

Revision: 08
Issue Date: 07.26.2012
Revision Date: 03.08.2017



The key to ensuring your job will print as expected, in the time frame expected, is all components of a job be submitted as independent print-ready PDF files. A print-ready PDF is a file that must meet certain criteria in order for the file to print without problems. Submitting print-ready PDF files allow for a smoother workflow and can eliminate the need for proofs. The following criteria are what Sheridan requires to meet the definition of a print-ready PDF file for each component. These criteria apply to both offset and digital (inkjet) printing. Failure to follow these criteria could result in delays in the printing of your title as it will need to be modified to fit the Sheridan workflow.

Note: Diagrams shown were created for a 200 page, 6 x 9 trim book using stock that is 500ppi.

Text:

- File must be submitted as PDF Version 1.3 or higher and follow the PDF/X-1a ISO standard as outlined below.
- File must be submitted as a single concatenated PDF of all internal content. If insert pages printing on different stock are required, these pages must appear without content on them (blanks) within the text PDF file. They must be setup in a separate-independent insert PDF file.
- PDF Trim Box must be set to the exact width and height of finished trimmed book. (See Figure 1)
- Any bleed elements must extend 1/8" past the trim box, except on bind edge should only butt to trim edge. (See Figure 1)
- Media box must be a consistent size and larger than the trim box only if bleed elements exist. (See Figure 1)
- Crop marks must not be present.
- All fonts must be fully embedded and not subsetted.
- RGB or Alternative Color Space must be removed (this would exclude Spot Colors).
- All images must be of sufficient resolution. Halftone images=200dpi, Bitmapped images=600dpi.
- File must be free of Custom Transfer, Halftone, Black Generation and/or Undercolor Removal functions.
- File must be free of any OPI tags.
- Color Space must be defined accurately as intended to print (Pantone/Spot, CMYK or Grayscale). Pantone/Spot Color must be chosen accurately from the desktop publishing software's Pantone Color Libraries.

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- ❑ Any Rich Blacks and/or graphics must be less than or equal to 360% TAC (Total Area Coverage).

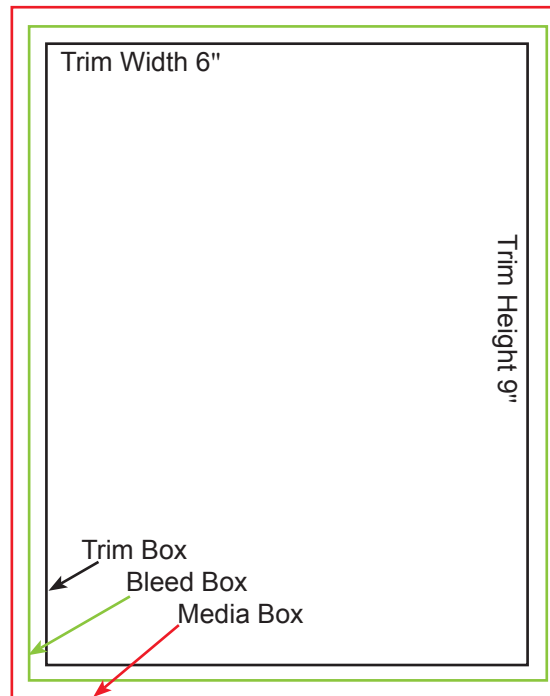


Figure 1

Insert:

- ❑ File must be submitted as PDF Version 1.3 or higher and follow the PDF/X-1a ISO standard as outlined below.
- ❑ File must be submitted as a single concatenated PDF of all internal content for insert section only.
- ❑ PDF Trim Box must be set to the exact width and height of finished trimmed book. (See Figure 2)
- ❑ Any bleed elements must extend 1/8" past the trim box, except on bind edge should only butt to trim edge. (See Figure 2)
- ❑ Media box must be a consistent size and larger than the trim box only if bleed elements exist. (See Figure 2)
- ❑ Crop marks must not be present.
- ❑ All fonts must be fully embedded and not subsetted.
- ❑ RGB or Alternative Color Space must be removed (this would exclude Spot Colors).
- ❑ All images must be of sufficient resolution. Halftone images=200dpi, Bitmapped images=600dpi.
- ❑ File must be free of Custom Transfer, Halftone, Black Generation and/or Undercolor Removal functions.

