# DATA SHEET

PinguinDruck

Page orientation

We do not change the page orientation of your data.
Please check in the PDF whether the position of the pages towards each other and the orientation of the design is as desired. We use your data as supplied by you!


Front:
Back:

The format for both pages must have the same orientation. **Either both pages must be in a horizontal format or both pages must be in a vertical format.** Depending on the orientation of the design, there are the following possible page orientations:

Format both pages horizontal ✔
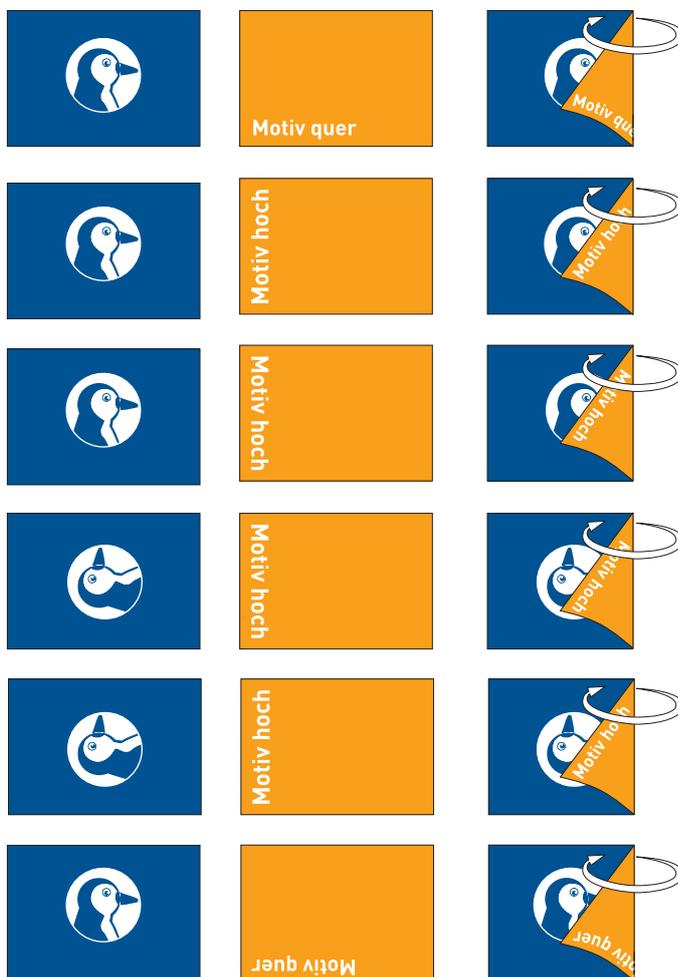
Motiv quer = Horizontal design   **Motiv hoch** = Vertical design

Format both pages vertical ✔
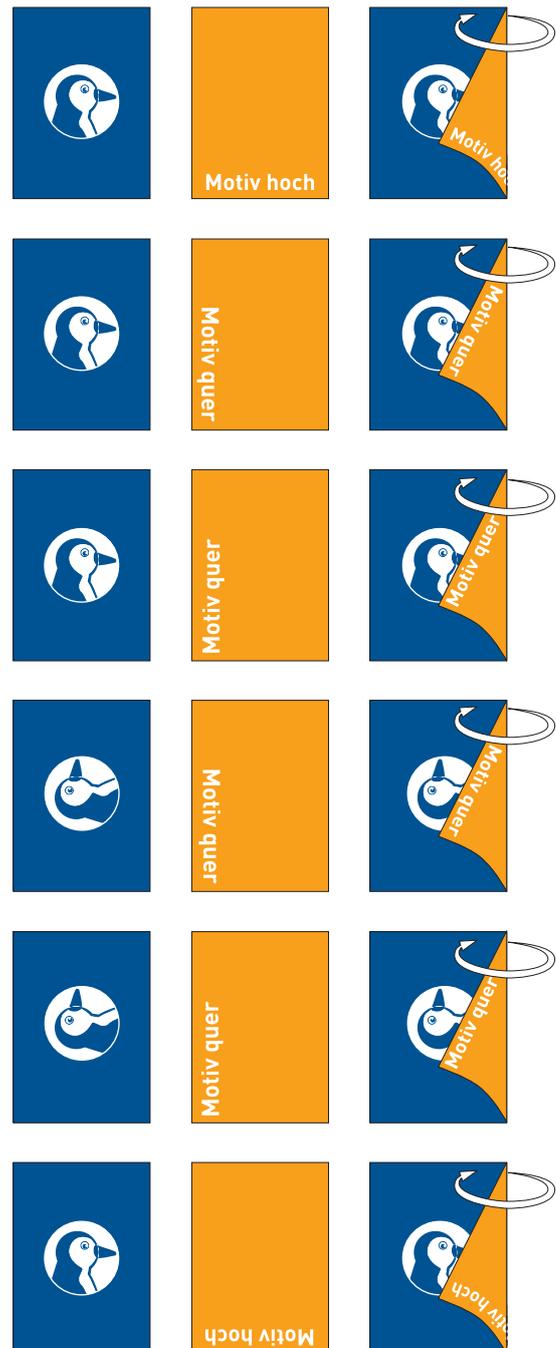
! Please send us a double-page document also in case of a multi-page folded product. The outer panels with the title panel then correspond to page 1 and the inner panels correspond to page 2.
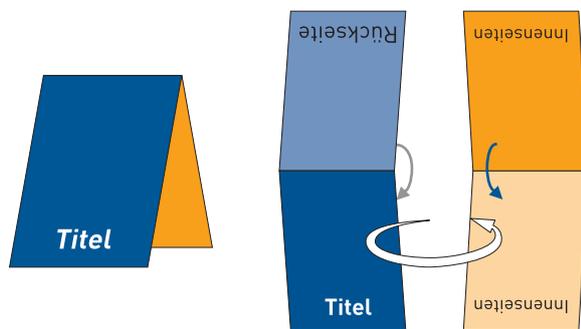
DATA SHEET

