

Specification for File Acceptance by T J International Ltd

T J International Ltd manufacture books from press-ready PDF files:

- Any Laser Proofs supplied should be output from final PDF Files.
- We prefer to receive a single PDF file where possible. If not, one file containing all preliminary matter, another containing all text matter and, if not incorporated with the text file, a final file containing any Appendices and/or Index. If multiple files are necessary, please use a meaningful naming convention.

Sending Files to T J International:

- By Post/Courier on DVD/CD
- Via an FTP Site:
 - Please contact Client Services Dept for the address, a Username, and Password, or
 - T J International will collect from your FTP Site if required, please remember to supply URL, Username and Password with sufficient permissions.
- E/mail: To individual Account Executives' e/mail addresses
 - E/mail attachments should not exceed 8Mb

The Typesetter is responsible for:

- Preparing pages, setting margins etc. correctly and completely within the application, with blanks in the required position, before creating a PDF.
- It is preferred that PDF files are produced by distilling suitable Postscript files using Acrobat 6 or later.
- Bleeds should be set at 3mm and all fonts, including System Fonts, should be embedded.

For PDF creation, we recommend viewing Industry recognised standards on the

“ www.pass4press.com “ Website.

The Pass4press Consortium have made available a set of Guidelines for generating PDF's to an Industry accepted standard, including the use of Applications such as QuarkExpress and InDesign, for which there are specific guidance notes in addition to the generic settings.

POSTSCRIPT GUIDELINES

Page Setup

Paper	Size to trim leaf finished product
Data Format	Binary
Halftone Screen	133 lpi
Illustrations	High resolution scans should be used, at a minimum of 2x the screen resolution required, ie: on 133 lpi screen, use a resolution of 266 dpi. Line illustrations should be scanned at between 900 and 1200 dpi. All images should be scanned to final publication size. Ensure any colour originals are suitably converted to monochrome.
Highlights	5% minimum
Shadows	90% uncoated 95% maximum on coated
Blanks	All should be present in the correct place
Fonts	Embed ALL fonts, do not use Truetype. Ensure any EPS images have required fonts embedded for use in the application file. It is understood that Fonts Embedded for the output of a specific job fall within Font license agreements.
Orientation	All should be set correctly as required, single page, with no spreads.
Bleeds	This should be set at application level and is 3mm
Rules	Should be above 0.25mm thick. Do not use hairlines
Colour Work	Select Composite output

- Filenames should conform to the "DOS" 8.3 format.
 - There should be no illegal characters used and the file should have either a .PS or .PDF extension.
- It would be helpful if the names used show a meaningful relationship with the file content.
 - In the case of multiple files, 00Pre.ps, 01Intro.ps, 03Chap02.ps etc..
 - Leading zero's are important and style of naming should be consistent.