



**RIDDERPRINT**

# MANUAL

Theses | Books | Design

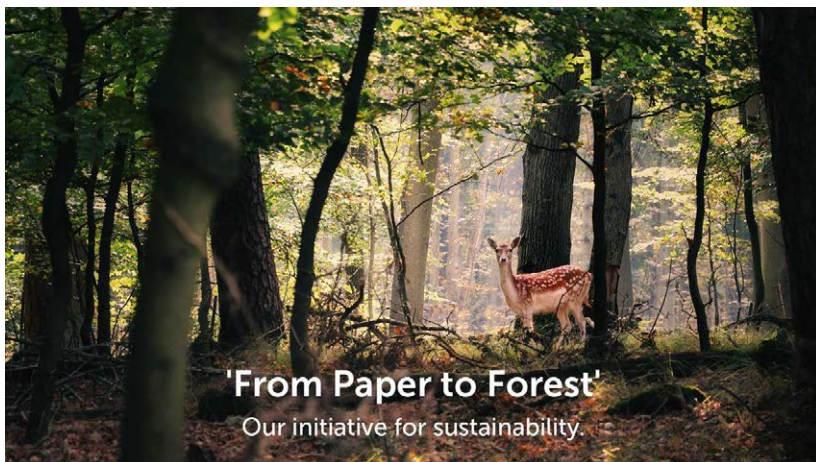
[www.ridderprint.nl](http://www.ridderprint.nl)







**MANUAL**



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## About us

### Who are we?

Ridderprint is a dynamic company. We are continually optimising our work processes in order to work as efficiently and economically as possible. This benefits our customers without affecting the quality of the products we supply.

We aim to meet the requirements and expectations of our customers. By properly informing them about their options and taking careful stock of their requirements, we are able to make all budgets go further.

We are a young team whose members are passionate about their profession and who derive their motivation from the satisfaction of our customers. We are prepared to go the extra mile to meet deadlines and do everything in our power to make things as easy as possible for our customers. In your own online portal environment, all information can be found concerning your order; specifications, planning, progress and final delivery of course.

We look forward to a great collaboration.

## The Ridderprint Team



**Robert Kanters**  
Thesis specialist



**Anand Baldew**  
Thesis specialist

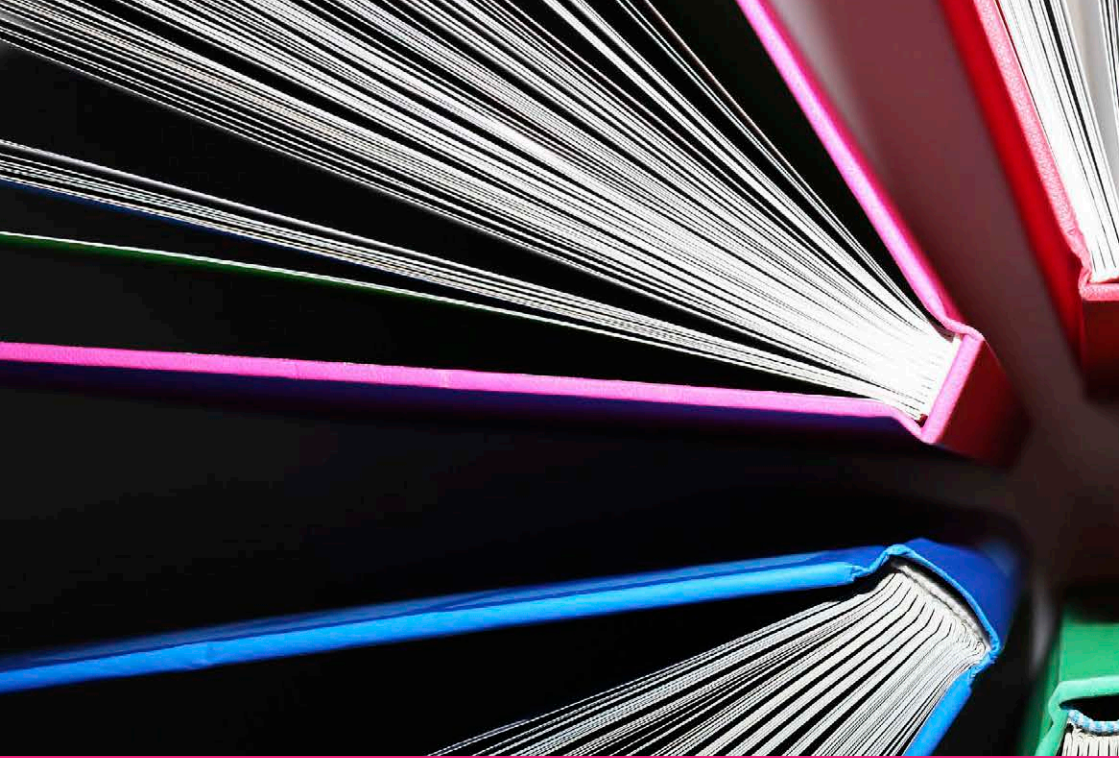


**Fred van der Spek**  
Orderbegeleider

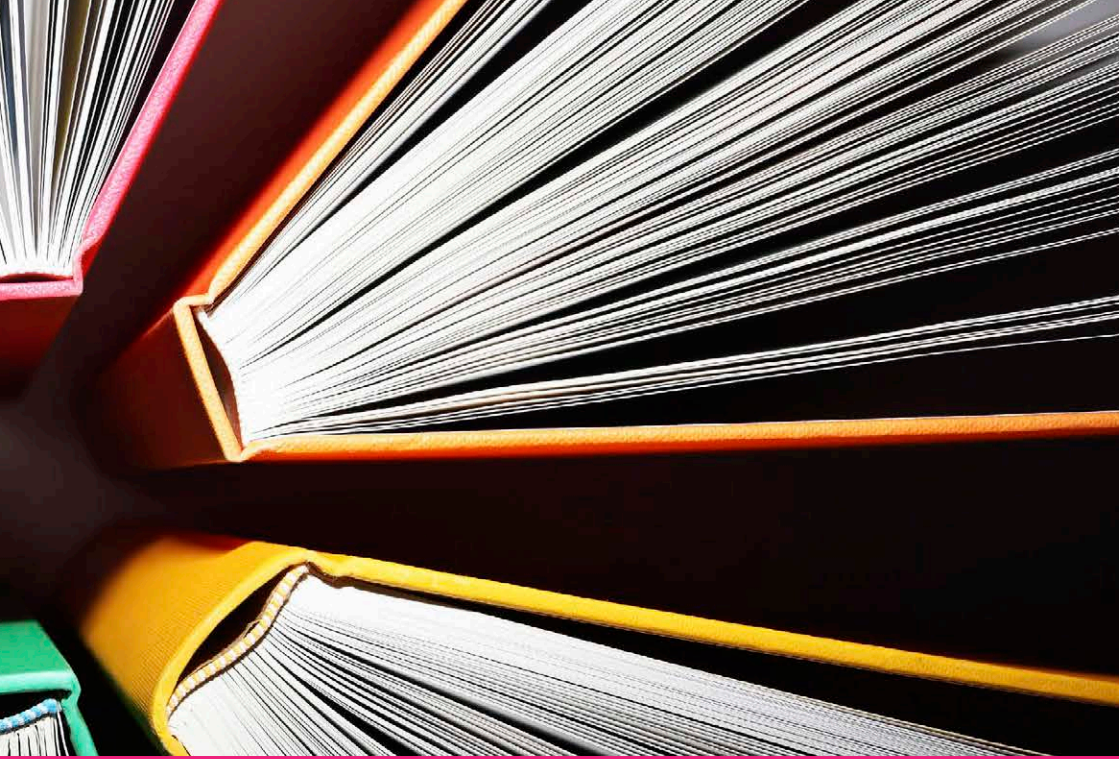
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# Procedure | 1

**“ Ridderprint stands for service and quality, but without the high costs. With clear agreements, proper guidance and quality print, we aim for 100% customer satisfaction.**

**#Ridderprint**

**”**



## Procedure

You can submit a request for an offer on our website [www.ridderprint.nl](http://www.ridderprint.nl). A group discount may be offered if you employ our services together with other colleagues.

If you are submitting the files yourself, the entire procedure can take 3 to 4 weeks. When the layout is arranged by us, the procedure takes 5 to 6 weeks. The method in this procedure is explained during a call.

### 1. Request an offer

Request an offer without any obligations. We will personally deal with your offer. You can expect to receive an offer within two working days. The offer is all-inclusive, with the exception of VAT. We will be happy to amend our offer in response to your questions or suggested changes.

### 2. Planning and finalising order

If the offer is approved, you will receive a login to your Ridderprint portal. We will ask you to fill in some more details to finalize your order such as; preferred delivery date, need for an ISBN, etc. On the basis of your preferred delivery date, we will make a time schedule.

### 3. Submitting files

Upload your files in your Ridderprint portal according to the time schedule. You will find here all your order specifications and help for submitting your files.

### 4. Checking and feedback

#### **We will check your files for:**

- Image resolution
- Embedding fonts
- Size
- Layout and pagination

After we have checked your files, you will receive feedback if necessary. You receive the feedback by e-mail.



### 5. Sending proof

We will send you a complete proof if we think the files are ready. Check this proof thoroughly. This proof will be sent by mailbox mail. If you are not able to receive post or in order to save time, we can send a PDF proof by e-mail. You will receive a track and trace when the proof has been sent.

### 6. Corrections

Are you satisfied with your proof, send us your approval by e-mail as soon as possible. Correct your files or send the corrections to your designer if needed. After receiving your final files, we will send a last final digital proof for approval production.