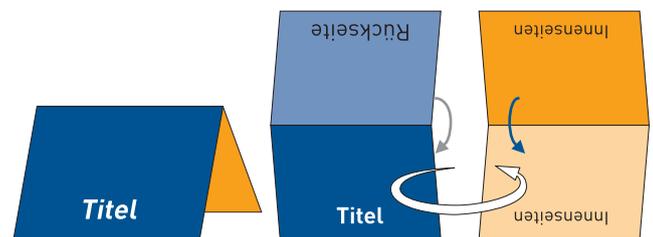## Single fold

Fold once in the middle – done!

VERTICAL FORMAT – fold at top

Rückseite · Innenseiten · Titel · Titel · Innenseiten

VERTICAL FORMAT – fold on left

Rückseite · Innenseiten · Titel · Titel · Innenseiten

HORIZONTAL FORMAT – fold at top

Rückseite · Titel · Titel · Innenseiten · Innenseiten

HORIZONTAL FORMAT – fold on left

Rückseite · Titel · Titel · Innenseiten · Innenseiten

Legend:
Rotation/flip
Folded away from each other
Folded onto each other
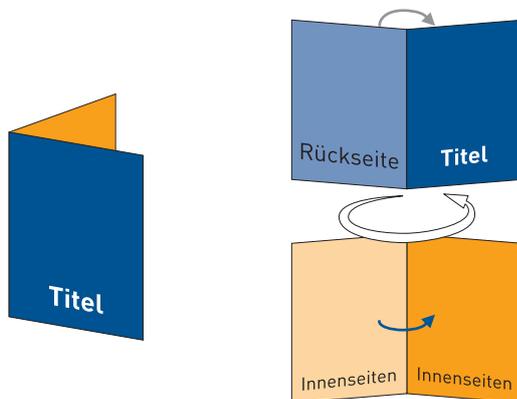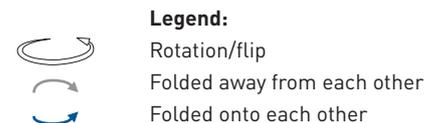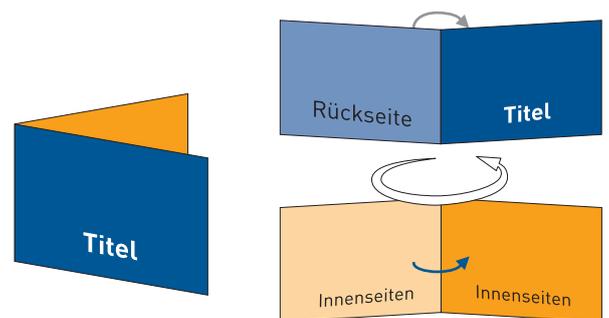
Titel = Title
Rückseite = Back panel
Innenseite = Inside panels

Folded cards and folders must also be created as open format. We assume that page 1 in the document is the front or title or outside page. Page 2 is then the inside.

We recommend to provide a preview file for the correct placement of the crease/fold, with fold marks (in spot colour, set to overprint) for the corresponding dimensions.

! Please send us a double-page document also in case of a multi-page folded product. The outer panels with the title panel then correspond to page 1 and the inner panels correspond to page 2.

2 to 5-fold Z-fold

In a zigzag fold, the paper is folded alternately forward and backwards. A 2-fold zigzag fold viewed from the top, for example, looks a little like an "N" or "Z".

The folds are evenly spaced, so all "panels" are the same size. The zigzag fold is also called leporello fold.

