



Stebbing
RECORDING CENTRE LIMITED

**Compact Disc
Specification Booklet
Design and Print**

*** Very Important ***

Artwork Supply Specifications For Packaging And Product

Stebbing and our printers use the Adobe colour setting: Europe Prepress 2 - CMYK Coated FOGRA 27

Preferred file format to supply: Press Quality PDF - include trim marks, 3mm artwork bleed.
Fonts embedded or converted to paths. Files titled according to what they are.

Paper Parts Artwork Check List:

- Artwork should be CMYK or Greyscale unless you are using Pantone Solid Coated Colour (spot colour).
- All photos/artwork should be converted to CMYK and not be in RGB.
- Spot colours should be clearly labelled and setup properly in your documents if they are required. Every layout program has this color library added to it for easy selection. You can set up these colors very easily in Quark, InDesign and Illustrator. Photoshop is a little trickier.
- Overgloss / Matt varnish or Foil is to be setup as a 'overprint' spot colour colour and clearly labelled.
- Metallic or Fluro spot inks should be clearly labelled using the Pantone Colour Library.
- Are you supplying 'printer spreads' for the booklet; your pages 'must' be numbered for correct imposition at the printers. Or supply as 'single' pages with bleed, trims, and in the correct order cover (pg1) through to last page.
- 'Rich Black' for paper parts should be setup with no more than 300% ink density. We suggest: C60 / M40 / Y40 / K100
- A text document should also be supplied with information about your package:
Title: / Artist: / Catalogue number: (if any)
Package: ie: 12 page booklet, Base Inlay printed 2 sides, sticker
Colours: CMYK + 1 spot
Paper stock: Satin Matt Coated, or Alpine Gloss (standard for CD packaging)
It is important to supply to as much info as possible to your client also for ordering with our sales team so this information is entered into a job form.

We Can Supply Templates for Disc labels and Paper Parts:

Stebbing utilise Mac and PC Platforms and have templates available for use. Let us know program and version required.
We use Adobe CS6 - Indesign, Illustrator, Photoshop (PC & MAC), Quark Xpress 8 (Mac)
email: graphic@stebbing.co.nz

Common Mistakes To be Aware of:

Image Resolution: It is very important to make sure that the image resolution for all images used is set at 300 dpi at 100% sizing.

Bleeds: It is very important to make sure all 4 cut sides of a piece have at least 3mm bleed or extended image area added.
This area is cut off during the finishing process. If bleeds are not added, we cannot guarantee accuracy in the cutting which make result in a white line appearing around the edges.

Templates: It is very important to make sure that you are using the proper template. If you have any questions as to which template you should be using, 'please' call or email us before proceeding.

Fonts: It is very important to include all fonts that are used in your layout. We all unable to make changes in the text if requested, and we may not be able to print the proper fonts if they are not supplied with the artwork.

In closing, if you have any questions at all concerning your artwork, please call us. A few questions in the beginning stages might save days of turnaround time and costly changes later.

Packaging And Product Specifications and Templates

In this pdf booklet contains:

CD and DVD logos (*logos are pathed Adobe Illustrator for use*)

CD Specifications/measurements (*clickable links*)

Standard Booklet Page for CD Case (Single Page)

Standard Booklet Page for CD Case (Double Page / Spreads)

Standard Base Tray Inlay for CD

Super Jewel Base Tray Inlay * Specialised CD Case

CMYK Offset Disc Label Design

Spot Colour Screenprinting Disc Label Design

Disc Label Template (Standard)

Roll Fold Booklet - 6 page

Roll Fold Booklet - 8 page

Roll Fold Booklet - 10 page

Poster Fold Booklet - 4 to 8 panels

Poster Fold Booklet - 6 to 12 panels

Poster Fold Booklet - 8 to 16 panels

8 Page Gate Fold Booklet

JCard - CD Single

Card Board Sleeve/Pocket

OCard Sleeve for CD Case - *open ended*

Slipcase for Standard CD Case - *closed one end*

Game Caddy - Single

Game Caddy - Double

DVD Specifications/measurements (*download DVD Specification Booklet PDF*)

Digi/Flexi Pack Specifications/measurements (*download Digi/Flexi Pack Specification Booklet PDF*)

Other templates available on request depending on product used/requested, and printers

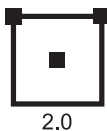
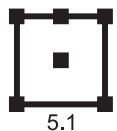
CD Mailer

Custom templates/dielines

**Please also supply a text file of what your package is and if any special printing, and paper stock requirements are needed.
Artist, Title, Catalogue number should also be supplied in text file.*

LOGOS

(Adobe Illustrator outlined for use)



NTSC

PAL



Layer Transition
may trigger
a slight pause



TM



Example of a minimum 6pt copyright statement for CD

© 2014 STEBBING RECORDING CENTRE LTD & © 2014 STEBBING RECORDING CENTRE LTD.
ALL RIGHTS OF THE MANUFACTURER AND OF THE OWNER OF THE RECORDED WORK RESERVED.
UNAUTHORIZED COPYING, HIRING, LENDING, PUBLIC PERFORMANCE OR BROADCASTING OF THIS DISC
PROHIBITED.

Setting Up Printer Spreads for Booklets

2 page Booklet

2	1
---	---

4 page Booklet

4	1
---	---

2	3
---	---

8 page Booklet

8	1
---	---

2	7
---	---

6	3
---	---

4	5
---	---

12 page Booklet

12	1
----	---

2	11
---	----

10	3
----	---

4	9
---	---

8	5
---	---

6	7
---	---

16 page Booklet

16	1
----	---

2	15
---	----

14	3
----	---

4	13
---	----

12	5
----	---

6	11
---	----

10	7
----	---

8	9
---	---

20 page Booklet

20	1
----	---

2	19
---	----

18	3
----	---

4	17
---	----

16	5
----	---

6	15
---	----

14	7
----	---

8	13
---	----

12	9
----	---

10	11
----	----

24 page Booklet

24	1
----	---

2	23
---	----

22	3
----	---

4	21
---	----

20	5
----	---

6	19
---	----

18	7
----	---

8	17
---	----

16	9
----	---

10	15
----	----

14	11
----	----

12	13
----	----

28 page Booklet

28	1
----	---

2	27
---	----

26	3
----	---

4	25
---	----

24	5
----	---

6	23
---	----

22	7
----	---

8	21
---	----

20	9
----	---

10	19
----	----

18	11
----	----

12	17
----	----

16	13
----	----

14	15
----	----

32 page Booklet

32	1
----	---

2	31
---	----

30	3
----	---

4	29
---	----

28	5
----	---

6	27
---	----

26	7
----	---

8	25
---	----

24	9
----	---

10	23
----	----

22	11
----	----

12	21
----	----

20	13
----	----

14	19
----	----

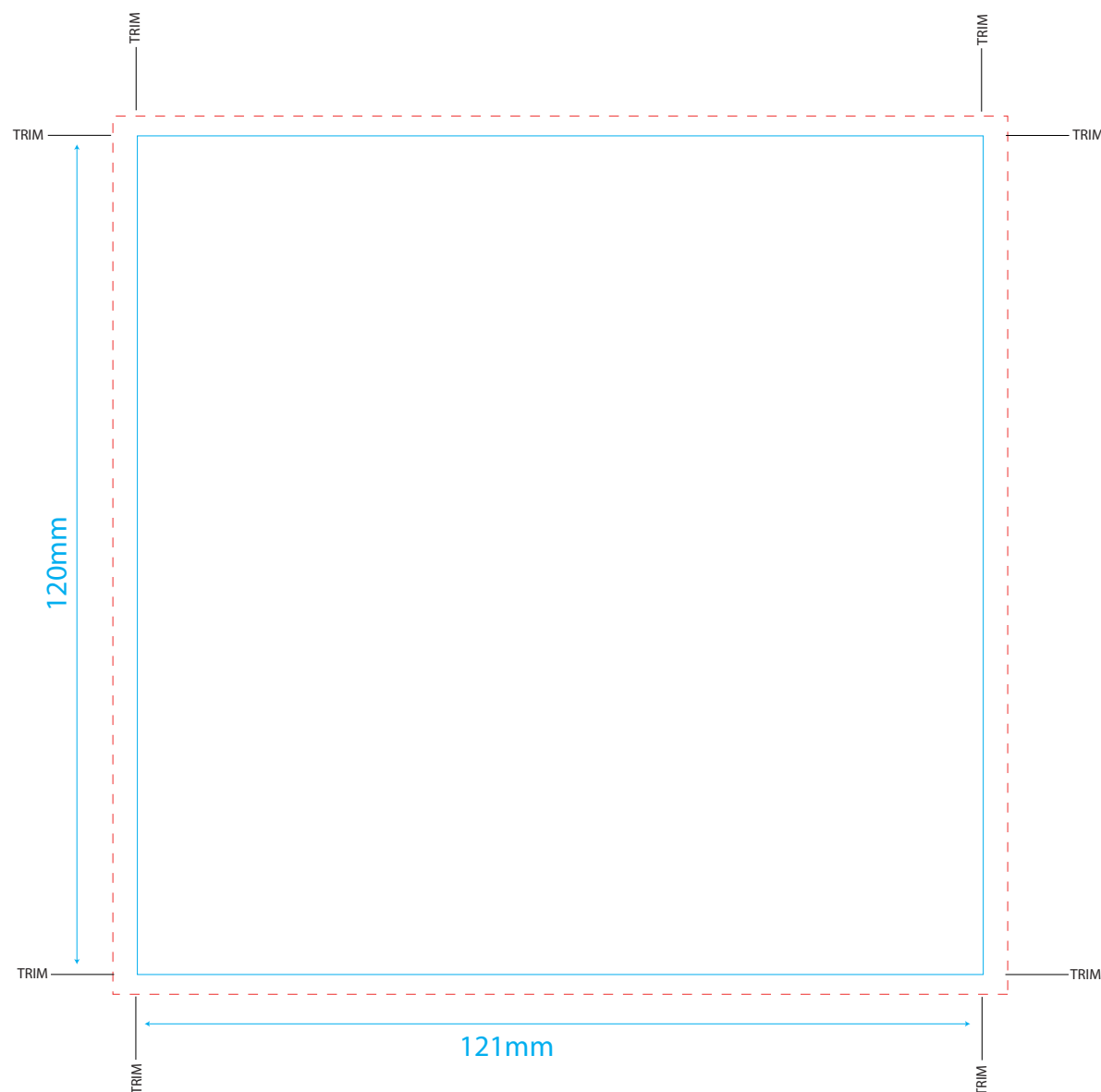
18	15
----	----

16	17
----	----

- If you are setting up and supplying artwork for booklets as 'printer spreads' see the above diagrams on how your pages are printed and need to be setup.
- Trim marks, page numbering and bleed must be output on your PDF Press Quality files or exist inside your native files.
- **Alternately you can output and supply 'single' pages including trim marks, bleed and page numbering.**
We can imposition them quickly if all the above information is given.
- Recommended minimum 9pt font size for booklets with a minimum of 6pt for copyright statements. Its always advisable to print out and check you are happy with the font size and clarity.

