## **Electronic Order Department** Accepted File Type List (Mac or PC)

Last Updated: 7/9/12

Layout

**Vector Art** 

Raster Art

Winzip

multiple files easier.

Software Version File Ext. Quark XPress 9 .qxd Adobe InDesign CS<sub>6</sub> indd <u>IMPORTANT:</u> These files often contain supporting graphics and fonts that should be sent along with the respective root file. Quark files should be collected for output and InDesign files should be packaged. Adobe Illustartor CS<sub>6</sub> .ai, .eps .pdf Adobe PDF Any IMPORTANT: These files often contain unique fonts that should converted to outlines or the fonts should be supplied with the respective file. Files should never have RGB properties. Adobe Photoshop CS<sub>6</sub> .tif, .bmp, etc. IMPORTANT: These files are classified as non-vector or rasterized art. Resolution should never be below 300 DPI (dots per inch). Scaling these files in layouts will effect the resolution. There is a wdie variety of acceptable file types. However, formats such as .jpg and .gif should be avoided becuase of color and compression issues. .doc, .docx **Text** Microsoft Word Any Microsoft Excel .xls, .xlsx Any IMPORTANT: These files normally cannot be used for art purposes. StuffIt .sit, .sitx, .sea Any

envelopes ▶ business cards ▶ stationery products ▶ service ▶ e-commerce

.zip

Anv

IMPORTANT: These files contain one or more files within them which makes sending