

Mimeo Photos Product Templates

Instructions for the Adobe Illustrator and PDF Templates

Introduction and Overview

Thank you for downloading the Mimeo Photos Adobe Illustrator and/or PDF product templates. These templates were designed to make it easy for you to create Mimeo Photos projects using the professional design tool of your choice and to export those projects to PDF files that match Mimeo Photos print specifications. These PDFs can then be easily uploaded and ordered using standard Mimeo Photos checkout and printing services.

Please see the [Mimeo Photos Website](#) for details on our various photo book formats and pricing.

About the Template Formats

InDesign

The package you downloaded includes templates in native Adobe Illustrator or PDF formats. We also have a plugin for Adobe InDesign. If you're able to use Adobe InDesign, we recommend that you do so, as it is much better suited to creating photo books than Adobe Illustrator, Photoshop, etc.

Adobe Illustrator

If Adobe InDesign is not an option but you have other Adobe Creative Suite apps, we recommend the Adobe Illustrator templates which can be used directly in Illustrator or imported to Adobe Photoshop.

PDF

If you prefer to use non-Adobe apps, the Affinity apps for example, simply import the PDF versions of our templates.

About Our Photo Book Formats

Mimeo Photos offers photo books in a variety of popular formats including premium Layflat books with thick pages, durable Hardcover books with image wrapped hard covers and dust jackets with flaps, as well as fun and approachable Softcover photo books. All three formats come in a variety of popular sizes.

Each of our three book formats are manufactured in slightly different ways and hence the templates for creating those books also vary. The following sections provide important details on each of the three book formats.

Layflat Books

Mimeo Photos Layflat books are our top shelf, premium product. They feature heavy covers, lay totally flat when open, have thick, heavy duty pages, and come in an elegant presentation box. These features make Layflat books ideal for substantial coffee table books featuring large format horizontal or panoramic images, or for dynamic two page layouts.

Layflat books come in the following sizes with a specific template file for each size.

- 13" x 10"
- 11" x 8.5"
- 10" x 10"
- 8" x 8"

The Layflat templates include two different “components” that must be present in your project and in the correct sequence in the output PDF. Both components must be present in one PDF file, not two. The components are:

- **Cover**

The Cover is a single sheet that wraps around the chipboard that is the actual hard cover of the book. The Cover component includes the back cover, spine, and front cover, laid out contiguously, in that order, from left to right. Each Layflat project must have one, and only one, Cover component and it must be the first page in the PDF.

- **Interior Pages**

Unlike Hardcover and Softcover books that print single pages and bind them together, Layflat books print each spread as one continuous page and then bind all the spreads together into the book. Thought of as single pages, Layflats have a minimum of 20 pages and a maximum of 130 pages. However, in the template files, this will equate to 10 - 65 Interior Page spreads (plus the Cover).

The Interior Pages must follow Cover in the output PDF. This means that your first Interior Page will be the second page in the PDF.

Spine Widths

The Spine width of Layflat books varies by the number of pages in the book. There are seven distinct page ranges that equate to seven distinct spine widths. These page ranges are:

- 20 – 24 Pages
- 25 – 48 Pages
- 49 – 60 Pages
- 61 – 78 Pages
- 79 – 100 Pages
- 101 - 122 Pages
- 123 - 130 Pages

Because the Cover component includes the Spine in one flat sheet, the variance in Spine width also affects the overall width of the Cover component. For this reason, the template files in this package include seven versions of the Cover component. *You will need to select and use the Cover size appropriate to the number of pages in your book, counting only the Interior Pages.* For example, a 40 page book has 40 interior pages , not including the Cover.

Safe Areas

The templates for the Cover and Interior Pages of Layflat books include .25" of “safe area” that are shown in pale yellow. Text content and essential image content should not intrude on these safe areas.

Hardcover Books

Mimeo Photos Hardcover books are our most popular product. They are elegant, durable, and manufactured with precision, while retaining an approachable price point. Hardcover books have dark gray inside end sheets and include a printed Dust Jacket with interior flaps, and a protective sleeve.

