## Photoshop Users

Whether you use our templates or you create your own document, please make sure the dimension of your file is the exact size of the finished size.

## Image Resolution

Photos and graphics need to be 125 DPI at full size
In Photoshop, you can go to IMAGE -> IMAGE SIZE to find out your file resolution.


## Determine Image Quality from Source

## Good Quality:

High resolution / high quality stock photography High resolution / high quality scanner

## Low Quality:

Screen capture of video frame
Low resolution / low quality stock photography
Image lifted off a web-page


## Why 125 DPI?

Since your banner will be a large format print, you don't need to prepare your file in 300 DPI which is usually used for smaller format print.

## Color Mode

Your file has to be in CMYK mode.
IMAGE -> MODE -> CMYK


RGB


CMYK


## Saving

When you are done with the design, flatten all the layers


| Dock to Palette Well |  |
| :---: | :---: |
| New Layer... <br> Duplicate Group... <br> Delete Group <br> Delete Hidden Layers | - $x$ N |
| New Group... <br> New Group from Layers... |  |
| Lock All Layers in Group... |  |
| Group into New Smart Object Edit Contents |  |
| Group Properties... <br> Blending Options- |  |
| Create Cripping Mask | TXC |
| Link Lavers Select Linked Layers |  |
| Merge Group Merge Visible | $\begin{gathered} \text { KE } \\ \text { ○XE } \end{gathered}$ |
| Flatten Image |  |
| Animation Options Palette Options... | - |

then save as TIF.


## You are almost done!

Before you upload the file(s) to us, view your graphic in actual pixel view. VIEW -> ACTUAL PIXEL
Review the entire graphic carefully, especially your logo and photos if any, to make sure it looks good to you.
Because what you see in the actual pixel view is very close to what you will get on your banner(s).

## Illustrator Users

## Image Resolution

Your images (any graphics that are not vector) need to be 125 DPI at full size.

## Determine Image Quality from Source

## Good Quality:

High resolution/high quality stock photography
High resolution/high quality scanner

## Low Quality:

Screen capture of video frame
Low resolution/low quality stock photography
Image lifted off a web-page


## Why 125 DPI?

Since your banner will be a large format print, you don't need to prepare your file in 300 DPI which is usually used for smaller format print.

Color Mode

Your file has to be in CMYK mode.
COLOR PALLET -> OPTION CMYK


## Fonts

Convert all your text outlined.
TYPE -> CREATE OUTLINE
Type Select Filter Effect View Window Help
Font
Recent Fonts
Size
Glyphs
Area Type Options...
Type on a Path
Threaded Text
Fit Headline
Create Outlines
Find Font...
Change Case
Smart Punctuation...

| Optical Margin Alignment |
| :--- |
| Show Hidden Characters |
| Type Orientation |
| Legacy Text |

If
*If your text are not created outlined, font shift might occur.

## Saving

When you are done with the design, save the file in EPS format.
If you have extra graphics outside of the finished size area, create a crop area with the exact size of finishing size before saving.

## You are almost done!

Before you upload the file(s) to us, open the EPS file you just saved.
Review all the graphics/text and make sure the dimension is right.

