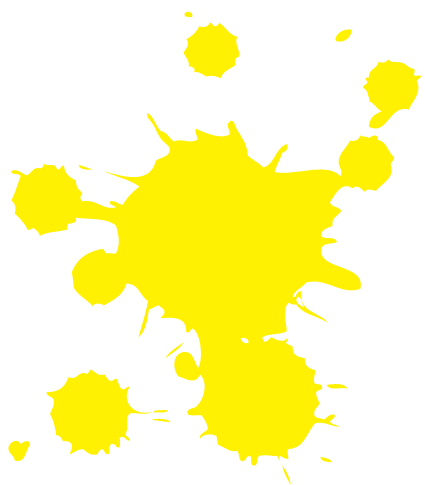


# PREPRESS GUIDE



# Introduction and TABLE OF CONTENTS

*Welcome!*

Welcome to Democrat Printing & Lithographing Co. We look forward to working with you! This guide was created to assist you with any questions you might have and to help you produce the best document possible! If you have any questions, please do not hesitate to contact our Prepress Department at any time.

Johnny Scott - 501-907-7939

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Importing DPL Settings .....3-5  
Using DPL Settings.....6-7  
Ink and Color Management.....8-10  
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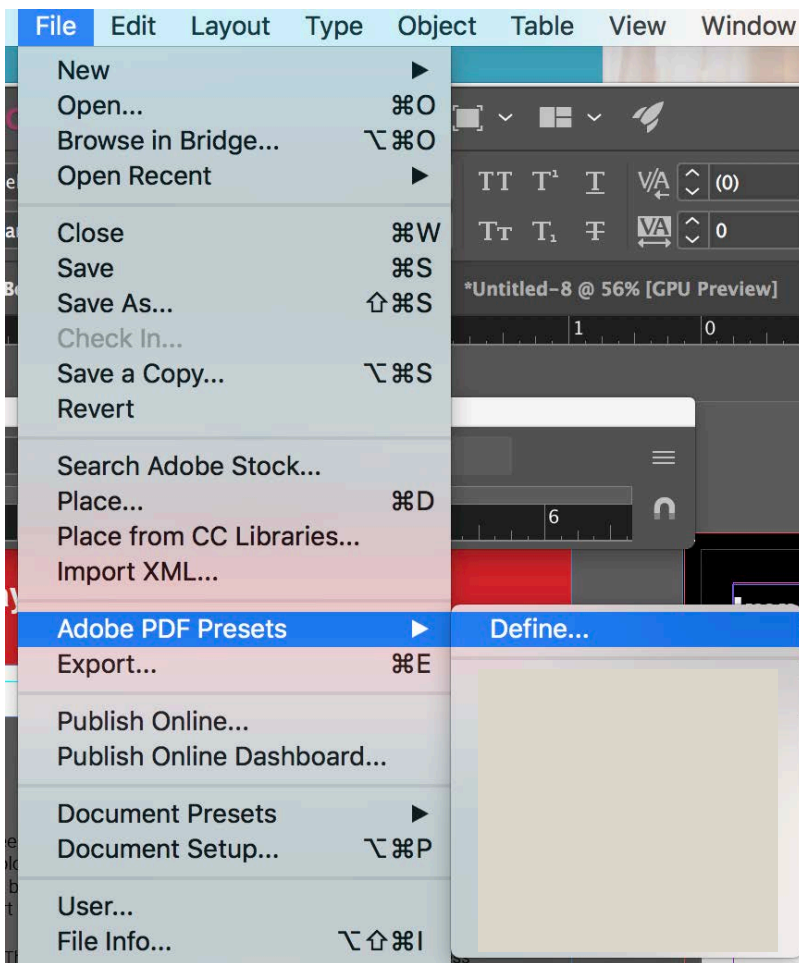
# Importing DPL Settings

## Importing profiles for InDesign for export to Acrobat with DPL Settings

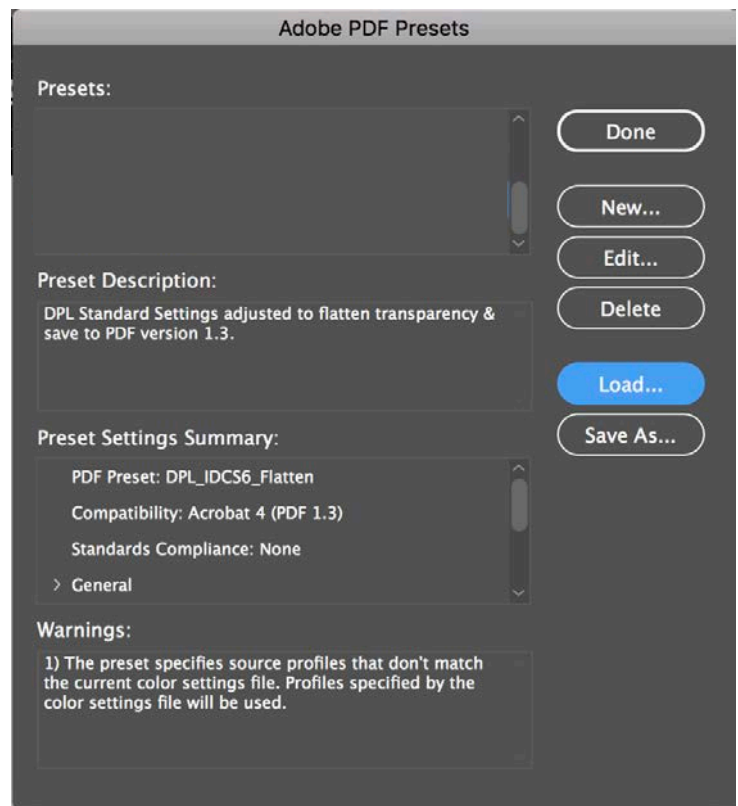
To import settings for creating files:

1. Choose File, Adobe PDF Presets, then Define.
2. At the next screen choose, Load.
3. And then choose DPL\_NEW.

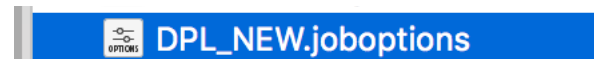
1.



2.



3.

