



YOUR *Williamson*

A DISTINCTIVELY SOUTHERN PLACE

MAGAZINE ADVERTISEMENT FILE SET UP & EXPORT INSTRUCTIONS

BLEED

&

NON-BLEED

BLEED

PRESET DETAILS

A

Width **B** Units **Inches**

Height **C** Orientation  

Pages **1** Facing Pages ☐

Start # **1** Primary Text Frame ☐

Columns **D** Column Gutter **E**

▼ Margins

Top **0.5** Bottom **0.5**

Left **0.5** Right **0.5**

▼ Bleed and Slug

Bleed

Top **0.125** Bottom **0.125**

Left **0.125** Right **0.125**

Slug

Top **0 in** Bottom **0 in**

Left **0 in** Right **0 in**

☒ Preview Close Create

Setting up your BLEED file

- Step 1. change the **Units** to **Inches**
- Step 2. toggle the **Margins** to **Constraint proportions**
- Step 3. toggle the **Bleed** to **Constraint proportions**
- Step 4. change **Margin** values to **0.5**
- Step 5. change **Bleed** values to **0.125**

Spread

- A. YW-SPREAD-BLEED
- B. 18
- C. 10.875
- D. 2
- E. 1

Full Page

- A. YW-FULL-BLEED
- B. 9
- C. 10.875
- D. 1
- E. 0

2/3 Vertical

- A. YW-2.3V-BLEED
- B. 5.625
- C. 10.875
- D. 1
- E. 0

1/2 Vertical

- A. YW-HALF V-BLEED
- B. 4.25
- C. 10.875
- D. 1
- E. 0

1/2 Horizontal

- A. YW-HALF H-BLEED
- B. 9
- C. 5.25
- D. 1
- E. 0

1/3 Vertical

- A. YW-THIRD V-BLEED
- B. 2.875
- C. 10.875
- D. 1
- E. 0

1/3 Horizontal

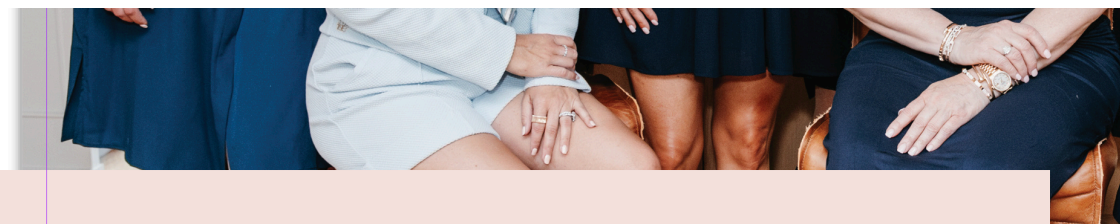
- A. YW-THIRD H-BLEED
- B. 9
- C. 3.625
- D. 1
- E. 0
- F. 0.5 - Keep logos & text within the margins
- G. 0.125

For **BLEED** files Don't forget

Make sure your artwork **extends to the red border on all sides.**

*Note: Anything past the black square **will not be printed.***

*Make sure your text and logos are **within the pink margin** lines to avoid having it **cut off.***



Leveraging real estate resources with a creative and tenacious spirit, the LCT Team of Onward Real Estate are experts in delivering a synergy of success for each client with long-time REALTOR® Lisa Culp Taylor as team leader. We are ready to help you buy or sell a home in the Franklin, Brentwood, Murfreesboro or Nashville areas - and we have the experience and knowledge to make the whole process easier for you.

