GGP Media

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GGP Media works according to the specifications of the process standard offset printing. In 2016, the company received the certification according to the new ISO standard 12647-2: 2013 was carried out for the first time by IPM Mueller & Resing Ltd.

Pre-press companies and agencies prepare printing files for GGP Media in such a way that they operate within the framework of the PSO specifications and thus contribute to process optimisation, avoidance of errors and quality consistency.

Basis for File Delivery:
You to provide us free of charge with ready-to-print pdf files, according to our File Delivery Guidelines. The content pages do not include any heavy black or bleeding illustrations (on either side of the page). All information necessary for the preparation of the printing files and our current PDF export specifications can be found in the download area of our website *www.ggp-media.de/service*.
In order to offer you the fastest and safest way for uploading complete and ready-to-print files we provide you with our P3 customer platform *www.ggp-p3.de*. In addition to many other support systems P3 offers you the option of immediate feedback regarding the processibility of your printing files via our automatic preflight check. Also, our competent Prepress Services Team is happy to assist you in creating ready-for-print files. Our complete services and service charges can be found in our Price List for Additional Services *https://oc.ggp-media.net/s/n9HZybicOIltHOV/download*.

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GGP Media **GGP Media**

Table of Contents (sidebar)

Untrimmed format
154 mm x 216 mm

Your printing files should be delivered in the untrimmed format. Included in this format: 3 mm trim.

The trim will be removed by us during production. Please always place backgrounds and bleed-edge objects all the way to the edge of their data format to avoid white margins.
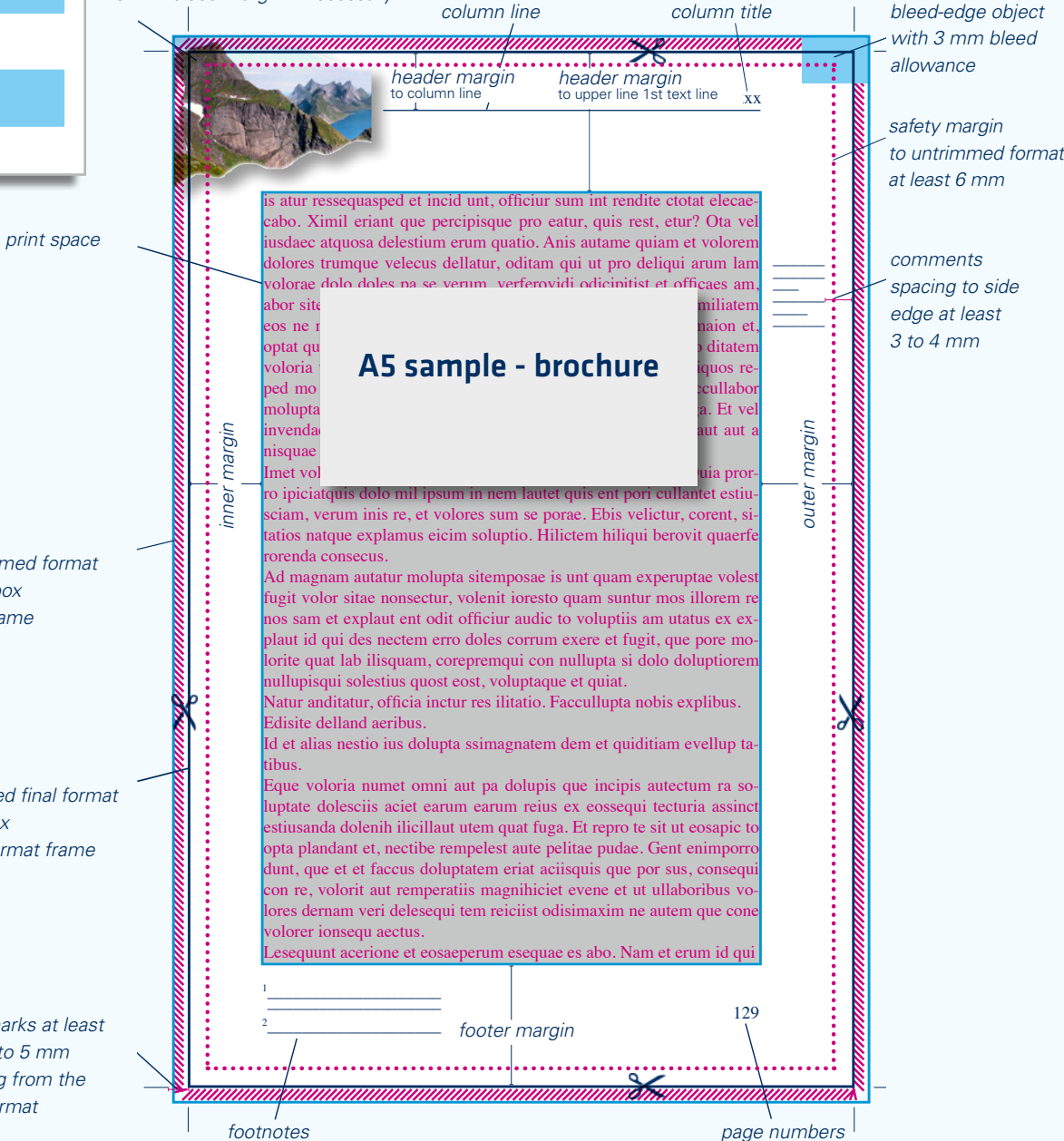
Trimmed final format
148 mm x 210 mm