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- File must be free of any OPI tags.
- Color Space must be defined accurately as intended to print (Pantone/Spot, CMYK or Grayscale). Pantone/Spot Color must be chosen accurately from the desktop publishing software's Pantone Color Libraries.
- Any Rich Blacks and/or graphics must be less than or equal to 360% TAC (Total Area Coverage).

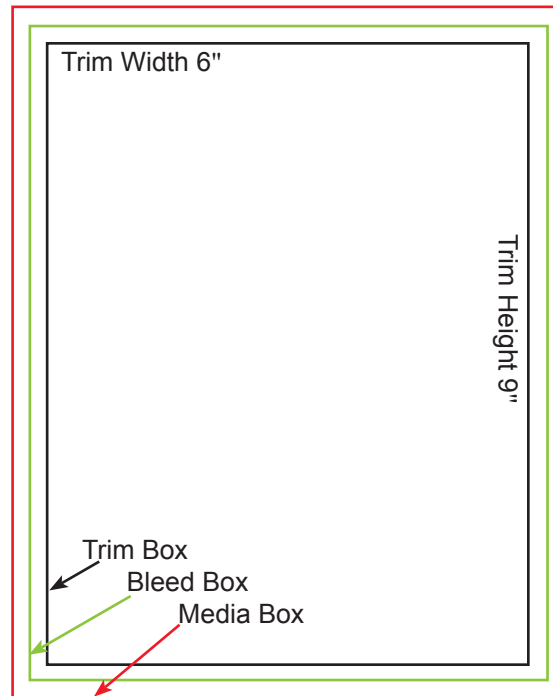


Figure 2

Soft Cover:

- File must be submitted as PDF Version 1.3 or higher and follow the PDF/X-1a ISO standard as outlined below.
- File must be created in a spread format with adequate spine bulk assigned. Contact your CSR for a specifically measured layout to setup a soft cover file. (See Figure 3)
- Inside Soft Cover: Must follow the above rules showing on second page of the Print-Ready PDF file. Even if one or more covers are blank, the cover must be supplied complete with two individual spreads. (See Figure 4)
- File spreads must be setup in Landscape. (See Figure 3 and 4)
- PDF Trim Box must be to the same height trim measurements as the text pages. The trim width will be two times the same width measurements as the text pages plus the spine width required based on bulk of paper chosen to print on. (See Figure 3 and 4)
- Any bleed elements must extend 1/8" past the trim box. (See Figure 3 and 4)
- Media box must be set at least 1/4" larger than the trim box. (See Figure 3 and 4)

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- All fonts must be fully embedded and not subsetted.
- RGB or Alternative Color Space must be removed (this would exclude Spot Colors).
- All images must be of sufficient resolution. Halftone images=200dpi, Bitmapped images=600dpi.
- File must be free of Custom Transfer, Halftone, Black Generation and/or Undercolor Removal functions.
- File must be free of any OPI tags.
- Color Space must be defined accurately as intended to print (Pantone/Spot, CMYK or Grayscale). Pantone/Spot Color must be chosen accurately from the desktop publishing software's Pantone Color Libraries.
- Any Rich Blacks and/or graphics must be less than or equal to 360% TAC (Total Area Coverage).

