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around the clock. on the dot.

Elevate Your Print Game: **ABG Print's Indispensable Printing Checklist for Flawless** Results





At ABG Print, we understand how important it is to achieve flawless print every time. When you're printing marketing materials for your business, the quality of your print can make a significant impact on how your message is received, remembered, and acted upon.

Completing a thorough printing checklist is an important part of any project and ensures your final product is flawless and consistent from beginning to end.

This not only saves you from unnecessary headaches later on, but can save you money too.



ABG Print's Indispensable Printing Checklist for Flawless Results covers all the key aspects of the printing process, broken down into 3 simple sections. Use it to guide you through every step of the process, from file setup to proofing.

Section one covers the file setup, including image size and file resolution, page order, bleeds, margins, and color profile.

Section two focuses on the design file's links, layers, data, and images.

Section three takes you through the final check to look for registration, missing or altered images, output vs screen, pixilation, typeface, and transparency.

Let's get started on your journey to flawless print!







- √ Image Size
- ✓ Image File Resolution
- √ Page Order
- **✓** Bleeds
- **✓** Margins
- √ Color Profile

- √ Missing Links
- **√** Fonts
- √ Layers
- ✓ Preview
- ✓ Address Data& Variable Data
- √ Image Copyrights

- **√** Registration
- ✓ Missing or Altered Images
- **✓ Proofs vs Screens**
- **✓ Pixilation**
- ✓ Typeface
- **√** Transparency



- **√** Image Size
- **✓ Image File Resolution**
- ✓ Page Order
- **✓** Bleeds
- √ Margins
- **✓ Color Profile**



If your image is too large, parts of your text and graphics could be cut off and printed on a different page, making your final product appear awkward and less reader friendly.

Before you send your document to the printer, check the size of the image against the size of the paper.

Image File Resolution

Nothing can ruin the look and feel of a document like fuzzy text and fuzzy images.

Double-check that your file has been saved at the highest possible resolution (at least 300 DPI for best results). While there is no maximum resolution, the higher the better.



Page numbers aren't always trustworthy in electronic files because of their ability to auto-generate and repaginate your document.

Confirm your document starts at page one if the pages are numbered and make sure the paginated content makes sense, especially if you have an image straddling 2 pages. A manual, final check is the best way to make sure your page order is correct.

When an image deliberately goes beyond the edge of where the sheet will be trimmed, it's important to account for movement of the paper as it travels through printing and finishing production equipment.

Creating sufficient "bleed" around your document ensures that no unprinted edges are exposed in the final, trimmed document.

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Another similar check you can make is to see if any other content is too close to the edge and at risk of being cut off or punched with holes when the document is being finished.

If there isn't a wide enough margin around the entire document, make adjustments to it so that nothing is lost once it is printed and finished.

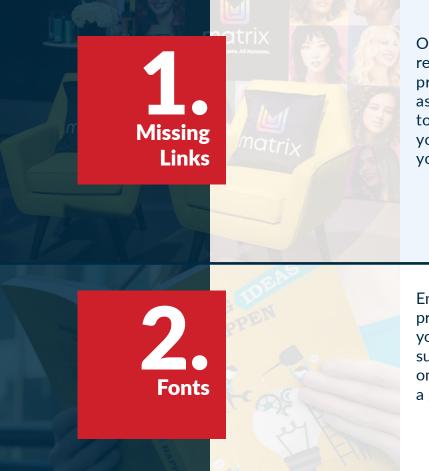
Color Profile While the RGB color mode works best for screen view, CMYK is standard for printed products, so it's important to know which color mode your document is using.

Convert or switch the color mode to CMYK to ensure the integrity and vibrancy of your printed images.

Tip! we recommend proofchecking the hard copy, versus on a computer or phone.



- **✓ Missing Links**
- **√** Fonts
- √ Layers
- ✓ Preview
- ✓ Address Data & Variable Data
- **✓ Image Copyrights**



One of the many reasons why printers prefer to receive files as print-ready .pdfs is to ensure that what you see is truly what you get.

In rare occasions where you provide a design file ensure the information in your document is accurate and consistent.

Embedding your fonts protects the fidelity of your text and makes sure it will look the same on screen as it does on a printed page.

Embed all your fonts to ensure they won't change when shared or printed.



WATEROON WITH TARS MOCKUM

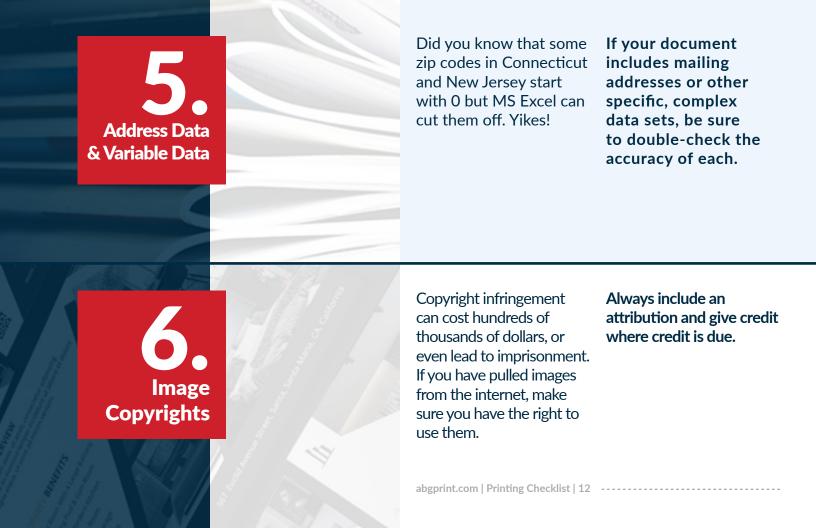
Unused or invisible layers can potentially alter the look of your images when printed if that data is hiding in the data file.

