

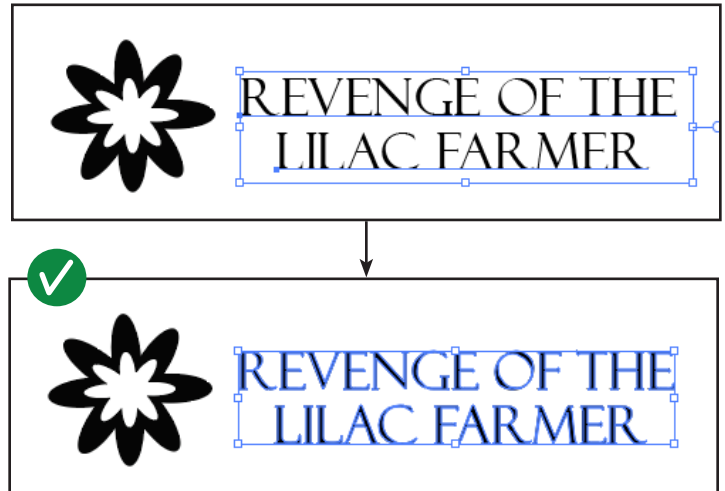
# **Preparing Your Artwork for Die Production**

The Key Printing & Binding, Rev. June 2022

# Preparing a file in Adobe Illustrator

## 1 Convert all text to outlines

Select any text in your artwork, and go to:  
**Type > Create Outlines**

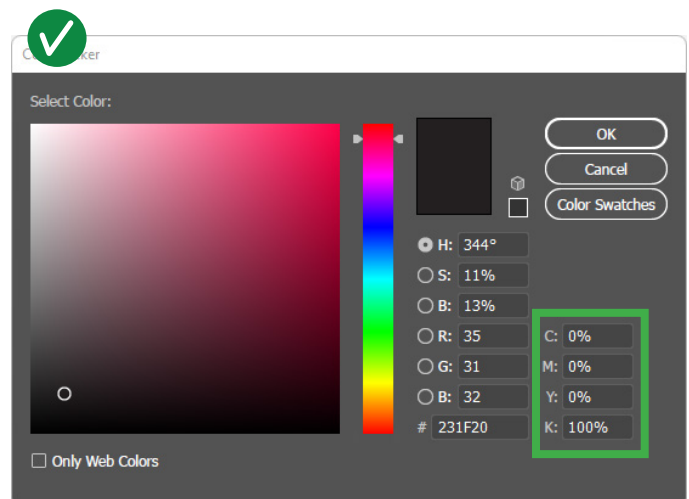
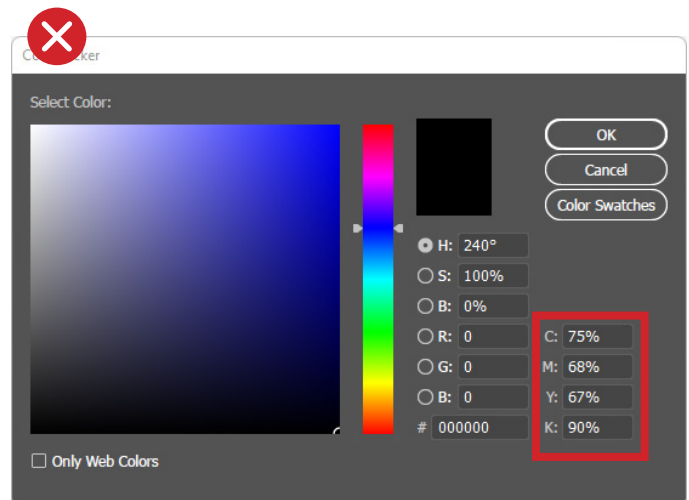


## 2 Set all color to K=100%

Make sure your file is set to CMYK by going to  
**File > Document Color Mode**

Then, make sure all your artwork is pure black (K=100%).

