

File Preparation and Submission Guidelines

Supported File Types

Kingery Printing prefers files to be provided in PDF format.

• To ensure all fonts and graphics are properly embedded and that crop marks and bleeds are included in your PDF files, we recommend downloading and installing the following PDF export settings from our website:

kingeryprinting.com/support/pdf-export-settings

Acceptable Application File Formats:*

- InDesign
- Illustrator
- Photoshop
- *Before supplying application files, make sure all fonts are loaded, graphics are linked, and "package" each layout file separately.

Page Geometry

- Documents should be created at the quoted final trim size as single, facingpages within the page layout application. Please do not try to create or export layouts as readers-spreads or printers-spreads.
- Ensure all live art and/or text either bleeds 1/8" beyond the final trim, or stops 1/4" short of the final trim, creating a 1/4" safety margin (Fig 1). 1/2" safety margin for drill holes.
- Perfect bound books should be set up according to the guidelines found on our website: kingeryprinting.com/support/tutorials

Note: Please contact your Kingery CSR for correct spine width.

Placed Graphics

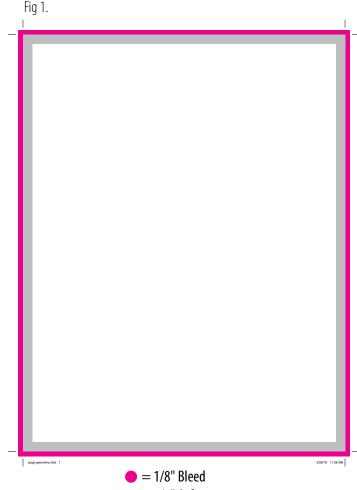
- All CMYK and/or Grayscale raster image graphics should have an effective resolution of at least 300 dpi.
- RGB graphics should be converted to CMYK.
- Monochrome (bitmap) images should have an effective resolution of 1200 dpi.

Spot colors

- If spot colors are used, remove all swatch definitions from the colors palette except the Pantone Color(s) being used.
- Make sure there are not multiple or conflicting definitions of the same spot color within your swatches palette.
- If a Pantone color is intended to print in 4C Process (not as a true spot color) please convert it to process in your swatches palette before exporting PDFs.
- Large areas (more than 1 square inch, or 24 pt. bold type) of Black, especially those overlapping photos or graphics, should be defined as a "Rich-Black" process blend. We define Rich-Black using the following values: 100%K, 40%C, 30%M, 30%Y. For more info see: www.kingeryprinting.com/support/tutorials.
- Total ink coverage should not exceed 280% (web) or 300% (sheetfed).

File Submission / Online Proofing

- The preferred file transmission method for PDFs is through our Prinect Portal. Portal supports the upload, rejection, replacement and final approval of PDF files. Contact your Customer Service Representative to inquire about the creation of a Portal account and to add necessary users.
- For help uploading and approving through Prinect Portal, please download the tutorial: Quick-Start Guide from our website at: kingeryprinting.com/submit-a-file
- All other file formats except for PDFs should be provided via our Hightail uplink: spaces.hightail.com/uplink/kingeryprinting



= 1/4" Safety margin

 \bigcirc = Live area 1/2" safety margin on drill hole side

Kingery Printing

3012 S Banker Effingham, IL 62401 800-743-5151 kingeryprinting.com

Information on color correcting skin tones.

- 90% of all you need to know is that you can never let the yellow % fall below magenta % on anyone's skin unless you're trying to show sunburn.
- Too much color. If magenta is getting toward 50%, beware of the well-done look.

You can get into more detail with this information below.

Common Skin Tone Examples – Various Ethnicities and Tints. Here are a few examples of some CMYK values for various ethnicities and saturations of skin tone, but remember that these values can vary widely, so take them as a very loose guideline only. It's easy to oversaturate African–American skin, so be careful there. Asian and Hispanic skin will typically have 10–20% higher yellow than magenta.

