
PREPRESS TOPICS IN

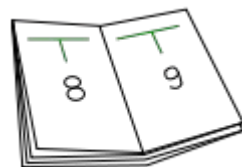
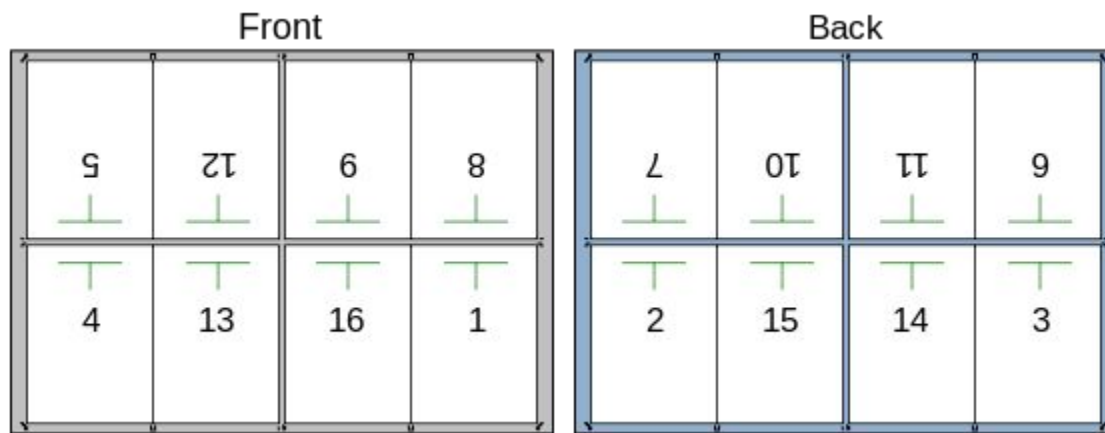
Imposition/Printer Spreads

Imposition

Imposition is one of the fundamental steps in the [prepress](#) printing process. It consists in the arrangement of the printed product's pages on the printer's sheet, in order to obtain faster printing, simplify [binding](#) and reduce [paper](#) waste.

Imposition factors:

- **Format:** size of finished piece determines what size sheet multiples can print on
 - **Binding:** Saddle-stitch books require arranging them in a **signature**.
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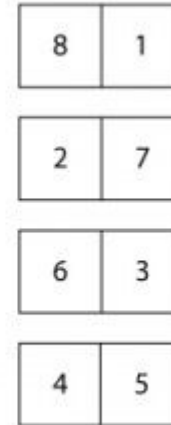
A **signature** arranges all of the pages onto a single sheet that can be folded down twice and then cut along the top edge.

Printers Spreads arranges the order of your document so when the spread is printed front to back, you can easily saddle-stitch bind it.

Readers Spread

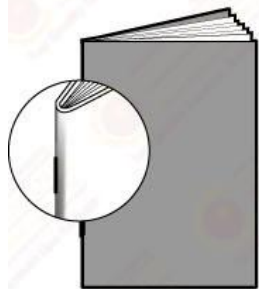


Printers Spread

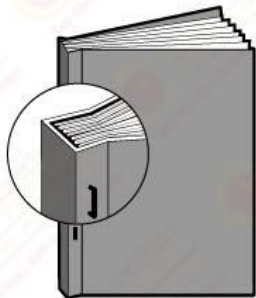


Book page count must
be divisible by what to
avoid blank pages?

