

GUIDE

InDesign® Template

v5-4



ilfotoa/bum

INDEX

page 3	Content of the template
page 4	Covers to choose from for the professional line
page 5	Setting the colour profile
page 6	How to start designing the layout with InDesign
page 7	Positioning images and text correctly
page 8	Exporting and sending the project
page 10	Complete the order
page 11	Optional choices

N.B.: older versions of InDesign

N.B.: the templates can be opened (by opening the .indd files found in each folder) up to version CS4. There are no templates available for earlier versions.

Download preset to create a PDF suitable for our printing systems**Send the compressed file of the layout**

Or in our website www.ilfotoalbum.com log in to the section >  **upload**

Content of the template

Each folder includes the specific files for InDesign.

N.B.: the templates can be opened (by opening the .idml files found in each folder) up to version CS4. There are no templates available for earlier versions.

PHOTOBOOKS

PREMIUM line

- inside pages template
- cover template



EXCLUSIVE line

- inside pages template
- cover template



PHOTOGOLD line

- inside pages template
- Basic cover template
- Editor cover template
- Collectible cover template
- Parents Pack cover template



PHOTOALBUM

PHOTOFLAT line

- inside pages template
- cover template



DIGITAL WEDDING line

- inside pages template
- Basic cover template
- Editor cover template
- Collectible cover template
- Parents Pack cover template



WEDDING line

- inside pages template
- Basic cover template
- Editor cover template
- Collectible cover template
- Parents Pack cover template



Covers to choose from for the professional line

BASIC

photo front and leather back

The cover features a glossy or matte plasticized photo print on the front and leather back and spine available in either white or black. For a surcharge, the front can also be printed on fabric. The type of printing finish and the leather colour are selected when you place your order.

Leather: white / black
Front: glossy / matte / fabric



EDITOR

fully printed cover

This is a fully printed and customizable cover (front, spine and back). Available on glossy or opaque photo paper or on regular or soft-touch fabric. The type of printing photo finish is selected when you place your order.

Finishes: glossy / matte / fabric / soft touch
Spine: rounded / flat (up to 60 pages)



COLLECTIBLE

- 100 covers

This category includes all the collectible covers available in our catalogue: plexiglass, leather, silk, eco leather, patent leather, antiqued leather and more. In the case of Collectible covers with photo insert, the corresponding template must be used to design the layout. The choice of cover type must be confirmed when ordering, at which time it is also possible to select a matching case or briefcase.



Parents and Witnesses Pack Cover

When ordering you can select the Parents or Witnesses Pack. These albums are generated automatically from the main album, without the need to design the layout of a new book.

The covers, fully printed (front, back and spine), can be fully personalized by using the appropriate templates. Option available for the Wedding line (40x40, 33x25, 42x30, 30x42 and 33x33), Digital Wedding (33x25.4, 30x30, 42x30) and for the Photogold line (33x25.4, 30x30, 42x30).