VERTICAL FORMAT – fold on left
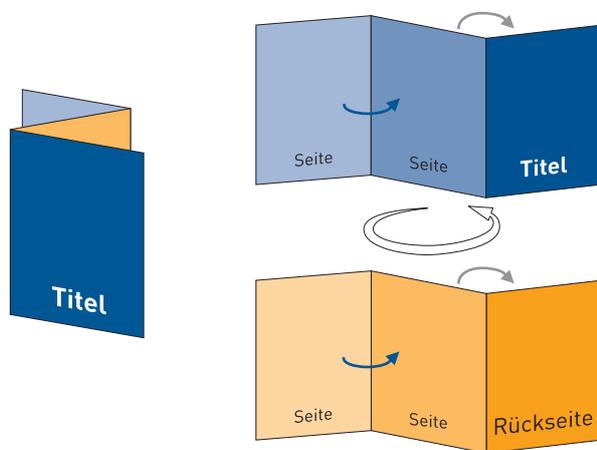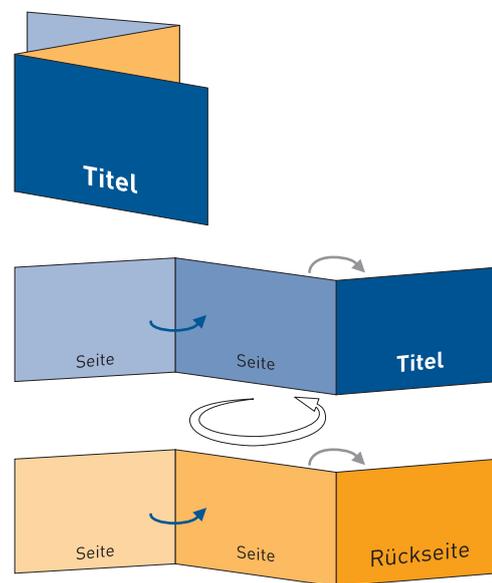
Panel ratios (also for horizontal format):

3 x Width X

Example: closed format DIN A5

Width of individual "panels": X = 148 mm
Total width: X = 444 mm
Height: Y = 210 mm
File format: X+X+X x Y = 444 x 210 mm

HORIZONTAL FORMAT – fold on left

Possible folds:

3-fold Z-fold

5-fold Z-fold

4-fold Z-fold

Legend:

 Rotation/flip
Folded away from each other
Folded onto each other

Titel =   Title
Seite =   Panel
Rückseite =   Back panel

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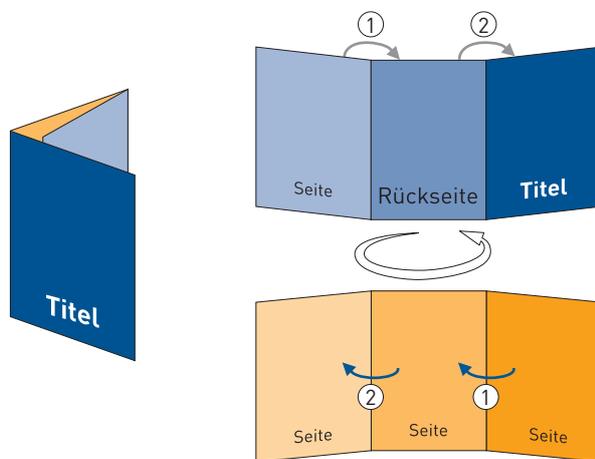
2 to 4-fold roll fold

Before uploading your data, please check whether the position of the pages to each other and the design's orientation are as desired. We use your data as delivered by you! The illustrations show only a classic design variant.

In a roll fold, the title and back panel enclose the folded-in panels. One panel is "wrapped", so to speak. Please note:
The title and back "panels" should have the dimensions of the closed format.

The "panels" folded inside should be 2 mm less wide. The narrowest panel is the one folded inside first! When designing page 2, please pay attention to the reverse order of dimensions in the layout!