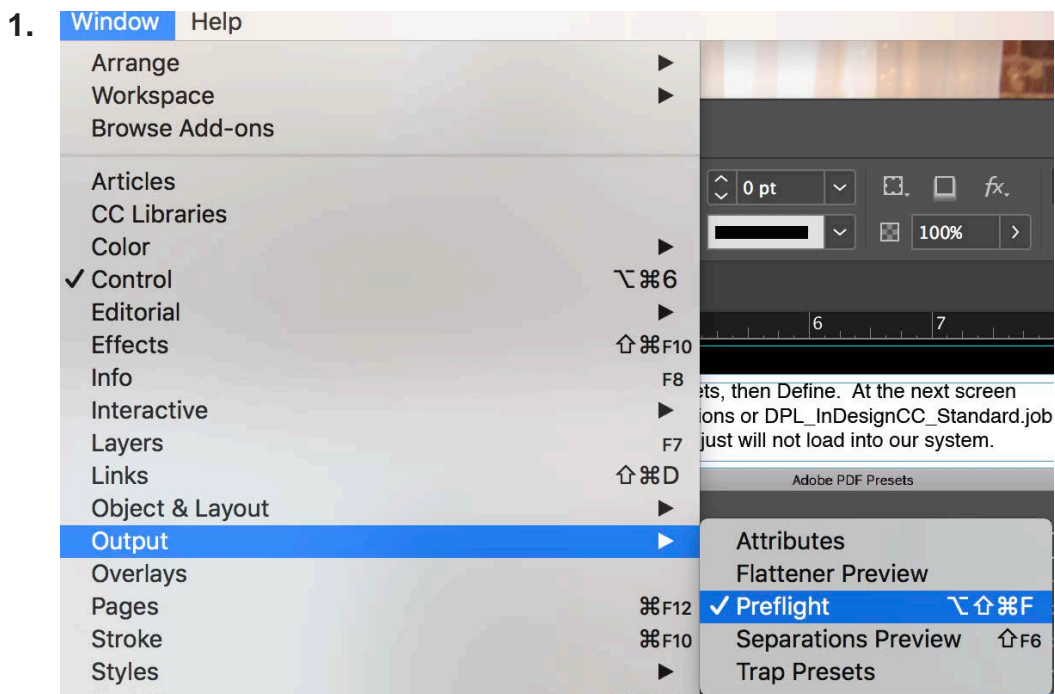


# Importing DPL Settings

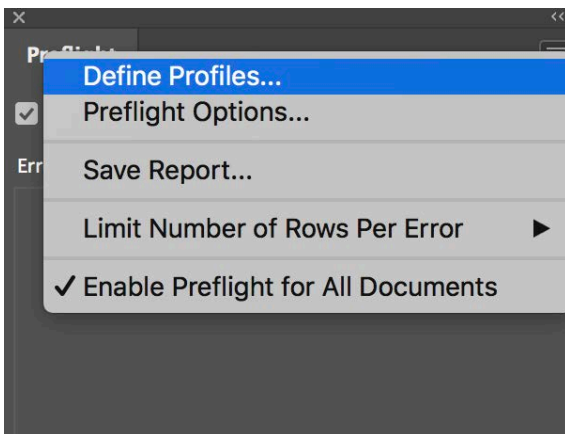
## Importing Preflight Profiles InDesign with DPL Settings

To import settings for preflighting files:

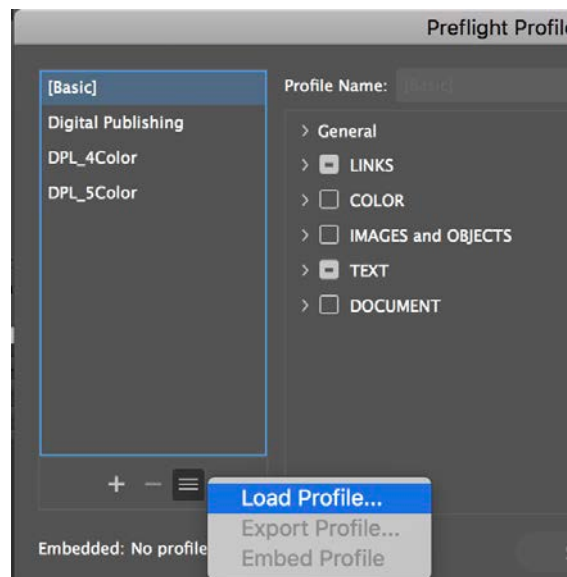
1. Choose Window, Preflight.
2. At the next screen choose, Define Profiles.
3. And then choose the three lines and then choose Load Profile.
4. Find the profile (emailed to you) that you wish to use and upload it. The normal profile would be DPL\_4Color.idpp.



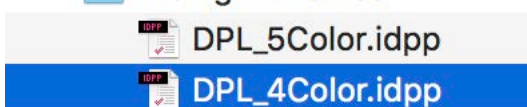
2.



3.



4. Preflight Profiles

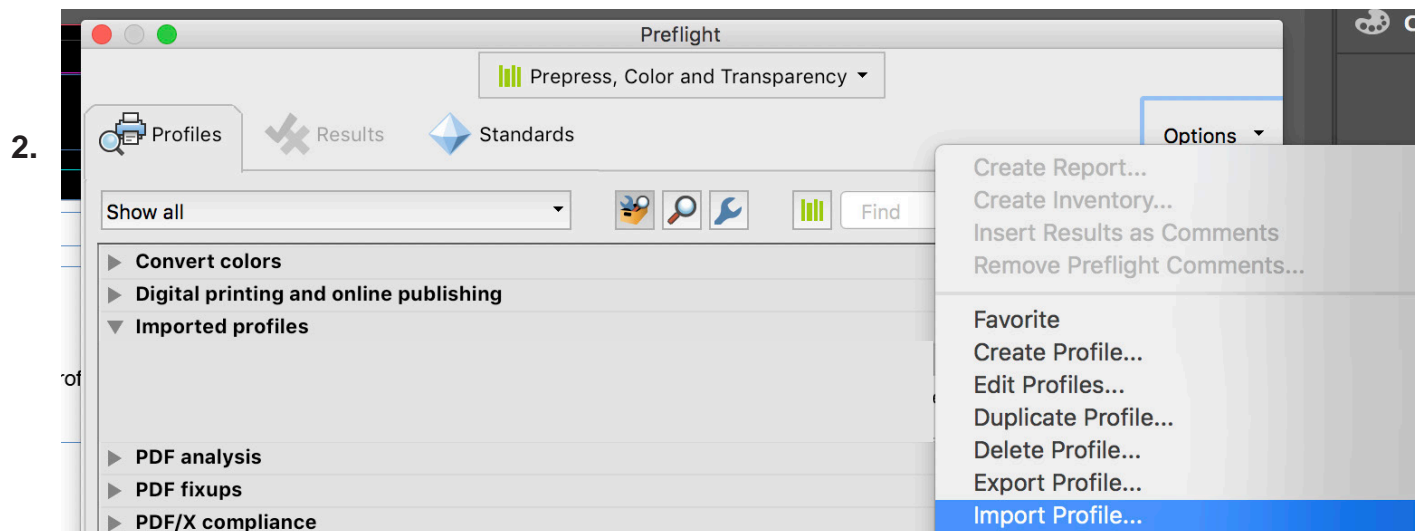
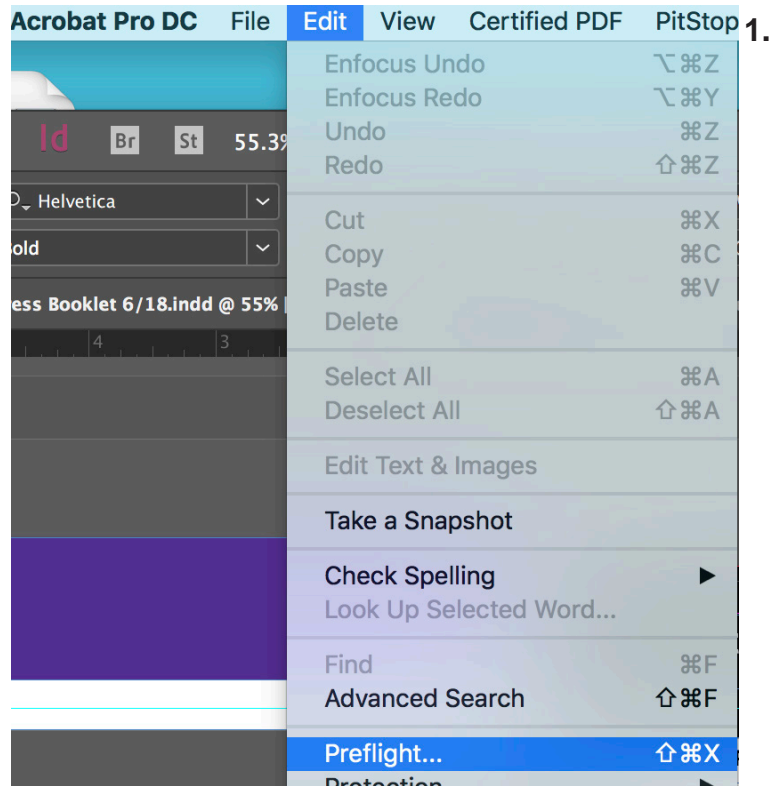