Photoflat Parents Pack



Exclusive Parents Pack



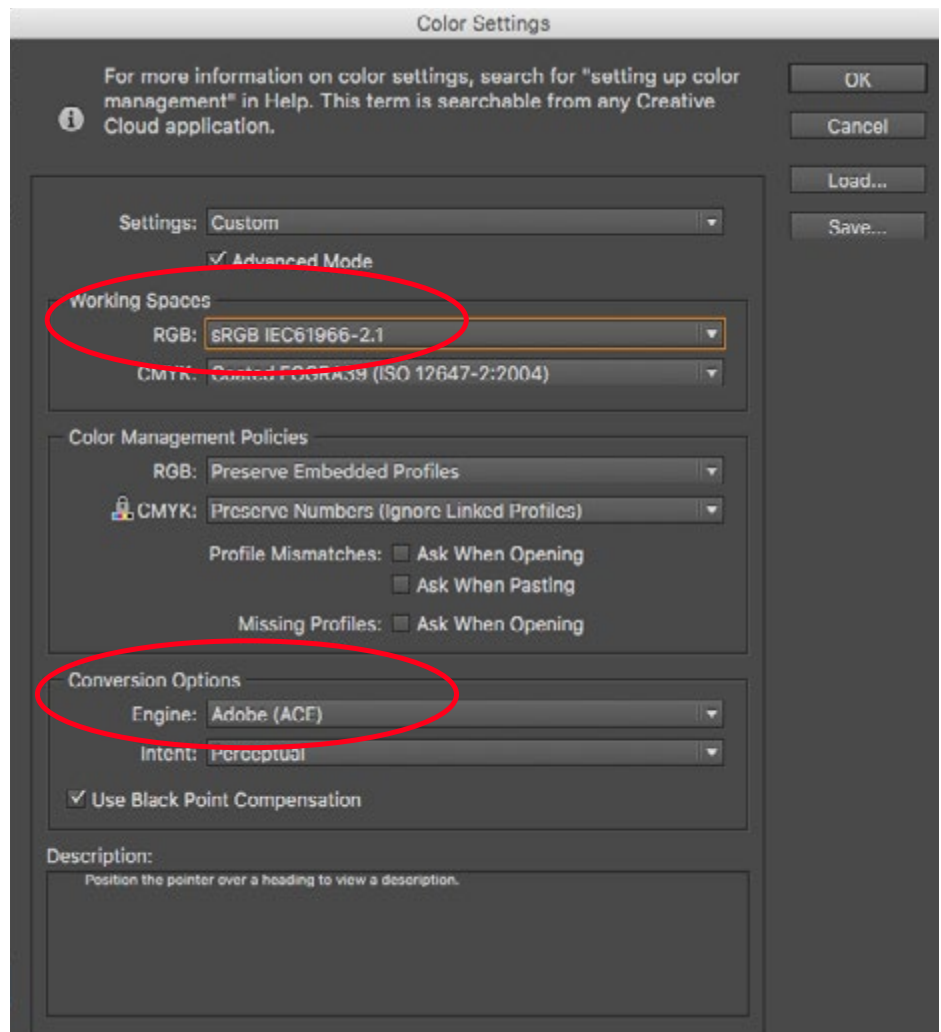
Witnesses Pack

Setting the colour profile

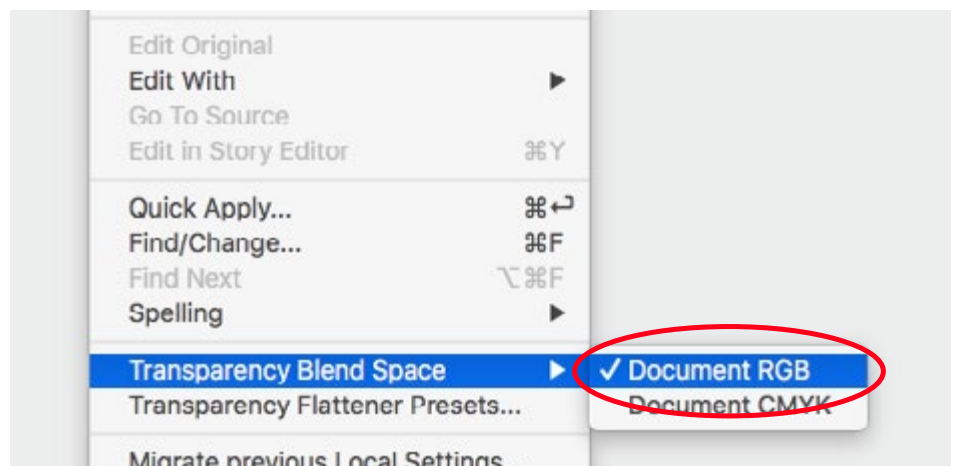
The reference profile for all the prints in our laboratory is sRGB and it must be used as workspace in all the applications that allow it (Photoshop, Lightroom, InDesign, etc.) for a perfect match between (calibrated) monitor view and print.

Setting the workspace in InDesign

The Colour Settings panel (menu: 'Edit' > 'Colour settings') in InDesign must be set as shown in the screen below. This way we will be able to read your photographs correctly and to reproduce them as faithfully as possible on all the printers in our laboratory.



