Setting up a document

The initial setup for a document is important

You need to:

- setup at the **right size**
- use the right **image resolution**
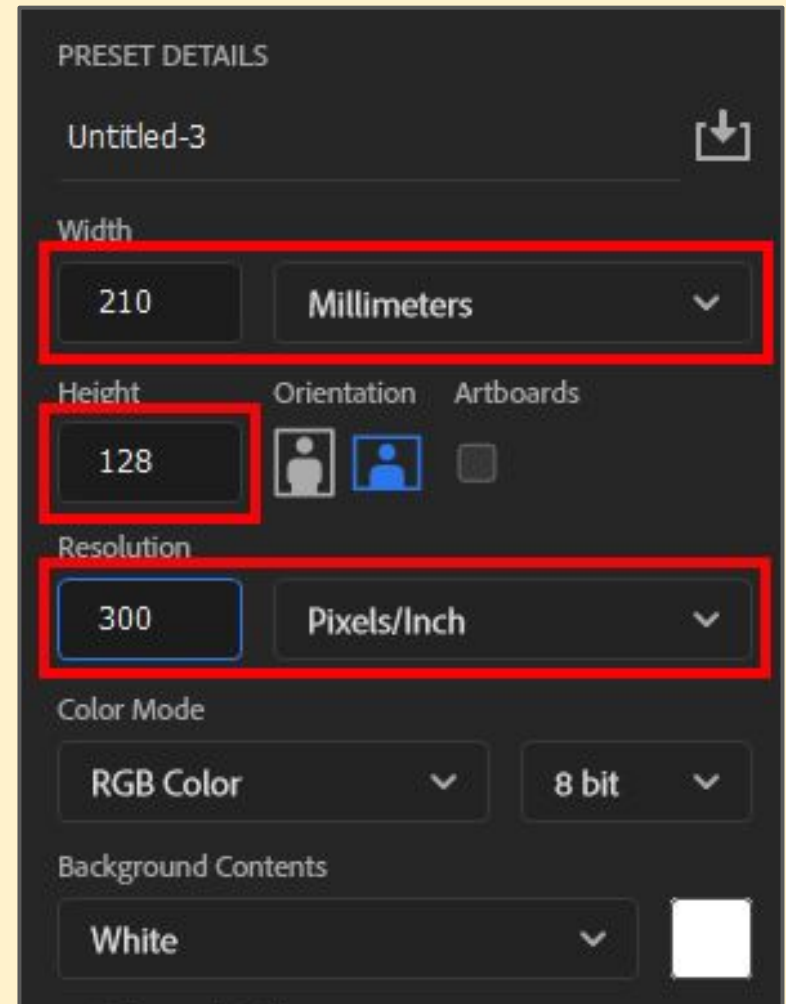- use tools to help with creating the image

Usually you'll need to setup for commercial printing. That means using a high image resolution

Setting up a document

Susana's advert needed to be **210 mm wide** and **128 mm high**

It needed to be for **use in print** - so needs a high resolution: **300 pixels/in**