VERTICAL FORMAT – fold on left
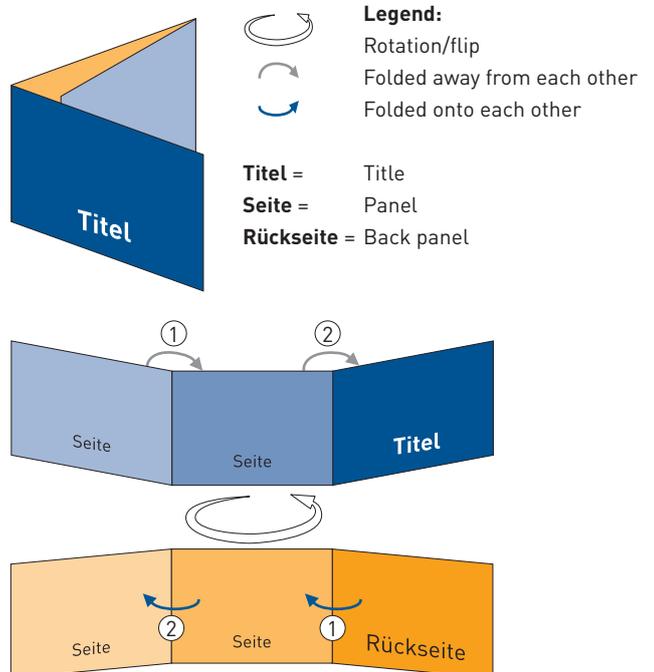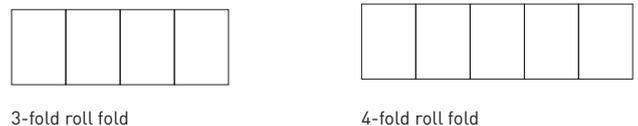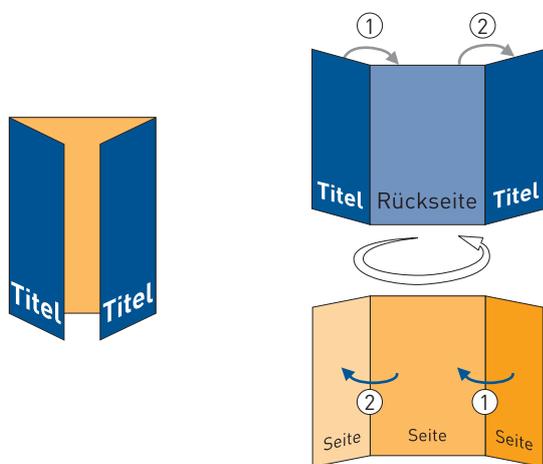

Panel ratios
(also for horizontal format):

Width X-2	Width X	Width X	Front (Page 1)
Width X	Width X	Width X-2	Back (Page 2)
	3 x Width X		

2-fold roll fold:
Example: closed format DIN A5 (outside)
Width of left "panel": X = 146 mm
Width of middle and right "panel": X = 148 mm
Total width: X = 442 mm
Height: Y = 210 mm
File format: (X - 2 mm)+X+X x Y = 442 x 210 mm

If the closed format is "X", the following dimensions result for the layout:
3-fold roll fold:
(X - 4 mm) + (X - 2 mm) + X + X = offenes Format
4-fold roll fold:
(X - 6 mm) + (X - 4 mm) + (X - 2 mm) + X + X
= open format

HORIZONTAL FORMAT – fold on left

Legend:
Rotation/flip
Folded away from each other
Folded onto each other

Titel = Title
Seite = Panel
Rückseite = Back panel

Possible folds:

3-fold roll fold

4-fold roll fold

For individual folding dimensions, please be sure to include a preview file that clearly represents the dimensions and fold intervals!

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DATA SHEET

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Gatefold open

The open gatefold is reminiscent of two wings of a door that you can open to the left and right. In the middle, the edges of the folded-in "panels" adjoin.

The two "side panels" for the title are therefore the same width and each half the width of the back panel. This type of fold is often also referred to as a window fold due to its shape.

VERTICAL FORMAT – lateral fold

HORIZONTAL FORMAT – lateral fold
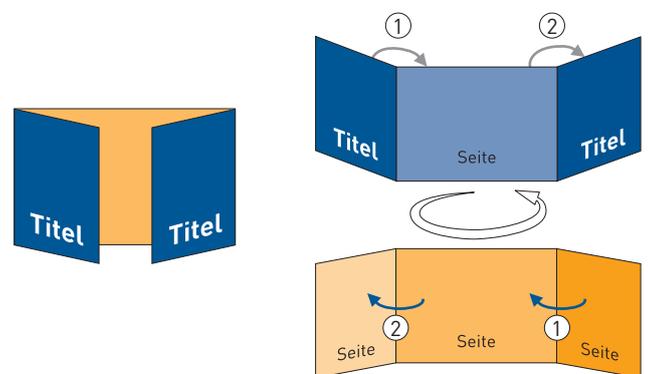
Panel ratios (also for horizontal format):

Width X:2	Width X	Width X:2
	2 x Width X	

Height Y

Legend:

Rotation/flip

Folded away from each other

Folded onto each other

Titel = Title
Seite = Panel
Rückseite = Back panel

Example: closed format DIN A5

Width of left and right "panel":	X = 74 mm
Width of middle "panel":	X = 148 mm
Total width:	X = 296 mm
Height:	Y = 210 mm
File format:	X : 2 + X + X : 2 = 296 x 210 mm

We recommend setting the left and right "side panels" to 73.5 mm instead of 74 mm, to ensure that the panels don't overlap.