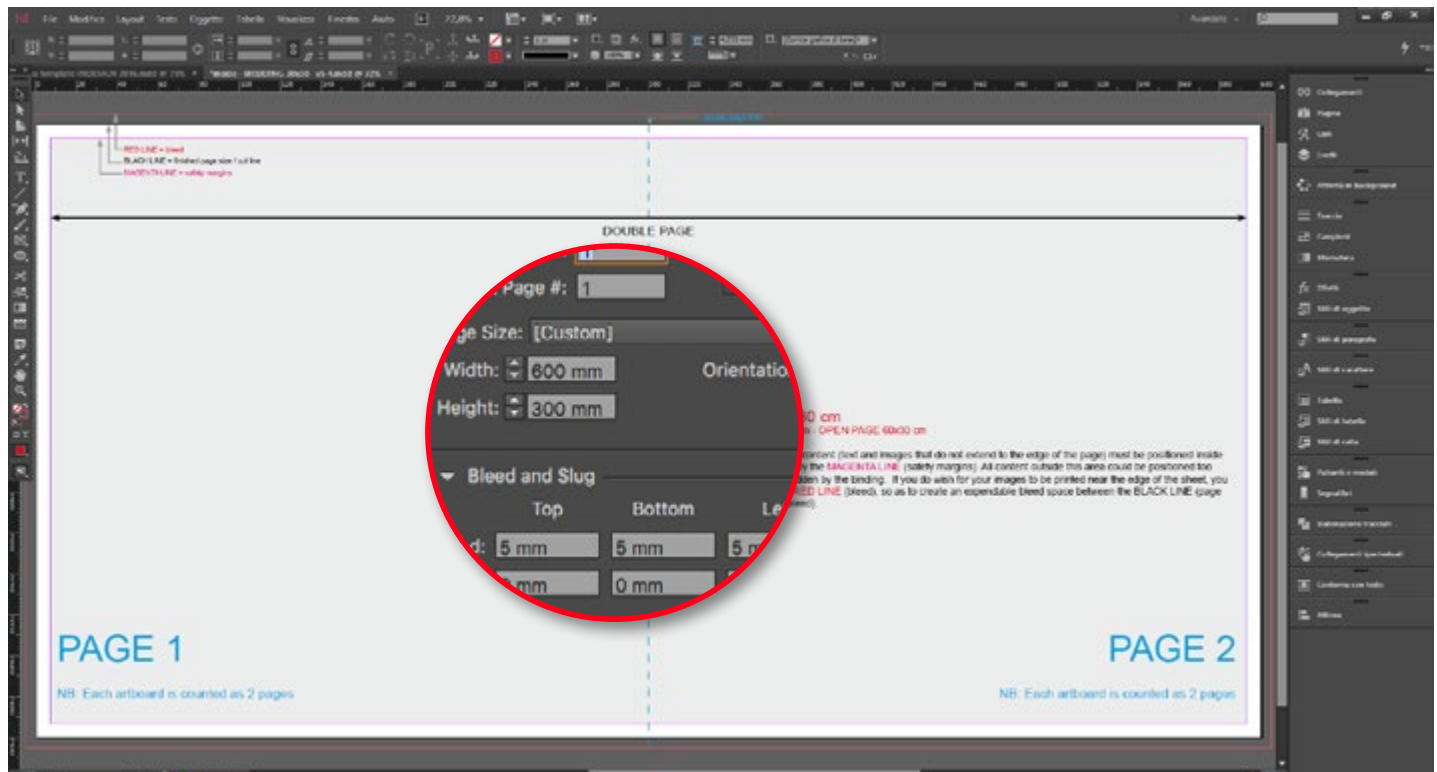
If you wish to apply transparency effects to the layout, it is important to set the transparency blend space on "RGB document", so as to avoid printing problems.



How to start designing the layout with InDesign

The size of the worksheet corresponds exactly to the chosen model, with a 5mm bleed space on the document.

Please note: To obtain a correct file for printing, please do change the preset values set of the document.



All our templates include guide lines for the correct positioning of photos and text. It is very important to adhere to these margins in order to avoid white borders or cropped images. All relevant content (text and images that do not extend to the edge of the page) must be positioned inside the **MAGENTA LINE (safety margins)**. All content outside this area could be positioned too close to the cut or be hidden by the binding. If you do wish for your images to be printed near the edge of the sheet, you must drag them to the **RED LINE (bleed)**, so as to create an expendable bleed space between the **BLACK LINE (page cut)** and the **RED LINE (bleed)**.