You receive your finished end product in this format.

Safety margin: 6 mm (applies to all sides)

It is measured from the untrimmed format and prevents unwanted cuts of texts and information during production.

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image files with at least 300 dpi image resolution in CMYK and 3 mm bleed margin if necessary

column line   column title

bleed-edge object with 3 mm bleed allowance

header margin *to column line*   header margin *to upper line 1st text line*   xx

safety margin *to untrimmed format at least 6 mm*

print space

comments *spacing to side edge at least 3 to 4 mm*

A5 sample - brochure

inner margin   outer margin

untrimmed format
Bleedbox
Trim frame

trimmed final format
Trimbox
final format frame

footer margin   129

crop marks at least 3 mm to 5 mm spacing from the final format

footnotes   page numbers

File Set Up Checklist

Content/ Text Files
• Delivery of print-ready PDF data files exclusively in a data package with unique name recognition, without ä, ö, ü or other special characters, no zip or postscript files or open files.
• All pages in the document are single pages and of equal size (Trimbox, Bleedbox, Mediabox).
• All pages must be set up centered on the document base.
• The final format corresponds with the trimmed page size.
• Header and inner margins in the file are aligned to the information provided by the publisher.
• Imprint, blank and advertising pages are included and have the correct page positioning.
• All fonts (including system fonts) must be completely embedded.
• The PDF does not contain any levels and no printable comments.
• Only the colours to be produced are contained in the PDF file.
• Layout elements (marginalia, tab texts) have a minimum distance of 3 to 4 mm from the trimmed page size.
• The minimum line thicknesses are 0.15 pt (0.06 mm) for full tone and 0.8 pt (0.282 mm) for screened lines
  Note: A check of the minimum thickness is not part of our preflight check.
• Bleed marks are at least 3 mm away from the trimmed page size.
• The Bleed itself is set up with 3 mm and more.
• Image resolutions for half-tone images min. 300 dpi for 60s grids, 400 dpi for 80s grids.
• Minimum resolution for line art 600 dpi, scanned text 1270 dpi, CopyDot data 2540 dpi.
• PDF files are composite and not colour separated.
• There are no RGB colours or undefined special colours in the files.
• Tonal values of monochrome images is between 2% and 98%.
• Mechanical diagram tints should have a minimum of 5% tonal value.
• Standard text has a tonal value of 100% (100% black can turn into 96% grey if ICC profiles are embedded when performing PDF export. Further information is available from our team.
• The files are created with the GGP joboptions or PDF/X-4:2010 compliant with specification of the output condition (available for download at: *www.ggp-media.de/service*).