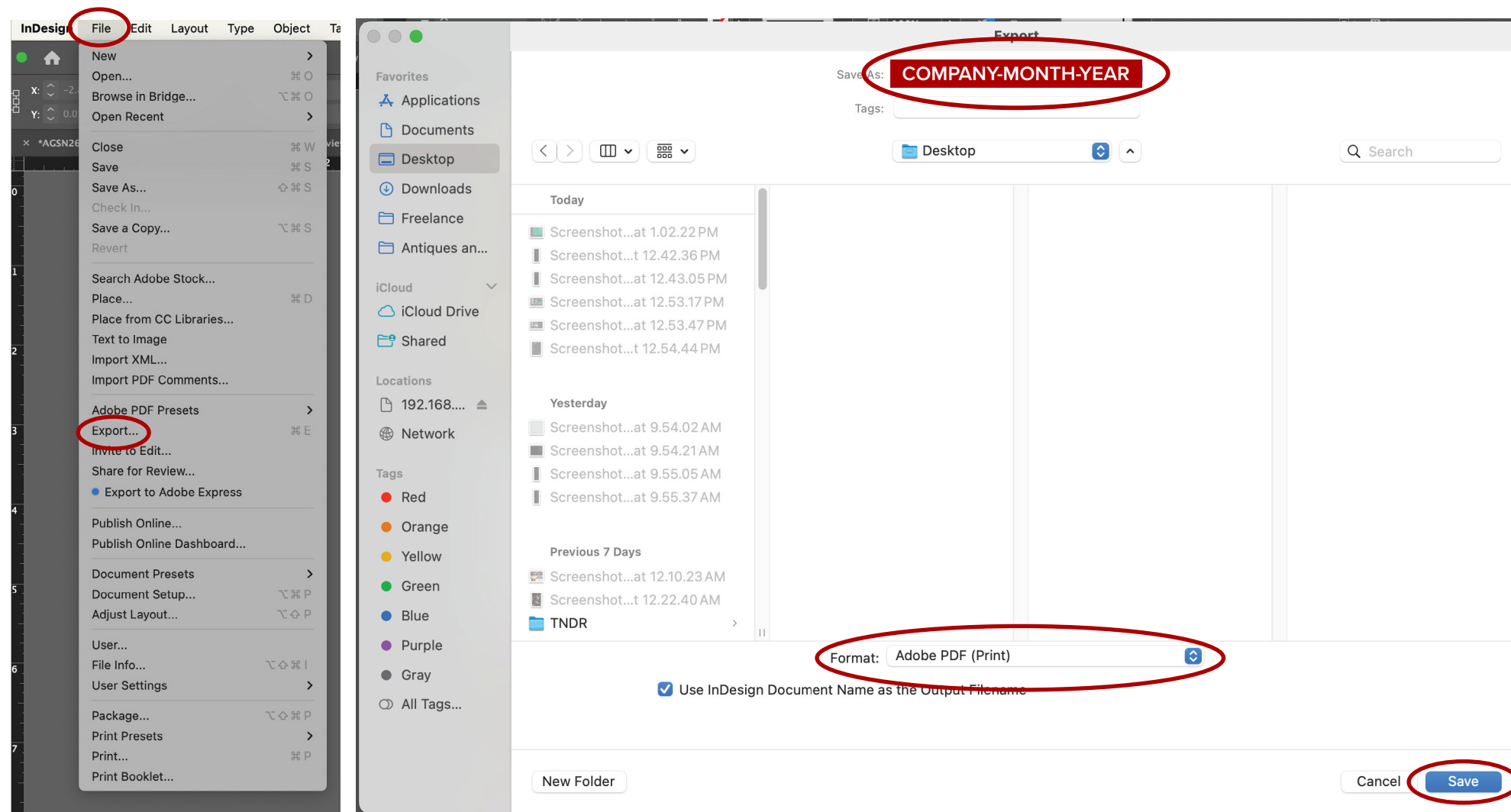
View available listings at LCTTeam.com



Export your file

Once you've finalized your design and you made sure your artwork extends to the bleed line on all sides, complete the following steps.