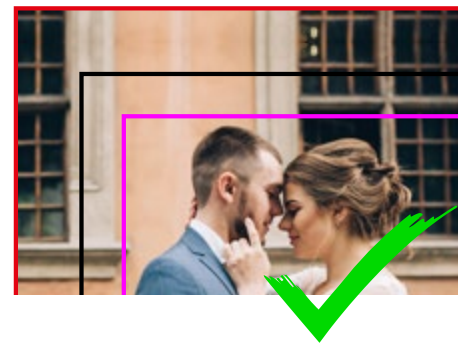
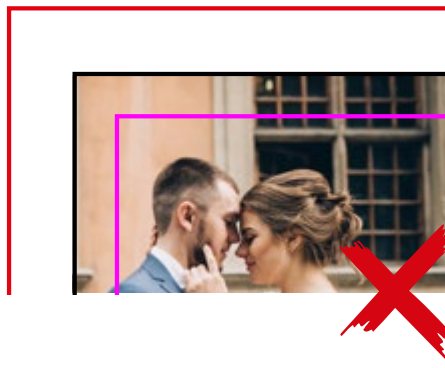
RED LINE = bleed

BLACK LINE = finished page size / cut line

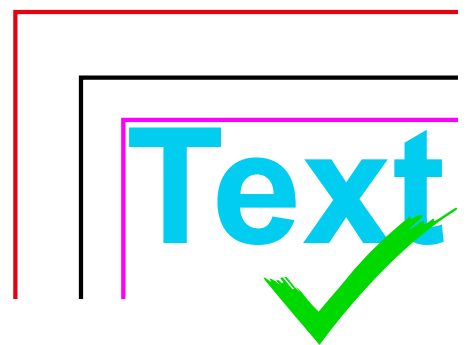
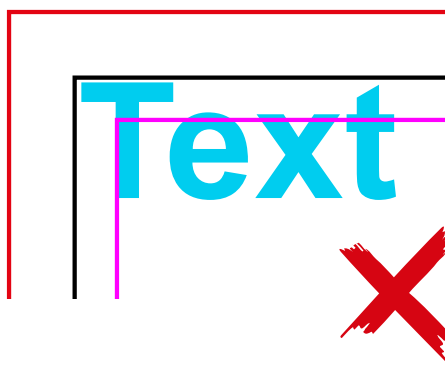
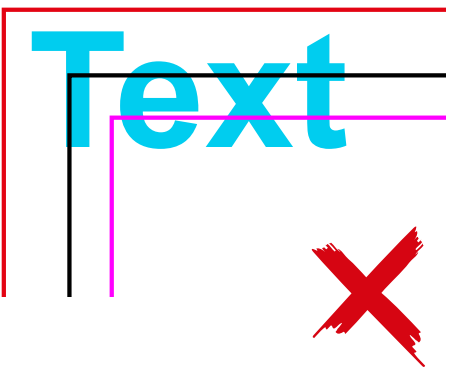
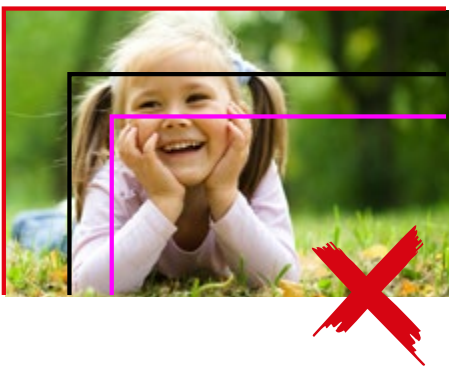
MAGENTA LINE = safety margins

Positioning images and text correctly

BLEED - The edge of the photo must not be positioned flush with the black line, or between the black and red lines. The photo must cover all the spaces up to the red border.



SAFETY MARGINS - To avoid cropping important parts of the photo it is important to keep the subject (text and photo) within the safety margins and NOT go over or keep flush with the cut line (BLACK LINE).