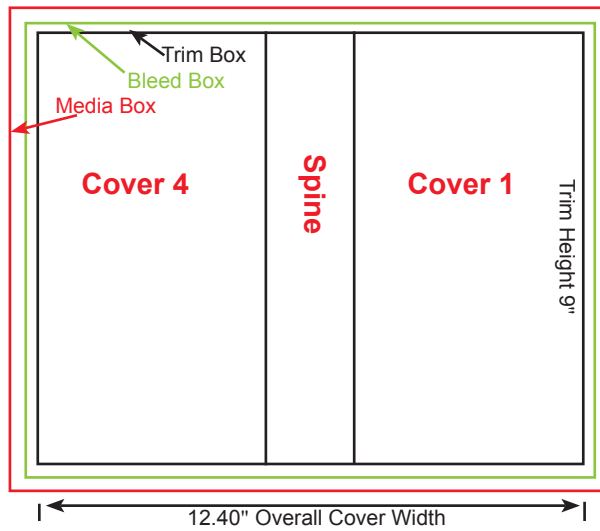


Figure 3

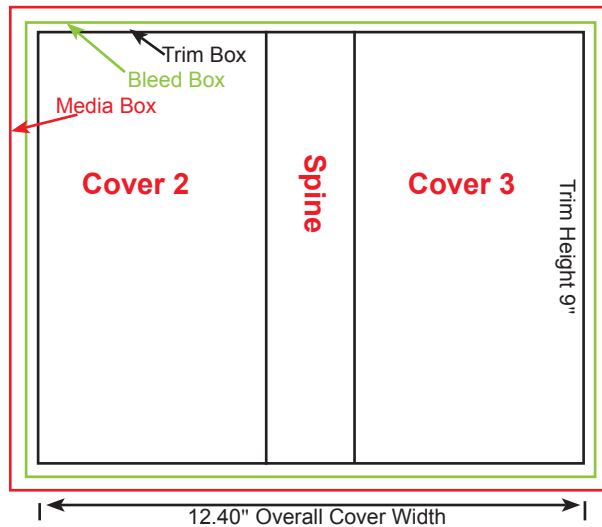


Figure 4

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Printed Case:

- ❑ File must be submitted as PDF Version 1.3 or higher and follow the PDF/X-1a ISO standard as outlined below.
- ❑ File must be created in a spread format. Contact your CSR for a specifically measured layout to setup a printed case file. (See Figure 5)
- ❑ PDF Trim Box height must be 1/4" larger than text trim page height with including allowances for board wraps. The trim width will include allowances for board wraps, hinges and spine backspace. Contact your CSR for a specifically measured layout. (See Figure 5)
- ❑ File spreads must be setup in Landscape. (See Figure 5)
- ❑ Media box must be set at least 1/4" larger than the trim box. (See Figure 5)
- ❑ All fonts must be fully embedded and not subsetted.
- ❑ RGB or Alternative Color Space must be removed (this would exclude Spot Colors).
- ❑ All images must be of sufficient resolution. Halftone images=200dpi, Bitmapped images=600dpi.
- ❑ File must be free of Custom Transfer, Halftone, Black Generation and/or Undercolor Removal functions.
- ❑ File must be free of any OPI tags.
- ❑ Color Space must be defined accurately as intended to print (Pantone/Spot, CMYK or Grayscale). Pantone/Spot Color must be chosen accurately from the desktop publishing software's Pantone Color Libraries.
- ❑ Any Rich Blacks and/or graphics must be less than or equal to 360% TAC (Total Area Coverage).

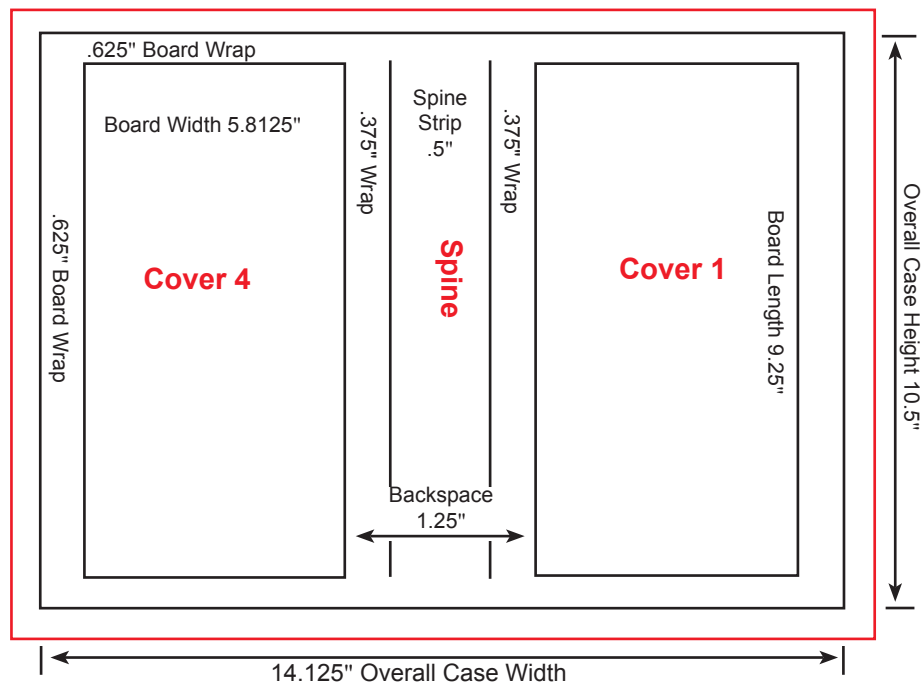


Figure 5

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Dust Jacket:

