This is suggested and in your

prep yields best final results.

best interest, but not required!

However, careful file



## HELP US HELP YOU: A File Prep Checklist

**DPI** resolution

in any way

[ ] File has not been compressed

SHARED KNOWLEDGE	IMAGE OUTPUT MODE
<ul> <li>[ ] I read txtbooks.us/printing</li> <li>[ ] I have followed its advice to the best of my ability</li> <li>PRODUCTION</li> <li>[ ] I acknowledge the reasonable margin of error inherent to Risograph printing across the spectrum of doability</li> </ul>	[ ] I Prefer "Grain—Touch" (A dithering mode for illustra— tions and text—heavy print.) [ ] I Prefer "Dot—Screen" (A halftoning mode best for multi—color img reproduction) [ ] I trust you to pick for me  TYPOGRAPHY
[ ] I acknowledge the hands—on nature of Riso production	[ ] No typography set smaller than 6 point [ ] All typography converted to
FILE DELIVERY	outlines (shift + cmd + o)
[ ] Delivered as Greyscale PDF(s) labeled by color	[ ] All typography has been con- verted to registration black
[ ] Book/Zine files delivered as "Single Pages" style PDF	MARGINS
[ ] I have enclosed a full-color reference PDF or JPG  LINEWORK AND COLOR FILL [ ] file contains no overprinting of lines	<ul> <li>[ ] At least .375 inch margin from content to page edge on all sides (For Zines)</li> <li>[ ] At least .375 inch Bleed on file (If full bleed)</li> <li>[ ] I have accounted for creep (push—out in booklet printing)</li> </ul>
[ ] Spot color fills have been added *atleast* 2pt color trapping for better alignment INK COVERAGE	<ul> <li>[ ] File is no larger than 10x8 inches (for letter size print)</li> <li>[ ] File is no larger than 10x16 inches (for tabloid print)</li> </ul>
[ ] Large floods of color have	PRINT SCALING
been converted to (or less than) 90% opacity [] Colors intended to blend have been converted to at least 75% opacity	[ ] I acknowledge that for production reasons my final project may shift slightly down in scale to account for bleed and trim on press—sheet
RESOLUTION	NOTE
Delivered with at least 300	