







Acceptable Software



(Native Art Always Preferred Over PDF)

**Editable Versions Only** 



# **File Setup Size**

Setup all final art files at 10% or 100% physical size (adjusting resolution as necessary to meet requirements below)

# **Resolution of Images (Raster Files)**

#### Skyline recommends 100 pixels per inch (ppi) at 100% (full) size.

Note that if your raster art is setup at 10% scale, your raster images should be setup at 1000 ppi.

"Rezing up" an image to a higher ppi will only soften the image, not add detail. Always preview raster artwork at 100% scale size on screen to check for any hidden flaws.

### **Color Mode**

Skyline prefers, though does not require, **files in RGB color mode** with color profile settings set to **Adobe RGB 1998**.

## **Pantone Colors**

Please spec all crucial color matches from a Pantone fanbook.

# **Black Specifications**

For darkest black output set all black objects in your file, including vector and raster art, to the following specs: <u>RGB</u> color mode-- R: 0 G: 0 B: 0 <u>CMYK</u> color mode-- C: 100 M: 100 Y: 100 K: 100

#### **Raster Images**

For placement of photo raster art into Illustrator or InDesign, save images as Photoshop EPS's, setting the encoding to JPG (maximum quality) for the smallest file size. TIF, PNG or PSD files can also be used when transparency or gradients are used. Always LINK raster files when placing into Illustrator or InDesign and then be sure to supply any linked files for production (see "Packaging Final Art" below).

#### Fonts

**Outline or supply all fonts** used before submission. See "Packaging Final Art" below for more info on supplying fonts. **The safest option is to outline all fonts to avoid any type being "reset" inadvertently.** 

#### **Bleed Requirements**

Bleed is product dependent. For bleed requirements please refer to your Skyline grid or the Art Templates provided to you for your project.

# **Packaging Final Art**

When using Adobe Illustrator or Adobe InDesign please use the "Package" function under the File menu before submitting art. Note not all fonts can be packaged due to copyright limitations. Copyright protected fonts will need to be outlined before packaging the files.



# **Client Art Upload Instructions**

# <u>Click Here to Upload Your Art Directly to Skyline</u>

To continue, please enter your information below
Email
First Name
Last Name
Company
Continue Remember Me
Your information will be used for internal tracking purposes only. It will not be shared with third parties.

File Request from SkyFile Upload at Skyline

Drag files here

Browse files

Clicking on the button above will bring you to the SkyFile login screen.

Please enter your email address, first and last name along with your company name. Skyline does <u>NOT</u> share or sell your information. It is used only to track the files you are uploading.

By hitting "Continue" you will be brought to the upload screen, shown below.

- **1.** First "ZIP" compress your files prior to uploading your art. (Click **HERE** for instructions on how to zip a file.)
- MULTIPLE FILES MUST BE ZIPPED BEFORE UPLOAD. Uploading an un-zipped folder of files will not work and give you an error.
- 2. Name your ZIP file with your company's name so it can easily be found among other file uploads. You may also want to consider adding a show name if you have one.
- **3.** Uploading is as easy as dragging the ZIP file into the browser window and clicking the upload button. Upon successful upload, you will receive an email confirming the file upload. Final step below.

**4.** Be sure to notify your primary Skyline contact your files are uploaded and what your file name is.