

# Instructions for creating print-ready pdf files

---

## *Hardcover books*

**For best results when printed, the .pdf files of the books must fulfil the following technical specifications:**

---

- › Minimum format of the closed book: 120 x 190 mm - Maximum format of the closed book: 210 x 297 mm
- › The resolution for the print files must be at least 300 dpi. The system will check the upload files and will show an alert to the user to notify the presence of low quality images. The user can decide to continue or upload a new file.
- › All images must be created in the CMYK (cyan, magenta, yellow and black) color model
- › Black and white images must be created in grayscale
- › Fonts must be embedded in the .pdf file
- › Black texts must be in color black 100%, not in CMYK
- › You must upload two different .pdf files for cover and content
- › If both the inside and outside of the cover are printed, you must upload 2 separate files with the same bleed and spine measurements
- › Bleeds are mandatory for the .pdf files of cover, dustjacket and ennoblements
- › Bleeds are required also for the .pdf content file, in the event that there are full bleed images
- › Do not include in the .pdf files crop marks, registration marks, page information and color bars
- › The spine varies depending on the number of pages, the cover spine measure must be between 4 mm and 60 mm.

## **“PRINTED ON...” page addition and suggested number of pages for the content file.**

- › The book must have a “Printed on...” caption. **You can insert the caption in the book’s content .pdf file or you can ask the system to add it, by flagging the appropriate box during the insertion of a new book.**
- › **The number of pages of the book content should be divisible by 8.**

To avoid the addition of blank pages:

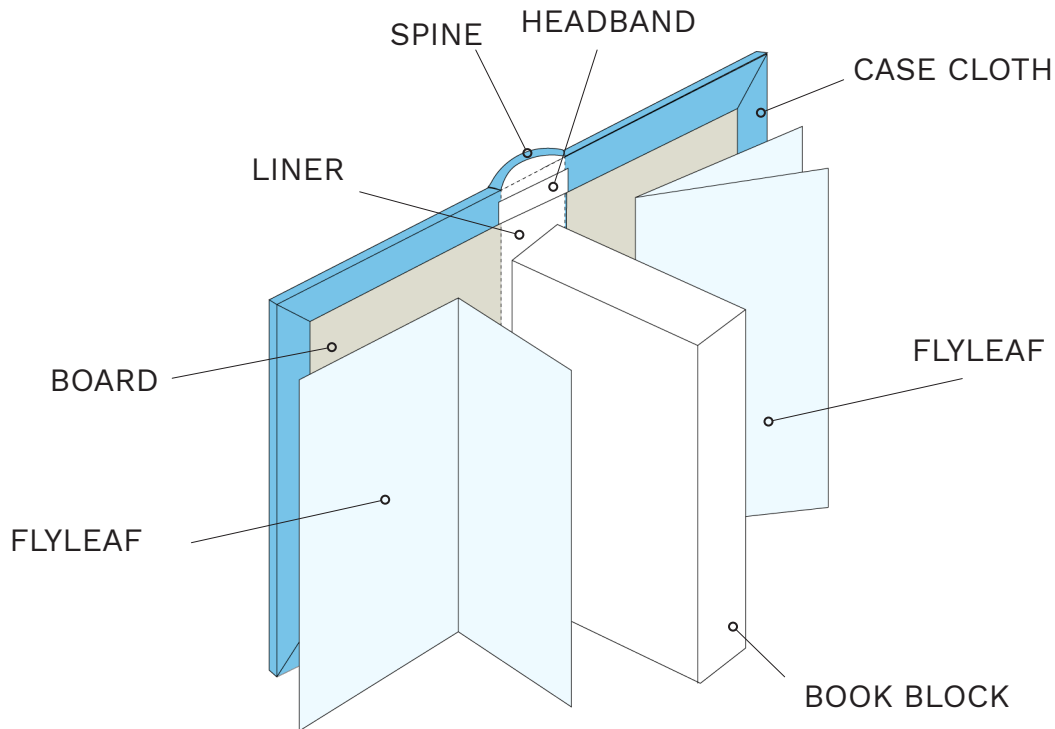
- **If the uploaded .pdf file already has the “Printed on...” caption, the number of pages of the book should be divisible by 8** (e.g.: 280 pp., 288 pp., 296 pp., etc.).