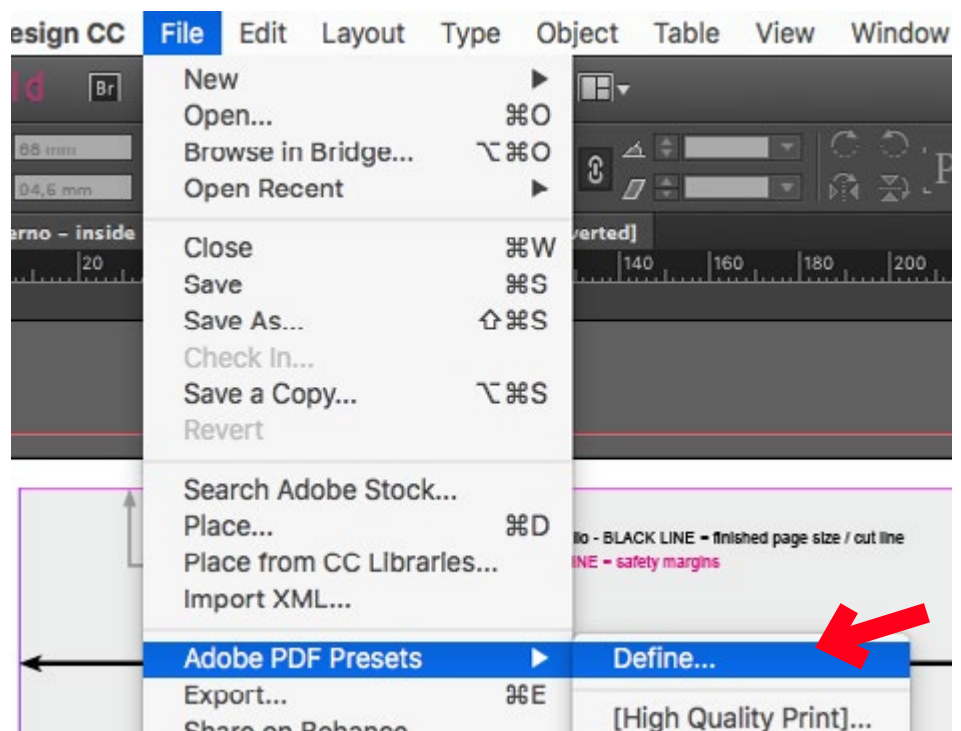
Exporting and sending the project

Once the layout is complete, PDFs of all the necessary documents must be created (inside pages, cover of the main album, cover of parents pack - if selected) by using our PDF export preset, which can be downloaded at this link:

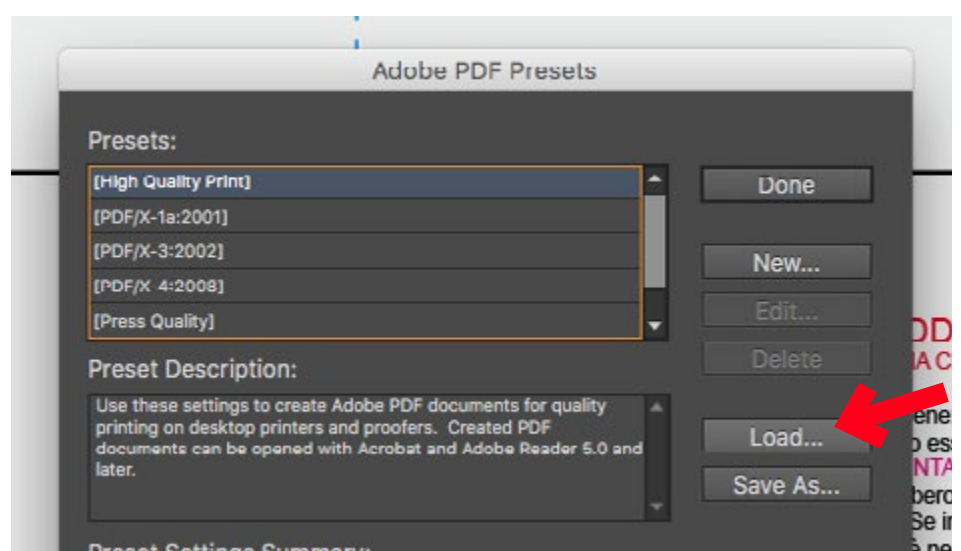
Download preset to create a PDF suitable for our printing systems

