

HALFTONE ENGRAVING INFORMATION SHEET

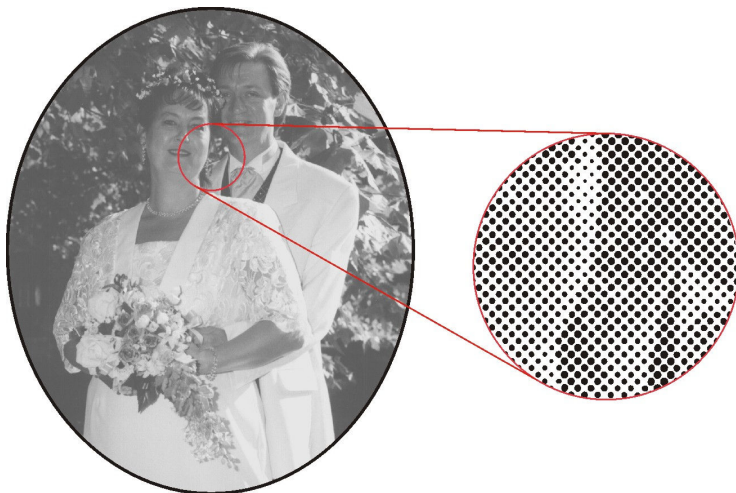
This information is a guide for all customers supplying photographs or graphics for photographic or 'halftone' engraving.

Halftones.

A halftone is used to create the effect of a tonal range that can be engraved onto glass and crystal. This is the only way we can reproduce photographs (portraits, wedding pictures, pets etc) *onto* glass. This method may also be suitable for representing certain corporate logos and designs. If your logo/crest cannot be represented as a black and white image, a halftone will be necessary.

We can also engrave photographs and graphics *inside* blocks of crystal; please see the information sheet '3D & 2D Sub Surface Laser Engraving'.

The photograph or graphic required needs to be converted to greyscale, and then turned into a series of dots – the tones in the photo or graphic determine the size of the dots and the spacing in between, and this in turn is what determines the tones in the engraving. We need to adjust the tonal range of each picture according to it's original colour, brightness and contrast settings, then our 'output device' sets the size and frequency of the dots. We use a professional image setter to output the halftone films. The whole process is completed 'in-house' – you only need to supply the original image, or a good copy.



The size of the dots, and the spacing in between is determined by the tonal effect and shading in the photograph or graphic.

Photographs.

If possible, the original photo should be supplied. We will scan the photo and crop according to your instructions. All photographs will be returned when we despatch your order. Please ensure that any photographs that you send to us are securely packaged so that they cannot get damaged or lost in transit. If the original picture cannot be supplied or the photo was taken with a digital camera, please e-mail the electronic file; this is better for us to work from than a digital image that has been printed onto paper. We can accept .jpeg, .jpg, .tiff and .psd files. For all photographic images, consider the following:

- The resolution of the photo/image supplied should be as high as possible (600dpi is preferable) – Original photos should be high definition; a crisp 'in focus' picture, preferably with the subject 'filling' the lens.

- Images scanned from newspapers and magazines are not a suitable quality.
- The halftone will be set into an oval, circular or square shape, depending upon the piece to be engraved or preference stated. You will be advised if your preference is not possible due to the composition of the photo.
- The background of the photo will be engraved as standard. If you would like the subject 'cut' from the background (or any parts of the picture electronically manipulated) an artwork charge will be applicable – this will be quoted for on a job-by-job basis upon sight of your requirements.
- Please do not send in any electronic image that has already been cropped and had a border added – the processes that we work through to create the halftone cannot be changed, so we need to start with the 'raw' image. If you have a particular way that you want your image cropped, please supply a separate file indicating your preference.
- Look at the composition and brightness/contrast of the photo – if someone's dark hair is indistinguishable from a dark background, that is how the engraving will look.

Graphics.

Halftone engraving of corporate logos and graphics need to be treated differently. There is normally a small amount of artwork required to prepare the design for the halftone shades to work correctly, and for any text or black outlines to be arranged accurately. If you think that you have a design that needs to be engraved as a halftone, please forward a copy to us and we will advise/quote accordingly.

General.

Where requested, a proof will be provided for all halftone engraving orders as long as an e-mail address is provided. The proof will not show the dot formation, but will be provided as an indication of the cropping and border style, or to show any artwork that has been undertaken. Please be aware that delays in supplying artwork or approving proofs may cause a delay in the supply of the finished product(s).

We do reserve the right to refuse any artwork that may cause offence, or that we consider to be of an unsuitable quality.

Copyright for any artwork generated by The Glass Scribe International Limited will remain the property of The Glass Scribe International Limited whether or not a charge is made in respect thereof, and the artwork will *not* be released for any purpose.

If you have any queries regarding halftone engraving or photographic/artwork provision or requirements, please contact our offices; we will offer the best advice that we can to help give you the best result possible.

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