

InDesign File Creation and Export to PDF Instructions

8.5" x 11" Book (Landscape)

Tips for obtaining best results when creating files in Adobe InDesign

- ✓ Start with the correct Shutterfly product template. Do not alter the dimensions, margins or guidelines.
- ✓ Please use Adobe InDesign CS4 or newer to ensure compatibility with the Shutterfly templates.
- ✓ Design the interior pages of your book before designing your cover. After you're sure of the page count, select the cover template from within the "Cover" InDesign template file whose page range accommodates the page count for your book. For the purposes of this Proof of Concept, page range should fall between 24-66 pages.
- ✓ Make sure your book contains an even number of pages. Your book design should begin with a single page on the right, and end with a single page on the left. Shutterfly will add a blank inside front cover and inside back cover during production. For ease in exporting the file it is best to remove extra pages in your book.
- ✓ Resolution of embedded images should be 300 DPI at 100% of their reproduction size.
- ✓ Keep all important content within the margin designated by the template. If you wish to extend a photo or artwork to the edge of a page, be sure to pull the image handle all the way to the red "bleed" line. Additional guide layers have been provided for reference within the template. These layers can be hidden in the "Layers" palette and will not appear in your exported PDF.
- ✓ Text and fine line art should use only 100% black ink. Rich black (Black colors that use all CMYK ink values) and other CMYK builds can be used for larger color areas. Rich black should be set to 80C, 40M, 40Y, 100K for cool black, and 40C, 80M, 80Y, 100K for warm black.
- ✓ Spot color and Registration color will not reproduce accurately and may not display at all. Remove all spot or registration color, or convert to CMYK prior to exporting your PDF.
- ✓ Embedded files should be converted to CMYK color mode. Multimedia assets should not be used in your file. Complex vector artwork should be rasterized.

Tips for exporting your PDF from Adobe InDesign

- ✓ Under "Standard", select PDF/X-1a:2001 and update additional settings based on the remaining items in this list.
- ✓ Under "General", in the "Pages" area, confirm that your page range is set to "All" and that "Pages" is selected (Not "Spreads").
- ✓ Do not change the "Compression" settings. Compression should be set to 300 dpi as the default for the PDF/X-1a format.
- ✓ Under "Marks and Bleeds", in the "Document and Slug" area, select the checkbox for "Use Document Bleed Settings". Document bleed settings should be .125" based on the Shutterfly Adobe InDesign template. If the Shutterfly template was not used, make sure your bleed is set to .125".
- ✓ Under "Output", in the "Color" area, confirm that the setting under "Color Conversion" is set to "Convert to Destination (Preserve Numbers)" is selected, then confirm that the "Destination" is set to "Document CMYK - U.S. Web Coated (SWOP)."
- ✓ Do not change the settings in the "Advanced", "Security", or "Summary" menus.