Install the preset

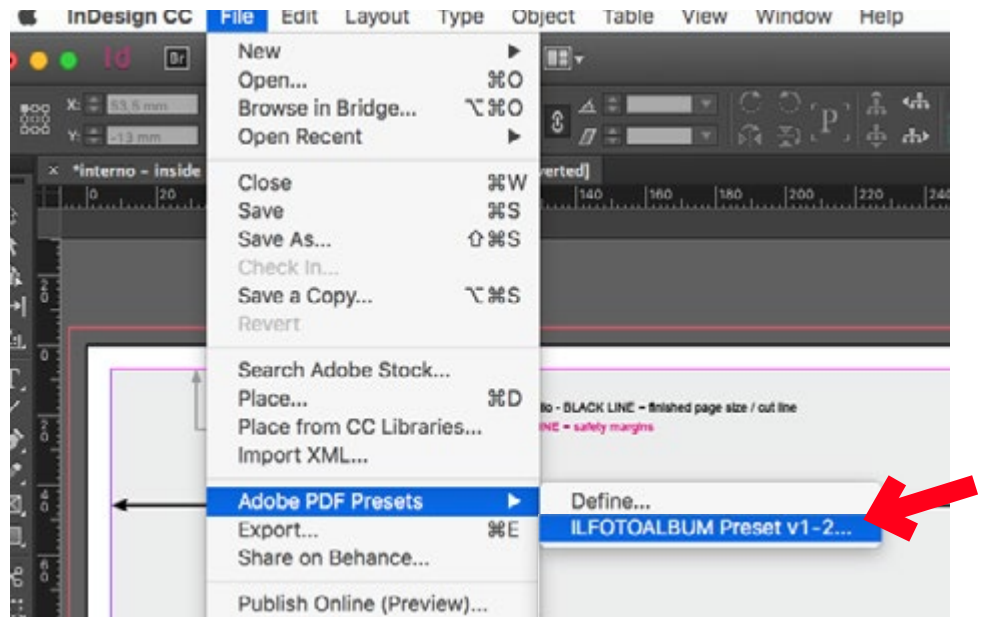
Open InDesign, select “File” > “Adobe PDF Presets” > “Define...”



Select “Upload” in the Adobe PDF Presets window and select the ILFOTOALBUM preset file.



Once the layout is complete, to create the PDF select “File” > “Adobe PDF Presets” > “ILFOTOALBUM preset...”
N.B.: do not change any items in the export options.



How to send the layout and confirm the purchase

Create a compressed folder (zip file) containing all the PDFs exported with our preset (inside pages, cover, etc.)

Send the compressed file of the layout





Or in our website www.ilfotoalbum.com log in to the section >  **upload**

After adding the compressed folder, you need to fill in the fields and start the transfer of the layout.

Upload photo books in JPG and PDF


If you didn't create your project with our software, you can upload a Photo Book created in PDF or JPG

A quick check before sending

-  **Zipped folder**
 Before sending your files create a zipped folder containing all your layout pages (cover and inside).
-  **Multiple order**
 If you are sending more than one photo book, you will need to upload them and add them to the cart one at a time.
-  **Not compatible with Safari**
 You CANNOT upload with Safari because of incompatibility. If you have a Mac, upload in Firefox or Google Chrome.
-  **Did you follow the measurements?**
 All layouts made with different software must follow the measurements shown in: [Photoshop Templates](#) (for JPEG), [Indesign Templates](#) (for PDF)

Upload File

Send compressed files up to 2GB



Product

Number of single sides

Name

Email

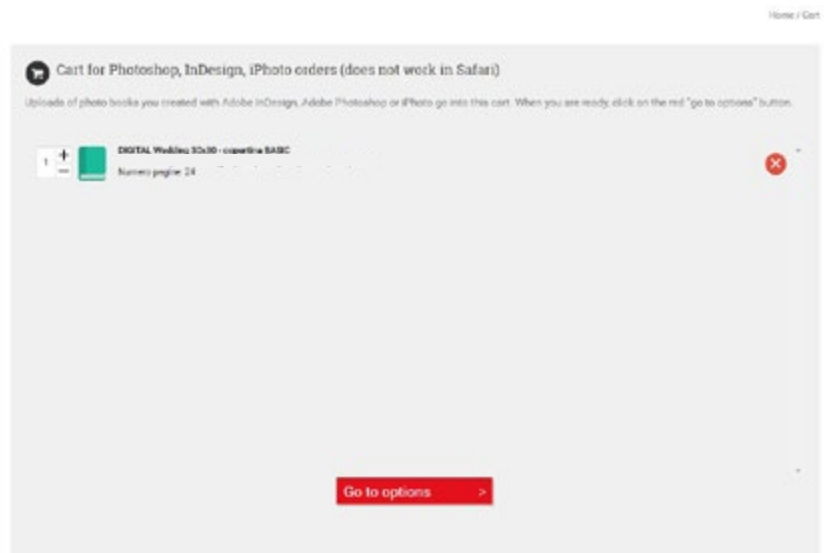
Telephone

Complete the order

When the upload is complete, select "go to cart" to make your purchase. Or select "upload new file" to add other projects to the cart and purchase multiple products.