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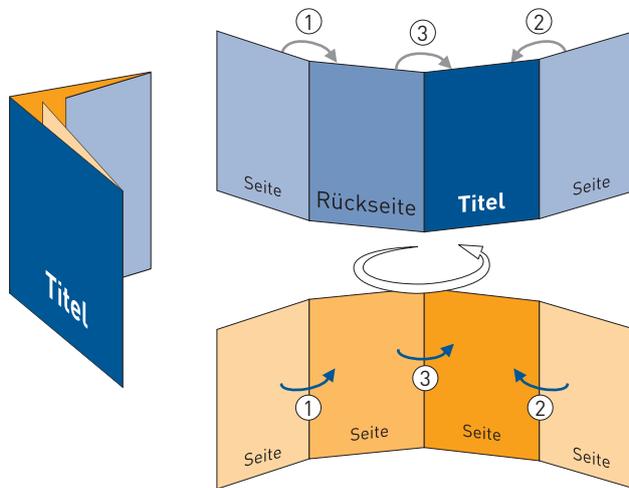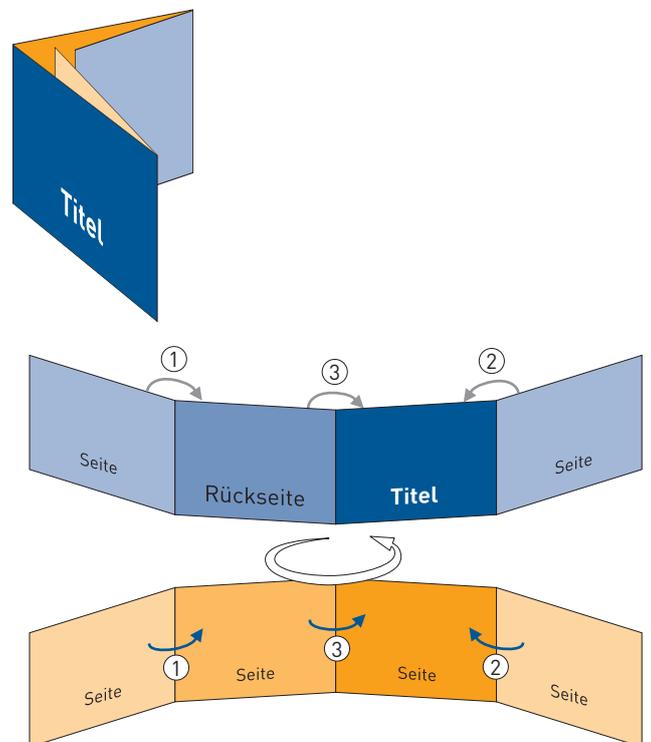
DATA SHEET

Gatefold closed

The closed gatefold is similar to the open gatefold, but additionally folded in the middle. In this case, the folded-in, outer paper edges do not adjoin, instead being 1 mm shorter, so that the folded product can be neatly closed.

VERTICAL FORMAT – fold on left

Panel ratios (also for horizontal format):

Width X-1	Width X	Width X	Width X-1

2 x Width X + 2 x Width X-1

Example: closed format DIN A5
Width of left and right "panel":   X = 147 mm
Width of middle "panel":   X = 148 mm
Total width: X = 590 mm
Height: Y = 210 mm
File format: (X-1) + X + X + (X-1) = 590 x 210 mm

HORIZONTAL FORMAT – fold on left

Legend:

Rotation/flip
Folded away from each other
Folded onto each other

Titel =   Title
Seite =   Panel
Rückseite =   Back panel

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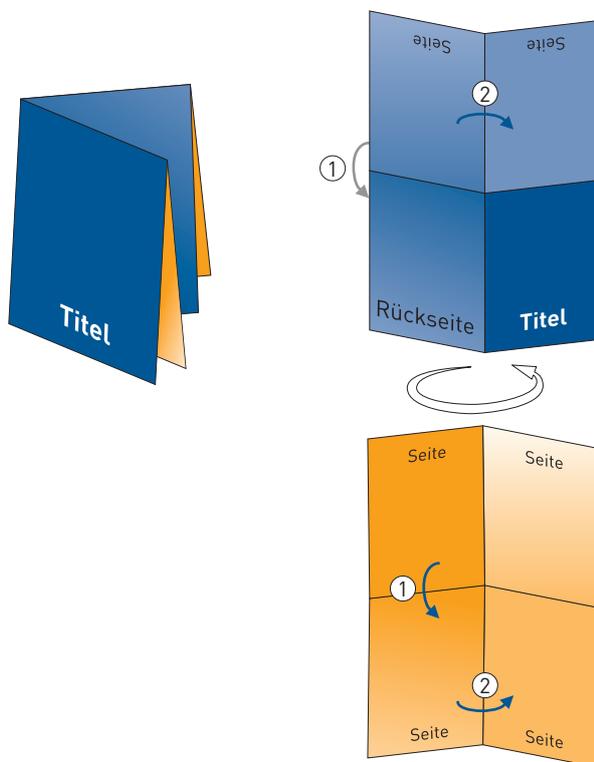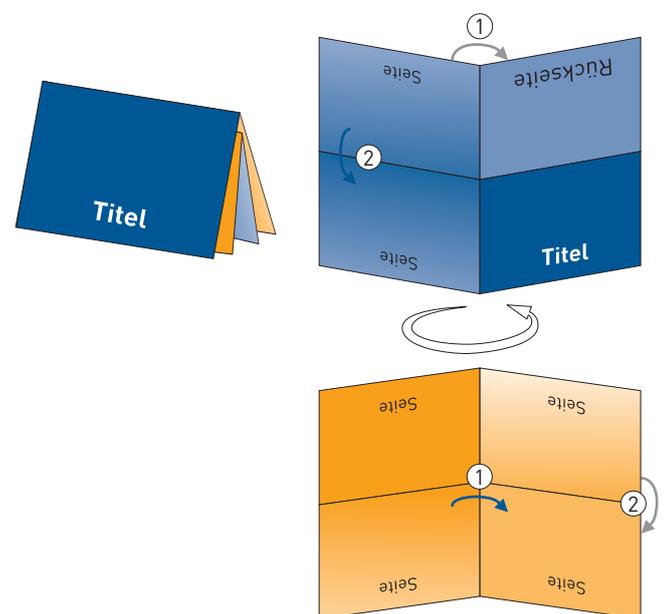
DATA SHEET

