





Dated 19.04.2004

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"Digital?" "Certainly!"

Meanwhile, the supply of data to our production plant has almost become a matter of course. In order to avoid delays and additional expenses in the digital pre-

printing stage, it is extremely important that data elaboration corresponds to our technical guidelines.

That is why we prepared the following workflow-oriented check list in cooperation with our litho units.

This shall – with reference to the order concerned – ensure the proper provision and transfer of data and thus a smooth handling. In order to make the documentation of your data supplies easier you will find enclosed a printed form which you can copy and attach to the individual jobs.

Any deviations from our technical standards should be expressly agreed upon with us in advance.

If there are any further questions or wishes, do not hesitate to contact us at any time.

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Technical Guidelines

Punching contours	
	Always use an original punch for the graphic design (may be requested from G+O in data form, if necessary)
	Keep glue surfaces free from ink and print varnish
	Create punching contour in a file as additional colour entitled PUNCHING CONTOUR
	Identify punching contour with L, W und H dimensions
	A trim allowance of 10 mm must be created around the punching contour.
Process/Special Color	ırs
	Specify precise number of colours to be printed
	Special colours to be specified as HKS, Pantone or RAL full tone colours or to be agreed upon according to a binding specimen copy
	In case of Euroscale , precisely check four-colour separation to make sure the desired printing results are achieved
	Prepare colour legend for all colours used
Imprintings	
	Feed max. 190 % (surface) colours on top of each other – 250 % image
	Min. 3 % in colour gradation
Codes (e.g. EAN)	
	For codes, only use corresponding placeholders Precise details as to type, size, number and colour
	will be used accordingly by G+P



Operating	System	
Legenda:	Please submi	MAC and WINDOWS – operating systems are possible t printed legenda together with CD-ROM/DVD
Software		
		Precise designation of application programme including individual programme version
		Use PostScript-generating application programmes to provide data to be supplied
		 → Illustrator → Freehand → Quark-X-Press → Photoshop → CorelDraw
Fonts		
		Preferably use ADOBE TYP 1 – FONTS
		In case of PostScript or EPS-Data supply, in addition do also provide open programme files
		All fonts used to be supplied with → complete PostScript character set saved



☐ Image Material	
	The following scan definitions are recommended to avoid quality losses: Halftone images, 30 % screen, scale 100 % with 200 dpi Line images with 800 dpi – 1200 dpi
	See to the following if coarse data are used Clearly identify coarse data in the document Corresponding fine data (see scan resolutions) must also be provided if coarse data are used in the layout
	File formats recommended: TIFF , EPS or SCITEX CT Due to quality losses no JPEG or DCS files should be used.
	Nested EPS files should be avoided.
	Linked halftone and line images are to be saved with the document. Screen courses from $3-100~\%$
☐ Graphic Elements	
	The spacing of graphic elements and texts to cut and creasing must be adapted to the individual type of flute (B, BC, BE, CG, E and G-flute) (3-5 mm)
	Line thicknesses should be at least 0.5 mm (no hair lines)
	Combinations of image and line elements must be correspondingly over or underfilled (0.4 mm)



WELLPAPPE·VERPACKUNG·DISPLAY **Check List** On principle possible by data carrier or remote data transmission Remote data transmission only after previous agreement with G+PPrecise volume of data must be specified Attach printed Table of Contents **Clear** identification of data All data must be supplied in the most recent binding version. Data must agree with the order placed. **☐** Text/Layout contract proofs Attach the following printouts for checking of text, layout and ink distribution: **All-colour printout** with file names Colour-separated printouts with colour details If screen proofs (PDF-files) are supplied, these should be created with the programme Acrobat Distiller: Fonts and Logo must be embedded in the file Data should again be checked with the corresponding programme. □ Colour contract test proofs The following test proofs may be used to match the scale colours. Analogproof/Cromalin Digitalproof with simulation of the printing material Use colour contract proofs for special colours.



Data Management
If requested and in agreement with our clients we also accept responsibility for data management. Cost calculation upon request



☐ MAC-OS Version: ■ WINDOWS Version: _____ WELLPAPPE-VERPACKUNG-DISPLAY - Please enclose the completed form with your data -■ ArtPro □ Illustrator Software: ☐ Freehand ☐ Quark-X-Press GP contact: ☐ Photoshop ☐ CorelDRAW Client's name: Contact: PostScript file Tel. extension: Fax no.: Fonts: Date: ■ Enclosed: O Adobe Type 1 Signature: O Saved with full caracter set ■ Not enclosed Product designation: Image material: Order no.: ☐ Slides/reflective copy Customer no .: ☐ Fine data O Coarse data embedded in file Article no.: O Dot gain with 60l/cm screen allowed for ____ Size: __ Barcode type: Data transfer: □ Data volume: ______MB Punching tool no.: ___ ___ Created as special colour: O Data carriers (printed list of contents enclosed) O ZIP O SyQuest - removable disk O Disk Process and special colour designations: OCD 0 O ISDN (subject to consultation with G+P) Euroscale Special colours O HKS O Pantone ORAL O Leonardo ISDN no. ___ ISDN no. O 4Sight O _____ISDN no. ____ Text/layout contract proofs: ☐ Printouts enclosed ■ Not enclosed ■ PDF file (fonts and logo embedded) O like specimen copy (enclosed) Colour contract proofs: Finishing: Blind embossing ☐ Enclosed as O Cromalin created as special colour _____ O Proof on production-run paper (230g GD2) ☐ Hot foil stamping O Digital proof created as special colour _____ 0 _____ ■ Varnishing ☐ Colour specimens from pre-run created as special colour _____ © 2000 GISSLER & PASS

Operating system: