

For booklet printing,  
kindly **separate** saving **each of your page as one pdf**,  
and name it separately.

For example:

Your book is 20pages including cover.

Then you total will have 20 pdf files.

- Front Cover.pdf, Front Cover Back.pdf (2 files)
- Back Cover.pdf, Back Cover Back.pdf (2 files)
- page1, page2, page3... page16 (16 files)

***\*\* If your page is blank page,  
you still need to create a blank pdf for it.***

# DON'T

## PUT YOUR IMPORTANT CONTENT TOO NEAR TO THE EDGE



✓ photo edge cut off a bit when trimming but will not effect content

✗ word will be cut off when trimming

✗ word will be cut off when trimming



✓

✓

# BETTER DON'T PLAY WITH BORDER ELSE LEFT MORE GAP FOR YOUR BORDER



ORIGINAL ARTWORK 1



ORIGINAL ARTWORK 2



ARTWORK 1 OUTCOME  
MAYBE LIKE THIS  
DUE TO TRIMMING



ARTWORK 2 OUTCOME  
MAYBE LIKE THIS  
DUE TO TRIMMING

if you left more gap  
for your border, it might  
not look that "unnormal"