Cross fold

The fold lines of this type of fold form a cross, hence the name. The sheet is folded in half in the middle, parallel to the short edge.

It is then folded in half again in the middle, parallel to the short edge. All "side panels" must have the same size.

VERTICAL FORMAT – fold on left

HORIZONTAL FORMAT – fold on left

Legend:

Rotation/flip
Folded away from each other
Folded onto each other

Titel =	Title
Seite =	Panel
Rückseite =	Back panel

! Please send us a double-page document also in case of a multi-page folded product. The outer panels with the title panel then correspond to page 1 and the inner panels correspond to page 2.
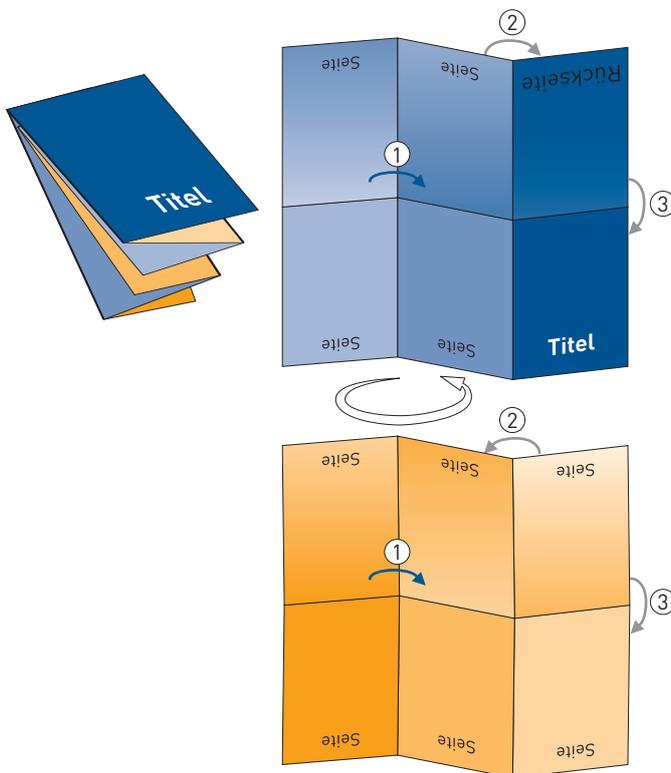
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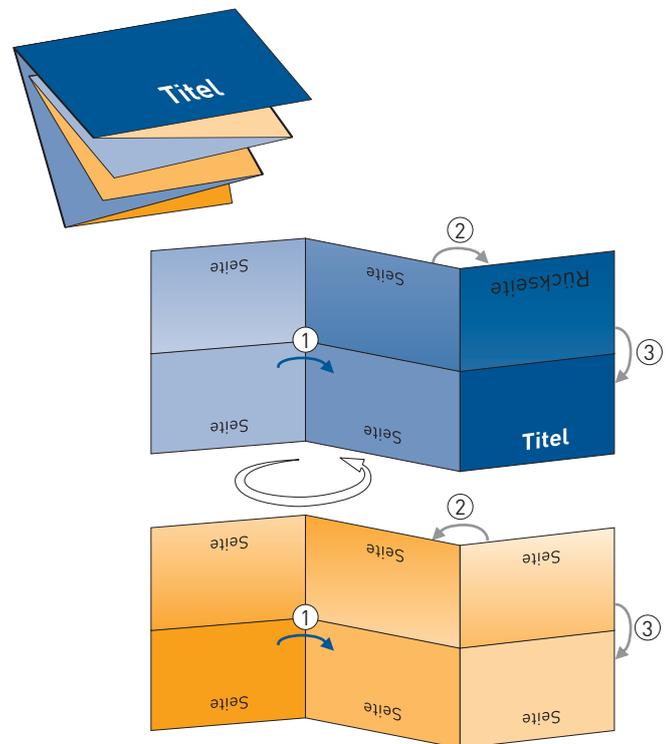
2 to 5-fold Z-fold + cross fold

