Preflight a design before sending it to print

Catch common file and production mismatches before they become costly.

Three steps

1. Get specifications directly from printer
2. Verify size, bleed, colors and fonts
3. Review final export at intended scale

A worked example

Check	Bleed
Printer requirement	3 mm confirmed
File status	Not checked
Action	Inspect export

The bleed requirement is confirmed with the printer, then checked in the exported PDF.

Printer requirements vary; obtain approval before production.

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Use one row per item or decision. Start with what you know.

Check	Printer requirement	File status	Action

My next action / when