



## BOOKLET A5 GUIDE

1) Create a new **A5** format document in **CMYK** and **300 ppi**, vertical orientation, with **a number of copies equal to the number of pages in your booklet (the pages must be 8, 12 or 16)**. Make sure that the color profile is set to **FOGRA39** and insert **3 mm of bleed on all 4 sides**, which will be represented with a rectangle with a red border around the artboard (black border).

2) Insert your graphic inside the artboard **up to the red signs of "bleed"**, keeping in mind that everything between the black border and the bleed red border will be cut by the printing machine. What can be inserted, then, within these limits?

**OK** colors

**OK** backgrounds

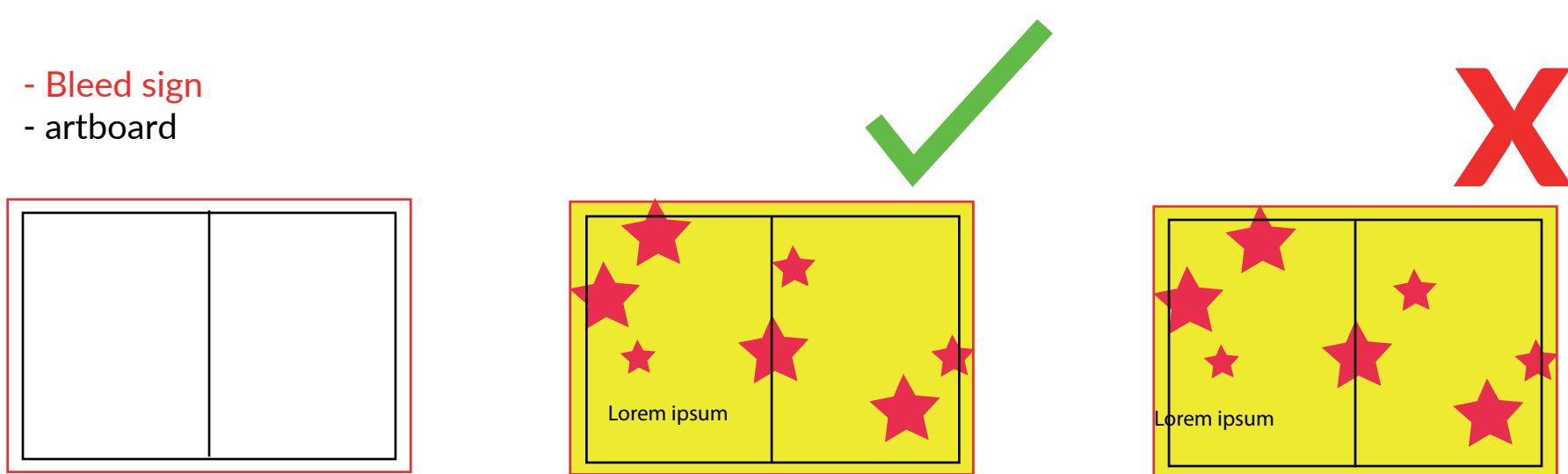
**OK** texture

**OK** unimportant ends of a photo or image

**NO** text

**NO** graphic parts that you consider important

Blank pages must be entered



3) When you have entered your graphic, convert the texts into tracks using the "**Create outlines**" function in the top panel: **Text > Create outlines**.

4) Export to **pdf** by going to **File > Export...**

5) In the pdf settings select "**pressing quality**" from the top menu items. In the "**Compression**" menu, set any item to "**no downsampling**" and check that the "**Use document bleed settings**" box is checked in the "**Marks and bleeds**" menu.

At this point, it is very important on InDesign to remove the check mark from the "Pages in front", so that the document is set in **SINGLE** pages and in succession.

### REMEMBER:

- we only accept single pages, in the reading order, including **cover and back (4th cover)**.