- File must be submitted as PDF Version 1.3 or higher and follow the PDF/X-1a ISO standard as outlined below.
- File must be created in a spread format with adequate spine bulk assigned. Contact your CSR for a specifically measured layout to setup a dust jacket file. (See Figure 6)
- File spreads must be setup in Landscape. (See Figure 6)
- PDF Trim Box height must be 1/4" larger than text trim page height. The trim width will include board wraps, flap widths and spine wrap. Contact your CSR for a specifically measured layout. (See Figure 6)
- Any bleed elements must extend 1/8" past the trim box. (See Figure 6)
- Media box must be set at least 1/4" larger than the trim box. (See Figure 6)
- All fonts must be fully embedded and not subsetted.
- RGB or Alternative Color Space must be removed (this would exclude Spot Colors).
- All images must be of sufficient resolution. Halftone images=200dpi, Bitmapped images=600dpi.
- File must be free of Custom Transfer, Halftone, Black Generation and/or Undercolor Removal functions.
- File must be free of any OPI tags.
- Color Space must be defined accurately as intended to print (Pantone/Spot, CMYK or Grayscale). Pantone/Spot Color must be chosen accurately from the desktop publishing software's Pantone Color Libraries.
- Any Rich Blacks and/or graphics must be less than or equal to 360% TAC (Total Area Coverage).

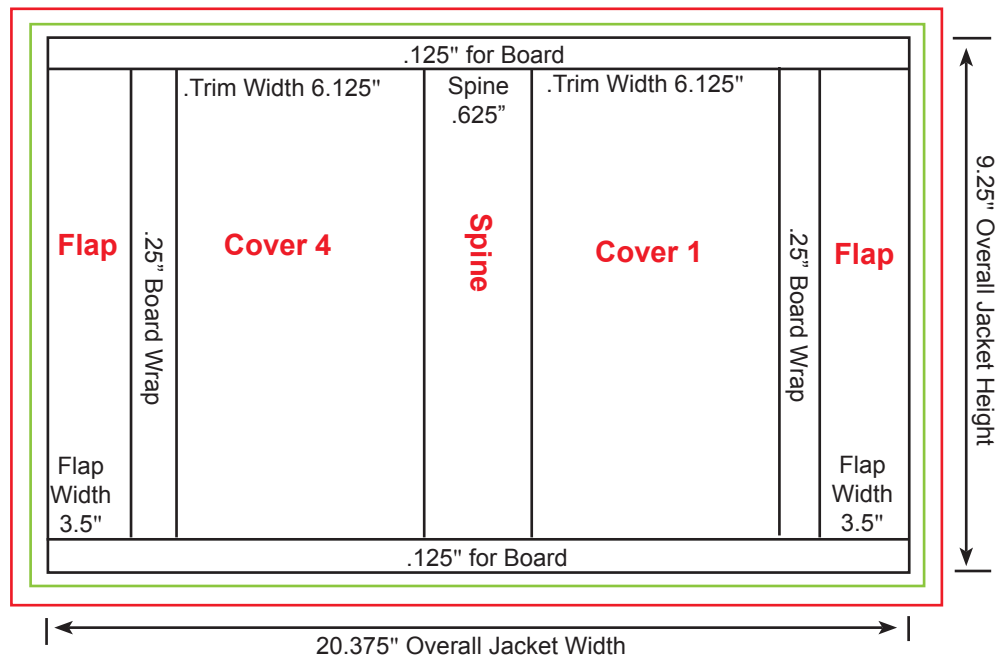


Figure 6

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Basic specifications for Stamping Dies:

- ❑ File must be submitted as PDF Version 1.3 or higher and follow the PDF/X-1a ISO.
- ❑ Create file in a format with adequate Spine bulk and Cover positioning. Contact your CSR for a specifically measured layout to setup a Stamping Die.
- ❑ File spreads must be setup in Landscape. (See Figure 7)
- ❑ Type, logos and rule lines may butt the edge of the spine strip width, rules lines extended past the spine strip width will not stamp in the hinge of the case. Cover 1 and 4 rule lines must stop 1/16" from the board edge on the spine side. Spine, Cover 1 and 4 the type, logos and rules should be at least 1/8" from Top and Bottom of spine strip or edge of the boards. (See Figure 7)
- ❑ Avoid thin font styles like serif type fonts and tight spaces between rule lines, they could cause quality issues during foil stamping. Must be 100% Black. If multiple foil colors are to stamp, for identification you can use 100% of a different color for each foil color.
- ❑ All fonts must be fully embedded and not subsetted.
- ❑ All image or logos must be of sufficient resolution as Bitmapped images=600dpi.
- ❑ File must be free of any OPI tags.