# Importing DPL Settings

## Importing Preflight profiles in Acrobat with DPL Settings

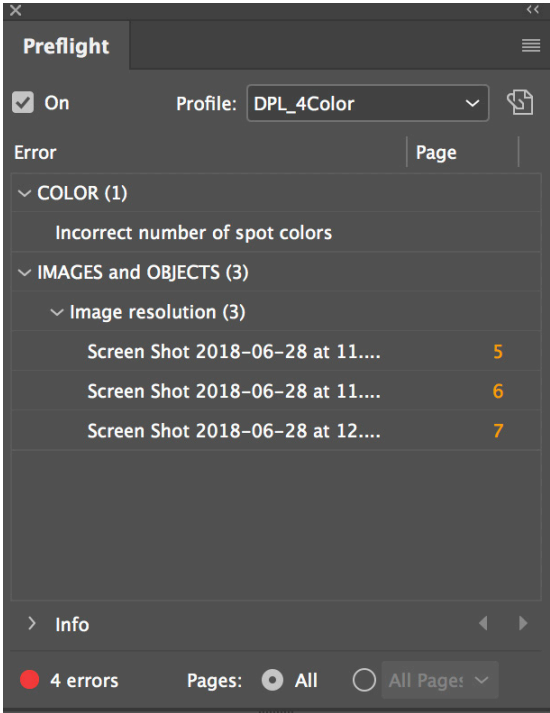
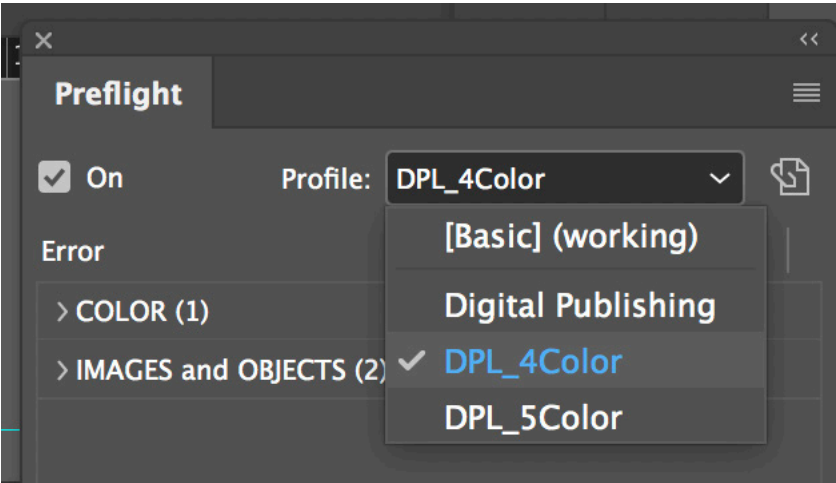
To import settings for preflighting files:

1. Choose Edit, Preflight.
2. At the next screen choose, Import Profile.
3. And then choose the file DPL\_New.kfp.

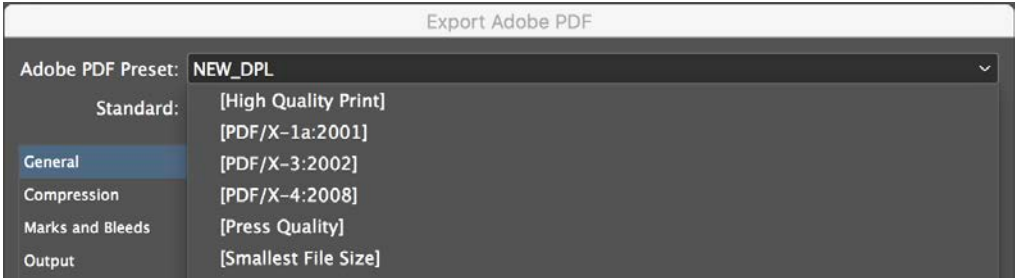
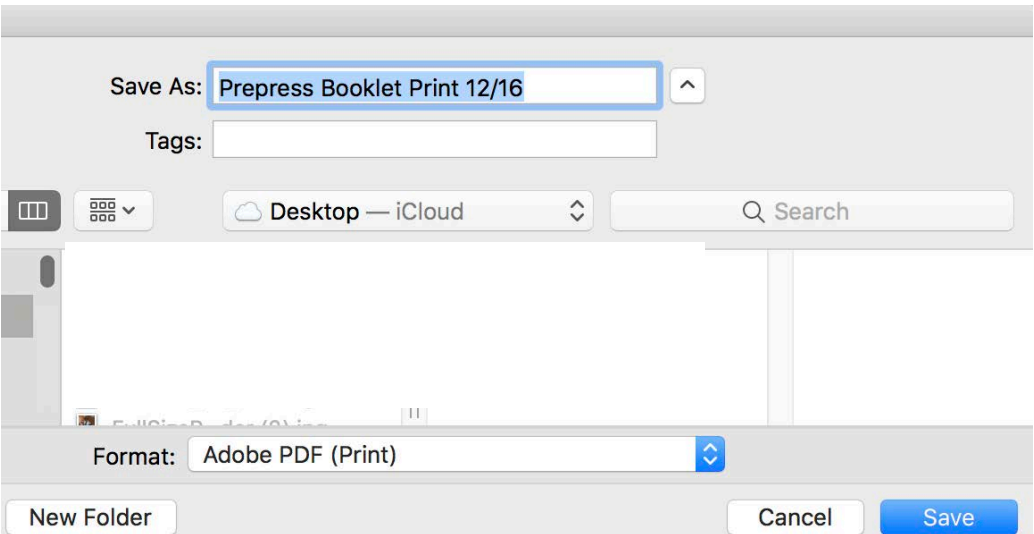
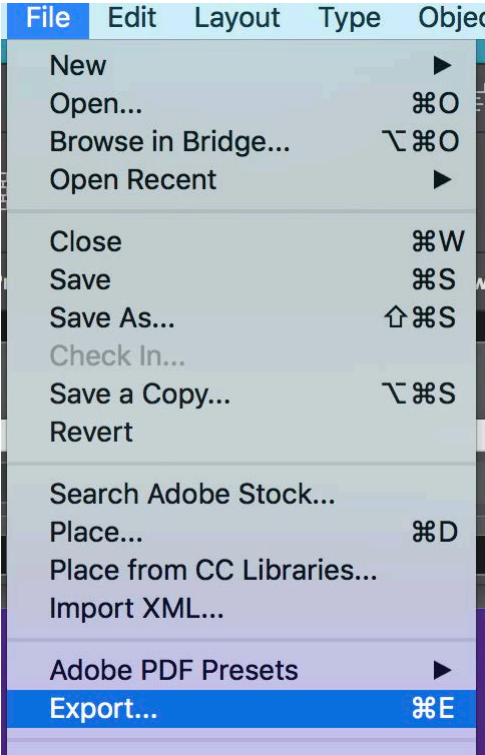


# Using DPL Settings

While designing document, use DPL\_4Color Preflight setting. Note by doing this, InDesign will let you know what your errors are as you go along. So that you can fix them as you work.

