PLATYPUS
PRINT PACKAGING

When preparing to transfer your Adobe Illustrator files to Platypus Packaging, it's essential to ensure that your files are complete, error-free, and ready for production. Follow these steps for an efficient and professional handoff:

1. Organize and Clean Up Your Files

- **Artboard Setup:** Ensure the artboard size matches the dimensions required by Platypus Packaging. Include proper bleed and trim marks (standard bleed is typically 3-5 mm).
- **Remove Unused Items:** Delete hidden layers, unused swatches, brushes, or symbols to minimize file size and confusion.
- **Outline Text:** Convert all fonts to outlines by selecting the text, right-clicking, and choosing *Create Outlines* to avoid font compatibility issues.
- **Expand Appearance:** For complex effects (e.g., strokes or gradients), expand appearances to preserve visual consistency during production.
- **Check Linked Assets:** Ensure all images are embedded or linked and use high-resolution images (300 DPI or higher).

2. Set Up Layers for Clarity

- Organize your file into logical layers (e.g., "Artwork," "Cut Lines," "Fold Lines," "Spot Colors"). This makes the file easier for prepress operators to work with.
- Lock any non-editable layers (e.g., guidelines or templates).

3. Save in Illustrator-Compatible Formats

Platypus Packaging typically uses **Kodak Prinergy**, **Preps**, and **Esko Plato**, so these guidelines align with their compatibility:

- Save as AI (Illustrator file) for editing flexibility.
- Also save as a **PDF/X-4** to ensure all linked elements and transparency are preserved and press-ready. Use these export settings:
  - Include Bleed
  - Embed Fonts
  - Use CMYK Color Profile
- Make sure dielines and special finishes (like spot varnish or embossing) are saved on their separate layers and use appropriate spot colors.

4. Collect All Required Files

Adobe Illustrator does not have a "package" function like InDesign, but you can manually gather assets:

- Ensure all linked files and images are stored in one folder alongside the .AI or .PDF file.
- Use *File > Package* in Adobe Illustrator (available in versions 2020+) if possible. It will collect the Illustrator file, fonts, linked images, and a report in a single folder.

5. Double-Check Settings for Packaging

Since Platypus Packaging uses advanced workflows:

- Ensure your colors are set to **CMYK**, not RGB. Verify spot colors for Pantone or specific brand colors.
- Include cut paths, perforations, and fold lines, and define them with specific spot colors labeled clearly (e.g., Cut as 100% Magenta).
- Remove unnecessary transparency where possible to avoid rendering issues.

6. Compress the Package for Transfer

- Compress the folder into a ZIP or RAR file to prevent issues during transfer and maintain file integrity.
- Name the file descriptively (e.g., "ProjectName_ClientName_Date.zip").

7. Transfer Safely

- Use a reliable method to send the files, such as:
  - A secure file transfer service like WeTransfer, Dropbox, or Google Drive.
  - Email attachment if the file size allows.

By following these steps, you'll minimize potential issues and ensure Platypus Packaging can efficiently process your job. Let us know if you'd like help creating specific checklists or templates for this process!