Note: Embossing Dies for Covers, Dustjackets follow that component layout for measurements.

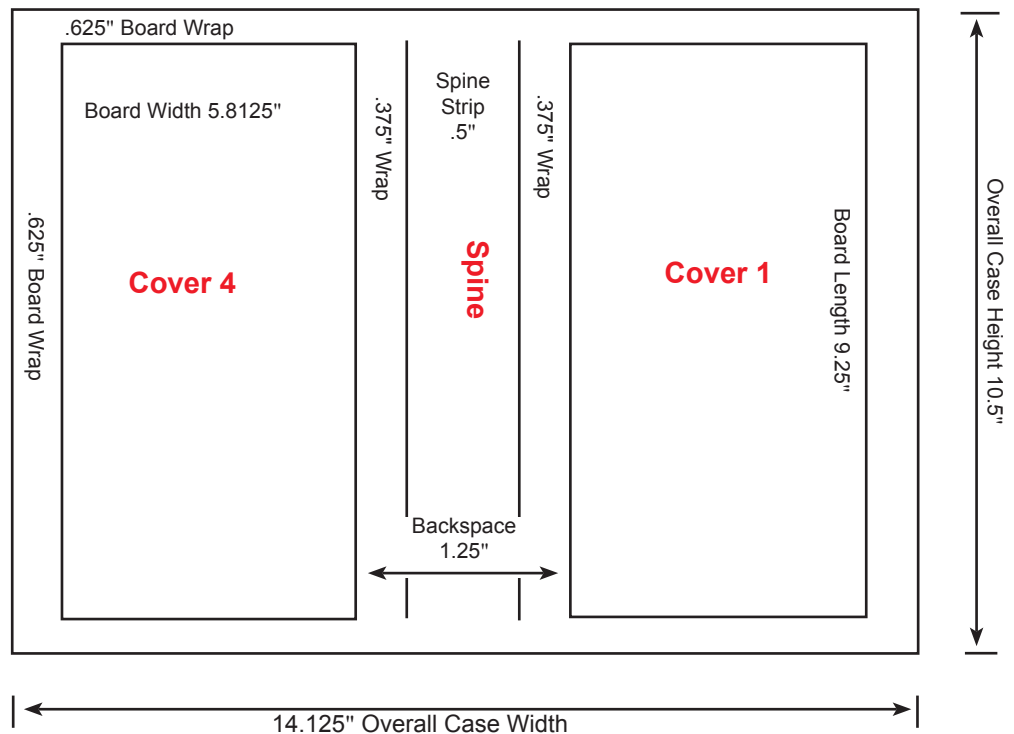


Figure 7

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Endsheets:

- ❑ File must be submitted as PDF Version 1.3 or higher and follow the PDF/X-1a ISO standard as outlined below.
- ❑ File must be created in a spread format. Contact your CSR for a specifically measured layout to setup an endsheet file. (See Figure 8)
- ❑ Endsheets: If one endsheet of the spread does not print the file must still be submitted as a spread. The endsheet not printing will be blank. Endsheets 1 and 8 never print as these will be the sides glued to the inside of the cases. (See Figure 9)
- ❑ File spreads must be setup in Landscape. (See Figure 8)
- ❑ PDF Trim Box must be to the same height trim measurements as the text pages. The trim width will be two times the width of the text trim measurements. (See Figure 8)
- ❑ Any bleed elements must extend 1/8" past the trim box. (See Figure 8)
- ❑ Media box must be set at least 1/4" larger than the trim box. (See Figure 8)
- ❑ All fonts must be fully embedded and not subsetted.
- ❑ RGB or Alternative Color Space must be removed (this would exclude Spot Colors).
- ❑ All images must be of sufficient resolution. Halftone images=200dpi, Bitmapped images=600dpi.
- ❑ File must be free of Custom Transfer, Halftone, Black Generation and/or Undercolor Removal functions.
- ❑ File must be free of any OPI tags.
- ❑ Color Space must be defined accurately as intended to print (Pantone/Spot, CMYK or Grayscale). Pantone/Spot Color must be chosen accurately from the desktop publishing software's Pantone Color Libraries.
- ❑ Any Rich Blacks and/or graphics must be less than or equal to 360% TAC (Total Area Coverage).