### 7. Approval / Order confirmation

After you have approved the final files, you receive an order confirmation by e-mail. Check the final specifications of your order. After your confirmation we will start the printing process.

### 8. Production and Delivery

The delivery of your books is in 8-10 working days, depending on your order specifications.

Your books will be handily packed in boxes and shipped to the address you provide. The day before delivery, your books will be picked up here (end of the day) and you will receive an e-mail confirmation with a track and trace from the external carrier. This will show an estimated time of delivery.

On the agreed delivery date, someone should be present between 08:00 and 17:00. If no one is present, the delivery will be offered a working day later. **Please note**, there will be an extra charge for this repeat delivery.

**You will receive the invoice by email after receiving the books.**



# Process timelines

## SUBMIT YOUR OWN FILES (3-4 WEEKS)



## COMPLETE LAYOUT (5-6 WEEKS)



Table 1. Baseline characteristics

	Ceftriaxone group (n=1268)
Age, years	73 (63-81)
Male sex	719 (57%)
History	
Atrial fibrillation/flutter	184/1265 (15%)
Stroke	406/1266 (32%)
Hypercholesterolaemia	694/1266 (55%)
Hypertension	172/1266 (14%)
Myocardial infarction	95/1265 (8%)
Cardiac valve disease <sup>a</sup>	91/1262 (7%)
Peripheral vascular disease	115/1267 (9%)
Obstructive pulmonary disease	251/1268 (20%)
Diabetes mellitus	58/1268 (5%)
Alcoholism	112/1268 (9%)
Malignancy	53/1268 (4%)
Immunocompromised <sup>b</sup>	319/1253 (26%)
Current smoker	142/1267 (11%)
Previous medication	514/1267 (41%)
Anticoagulants	473/1266 (37%)
Antiplatelet therapy	347/1264 (28%)
Statins	428/1266 (34%)
Angiotensin-converting enzyme inhibitors	327/1265 (26%)
β blockers	141/1270 (11%)
Proton pump inhibitors	504/1269 (40%)
Modified Rankin Scale score before stroke symptoms <sup>c</sup>	476/1270 (38%)
National Institutes of Health Stroke Scale	297/1268 (23%)
Dysphagia	457/1268 (36%)
	0 (0-1)

Control group (n=1270)	
	74 (6.3%)
	725 (57%)
	1269 (16%)
	270 (33%)
	58 (27%)
	156%
	13%
	13%

Table 1. Continued.

	The Preventive Antibiotics in Stroke Study	
Cerebral infarction	1058 (83%)	1067 (84%)
Transient ischaemic attack	44 (4%)	49 (4%)
Cerebral haemorrhage	143 (11%)	126 (10%)
Other	23 (2%)	28 (2%)

Data are median (IQR) or n/N (%).

- † Cardiac valve disease was defined as cardiac valve insufficiency, stenosis, or replacement.
- ‡ Immunocompromised was defined as changed immune status, diabetes mellitus, alcoholism, malignancy, or immunosuppressive medication.
- § Scores on the modified Rankin Scale range from 0 to 6, with 6 indicating death; modified Rankin Scale scores before onset of stroke symptoms were assessed in 2538 patients (1268 in the ceftriaxone group and 1270 in the control group).
- ¶ Scores on the National Institutes of Health Stroke Scale range from 0 to 30, with 30 indicating highest degree of stroke severity; these scores were assessed in 2538 patients (1268 in the ceftriaxone group and 1270 in the standard treatment group).

Figure 2. Distribution of modified Rankin Scale scores 3 months after randomisation.

Group	Modified Rankin scale		
	1-2	3-4	5-6
Intervention group	170 (14%)	279 (22%)	380 (30%)
Control group	160 (13%)	281 (22%)	380 (30%)



**“ We provide several layout solutions for books and theses; a package for every budget!**

**#Ridderprint**

**”**





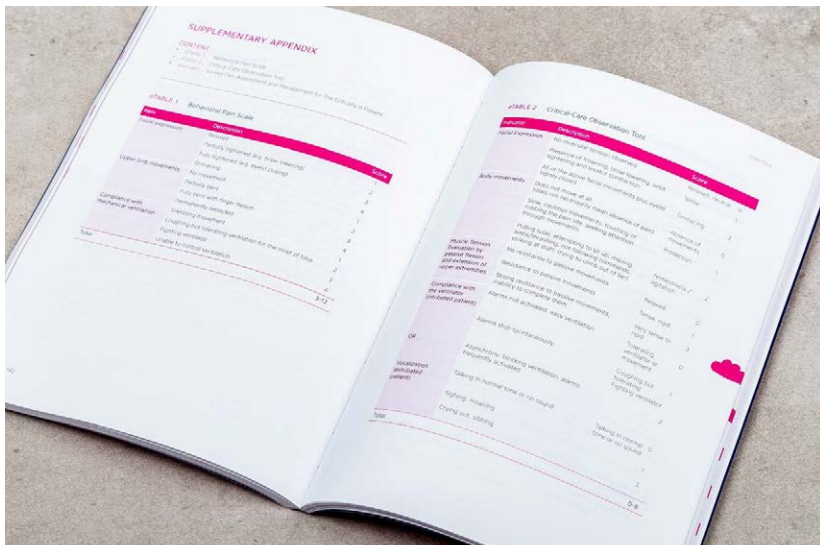
## Layout

We are specialized in the layout of all kinds of books, in particular these. Our personal approach sets us apart. During a conversation we will take careful stock of your requirements using examples. With these requirements a design will be made. We will consult you about this design, making adjustments until it fully meets your requirements. This guarantees customer satisfaction. You are not obliged to follow fixed patterns: we can carry out any idea you may have!

Experience has taught us that some people arrange the layout themselves, asking us to add just a few layout elements. Others ask us to arrange the complete layout. We also create the cover for most of our customers.

We have therefore developed a number of different packages, offering different options. These range from basic to full-service solutions.

Examples of the packages are available on our website. Or contact Ridderprint for more information.



## The Packages | Inside Pages

### Complete Plus

Check our website for up-to-date prices

- A to Z layout of the inside pages
- Based on templates
- More than 30 tables

### Complete

Check our website for up-to-date prices

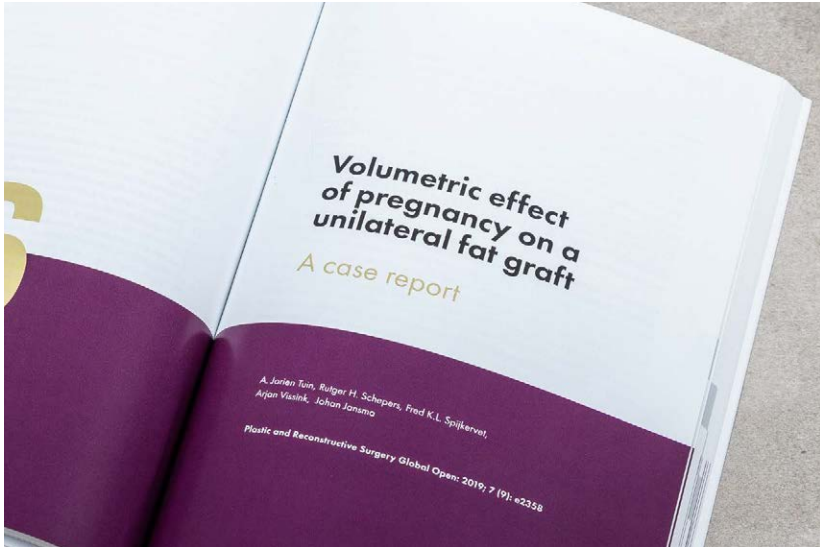
- A to Z layout of the inside pages
- Based on templates
- Up to 30 tables

With the Complete Plus and Complete package, we will arrange the layout of the following items:

- Cover
- Fonts, type size and line spacing
- Use of headings
- Header and footer
- Contents
- References (non-textual)
- Tables and figures
- Indexes
- Chapter title-pages



Example layout chapter page



Example layout inside



# Basic packages | Inside

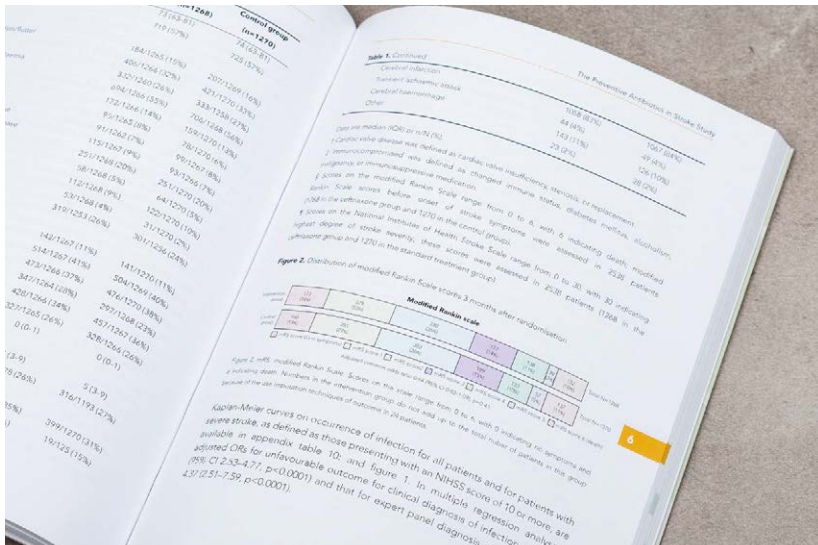
## Standard PDF

Check our website for up-to-date prices

- Adding 1, 2 or 3 layout elements to your PDF file
- Choose different styling templates
- Upload via a handy tool in your portal

With this package you can choose one or more of the following layout elements:

- Header and footer
- Indexes
- Chapter title-pages





## Total package

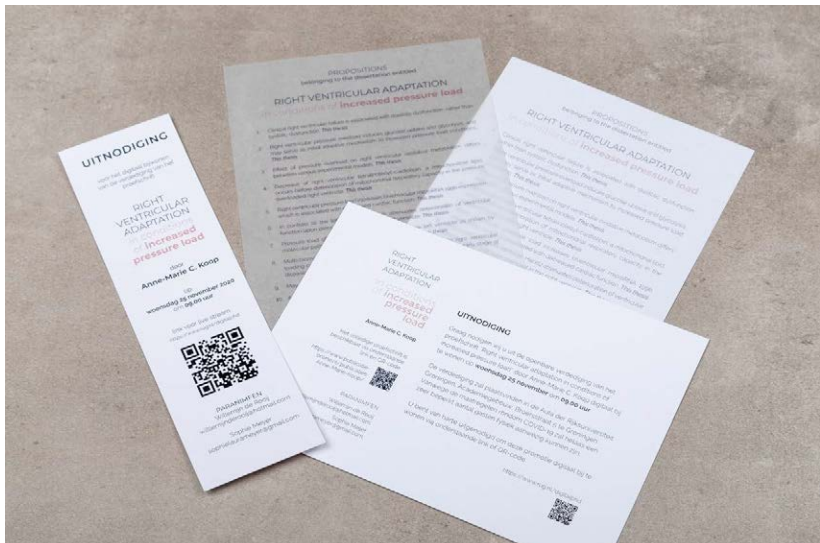
## PhD package

Check our website for up to date prices

- Customised design (book + cover)
- Creativity of experienced designer
- Also for additional material (bookmark, propositions etc.)

Custom design of your interior and cover. Entirely according to your wishes and ideas in collaboration with the creativity of our designers. Also for additional material such as invitations.

Your book, cover and ancillary material are processed as an overall concept.



## The packages | Cover

### Standard

Check our website for up-to-date prices

- A standard layout of your cover and bookmark according to a template. Including bookmark/invitation layout

We combining images and text supplied by you. Send us an example and your wishes regarding color, positioning of the different aspects and style. We combine them to a technically correct cover .

### Design

Check our website for up-to-date prices

- Customized design together with the input and creativity of an experienced designer. Including bookmarker/invitation design

In collaboration with the designer you create a plan of action. On the basis of, for example, a summary of the book, a concept can be made.

You will be consulted at various stages in the design process.



Cover design



which could be described as the anticipation of negative consequences; Component 2 that concern a negative influence of participation on the course or objectivity of responses by the perpetrator, or negative reactions from the victim's social network.

### Binary logistic regression analysis

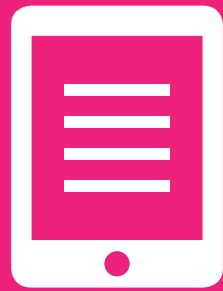
As a first step in the preparation for the logistic regression analysis, 16 independent variables and the dependent variable (delivery of VRS) were selected. Eight factors that had significant bivariate associations with the

Table 2.2  
Bivariate associations with the delivery of VRS

#### Background characteristics

- Gender (women)
- Age
- Level of education
- Lowest (reference)
- Intermediate
- High
- Marital status
- Single (reference)
- Living together
- Married
- Divorced
- Widowed
- Employed





Online Publication | 3

**“ We offer various solutions for digital publishing; from PDF to Flipbook.**

**#Ridderprint**

**”**





# Online Publishing

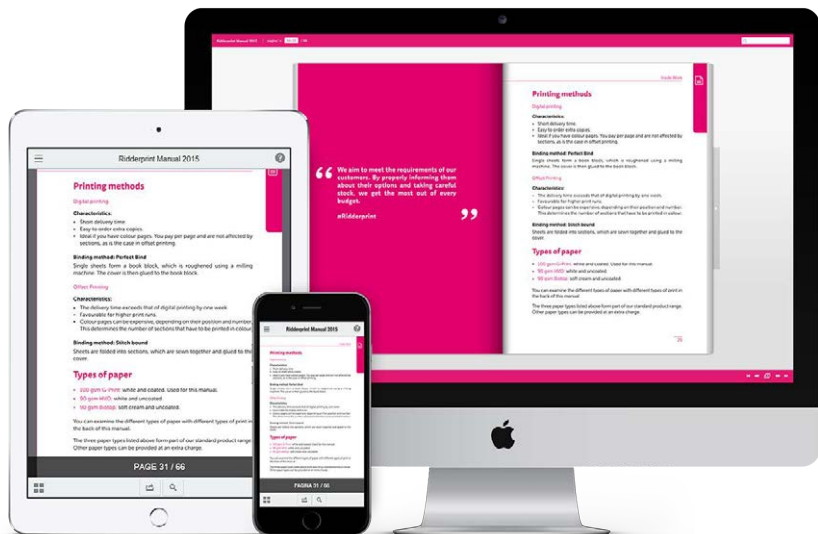
Ridderprint is moving with the times and therefore offers exciting digital publishing capabilities.

For example, a digital publication can make your work more accessible to more people on more devices (smartphone, e-reader, tablet, desktop computers), and can reduce costs because the paper print run can be a lot smaller. Or maybe you want your work to be easily found online through Google.

Ask us about the possibilities and see some examples on [www.publication-online.com](http://www.publication-online.com) or scan the QR code!

## QR code

A QR code is a type of barcode that can redirect your readers to your online book. For example, use it in your book or on an invitation card. It is also easy to share via social media.





## The packages | Online Publishing

### Flipbook + PDF

Check our website for up-to-date prices

- Realistic page-turning on a desktop
- Intuitive display on a smartphone or tablet
- Clickable contents (Flipbook)
- Protection with a password possible
- Unlimited online hosting on [www.publication-online.com](http://www.publication-online.com)

This package will be processed based on the approved PDF files of the inside work and cover. Creating the clickable contents is included. The online flipbook is not a physical file you can send by email. It's only for online purpose.

***It is not a requirement to make use of one of our layout packages.***

### PDF

Check our website for up-to-date prices

- Cover as first and last page in the PDF
- Intuitive display on a smartphone or tablet
- Protection with a password possible
- Unlimited online hosting on [www.publication-online.com](http://www.publication-online.com)

This package will be processed based on the PDF files of the inside work and cover. Inserting the cover as first and last page in the PDF is included.










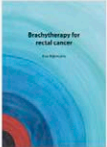
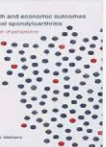



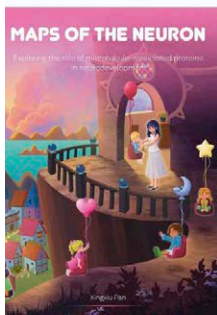
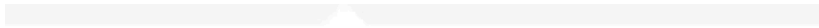
Online publication page Ridderprint

# RIDDERPRINT | Digital publications

Publish digitally? [The packages](#)

☰ ☰ ☰
Search by keyword

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## MAPS of the Neuron

Exploring the role of microtubule-associated proteins in neurodevelopment

Xingxiu Pan

\*\*\*\*\* [Unlock](#) [Download PDF](#)

THE PULMONARY ENDOTHELIUM

RESTORING  
THE PI



General | 4







## Production methods

As thesis specialists, we keep a close eye on the latest developments in printing and are keen to have the best. Besides digital production, we also produce using conventional offset technology.

### Digital printing

#### **Characteristics:**

- Short delivery time.
- Easy to order extra copies.
- Ideal if you have colour pages. You pay per color page and are not affected by sections, as is the case in offset printing.

### Offset Printing

#### **Characteristics:**

- The delivery time exceeds that of digital printing by one week.
- Favourable for higher print runs.
- Colour pages can be expensive, depending on their position and number. This determines the number of sections that have to be printed in colour.

## Finishing

### **Perfect bind (Soft cover)**

Separate sheets form a book block, which is roughened in a machine with a cutter. The cover is then bonded to the book block in flexible hot melt.

### **Sewn-glued (Hard cover)**

Sheets are folded into quires, which are sewn together and then glued to the cover. This gives an even stronger bond.

## Color

When using photos, diagrams or other image elements in colour, these are printed in 'full colour', CMYK (Cyan, Magenta, Yellow and Key=black). These are the 4 basic colours used for digital and offset printing.

### RGB versus CMYK

RGB colours are used for display and website design. These colours have a very high range in black and brightness. A printer cannot print RGB colours and therefore converts the RGB colour to a CMYK colour. Because the CMYK colour range is much smaller than the RGB colour range (see image below), RGB colours will be converted to the nearest colours in CMYK that can be printed. However, this can cause colour surprises. Compared to the colours of your file (in RGB) on your screen, your file in CMYK on screen and especially in your print will be less bright and appear a bit 'pale'.

If you have access to professional software such as Adobe Indesign , Illustrator or Photoshop, try to work in CMYK colour mode as much as possible. This will give you a better visual representation of the final colours in your print. If your file is in RGB, we will automatically convert it to CMYK.

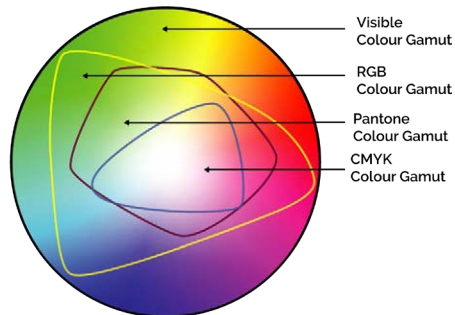
So, your printed colours may look different compared to your screen.

The different properties of various types of paper also mean that colours can look slightly different. In the back of this guide you can see what effect a particular paper has on a colour.