Standard CD Booklet - saddle stitch

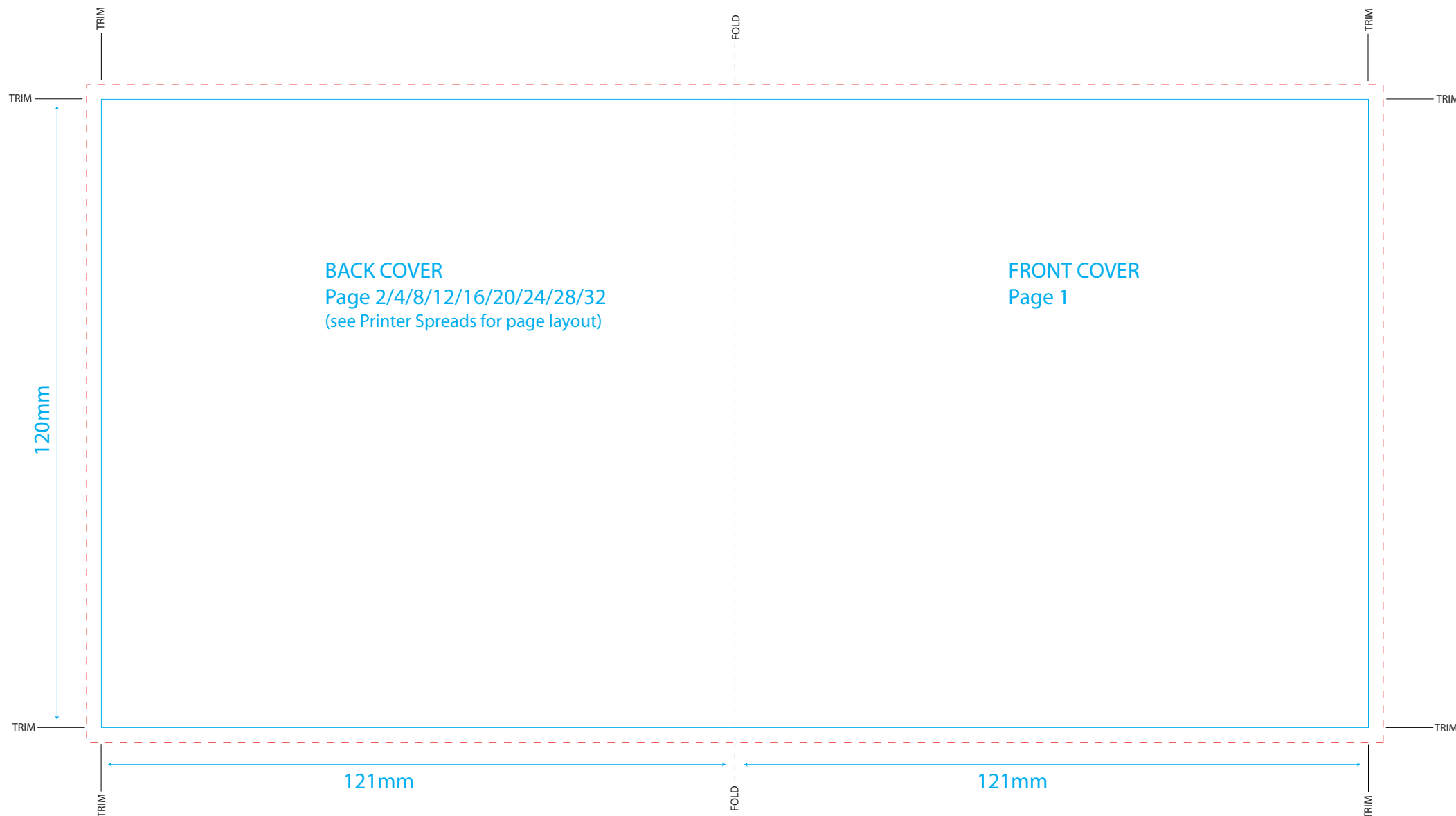
setup for use with Standard CD case and Super Jewel CD case



Our preference is single page PDFs (no readers or printers spreads), centred, contain crop marks and have no less than 3mm bleed.

*Pages must be in order of print from Front Cover (first page) through to Back Cover (last page) as our printers use the digital imposition software.

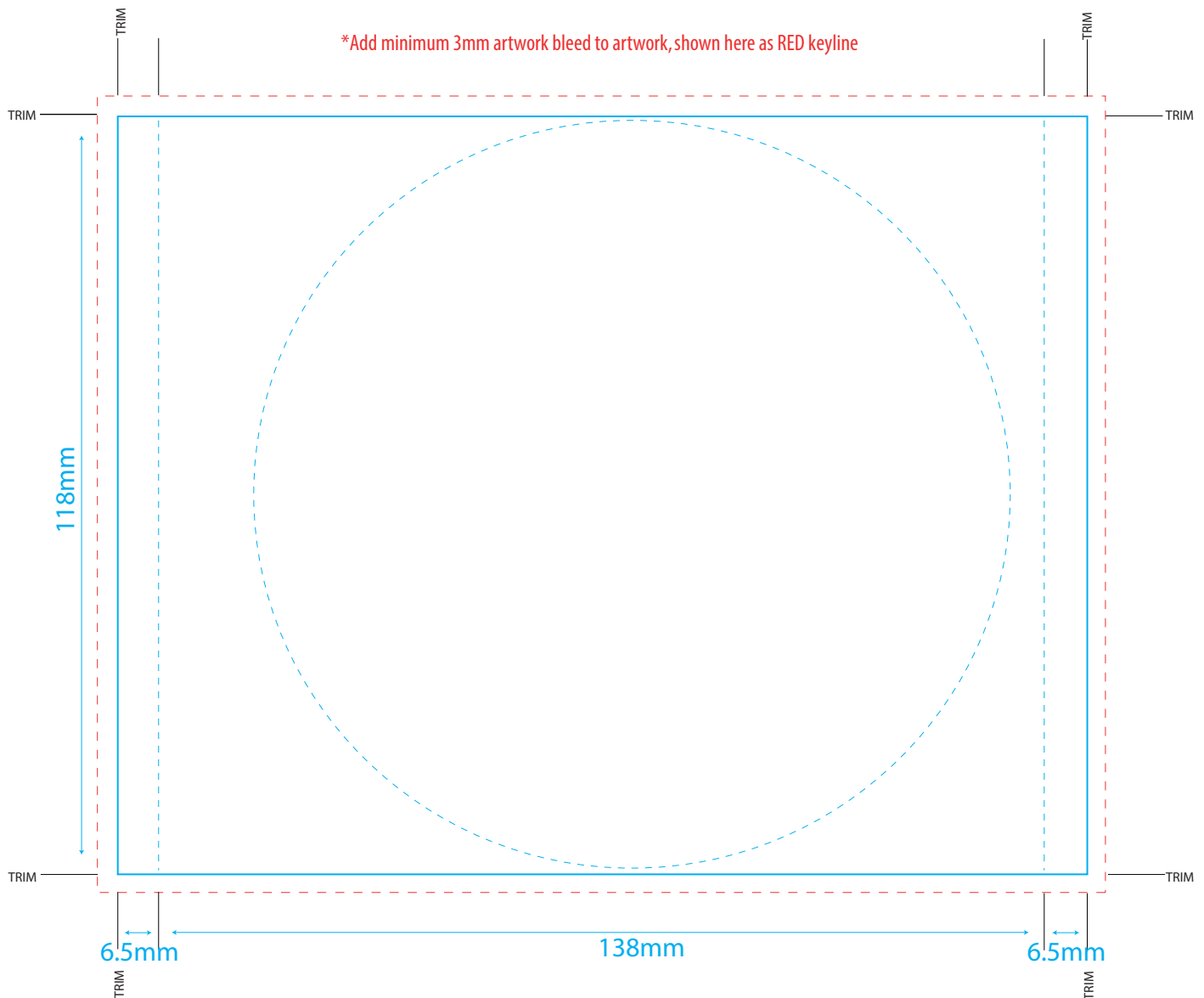
* Keep text and photos well within the **knife line** area that you dont want cut off
all other background artwork is to go to the **3mm bleed dotted line**, do not knock out.



* Keep text and photos well within the **knife line** area that you dont want cut off
all other background artwork is to go to the bleed **dotted line**, do not knock out.