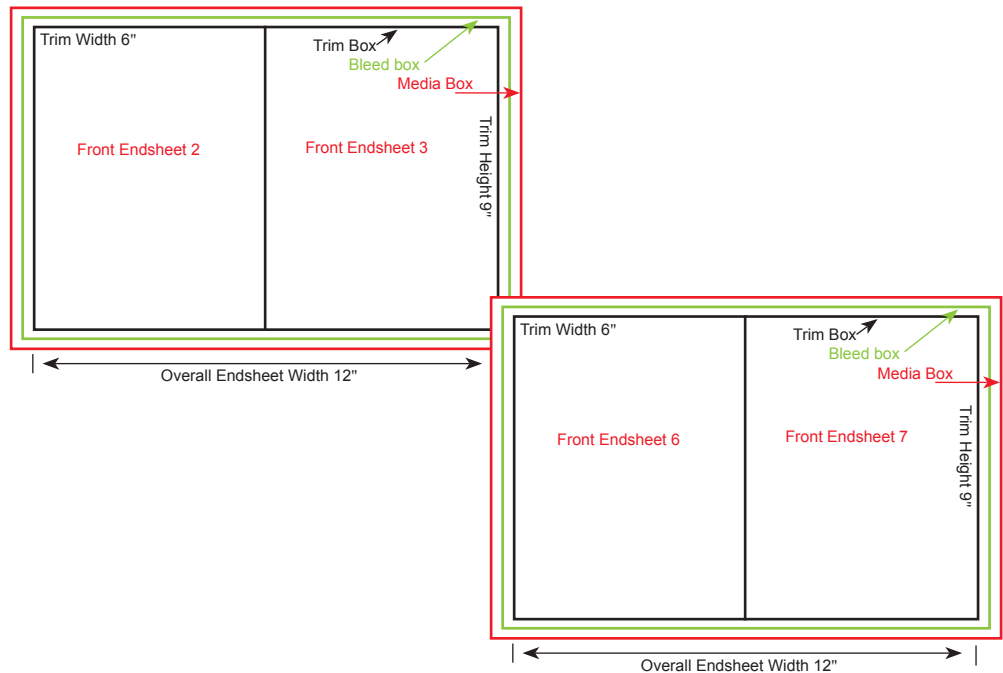


Figure 8

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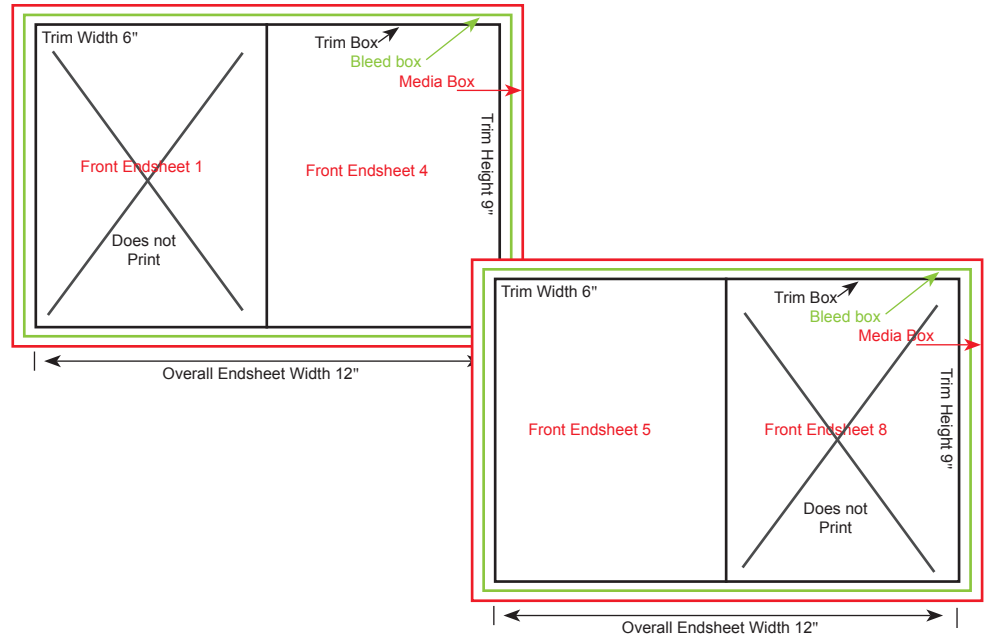


Figure 9

Note: Endsheets 1 and 8 never print as these will be the sides glued to the inside of the cases.