- **If the uploaded .pdf file does not have the “Printed on...” caption** (and so you ask the system to add it by flagging the appropriate box) **the total number of pages must be a multiple of 8 minus 1.**

E.g.: 279 pp (280-1), 287 pp (288-1), 295 pp (296-1), etc.

## Hardcover book's anatomy

---



### **CASE CLOTH:**

The hardcover book cover is built from cardboard that is wrapped with a heavyweight paper manufactured specifically for bookbinding, the case cloth.

### **SPINE:**

Hardcover books can have a rounded or squared spine. The spine measure varies depending on the number of pages and the type of paper chosen. During the title entry phase, the system will show the correct measurement that the spine of your book will have.

### **BOARD:**

A 2 mm cardboard board wrapped that is wrapped with the case cloth.

**FLYLEAF:**

The flyleaf is a page that consist of a double-size sheet folded, with one half pasted against an inside cover, and the other serving as the first/last free page.

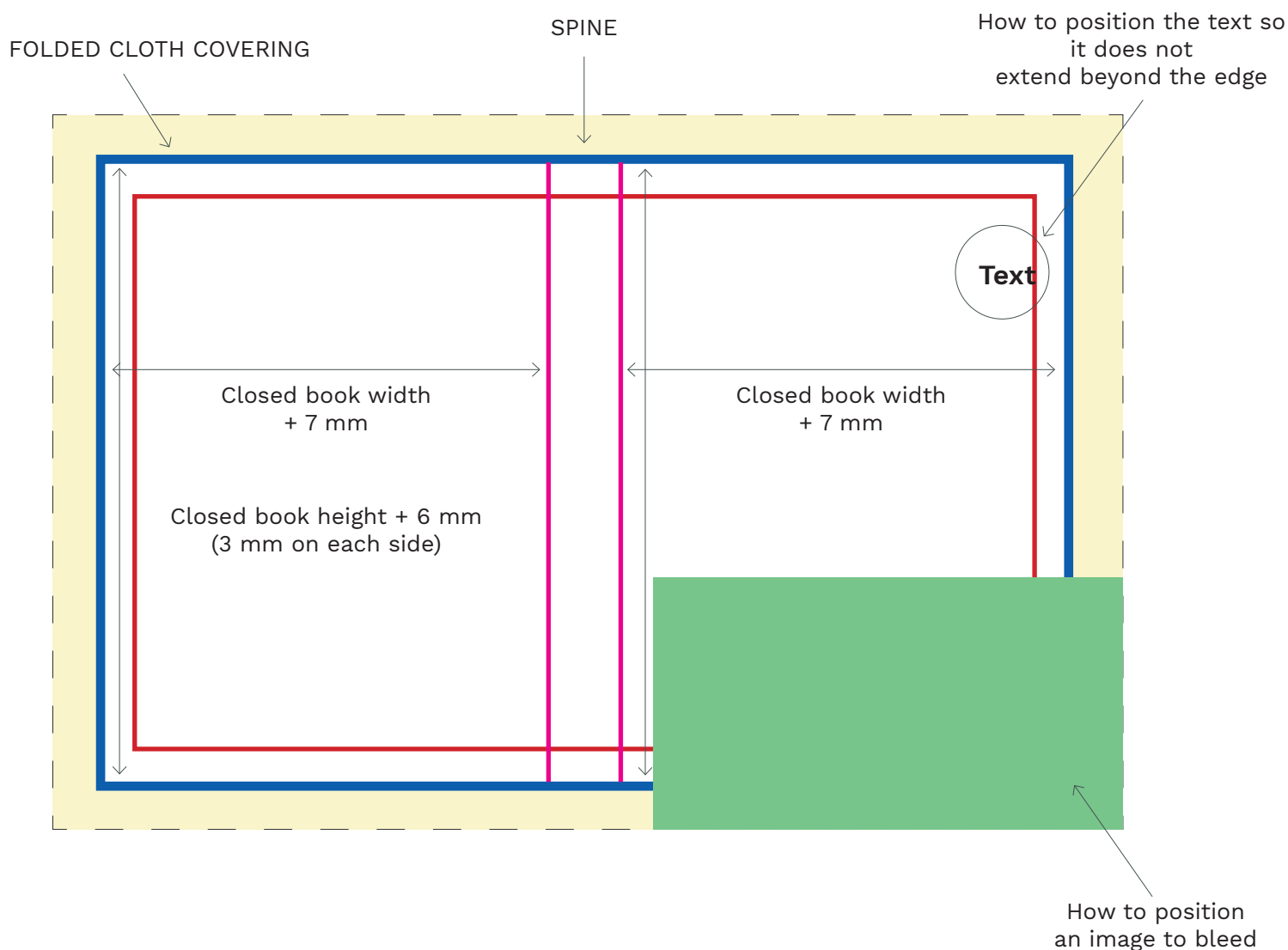
**LINER:**

The liner is a piece of strong paper which helps reinforce the spine of the book block.

**HEADBAND:**

The headband is an ornamental strip of cloth glued to the top and bottom of the spine.

**How to create a correct cover .pdf file**





### **BLEED AREA/FOLDED CLOTH COVERING:**

It's a mandatory safety margin that shows printing that goes beyond the edge of where the sheet will be folded and wrapped around the board, place backgrounds and bled-off images in this area in order to prevent white borders after folding.

**Please set up a bleed of at least 15 mm on each side of the page in addition to the document size.** During the title entry phase you can specify the measurement as set in your file.



### **BOOK COVER:**

the actual borders of the file, it's what you get after printing and trimming. **The book cover .pdf file must be 7 mm wider in width and 3 mm wider in height in addition to the book format on each side.**