* To Scale

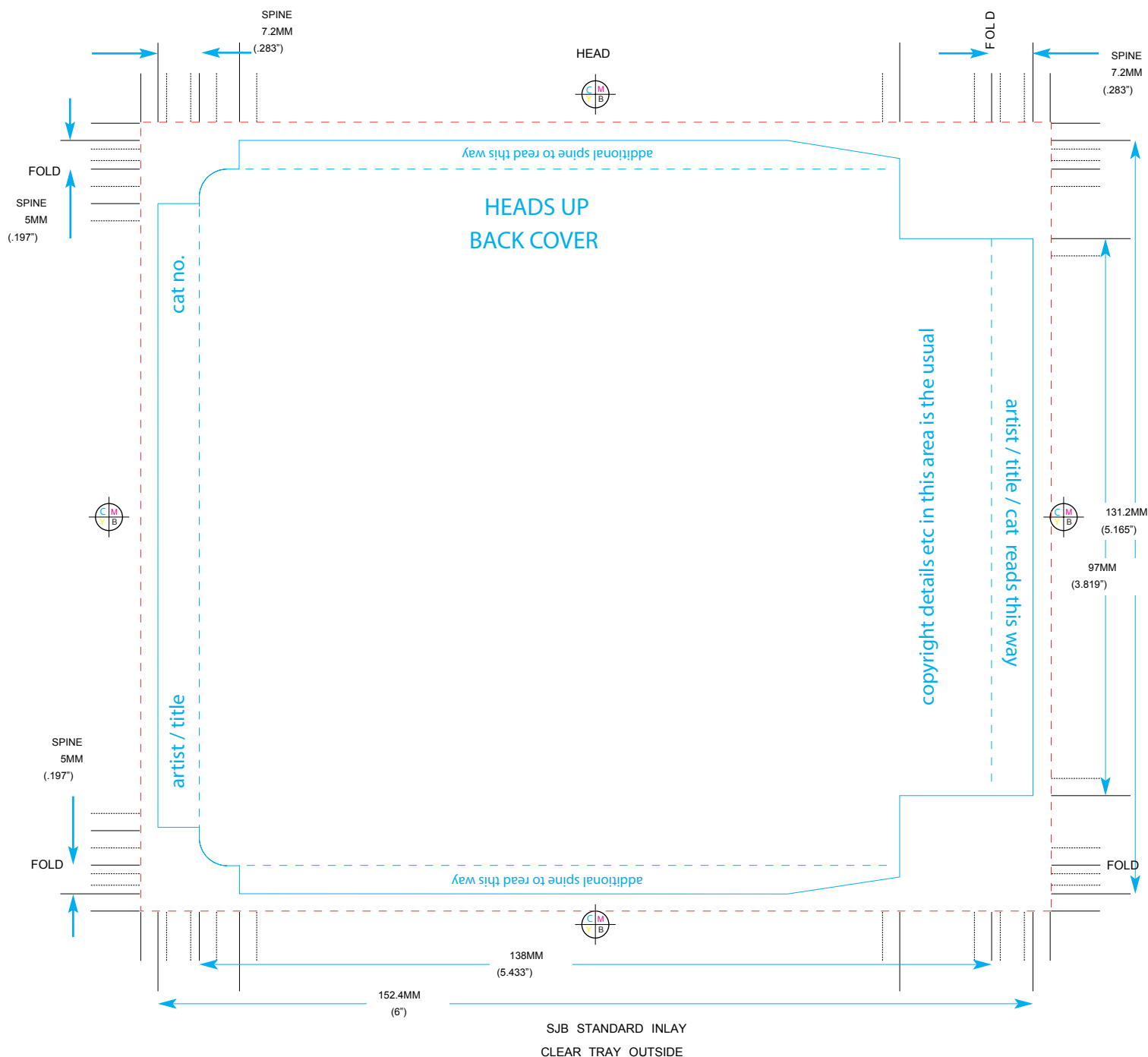
Base Inlay/Tray setup for Standard CD Case



* To Scale

- Inner circle represents approximate position of CD sitting on the reverse side of Base Inlay Inside.
- If using the PDF as a template only artwork and trim marks are required for output.
- Email for us for a template with your program preferred. graphic@stebbing.co.nz

Base Inlay/Tray setup for Super Jewel CD Case



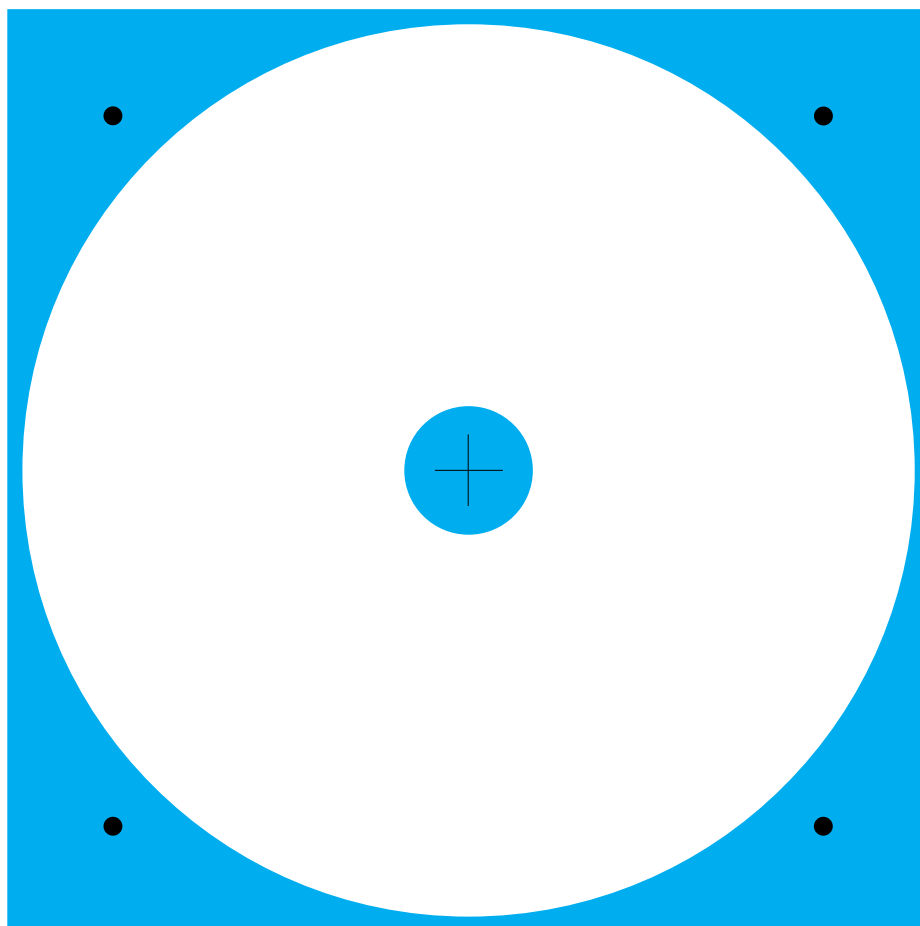
* Keep text and photos well within the **knife line** area that you dont want cut off all other background artwork is to go to the bleed **dotted red line**, do not knock out.

* **To Scale**

* Flip template Horizontal for reverse side artwork setup

Standard Disc Label Die-line - CD , DVD

118mm / 17mm centre



* Refer to Spot and Offset printing/design notes for correct setup

* Opens in Adobe Illustrator CMYK, or open in Adobe Photoshop as CMYK @ 300dpi for offset.

* By default Stebbing prints a white base colour underneath to enhance colour and to avoid the plastic ring centre showing through ink.

* To Scale

Offset Disc printing - CD , CD-R, DVD, DVD-R

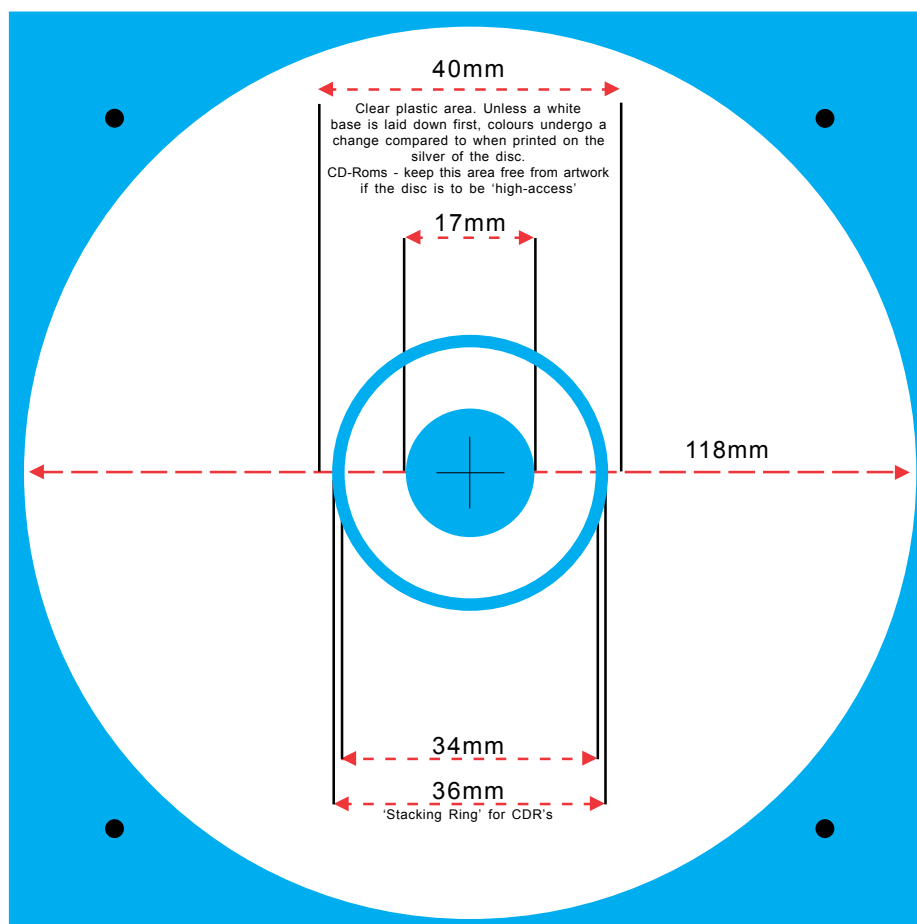
CMYK offset disc printing is suitable for artwork that has full colour photographic elements, complex textures or colour gradients. Printing can be directly onto the silver of the disc or onto a standard white base (by default).

