

# MCRAE

**knows**

## Graphics

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RAPS  
Rapid Approval  
Proofing System



[www.mcraeimaging.com](http://www.mcraeimaging.com)



## RAPID APPROVAL PROOFING SYSTEM (RAPS) PREPRESS AUTOMATION

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### To Our Valued Clients

In order to serve you better, we have implemented **RAPS**, an automated graphic pre-press system. This new software will transform the way we process your orders and ensure an enhanced experience from speedy proof output to order packing accuracy.

Our objective is to create the best possible experience for you, our clients; we truly appreciate your business.

### What is **RAPS**?

**RAPS** is a powerful digital and large format prepress workflow automation software solution that simplifies file management tasks and processes to optimize efficiency and production. The program delivers quicker proof turnaround times by automatically checking, preflighting art files and creating proofs with lightning speed. It will also reject 'bad' art files providing our clients with notification of file problem(s).

### What File Types Does **RAPS** Recognize?

Currently, RAPS is setup to accept art files for the following products:

- Silicone Edge Graphics (SEG)
- Single & double sided pillowfit wall graphics - flat, horizontal & vertical curve
- Fabric Murals – with/without end caps
- Quick Stands
- Retractable Banners

Note - Graphics for hanging structures, custom items or other graphics that fall outside our standard templates will be processed by our graphics team.

### What Browsers Work With **RAPS**?

Currently, RAPS works with:

- Google Chrome
- Safari
- Mozilla
- Microsoft Edge

Please run latest update

**How to Use**

We now require you to send us your PO prior to sending/uploading graphic files.

\*The 'notes' section on the proof will show the PO number associated with your order

Once your order has been entered, **RAPS** will generate an auto-email confirming your order has been processed and will prompt you to upload your files by clicking on the link provided in the email. Clicking on the link will take you to your order.



Hello John Smith



**Order "TF000019" has been created**  
 To review the order please click on the link below  
[Click here to view >](#)

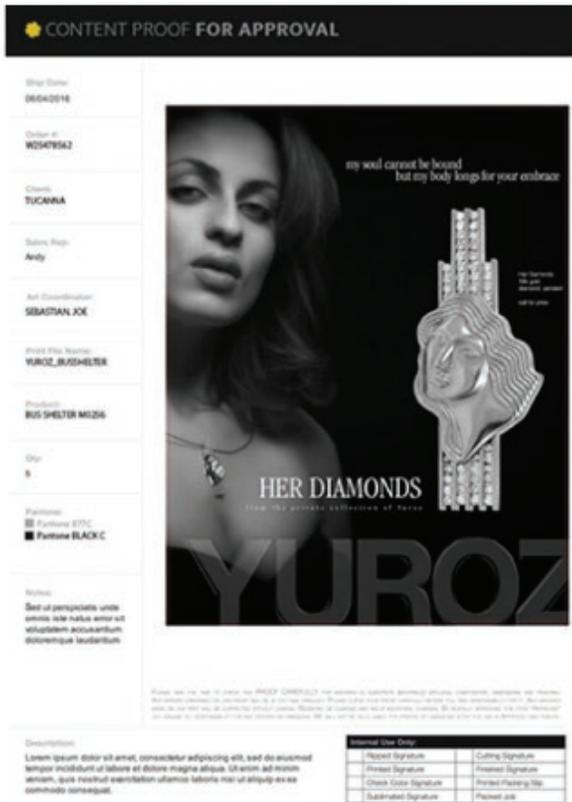
You will then see your job line listing. Since each graphic that has a unique image/language/delivery location will be entered as a separate job item, simply drag & drop each separate file into the corresponding aptly named job line number. Multiple files can be uploaded simultaneously. Your job line number(s) will correspond to the line items on your order confirmation including size, fabric type and graphic application.