A combination of two types of fold: the zigzag fold and the single fold. After zigzag folding, the product is folded in the middle (parallel to the closed short edge). All resulting "side panels" are the same size.
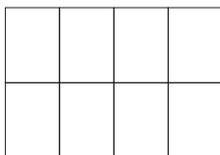
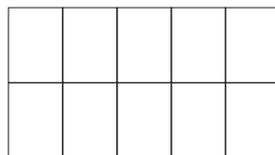### VERTICAL FORMAT – fold at top
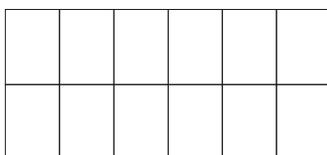

HORIZONTAL FORMAT – fold at top
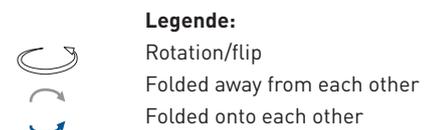

Possible folds:

3-fold Z-fold + cross fold

4-fold Z-fold + cross fold

5-fold Z-fold + cross fold

Legende:

Rotation/flip
Folded away from each other
Folded onto each other

Titel = Title
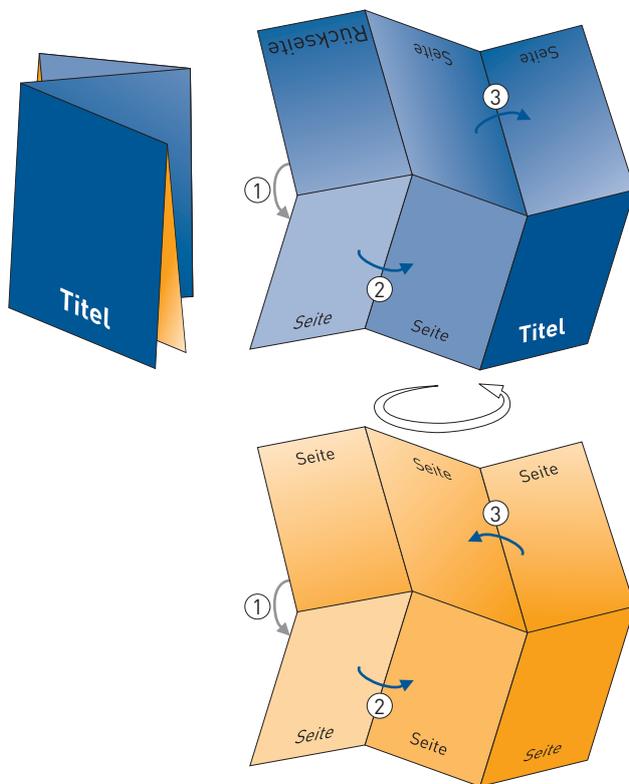**Seite** = Panel
Rückseite = Back panel

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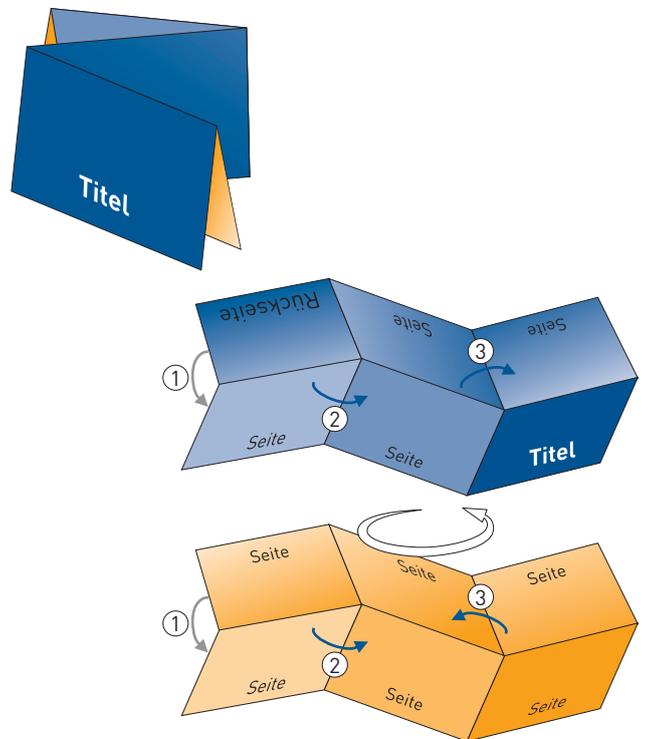
Cross fold + 2-fold Z-fold

A combination of two types of fold: First the sheet is folded in half with a single fold, followed by a zigzag fold. Viewed from the side, the folded sheet edge looks like an "N" or "Z". All resulting "side panels" are the same size.

