

bleed

'Bleed' is a term that refers to anything on your printed page that runs off the edge of the paper. This could be an image or a background colour for example.

Example of bleed

Any files supplied for printing should include 3mm extra on all four sides outside of the crop marks (If all the content is within the page confines and you require an even white boarder around the page then obviously this is not required. See page 2).

3mm is the industry standard and this will be trimmed off during finishing.

Designing in Photoshop?

Create artwork to size needed e.g. A4.
Design layout as normal.

Before going to print:

Go to Canvas Size in the top menu and amend canvas size to 6mm extra wide and 6mm extra high. E.g. A4 210 x 297 will change to 216 x 303. Any photos or large blocks of colour will need to be extended or scaled larger.

Go to Transform in the menu bar and choose Scale or Distort. Save file as an eps/tiff as usual and import into a Desktop Publishing programme.

Save File as a PDF with crop marks and 3mm bleed.

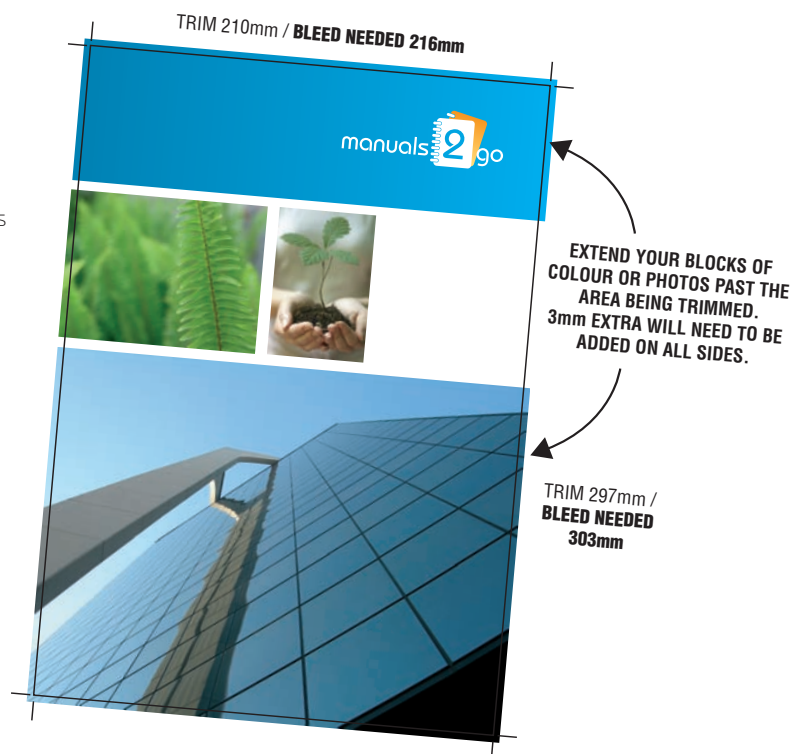
Designing in Illustrator, Quark or InDesign?

Create artwork to size needed (e.g. A4).
Design layout as normal.

Before going to print:

Any photos or large blocks of colour will need to be extended or scaled larger outside of the page area. Adding 3mm extra on all sides. See example right.

Save File as a PDF with crop marks and 3mm bleed.



Note: The bleed area will be trimmed off by guillotine. There will always be slight movement on press or during trimming. The extra image area avoids the occurrence of a white line of paper appearing on your final print.

no bleed

It is also advisable to keep non-bleeding content 5mm in from the trimmed edge. There will always be slight movement on press or during trimming. The larger the white border the neater the print.

Designing in Photoshop?

Create artwork to size needed e.g. A4.
 Design layout as normal staying min 5mm in from the edge of the trim.
 Save file as an eps/tiff as usual and import into a Desktop Publishing programme.
 Save File as a PDF with crop marks.

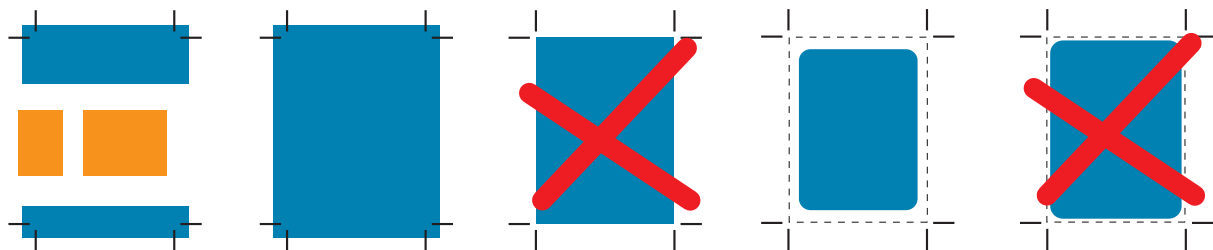
Designing in Illustrator, Quark or InDesign?

Create artwork to size needed (e.g. A4).
 Design layout as normal staying min 5mm in from the edge of the trim.
 Save File as a PDF with crop marks.



PDF check list?

1. Create file with or without bleed.
2. Save file as a high-res 300 dpi PDF with crop marks and bleed if needed.
3. Check PDF to examples below.



4. email to mail@manuals2go.co.uk