<input type="checkbox"/>		01   110x88   Vivid Backlit   SEG - SIDE A (08)
<input type="checkbox"/>		01   110x88   Vivid Backlit   SEG - SIDE B (08)
<input type="checkbox"/>		02   22x88   Vivid Backlit   SEG - SIDE A (08)
<input type="checkbox"/>		02   22x88   Vivid Backlit   SEG - SIDE B (08)

Uploading files will start the pre-flight process which will either accept or reject your graphic file(s), based on parameters set by our graphics team.

If the file is accepted the job line status will change to 'Awaiting Approval' it will generate proofs within an hour (time is based on file size) and auto-email you for approval.

\*\*Note: Be sure not to click away from page or close the browser while uploading as it will cancel the process.



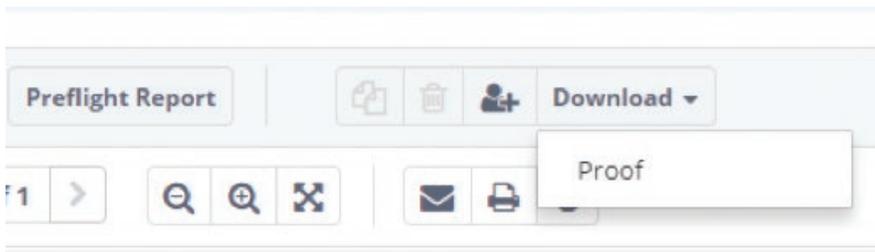
Click the approval button and it automatically sends us your approval; your order will now move to production.

If a file is rejected it will notify you of the exception or issue with the file and prompt you to adjust.

Any graphics changes (adding image, size etc.) to the order will require you to upload new files.

### Sharing the Proof(s)

**RAPS** allows you to download the PDF proof to forward to your client; select 'Proof' from the 'Download' dropdown menu, save to your files and send from your personalized email. This allows you to maintain control of approvals and remain in-the-know of your projects. When approved, simply follow the approval step noted above.



Please take some time to familiarize yourself with our revised Artwork Guidelines on the following page; the requirements have changed to support the implementation of **RAPS**.

Should you have any questions, please do not hesitate to check with your account representative directly.

**RAPS ARTWORK GUIDELINES**



**FILE FORMATS**

Please supply layouts as PDF, Illustrator (Ai), EPS, or TIFF. **When supplying PDF, please ensure All Printer's Marks are turned off.**

**ARTWORK SIZE**

Please supply artwork at 100% or 10% of the final output. If the file size has been scaled down, make sure it is noted in the file name.

**BLEED**

Please ensure that the 1" bleeds are built-in the Artboard/Page Size. Bleeds are necessary for proper fitting and finishing of the order.

**IMAGES**

Please embed images when supplying Illustrator (Ai), PDF or EPS. **Images should be supplied as CMYK at 100dpi at final output size, if the layout has been scaled down to 10%, images should be set up at 1000dpi.** Restricting the file size to 100dpi will allow for a very dynamic output and will minimize the file processing time, including download and upload of graphics as well as design, pre-press and printing. **When supplying PDF, please ensure images are not compressed.**

**FONTS**

Please embed all fonts or convert to vector outlines.

**LOGOS & ILLUSTRATIONS**

Supply all logos and illustrated graphics in a VECTOR format whenever possible.

**TRANSPARENCIES AND EFFECTS**

Please flatten and rasterize all transparencies and effects such as Drop Shadows, Glow, Etc.

**PANTONE COLOURS**

All Pantone Colours must be set to "Spot", not to "Process". The following Pantone Books we have on-site: **Pantone+ Solid (Coated & Uncoated), Pantone+ CMYK (Coated & Uncoated), and Pantone+ Color Bridge.** If the Pantone reference is from a different book, please provide a swatch sample for matching.



McRae  
**knows**  
Graphics.

McRae transform environments with stunning brand imagery creating a customer experience that promotes sales growth.

We lead the way in fabric printing, LED lighting, fabric lightboxes, silicone-edged graphics and displays. This is where art and science come together to create show-stopping image perfection.

**MCRAE**

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