2012 Cover Template Instructions

Colors shown in this sample are for illustration only and will not appear on your template file.
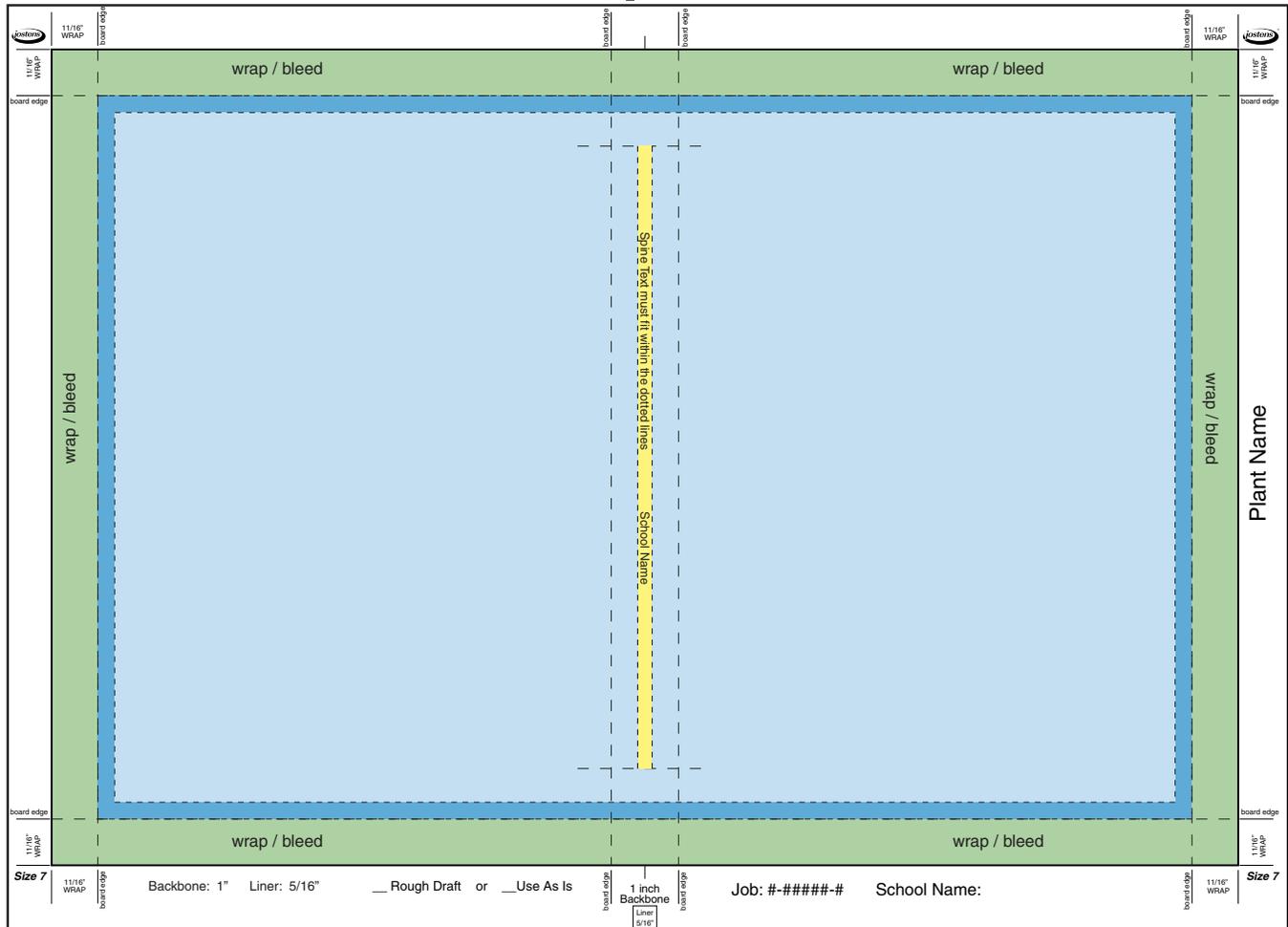
Before using your cover template, please save it to your hard drive.

- Make sure you have loaded the 2012 Jostens color settings file before working on your cover. This file was sent to you along with your cover template. It can also be found on Yearbook Avenue® and the YearTech® DVD.

- Dotted lines show on your template as gray. These lines are there to make designing your cover easier and will not print on your cover.

- The GREEN area is called the wrap or bleed. This area wraps around the edge of the book to the inside and will not be seen entirely. It is necessary to have your art fully cover this area so it does not stop abruptly at the edge of your cover.

