

colorworks

There's
more to
graphic
design...

PANTONE
206 C

CMYK
0. 100. 38. 3.



The Student's Print Handbook

Everything you need to know about getting your work printed by professional, helpful, local printers.

Colorworks Design & Print have been working alongside students for over 15 years, helping them achieve outstanding results for projects and degree shows, from first year, through to graduation and often into the work place. We pride ourselves on being friendly, helpful and relaxed and having staff from university backgrounds, means we understand the processes and pressures you are under.

The aim of this booklet is for us to give you the best creative print solutions at the best prices. We offer generous student discounts and will always go out of our way to ensure you get the results you are looking for, whether it's a one off poster or a thousand foil blocked, die stamped business cards.

Our 'Vouchers' page is full of special offers that may be of interest to you, all with fantastic student discounts. Take advantage of our 'Useful Tips' section, which we have specifically devised to help you produce print ready artwork – it's easy and stress free, even if your deadlines are tight and you're feeling the pressure.

Please keep hold of this booklet, even if you think you don't need it right now, you may find it useful over the next few years.

01225 464366
info@colorworksbath.co.uk
www.colorworksbath.co.uk

- **Who we are**
- **What we do**
- **FREE vouchers**
- **Useful tips**
- **Sizes & stock**
- **Price guide**
- **Useful contacts**

who we are

Colorworks are an independent, friendly printers who have been around for over 15 years in Bath, providing in house design & print to local businesses, publishers, agencies, students & the general public. We have a close-knit team, who work well together to ensure a quality service. Every project is approached with the

same levels of enthusiasm and commitment; whether you're a first year graphic design student or an established advertising agency. Every project we undertake will be delivered to the same exceptional standard, as we believe the quality of work we deliver reflects our reputation as a business.



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DIGITAL PRINT
PANTONE 206 C
CMYK 0.100.38.3



LITHO PRINT
PANTONE 7466 C
CMYK 70.0.23.0.



CANVAS PRINT
PANTONE 123 C
CMYK 0.24.94.0.



STITCHING
PANTONE 3005 C
CMYK 100.34.0.2.



GRAPHIC DESIGN
PANTONE 1585 C
CMYK 0.56.90.0.



LAMINATING
PANTONE 3268 C
CMYK 90.0.49.0.



WIRE BINDING
PANTONE 292 C
CMYK 49.11.0.0.



FOLDING
PANTONE 219 C
CMYK 1.88.0.0.



PHOTOGRAPHY
PANTONE 2415 C
CMYK 33.100.0.8.



ENCAPSULATING
PANTONE 307 C
CMYK 100.16.0.27.



FRENCH FOLDING
PANTONE 382 C
CMYK 29.0.100.0.



DRILLING
PANTONE 221 C
CMYK 0.100.15.30.



DRUM SCANNING
PANTONE 108 C
CMYK 0.6.95.0.



LARGE FORMAT
PANTONE 361 C
CMYK 69.0.100.0.



PERFECT BINDING
PANTONE 485 C
CMYK 0.81.74.0.



PERFORATING
PANTONE 272 C
CMYK 58.48.0.0.

what wedo

We do everything from fast turnaround digital print to lithographic, digital photography to print finishing and binding. We'll genuinely go above and beyond your expectations, to get the perfect end result for you. Our experience in the printing trade combined with design & artwork contacts, means we will always find the best solution for your job.

*Colorworks can...
that's our philosophy!*

Digital Print
Lithographic Print
Canvas Print
Large Format Print

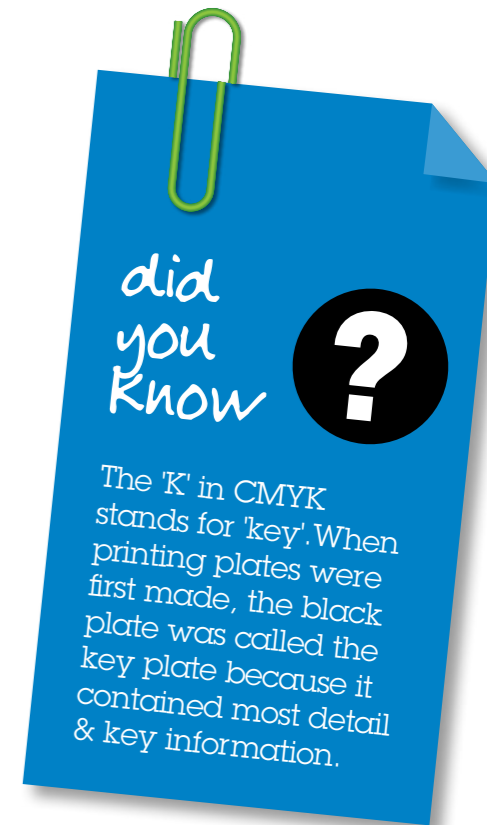
Graphic Design
Digital Photography
Drum Scanning
Laminating

Encapsulating
Wire Binding
French Folding
Perfect Binding

Stitching
Folding
Drilling
Perforating

Business Cards
Postcards
Posters
Greetings Cards

Leaflets
Stickers
Invitations
Brochures



One voucher per order. Invalidates student discount.