The simplest and most effective solution to still know how your colour turns out, is a proof print.

### Use of black (rich black)

When using black in your book or cover, use 'rich' black. This will give you a more deeper black color. Use these CMYK values; C50 / M50 / Y50 / K100





## Image quality

### Resolution

If your book contains images, make sure they are of good quality (resolution). We recommend a resolution of at least 300 dpi (dots per inch) to 600 dpi maximum. Of course, the quality of the images will be checked by us.

Be careful when enlarging images, this will affect the resolution and thus quality. For example, if the resolution of the image is 300 dpi and you double its size, the effective resolution will be only 150 dpi. Reduce an image size however, can again improve the quality. Adobe Photoshop is an example of pixel-oriented software. Pixel-oriented file types can be; .psd, .jpg, .tiff, .png or .bmp.



300 DPI



72 DPI

### Vector figures

So-called vector graphics are scalable without losing quality. They have no resolution and do not depend on the number of pixels. Therefore, vector figures are ideally suited for line figures, graphics, logos, etc. The small file size of vector figures also makes them easy to process. Adobe Illustrator is an example of vector-oriented software. Vector file types can be; .ai, .eps, .pdf, .emf, .svg or wmf.

Should you have created figures in certain programmes, see if you can save them in a file type as described above. You can then place this file in, for example, your Word document or Indesign document.

## Paper proof

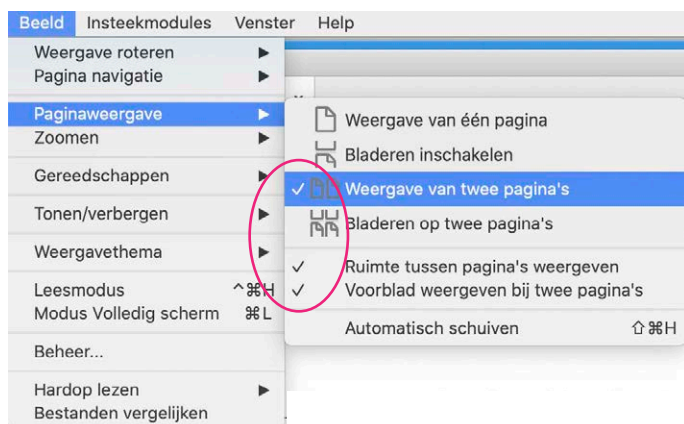
The simplest and most effective solution to still know how your colour turns out is a proof print. When discussing the quote, mention that you would like to receive a proof print. Then you can judge for yourself whether the colours meet your requirements and adjust them if necessary.

### Special finishing cover

If you have a special finishing option such as; foil printing or spot UV etc., unfortunately we cannot show it in a proof. These finishes are done off-site. 95% of the costs are start-up costs and therefore it is not possible to provide one copy with foil or spot-UV. We can, however, send a sample along if required. Please indicate this when requesting.

## Viewing your PDF file

We regularly send you PDF files as samples. Please do not judge these in a browser environment or in preview mode. This does not always give a correct display. View them in Acrobat pro or standard version. If these are not available, you can download a free Acrobat reader version from the Adobe Acrobat website. Set up your PDF viewer as below to properly review your inserts.



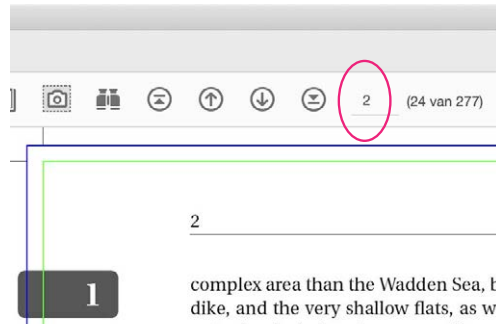


## Kleur of zwart-wit pagina's

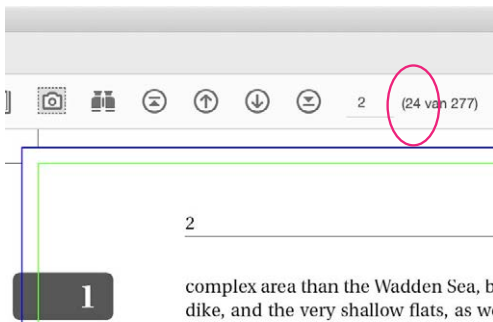
The cost is partly determined by the number of pages printed in colour or black and white. The cost of colour pages is higher. Therefore, try to create as much content as possible that should be black or grey (graphics, images) in greyscale. For example Weblinks in Microsoft Word are often placed in blue. These could then be made black or grey so that these pages are not calculated as colour.

If this is not (entirely) possible, we will do it for you as a service. Therefore, always send along a "PDF" colour page series of the correct pages we need to print in colour. Note these as follows: 12, 34, 56, etc. We use this series to convert the remaining pages to black and white (greyscale). If you have a designer creating the files for you, they will usually make sure that the correct pages are colour and all the rest are converted to black and white.

Note down these pages



Note down these pages  
if you have preliminary  
page numbers

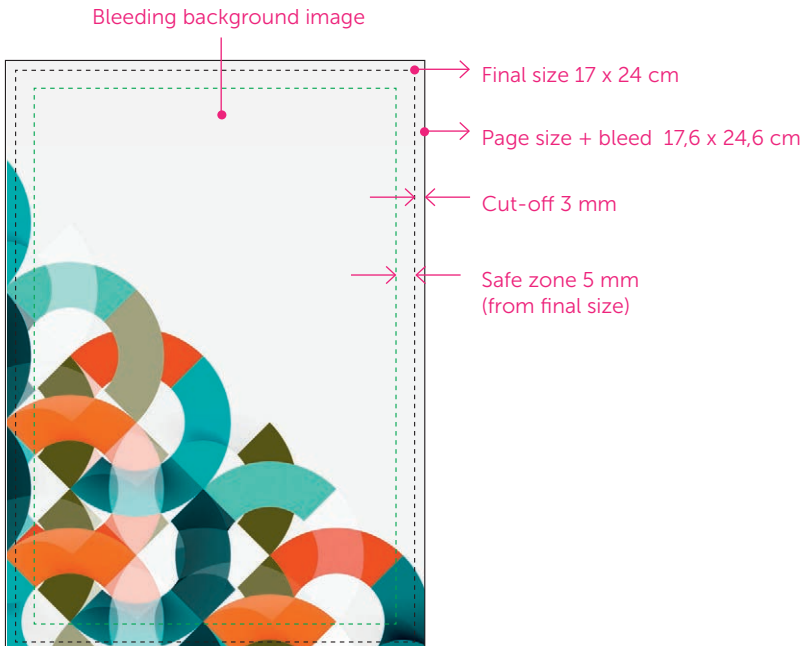


## What is Bleed?

It's effectively a safety net. During the printing process, the paper may move in the machine or when trimming the pages, the stack of paper can shift slightly. If that happens when you have an image that goes right to the edge of your page and there is no bleed, you end up with an unsightly white line down the edge. (Assuming you are using white paper).

So, that's why we always want to receive a print file with a 3 mm bleed on all sides. This means that the top and bottom together will be 6 mm longer than the **final size**. This also applies, of course, to the left and right sides. So, if your book is A5 size (210 x 148 mm), your print file will have a size of 216 x 154 mm. Your design runs 3 mm over the page edge (**final size**), so to speak.

By bleeding an image beyond the trim size (**final size**) – often called a full bleed image - if there is any movement in the process, there is more image in the bleed area to compensate. So, if the paper moves a little, the image in the bleed area will be pulled into the trim size.

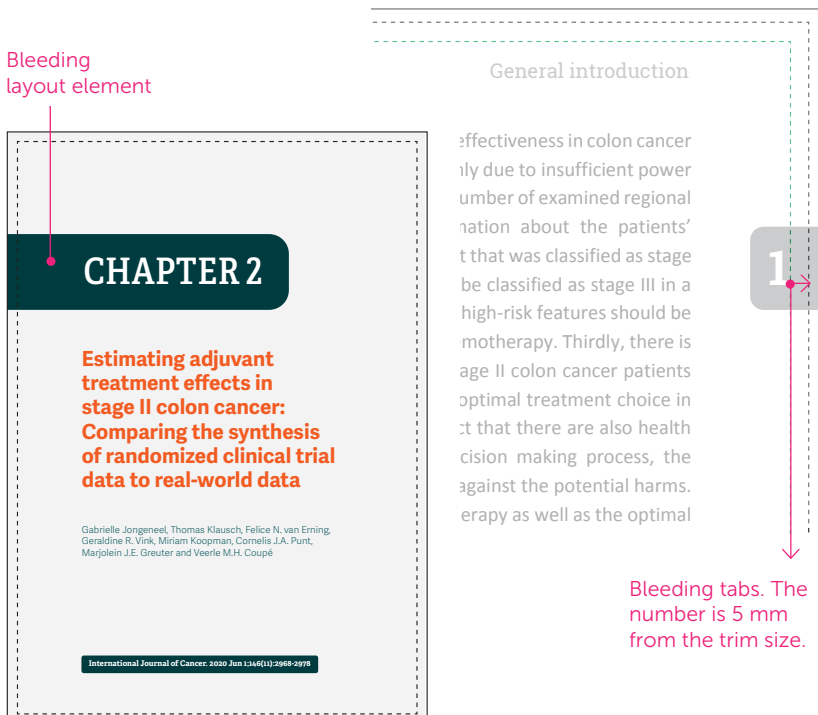




**Note:** this extra space around will be cut-off later. Make sure text or other important image elements are not too close to this 'trimming edge'. Keep 5 mm distance from the page edge (**final size**).