1. Click "File"
2. Click "Export..."
3. Choose the location on your computer where you would like to save your file.
4. Name your file under this format
COMPANY-MONTH-YEAR
5. Make sure the format is "Adobe PDF (Print)"
6. Click "Save"



7. Under Adobe PDF Preset, click
“[High Quality Print]”

Export Adobe PDF

Adobe PDF Preset: [High Quality Print]

Standard: None

Compatibility: Acrobat 5 (PDF 1.4)

General

Compression

Marks and Bleeds

Output

Advanced

Security

Summary

General

Description: Use these settings to create Adobe PDF documents for quality printing on desktop printers and proofers. Created PDF documents can be opened with Acrobat and Adobe Reader 5.0 and later.

Pages

All

Range: 1

Export As

Pages

Spreads

Create Separate PDF Files

Suffix:

Viewing

View: Default

Layout: Default

Open in Full Screen Mode

View PDF after Exporting

Options

Embed Page Thumbnails

Optimize for Fast Web View

Export Layers: Visible & Printable Layers

Include Hidden Spreads

Create Tagged PDF

Create Acrobat Layers

Include

Bookmarks

Hyperlinks

Non-Printing Objects

Visible Guides and Grids

Interactive Elements: Do Not Include

Save Preset...

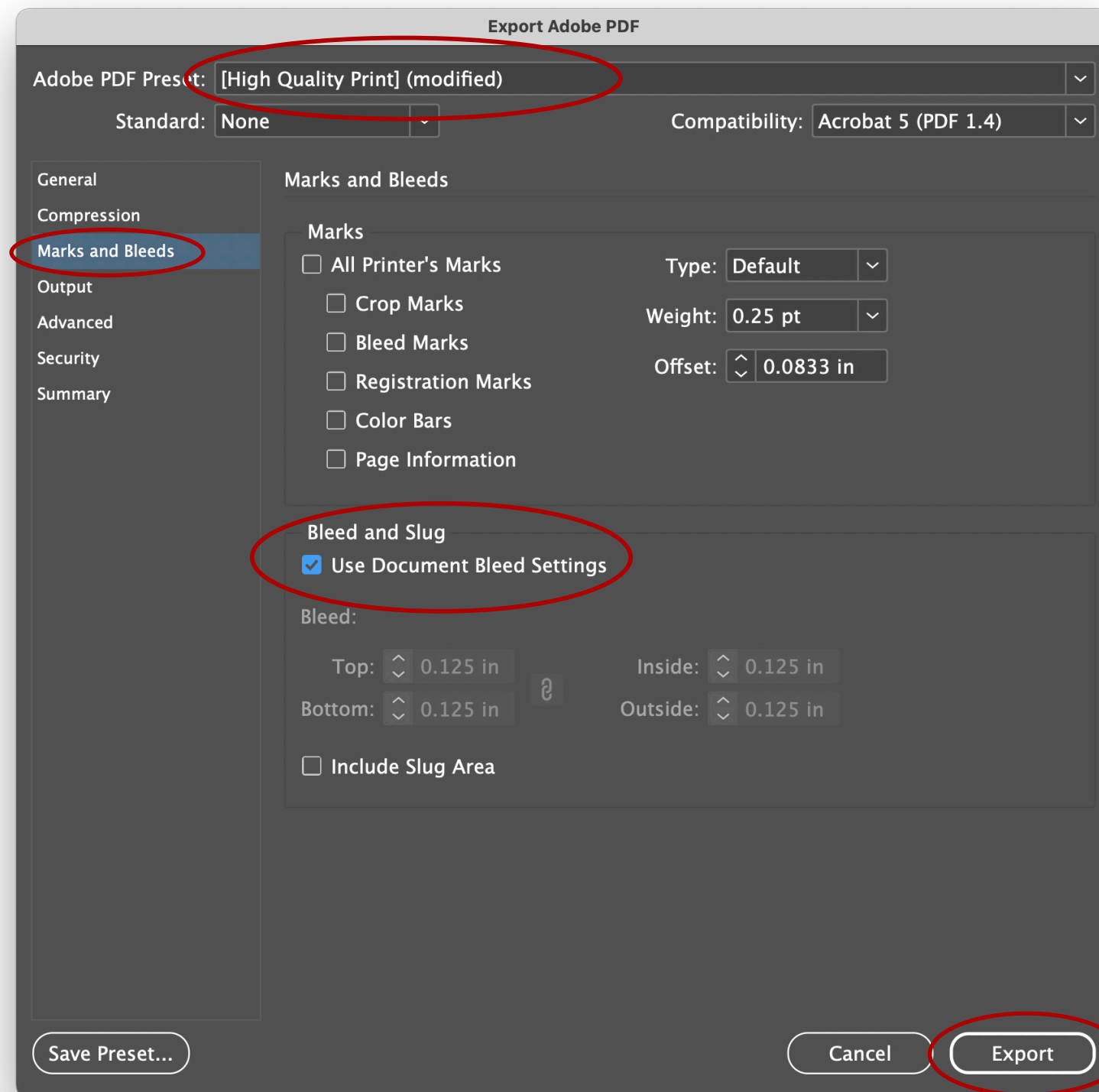
Cancel

Export

BLEED

8. Click “Marks and Bleeds” in the side menu.
9. Under “Marks” make sure all are **unchecked**
10. Under “Bleed and Slug,” **check** “Use Document Bleed Settings”
11. Click “Export”

Once you’ve completed these steps, give your computer a moment to process and your file should be exported properly.



Setting up your NON-BLEED file

- Step 1. change the **Units** to **Inches**
- Step 2. toggle the **Margins** to **Constraint proportions**
- Step 3. toggle the **Bleed** to **Constraint proportions**
- Step 4. change **Margin** values to **0.5**
Note: Margins are simply design guides. Since these are non-bleed ads, it's perfectly fine for text or images to extend beyond the margin area.
- Step 5. change **Bleed** values to **0.125**