- Please supply a 300dpi (minimum) CMYK file, together with a proof for matching.
- Acceptable file formats for offset printing are: PSD, PDF, EPS, TIF or JPEG (jpeg's must be maximum quality).
- Native files can be supplied if you embed graphics and convert fonts to paths/outlines. (psd, ai, indd, qxd)
- Convert all fonts to paths/outlines and ensure any graphics are embedded.
- If you have large areas of Black (K) to ensure a good ink coverage make you Black out of all 4 colours C100 / M100 / Y100 / K100 or as close as possible. Small Black text and logos can remain 100K only.
- The disc surface is printable from 118mm diameter edge through to the centre hole of 17mm. No artwork bleed is required for disc label printing, so you 'must' ensure you measurements are correct or please ask for a template from us.
- CD-Roms that are to be 'high-access' discs should have no printing within 40mm's of the centre.
- Most CD-R discs don't require a stacking ring these days but may require a 27mm centre, it is best to leave this as a white circle rather than punching a hole out in the artwork, it allows us to tweak it if needed.

Require a 'special' white base to print with areas knocked out to the silver of disc?

- Set this up as a separate file. Ensure what is to be the silver is setup clear/or white on your artwork, and what needs to print being a spot colour re-labelled 'White base'.

* To Scale



5 Colour Spot Disc printing - CD , CD-R, DVD, DVD-R

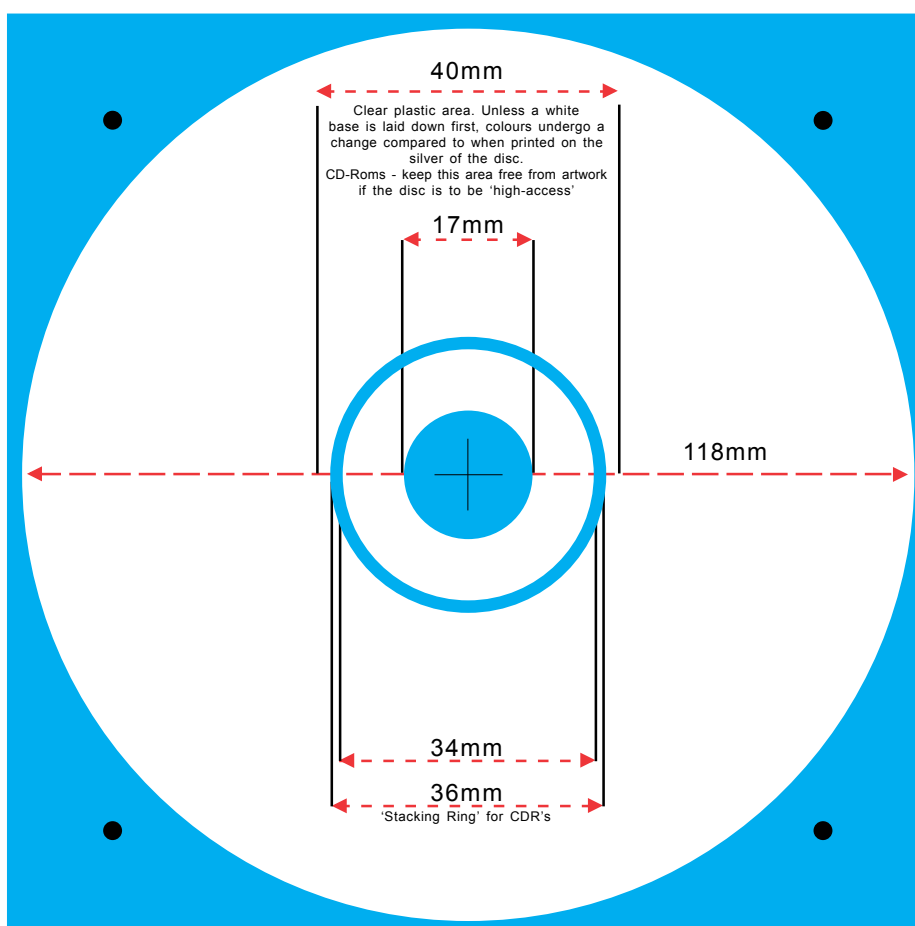
Our silkscreen printer can print up to 5 spot colours. This method is ideal for large, flat areas of colour and vector based designs. Printing can be directly onto the silver of the disc or onto a standard white base (by default).

- Spot colours should be setup using the Pantone Solid Coated Colour Library with all colours correctly labelled.
- As screen print inks are glossy by default, if you require a Matt finish you must stipulate this in your artwork and within your artwork text file of package. *If you don't tell us we won't know* to print a matt coating over top of the ink or use matt inks.
- There is an additional charge for Metallic inks if you intend to use them.
- Convert all fonts to paths/outlines and ensure any graphics are embedded.
- We require PDF, EPS, or native design files (psd (600dpi), ai, indd or qxd) for spot colour printing.
- The disc surface is printable from 118mm diameter edge through to the centre hole of 17mm. No artwork bleed is required for disc label printing, so you 'must' ensure you measurements are correct *or* please ask for a template from us.
- CD-Roms that are to be 'high-access' discs should have no printing within 40mm's of the centre.
- Most CD-R discs don't require a stacking ring these days but may require a 27mm centre, it is best to leave this as a white circle rather than punching a hole out in the artwork, it allows us to tweak it if needed.

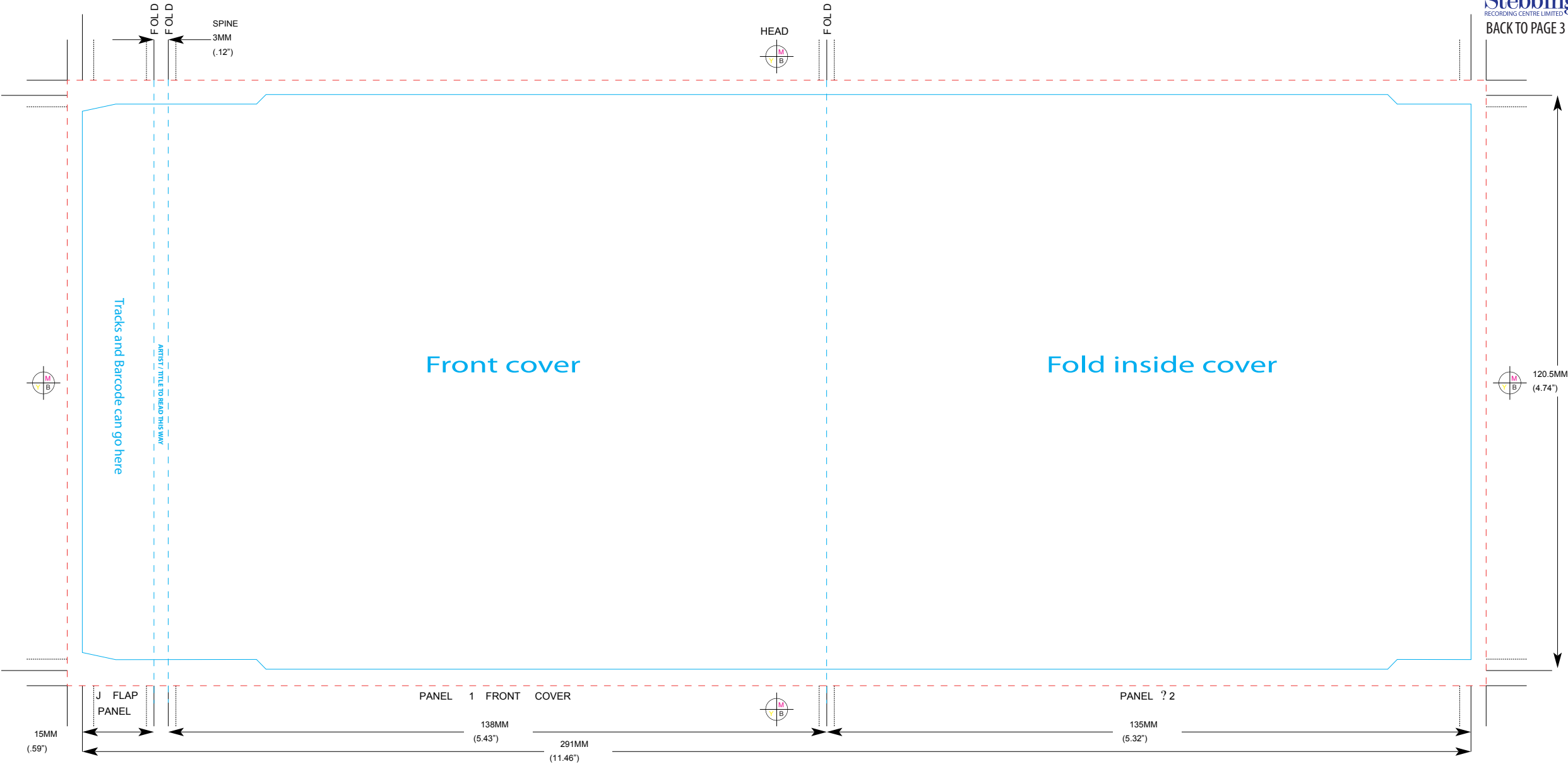
Require a 'special' white base to print with areas knocked out to the silver of disc?

- Set this up as a separate file. Ensure what is to be the silver is setup clear/or white on your artwork, and what needs to print being a spot colour re-labelled 'White base'.

** To Scale*

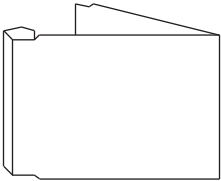


JCARD - CD Single in slimline case



* Keep text and photos well within the **knife line** area that you dont want cut off
all other background artwork is to go to the bleed **dotted line**, do not knock out.