2
FREE
A3 prints
2 laser prints worth £12 with every order over £10

Colorworks reserve the right to invalidate this offer at any time

One voucher per order. Invalidates student discount.



1/2
PRICE
A1 print
RRP £28, you pay £14

Colorworks reserve the right to invalidate this offer at any time

One voucher per order. Invalidates student discount.



FREE
WIRE
binding
When Colorworks print the document

Colorworks reserve the right to invalidate this offer at any time

One voucher per order. Invalidates student discount.



1
FREE
A2 print
Worth £20, when you order 3 A2 posters or more

Colorworks reserve the right to invalidate this offer at any time

One voucher per order. Invalidates student discount.



50
FREE
postcards
With every order of postcards

Colorworks reserve the right to invalidate this offer at any time

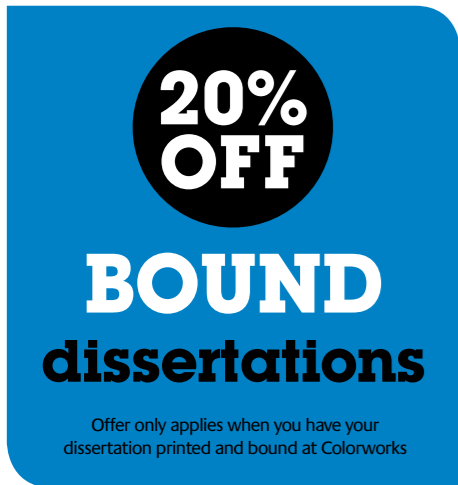
One voucher per order. Invalidates student discount.



1/2
PRICE
A0 print
RRP £40, you pay £20

Colorworks reserve the right to invalidate this offer at any time

One voucher per order. Invalidates student discount.



20% OFF
BOUND
dissertations
Offer only applies when you have your dissertation printed and bound at Colorworks

Colorworks reserve the right to invalidate this offer at any time

One voucher per order. Invalidates student discount.



FREE
print advice!
Give us a call on 01225 464366

Colorworks reserve the right to invalidate this offer at any time

One voucher per order. Invalidates student discount.



10
FREE
A4 prints
When you buy 40 A4 laser prints at Colorworks

Colorworks reserve the right to invalidate this offer at any time

One voucher per order. Invalidates student discount.



50
FREE
business cards
With every order of business cards

Colorworks reserve the right to invalidate this offer at any time

One voucher per order. Invalidates student discount.



50
FREE
A5 flyers
With every order of flyers/leaflets

Colorworks reserve the right to invalidate this offer at any time

One voucher per order. Invalidates student discount.



1/2
PRICE
paper
Applies to one 100gsm ream of A4 or A3 paper

Colorworks reserve the right to invalidate this offer at any time

useful tips



Images should bleed 3mm beyond the trimmed edge


This is the bleed area that will be trimmed off

Text should be inset approx 5mm from the trimmed edge

Crop marks & bleed

Creating print ready artwork with crops & bleed is simple. Working from InDesign, firstly set up 'bleed' in your document. (This is an over run of usually 3mm to the whole document, which allows any pictures or solid colour to bleed off the edge, allowing for trimming)

Setting up bleed with InDesign

- Go to File > document set up
- Under bleed, put 3mm in all 4 boxes
-  (Tip: click the 'link' symbol to make all the values the same)
- Click OK

Creating a print ready PDF with InDesign

- Go to File > export
- In the top box, name your file where highlighted (Tip: Choose a sensible name - call it what it is. Eg: If you have a picture of a dog and you want an A1 print of it, call it dogA1.pdf)
- In the left hand column, choose a destination where you want the pdf saved
- Click save
- An option box will now appear > choose press quality from the top drop down menu
- Under 'pages' click 'all', if that's what you want or 'range' for specific pages if preferred. (Tip: Use a hyphen (-) for a selection eg: 1-10. Use a comma (,) for specific pages eg: 1,3,6,8)
- In the left hand column, choose 'marks and bleeds'
- Under 'marks' click the 'crop marks' box
- Under 'bleed' click 3mm in all 4 boxes, using the 'link' symbol
- Click export

Packaging files in InDesign

This process will automatically 'package' your file into a folder, which will contain the InDesign file, all the images used and all the fonts.