Full Page

- A. YW-FULL-NON BLEED
- B. 8
- C. 9.875
- D. 1
- E. 0

2/3 Vertical

- A. YW-2.3V-NON BLEED
- B. 5.125
- C. 9.875
- D. 1
- E. 0

1/2 Vertical

- A. YW-HALF V-NON BLEED
- B. 4
- C. 9.875
- D. 1
- E. 0

1/2 Horizontal

- A. YW-HALF H-NON BLEED
- B. 8
- C. 4.75
- D. 1
- E. 0

1/3 Vertical

- A. YW-THIRD V-NON BLEED
- B. 2.375
- C. 9.875
- D. 1
- E. 0

1/3 Horizontal

- A. YW-THIRD H-NON BLEED
- B. 8
- C. 3.2715
- D. 1
- E. 0

1/3 Square

- A. YW-THIRD SQUARE
- B. 5.375
- C. 4.6875
- D. 1
- E. 0

1/4 Page

- A. YW-QUARTER PAGE
- B. 3.75
- C. 4.935
- D. 1
- E. 0

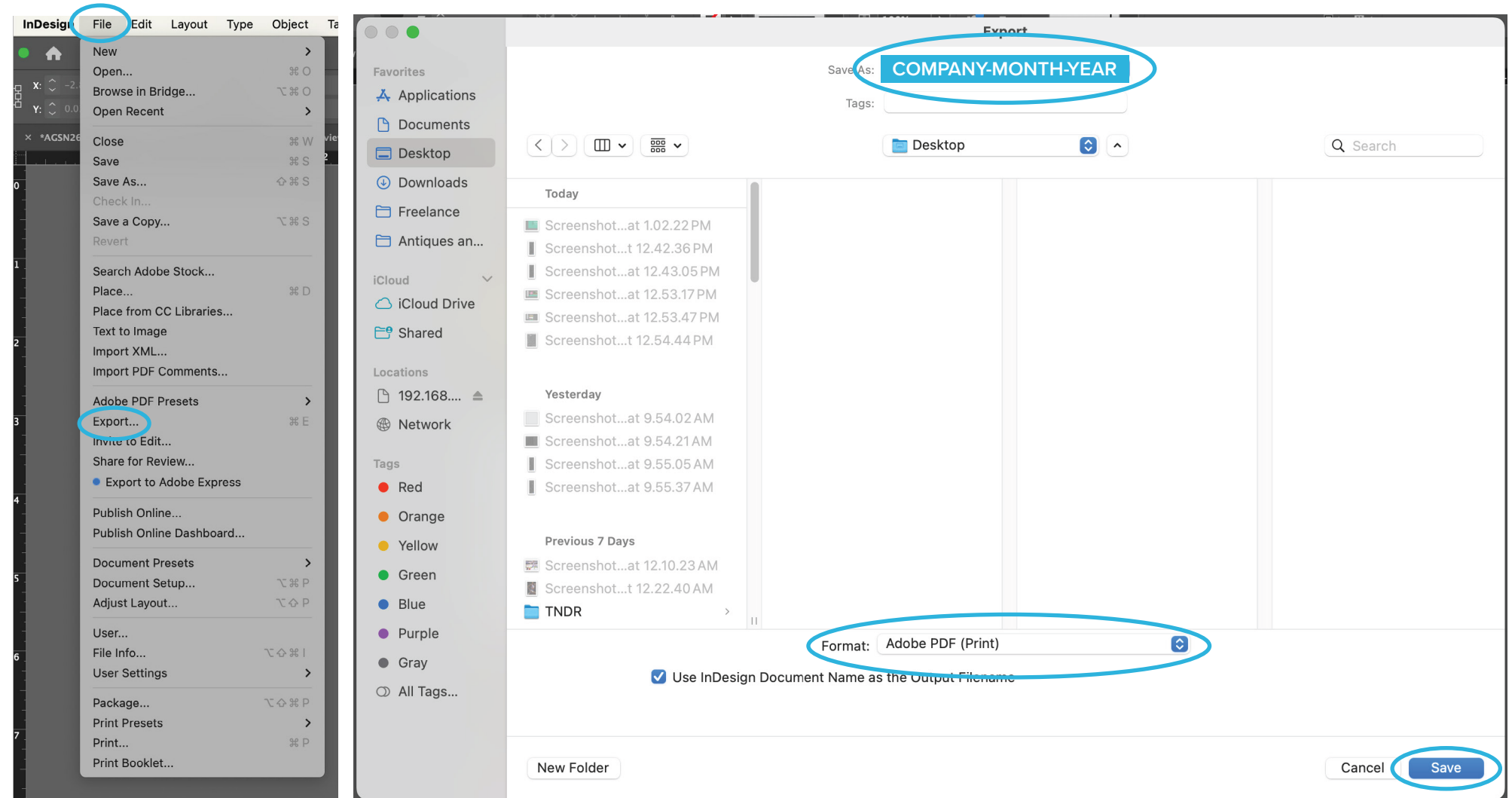
1/6 Vertical

- A. YW-SIXTH V
- B. 2.625
- C. 5
- D. 1
- E. 0
- F. 0.5
- G. 0