VERTICAL FORMAT – fold on left

HORIZONTAL FORMAT – fold on left

Legende:

Rotation/flip
Folded away from each other
Folded onto each other

Titel =   Title
Seite =   Panel
Rückseite = Back panel

! Please send us a double-page document also in case of a multi-page folded product. The outer panels with the title panel then correspond to page 1 and the inner panels correspond to page 2.
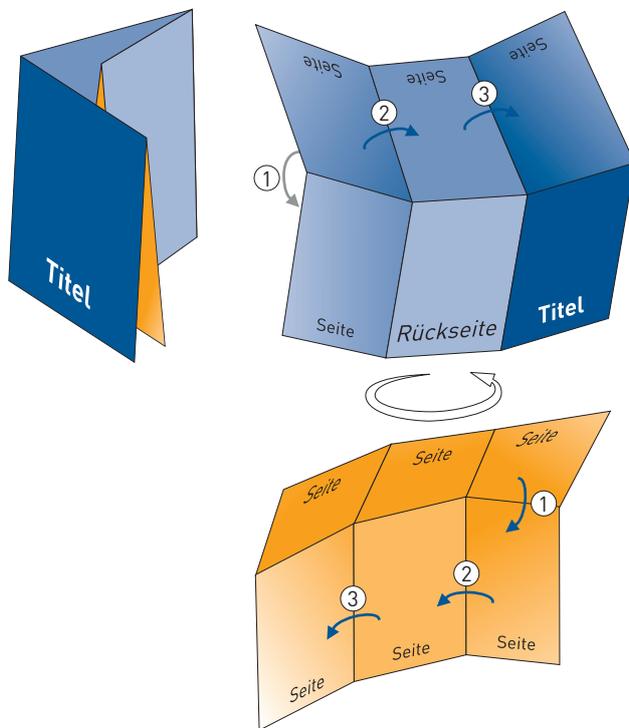
Cross fold + 2-fold roll fold

Before uploading your data, please check whether the position of the pages to each other and the design's orientation are as desired. We use your data as delivered by you! The illustrations show only a classic design variant.
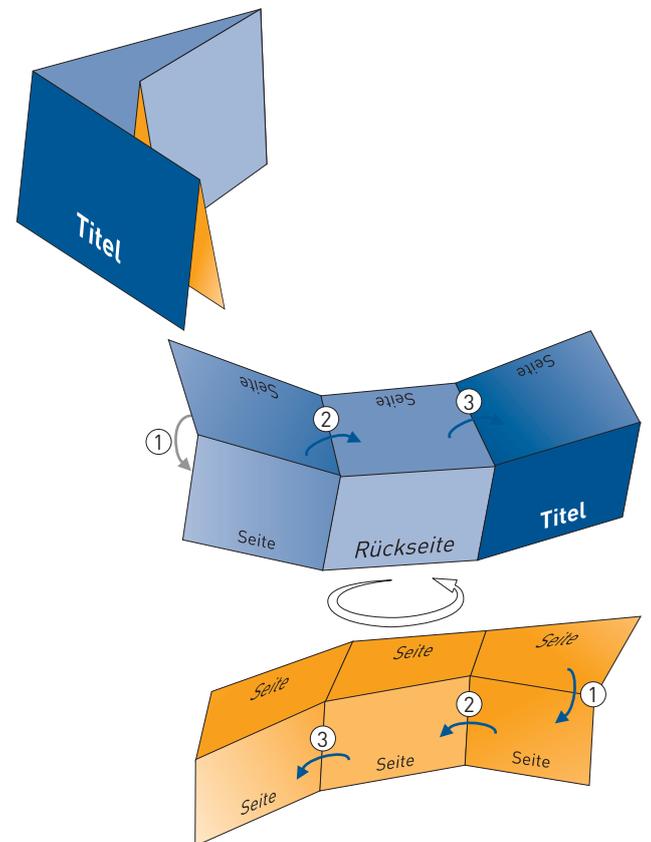
Again a combination of two types of fold: First the sheet is folded in half with a single fold, followed by a roll fold. Please note for the roll fold: The wrapped "side panels" are usually 2 mm shorter, so as not to hit the fold, otherwise the folder could not be properly closed.

VERTICAL FORMAT – fold on left

QUERFORMAT – Falzung links

Legende:

	Rotation/flip
	Folded away from each other
	Folded onto each other

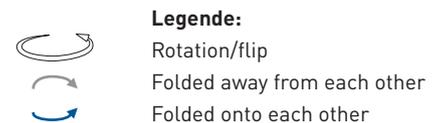|		
Titel =	Title
Seite =	Panel
Rückseite =	Back panel

For the design, keep in mind the reverse order of the dimensions in the layout:

Page 1 in PDF (outside)
The left "side panel" is 2 mm shorter, the middle (back panel) and the right "side panel" (title) are the same width.

Page 2 in PDF (inside)
The right "side panel" is 2 mm shorter, the middle (back panel) and the left "side panel" (title) are the same width.

! Please send us a double-page document also in case of a multi-page folded product. The outer panels with the title panel then correspond to page 1 and the inner panels correspond to page 2.