a universal format; *.EPS, *.TIF, *.JPG or *.PDF. PC platforms may submit files in native format - this allows us to make any necessary changes or adjustments to your file. *Call us for software availability.*

7. Provide a color proof of your file. If transferring your file via e-mail or FTP, please send us a proof in *.PDF format or a fax a copy of your artwork for verification.

8. Communicate your *exact* needs and how your graphics will be used. This allows us to provide the highest quality and proper life expectancy for your graphics.*

9. Advise us of your desired finishing needs.

10. Never hesitate to call us if you have any questions or need assistance preparing your file.

*GETTING THE MOST OUT OF YOUR PRINTS

So that we are better able to provide our clients with the best file output and finishing recommendations, we must know how your graphics will be used. Please communicate your needs clearly when providing us with your files.

Consider the following:
1. Where will the graphics be displayed? For how long?
2. How will the graphics be finished?
3. If the graphic is self-adhesive, what type of surface will it be applied to?
4. Where will the graphics be stored? How will they be transported?
5. How much protection is required from fingerprints, rain,

Above & Beyond Reprographics