

Cover Template Instructions

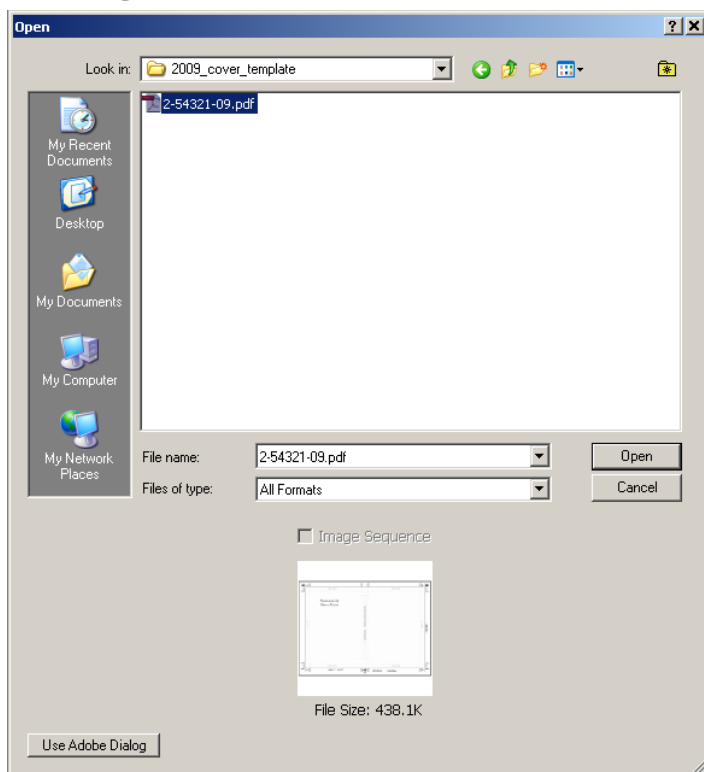
Before Getting Started

Before starting on your cover please make sure you have loaded the Jostens 2009.csf file. This file is located on the YearTech CD, and is also available for download on Yearbook Avenue. Whether you're working in Adobe InDesign, Photoshop or Illustrator, the procedure for activating these color settings is the same. From the Edit menu, select Color Settings. Click the Load button and browse to the Jostens 2009.csf file. Select it and click OK. Click OK in the Settings window and your cover file will now be set to print properly at the plant.

Template is set up as a PDF file, and can easily be used to create your cover in Adobe Illustrator, Photoshop or InDesign.

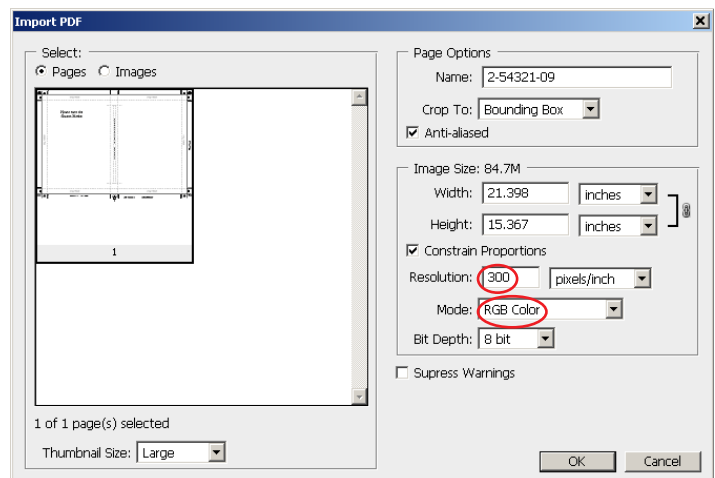
The template file that you received was created for your school, based on the size of your book and number of pages in the book.

Using Photoshop



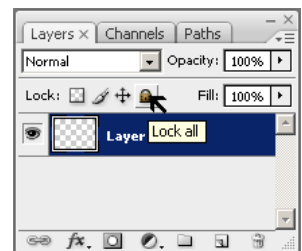
Under the File menu, select Open from the drop down menu, and select the template file.

For questions contact Technical Support at 1-800-328-2435.

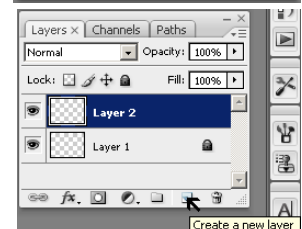


The Import PDF window will appear. Select Pages. Make sure the Resolution is set to 300 pixels/inch, and the Mode is set to RGB Color.

Under the Windows menu, open the Layers palette. Lock the layer containing the template file.



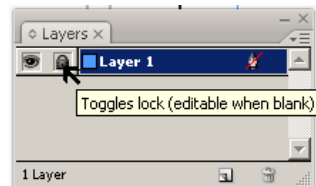
Create a new layer to begin building your cover.



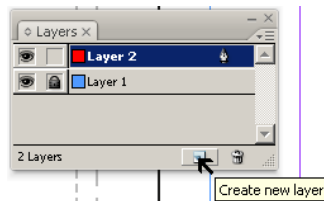
Using InDesign

Create a new document file with the size of 24 x 16 inches, or 144 x 96 picas. Make sure page orientation is set to Landscape and Facing Pages is not checked. Under the File menu, select Place from the drop down menu. Select the template file and click once to place at full size.

Under the Windows menu, open the Layers palette. Lock the layer containing the template file.



Create a new layer to begin building your cover.



Using Illustrator

The template file was created in Illustrator and can be used by opening the file in Illustrator. Under the File menu, select Open from the drop down menu, and select the template file. Create your cover on the Cover Art layer. The Template has been created on a separate locked layer. Do not design your cover on the Template layer.

What to Send to the Plant

- Cover file. Please **do not flatten files**. Plant must have layered file in order to produce your cover.
- All separate linked file content, and all fonts used on your cover. If using InDesign, under the File Menu select Package and a folder containing the cover file, links and fonts will be automatically be created.
- Make sure you have selected the indicator on the template to identify the status of your cover as either *Rough Draft* or *Use As Is*. *Rough Draft* indicates the cover file being submitted is in need of assistance from the plant (cleaning up a piece of the artwork, creating a special effect, etc.). *Use As Is* indicates the cover file contains all contents desired on the cover and is ready to proceed in production.