* To Scale

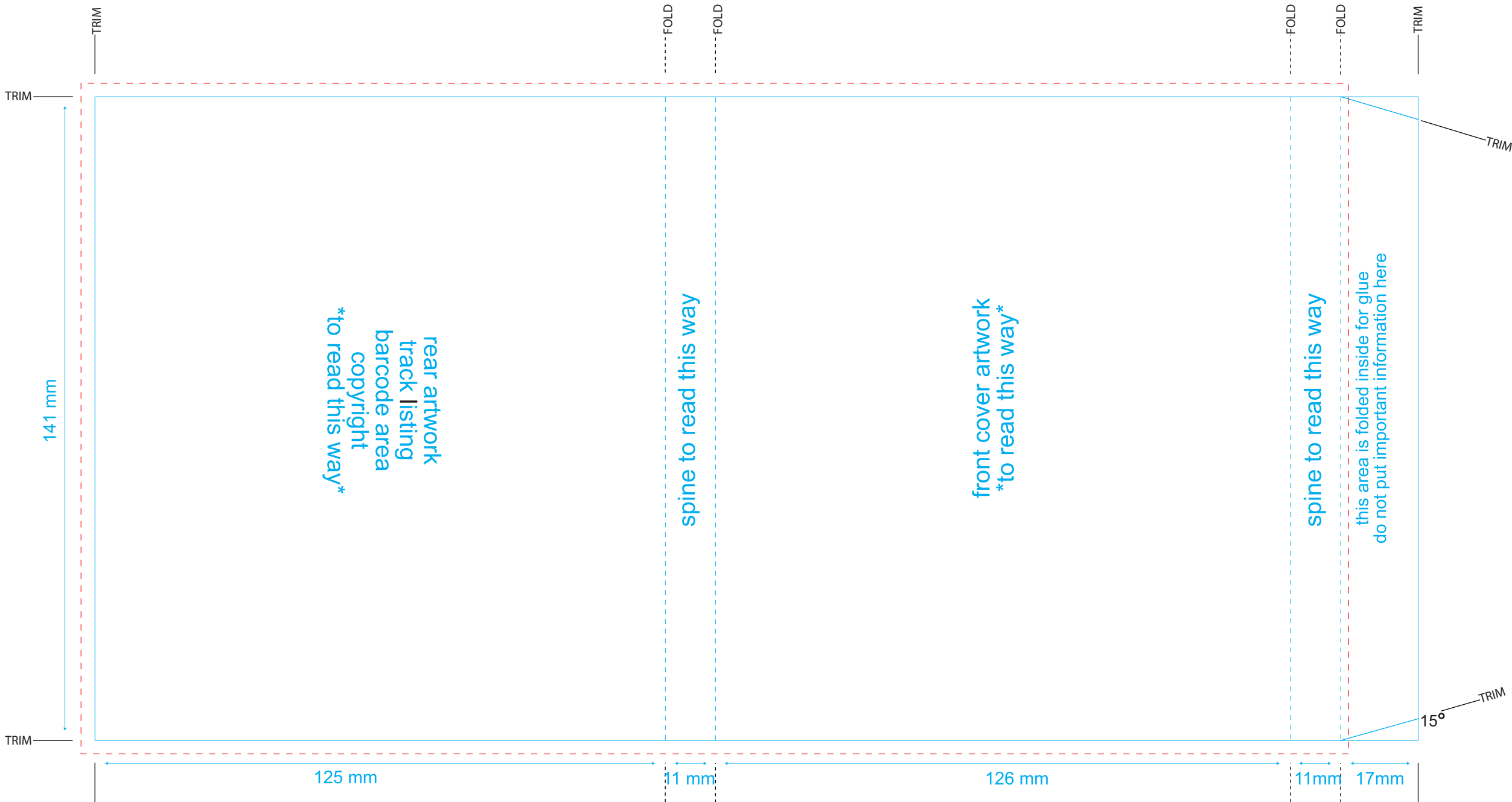


CD J CARD 3 PANEL
OUTSIDE

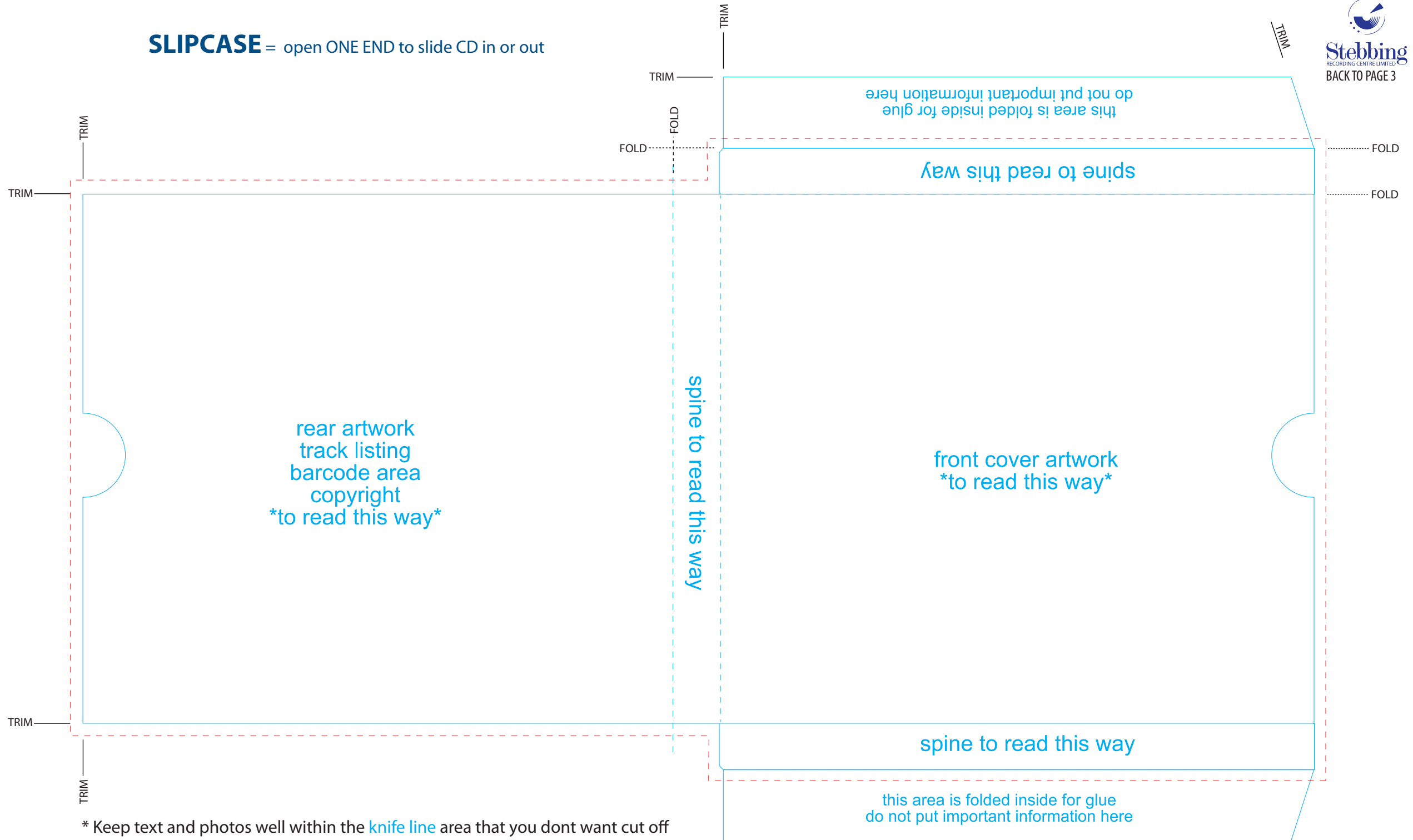
OCARD = both ends open to slide CD in or out

* Keep text and photos well within the knife line area that you dont want cut off
all other background artwork is to go to the bleed dotted line, do not knock out.

* To Scale



SLIPCASE = open ONE END to slide CD in or out



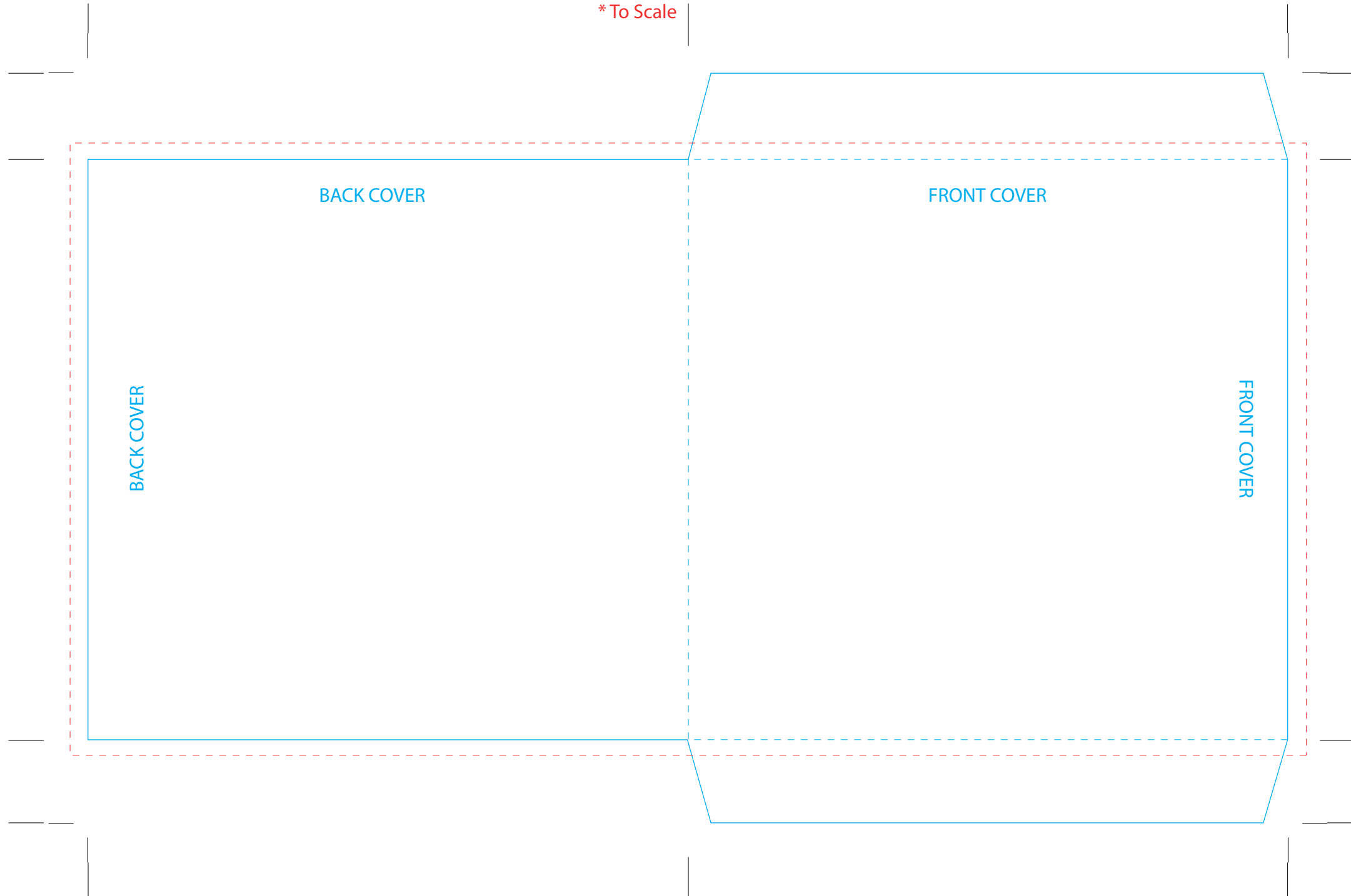
* Keep text and photos well within the **knife line** area that you dont want cut off
all other background artwork is to go to the bleed **dotted line**, do not knock out.

