

Scanning & Printing Basics

1/2 Day Class

This course will help students understand the different production and printing choices you have to make as you create electronic files; what resolution to use, how to set scanner controls, color correction, how to choose colors that will print correctly, and how to prepare for different types of printing.

Upon Completion of this course students will be familiar with and have skill to:

Basics of Desktop Publishing

- General Considerations
- What About Postscript?
- Types of Printers

Basics of Commercial Printing

- Professional Print Shops
- Different Printing Processes

Types of Computer Applications

- Choosing Software
- Fonts (Typefaces)

Computer Color Modes

- Bit Depth
- Guide to Color Modes
- Which Modes for Scanning & Working

Raster Images & Resolutions

- Understanding Pixels
- Print Resolution

Vector Images

- Advantages/Disadvantages of Vector Art

File Formats

- Native/Non-Native File Formats
- Which Format to Use

Process Color Printing

- Defining Process Colors
- What are Color Separations?
- Color Dot Screens
- Choosing Screen Angles

Spot Colors & Duotones

- What are Spot Colors?
- What is "Pantone"?
- What are Duotones?

Specifying Number of Colors

- Number of Colors on a Printing Press

Scanners & Scanning

- Types of Scanners
- Preparing to Scan
- Scanning Software

Fonts & Outlines

- Font Formats
- Adobe Type Manager (ATM)

High Resolution Output

- What is a Service Bureau?
- What to Send to a Service Bureau

Trapping

- Color Knockouts
- Trapping the Color

Proofing Your Job

- Monitor Proofing
- Digital Color Proofs
- Blueline Proofs

Preflight Checklist

- Document Reports
- Items to be Sent