Jackets, covers, endpapers, color plates
• The general delivery guidelines for text files above are valid.
• The trimmed page size corresponds to the layout net format (for covers incl. folds).
• All black elements are overprinted, but larger font sizes and other elements that are over multi coloured backgrounds are cut-outs.
• The spine width, bleed allowances and the format are created according to the GGP template.
• The turn in for hardback covers is set up between 14 and 17 mm and is printed at least 12 mm.
• The EAN code is 100% black as a vector or line art (at least 1200 dpi).
• CMYK images must not exceed a maximum tonal value of 300%.
• All colors are clearly defined as grey scales, CMYK or special colors, no RGB data.
• Varnish, foil and embossing data is not grey scale, but at least 1200 dpi line or vector graphics.
• Elements which have to be hot foil blocked must not be cut out.
• Always deliver files for the cold foil together in a file with the print files of the cover/ jacket.
• Open files with all images and fonts must be included in a zip archive.

Digital proof
• It is certified with media wedge including review report and simulates the intended paper class.

Date transmission
• PDF or zip archive is performed via the GGP P3 Platform in exceptional cases e-mail, web-upload or FTP-client are possible.
• Please contact your customer service manager for access login details data to our secure P3 Platform.

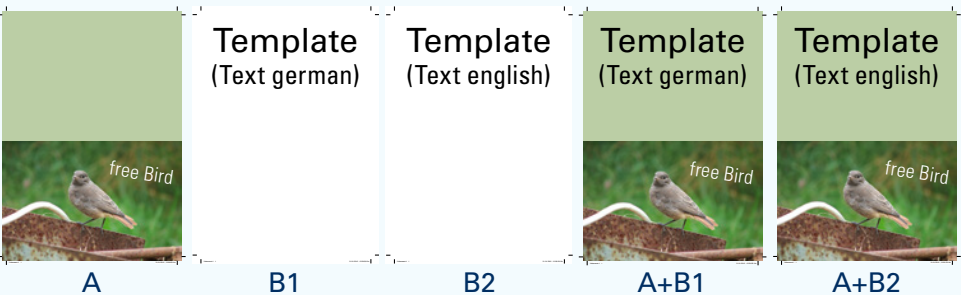### Language and Version Changes

For a production of black-only changes, the following points must be considered:

- In the layout program the division of the changing elements should be done with the help of levels.
- Elements that are the same in all versions must be on an **identical** level.
- All changing elements (text, logos) are each on a separate level per version and are to be created without transparencies and overprinting in the colour black.
- No coloured or negative elements may be changed.
- White text can only be placed in the neutral level and must be **identical** for all languages.

Template (Text german) — A
Template (Text english) — B1
free Bird — B2
Template (Text german) — A+B1
Template (Text english) — A+B2

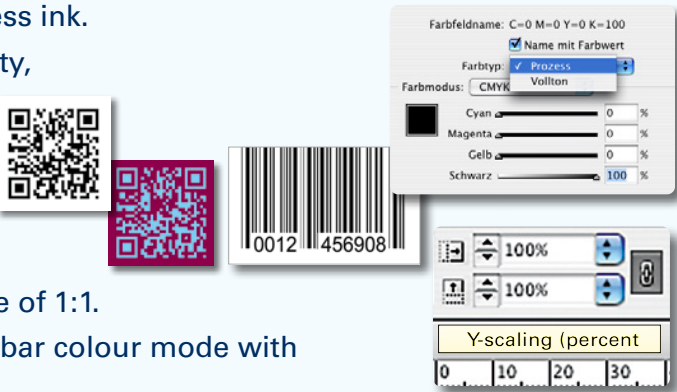### Influencing Factors for Perfect Binding on Design Elements

If the layout file contains spread elements from the cover to the first or last content page or full-page or in case of illustrations that move into the book spine an invisible space must be considered due to the gluing of perfect bound products. This corresponds to a space for glue application of 3 mm if the spine is creased 2 times and to 4 mm if the spine is creased 4 times. In addition, to this and on all other content pages for spread images and text elements close the book spine free space of 5 mm to the book spine must be maintained or alternatively a double spine be incorporated.

