



Welcome to UEI Group's Digital File Preparation Tutorial

Communication is key when manufacturing an engraved die for hot foil stamping or embossing. It is important that everyone understands the objectives and the desired effects – from the designer to the printer, to the graphic finisher and finally the engraver. Clear communication helps to ensure a quality product that is crafted to the required specifications in an expedient manner. **It's important that all parties (designer, engraver, printer, finisher, etc.) work from the same file.**

That is why UEI has developed this easy-to-follow **Digital File Preparation Tutorial**. This tutorial will walk you through the basic digital artwork requirements for manufacturing engraved dies. We've included helpful tools that we encourage you to utilize as you prepare digital files for engraved dies. We hope you'll find this tutorial beneficial and informative.

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*Should you have any questions,
our knowledgeable direct sales representatives can assist you.*

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Creating Digital Files

UEI can accept most file formats for both PC and Mac platforms. To ensure an expedient turnaround and alleviate possible challenges, we suggest sending your file in one of the following formats:

We suggest using:
 Adobe® Acrobat® pdf

We also accept:
 Adobe® Illustrator®* (with layers), Adobe® Photoshop®,
 Adobe® InDesign®, Macromedia Freehand®

We do not suggest using QuarkXPress® or similar page layout applications.
**All fonts MUST be converted to outlines.*

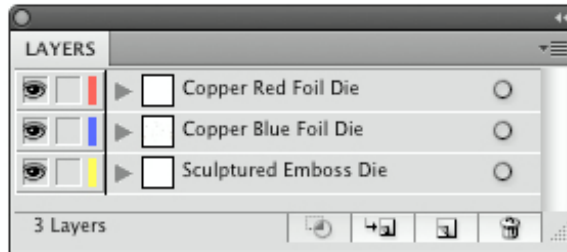
Please feel free to call your UEI direct sales representative if you need help selecting an appropriate program for your digital art.

<p>When setting up your files, please:</p> <ol style="list-style-type: none"> 1. Do not include masks 2. Convert all type to outlines 3. Do not include compound paths 4. All objects should be "filled" 5. No intersecting lines 6. Overprint Selection is turned off 	<p>All artwork should be:</p> <ol style="list-style-type: none"> 1. 100% (actual size) 2. Fully stepped out 3. Vector art 4. Saved at 600 dpi or higher 5. All line art should display at 100% color; no screens or tints
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Additionally,

- If embossing letters or images close to each other, increase the space between elements (if possible) to allow for the width of the bevel.
- Use caution with very small images or letters.
- Create different layers on the digital file for multi-level artwork.

Saving your file with layers
 The layer names relate to the art and your dies.



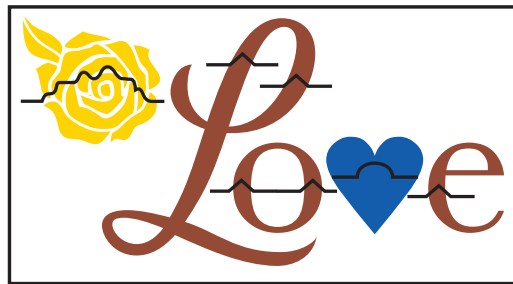
Engraved Die Specifications/Instructions

The best way to provide your desired engraved die effect(s), is through clear instruction. When creating your file, use as many layers as the project requires to fully describe the number of die effects.

1. Open the file and convert the image and fonts to line art.
2. Using the **Color Key**, place the appropriate color(s) into the specific area(s) of the image to depict the effect(s) that is desired.























Sample art showing embossing/debossing/combination engraved die effects.

Color Key
Colors indicating desired embossing effects.