So, if colour areas, pictures or other image elements are to continue to the edge of the page (see also the chapter pages and 'tabs' of this manual), the layout should be made with 'bleed'. these elements need to 'bleed' 3 mm beyond the trim size. [How to set up bleed in your document can be read from page 50.](#)

See also the examples below for illustration.



06



# Volumetric effect of pregnancy on a unilateral fat graft

A case report

A. Jorien Tuin, Rutger H. Schepers, Fred K.L. Spijkervet,  
Arjan Vissink, Johan Jansma

*Plastic and Reconstructive Surgery Global Open*: 2019; 7 (9): e2358



# Starting layout | 5

**“ We aim to meet the requirements of our customers. By properly informing them about their options and taking careful stock, we get the most out of every budget.**

**#Ridderprint**

**”**



## Applying for an ISBN

Please consult your university about the ISBN rules. We can request an ISBN for you if you want. You can indicate this in your quote request. After you have completed the ISBN request form in your portal you will find the ISBN in about two days on the 'specifications' page in your portal.

### What is an ISBN?

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## Layout of the inside work

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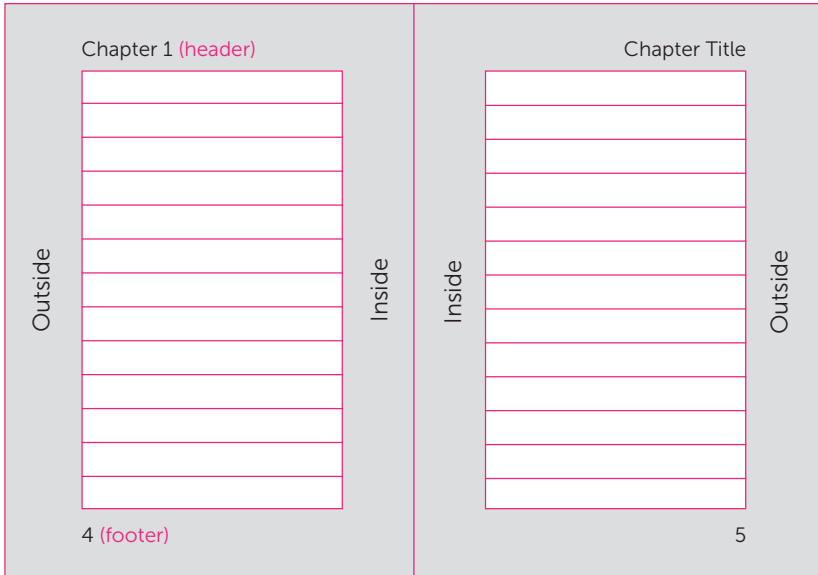
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### Points of attention

- White margins determine the width and height of a text box (this does not include the header and footer, which can be placed outside the box).
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- On the left pages of an open book, the even pagenumbers are placed on the left outside of the pages. The right pages get the odd page numbers, which are placed on the right outside of the pages. See example next page.
- Important pages such as titles and chapters are positioned usually on an odd (right) page.
- Make sure the 'front matter' pages are in the right order. See page 48.
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- Try to keep as many images, tables etc. within the layout width of the text as possible. This looks neater and improves the readability of the text.
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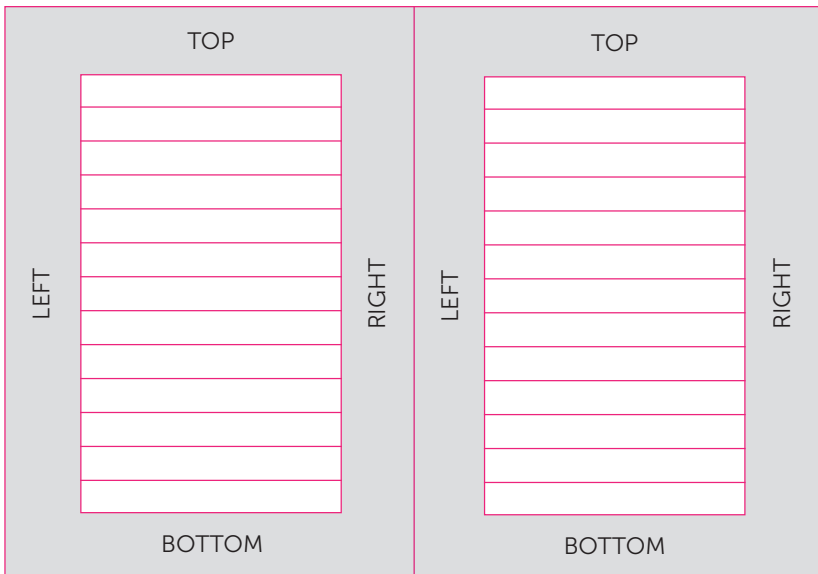
### Page Layout



Even-numbered page (left-hand side)

Odd-numbered page (right-hand side)

### Margins in Microsoft Word



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### **Page I - (Half) Title Page**

A short title, possibly with the addition of the author's name,

### **Page II - Copyright Page**

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- ISBN
- The name of the printer (see page 46)
- Copyright
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### **Page III - Thesis Title Page**

This page is compulsory. Consult the doctorate regulations for the appropriate text.

### **Page IV - Doctoral Committee**

The doctoral committee members will be listed here. Consult the doctorate regulations for this.

These pages are being included in the page count, but the page numbers are not visible on these pages.





**Progressive Supranuclear Palsy  
expanding the clinical and genetic spectrum**

Laura Dusker Kaat

**Progressive Supranuclear Palsy  
expanding the clinical and genetic spectrum**

*Progressive supranucleaire verlamming: verbodding van  
het klinisch en genetisch spectrum*

**Promotiechrift**

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op grond van de  
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## Continued page

The pages following the preliminary work have no specific order but, below are some points of interest and tips:

Place important pages like the start of a chapter, preface, CV etc. on an odd-numbered page. This is the right-hand side of the book.

## End of chapter

If a chapter ends with an even page (left-hand page), place a blank page after it. (See example below).

**1** Chapter 1

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The chapter briefly describes colon cancer epidemiology and the importance of optimizing treatment strategies in stage I colon cancer. Subsequently, it explains why adjuvant chemotherapy allocation is considered a medical decision in stage I colon cancer by discussing treatment effectiveness, the cost of high-intensity therapy, the optimal treatment duration and the health risks of adjuvant chemotherapy. Furthermore, the advantages of decision analysis modeling to address the challenge of adjuvant chemotherapy allocation and optimal treatment duration in stage I colon cancer are discussed. Finally, the aims and outline of this thesis are described.

**Abstract**

Colon cancer is the fourth most commonly diagnosed cancer worldwide. After lung, breast and prostate cancer, with around 1.5 million new cases and 1.6 million deaths in 2018<sup>1</sup>. The incidence of colon cancer varies widely by region globally and is highest in western countries, which is probably due to differences in lifestyle compared to non-western countries<sup>2</sup>. Worldwide, the incidence and mortality rates are higher in more developed countries.

In the Netherlands, colon cancer is an important health problem as well. The incidence has more than doubled in the last thirty years from 4,000 new cases in 1980 to 14,000 cases in 2018<sup>3</sup>. The average age of colon cancer patients at 60 years at the moment of diagnosis. In addition, more than 50% of all newly diagnosed patients are aged 75 or older<sup>4</sup>. Thus, colon cancer mainly affects elderly patients. Given the gap in guidelines in the Netherlands in combination with an unfavorable charge structure, such as a decrease in physical reimbursement for colon cancer curative chemotherapy, there is a need for a clinical trial to evaluate the health economic impact of colon cancer screening programs as introduced in 2015, which might help reduce a disease in colon cancer mortality in the long term.

**Study** in colon cancer stage distribution

Using the tumor-node-metastasis (TNM) system, four disease stages are distinguished to classify the extent of colon cancer<sup>5</sup>. In this thesis, we focus on stage I colon cancer, which means that the tumor has grown through the colon wall but has not spread to regional lymph nodes or distant organs. The proportion of stage I colon cancer patients was 20% in 2018 in the Netherlands. But in the construction of the Dutch national colorectal cancer screening program, the proportion of stage I colon cancer patients slightly decreased. In literature, in 2012 20% of the colon cancer patients were diagnosed with stage I disease<sup>6</sup>.

**Standard treatment in stage I colon cancer patients**

The standard treatment of stage I colon cancer patients is surgical resection. The overall prognosis after surgical resection is extremely good. To maximize the QALYs and minimize the 2005-2014 year's survival rates of 70% and 80% for disease-free survival (DFS) and overall survival (OS), respectively<sup>7</sup>. However, the use of colon cancer chemotherapy is being re-evaluated. This is due to the increasing resistance to optimize survival probabilities. In those patients with a high risk of recurrence<sup>8</sup>. Nevertheless, these recommendations, there are still some important knowledge gaps. First,

General introduction

Despite the large number of RCTs that have evaluated adjuvant treatment effectiveness in colon cancer patients, the effectiveness of the stage I population remains unclear, mainly due to insufficient power in the studies for the stage I population. Furthermore, over the years the number of non-curative lymph node-positive patients increased in the general population. Information about the patient's prognosis, which includes a reoperation of disease stage<sup>9</sup>. This is, a patient that was classified as stage I before the increasing number of metastatic lymph nodes for patients for metastatic as stage II, a more recently conducted study. However, there is no consensus on which high-risk features should be taken into account when selecting stage I colon cancer patients for adjuvant chemotherapy. Finally, there is no convincing data for the optimal duration of adjuvant treatment in stage I colon cancer patients compared to stage II or higher. Moreover, when determining the optimal treatment choice in stage I colon cancer, it is important to explicitly take into account that not all patients are at the same risk associated with adjuvant chemotherapy. To guide the clinical decision-making process, the patient's overall goal of adjuvant treatment choice should be carefully taken into account. Summarizing, the identification of patients that require adjuvant chemotherapy as well as the optimal treatment duration remains an ongoing challenge that knowledge gaps are discussed in more detail.