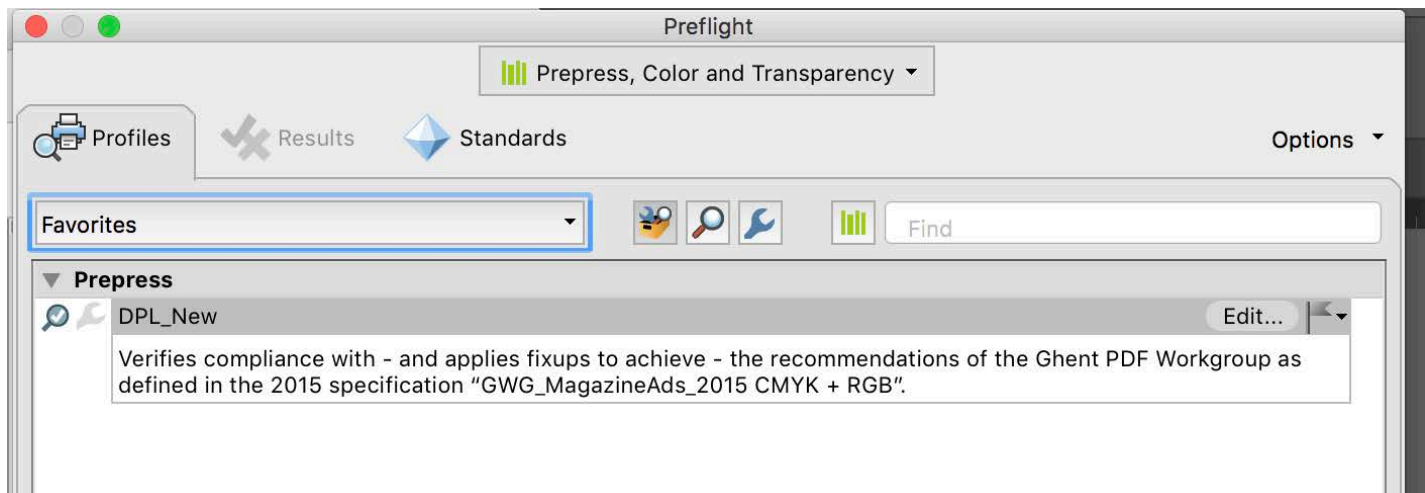
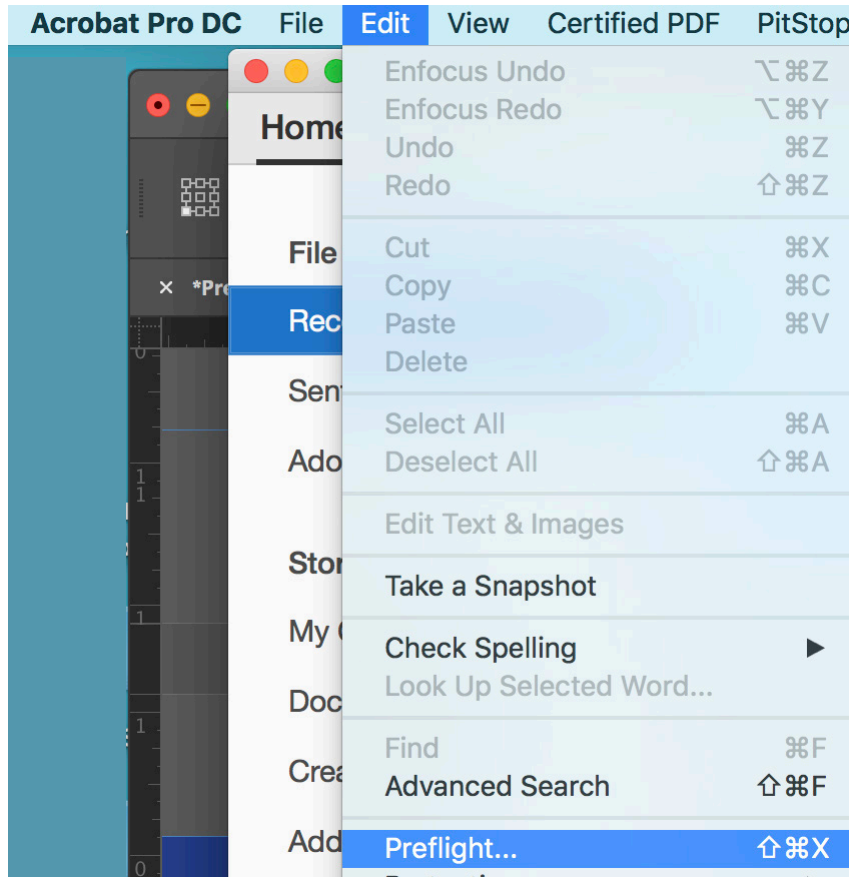


When exporting, use the DPL\_New.



# Using DPL Settings

Be sure to preflight your document once you have exported it to Acrobat using DPL Standards.



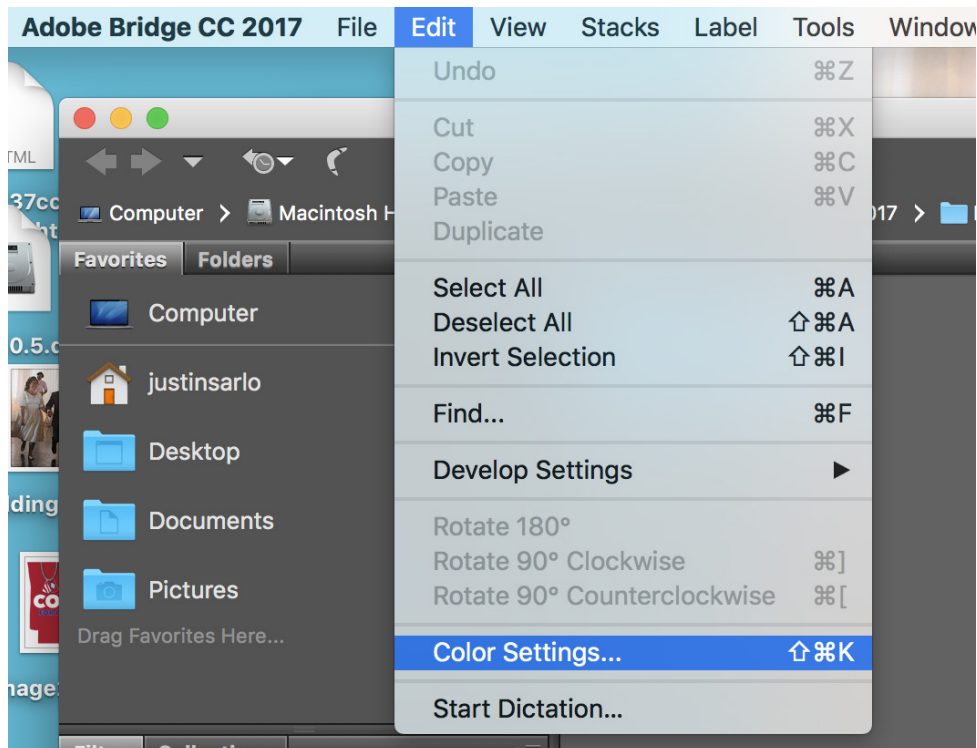


# Addressing Ink Coverage with Adobe Bridge

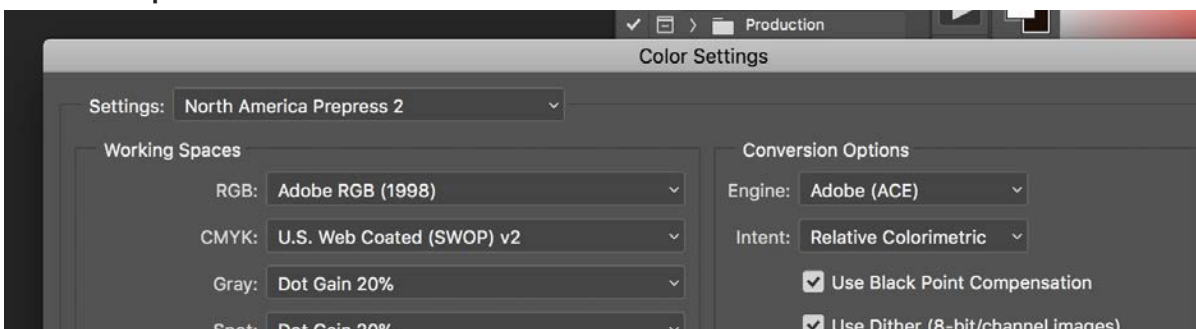
Our Web Approval will flag as a warning, any page with over 320% ink coverage. To address this problem, please see below.

## Addressing Color Settings to achieve 300% ink coverage.

In Adobe Bridge, under “Edit” select Color Settings.



Then select “North American Prepress2” from the drop down menu at the top.