cover
not visible in the final product
content
cover
content
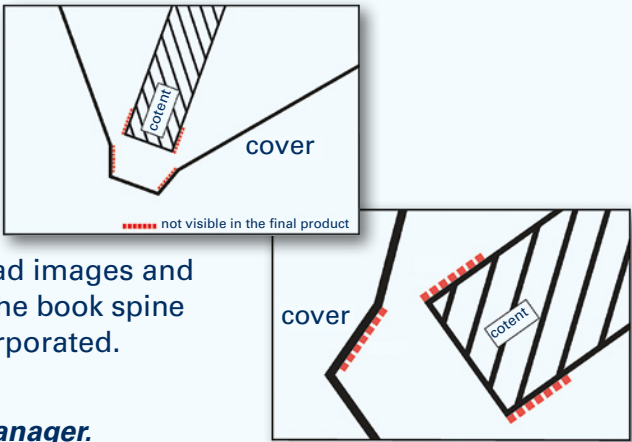
If you have any questions, please contact your account manager.

Correct Set Up of QR and Bar Codes

- QR and bar codes must be set up in 100% black process ink.
- Create a QR code of sufficient size to ensure readability, minimum resolution 300dpi.
- Minimum line thickness positive line (dark line on a light background) 0.25 pt (0.09 mm).
- Minimum line thickness negative line (light line on a dark background) 0.5 pt (0.18 mm).
- Bar codes must be vector-based and placed on a scale of 1:1.
- Bar codes as image data should be saved in bitmap / bar colour mode with a minimum resolution of 1200 dpi.

Farbfeldname: C=0 M=0 Y=0 K=100
☑ Name mit Farbwert
Farbtyp: ✓ Prozess / Vollton
Farbmodus: CMYK
Cyan 0 %
Magenta 0 %
Gelb 0 %
Schwarz 100 %

0012 456908

↔ 100%
↕ 100%
Y-scaling (percent
0   10   20   30

Repro Guidelines

Print condition: ISO 12647-2:2013 Process-Standard-Offset print (PSO)

Dot value reproduction

- The printing dot range in offset printing is between 2% and 98%; important parts of an image should not be based on dots outside the printing range.
- Technical backgrounds must not be set up under 5%.
- Increased dot gain (at least 22% in the mid tone area) is to be expected in the works on volume papers, illustrations should be prepared accordingly.

Screen ruling

- Sheet print — lined paper: 70 L/cm; natural paper: 70 L/cm
- Heatset-web print — lined paper: 70 L/cm; natural paper: 60 L/cm
- Works print (cold set) — works print paper: 54 L/cm

If there are any additional requirements (for example 80 L/cm, FM raster ...) please contact our customer service.

Paper classification (black base)									
Typ	old	g/m²		Description	Profil name / Characterisation	L*	a*	b*	Iso whiteness
PS 1		115 g/m²		coated paper, glossy / matt	PSOcoated_v3.icc / FOGRA 51	93	1	-7	95 - 110
PS a	PK 1/2	115 g/m²		coated paper, glossy / matt	Isocoated_v2-300.icc / FOGRA 39	93	0	-3	85 - 94
PS b	PK 1/2	115 g/m²		coated paper, glossy / matt	Isocoated_v2-300.icc / FOGRA 39 yellowish	96	0	7	80 - 84
PS 2	(PK 3i)	70 g/m²		LWC, improved	PSO_LWC_Improved_eci_icc / FOGRA 45	89	0	-1	80 - 94
PS 3	(PK 3)	51 g/m²		LWC (Light Weight Coating)	PSO_LWC_Standard_eci.icc / FOGRA 46	87	0	0	70 - 84
PS 4		54 g/m²		MFC (Machine Finished Coating)	PSO_MFC_paper_eci.icc / FOGRA 41	87	0	-2	65 - 79
PS 5		120 g/m²		Offset, wood-free, bright white	PSOuncoated_v3_FOGRA52.icc / FOGRA 52	92	2	-10	95 - 110
PS c	PK 4	115 g/m²		Offset, white	PSO_Uncoated_ISO12647_eci.icc / FOGRA 47	92	0	-3	75 - 94
PS d	PK 5	115 g/m²		Offset, yellowish	ISOuncoatedyellowish.icc / FOGRA 30	94	-0,6	2,3	60 - 74
PS 6		56 g/m²		SC (supercalandered)	PSOsc-b_v3_Fogra54.icc / FOGRA 54	85	-1	2	80 - 84
PS e	SC	56 g/m²		SC (supercalandered)	SC_paper_eci.icc / FOGRA 40	86	-2	3	65 - 74
PS 7		49 g/m²		INP, improved newspaper	PSO_INP_Paper_eci.icc / FOGRA 48	86	-1	2	65 - 79
PS 8		45 g/m²		SNP, standard newspaper	PSO_SNP_Paper_eci.icc / FOGRA 42	82	0	3	55 - 64

optical brighteners (OBA)   coated   uncoated   sheet offset   web offset

Please produce your files according to the specifications of the media standard for printing.
https://www.bvdm-online.de/fileadmin/user_upload/bvdm_MedienStandard_Druck_2018.pdf