### **SAFETY MARGIN** (at least 4 mm from the page edge):

It's a safety distance you must keep from the edge of the page; keep your text and important contents within the safety margins so that they are not too close to the folding line.



### **BOOK SPINE:**

The spine varies depending on the number of pages and the type of paper chosen. During the title entry phase you can specify the measurement of the book spine as set in the .pdf file, our system will run a check on the uploaded files and, if necessary, will automatically adapt the spine so that it complies with the dimensions envisaged, communicating any distortion % applied.

## **Example: how to create a correct cover for books:**

**Book format: 148x210 mm. Spine width: 20 mm.**

In Adobe InDesign set a document with the following size: **330x216 mm** (= 7+148+20+148+7 mm x 3+210+3 mm) + at least **15 mm bleeds on each side.**

### **PLEASE NOTE:**

the book cover .pdf file must be **7 mm wider in width on each side and 3 mm wider in height on each side.**

**Book format: 330x216 mm. Please set in your publishing software bleeds of at least 15 mm all around.**



You can find the information about the size of the cover spread on our website. While entering your book in the archive, you can find the following message at step "02 – Technical data of the Title":

 [See the spine and other requirements for your book](#)

By clicking on it, the system will show you the correct measurements of the spine (based on the number of pages and the type of paper chosen) and of the cover spread:

Depending on the technical data you have specified:

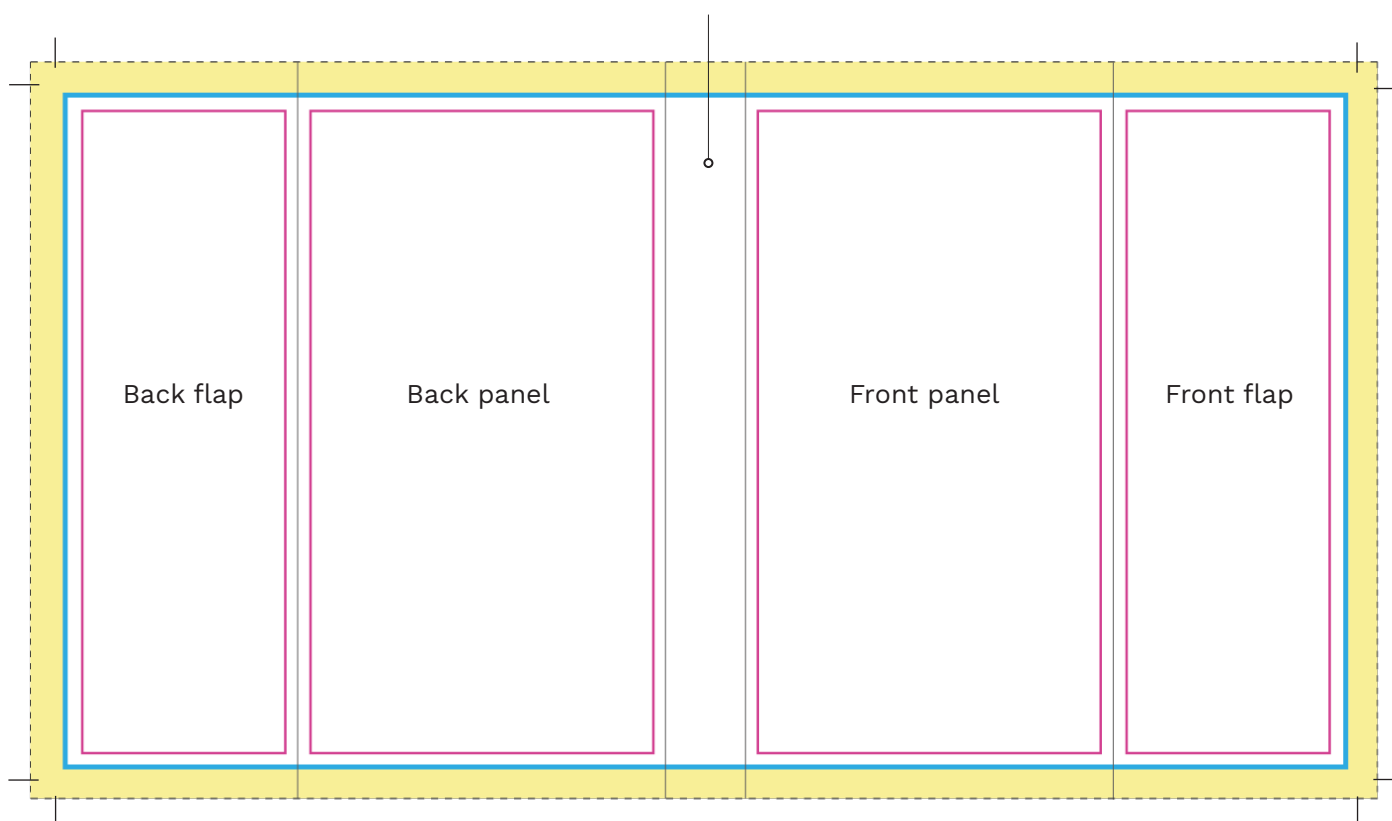
- the cover pdf must have a spine of **20mm**.
- the spread cover must be **330x216 mm**, plus bleeds.
- the book weight is **438g**.

 To download the guide with the technical requirements of the pdf files, [click here](#).

## How to create a correct dustjacket .pdf file

During the title entry phase, you can choose to add a dustjacket to your book. The **dustjacket** is a detachable outer cover, usually made of paper and printed with text and illustrations. This outer cover has folded flaps that hold it to the front and back book covers.

SPINE





### BLEED AREA:

It's a mandatory safety margin that shows printing that goes beyond the edge of where the sheet will be trimmed, place backgrounds and bled-off images in this area in order to prevent white borders after trimming.

**Please set up a bleed of at least 5 mm on each side of the page in addition to the document size.** During the title entry phase you can specify the measurement as set in your file.



### PAGE EDGE:

the actual borders of the file, it's what you get after printing and trimming.

**Please remember that it must it must be 7 mm wider in width in addition to the book format on each side (same measurements as the cover's pdf).**



### SAFETY MARGIN (at least 4 mm from the page edge):

It's a safety distance you must keep from the edge of the page; keep your text and important contents within the safety margins so that they are not too close to the folding line.



### SPINE:

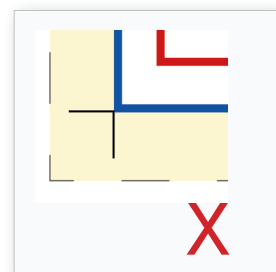
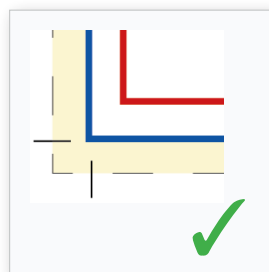
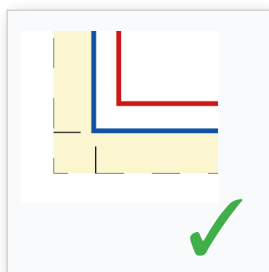
The spine measure varies depending on the number of pages and the type of paper chosen. During the title entry phase, you can specify the measurement of the book spine as set in the .pdf file, our system will run a check on the uploaded files.



