



File Preparation Guidelines – Optical Discs

The following guide has been written to enable that the best possible images are printed using Digital Inkjet printing. It should always be remembered that Resolution of the image is of paramount importance to enable both correct color and definition of your artwork. The minimum DPI (Dots Per Inch) should be 360dpi. For example, if you create an image that is 72dpi then this means that there will only be 72 dots of color per inch of area, this in turn means that color and definition will be greatly affected.

- **Types of files accepted:**

VECTOR FILES	RASTER FILES
Postscript Level 2 & 3	TIFF
PDF	JPEG

- **Resolution for raster files (images) should not be less than 360 dpi**

- **Images in vector files should not be less than 360 dpi**

- **Color Profile:**

ALWAYS use a **CMYK** Color Profile. We recommend US Web Coated SWOP. This is important so that colors are printed as close as possible to the color selected. Please remember the color you see on your monitor may not represent the color printed. Additionally, the color printed on your office printer may not represent the color printed on discs. This is normally due to color calibration issues. Our printers are color profiled to industry standards.

- **PDF files:**

PDF Files should be single layer / level. Additionally, the PDF file must contain all the fonts used in the image. If created as a vector, all text must be 'outlined' / created as 'paths'.

- **Image Positioning:**

The image must be positioned on a 'canvas' that is 120mm x 120mm this is the term for the blank page. This canvas must be square; this means that the ratio of height and width must be 1:1

Our software will re-dimension and distort the image on the canvas if it is not the correct size / ratio.



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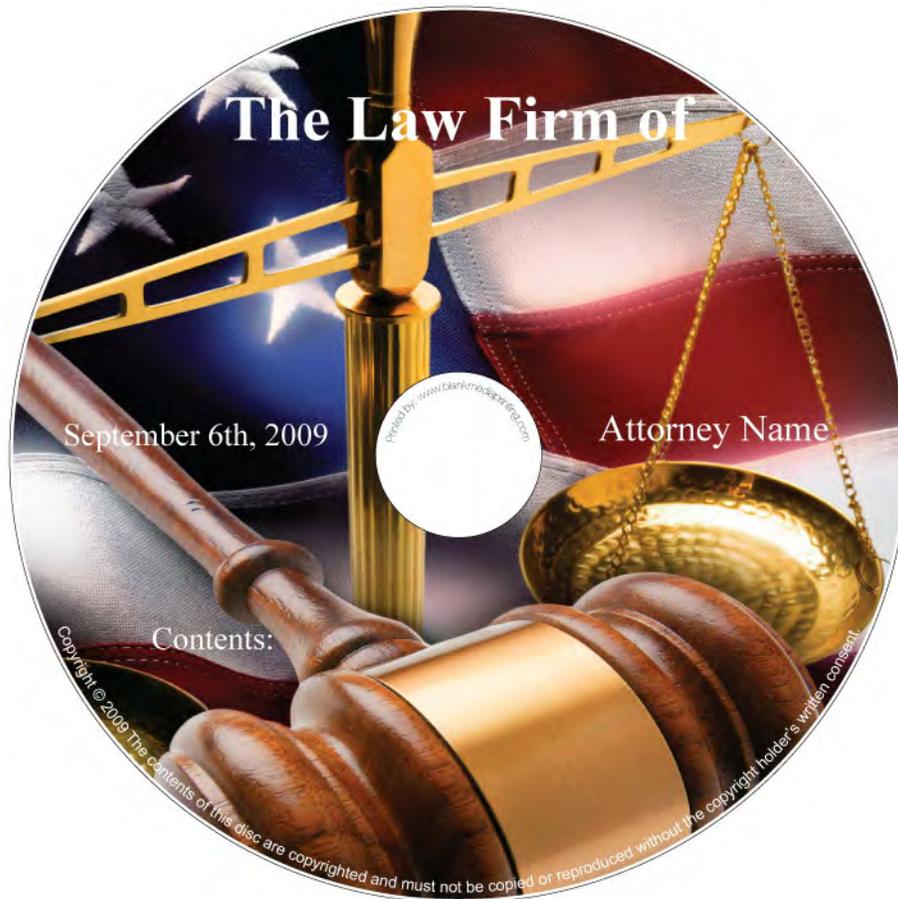
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- **Alignment / Crop Marks:**

The file **Must Not** contain any type of line-up marks, target marks or reference data; otherwise it will be taken by our software as part of the label and possibly printed onto the disc!

See image below which is wrong!





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- If possible the image should be left as a complete square (120mm x 120mm), so that our software creates the masks at our standard dimensions

See photo below – This is correct image artwork.



In the image above, you will notice that the center hole has been 'punched out'; this is because with this image we are going to be printing text within the center area of the disc at 17.5mm diameter. The image itself cuts off at 21mm. You are able to print to 16mm (diameter of the hole is 15mm).



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Print Area: - White Flood

CD & DVD = 118mm x 22mm

Print Area: - Digital Print (Image)

119mm x 17mm (The center text shown in the image above is positioned at 17.5mm)

Any text such as copyright notices should not be greater than 116mm.

Visible Area – White Envelope with Window:

The window diameter on our envelopes is 100mm. However, any artwork that you require to be visible through the window should be placed within the 96mm area.



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Saving your file:

Photoshop:

If you have used our Photoshop template, you will notice that there is a layer titled "DELETE THIS LAYER". Delete or Disable this layer BEFORE saving the file. Flatten the image to a single layer. Save the flattened image as a TIF file format.

If you know your 4 digit order number, place this as the first part of your file name.

The file names **must not** contain any special characters like "£\$,.,:#@%&_/()=?^-

The name must not exceed 30 characters.

Saving your file:

Illustrator:

Prior to saving we strongly recommend saving a fully editable version as an ai file before you make the text as paths / outlines. Also, make sure you have embedded any images into the file. Simply select each of the images you have placed then click the Embed button. If this is not done it is possible that the image will not print correctly or even be within the file!

Prior to saving we strongly recommend saving a fully editable version as an ai file before you Create the text as paths / outlines which must be done to ensure the fonts and elements are correctly saved / displayed.

If you have used our Illustrator template and need to save the file for upload you only need to save the file as a PDF using the Illustrator default settings.

If you know your 4 digit order number, place this as the first part of your file name.

The file names **must not** contain any special characters like "£\$,.,:#@%&_/()=?^-

The name must not exceed 30 characters.