File > **New** and use the settings shown - **but see next slide**

PRESET DETAILS

Untitled-3

Width

210   Millimeters

Height   Orientation   Artboards

128

Resolution

300   Pixels/Inch

Color Mode

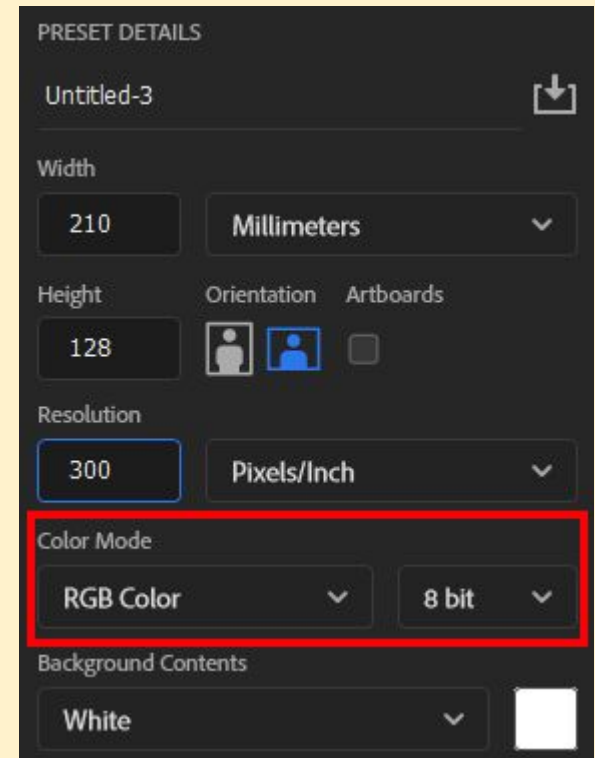RGB Color   8 bit

Background Contents

White

Setting up a document

Colour mode:

Commercial printers use four colours (Cyan, Magenta, Yellow and Black). This is **CMYK colour mode**

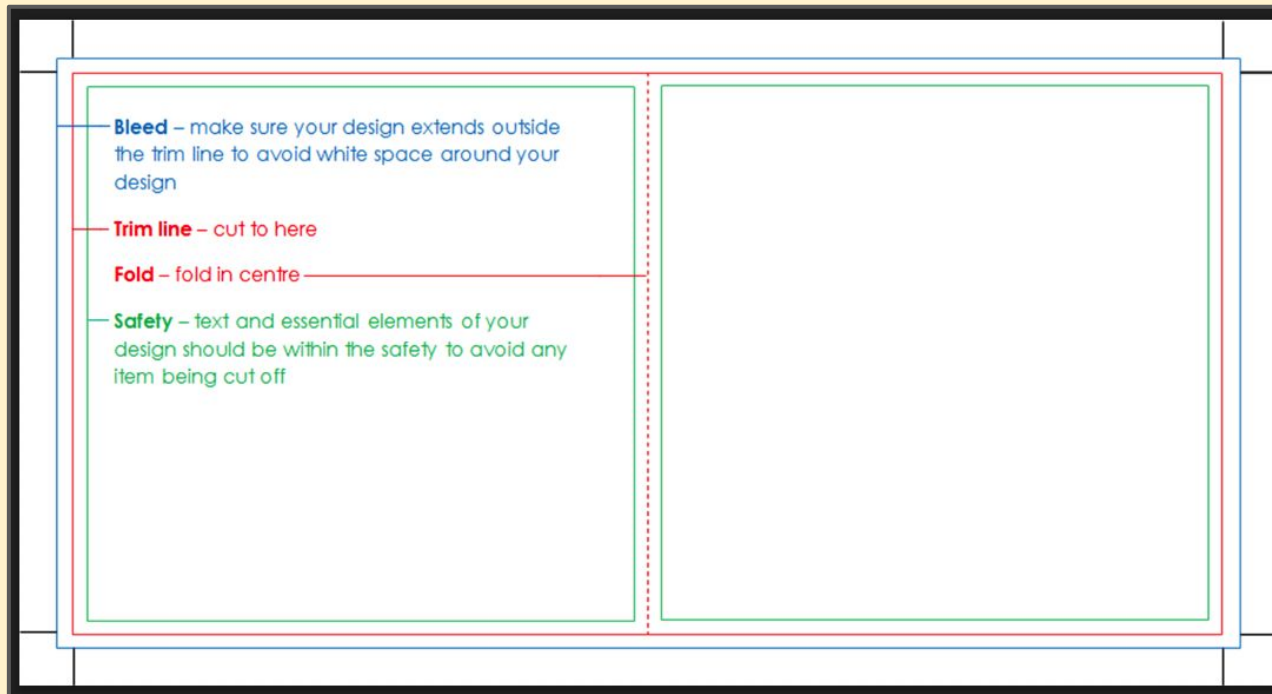Screens use 3 colours Red, Green and Blue. This is **RGB colour mode**