### CROP MARKS:

Crop marks indicate where the page is to be trimmed, you can set them up while creating the .pdf file with a publishing software. Please remember that crop marks are not supposed to touch each other.

See the pictures below:



To create a print ready file with Adobe InDesign, please set the crop marks **offset to 2,117 mm**.

- › Dustjacket's flaps can differ in width, their measures must be between 7 cm and the book width minus 2,5 cm.

**E.g: if the book width is 14 cm, flaps can be at most 11,5 cm each**

- › The .pdf file of the dustjacket must be **7 mm wider** that the .pdf cover file because of the flaps' fold. **Overall, the pdf file must be 7 mm wider in width on each side of the page.** In the .pdf of the dustjacket spread you must add 7 mm both to the front cover and to the back cover (see the example below).
- › The dustjacket's spine must have the same width of the cover's one
- › The dustjacket's .pdf file must have at least a **5 mm bleeds on each side of the page.** During the title entry phase you can specify the measurement as set in your file.

### Esempio di sovraccoperta creata correttamente:

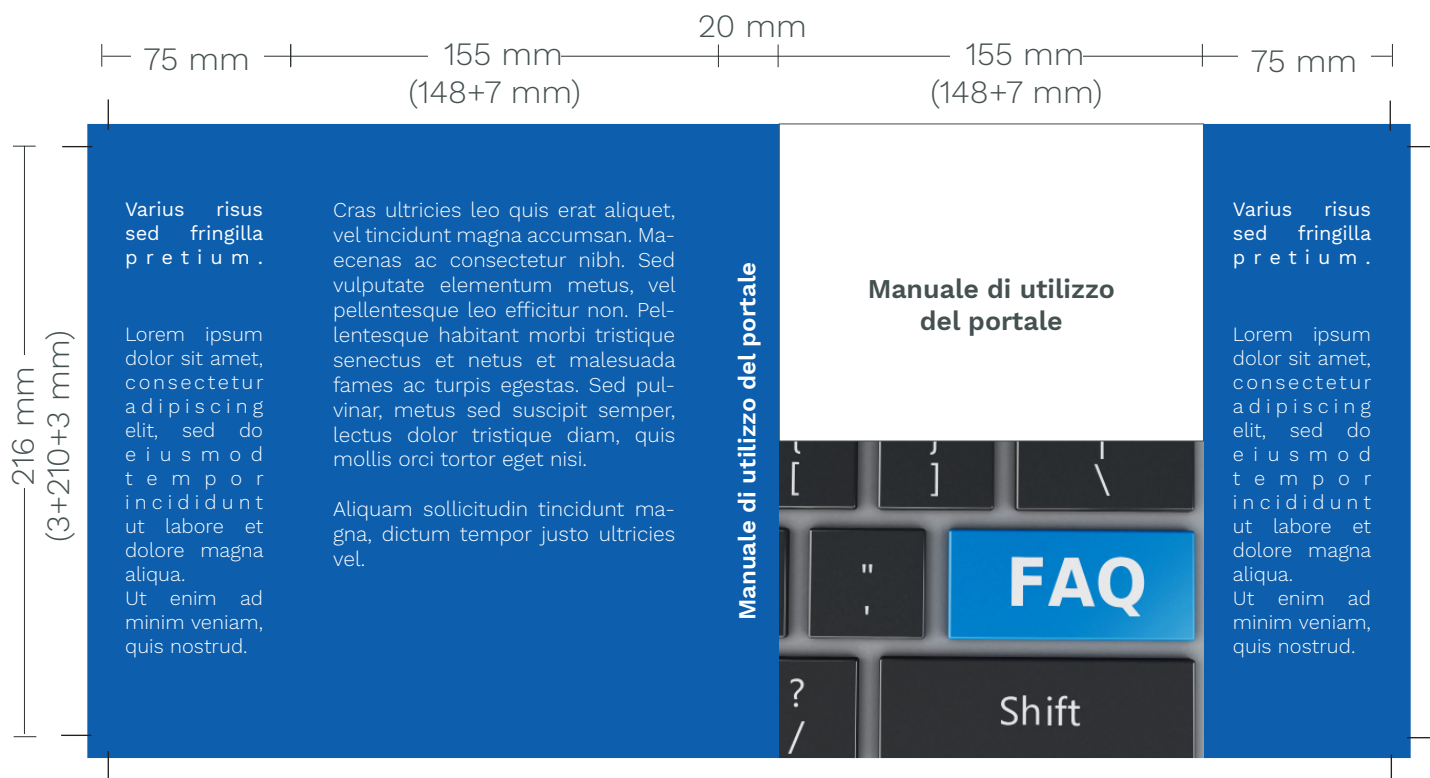
**Book format: 148x210 mm. Spine width: 20 mm. Flaps: 75 mm each.**