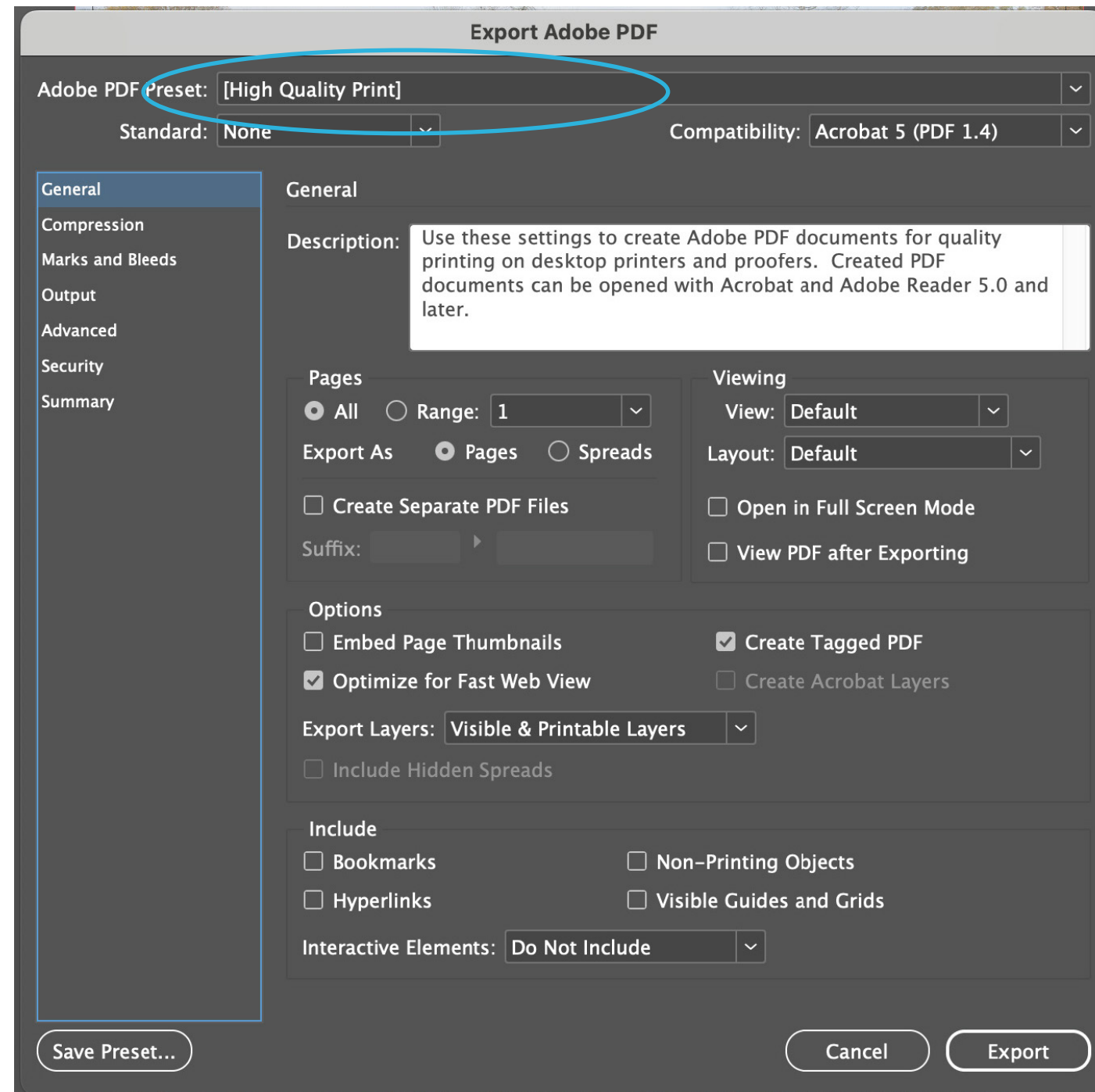
Export your file

Once you've finalized your design, complete the following steps.

1. Click "File"
2. Click "Export..."
3. Choose the location on your computer where you would like to save your file.
4. Name your file under this format
COMPANY-MONTH-YEAR
5. Make sure the format is "Adobe PDF (Print)"
6. Click "Save"



7. Under Adobe PDF Preset, click
“[High Quality Print]”



8. Click “Marks and Bleeds” in the side menu.
9. Under “Marks” make sure all are **unchecked**
10. Under “Bleed and Slug,” make sure all are **unchecked**
11. Click “Export”

Once you’ve completed these steps, give your computer a moment to process and your file should be exported properly.