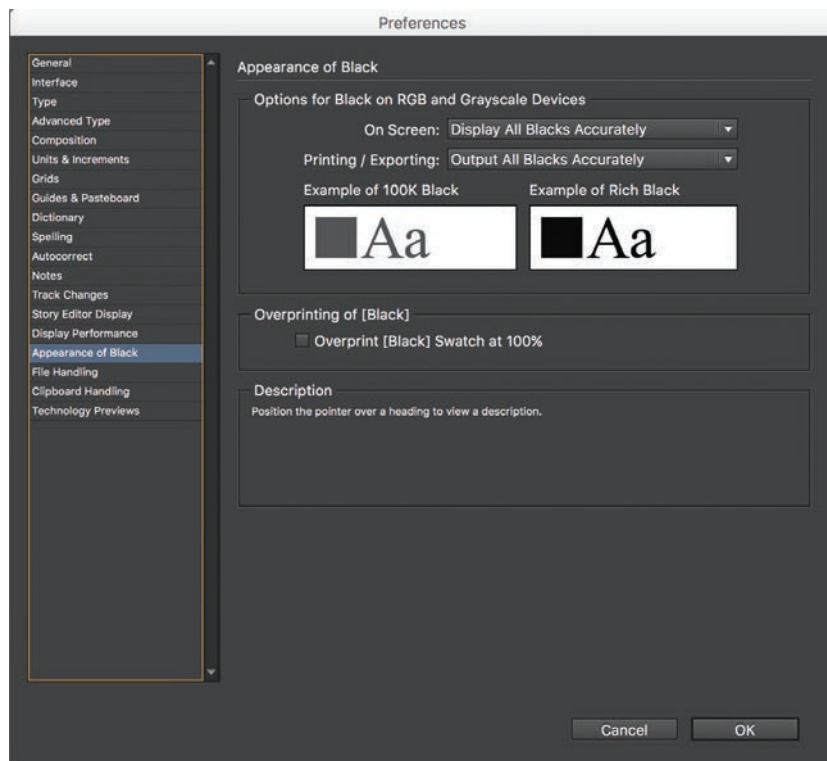
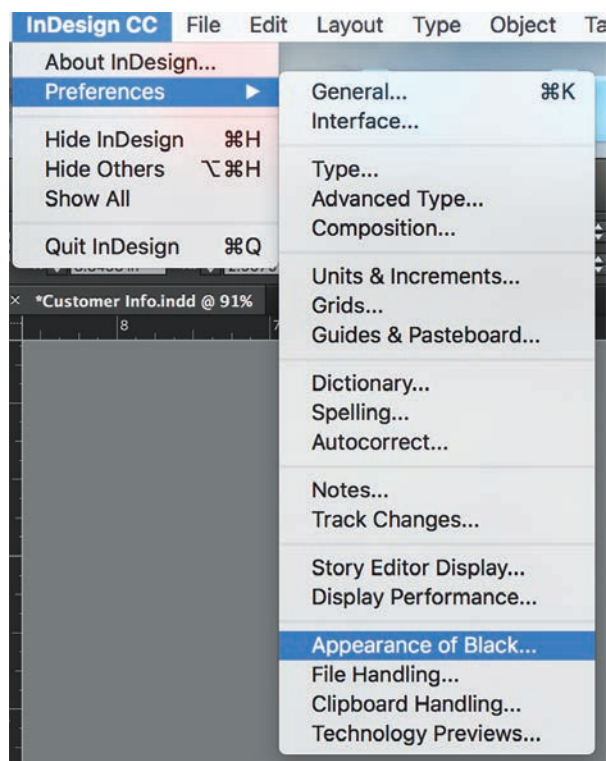
Then select “Apply.” This should synchronize your settings across all Adobe Creative Suites.



# InDesign Color Management

## Appearance of Black in InDesign

The settings for knockout and overprint of black are not located with the other color settings. Open Preferences and click on the Appearance of Black tab. Our suggested settings are shown.



**Rich Black/Full Black** - DP&L's rich black is C: 60, M: 40, Y: 40, K: 100.

Photoshop default is C: 75, M: 68, Y: 67, K: 90. One problem to watch out for is not to set type in Rich Black. This can lead to ghosting. Additionally, avoid fine and serif type fonts reversed on rich black.

## Working with RGB

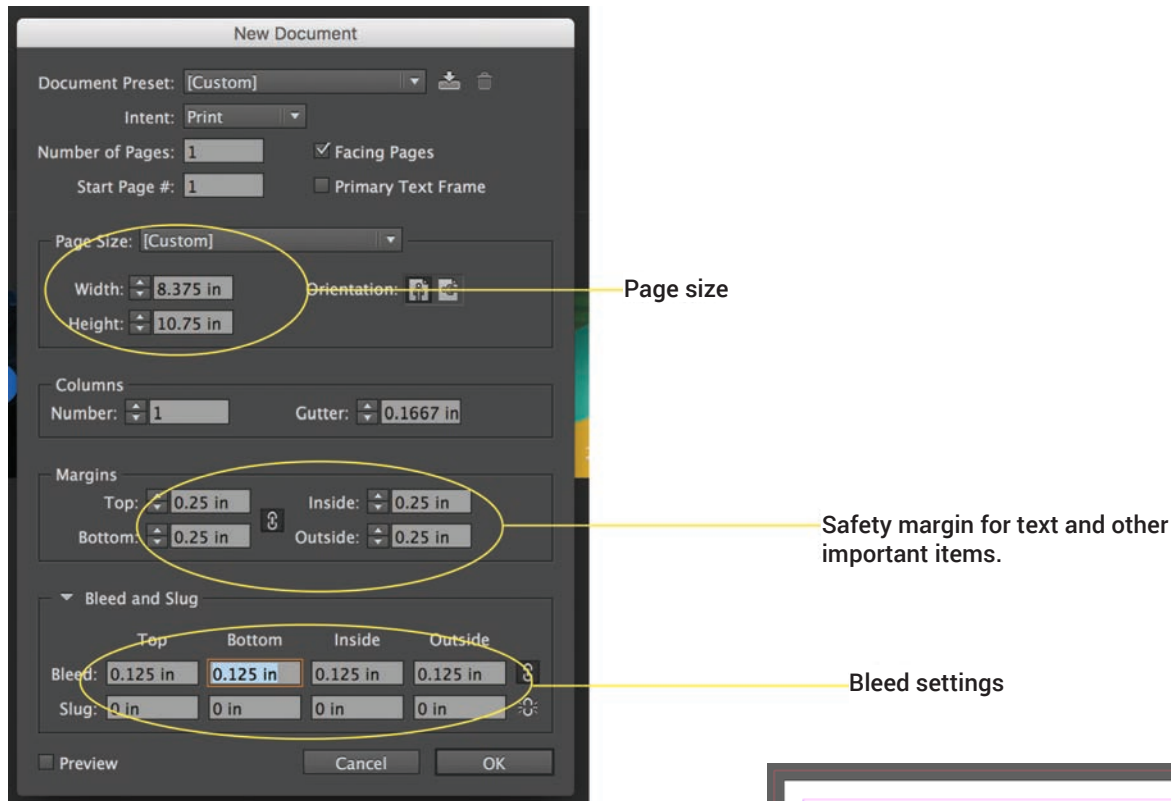
If you submit RGB files, they will be converted on the fly to CMYK with Adobe profiles for the final print.

- Set up a Photoshop Batch Process for each photographer/camera. Work out the process one time, and then automatically apply those changes each time those images come in.
- Even though you've set a digital camera to grayscale, it's still in RGB. RGB images rip as non balanced grays.
- Use Adobe Bridge to properly setup colors use RGB images in Adobe InDesign. See Setting up in InDesign CC.
- You can allow InDesign to make final color conversion (instead of Photoshop). Under the View menu in InDesign, selecting Proof Colors will simulate the appearance of RGB after conversion to CMYK.

