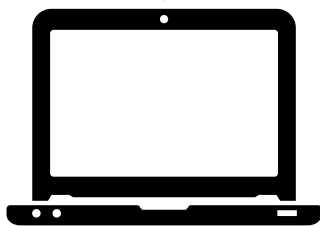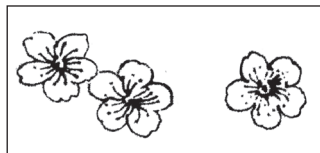# CUSTOM SCREENS *GUIDE*

BLACK AND WHITE LINE DRAWINGS

We have put together a checklist to help you send us images that will result in the best possible screens.

HAND DRAWN IMAGE

- ℹ️ Check out your scanner **information**
- ✓ Scan in **text mode** or if there is no text mode, choose **black and white**
- ✓ Make sure the image is already the **correct size**
- ✓ Set the resolution to **300dpi**
- ✓ Do a **preview** or **overview scan** to check that your image is straight
- ✓ **Click and drag** on the preview screen to select a **close cropped area** around your image
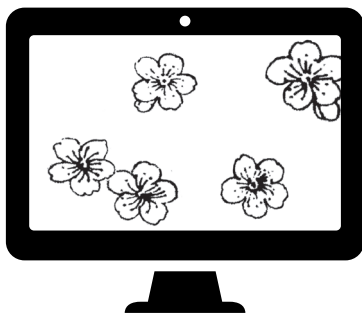- **SCAN** Save as **JPEG** or **PDF** and attach to your order.

No scanner? Most libraries or print shops provide scanning facilities.

Always scan your drawings or images – please don't send a photo.
Thank you

DIGITALLY CREATED IMAGE

- ✓ Ensure the image is set in **greyscale** rather than any of the colour modes (RGB etc)
- ✓ Image to be **300dpi**
- ✓ Image to be the **exact size** required
- ✓ Lines to be **solid black** on a white background
- ✓ Image to be **tightly cropped**
- ✓ Save as **JPG** or **PDF** and attach to your order.

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