Hardcover books come in the following sizes with a template file for each size.

- 13" x 10"
- 11" x 8.5"
- 10" x 10"
- 8" x 8"

The Hardcover book templates include three different “components” that must be present in your project and in the correct sequence in the output PDF. All three components must be present in one PDF file, not three. The components are:

- **Dust Jacket**

The Dust Jacket is a single sheet that wraps around the hardcover of the book. The Dust Jacket component includes the back inside dust jacket flap, the back cover, the spine, the front cover, and the front inside dust jacket flap, laid out contiguously, in that order, from left to right. Hardcover books must have one and only Dust Jacket component and it must be the first page in the output PDF.

- **Cover**

The Cover is a single sheet that wraps around the chipboard that is the actual hard cover of the book. The Cover component includes the back cover, spine, and front cover, laid out contiguously, in that order, from left to right. Hardcover books must have one, and only one, Cover component and it must be the second page in the PDF.

- **Interior Pages**

Hardcover Books have a minimum of 20 pages and a maximum of 100 pages for the two square sizes, and a maximum of 120 pages for the two rectangular sizes.

Page one must be the first right-hand page, opposite the end sheet of the inside front cover. The final page must always be a left-hand page opposite the end sheet of the inside back cover.

Books must always have an even number of pages. Thus, when adding or removing pages, you should always add or remove an entire two-page spread.

The Interior Pages must follow the Dust Jacket and the Cover in the output PDF. This means that your first interior page will be the third page in the PDF.

Spine Widths

The Spine width of Hardcover books varies by the number of pages in the book. There are four distinct page ranges that equate to four distinct spine widths. For Hardcover books, those page ranges are: 20 - 64 pages, 66 -88 pages, 90 - 100 pages, and 102 - 120 pages.

Because both the Dust Jacket and Cover components include the Spine in one flat sheet, the variance in spine width also affects the overall width of these two components. For this

reason, the template files in this package include four versions each of both the Dust Jacket and Cover components. *You will need to select and use the Dust Jacket and Cover sizes appropriate to the number of pages in your book, counting only the interior pages.* For example, a 40 page book has 40 interior pages, not including the Dust Jacket, the Cover, or the inside cover end sheets.

Binding, Page Curve and Safe Areas

The interior pages of Hardcover Books lose ~12mm of surface area to the book's binding and related page curve. This safe area, and the safe areas of the outside page edges, are clearly shown on the templates in pale yellow. Text content and essential image content should not intrude on these safe areas.

When designing layouts that have images spanning two pages and crossing the book's binding, note that people, faces, and recognizable objects should be kept out of the binding and page curve area as they will be very distorted in the final printed product. Scenic or nature shots fare much better here. Please consider our Layflat books for projects that need very wide format images that span two pages without losing any image to the book's binding.

Softcover Books

Mimeo Photos Softcover books are fun and inviting. Like a magazine, they are easy to pick up and flip through. Like all Mimeo Photos photo books, our Softcover books are durable and manufactured to exacting standards, while also remaining our most affordable photo book.

Softcover books come in the following sizes with a template file for each size.

- 11" x 8.5" (Landscape)
- 8.5" x 11" (Portrait)
- 10" x 10"
- 8" x 8"
- 8" x 6"

The Softcover book templates include two different "components" that must be present in your project and in the correct sequence in the output PDF. Both components must be present in one PDF file, not two. The components are:

- **Cover**

The Cover is a single sheet that includes the back cover, spine, and front cover, laid out contiguously, in that order, from left to right. Softcover books must have one, and only one, Cover component and it must be the second page in the PDF.

- **Interior Pages**

Soft cover books have a minimum of 20 pages and a maximum of 100 pages.

Page one must be the first right-hand page, opposite the inside front cover. The final page must always be a left-hand page opposite the inside back cover.

Softcover books must always have an even number of pages. Thus, when adding or removing pages, you should always add or remove an entire two-page spread.

The Interior Pages must follow the Cover in the output PDF. This means that your first interior page will be the second page in the PDF.