**The effect of adjuvant chemotherapy in stage I colon cancer**

The treatment effect of adjuvant chemotherapy in stage I colon cancer has been evaluated in several randomized clinical trials (RCTs) during the last decades. IMPACT<sup>10</sup> was the first randomised trial conducted a pooled analysis of 1,214 patients with stage I colon cancer from 18 RCTs, which compared a fluorouracil-based (5-FU) treated group to a control group. The group that was treated with 5-FU demonstrated a small, statistically non-significant improvement in 5 year DFS and OS. The DFS rates were 70% versus 67% and 5-year OS rates 80% versus 76% in the 5-FU group compared to the control group, respectively<sup>11</sup>. Subsequently, in 2008 another meta-analysis was conducted which included 5,292 patients with stage I to IIIa colon cancer. In this meta-analysis compared to the control group the adjuvant fluorouracil-based (5-FU) treatment significantly improved DFS in stage I colon cancer subgroup analysis (p<0.001), which compared DFS in control group. In stage I colon cancer subgroup analysis (p<0.001), which compared DFS in 5-FU versus control, p=0.028. We found that DFS rates were non-significant difference of 6% in 5-FU versus control, p=0.128<sup>12</sup>.

In 2007, results of the QUASAR trial were published. In the QUASAR trial, 1,558 matched pairs (100% in DFS) and 10 patients were included of which 75% were diagnosed with colon cancer and 25% with rectal cancer. Patients were randomised to 5-FU or control in a matched comparison in control arm. The QUASAR trial demonstrated a relative risk of recurrence of 2.39 (95% CI: 2.07-2.74) for a control arm compared to 5-FU (95% CI: 2.07-2.74) in the 5-FU arm. However, the absolute benefits in improvement of 0.2% at 5 years for complete remission with upper follow-up, which was associated with being limited clinical impact<sup>13</sup>. After the QUASAR trial, the NCCN and ASCO<sup>14,15</sup> guidelines were updated to include the benefit of adjuvant 5-FU (5-FU/LEU) in stage I and colon cancer. On the secondary analysis of stage I colon cancer patients only (n=1,053), the NCCN<sup>14</sup> had reported a statistically non-significant improvement in 5-year health related quality of life (HRQL) (SAS: 2.62-1.16) and 5-FU/LEU compared to 5-FU/LEU. The HR for OS was 1.075 (95% CI: 0.93-1.24), including equal overall probabilities in both groups<sup>16</sup>. In the NCCN<sup>14</sup> of 2016, 2,488 patients (20% stage I and 71% stage II) were included in a meta-analysis (n=843), with a HR of 0.90 (95% CI: 0.76-1.06) and 0.90 (95% CI: 0.76-1.06), respectively, were found when comparing 5-FU/LEU to 5-FU<sup>17</sup>.

**1** Chapter 1

This thesis focuses on the evaluation of the optimal allocation and duration of adjuvant chemotherapy in stage I colon cancer using decision analysis modeling. We evaluated the cost effectiveness of different strategies to allocate adjuvant chemotherapy in stage I colon cancer patients. In addition, we evaluated the optimal treatment duration in these patients.

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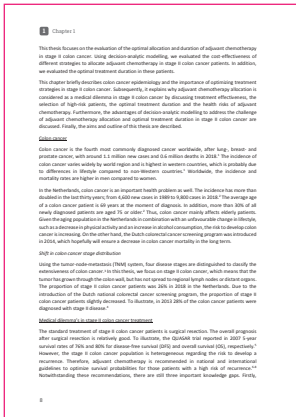
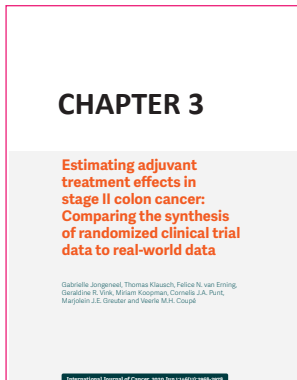
48



## Start chapter

If the previous chapter ended with an odd page (right-hand page), place a \*blank, even page before the start of a new chapter. (See example below). This ensures that this chapter starts with an odd page (right) again. Of course, this can also be applied to the preface, CV, etc. Of course, it does not have to be a blank page but can also be a page with an image or illustration.

**Note!** Once these pages are added, your page numbering will also change. Therefore, check your table of contents after adding these pages.



## Layout in Microsoft Word

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### Define 'Bleed'

If your document have image elements that need to run to the edge of your page such as; (full-page) pictures, tabs etc. (see this manual for example), then your document need bleed. (See also page 36). Keep in mind that this bleed will be cut-off again after printing. Do not place important text and/or (image) elements too close to the page edge. Make sure there is a safe margin of 8 mm in between. (See page 56-59).

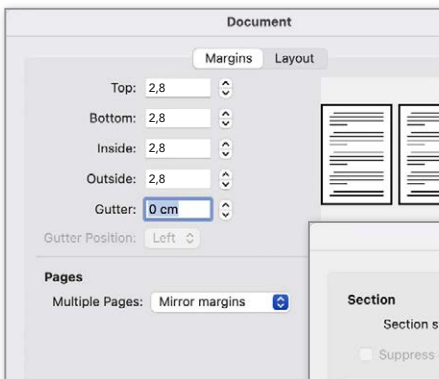
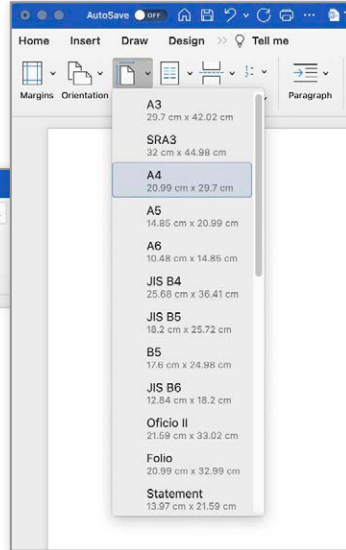
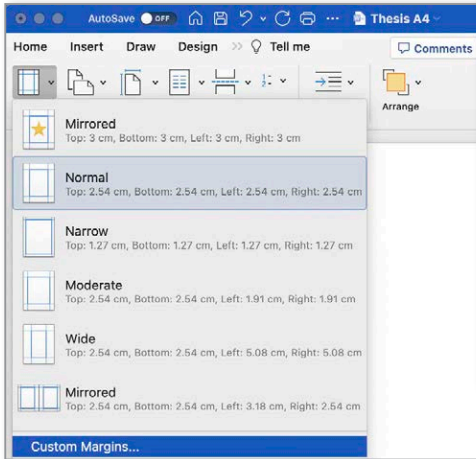
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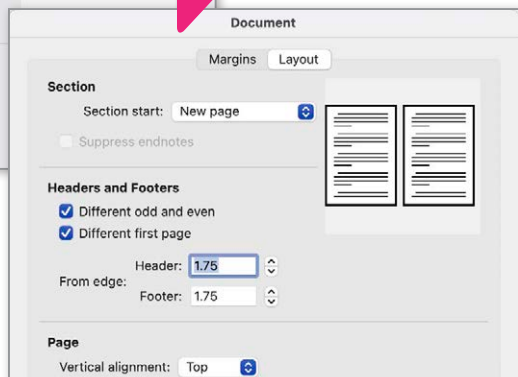
- Use the recommended margins for A4 size. See settings page 53.
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- Put the basic text in font size of 12 points. After resizing, this results into the recommended 10-point font size.
- Also consider the size of the rest of the text elements such as headers and footers, captions and text in tables.
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Format settings A4 (21 x 29,7 cm)  
with recommended margins



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### Layout thesis in B5 format (17,6 x 25 cm)

If you want to make your thesis directly in the 17 x 24 cm format, the standard **B5** format is very suitable, especially if your document also needs bleed. See page 36 and 52 section 'define bleed'. The margins are slightly different for this format than for the A4 format. See page 55 for the margins.

- Keep in mind that the book is not reduced in size (as with the A4 format). Use a font size of about 10 pnt.
- Use the advised margins for the B5 format. See settings page 55.
- Enlarge or shift your image elements to the page edge if they need to have bleed.
- Keep in mind that after printing we cut-off 3 mm from left and right side and 5 mm from top and bottom.
- Do not place important text and/or (image) elements too close to the page edge. Make sure there is a safe margin of 8 mm in between. (See pages 56-59). For more information on bleed, see page 36 and 52.