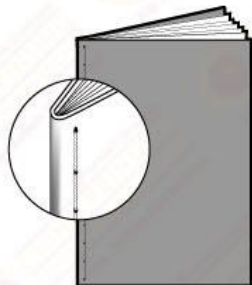
Binding



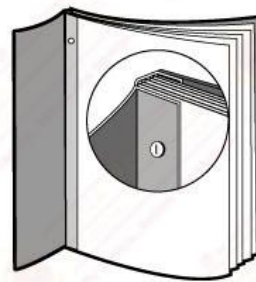
saddle stitch



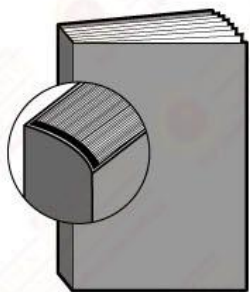
side stitch



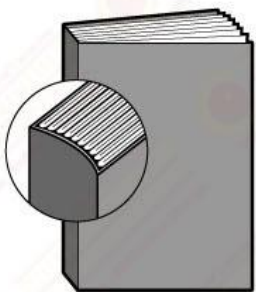
side sewn



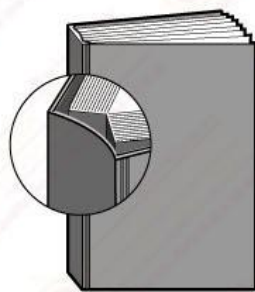
screw and post



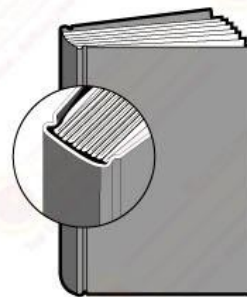
perfect



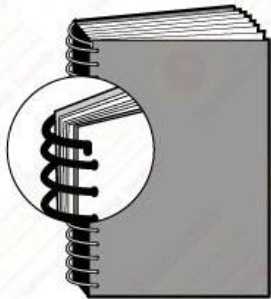
burst perfect



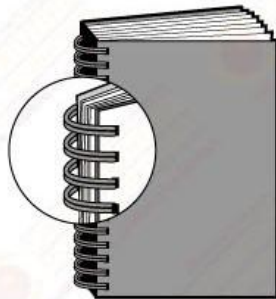
lie flat perfect



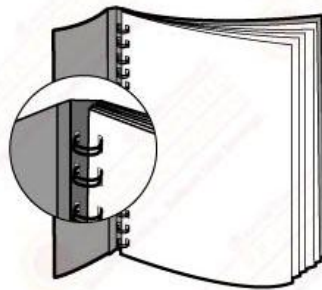
case
(adhesive and Smythe
sewn options available)



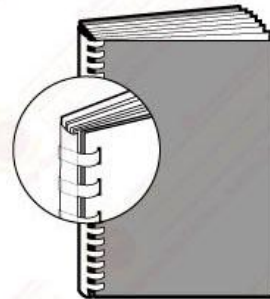
spiral



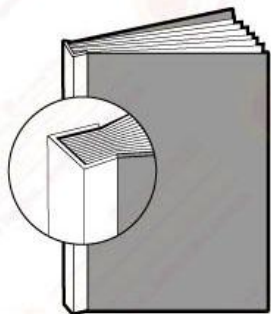
double-loop wire
(Wire-O)



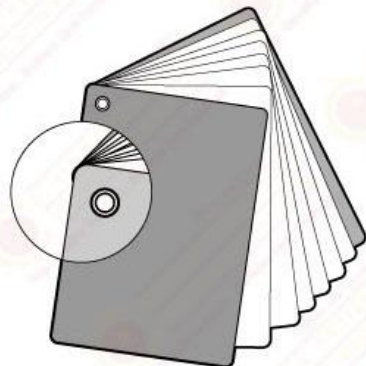
concealed double-loop
(Wire-O)



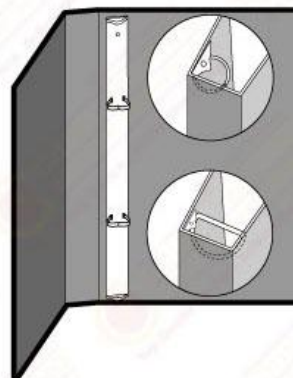
comb



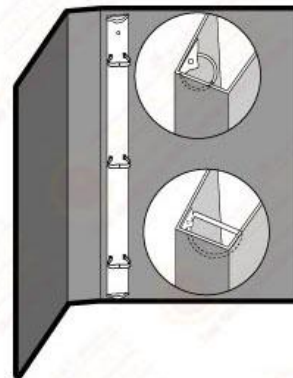
plastic grip



rivet



ring
Square or Round spine
with "O" or "D" ring



ring
Square or Round spine
with "O" or "D" ring

FedEx Kinkos Binding options

Commitment to Sustainability

FedEx Office® provides locations where customers can connect to the world in responsible and resourceful ways. We provide leadership in responsible environmental stewardship by encouraging the supply and manufacture of recycled material, innovative forest-based alternatives and eco-technologies. We help ensure forest-based products purchased by FedEx Office originate from well-managed, non-endangered forests.