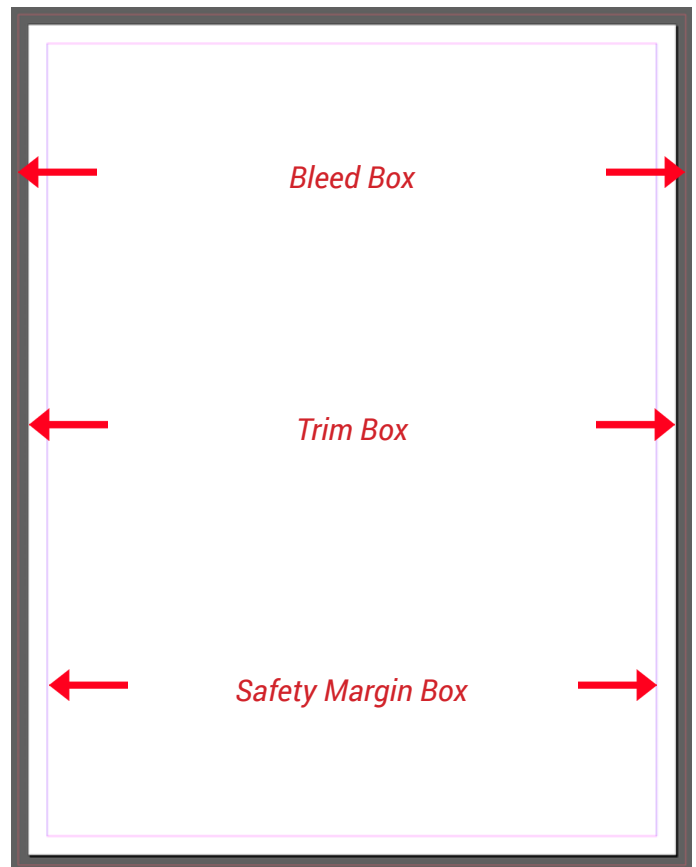


# Bleeds and Safety Margins

When creating a new document, in the initial set up screen, allow for a .25 safety margin and a .125 bleed. In the set up below, we have set up for a document that is 8.375 x 10.75. The document size does not matter, but the safety margins and bleed are always the same.

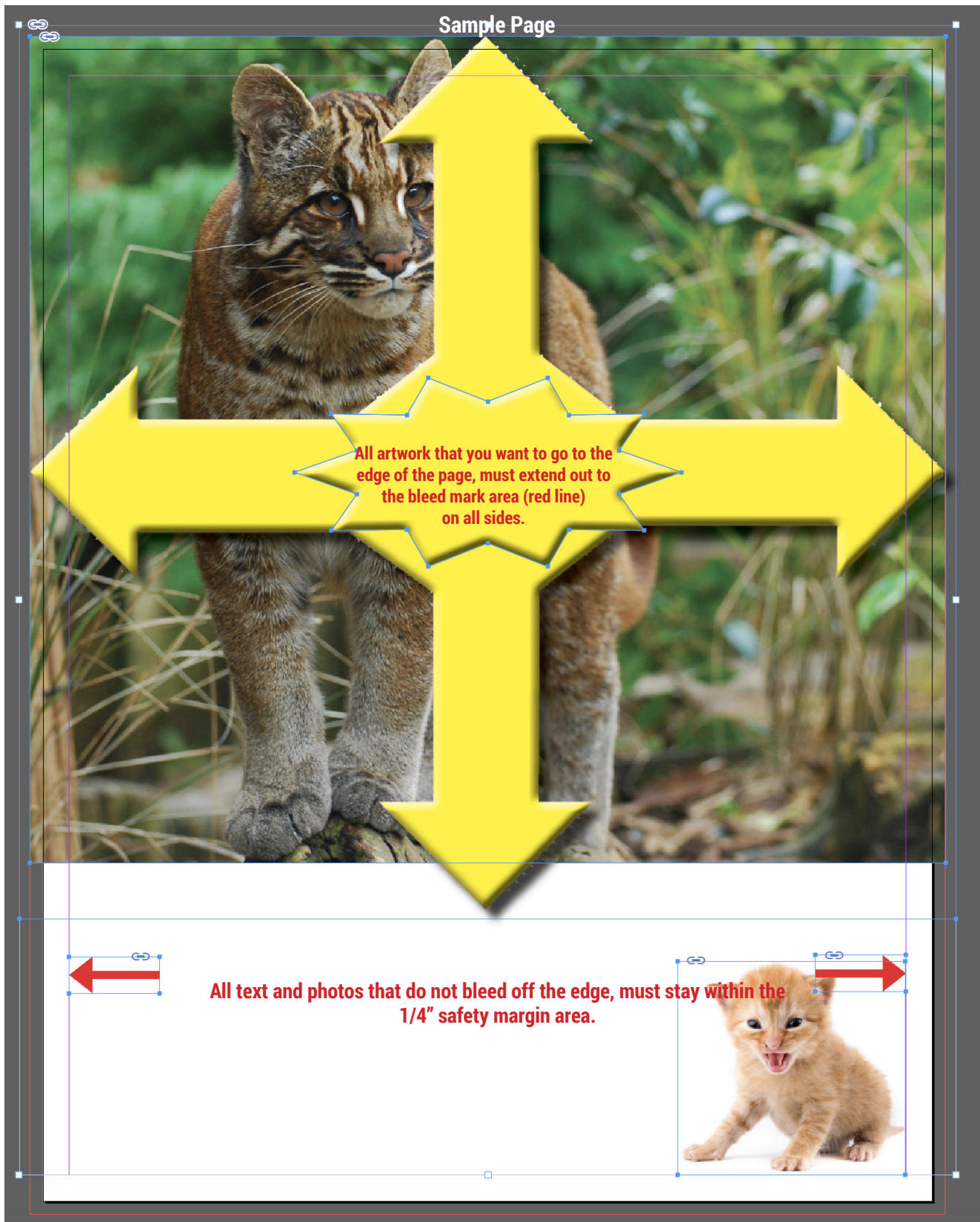


After clicking the "OK" button, your screen should look like this.



# Bleeds and Safety Margins

When working with your bleed and safety margins, see below for how to use them to ensure proper output for printing.

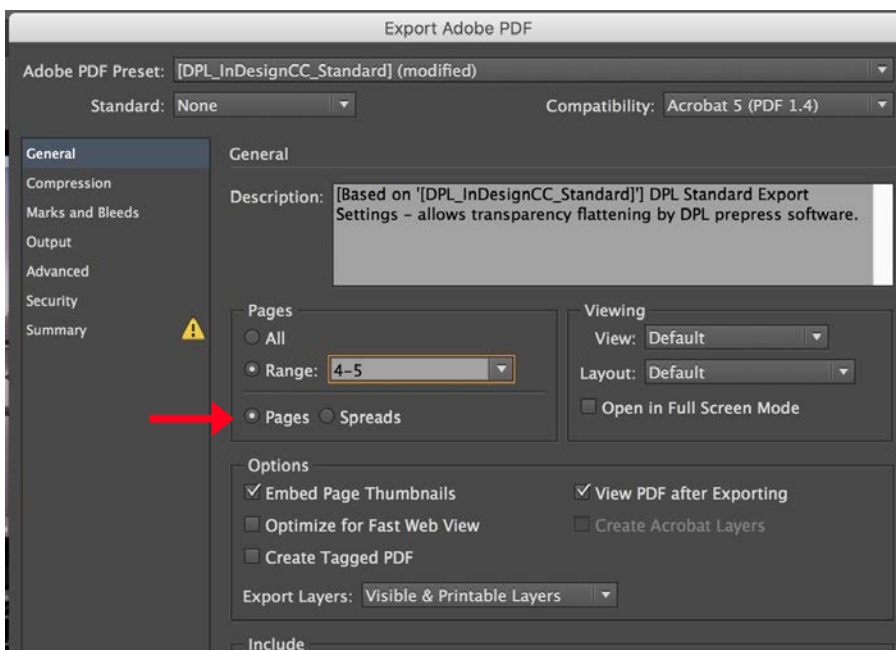




# Bleeds and Safety Margins



When you are working with spreads - build your document as a spread, but export as individual pages.



# Bleeds and Safety Margins

This will be your end result. This is what you will upload into Web Approval.



## Building Spines

When building a spine , or the inside of the spine, for a perfect bound magazine (pages 5 & 6 in Web Approval) leave your bleeds turned on, but turn off your safety margins. Bleed your artwork for the spine (page 5 in Web Approval) and center your text. Leave blank for inside spine (page 6 in Web Approval). Export both pages as PDF's with DPL Standard settings.