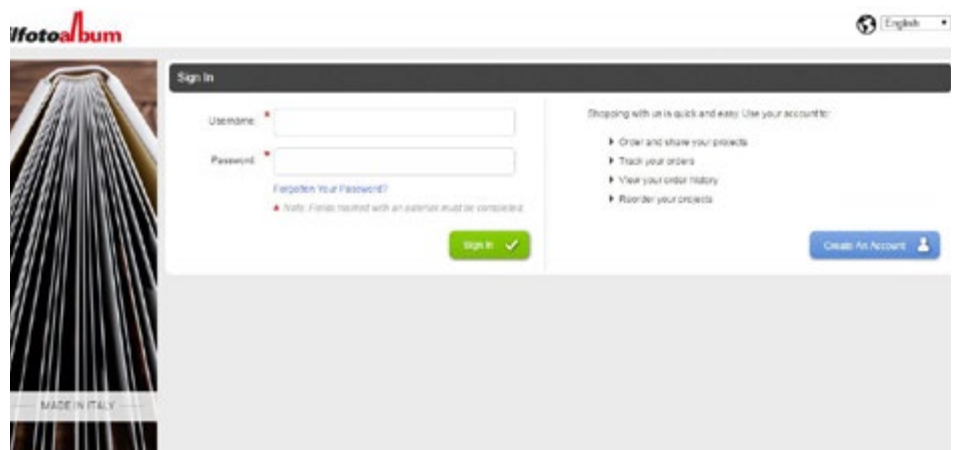


When all the projects are in your cart, just select "go to options" to make your purchase. At this stage you can complete your order by selecting the product specifications as well as the shipping and payment method.



Optional choices

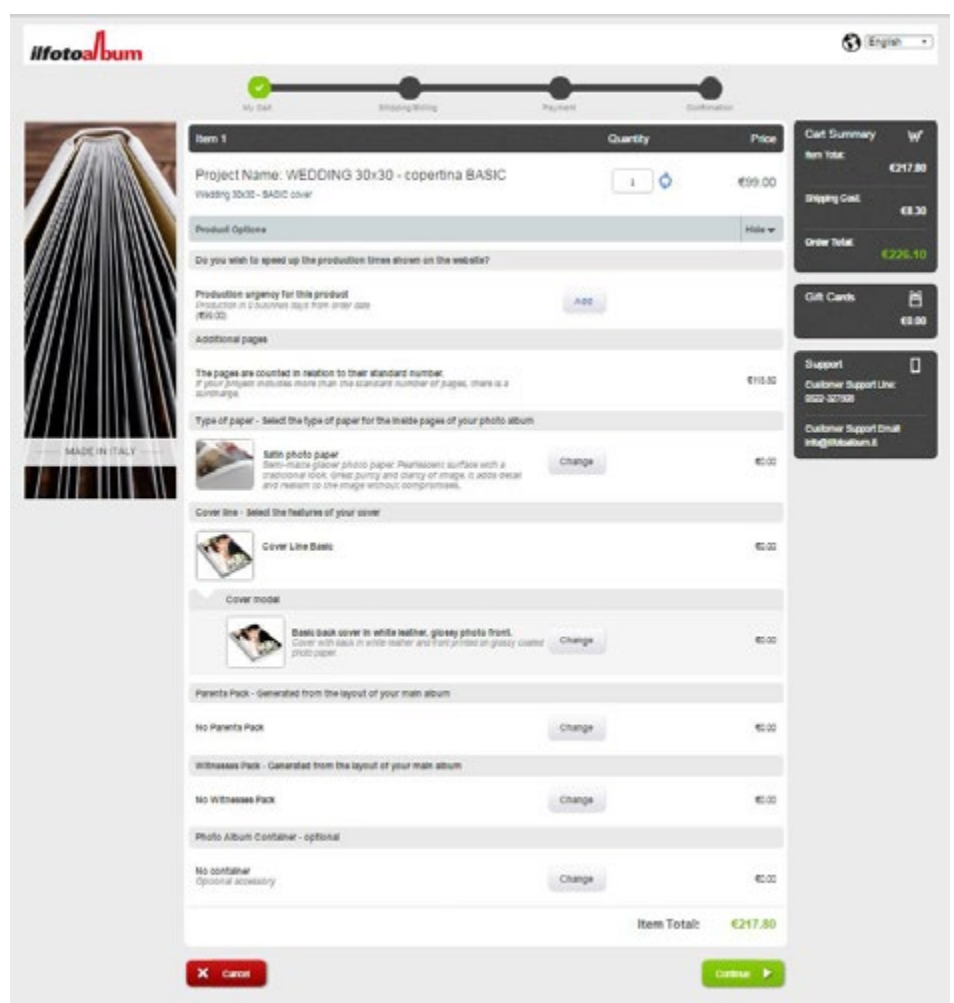
In order to access the product configuration interface you need to enter your personal data or register if you are a new user.



