

# PREPARING FILES FOR LARGE FORMAT PRINT



## SOFTWARE

### Illustrator

Illustrator can create vector-based images that can be scaled up without losing clarity. Raster-based images from Photoshop can be used. For that reason Illustrator is ideal for laying out and creating large-scale graphics.

### Photoshop

Photoshop is strictly raster-based and mainly used for photo/image editing. Photoshop is a pixel-based application - it's resolution-dependent. Because the images are composed of pixels, raster graphics scale down with no loss of quality but enlarging will cause pixilation. When using Photoshop be sure your images are high resolution enough to fit the large print space. If you are creating design elements like shapes or blocks of color, Illustrator is best.

### InDesign

InDesign is a program best for page layout for printing. With restrictions on page scale, it isn't recommended for large-format printing.

### PowerPoint and Word

PowerPoint and Word are not intended for large-format printing. If you must, it is recommended that you export your files as a high quality PDF. Never "copy and paste" image graphics into your file; always "insert as picture." Expect small inconsistencies.

## FILE CHECK LIST

- Convert all of your files to CMYK

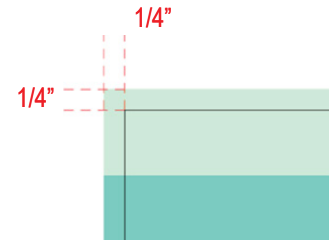


- Save the file as a high resolution PDF
- Check fonts and colors used in your files, delete those that are not being used
- Outline fonts  
Note: Once text is outlined, the text is not editable

**Outline**

- Keep adequate space for grommets, hems, wind slits or pole pockets
- If using a design template, do not flatten the artwork onto the template

- Put in crop marks
- Any bleeds should be a minimum of 1/4"
- Send a PDF of your file for reference



- If you are using a white layer to block out color or transparency, build a white layer. Make it .003" smaller to make sure there is not overlap.
- All images should be embedded
- Upload files at:  
<https://www.bhfxplanroom.com/upload/graphics>  
*or*
  - Send us a link to your files (Dropbox, WeTransfer...)
  - Files small enough (10MB) can be emailed
- Call **BHFX Color** to discuss your project or if you have questions