To make sure nothing is lost in translation from computer screen to printer, remove or delete all unused, invisible, or hidden layers.

It might sound so simple that its hardly worth mentioning, but many printing mistakes can be attributed to forgetting to look at the print preview.

Previewing everything is a serious step that can save you from printing heartache.

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- **√** Registration
- √ Missing or Altered Images
- √ Proofs vs Screens
- **✓** Pixilation
- **✓** Typeface
- **✓** Transparency



If you intend to print your document on both sides of a page (duplex printing) it's important that both your document and the printer are aligned accordingly. Provide crop marks to ensure accurate registration and trimming.

Missing or Altered Images

Any change on one page could affect formatting on another and create an unwanted domino affect.

Starting from the cover and continuing through the end of the document, be sure no images went missing or were altered while formatting and finalizing your file.



A proof copy, printed and examined before hundreds or thousands of copies of your document are printed, keeps your project from formatting flaws and grammatical errors. Confirm all images and text match the original file by printing a proof copy and checking it against the digital file.

An unexpected drop in pixilation could result in fuzzy images, or more, throughout your document.

Double-check your image file resolution. If pixilation persists, consult with your print provider for corrective solutions.

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Consistency in a font's typeface and size is crucial to making sure your document appears professional.

Double-check your proof copy against the screen one more time to make sure the typeface is consistent throughout.

Tranceparency

Sometimes vector images with low opacity can be missed on the screen, but show up when the document is printed.

Do a final review for any issues with the transparency of text and images and to make sure the settings on each page are correct. This way, nothing will be lost (or unexpectedly added) in translation.



At ABG Print, we understand that mistakes happen. Our dedicated staff maintains a rigorous formatting and proofreading process to ensure the highest integrity and quality for your printed projects – starting with triple-checking your project against our Indispensable Printing Checklist.

Then we go one step further to ensure your documents are printready and printed flawlessly.

Throughout the printing process, our professional production staff checks proofs and production runs for roller marks or toner dropout. We also have our printers regularly serviced and use best-in-class professional-grade equipment to make sure they are running smoothly when you need it most.

For large production runs, we'll even sample random sheets and compare them with your approved proof to ensure the final output is consistent.

A Quick Note About Color

Please note the color on your computer monitor or phone may not be representative of the printed piece. A desktop monitor and phone screen use a resolution of 72 dpi and are RGB based, while printing uses 300 dpi and is CMYK based. The colors on the monitor are brighter than they will appear when they print.



At ABG Print, we regularly meet the needs of demanding clients. Whether they expect rapid turnaround, professional quality, or the strictest protection of sensitive and confidential information, we appreciate the chance to delight them. We believe if we can solve the business challenges of demanding clients, we have a reason to be in business for all clients.

From wide format printing and custom sizing to promotional items, ABG Print can accommodate specialized printing needs with unique solutions, and the most advanced and diverse printing options available.

We've provided New York City with a premier printing service for more than 25 years. And we're here to do the same for you.

Count on ABG for all your corporate printing needs around the clock. on the dot.

WE'RE DIFFERENT IN ALL THE RIGHT WAYS.



Fast when it counts



Available around the clock



Working with us is as easy as tic-tac-toe



Professionals you can talk to



Security you can control

Disclaimer: While ABG Print's Indispensable Printing Checklist for Flawless Results is designed to discover and prevent errors, Clients are FULLY RESPONSIBLE for final proof and layout approval prior to the printing process. ABG Print is NOT LIABLE for errors in a final product caused by any of the following reasons: Omitted, Mistyped or Misspelled Words, Grammar, Punctuation. Client understands that any errors existing on the approval proof will be printed and that any additional costs incurred to fix these errors are Client's responsibility and not eligible to be re-run free of charge. INDEMNITY: By submitting your approval to ABG Print, Client agrees to the following terms: Client has verified that spelling and content are correct and assume all responsibility for typographical errors. Client is satisfied with the document layout. Client understands that approved the document will print as it appears on the proof and that Client cannot make any changes once the order is approved. Client certifies that s/he is legally authorized to utilize any design / art / photograph(s) being supplied to ABG Print is not purposes for fulfilling this order. Further, Client indemnifies, holds harmless and agrees to defend ABG Print, its vendors and affiliates from any suit, claim or demand arising from reproduction or use of this material. ABG Print is not liable for color matching or ink density on screen proofs approved by Client. Screen proofs will predict design layout, text accuracy, image proportion and placement, but not color or density. ABG Print is not liable for the final appearance of a color. Abg Print is not liable for the final appearance of a color. Abg Print is not liable for the final color appearance of a color. Abg Print is not liable for the final color appearance of a color. Abg Print is not liable for the final color appearance of a color. Abg Print is not liable for the final color appearance of a color. Abg Print is not liable for the final color appearance of a color. Abg Print is not liable for the

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