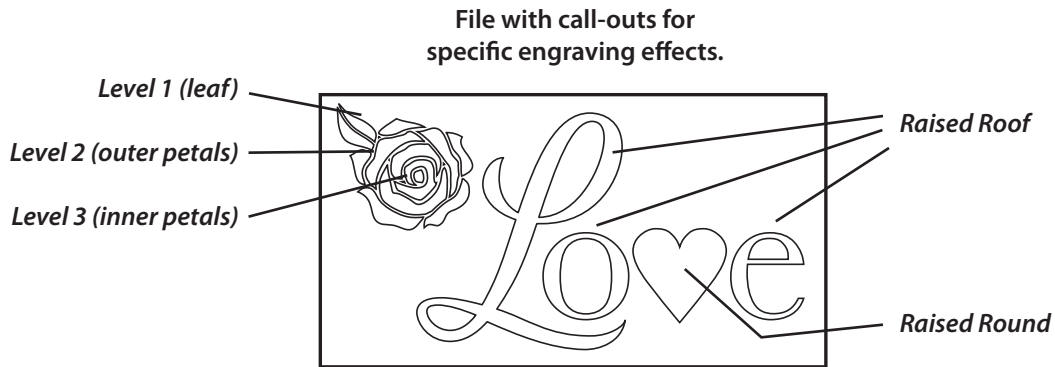
Relief Line Key
Symbols used to indicate desired effects.

3. Using the **Relief Line Key**, place the appropriate relief line(s) over the image area(s) to depict the effect. If different levels are required, then specify the image and its appropriate levels, with level one being closest to the substrate level and moving upward from there. *See example on top of page 4.*
4. If the die is to be a brass engraved combination die, you'll need to include specific information indicating whether the area should be open or solid. If the image area is open, indicate with orange which area(s) should emboss.

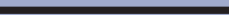

UEI Group's Color Key		UEI Group's Relief Line Key	
	Blue: Raised Round		Relief Line Description
	Red: Raised Flat		Raised Round, easy to cover with foil.
	Gray: Texture		Raised Flat, more difficult to cover with foil.
	Purple: Flatstamp Area(s)		Raised Flat, with rounded edge.
	Yellow: Sculptured or Multi-Level		Raised Flat with Fade, cover with or without foil.
	Orange: Solid Full or Solid Emboss Area(s)		Deboss Flat with Fade, seldom used with foil. Fade Off, seldom used with foil.
	Brown: Raised Roof		Sculptured, used with or without foil.
	Pink: Deboss Roof		Flat Lift with Embossing, used with or without foil.
	Green: Deboss Area		Raised Roof, very difficult to cover with foil.
	Turquoise: Deboss Flat		Deboss Roof, used with or without foil.
Areas to be left out of image: Denoted by Black XXXX			Deboss Round, used with or without foil.
			Deboss Flat, used with or without foil.

Digital Line Art Examples

Converting artwork files to outlines is necessary for manufacturing engraved dies. Whether the engraved die is for blind embossing/debossing, combination or litho register embossing/debossing, it's helpful to include the original art or printing file so UEI can ensure the integrity of the design is translated into the engraved die.



Digital file in Outline View
By checking your file in Outline View you can see the vector art and determine if the file has been created properly.

Incorrect artwork	Correct artwork	Incorrect artwork	Correct artwork
 3 point stroke <hr/> As seen in Outline View. This <i>will not</i> produce your desired effect.	 3 point stroke, converted to outline path. <hr/> As seen in Outline View. This <i>will</i> produce your desired effect.	John Doe Filled text <i>before</i> the font has been converted to outlines. John Doe As seen in Outline View. This <i>will not</i> produce your desired effect.	John Doe Filled text, converted to outlines, with compound paths released, and the insides of letters filled with white and brought to the front. John Doe As seen in Outline View. This <i>will</i> produce your desired effect.



Sending Digital Files

For your convenience, UEI can accept files 24 hours a day via e-mail. Large files should be uploaded to our FTP site or sent on CD to the address below. *To use the FTP site, please contact your UEI sales representative and we'll send an e-mail with the user name, password and instructions. If you use the FTP site, you **must** send an e-mail notifying us.*

We can turnaround same day orders for copper foil stamping dies, if we receive the order by 2:00 PM CST.

	Universal Engraving, Inc. - US	UEI Falcontec - UK
E-mail:	salesusa@ueigroup.com	salesuk@ueigroup.com
Ship to:	Universal Engraving, Inc. Order Entry Department 9090 Nieman Road Overland Park, KS 66214 USA	UEI Falcontec Falcon House Mucklow Hill Halesowen, West Midlands B62 8DT England
FTP Instructions		
E-mail:	info@ueigroup.com	