

35mm Slide Imaging Guidelines for MAC Desktop publishing software applications, including QuarkXpress, & Illustrator

When preparing new files for 35mm slides, or modifying files previously prepared for other purposes, please be sure to follow these file specifications. If these guidelines are not followed, production delays may occur, and additional charges maybe necessary, in order to successfully image your files.

- The document should be setup to a page size of **11.0" x 7.33"**.
- You must add a coloured box on each page in your document for the slide background. This box should be the same dimensions as the document setup. If a white background is required, add a box with a **White fill** color. Unfilled areas will image as **Black**.
- EPS, TIF and Illustrator slides are ideally not imaged from individual files. When possible, they should be "placed" into a multi-page QuarkXpress document for imaging, **one slide per page**. Position the art as you would want the finished image to be viewed.
- All colours used in Quark, Illustrator or similar packages must be **RGB**.
- All support files must be **RGB**.
- The recommended colour space is **Adobe RGB (1998)**.
- Include all support files – TIF, EPS, etc. – with the Quark file or Illustrator file. Due to the nature of QuarkXpress the preferred imported file format is **EPS**.
- Do not enlarge or reduce images in Quark picture boxes more than 5%.
- Illustrator files must be "**Print Ready**", that is, all effects (blurs, drop shadows, etc.) have been rendered.
- No single support element should be greater than **32 Mb**.
- Include all postscript (printer) and suitcase (screen) fonts used in the document.
- Include all postscript (printer) and suitcase (screen) fonts in placed EPS images.
- Send a complete set of b/w hard copy for reference (a fax is acceptable).
- Your files should be saved to a transportable media such as a CD-ROM, or ZIP100 and sent by courier to our office.
- Imaging is performed at 92% of size to prevent any image area being lost to the plastic mount. If bleed is required, please specify "bleed" and allow for an 8% loss.

If your files have been set up previously for other applications (such as full colour printing), and you do not have time to modify them, we can convert and reformat them as required charging our current hourly rate.

Questions, need to send more information, make a change, or add a missing file, the following numbers and emails are available for your convenience:

Voice: 416 465 5850
Fax: 416 465 7525
PC email: mail@vcgimaging.com
Mac email: macmail@vcgimaging.com

Please Note: Clients are responsible for all delays, costs for file modification, and/or re-imaging caused by the submission of files not prepared as specified above. All charges for correcting problems and/or re-imaging files will be billed at our current rates.