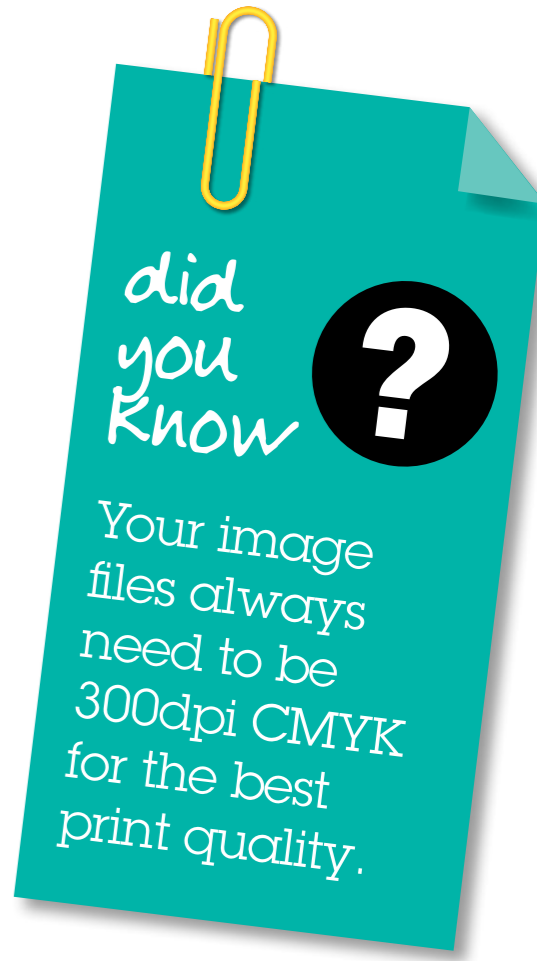
- Go to File > preflight. This will show you anything that needs addressing, such as links that need updating or RGB images that need converting to CMYK
- Then go to file > package
- It will ask you to save the document before continuing
- Printing instructions box > click continue
- Choose a name for your folder at the top and a suitable location from the left hand menu > click save
- A warning dialog box may appear > click continue

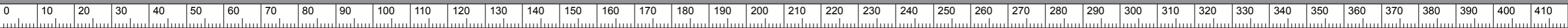
The packaged folder will appear in your chosen destination and will contain all the elements used in the document, ideal if you want to take work home and use a different computer to work from, as all your fonts and images will be contained within it.



dafont.com for FREE fonts!

Scan through and you can find some useful stuff such as 'dingbat fonts' and handwriting fonts. Click, download and install on your mac through Fontbook or Suitcase. Open illustrator and create a text box. Type a letter and change it to the dingbat font you chose in the fonts menu. Select the text box with the black arrow selection tool in the tools palette and go to type and create outlines. This is now a vector graphic not a font.





did you know 

We can matt or gloss laminate your job for a durable, quality finish and we matt laminate business cards for **FREE!**

Sizes & Stock

what we can print onto...

We keep a large range of standard stocks in various different weights, ranging from 80gsm (a light copier paper) to 350gsm (a heavy business card weight). We have stock in silk, gloss and uncoated. We can order in most types of paper and have a large variety of swatch books that you can look through in house.

If you already have the paper you want to print onto, bring in a few sheets and we'll see if it's compatible with our printer.

We also sell SRA3 (320 x 450mm) paper in reams, which we can cut down to A3 or A4. Please call 01225 464366 for details or pop in, we're just along the road at Monmouth Place near Sainsbury's.

PAPER STOCKS gsm

silk	gloss	uncoated
120gsm	120gsm	80gsm
140gsm	140gsm	100gsm
170gsm	170gsm	120gsm
210gsm	210gsm	170gsm
250gsm	250gsm	250gsm
280gsm	280gsm	325gsm
350gsm		

** we can also print onto tracing paper and acetate*

DIMENSIONS mm

A0	
A1	840 x 1189
A2	594 x 840
A3	420 x 594
A4	297 x 420
A5	210 x 297
A6	148 x 210
DL / Comp slip	105 x 148
Business Card	99 x 210
Letterhead	85 x 55
A5 Postcard	210 x 297
A6 Postcard	148 x 210
	105 x 148

Price Guide

This is our standard price guide

Please give us a call to discuss your needs and see if we can save you up to 50% on these prices!