Please use the ECI profiles shown above for processing your printing files and your digital proofs according to the papers used in printing.
www.eci.org/de/downloads

The new ICC profiles are used at GGP only for papers with optical brighteners, for all papers with yellowish paper colouring, the profiles of the old ISO standard 12647-2 will continue to be used.

Digital Color Proof

Digital Color Proofs may be supplied to GGP Media in good time before printing. If this is not the case, GGP will print according to the specifications of the Process Standard Offset (PSO).

- Digital Color Proofs must meet the criteria of ISO standard 12647-7 or the media standard for printing.
- The simulation of the proof must correspond to the actual paper class of the order.

- Each proof must have the current CMYK Color Wedge (Version 3.0).
- The media wedge evaluation is carried out by means of a test label or inline imprint.
- Avoid dirt and folds around the printed media wedge.
- Please supply a status bar stating the applied profile, the output date and the calibration date.

Ugra/Fogra Media Wedge CMYK V3.0a Proof
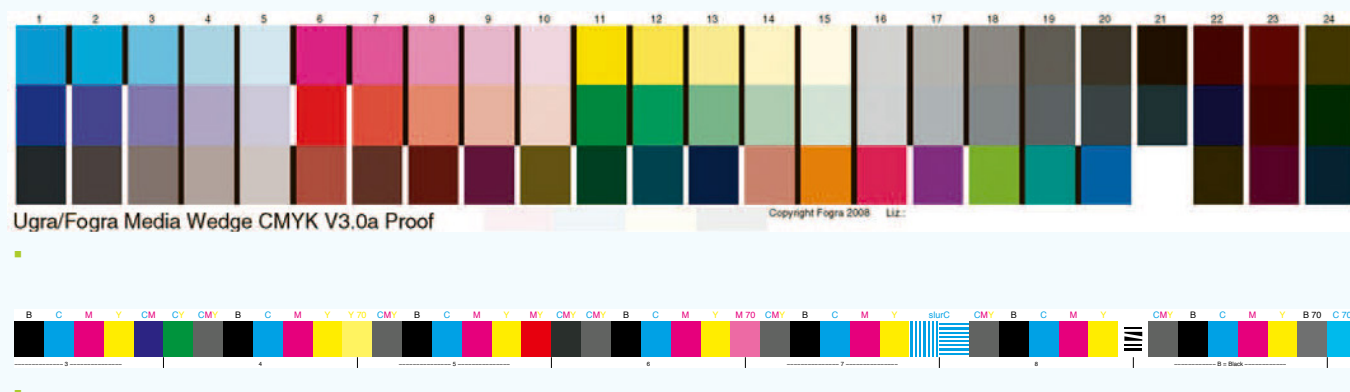
The digital proofs must show the provided set of printing files. If subsequent changes are made, they must be clearly marked on the Proof.

Finishing

In the production of laminated elements significant colour changes occur after lamination. By using the ECI finishing profiles for matt (Fogra49) or glossy foil (Fogra50), these can be compensated in advance.
Note: These profiles are for simulation purposes only and must not be used for creating the printing files.

- Matt foils reduce image contrast and colour scope.
  Proof simulation profile: PSO_Coated_v2_300_Matte_laminate_eci.icc

- Glossy films make the images appear fuller, similar to a dot gain in printing.
  Proof simulation profile: PSO_Coated_v2_300_Glossy_laminate_eci.icc

- For each finishing process a **separate PDF** with a clear ID must be provided.

- All elements must be created in full tone (e.g. 100% depth). Grey scales cannot be produces due to technical reasons

- Outer contours must be smoothed, the minimum resolution is 1200 dpi, preferably all elements should be set up vector-based.