Even if your artwork looks black, it could be set to a blend of Cyan, Magenta, Yellow, and Black inks! Please confirm the color value is K=100% as shown at right.

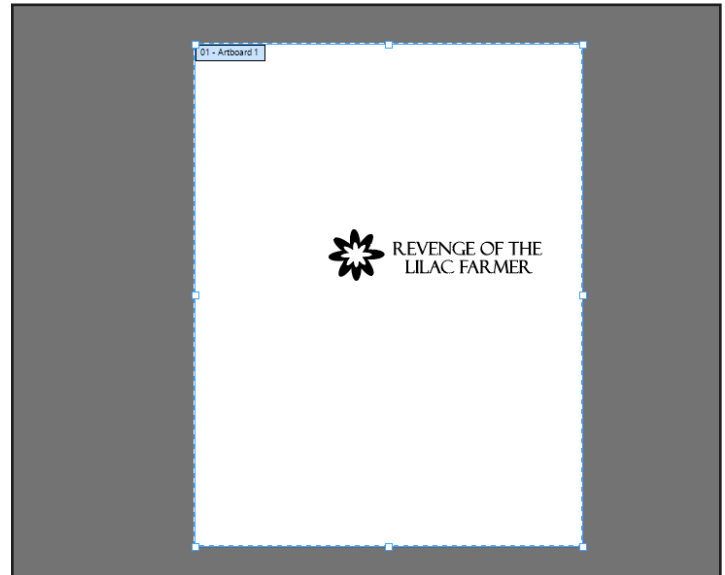


(Instructions on how to double-check this in Adobe Acrobat are attached.)

3

### Crop your artboard(s) to the artwork.

Without scaling the design, reduce the size of your artboard(s) to your design.

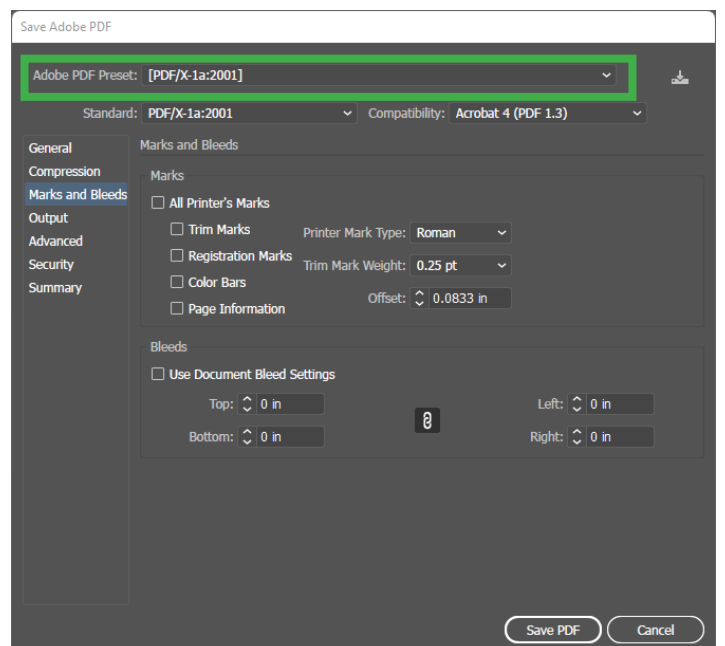


4

### Export as a PDF!

Go to **File > Save a Copy**, and set the format as **Adobe PDF**.

Use the preset **[PDF/X-1a:2001]**. Don't provide any printer's marks.