* To Scale

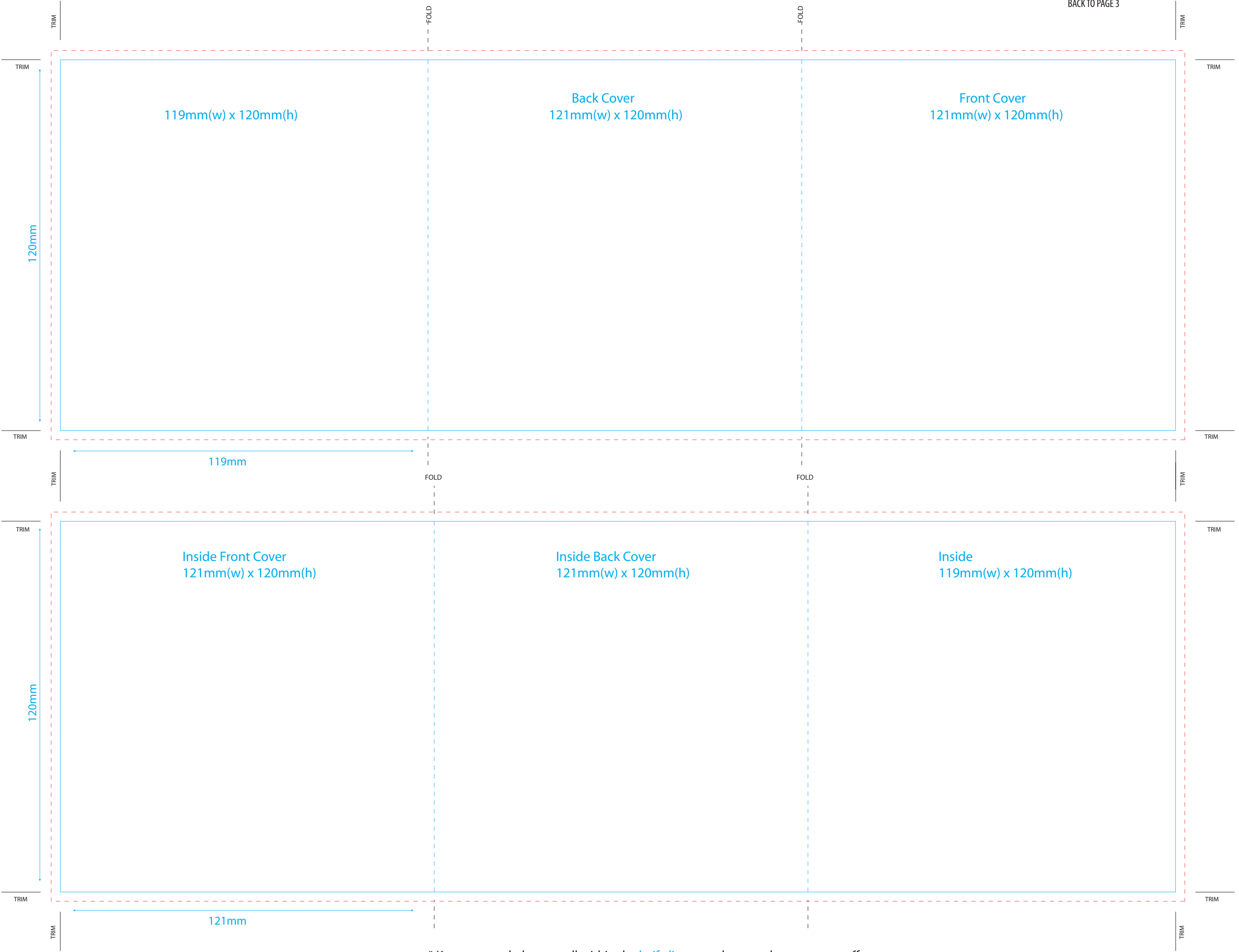
Code: CDP-A : Cardboard Pocket

* Keep text and photos well within the **knife line** area that you dont want cut off
all other background artwork is to go to the bleed **dotted line**, do not knock out.

* To Scale



6 PAGE ROLL FOLD BOOKLET



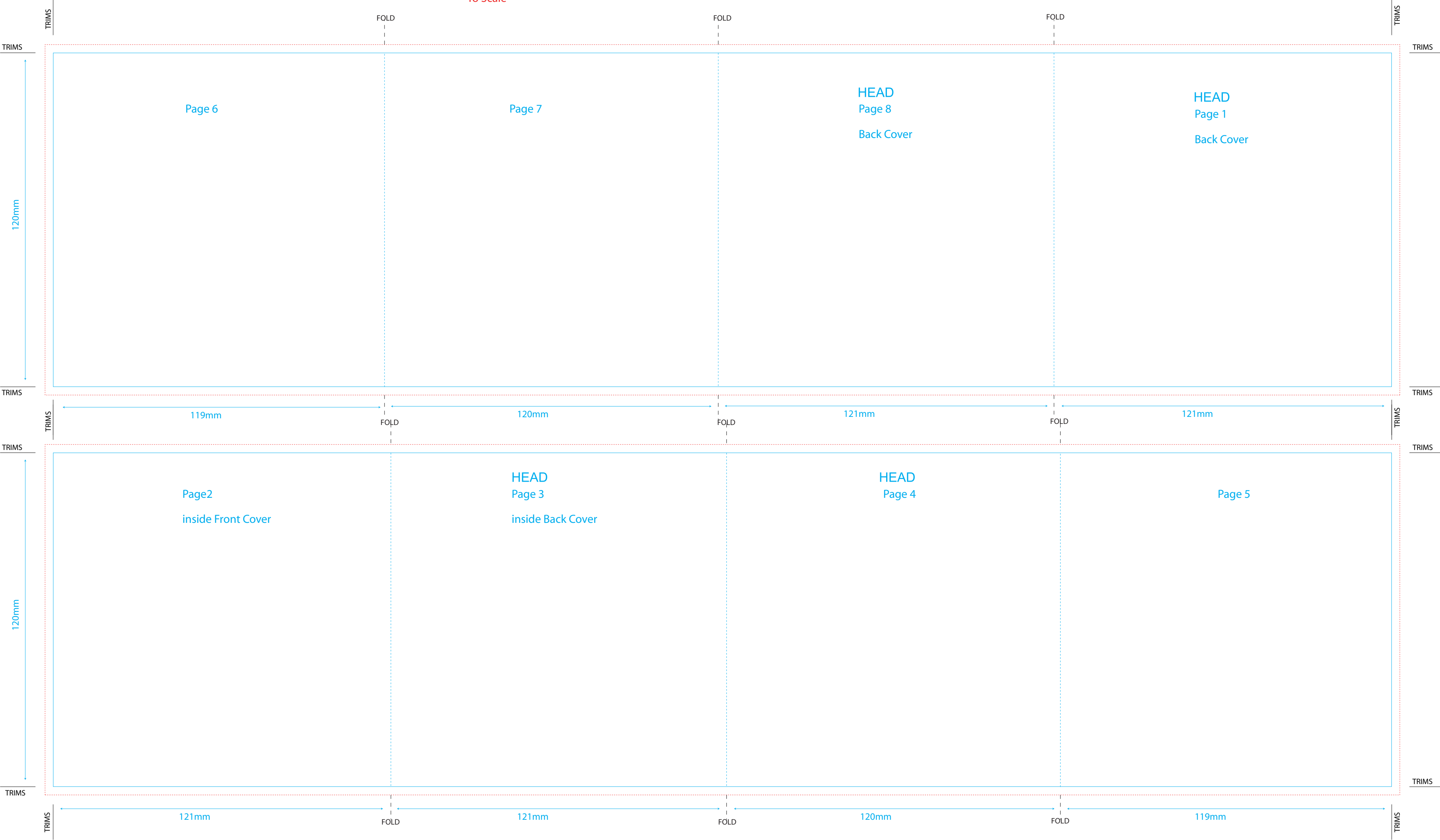
* Keep text and photos well within the knife line area that you dont want cut off all other background artwork is to go to the bleed dotted line, do not knock out.

* To Scale

8 PAGE ROLL FOLD BOOKLET

* Keep text and photos well within the knife line area that you dont want cut off
all other background artwork is to go to the bleed dotted line, do not knock out.