### Other book sizes

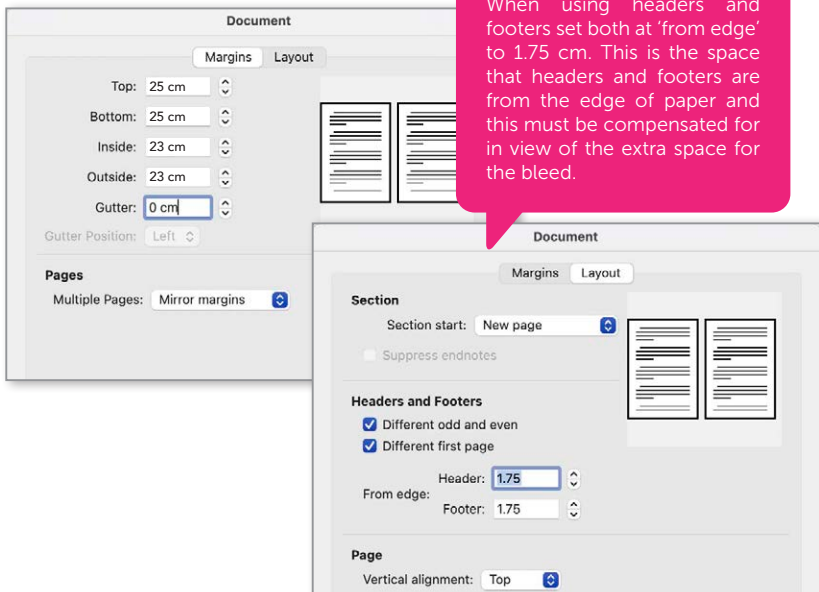
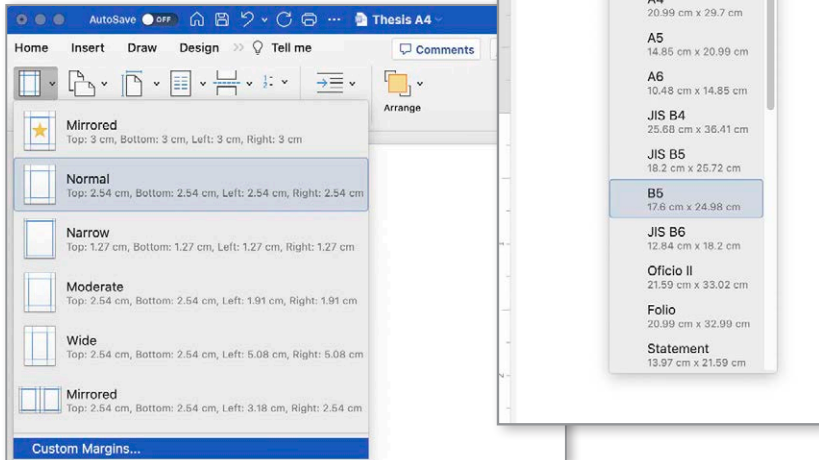
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Decide whether or not bleed is required in your file. If bleed is needed, we would like to receive a print file with a 3 mm bleed on all sides. Choose a 'custom size' in Word and adding 6 mm to the width and height. So if your book is A5 size (210 x 148 mm), your print file will be 216 x 154 mm.

After printing we will trim the pages to the right format.



Format settings B5 (17,6 x 25 cm)  
with recommended margins



When using headers and footers set both at 'from edge' to 1.75 cm. This is the space that headers and footers are from the edge of paper and this must be compensated for in view of the extra space for the bleed.

# Book 21 x 29,7 cm (A4)

Left page (even page number)

## 1 Chapter 1

This thesis focuses on the evaluation of the optimal allocation and duration of adjuvant chemotherapy in stage II colon cancer. Using decision-analytic modelling, we evaluated the cost-effectiveness of different strategies to allocate adjuvant chemotherapy in stage II colon cancer patients. In addition, we evaluated the optimal treatment duration in these patients.

This chapter briefly describes colon cancer epidemiology and the importance of optimizing treatment strategies in stage II colon cancer. Subsequently, it explains why adjuvant chemotherapy allocation is considered as a medical dilemma in stage II colon cancer by discussing treatment effectiveness, the selection of high-risk patients, the optimal treatment duration and the health risks of adjuvant chemotherapy. Furthermore, the advantages of decision-analytic modelling to address the challenge of adjuvant chemotherapy allocation and optimal treatment duration in stage II colon cancer are discussed. Finally, the aims and outline of this thesis are described.

### Colon cancer

Colon cancer is the fourth most commonly diagnosed cancer worldwide, after lung-, breast- and prostate cancer, with around 1.1 million new cases and 0.6 million deaths in 2018.<sup>1</sup> The incidence of colon cancer varies widely by world region and is highest in western countries, which is probably due to differences in lifestyle compared to non-Western countries.<sup>1</sup> Worldwide, the incidence and mortality rates are higher in men compared to women.

In the Netherlands, colon cancer is an important health problem as well. The incidence has more than doubled in the last thirty years; from 4,600 new cases in 1989 to 9,800 cases in 2018.<sup>2</sup> The average age of a colon cancer patient is 69 years at the moment of diagnosis. In addition, more than 30% of all newly diagnosed patients are aged 75 or older.<sup>2</sup> Thus, colon cancer mainly affects elderly patients. Given the aging population in the Netherlands in combination with an unfavourable change in lifestyle, such as a decrease in physical activity and an increase in alcohol consumption, the risk to develop colon cancer is increasing. On the other hand, the Dutch colorectal cancer screening program was introduced in 2014, which hopefully will ensure a decrease in colon cancer mortality in the long term.

### *Shift in colon cancer stage distribution*

Using the tumor-node-metastasis (TNM) system, four disease stages are distinguished to classify the extensiveness of colon cancer.<sup>3</sup> In this thesis, we focus on stage II colon cancer, which means that the tumor has grown through the colon wall, but has not spread to regional lymph nodes or distant organs. The proportion of stage II colon cancer patients was 26% in 2018 in the Netherlands. Due to the introduction of the Dutch national colorectal cancer screening program, the proportion of stage II colon cancer patients slightly decreased. To illustrate, in 2013 28% of the colon cancer patients were diagnosed with stage II disease.<sup>4</sup>

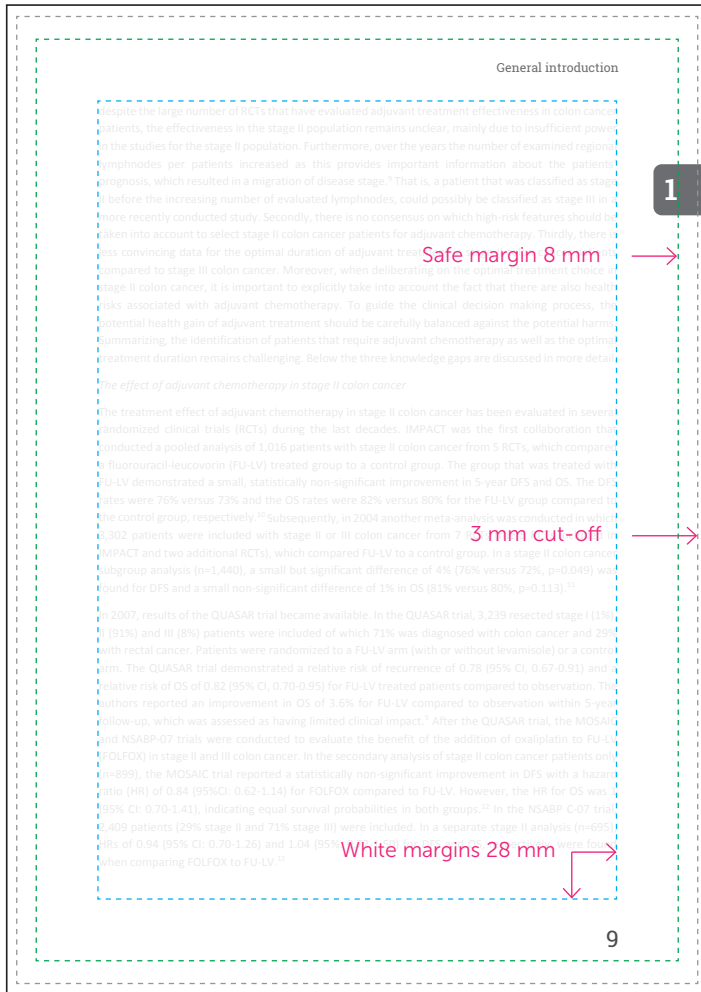
### Medical dilemma's in stage II colon cancer treatment

The standard treatment of stage II colon cancer patients is surgical resection. The overall prognosis after surgical resection is relatively good. To illustrate, the QUASAR trial reported in 2007 5-year survival rates of 76% and 80% for disease-free survival (DFS) and overall survival (OS), respectively.<sup>5</sup> However, the stage II colon cancer population is heterogeneous regarding the risk to develop a recurrence. Therefore, adjuvant chemotherapy is recommended in national and international guidelines to optimize survival probabilities for those patients with a high risk of recurrence.<sup>6,8</sup> Notwithstanding these recommendations, there are still three important knowledge gaps. Firstly,





Right page (odd page number)



- Document size 21 x 29,7 cm (A4)
- - - Final size after resizing and trimming 17 x 24 cm
- - - Safe margin 8 mm
- - - Space left for text and tables

# Book 17,6 x 25 cm (B5)

Left page (even page number)

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In the Netherlands, colon cancer is an important health problem as well. The incidence has more than doubled in the last thirty years; from 4,600 new cases in 1989 to 9,800 cases in 2018.<sup>2</sup> The average age of a colon cancer patient is 69 years at the moment of diagnosis. In addition, more than 30% of all newly diagnosed patients are aged 75 or older.<sup>2</sup> Thus, colon cancer mainly affects elderly patients. Given the aging population in the Netherlands in combination with an unfavourable change in lifestyle, such as a decrease in physical activity and an increase in alcohol consumption, the risk to develop colon cancer is increasing. On the other hand, the Dutch colorectal cancer screening program was introduced in 2014, which hopefully will ensure a decrease in colon cancer mortality in the long term.

