PRINTING TERMINOLOGY

BINDERY
Print shop department or separate business that does trimming, folding, binding and other finishing tasks.

BLEED
Printing that extends off the edge of a sheet or page after trimming.

BLUCELNE
Prepress, photographic proof where all colors show as blue image on white paper. Also called a Dylux.

BURN
To expose a blueline proof or printing plate.

BUTT
To join without overlapping or space between.

BUTTFIT
Ink colors overlapped only by a hairline so they appear perfectly butted.

CAMERA-READY COPY
Mechanicals, photographs, and art fully prepared to be photographed for plate making according to the technical requirements of commercial printing.

CHROMALIN
DuPont trade name for integral color proof.

COLOR-CORRECT
To retouch or enhance color separation negatives.

COLOR KEY
3M trade name for overlay color proof.

COLOR SEPARATION
Set of four halftone negatives for making plates for 4-color process printing.

COMPOSITE FILM
Graphic arts negative made by combining two or more images.

COMPOSITE PROOF
Proof of color separations in position with graphics and type.

CROSSOVER
Image that continues from one page of a publication across the gutter to the opposite page.

DIE
Sharp metal rule used for die cutting or block of metal used for embossing or foil stamping.

DIE CUTTING
Cutting irregular shapes in paper using metal rules mounted on a letter press.

DOUBLE BURNS
To expose a plate or proof to two negatives to create a composite page.

DUOTONE
Photograph reproduced from two halftone negatives and usually printed in two ink colors.

DYLUX
DuPont trade name for photographic paper used to make blue line proofs.

FINISH SIZE
Size of printed product after production is complete.

4-COLOR PROCESS
Technique of printing that uses the four process colors of ink (yellow, cyan, magenta, black) to simulate color photographs or illustrations.

HALFTONE
To photograph continuous tones through a screen to convert the image into dots. The result may be positive or negative and on film or paper.

HALFTONE DOTS
Dots that by their varying sizes create the illusion of shading or a continuous-tone image.

HALFTONE SCREEN
Piece of film containing a grid of lines that breaks light into dots as it passes through.

KEYLINES
Lines on a mechanical or negative showing the exact size, shape and location of photographs or other graphic elements.

KNOCKOUT
The elimination of part of an image in order that another image can be printed in front.
PRINTING TERMINOLOGY

LINES PER INCH  The number of lines or rows of dots there are per inch in a screen and therefore in a screen tint, halftone, or separation.

MAKE READY  All activities required to set up a press before production begins.

MATCHPRINT  3M trade name for integral color proof.

MOIRE  Undesirable pattern in halftones and screen tints made with improperly aligned screens.

PAGE COUNT  Total number of pages, including blanks and printed pages without numbers.

PLEASING COLOR  Color that is satisfactory even though it doesn’t exactly match original samples, scenes, or objects.

PMS  Abbreviation for Pantone Matching System, a check standard for color reproduction.

PREPRESS  Camera work, stripping, platemaking, and other activities by a printer before press work begins.

PROOF  Test sheet made to reveal errors, flaws, predict results, and record how a printing job is intended to appear. Blueline, Dylux, Color Key, Chromalin, Matchprint, etc.

REVERSE  Type or other image reproduced by printing the background rather than the image itself, allowing the paper or underlying ink to show the shape of the image.

SCREEN  Piece of film with dots of uniform density, used to make plates that will print screen tints.

SCREEN RULING  The number of rows or lines of dots per inch in a screen for tint or halftone.

SCREEN TINT  Area of image printed with dots so ink coverage is less than 100% and simulates shading or a lighter color.

SPECIFICATIONS  Complete and precise descriptions of paper, ink, binding, quantity and other features of a printing job.

TRIM SIZE  Size of the printed product after last trim is made.

WINDOW  Block of masking material on a mechanical that shows position of a photograph or other visual element. Also, an area cut out of masking material.

WORKING FILM  Graphic arts negatives still loose or not composited.

BINDERY TERMINOLOGY

BACKBONE  The back of a bound book connecting the two covers; also called a spine.