- The minimum line thickness for lines and closed eyes is 0.25 mm.

- Negative fonts or images are created exclusively in the file for the finishings, and this also applies to all elements of a blocking foil.

Cold Foil

- Cold foil prints first, all other colours are printed on top. Therefore the file must consider spread depending on the colours used.
  - Standard overfill: 0.2 pt
  - Spread to dark colours (dark blue, dark green etc.): 0.3 pt
  - Spread to light colours (pastel shades, beige shades): 0.15 pt
- Backgrounds printed on cold foil are worked 1: 1, this means without spread.
- Accurate printing of small font sizes and line thicknesses is possible, e.g. font size from 2.5 pt, line thicknessess from 0.1 mm.
- Cold foil can be printed screened (images, gradients).
  - Minimum screen value 10%
  - Maximum screen value 80%
- Cold film is treated as a special colour and must be created as the fifth colour in the printing file. It must not be created separately, as this makes a data review impossible

For example: - CFS = cold foil silver   (shown in blue   – as full colour in 100% cyan)
              - CFG = cold foil gold   (shown in green – as full colour in 100% cyan + 100% yellow)

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Analogue, digital

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Approval Process

During data processing GGP Media transforms the supplied printing files into Computer-to-plate files. Upon request, the client will be given the opportunity to approve this file for printing. During print approval the client is obliged to independently check the file for correct page order, correct bleeds, completeness of the text and correct exchange of corrected pages. GGP Media do not proofread the delivered files. GGP Media prepress are offering comfotable print approval via our "Web Center" module. We also offer to send you proofs and colour-accurate digital proofs, as well as low-resolution PDFs for digital approval. Your customer service manager will be happy to advise you on the specific choice of the approval method. Digital proofs can be created and supplied to GGP Media in good time before printing. If this is not the case or if these are incorrectly profiled, printing will be carried out according to the specifications of the PSO.
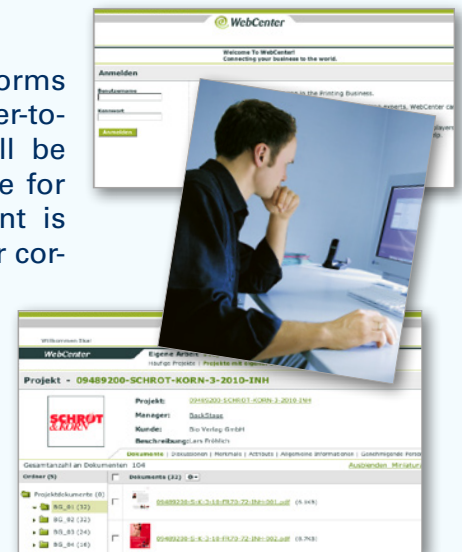
Responsibilities

One of the fundamental targets of this document is to create clear responsibilities and interfaces.

The customer is responsible for the correctness of the plot and the files supplied. The producer and supplier of the files is solely responsible for the "print-ready" processing of the data. For file deliveries without control printout no guarantee can be given for data processing. The correct use and further processing of the files is the responsibility of GGP Media.
Each job is always checked according to the 4-eyes principle. This means that an initial check must be carried out by the creator of the files and GGP Media must review while processing of the data with at least the parameters specified by us (resolution of the images, colour and completeness of the fonts ...). The review routines specified in this document are minimum requirements. Further reviews are the responsibility of the client and his service provider.

Initial Review by the Customer or Service Provider

The creator of the files has to carry out an initial review of the files with at least the parameters specified by us. The results and protocols of this review are to be supplied together with the files. The supplied printouts and proofs are to be produced from the original files, printouts and proofs must always be supplied complete.

GGP Media Initial Review

GGP Media reserves the right to check the qualitative processability of the files supplied. The files are checked for technical processability according to our "preflight specifications".
This serves the purpose of timely detection of errors so that necessary corrections or a new delivery of the files can take place before plate exposure. In addition to checking for technical processability, GGP is responsible for checking the page order as well as the status and completeness of the files supplied. A review of contents only takes place in direct consultation with the client. Discrepancies will be communicated to the customer immediately.