

PRINTING CATEGORY - THINGS TO REMEMBER

When placing orders from the Printing Category, it is important to note that the process is the same for all items.

Attach a Digital file

Provide a name and enter the quantity desired

Select all the necessary Print & Finishing Options

Preview job

Add to Cart

While the process for ordering may be the same, each product is unique. Some items may have more options to choose from while others may only require minimal input.

Files
(attach your digital file here)

Job Name

Quantity & Pages (pages are automatically populated when file is attached)

Print Options
(changes to these options are universal and affect "ALL" pages)

Finishing Options
(changes to these options are universal and affect "ALL")

Approval Options
(Special pages allows you to individually adjust special settings)

View Type
(Thumbnail or Spread)

Page flip
(flip through pages, forward and back)

Zoom
(Zoom in and out on Preview)

Cost
(Cost is calculated based on options selected)

Add to Cart
(when ready to order select Add to Cart)

Save
(Save job for future ordering)

Preview
(always review preview before adding job to cart)

Total Price \$0.75

Save **Add to Cart**

Always remember: **WYSIWYG**

WHAT YOU SEE IS WHAT YOU GET!