5

**Provide stamping directions.**

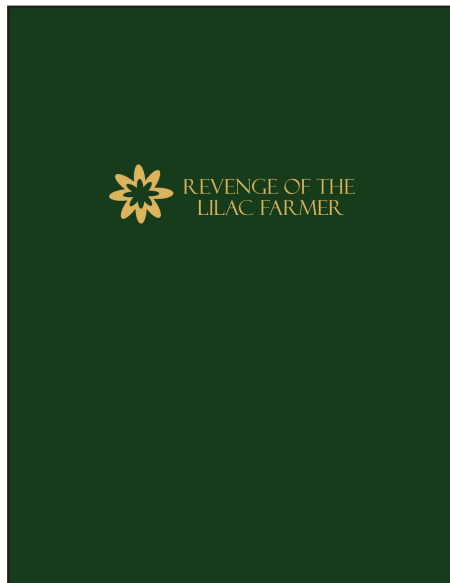
You need to provide written or verbal directions on where we should stamp your artwork. For example,



Centered  
(you can also ask us to line up  
your artwork with the title page)



3.75" from the top,  
1" from the right



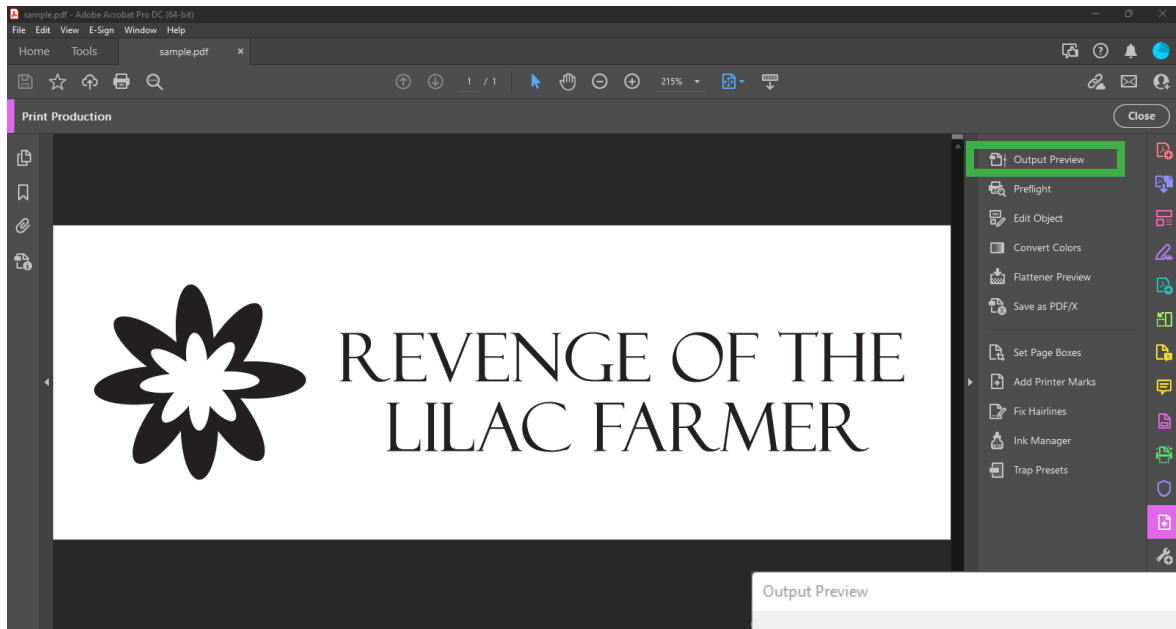
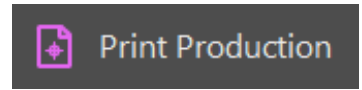
Centered horizontally,  
3" from the top

## APPENDIX

# Checking CMYK Values in Adobe Acrobat

To make sure your color is set-up correctly, open the file in Acrobat. Click on **Tools**, and scroll down to find **Print Production**.

Click **Output Preview**.



In the separations preview, uncheck the box next to "Process Black." *Your entire document should now be completely blank!*

If your document passes this test, congratulations! You've set up your document correctly.

### Further Troubleshooting

1. If the separations options are Red/Green/Blue, try changing the Simulation Profile at the top.