CASE  The covers of a hardbound book.

EMBOSSING  Impressing an image in relief to achieve a raised surface.

GATHERING  The assembling of folded signatures in proper sequence.

RIGHT ANGLE FOLD  A term used for two or more folds that are at 90 degree angles to each other.

SADDLE STITCH  To fasten a booklet by stapling it through the middle fold of the sheets.

SCORE  To impress or indent a mark in the paper to make folding easier.

SELF COVER  A cover of the same paper as inside text pages.

SINGLE FOLD  

RIGHT ANGLE FOLD  

LETTER FOLD  

ACCORDIAN FOLD  

DOUBLE PARALLEL FOLD  

GATE FOLD  

ROLL FOLD  

PRESENTATION FOLDER  
PAPER TERMINOLOGY

AGAINST THE GRAIN
At right angles to the grain of the paper.

BASIC SIZE
The one standard size of each grade of paper used to calculate basis weight.

BASIS WEIGHT
Weight in pounds of a ream of paper (500 sheets) cut to the basic size for its grade.

BOARD PAPER
Grade of paper commonly used for folders, display, and post cards.

BOND PAPER
Grade of paper commonly used for writing, printing, and copying.

BOOK PAPER
Grade of paper suitable for books, magazines, and general printing needs.

BRIGHTNESS
The characteristic of paper referring to how much light it reflects.

BRISTOL
Type of board paper used for post cards, business cards, and other heavy-use products.

BROKEN CARTON
Less than one full carton of paper.

BULK
Thickness of paper expressed in thousandths of an inch or pages per inch (ppi).

C1S
Paper coated on one side.

C2S
Paper coated on two sides.

CALIPER
Thickness of paper expressed in thousandths of an inch.

CAST COATED
Coated paper with a surface similar to that of a glossy photograph.

COATED PAPER
Paper with a coating of clay that improves ink holdout.

COTTON CONTENT PAPER
Paper made from cotton fibers rather than wood pulp.

COVER PAPER
Grade of paper made for covers and postcards.

CWT
Abbreviation for 100 pounds of paper; hundredweight.

DECKLE EDGE
Feathered edge on specially made sheets of text and cover paper.

DIMENSIONAL STABILITY
Ability of paper to retain its exact size despite the influence of temperature, moisture or stretching.

PAPER TERMINOLOGY

DRY GUM PAPER
Label paper with glue that can be activated with water.

GRADE
One of the seven major categories of paper: bond, coated book, uncoated book, text, cover, board and specialty.

GRAIN
The direction in which fibers are aligned in the sheet of paper.

GROUNDWOOD PAPER
Newspaper and other inexpensive papers made from pulp created by grinding wood mechanically.

HIGH-BULK PAPER
Paper made relatively thick in proportion to its basis weight.

INDEX PAPER
Light weight board paper for writing and easy erasure.

KRAFT PAPER
Strong paper, usually brown, used for wrapping and to make bags.

LAID FINISH
Grid of parallel lines on paper simulating surface of handmade paper.

LEDGER PAPER
Strong, smooth bond paper used for keeping business records.

MATTE FINISH
Dullly dull finish on coated paper.

PARENT SHEET
Original sheet from which press size sheets are cut.

POINT
In paper, unit of thickness equaling 1/1000 inch.

PULP
Mixture of wood and/or cotton fibers, chemicals, and water from which mills make paper.

RAILROAD BOARD
Heavy board paper used for posters and signs.

SIZING
Chemicals mixed with pulp that make paper less able to absorb moisture.

TAG
Board grade paper used for products such as tags and file folders.

TEXT PAPER
Grade of paper characterized by textured surfaces.

UNCOATED PAPER
Paper that is not clay coated.

VELLUM FINISH
Relatively rough finish on uncoated paper.

WATERMARK
Distinctive design created in paper during manufacture.

WITH THE GRAIN
Parallel to the grain direction of the paper.

WOVE FINISH
Relatively smooth finish on paper achieved by moderate calendering.