

Client Area

Specifications and Templates

Please use these specifications when submitting any artwork to Direct Corporate Design. This includes artwork for screen printing on to CDs, DVDs, Digital Business Cards, inlays, inserts, and other packaging.

All files must be created using these guidelines. Other formats, media types and applications cannot be used as this may delay your project or necessitate the creation of in-house artwork at additional cost.

Please include the name of the file to print and all TIFF and EPS documents such as logos and images. All images must be included, and all fonts must be embedded or converted to outlines, as specified below. Documents saved in PICT or RGB format are not acceptable due to their low resolution. Files should be saved in CMYK or Pantone Coated colours up to a maximum of five colours, including a white background.

Files should be created as a minimum of 300dpi, preferably 600dpi. When creating files in Photoshop, we suggest that layout software (such as Illustrator, Freehand or QuarkXpress) is used to include text.

Accepted File Formats

Direct Corporate Design can output your artwork from your own files, using documents created in:

- Quark XPress
- Illustrator (with fonts converted to outlines)
- Freehand (with fonts converted to outlines)
- Photoshop (graphics only, no typesetting)
- Corel Draw (with fonts converted to outlines)

Both MAC and PC files are accepted.

Accepted Media

Please send files on any of the following media:

- CD-R
- 800K or 1.4MB diskette
- SyQuest Cartridge 44MB, 88MB, or 200MB
- ZIP 100MB or 250MB cartridge
- Jaz 1GB or 2GB cartridge
- Electronic Transfer

Download Detailed Specifications

Detailed specifications are available for creation of files. These can be downloaded, as a PDF, by clicking on to the appropriate link below:

[Specifications for Creating Files and Film for Screen Printing on to CDs, DVDs and Digital CDs \(67 Kb\) »](#)
[Specifications for Creating Files and Film for Inlays, Inserts and Wallets, and all other printed matter \(31Kb\) »](#)

[Template for Inlays, Inserts and Wallets \(7 Kb\) »](#)