PRESET DETAILS

0.25 in Inches

Height 10 in

Pages 1

Start # 1

Columns 1

Column Gutter 0.1667 in

Margins

Top 0 in

Bottom 0 in

Inside 0 in

Outside 0 in

Bleed and Slug

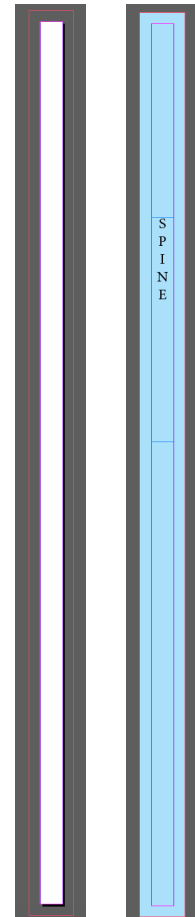
Bleed

Top 0.125 in

Bottom 0.125 in

Inside 0.125 in

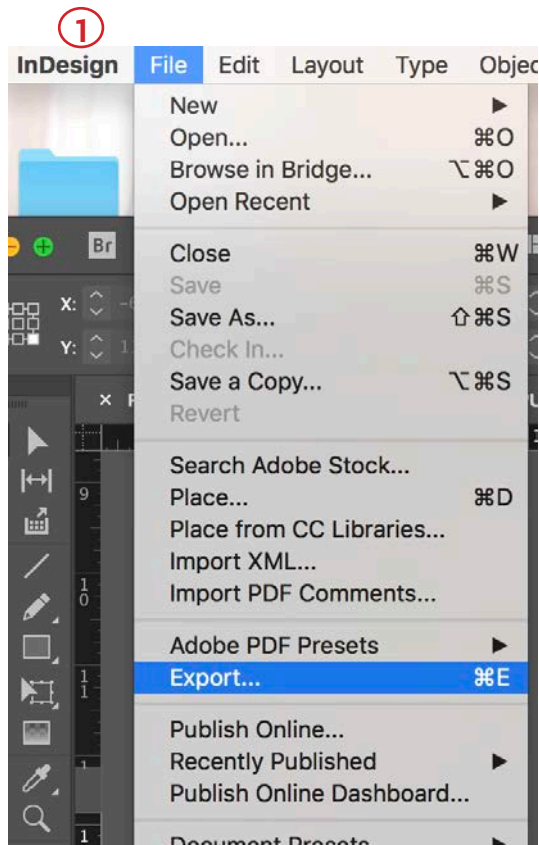
Outside 0.125 in





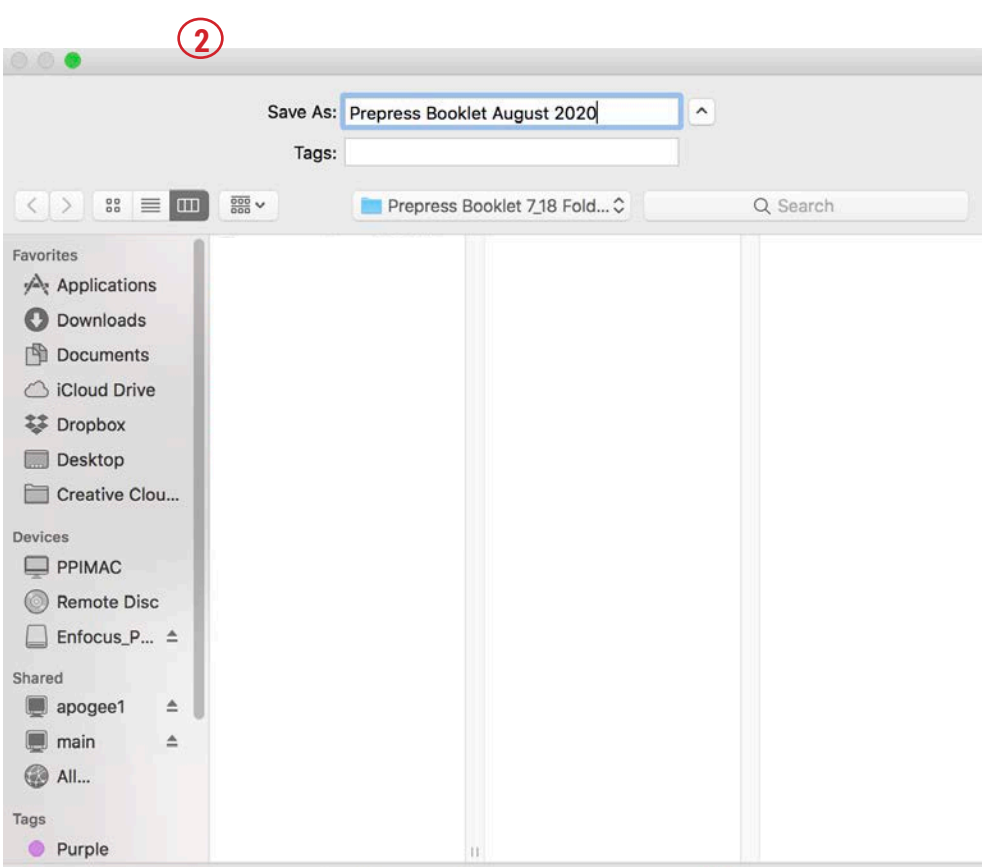
# Exporting & Inspecting PDF's

**1**



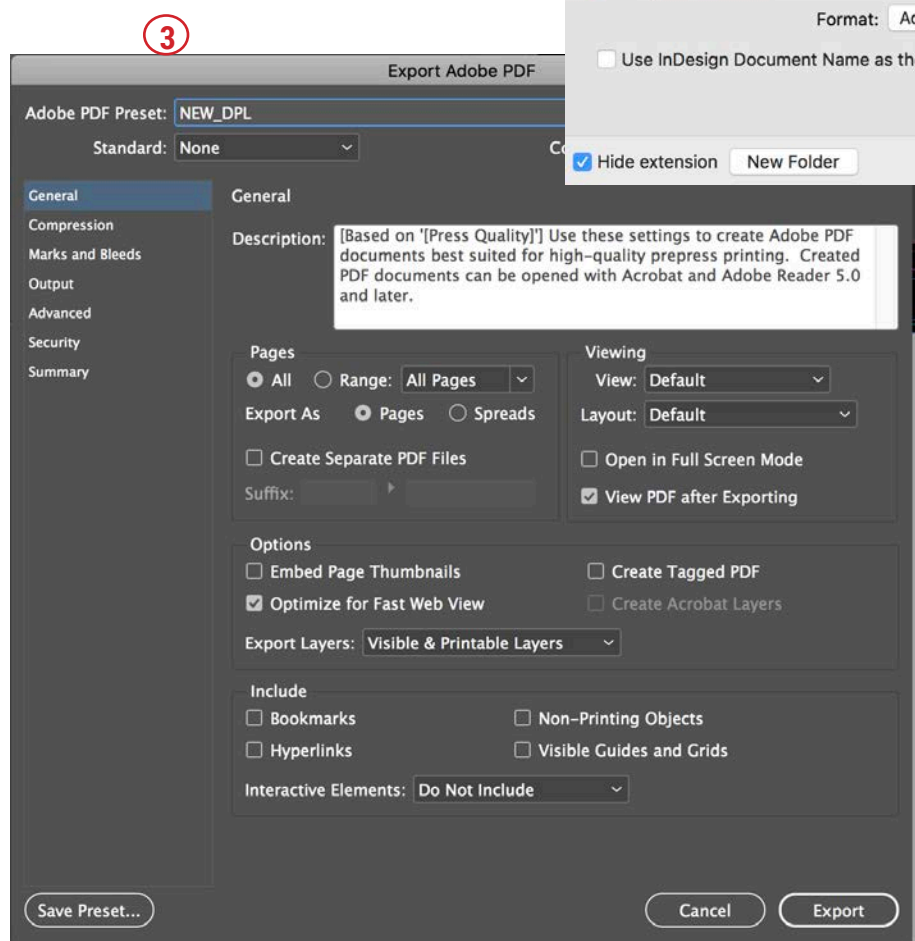
The screenshot shows the Adobe InDesign application window. The 'File' menu is open, and the 'Export...' option is highlighted in blue. Other options visible include New, Open..., Browse in Bridge..., Open Recent, Close, Save, Save As..., Check In..., Save a Copy..., Revert, Search Adobe Stock..., Place..., Place from CC Libraries..., Import XML..., Import PDF Comments..., Adobe PDF Presets, Publish Online..., Recently Published, and Publish Online Dashboard...

