

# PREPRESS DIGITAL! KNOW HOW?

Delivering digital data has nowadays become commonplace.

We have therefore prepared the attached check list to avoid delays and extra costs in our digital prepress process.

The check list is intended to ensure that the data are compiled and transmitted properly, and at the same time guarantee accurate processing.

AUG. HEINRIGS customers have high expectations. They want the best. And that is what they get, because we offer not only expertise and many years of experience, our technical equipment is also of the highest standard.

In order to make it easier for you to document your data transmission, the attached form can be copied and enclosed with each order.

We would ask you to expressly clarify any deviations from our technical guidelines with us in advance.

Should you have any further questions, please do not hesitate to contact us at any time.

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## Technical guidelines

- |                       |   |
|-----------------------|---|
| Punch outline         | <ul style="list-style-type: none"><li>• Only use the original punch for the graphic design (request from AUG. HEINRIGS, if necessary)</li><li>• Create the punch outline in the data as a separate colour (punch outline)</li><li>• Keep adhesive areas free of colour and print dyes</li><li>• The trim around the punch must be at least 3 mm</li></ul> |
| Scale/special colours | <ul style="list-style-type: none"><li>• State the number of colours to be printed</li><li>• When using Euro-scale, carefully check four-colour separation for the desired print result</li><li>• Exactly define special colours (HKS, Pantone) or attach a binding colour sample (proof copy, Cromalin) to be matched up</li></ul>                        |
| Finishing             | <ul style="list-style-type: none"><li>• Additional colours must be created with a precise designation of finishes (e.g. blind embossing, hot-stamping foil or lacquer)</li></ul>  |
| Barcode               | <ul style="list-style-type: none"><li>• Specify appropriate blank space</li><li>• Precise details of type, size, number and colour (inserted accordingly at AUG. HEINRIGS)</li></ul>  |
| Operating system      | <ul style="list-style-type: none"><li>• MAC OS X (Apple Macintosh)</li></ul>  |
| Software              | <ul style="list-style-type: none"><li>• Data can be delivered in the following programs: ArtPro, Illustrator, InDesign, QuarkXPress, Photoshop (Folding boxes preferably deliver in Illustrator or ArtPro)</li><li>• State the application program with the respective program version</li></ul>  |
| Fonts                 | <ul style="list-style-type: none"><li>• Preferably use Open Type fonts. All fonts used saved with complete Postscript character set</li><li>• Fonts do not need to be supplied if these are converted into lines</li><li>• All fonts to be embedded in PDF data</li></ul>   |

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## Technical guidelines

- Image material
- In order to avoid quality loss, the following scan resolutions are recommended:  
Halftone images: 60 screen, scale 100% at 300 dpi  
Halftone images: 80 screen, scale 100% at 400 dpi  
Line images at 800 dpi – 1200 dpi
  - Recommended file formats: Tiff and EPS (Do not use JPG or DCS data to prevent quality loss)
  - Avoid embedded or interlaced EPS files
  - Save linked-in halftone and line images with the document
  - Observe the following points if rough-grain data are to be used:
    1. Clearly mark rough-grain data in the document
    2. When using rough-grain data, it is essential to supply the corresponding fine-grain data (see scan resolution)
- Graphic elements
- The spacing between graphic elements and text to the punch (knife and scoring) should be minimum 2-3 mm
  - Lines must be at least 0.1 mm thick (no hairlines)
- Overfilling
- Done by AUG. HEINRIGS or
  - should be created as follows:  
Colours overfilled 0.05 mm to each other  
Hot foil set to overprint  
Blind embossing set to overprint
- Data transfer
- In principle per data carrier (CD, DVD) possible. Print out table of contents and attach (data carrier)
  - By E-mail to be received 50 MB.  
E-mail: [prepress@aug-heinrigs.de](mailto:prepress@aug-heinrigs.de)
  - Use FTP server for data Full-Size.  
(Access on request)

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Give us a chance  
to control

Text samples /  
proof copies

- To check the text, layout and colour please add an approved pdf-file.

Colour proofs

- The following proof prints can be accept to match colours:
  1. Digital proof with Ugra/FOGRA Media Wedge
  2. Analogue proof with Ugra/FOGRA Media Wedge
  3. Proof print on print run material by (PSO) Process Standard Offset
- Deliver binding colour sample for special colours

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# Documentation for delivering data

- Please complete and always attach with the data -



AUG. HEINRIGS contact person: \_\_\_\_\_  
 .....

Customer: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone number: \_\_\_\_\_

Fax number: \_\_\_\_\_

e-Mail: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
 .....

Production designation: \_\_\_\_\_  
 \_\_\_\_\_

Code No.: \_\_\_\_\_

Bar code type: \_\_\_\_\_ Size: \_\_\_\_\_

Article No.: \_\_\_\_\_

Punch tool No.: \_\_\_\_\_

(Create punch as special colour)  
 .....

## Designation of colours used:

- Euro-scale
- Special colours

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

- As proof sample (attached)  
 .....

## Finishing:

- Blind embossing created as special colour:  
 \_\_\_\_\_

- Hot-stamping foil created as special colour:  
 \_\_\_\_\_

- Lacquer created as special colour:  
 \_\_\_\_\_  
 .....

## Data quality:

- Layout data
- Print-ready data

## Operating system:

- MAC-OS
- MAC-OS X
- Windows

## File type:

- PDF
- PDF/X-3
- Certified PDF
- \_\_\_\_\_
- ArtPro
- Illustrator
- InDesign
- QuarkXPress
- Photoshop

## Fonts:

- Postscript fonds (attached)
- vectorised
- embedded

## Image material used:

- Fine-grain data
- Rough-grain data integrated in file  
 (fine-grain data attached)  
 .....

## Data transmitted used:

- FTP-Upload  
 Access on request by  
 AUG. HEINRIGS
- FTP-Download  
 Server data supplier: \_\_\_\_\_  
 User name: \_\_\_\_\_  
 Password: \_\_\_\_\_
- Data carrier  
 (table of contents attached as printout)
  - DVD
  - CD-ROM
- e-Mail

## Text and stand-binding sample:

	submitted	attached	to follow
Printout	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
PDF file	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sample FS	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## Binding colour proof prints

	submitted	attached	to follow	create
Analogue proof	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Proof on print run material	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Digital proof	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Colour sample from previous run	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

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