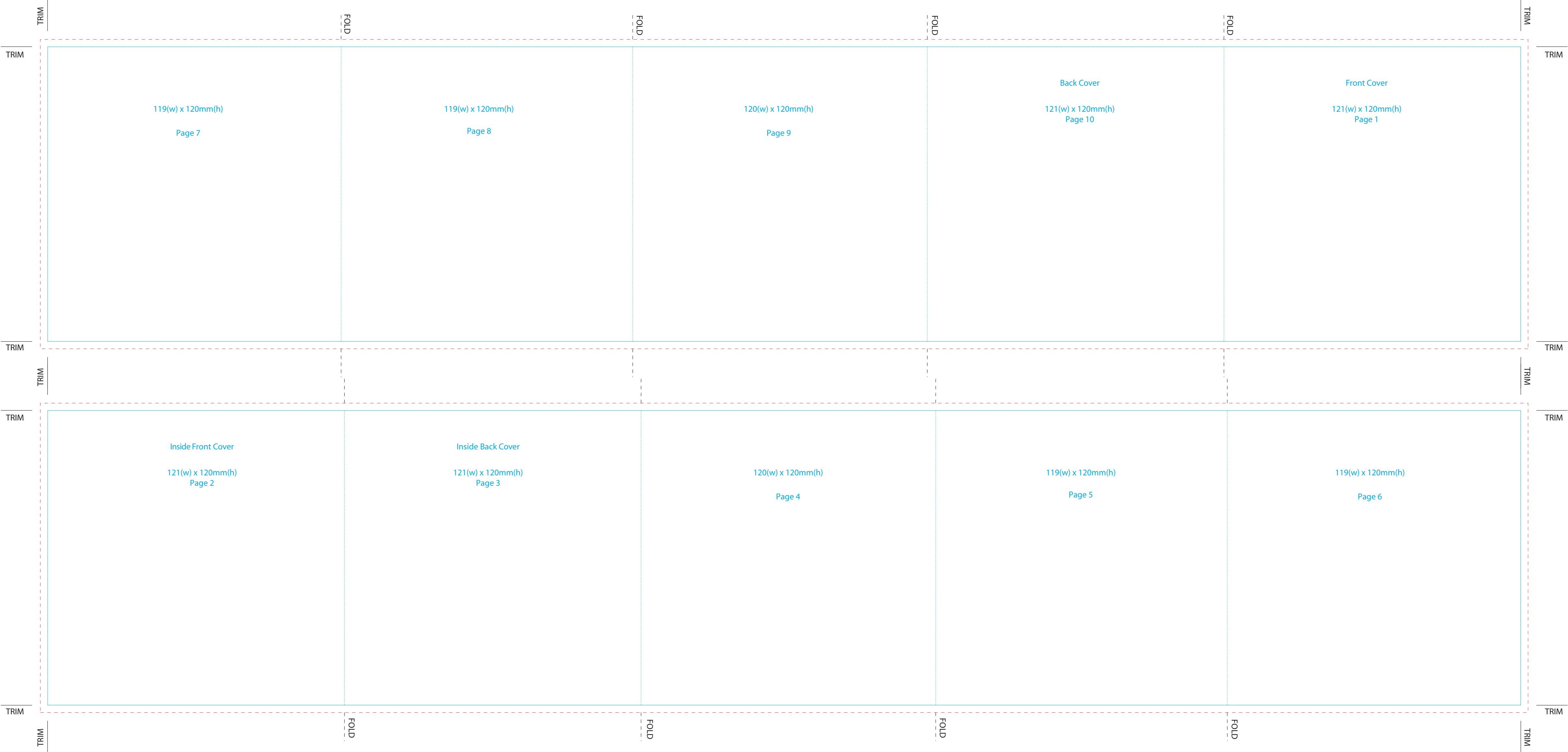
* To Scale



10 PAGE ROLL FOLD BOOKLET

* Keep text and photos well within the **knife line** area that you dont want cut off
all other background artwork is to go to the bleed **dotted line**, do not knock out.

* To Scale



Poster Fold Booklet - 4_8pnl

* Keep text and photos well within the **knife line** area that you dont want cut off all other background artwork is to go to the bleed **dotted line**, do not knock out.

* To Scale

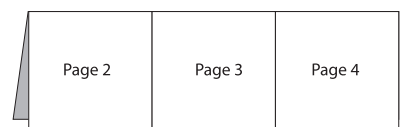
Poster Fold Booklet - 6_12pnl

* Keep text and photos well within the **knife line** area that you dont want cut off all other background artwork is to go to the bleed **dotted line**, do not knock out.

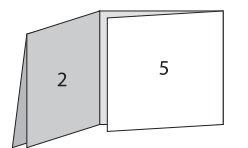
* To Scale



Folding Instructions

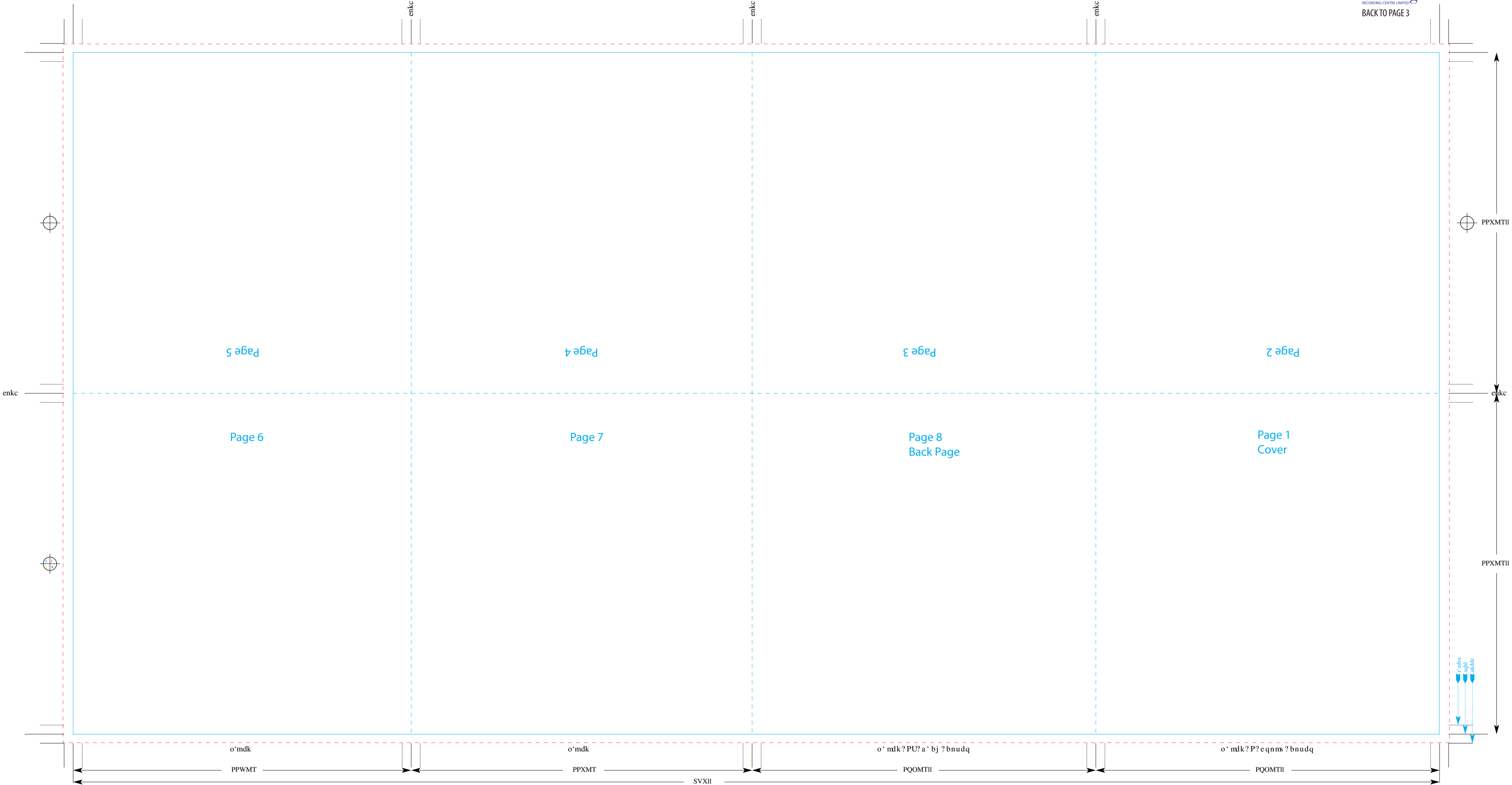


Fold in Half



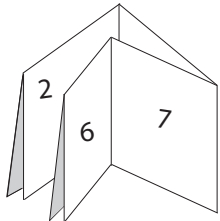
Page 4 folds into centre,
with page 2 folding
over to cover 5

Poster Fold Booklet - 8_16pnl



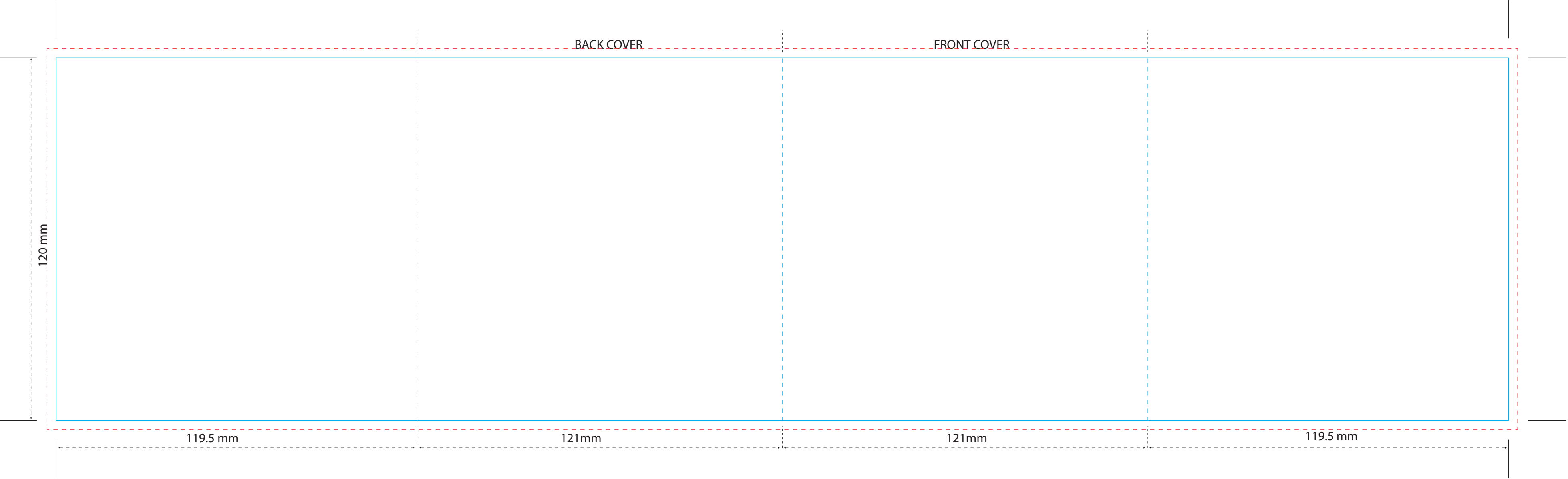
* Keep text and photos well within the **knife line** area that you dont want cut off all other background artwork is to go to the bleed **dotted line**, do not knock out.