The screenshot shows the ifotobum website's login and registration interface. On the left, there is a vertical image of a photo album spine with the text "MADE IN ITALY". The main content area has a "Sign In" section with fields for "Username" and "Password", a "Forgot Your Password?" link, and a "Sign In" button. To the right, there is a "Create An Account" button and a list of benefits for shopping with an account, such as "Order and share your projects", "Track your orders", "View your order history", and "Reorder your projects".

Selection of the type of paper, cover, cases, parents pack, etc.

The optional choices differ from product to product. Clicking on "change" will open a selection window showing all the available choices for that product. In this section you can add the parents pack or witnesses pack to your order.



The screenshot shows the ifotobum product configuration interface. On the left, there is a vertical image of a photo album spine with the text "MADE IN ITALY". The main content area displays the configuration options for a "Project Name: WEDDING 30x30 - copertina BASIC". The options include:

- Product Options:** A section with a "Hide" button.
- Additional pages:** A section with a "Add" button.
- Type of paper:** A section with a "Change" button. The selected option is "Satin photo paper".
- Cover line:** A section with a "Change" button. The selected option is "Cover Line Basic".
- Cover model:** A section with a "Change" button. The selected option is "Basic dark cover in white leather, glossy photo front".
- Parents Pack:** A section with a "Change" button. The selected option is "No Parents Pack".
- Witnesses Pack:** A section with a "Change" button. The selected option is "No Witnesses Pack".
- Photo Album Container - optional:** A section with a "Change" button. The selected option is "No container".

At the bottom right, the "Item Total" is displayed as €217.80. There are "Cancel" and "Continue" buttons at the bottom.

Selection of the shipping method

Next, you select your shipping address.

Please note: The option of payment upon delivery can be selected in the shipping method section, and not in the payment method section.

The screenshot shows the 'Shipping / Billing Details' section of the iifotoalbum checkout process. A progress bar at the top indicates the current step is 'Shipping/Billing'. The page is divided into three main columns. The left column features a product image of a photo album with the text 'MADE IN ITALY'. The middle column contains the 'Shipping / Billing Details' form, which includes fields for 'Shipping Address' and 'Billing Address', a 'Change' button, and a section for 'Shipping Method' with several radio button options and their corresponding costs. The right column displays a 'Cart Summary' with item totals, shipping costs, and order totals, along with 'Gift Cards' and 'Support' information.

Shipping Method	Shipping Cost (Euro)
Express Courier - (Tracelast)	48.30
Personal collection - (Available only per residents in Reggio Emilia)	60.00
Registered Mail - (Tracelast)	66.90
Registered Mail - Payment Upon Delivery - (Pagamento alla consegna)	€11.90
Express Courier - Payment Upon Delivery - (Pagamento alla consegna)	€13.30

Item Subtotal (including shipping): €225.18

Selection of the payment method

Lastly, before confirming the order you need to select the payment method. In this page you can also enter any discount codes to take advantage of current promotions and your VAT number to request an invoice.

The screenshot shows the 'Payment' section of the iifotoalbum checkout process. The progress bar at the top indicates the current step is 'Payment'. The page is divided into three main columns. The left column features a product image of a photo album with the text 'MADE IN ITALY'. The middle column contains the 'Payment' form, which includes a table for 'Item 1' with details like 'Project Name: WEDDING 30x30 - copertina BASIC', 'Quantity', and 'Price'. Below this is the 'Additional Information' section with a text area for 'Additional Order Notes'. The right column displays a 'Cart Summary' with item totals, shipping costs, and order totals, along with 'Gift Cards' and 'Support' information.

Item 1	Quantity	Price
Project Name: WEDDING 30x30 - copertina BASIC Wedding 30x30 - BASIC cover	1	€99.00

Subtotal: €217.88
 proc: -€21.78
 Item Total: €196.02

Shipping (Express Courier): €8.30

Amount To Pay: €204.32
 (Includes 21.00% I.V.A. - €36.80)