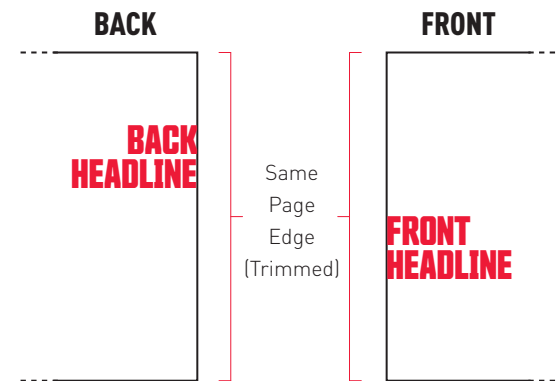


# READY TO PRINT?

## AN EXPRESS GUIDE FOR MAKING PRINT-READY FILES

### WHAT TO AVOID

Avoid placing small sized right-to-edge Countach on the same edge if it is back-to-back. Back-to-back edge text can easily get cut off during the finishing process.



Greyscale colour mode for black & white images.

High resolution images. Images will be crisp and sharp.

CMYK colour mode for colour images. Ensure high resolution images are used.

Generate trim lines in the exported PDF

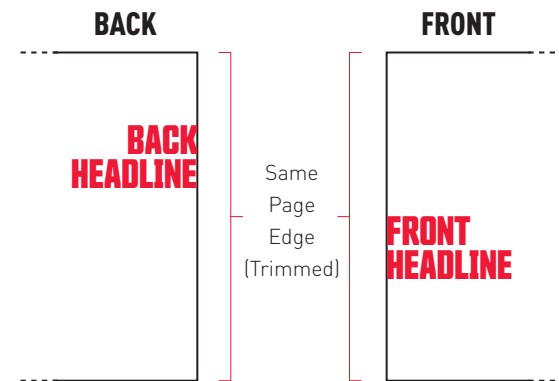
**BURNABY CAMPUS**  
Located on the traditional territories of the Squamish (Skepwú7mesh Cwəwəms), Tsəlil-Wəyuth (salilwəyuth), Musqueam (mʷəsqwəyem), and Kwikwetem (kʷikwətem) Nations.

**SURREY CAMPUS**  
Located on the traditional territories of the Katzie, Kwantlen, Kwikwetem (kʷikwətem), Gayayt, Musqueam (mʷəsqwəyem), and numerous Shíshí Nations.

**VANCOUVER CAMPUS**  
Located on the traditional territories of the Squamish (Skepwú7mesh Cwəwəms), Tsəlil-Wəyuth (salilwəyuth), and Musqueam (mʷəsqwəyem) Nations.

**Text Column:**  
In keeping with our mandate to remain engaged and open, our campuses are strategically situated in a series of key locations, as opposed to one huge campus. The intentional philosophy behind this comes down to staying relevant. We can continue to integrate better with communities, while fostering a less insular campus outlook. Our Burnaby campus with its stunning views from atop Burnaby Mountain is an easy drive or transit trip from Vancouver. The Surrey campus is a vibrant community hub also housing specialized programs and facilities, and is central to revitalization and city planning initiatives. Meanwhile, our downtown Vancouver campuses include a dedicated Centre for Dialogue, our new innovation lab on the edge of the downtown eastside, whose primary agenda is social projects, and our School for Contemporary Arts. Students may use different campuses during their time here.

Avoid placing small sized right-to-edge Countach on the same edge if it is back-to-back. Back-to-back edge text can easily get cut off during the finishing process.



Extend images, graphics and text elements into the bleed area for proper trimming

Publications with a spine will hide or disjoint images near the inner gutter. Recommend avoiding placing main feature elements on or near the inside the fold.

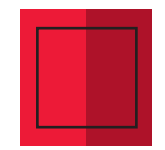
### CHECKLIST



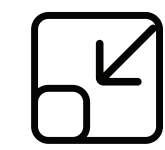
PDF Format



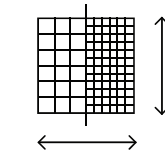
Greyscale Colour Mode For Black & White Images



Provide Bleed and Extend Graphical Elements into Bleed  
0.125" Of Bleed for Prints up to 11x17 inches  
0.25" Of Bleed for Prints Greater than 11x17 inches



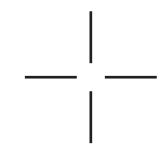
Compress Bitmap Images To JPG (Automatic) - High Quality When Saving PDF



High Resolution Images



CMYK Colour Mode For Colour Images



Provide Trim Lines



Retain a copy of your own working files for the project