Business Cards – 350gsm Silk + Matt Laminate (85x55mm)	100	250	500	1000
Single sided	£40	£45	£49	£70
Double sided	£60	£65	£79	£95

Posters – 250gsm Silk/Gloss – Single Sided	1	2	5	10	25	50
A4 (210x297mm)	£11	£12	£13	£16	£23	£35
A3 (420x297mm)	£11	£13	£15	£20	£33	£55
A2 (420x594mm)	£20	£30	£57	£102		
A1 (594x840mm)	£28	£44	£92	£172		
A0 (840x1189mm)	£40	£68	£152	£292		

Postcards – 350gsm Silk – Double Sided	100	250	500	1000	2000
A5 (148x210mm)	£80	£100	£135	£170	£230
A6 (105x148mm)	£65	£85	£125	£160	£210

Greetings Cards – 350gsm Silk – Creased & Folded	50	100	250
A5 (148x210mm)	£90	£105	£150
A6 (105x148mm)	£80	£95	£140
SQ (136mm)	£90	£105	£155
DL (99x210mm)	£90	£105	£155

All products are full colour unless otherwise stated. Prices exclude VAT. Colorworks reserve the right to invalidate our offers at any time.

Upto 50% off

these prices call 01225 464366

big

big

big student discounts!

A5 Flyers – 140gsm Silk (148x210mm) Other sizes available, please ask	100	250	500	1000	2000
Single sided	£40	£65	£95	£130	£165
Double sided	£55	£100	£125	£175	£225

A4 Flyers – 140gsm Silk (210x297mm) Other sizes available, please ask	100	250	500	1000	2000
Single sided	£45	£90	£130	£165	£225
Double sided	£55	£110	£165	£225	£265

DL Flyers – 140gsm Silk (99x210mm) Other sizes available, please ask	100	250	500	1000	2000
Single sided	£35	£55	£75	£115	£145
Double sided	£50	£85	£110	£145	£165

Booklets/Brochures – 140gsm Silk + 350gsm cover	2 copies
2 full colour booklets (up to 48 pages) Max size A4 or A3 (wire bound) (We can also perfect bind larger sizes, please call for details)	£50

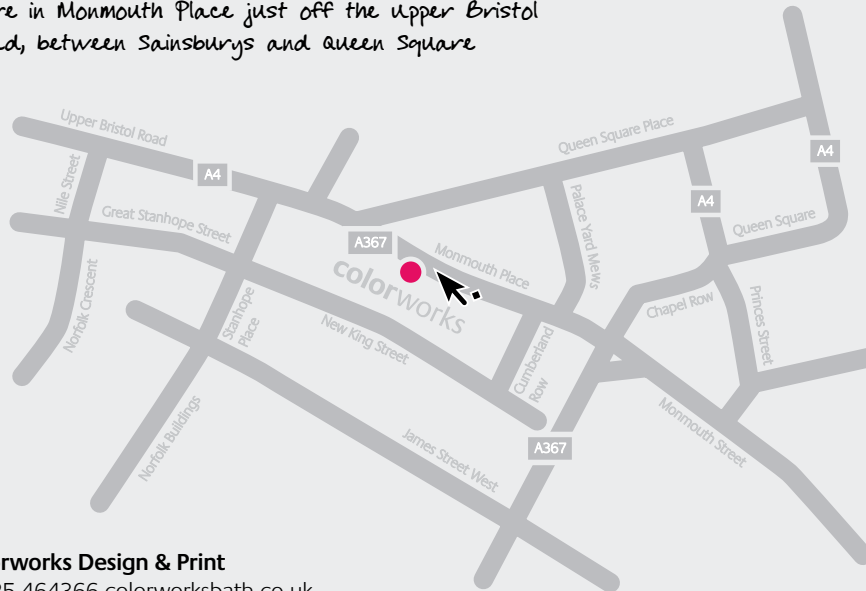
* we also print stickers, please call for details

01225 464366 colorworksbath.co.uk

useful contacts

colorworks

we're in Monmouth Place just off the upper Bristol Road, between Sainsburys and Queen Square



Colorworks Design & Print

T 01225 464366

W colorworksbath.co.uk

6-8 Cotterell Court Monmouth Place Bath BA1 2NP

Rhogar - Print Finishers

T 0117 986 6776

Ashmead Business Park Unit 17 Ashmead Rd
Keynsham Bristol BS31 1SX

Simon Ward - Book Binding & Box Making

T 01225 429442

M 07814 422518

E gill.simon@tiscali.co.uk

Minerva Graphics - Art Supplies

T 01225 464054

12A Trim Street Bath BA1 1HB

W minervaartsupplies.co.uk

FJ Harris & Sons - Art Supplies

T 01225 462116

13 Green Street Bath BA1 2JZ

paperpoint.com

Paper samples

dafont.com

Free fonts & dingbats

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6-8 Cotterell Court Monmouth Place Bath BA1 2NP