

Houston: 713.354.0900 • Cleveland: 888.999.2469 • Cincinnati: 800.817.1718

Accepted Software Packages and File Formats

2020 Exhibits is Macintosh based, so we ask for your patience with any compatibility challenges that may arise during PC file conversions. Please indicate that files are PC.

All detachables and murals should be built and saved as Photoshop Layered files (.psd) when possible.

Photoshop	Version CS3	Save in the native format .psd or as an .eps , .tif , or .jpg
Illustrator	Version CS3**	Save in the native format .ai or as an .eps or .pdf
QuarkXpress*	Version 6	Save as .eps Include All screen & printer fonts used!
InDesign*	Version CS3	Save as .eps or .pdf Include All screen & printer fonts used!
PowerPoint*	Version X***	Must be converted to Illustrator .ai (convert text to outlines or paths)

* May incur file intervention charges at \$120/hr

**The Effects features in Illustrator 9.0 - CS2 work unpredictably with large format graphics. Please only use features available in 8.0

***PowerPoint is a presentation software and works unpredictably with large format graphics. Only use for detachables no larger than 30"W x 40"H. If we are creating your graphics, text may be provided in Microsoft Word, but we cannot output graphics from Microsoft Word.

Accepted Media: CD ROM | DVD-R | USB Memory Sticks

Output Specifications

Color information must be provided with all jobs. Use Pantone® colors as a color reference. An exact match may not be possible.

Process	Colorspace (or) Match	Resolution
Inkjet (Opaque or Backlit)	CMYK - Must provide PMS match for all critical colors	100 dpi @ final dimensions
Vinyl	Colors matched to available vinyl colors	Must be Vector Art
Lambda	RGB - Must provide PMS match for all critical colors	120 - 150 dpi @ final dimensions
Table Throw Vinyl	Colors matched to available vinyl colors or silkscreened for exact PMS match	Must be Vector Art
Dye Sublimation	CMYK - Must provide PMS match for all critical colors	Optimum - 100 dpi

FTP Access Instructions

Instructions to access 2020 Exhibits' FTP site

The FTP registration link is <http://clients.2020exhibits.com/ftp/> or can be accessed through the 2020 Exhibits' home page (www.2020exhibits.com) by clicking "FTP access" under the Client Login-Client FTP Access bar on the right.

If you have already opened an account simply click on the "Existing Accounts" icon which should bring you to your folder (it will appear empty until files have actually been uploaded), or enter through <ftp://upload.2020exhibits.com>

To open a new account, click "Request an ftp account" icon.

You'll be asked to enter a user name and password which are selected by you.

The host name is [upload.2020exhibits.com](ftp://upload.2020exhibits.com)

Forgotten your password? Click "Request password change" icon.

Internet Explorer users (PC) can drag and drop files directly onto the open folders.

Mac users can upload files as usual using Fetch or other FTP access software (Cute FTP, Smart FTP, WSFTP).

Please contact the graphics department with any questions.

File Sizing and Photo Resolution

Set up the file at actual size with any photos or raster images at **100 dpi** at final size. If you are using a program that will not allow you to build at actual size, build it at **EXACT** scale, not approximate. We recommend creating everything in actual scale though. Photoshop, Illustrator and InDesign are three main applications that allow larger page sizing. **Also make sure to link your photo images, do not embed them.** Remember to include on the disk any photos that are linked with your saved files.

Always send layered files.

Setting Up a Photomural

DO NOT set up the panels individually. Our software will tile it when we go to print to create the individual panels of a multi-panel image.

Example: If you are setting up a file for a 4-panel mural, each panel measuring 29.4375" x 89.75", you would set it up as 117.75" x 89.75". Get exact measurements from your sales rep or the graphics department. Setting up a file to the wrong size/scale will result in file intervention charges of \$120.00 per hour and can also result in rush charges.

Photo Formats

For inkjet: Any photo images used should be CMYK. If you set up a photo image as RGB, be aware that when it is output to inkjet printers, color will change. Any of the normal file types are acceptable (tiff, eps, jpg) as long as the resolution is adequate, 100 for inkjet at final size.

For lambda/lightjet: Photo images should be RGB, 120 or more dpi at final size.

Bleed & Solid (rich) Black

- Please send **layered** files at exact print size. We will add appropriate bleed if necessary.
- Areas intended to print as solid black should be prepared at C:70 M:70 Y:70 K:100

General Information

- All graphics must be accompanied by a hard copy or graphics will print "as is"
- Both screen and printer fonts must be provided, even if text has been converted to outlines or paths.