**2**



The screenshot shows the 'Save As' dialog box. The 'Save As' field contains the text 'Prepress Booklet August 2020'. The 'Tags' field is empty. The 'Format' dropdown menu is set to 'Adobe PDF (Print)'. The 'Use InDesign Document Name as the Output Filename' checkbox is unchecked. The 'Hide extension' checkbox is checked. The 'New Folder' button is visible. The 'Cancel' and 'Save' buttons are at the bottom right.

**3**



The screenshot shows the 'Export Adobe PDF' dialog box. The 'Adobe PDF Preset' is set to 'NEW\_DPL'. The 'Standard' dropdown is set to 'None'. The 'General' tab is selected. The 'Description' field contains the text: '[Based on "[Press Quality]"'] Use these settings to create Adobe PDF documents best suited for high-quality prepress printing. Created PDF documents can be opened with Acrobat and Adobe Reader 5.0 and later.' The 'Pages' section has 'All Pages' selected. The 'Export As' section has 'Pages' selected. The 'Create Separate PDF Files' checkbox is unchecked. The 'Suffix' field is empty. The 'Options' section has 'Embed Page Thumbnails' unchecked, 'Optimize for Fast Web View' checked, 'Create Tagged PDF' unchecked, and 'Create Acrobat Layers' unchecked. The 'Export Layers' dropdown is set to 'Visible & Printable Layers'. The 'Include' section has 'Bookmarks' unchecked, 'Hyperlinks' unchecked, 'Non-Printing Objects' unchecked, and 'Visible Guides and Grids' unchecked. The 'Interactive Elements' dropdown is set to 'Do Not Include'. The 'Cancel' and 'Export' buttons are at the bottom right.

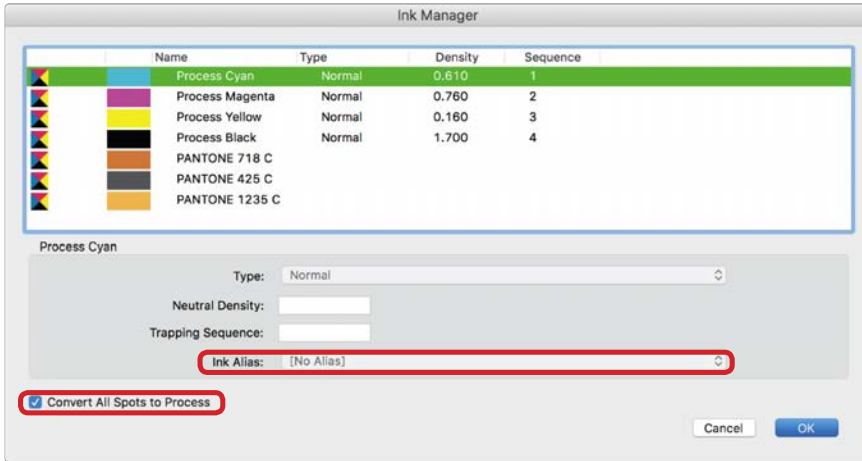
**\*NOTE**

If you prefer using your own presets, please remember to export with bleeds, but no crop marks, color bars, or registration marks.

# Exporting & Inspecting PDF's

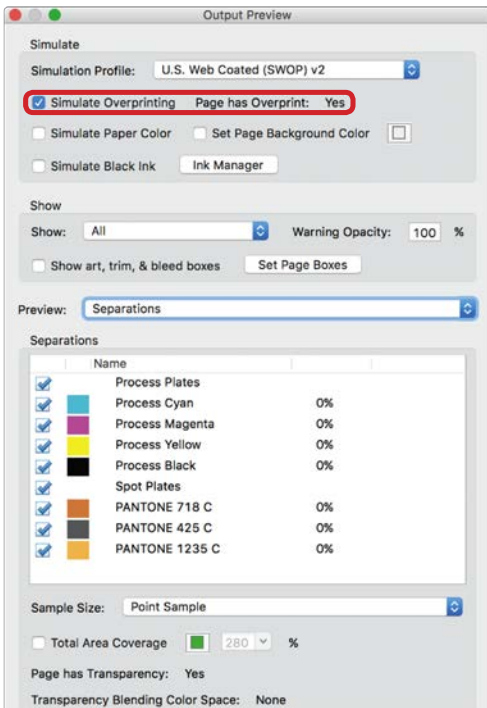
## Inspect PDFs

Before you upload, Acrobat Pro has some very important tools for evaluating your PDF files. Using these will ensure you'll get the results you want on the final page proofs.



## Acrobat Ink Manager

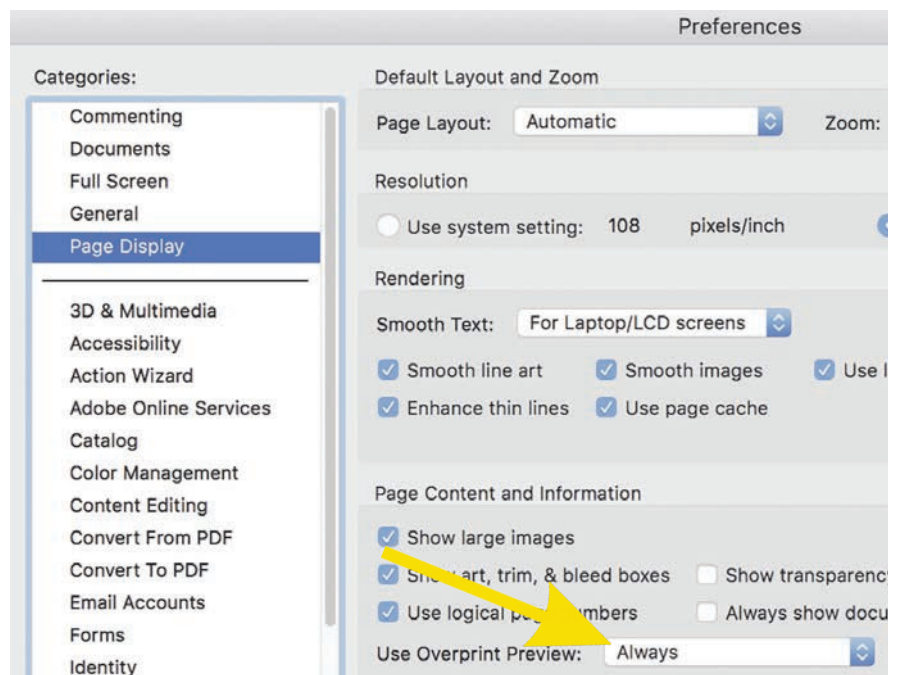
Like InDesign's Ink Manager, you can check if your job is using spot colors and convert spot colors to process. You can also map multiple versions of the same spot color with Ink Alias.



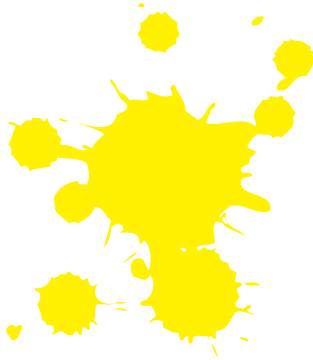
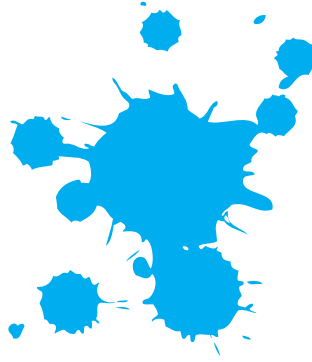
## Output Preview

With Simulate Overprinting active, you can see the results of overprints. If you are having issues with a complicated transparency (multiple layers, spot colors, excessive vector points, etc.) you can turn Overprint on and off for troubleshooting.

To properly see the way a PDF file will print, Overprint Preview must be turned on. The common location for this setting in Acrobat is under the Adobe Preferences, Page Display.







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