# **In-column Specs-Simplified fYP**

**Audience:** All fYP Graphics and Spec Ads Teams

**Description:** Specs for Simplified In-column ads are shown below.

**Trigger:** Rollout date is Aug 2018 pubs.

The Simplified In-column UDACs are listed below:

#### **UDAC Chart:**

Ad Description	Half Space UDACs
2 ½ Inch tall Half Space Ad – used as an anchor for a display ad	A5HSS
2 ½ Inch tall Half Space Ad	5HSS
1 ½ Inch tall Half Space Ad – used as an anchor for a display ad	A3HSS
1 ½ Inch tall Space Listing	3HSS

#### In-column Ad Sizes:

2 and 3 column Space ads have the same dimensions

Col	UDAC	Description	Size (Points)	Size (Inches)
2 & 3	5HSS	2½ inch Incolumn	180 x 180	2.5 x 2.5
2 & 3	3HSS	1½ inch Incolumn	180 x 108	2.5 x 1.5

#### In-column Rules:

Item	Notes/Decision	Additional Details
Finding Line	The finding line must match the control info in PM.	If the copysheet differs, memo Sales that the finding line can't be changed. Sales would need to update the listing.
Finding Line Color	Black only	
Border Color	Black only	
Body Text Color	<ul> <li>Artist may use any color from the EZ Ad color palette.</li> <li>An individual word within a text line may be a different color, but letters of alternating colors are</li> </ul>	

Address/Phone Number Line Color	<ul> <li>not allowed.</li> <li>Alternating lines of text may have different colors.</li> <li>Bullet points can be a different color than the line of text.</li> <li>Should be black if it's left in the</li> </ul>	When floated in display ad style can
	default format with dot leaders.	have color applied.
Art allowed	<ul> <li>Only 1 piece of artwork is allowed.</li> <li>Credit cards (and other small logos) may be combined with the artwork.</li> <li>Full process color is allowed.</li> </ul>	
Ads with No Artwork	A blank piece of artwork must be keyed to the ad and placed into the ad.	This is a system requirement. The ad will not upload without this artwork. Art ID is C4669851.  See Ads with No Artwork process.
Illustrator Usage	Illustrator may not be used to create the entire ad.	

# **In-Column Specs:**

#### General:

- Grandfathered ads can be left as is. A grandfathered ad is one that ran last year.
- The standard In-column UDACs are 3HSS and 5HSS.
- If a new in-column ad asks for something the system won't allow, set it per specs and send a Memo
  to Sales in PM.
- Punctuation is allowed in the finding line **and address line**. The information transfers over automatically from the Telco records. Leave it as is.
- Leave National Ads as they are provided.
  - Follow the <u>Full Scan Art Process</u> in this document.
- Components of National Ads that become local in subsequent years can remain as they are.



Ads can be created without artwork if that is what the customer requests.

#### **Body Text:**

- Any text size or font style may be used as available in the system.
- Minimum size for color text is 7 point.
- Minimum size for black text is 6 point.
- Use your best judgement to ensure that the text is legible. Substitute a darker color to make text legible if necessary.
- An entire line may be set with symbols and used anywhere in the body of the ad.
- A website or e-mail address may replace the primary telephone number and address.

• The address /phone number line should be set with dot leaders; however, it can have a different format if requested.

# **Layout and Graphics:**

- Ads can be sold as CLW (white background) or CLY (12% yellow background.)
  - CLY ads will open with a yellow background.
     The color designation can also be found in Ad Info next to the UDAC.
- CLY text and box color is limited to red, green, blue, and black.
- CLY art color is limited to solid red, green, blue, or black.

RODNEY'S TREE SERVICE

"LICENSED & INSURED"

"FOR ALL YOUR QUALITY

TOM'S DRYWALL & PLASTER BOARD CONSTRUCTION

"FOR ALL YOUR QUALITY

"LICENSED & INSURED"
STUMP GRINDING
TREE SERVICES
TOTAL TREE REMOVAL
TREE TRIMMING
STORM DAMAGE
License # 18345

CLW

"FOR ALL YOUR QUALITY
CRAFTSMANSHIP NEEDS"

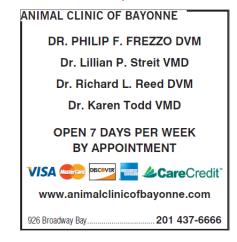
DRYWALL & PLASTERING-SINCE 1986
Residential & Commercial
Thomas E Stapelmann-Owner
Free Estimates • Fully Insured
608-751-0043

CLY

- CLW: Full color art, logos or photos may be used.
- CLW: Ads can have 1 piece of artwork.

Smaller artwork, like credit card logos and similar, can be combined into one piece of artwork.





## Sample Ads: 5HSS







# Sample Ads: 3HSS





THURS & SAT 7:30 AM - 12:00 NOON

LARGE & SMALL ANIMALS **BIRDS & EXOTICS** 

309-319-6818

www.brunswickanimalhosp.com 401 Kays Dr Nrml----- 309 319-6818



309-662-6563 401 N. Veterans Pkwy., Bloomington 309-454-7600 850 Hovey Ave., Normal **Peoria Locations** 309-692-0181 4100 W. Willow Knolls Dr. Unit 5 309-966-0119

528 E. War Memorial dr. www.StepintotheSunRoom.com







POLE TENTS • FRAME TENTS • TABLES • CHAIRS LIGHTING • DANCE FLOOR • WEDDINGS ANNIVERSARIES • FESTIVALS • PARTIES

(217) 328-5749

308 E. Anthony Drive, Urbana, IL www.champaigncountytent.com





#### **EZ Ad Color Swatches:**

- Below is the EZ Ad color palette.
- These are the only colors that should be used for text. Artwork can be process color or have any color applied.

#### **DexYP fYP In-Column Ad Color Swatches**



# **Ad Designer Processes:**

#### Ads with No Artwork:

It is a system requirement for EZ Ad that every 3HSS and 5HSS ad must contain a piece of artwork in order to upload to PM. This artwork is 51 pt x 3 pt, so it should not interfere with the text of the ad.

- 1. Acquire the ad.
- 2. Click Art Search. Search by Art ID #C 4669851.



3. Click on the Add Art to Cache icon, and click Attach.



- 4. Click Next. Click Compose. The ad opens it in EZ ad.
- 5. The art file is automatically placed at the top the ad.

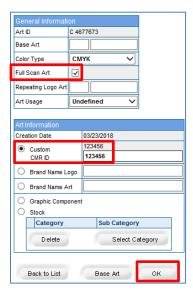


6. Work the ad and upload BAU.

## **Full Scan Artwork Process for National**

National ads should be stored to the catalog as full scan art:

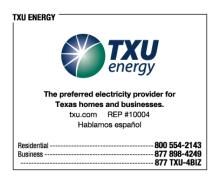
- 1. Retrieve artwork from Up/Down External.
- 2. In PM Ad/Art Creation click New Art.
- 3. Check the "full scan art" box, enter the Custom CMR ID and click OK.



4. Prepare the artwork by cropping out border, finding line and listings.

Artwork as provided

Artwork prepared for upload.





The preferred electricity provider for Texas homes and businesses. txu.com REP #10004 Hablamos español

- 5. Work the ad in EZ Ad, positioning the artwork as it appears in the original.
- 6. Do not adjust Finding Line, Tel# Line or Address Line text to match the National copysheet. Allow the lines to populate at the table-driven font size.
- 7. Save and upload the ad.