Blue Vinyl | VC2

Black Vinyl

① Clear Cover | VC7

Frosted Cover | VC8

Design Cover | VC9

Comb |

Velo |

Coil |

Labels | LB33

Transparencies | TR1

② Tabs | TR2

Coptic stitch
binding



rivet
binding



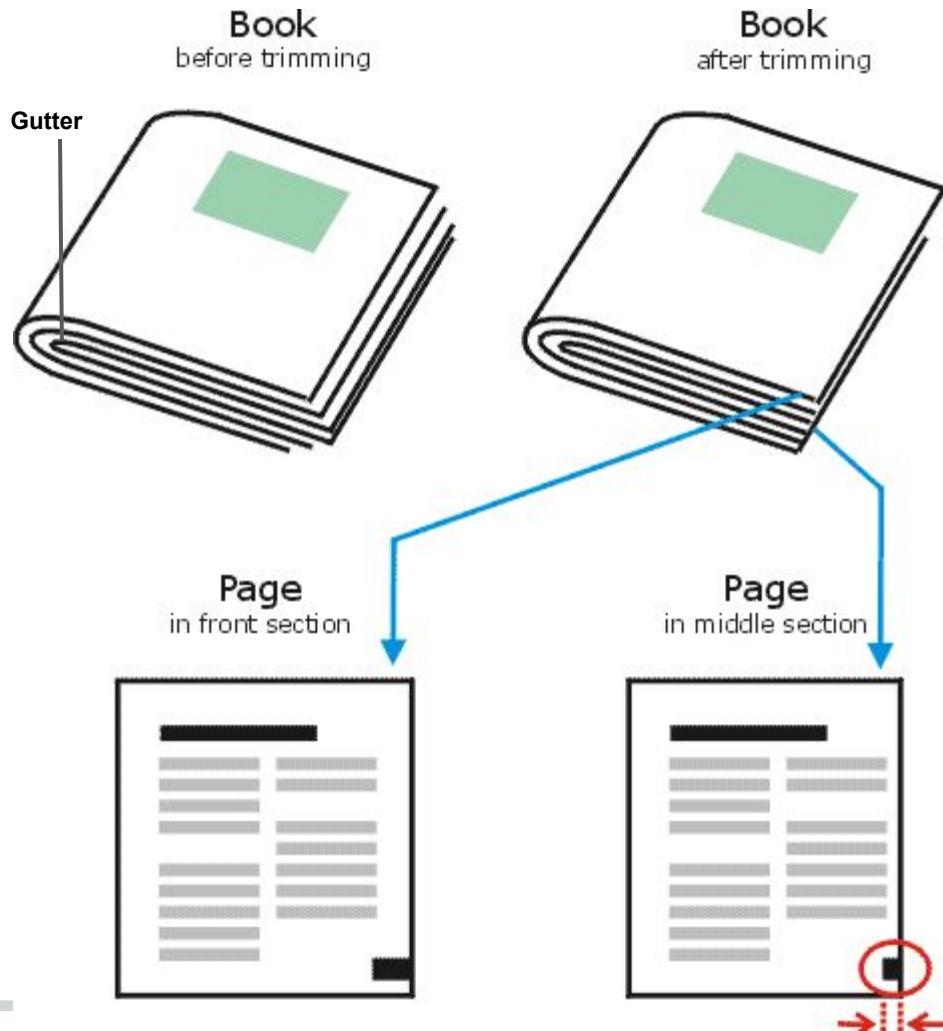
Creep occurs when the pages amass and the interior pages begin to shift out past the edges of the exterior pages.

Binding, paper weight/texture, and page count all affect creep.

Creep can be calculated by your printer or with online tools:

<http://www.printgraphics.com.au/index.php/weight-and-creep>

Always build a dummy!



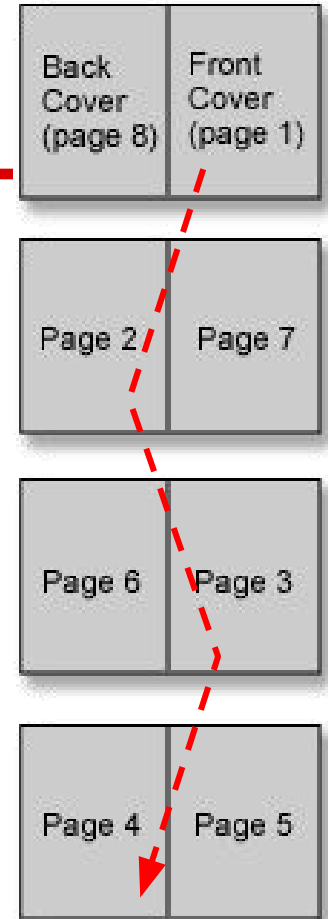
Building your book

Directions for Imposition

1. Page count must be divisible by 4.
 2. On a piece of paper, create an **imposition map**.
Start by placing the last page next to the first page. (*see next page*)
 3. Create your imposition document.
 - a. No facing pages.
 - b. Modify your master to have 2 pages.
 - c. Allow document pages to shuffle.
 - d. Create the number of spreads necessary for your book.
 4. Using your **imposition map**, begin copying the content or importing pdfs of your layout into the printer spread book.
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Creating an imposition map

1. Your first spread should be your last page and your first page.
2. Each spread that follows should have the next page from the front, then the next page from the back.
3. Repeat until you reach the bottom.
4. To check that you've got the correct order:
 - a. Your final spread (centerfold), will be the only sequential page numbers.
 - b. You should be able to go up and down your map and see the numbers Alternate in the correct order.



Placing PDFS into your imposition

It is advisable to place pdfs in your imposition document and leave your other document for making edits. This way, nothing will accidentally shift on the page.

(pdfs should be generated with cropmarks and bleeds)

1. File> PLACE. Select the pdf, and select import options at the bottom.
At the next prompt, make sure to select ALL pages.
 2. Your cursor will then be loaded with all the pages of the pdf.
 3. Position your cursor where page 1 should be (Should be in page 2 position for Printers Spreads).Click and the first page of your pdf will be placed.
 4. Using your imposition map, repeat placing all the pdfs.
 5. Go back and finesse the position of the pdfs to be sure the bleeds are in the exact position.
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