* To Scale

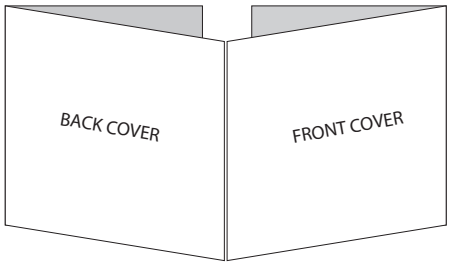


PU? o'fd ? onrsd q annjks ntsrhd

8 page Gate Fold Booklet



- * Ensure you background artwork bleeds out to the red line for trimming off to
- * Keep text within the SAFE TEXT AREA

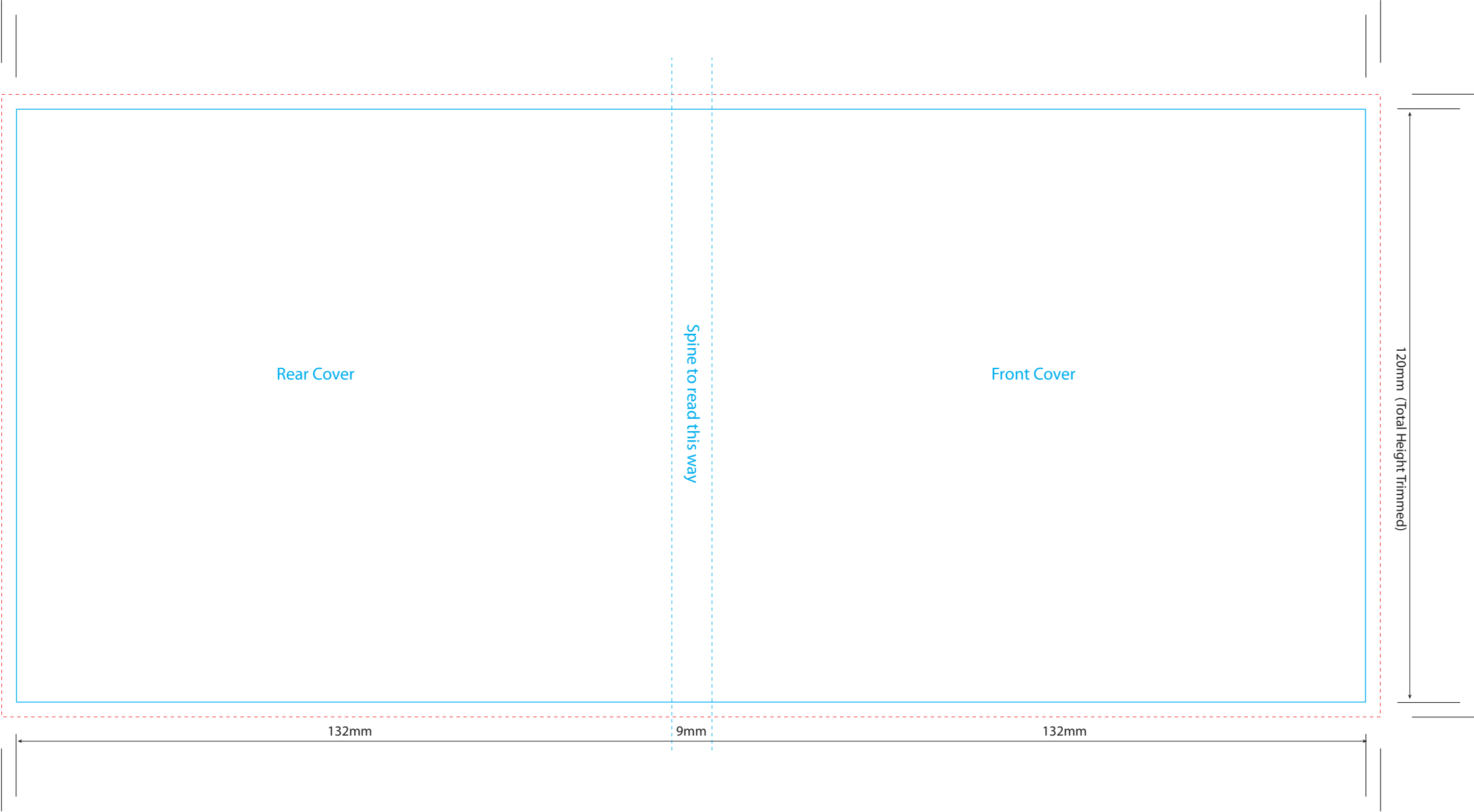


GATE FOLD

Single Disc Game Caddy

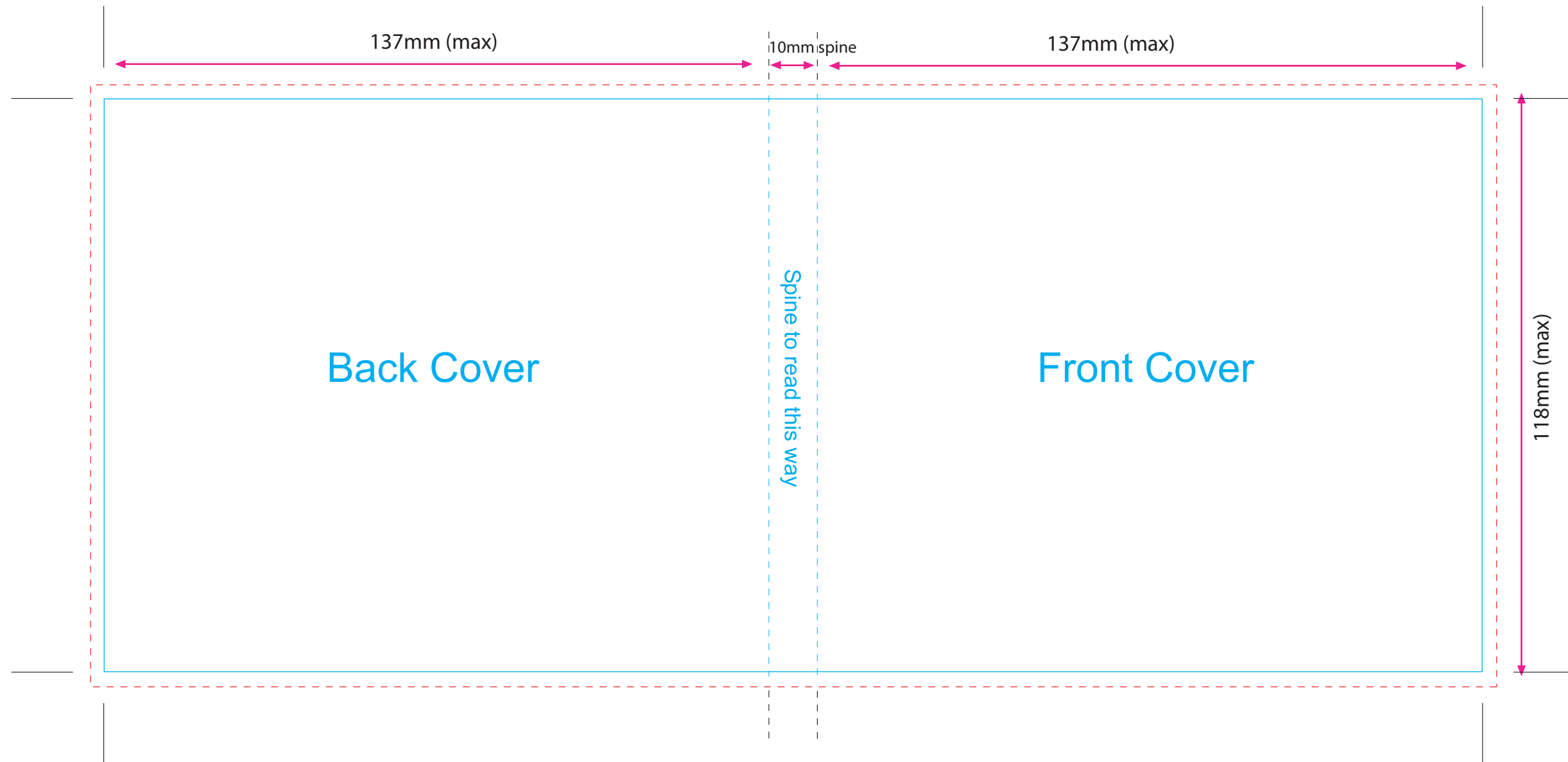


BLEED
TRIM



*Add minimum 3mm artwork bleed to artwork, shown here as RED keyline

DOUBLE Disc Game Caddy



*Add minimum 3mm artwork bleed to artwork, shown here as RED keyline