In Adobe InDesign set a document with the following size: **480x216 mm** (= 75+7+148+20+148+7+75 mm x 3+210+3 mm) + at least **5 mm bleeds on each side.**

### PLEASE NOTE:

the dustjacket's .pdf file must be **7 mm wider in width** and **3 mm wider in height** in addition to the book format.

**Book format: 480x216. Please set in your publishing software bleeds of at least 5 mm all around.**





## Ennoblement – .pdf file creation

During the title entry phase, you can choose to apply an outside ennoblement to the book cover and/or to the dustjacket. You can choose between the following special finishes: **supply of varnish**, **gold foil**, **silver foil** and **supply of extra thick varnish**.

- › **You have to upload a .pdf file containing only the parts you wish to ennoble**
- › **The .pdf file with the ennoblements must have the very same measurements of the cover file and/or of the dustjacket file, bleeds included**
- › The ennoblements must be in **spot color black 100%** and they must not contain gradients, halftonescreens or transparency
- › The ennoblements can be text or graphic elements in any shape you like
- › Please avoid placing the ennoblements over the creasing or too close to the edge of the page. Please set a **safety margin of at least 4 mm** from the creasing and from the page edge, to prevent the varnish or the foils from breaking.

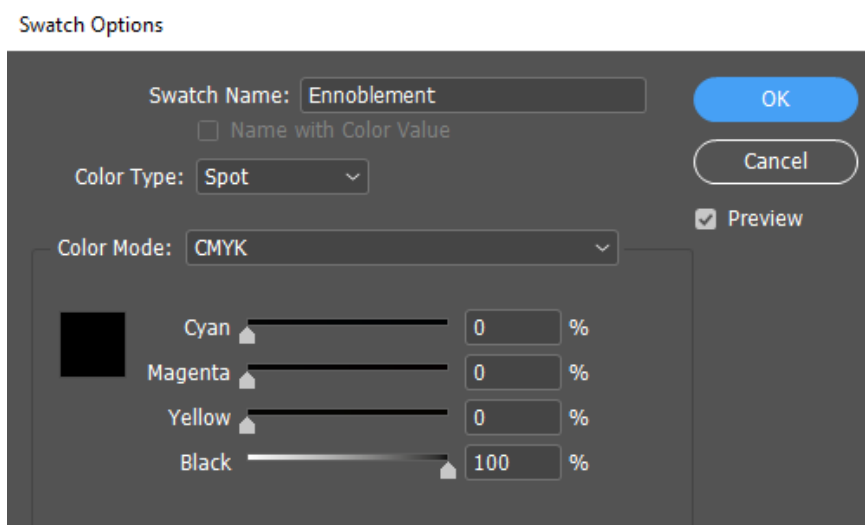
### Example: how to create a correct ennoblement .pdf file for the cover

**Book format: 148x210 mm. Spine width: 20 mm.**

In Adobe InDesign set a document with the following size: 330x216 mm (cioè 7+148+20+148+7 mm x 3+210+3 mm) + **bleeds of the same measure as the ones in the .pdf file of the cover (at least 15 mm bleeds on each side)**.

### Ennoblements:

Create a new color swatch from the Swatches panel, select **Spot Colour** as the Colour Type and assign the following **CMYK percentages: 0, 0, 0, 100**.



Assign the Spot Color you have just created to the elements you wish to ennoble and export the pdf file.