Spine Widths

The Spine width of Softcover cover books increases for every two pages in the book. Because the Cover component includes the Spine, in one flat sheet, the variance in Spine width also affects the overall width of the book. For this reason, the template files include 10 different cover widths, one for every 10 pages. *You will need to select and use the Cover size appropriate to the number of pages in your book, counting only the interior pages, and picking the cover size at or above your page count.* For example, for a 46 page book, you would select the cover size for 42 - 50 pages.

Binding, Page Curve and Safe Areas

The interior pages of Softcover books lose ~9mm of surface area to the book's binding and related page curve. This safe area, and the safe areas of the outside page edges, are clearly shown on the templates in pale yellow. Text content and essential image content should not intrude on these safe areas.

When designing layouts that have images spanning two pages and crossing the book's binding, note that people, faces, and recognizable objects should be kept out of the binding and page curve area as they will be very distorted in the final printed product. Scenic or nature shots fare much better here. Please consider our Layflat books for projects that need very wide format images that span two pages without losing any image to the book's binding.

About the Adobe Illustrator Templates

The Adobe Illustrator templates for all formats and sizes of our books contain one Artboard and one corresponding Symbol for each of their components and valid page ranges.

There are also Artboards and Layers for the “Mimeo - Title Bar” and “Mimeo - Component Labels” in the file. These should be deleted before outputting a print-ready PDF directly from Illustrator.

The Symbols in the file contain the art for the template. These are conveniently grouped into one Layer named “Mimeo - Template Art”. This entire Layer can be hidden to hide all template art. The files also contain Guides, also in a separate Layer, that can be hidden or shown as well.

Note that all Artboards and Symbols in the template are sized to include allowances for bleed, slug, wrap, etc. *No changes to these document settings or sizes should be made.*

While it is possible to build a complete book in Adobe Illustrator, and directions for doing this follow, we strongly recommend using Adobe InDesign and the provided InDesign templates as InDesign is far better at handling book projects with multiple components and many pages.

You can also use the PDF versions of the Illustrator templates to set up Mimeo Photos book projects in other applications like Adobe Photoshop or the Affinity apps. Directions for this follow later in this document.

Building a Book Using the Adobe Illustrator Templates

To build your photo book in Adobe Illustrator, using the provided Illustrator template, follow these steps:

1. Keep one Cover Artboard (and Dust Jacket for Hardcover books) in the size appropriate to the number of Interior Pages in your book. Delete the Artboards, and Symbols for the other Cover (and Dust Jacket) sizes. You will need to unlock the “Mimeo - Template Art” layer to delete the content on it.
2. If you don't yet know how many pages your book will be, you can come back to Step 1 later.

3. Duplicate the Artboards of the Interior Pages, both Left and Right, until you have a book of the desired length. A reminder that page one must always be a single right-hand page and your final page must always be a single left-hand page.
4. Add your content to the “Your Content” layer. You can add other Layers, Symbols, etc. as needed or desired.
5. When you are ready to output your final, print-ready PDF, hide or delete all of the Mimeo Photos template and title layers, ie these:
 - Mimeo - Template Art
 - Mimeo - Title Bar
 - Mimeo - Component Labels
6. Delete any extraneous Artboards and content as these will produce unwanted pages in the PDF.
7. Make sure your remaining and final Artboards are correctly sequenced in the Artboards palette. The order should always be: Dust Jacket (if one exists), then the Cover, and then Interior Pages.
8. In the Adobe Illustrator “Edit” Menu, choose “Adobe PDF Presets...”. In the resulting dialog, load the “Mimeo PDF Settings” file that came in the Mimeo template package.
9. Choose “Save As...” from the Illustrator “File” menu. Choose “Adobe PDF (pdf)” in the resulting dialog box with “Use Artboards” checked and “All” selected.
10. Open the resulting PDF. Make sure that the various components exist and are in the correct order. *Note that Interior Pages should and will be output to the PDF as single pages, not spreads.*
11. Use the [Mimeo Photos Import Service](#) to upload your PDF and order your project.

