

Digital File Formats for PowerPoint

In order that PowerPoint for the awards can be produced at the best possible quality the following guidelines should be followed:

Company Logos

The logos should be sent in the following formats

1. Adobe Illustrator EPS file
2. Adobe Photoshop layered PSD file, minimum image size of 130mm square or A5 at 300 dpi
3. JPEG file (Compression between 9 & 12), minimum image size of 130mm square or A5 at 300 dpi.

Logos and image files grabbed from websites are too poor quality to use in PowerPoint

Photographic or Digital Images

Original images should be supplied in a digital format from either hi-res cameras or scanners.

Minimum file sizes and best formats are as follows:

1. TIFF file - minimum image size of 130mm square or A5 at 300 dpi. This should give a file size of approximately 5Mb
2. JPEG file (Minimum compression of 8), minimum image size of 130mm square or A5 at 300 dpi. This should give a file size of approximately 500Kb to 1Mb

If you are unsure about these formats please contact our production department on the above number or alternatively ask your designer to give us a ring to discuss matters further.

Files should be sent by email to the relevant contact at Mills Media with a maximum size of 20Mb or alternatively on CD or DVD to the above address.

