

# MATERIAL INSTRUCTIONS

19.01.2016

## OFFSET/DIGITAL PRINTING

### WHEN SUBMITTING PRINTABLE PDF MATERIALS, PLEASE CHECK THE FOLLOWING:

#### 1. IMAGE RESOLUTION

Continuous-tone image resolution should follow the below-mentioned suggestions for 1:1 sized images.

- Digital Printing 200–300 ppi
- Offset 200 ppi

For line art, the recommended resolution is 1200 ppi for all printing methods.

#### 2. BLEEDS 3 MM

All materials must come with 3 mm bleeds. Without bleed or with insufficient bleeds, unwanted white areas on the edges of the printed product may appear.

#### 3. FONTS

- Fonts must be complete and embedded entirely in the PDF.
- Fonts included in graphic files are most likely to work when converted into outlines.
- Negative type (white text on a coloured background) smaller than 10 points must be confirmed with the printer due to a possible misalignment affecting the readability of the text.

#### 4. STROKE WEIGHTS

The smallest recommended stroke weight is 0.25 pt. Thin lines should not be used for multi-colour, rasterised or negative printing.

SUFFICIENT  
IMAGE  
RESOLUTION

ALWAYS  
REMEMBER  
BLEEDS

IF YOU  
HAVE  
QUESTIONS,  
PLEASE ASK



Painopalvelut



Markkinoinnin  
palvelut



Tapahtuma- ja  
myymäläpalvelut



Logistiikka ja  
ulkoistukset



Rakentamisen ja  
teollisuuden palvelut



Sähköiset  
palvelut

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## 5. COLOURS

For four-colour materials, we recommend that you define the colours as process colours (CMYK), only additional colours are defined as SPOT/PANTONE colours. For digital printing, you can also use RGB colours in the images: our default profile for RGB images is sRGB.

### Our recommended CMYK colour profiles

- coated paper: **IsoCoated\_v2, Coated FOGRA 39**
- uncoated paper: **IsoUncoated, PSO Uncoated**

If you are using RGB materials, we recommend that you submit a layout package.

## 6. CREATING A PDF

When creating a pdf, please note the following:

- Always include **crop marks** in the PDF (with a 2 mm offset)
- The material must be **centred on the page**
- All pages must have the **same size** and **same orientation**

## 7. OVERPRINT

Please do not use overprinting for any other colour than black.

Ask for more information if you would like to use overprinting for other colours.

## 8. FOUR-COLOUR BLACK

Please do not use four-colour black (= Registration black of layout programmes).

## 9. DIE CUTTING

- Die cut materials must have cut lines with the **spot colour "Cut\_1" (M100)** and **overprinting**. Ask for further instructions if necessary.
- The cut line must be a **single continuous line**, not several separate pieces.
- If possible, submit the material **with and without the cut line**, making it possible to use the material with as many different printing methods as possible.

## 10. MATERIAL SUBMISSION

Please submit the material as agreed beforehand. We recommend that you pack the material into one .zip file.

### E-mail submission

- You can submit the material by e-mail. You can find city-specific material addresses on the contact page of our website. The recommended max. size is 10 MB.

### FTP submission

- Works both with a web browser and an FTP programme.
- **Helsinki: ip.grano.fi** – for temporary material transfers, the user can log in with a public username. Both the username and the password are "vieras".
- **Other cities: ftp.grano.fi** – ask your contact person for a username and password.
- **After the transfer, please notify your contact person by e-mail.**



**PLEASE NOTE  
THAT PDF  
PROOFING AND  
ANY ADDITIONAL  
WORK DUE TO IT  
IS INVOICEABLE  
WORK UNLESS  
OTHERWISE  
AGREED.**



**100 % BLACK  
0/0/0/100**



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