

Are you going to prepare and send a printjob material to Hansaprint? Make sure that your material works by checking this guide on the most important factors for preparing material. This guide contains information for digital printing and for digital large format output at HansaDeco unit of Hansaprint.

1. Page size and bleeds

- The size of the publication has to be exactly the same as the final trimmed size of the product.
- You can also scale a large format product to smaller one. Inform always the used scaling ratio, e.g. 1:2 or 50%.
- Bleed should extend 5 mm over the trimming line.
- You will avoid text cutting if you do not position text or other essential elements (e.g. logos) closer than 5 mm from the trimming line.

2. Colour specifications

Material in CMYK format

- Deliver the coloured material always as processed to CMYK format.

Transparent elements and PDF format

- Transparency flattening must be done already when outputting the PDF files. In other words prepare the PDFs to PDF 1.3 format.
- Check the result with Acrobat's Output Preview -function. You can preview the elements that will be flattened already with InDesign's "Flattener Preview" function.

3. Images

Image resolution

- For large format output define the image resolution 150 ppi. With other digital production use 300 ppi.
- Note a possible scaling ratio, too. If you have prepared a large format material with scaling ratio 1:2, should the image resolution be double, this means 300 ppi.
- Note also when scaling up an image in a publication, the effective image resolution becomes smaller.

Total Ink Coverage

- The total ink coverage in the colour separation is defined by the used ICC profile.
- Use profile Euroscale Coated v2 for the colour separation.

4. Fonts

- Convert all fonts to paths (vector graphic). If not converted, Hansaprint is not responsible on faulty appearance of text.

5. Proofs

- The customer proofs are suggestive when thinking colours. The used material in the end product affects considerably to the reproducing of colours.

6. Naming files

- Use only numbers 0-9 and letters a-z in a file name. Replace space with underscore character (_). Scandic and special characters are not allowed.
- If the print product contains language or other versions, always add the version to the name.
- Use as short a filename as possible. The maximum total length is 31 chars.

7. Material delivery in closed format

- Deliver the print ready material in closed format, in other words as PDF files. Output colours as composite.
- Prepare the file to PDF format 1.3 (Acrobat 4).
- All linked files (fonts, images, logos, etc) must be included in the PDF file.
- Prepare PDF files via PostScript files. PDF exporting is allowed only when using InDesign CS versions.
- Output the file with crops marks and define their offset as 5 mm (offset = distance from trim line).
- Print the pages as single pages, not as spreads.
- A PDF file can contain several pages, but they must be consecutive in page number order and without any empty pages. The imposition process is clearest in the case when you deliver pages according to the principle "one page per one file".

9. File transfer

- Use ftp for the file transfer. The address of Hansaprint's ftp server is [ftp.hansaprint.fi](ftp://ftp.hansaprint.fi).
- For the transfer you need a username and password. If you do not have the ones, ask them from your contact person.
- If you want to use another transfer method, inquire about it from your contact person at Hansaprint.

10. Prepress instructions at Hansaprint's website

- You can find more detailed prepress instructions from Hansaprint's webpages under the Customer Service section, www.hansaprint.com/en/p31105-materials_instructions.html