

Artwork file specifications and  
delivery of artwork to Promedia Digital

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**Software Specifications:**

Promedia Digital can accept either Macintosh or Windows format for most file types. It is recommended to always provide a file with layers. Also, all fonts, linked files, control files and preflight/specification documents should be included if utilized (fonts can also be converted to outlines). All files to be used for printing should be CMYK color space. RGB color is not acceptable for printing. All raster files (Photoshop, .TIFF, .JPEG, etc.) should be a minimum of 300dpi. The following are recommended file types that Promedia Digital is able to accept and work with:

- Adobe InDesign (.indd, CS2, CS3)
- Adobe Photoshop (.psd, CS2, CS3)
- Adobe Illustrator (.ai, CS2, CS3)
- Quark Xpress (.qxd, 6.0)
- .PDF file (portable document format)
- .EPS file (encapsulated postscript format)
- .PS (postscript file)
- .TIFF (tagged image file format) - Capable of utilizing layers within Photoshop

**Acceptable but generally uneditable file types:**

- .jpeg (.jpeg files should be first generation when possible to avoid data loss)
- .bmp (Grayscale only. .bmp files do not support CMYK color space)
- Photoshop DCS EPS 1.0 and 2.0 (for links only)

**Delivery of artwork files to Promedia Digital:**

- You can provide artwork on a CD-R, thumb drive or external hard drive.
- If the total size of the file(s) is less than 10mb, you may email it to us at [artwork@promediaohio.com](mailto:artwork@promediaohio.com). Please reference your job number/title and name the files by the project name and/or your organization name.
- You may also upload artwork to us through our FTP site. To do so, please obtain the proper login and password information from your CSR.

**Columbus**

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