Using the PDF Templates to Create Photo Books in Other Applications

The PDF templates for all formats and sizes of our books contain one page for each of their components and valid page ranges.

To create a photo book project in an application other than Adobe Illustrator or Adobe InDesign, follow these steps, in your target application:

1. Create a Page or Artboard matching the exact size of the “**Interior Page - Left**” page in the template PDF. Place the “Interior Page - Left” page of the template PDF on this Page or Artboard, precisely aligned to the page (upper left at 0,0), in a Layer that can be hidden as desired.
2. Create a Page or Artboard matching the exact size of the “**Interior Page - Right**” page in the PDF. The size should exactly match that of the left hand page. Place the “Interior Page - Right” page of the template PDF on this Page or Artboard, precisely aligned to the page (upper left at 0,0), in a Layer that can be hidden as desired.
3. If you’d like to view the pages as two-page spreads, or design layouts that span two pages, then position the left- and right-hand pages next to each other with no horizontal or vertical space between them.
4. For Hardcover and Softcover books, position a single right-hand page as the first page in the book, before the spread you just created. For Layflat books the first spread follows the cover and includes both the left- and right-hand pages.
5. Clone the interior pages or spreads as many times as needed to create a book of the desired length.
6. For Hardcover and Softcover books, position a single left-hand page as the last page in the book, after the final spread. Note that your book must have an even number of interior pages, including the first page, all interior two-page spreads, and the last page. For Layflat books, the last spread is the last page and includes both the left- and right-hand pages.
7. For Hardcover books, create a Page or Artboard matching the exact size of the “**Dust Jacket**” page in the PDF that is appropriate to the number of interior pages in your book. For example, if your book has 94 interior pages, you’d use the page in the PDF which contains the **Dust Jacket** sized to accommodate 90 - 100 pages.

Place the correct **Dust Jacket** page of the template PDF on this Page or Artboard, precisely aligned to the page (upper left at 0,0), in a Layer that can be hidden as desired.

Position the **Dust Jacket** page ahead of the first interior page of the book.

8. Create a Page or Artboard matching the exact size of the “**Cover**” page in the PDF that is appropriate to the number of Interior Pages in your book. For example, if your book has 94 interior pages, you’d use the page in the PDF which contains the **Cover** sized to accommodate 90 - 100 pages.

Place the correct **Cover** page of the template PDF on this Page or Artboard, precisely aligned to the page (upper left at 0,0), in a Layer that can be hidden as desired.

Position the **Cover** page before the first Interior Page of the book.

9. Verify that the sequence of your book is now:

- Dust Jacket (if one exists)
- Cover
- First Interior Page (Right)
- All Interior 2-Page Spreads
- Last Interior Page (Left)

Correct any sequence errors as needed.

10. Place all content in your book as desired.

11. Hide any/all layers containing the template artwork.

12. Find and use the Export function in your application to export the Pages or Artboards in your document to a single PDF file. Make sure to export single pages vs spreads. If possible, load the “Mimeo PDF Settings” file that came in the Mimeo template package.

13. Open the resulting PDF. Make sure that the Dust Jacket (if one exists), Cover, and Interior Pages all exist and are in the correct order. Note that the Interior Pages should

appear in the PDF as single pages, not spreads.

14. Use the [Mimeo Photos Import Page](#) to upload your PDF and order your project.

Important Notes on Image Resolution, Fonts and Colors

Regardless of what files or program you use to build your book, please note the following important guidelines:

- All images should have a resolution of at least 150 dpi at the size used. 300 dpi is preferred. For example, an image used at 10" x 10" would have a resolution of 3000 x 3000 pixels or a minimum of 1500 x 1500 pixels.
- All fonts should be appropriately licensed for print use and transient loading on commercial print systems. This is generally referred to as a “Desktop” license.
- All fonts must be embeddable and have the entire character set embedded in your final PDF output.
- All images, graphic art, colors, and color profiles should use RGB color definitions and/or profiles (as opposed to CMYK).