If you're **making for printing** you should probably use CMYK mode to ensure full compatibility

PRESET DETAILS

Untitled-3

Width
210   Millimeters

Height   Orientation   Artboards
128

Resolution
300   Pixels/Inch

Color Mode
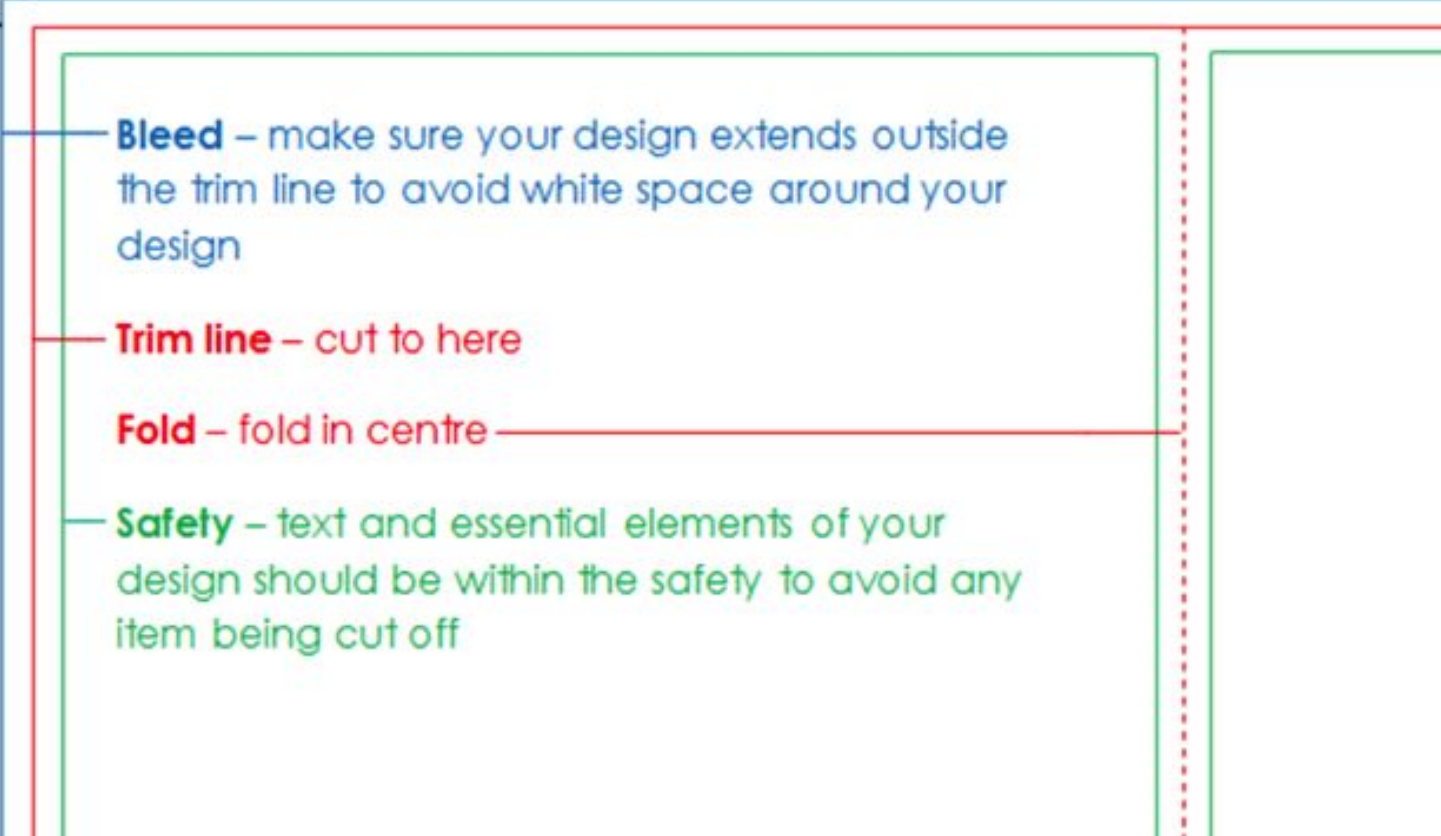RGB Color   8 bit

Background Contents
White

Use of CMYK can avoid problems when printing purple/deep blue colours which otherwise don't print reliably (try it)