- Keep all critical art within the LIGHT BLUE area. Art in this area will be fully visible when the book is finished. It is important to keep any essential design elements (i.e., type, logo, date) 1/4 inch from the wrap. This area is indicated by the DARK BLUE area.

- The YELLOW area indicates the location of text on the backbone or spine of the book. Spine text CANNOT be taller or longer than the dotted lines that surround the allotted spine text area. Text outside the indicated area may result in text size adjustments at the plant.

- Please do not use your template for any other book. Sizes differ from book to book. This template has been customized to your book's specifications, including your job # and plant ID.

- **To avoid additional charges, any changes to your cover specs must be discussed with your Jostens Yearbook representative.**

2012 Cover Template Instructions

Before Getting Started

Before starting on your cover, please make sure you have loaded the Jostens 2012.csf file. This file is located on the YearTech DVD, and is also available for download on Yearbook Avenue. Whether you're working in Adobe Photoshop, InDesign 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 2012.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.
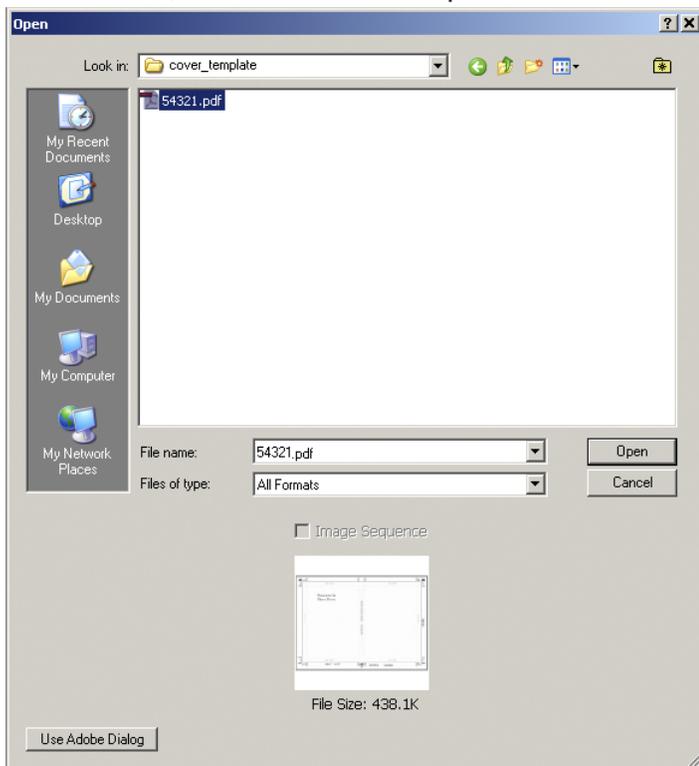
The template is set up as a PDF file and can easily be used to create your cover in Adobe Photoshop, InDesign or Illustrator.

The template file you receive has been created especially for your school. This template is based on the trim size and number of pages in your book. The template has a specific naming convention. This information should be on the bottom of the template when you receive it.

#-#####-12cv.pdf

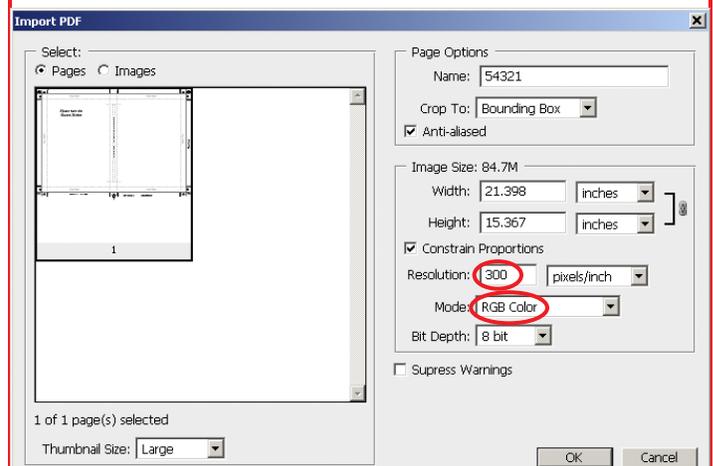Plant ID #   School Job #   Year indicator
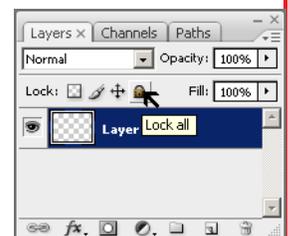
Using Photoshop

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

The Import PDF window will appear. Select the Pages button. **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 panel. Lock the layer containing the template file.

Create a new layer to use for cover art.