Setting up a document

Using **guides** lets you make sure you don't place things too close to an edge

Bleed – make sure your design extends outside the trim line to avoid white space around your design

Trim line – cut to here

Fold – fold in centre

Safety – text and essential elements of your design should be within the safety to avoid any item being cut off

This is important to make sure things don't get cut off when you print. You need to work to a **tolerance** at an edge

Bleed – make sure your design extends outside the trim line to avoid white space around your design

Trim line – cut to here

Fold – fold in centre

Safety – text and essential elements of your design should be within the safety to avoid any item being cut off

The safety line is important. Use **guides** to create these. Make sure everything is within this.

Aim for about **5mm tolerance** on each side

Setting up a document
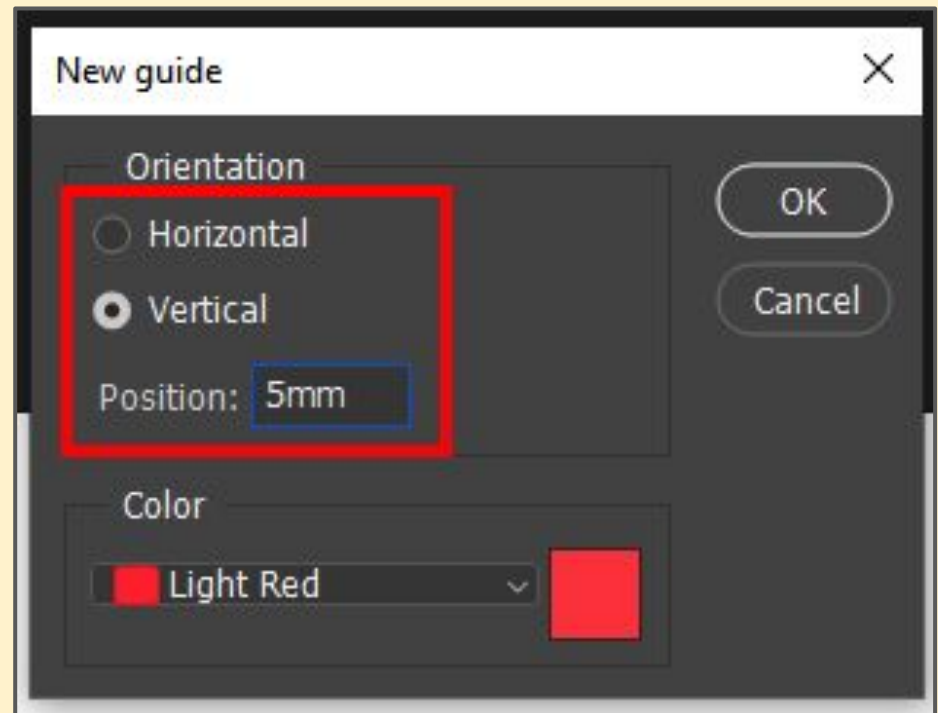
The advert is 210mm wide and 128mm high

Use guides that are:

- 5mm vertical
- 205mm vertical
- 5mm horizontal
- 123mm horizontal

Click **View** > **Guides** > **New Guide**

Setup each guide
Type mm each time

Setting up a document

It's important to evidence what you've do

You need to do this using **screenshots**

For a project like this you'll need:

- a screenshot showing the initial setup (like on slide 2)
- a screenshot showing the document with guides (like on slide 3)
- a screenshot showing an example of how you setup a guide (like on slide 5)

Make sure we can **read the details on the screenshots**. This is the only way we can give you marks for setup