### *Shift in colon cancer stage distribution*

Using the tumor-node-metastasis (TNM) system, four disease stages are distinguished to classify the extensiveness of colon cancer.<sup>3</sup> In this thesis, we focus on stage II colon cancer, which means that the tumor has grown through the colon wall, but has not spread to regional lymph nodes or distant organs. The proportion of stage II colon cancer patients was 26% in 2018 in the Netherlands. Due to the introduction of the Dutch national colorectal cancer screening program, the proportion of stage II colon cancer patients slightly decreased. To illustrate, in 2013 28% of the colon cancer patients were diagnosed with stage II disease.<sup>4</sup>

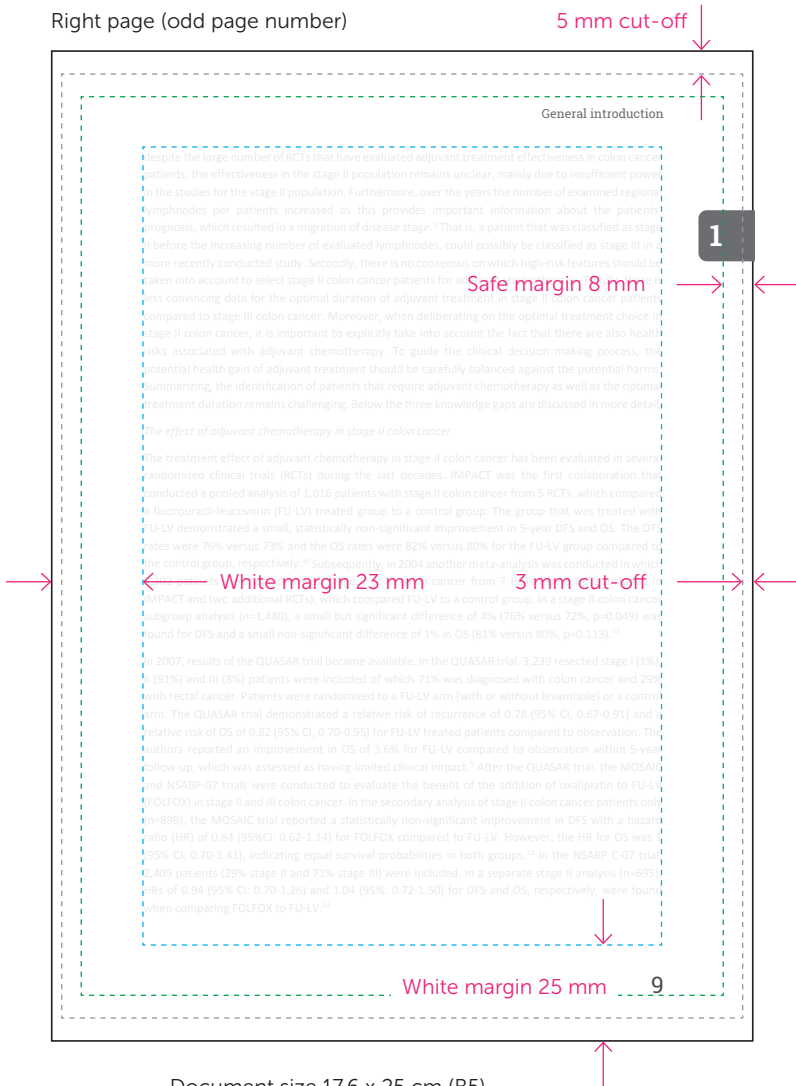
### Medical dilemma's in stage II colon cancer treatment

The standard treatment of stage II colon cancer patients is surgical resection. The overall prognosis after surgical resection is relatively good. To illustrate, the QUASAR trial reported in 2007 5-year survival rates of 76% and 80% for disease-free survival (DFS) and overall survival (OS), respectively.<sup>5</sup> However, the stage II colon cancer population is heterogeneous regarding the risk to develop a recurrence. Therefore, adjuvant chemotherapy is recommended in national and international guidelines to optimize survival probabilities for those patients with a high risk of recurrence.<sup>6,8</sup> Notwithstanding these recommendations, there are still three important knowledge gaps. Firstly,



Right page (odd page number)

5 mm cut-off



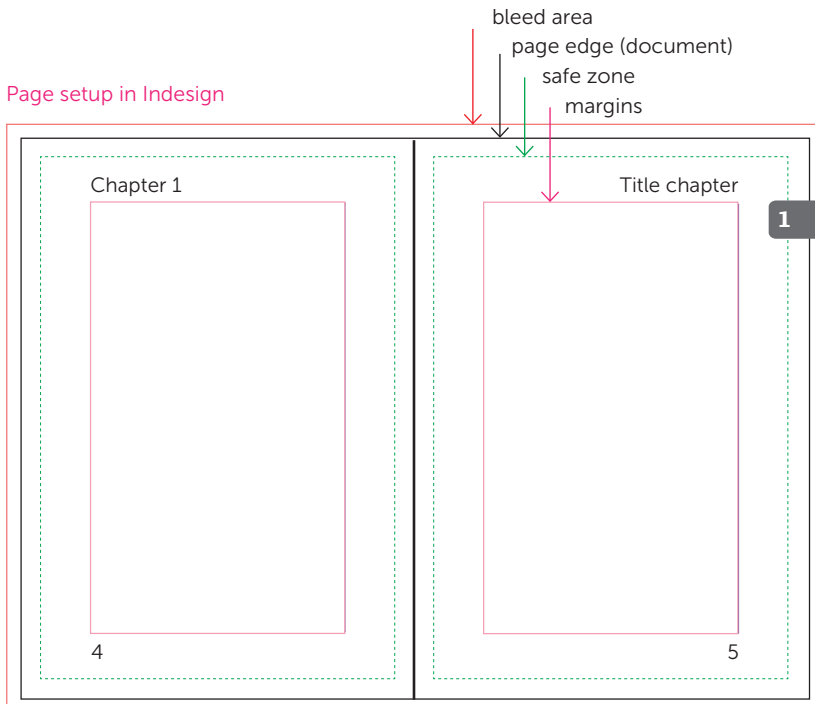
- Document size 17,6 x 25 cm (B5)
- - - Final size after trimming 17 x 24 cm
- - - Safe margin 8 mm
- - - Space left for text and tables

## Lay-out in Adobe Indesign

Create a new document and set the 'bleed area' (see settings page 61). This bleed is indicated within Indesign by a red line outside the document. Every design element that needs to have bleed, will need to run up to this red line. Note that this space is not part of content formatting, but will be cut off later. Do not place important text and image elements too close to the page edge. Keep a distance of 5 mm from the page edge (black line). See the safe zone in the example below.

### Setup Indesign document

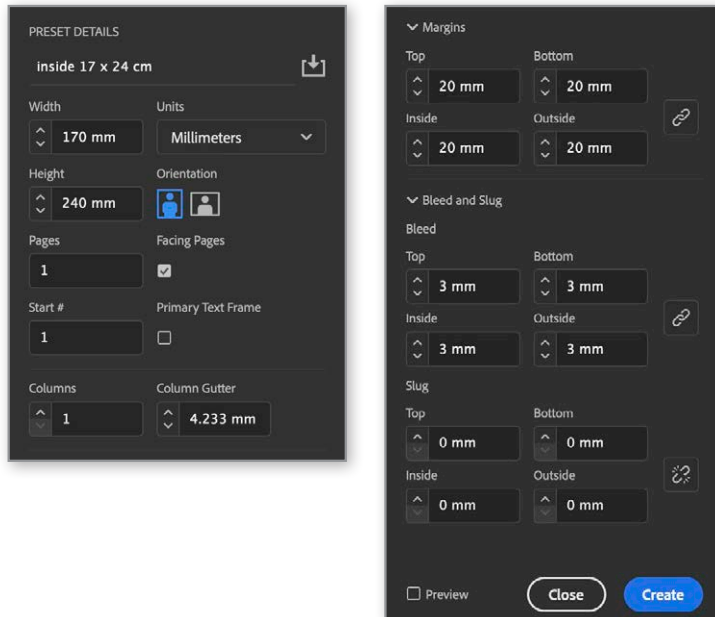
- Create new document 170 x 240 mm (or other size your book is)
- Select 'facing pages'
- Margins 20 mm (keep your text and tables inside this area)
- Bleed area 3 mm
- Headers, footers. Keep a minimum of 5 mm distance from the page edge. See safe zone in example below.





When ready, export the document to a PDF file with bleed and crop marks. See the settings on page 78 in this manual.

### Document settings Indesign book 17 x 24 cm



### Tip

Keep the basic text 9-10 points in size. If necessary, print some pages at 100% to get an idea of the final result. You may then decide to make the font size slightly larger or smaller.

Also take into account the size of the rest of the text elements such as headers and footers, captions and text in tables.

### Submit Indesign files

If there are problems with the supplied PDF files, we may ask if you would like to supply the Indesign files. We would like to receive this as a 'package'. Go to File **'Package'**. This will create a folder with the Indesign file, fonts and copies of any images. You can then pack/zip this folder and send it to us.

UITNODIGING

voor het digitaal bijwonen  
van de verdediging van het  
proefschrift

RIGHT  
VENTRICULAR  
ADAPTATION  
in conditions  
of increased  
pressure load

door  
**Anne-Marie C. Koop**

op  
woensdag 25 november 2020  
om 09.00 uur

link voor live stream:  
<https://www.rug.nl/digitalphd>



PARANIMFEN  
van de Rooij  
@email.com

Anne-Marie C. Koop

NOI...

ULAR ADAPTA

RIGHT  
VENTRICULAR  
ADAPTATION

in conditions  
of **increased**  
**pressure**  
**load**



Cover

## Cover layout by Ridderprint

The cover layout often involves a lot of work. Just like an interior layout, we also offer different packages for the cover. These are described starting on page 20. Or check our website for the various options.

## Layout the cover yourself

If you want to layout the cover yourself, the following are the guidelines for this:

- Correct dimensions. Back + spine + front and bleed.
- Bookmark as an invitation. Look for the specifications in your portal.
- The right bleed settings, if images or other elements run to page edge. (3 mm 'bleed')
- Correct spine thickness. This depends on the paper type, the number of pages and the binding method. You can find the info in your Ridderprint portal and calculate here the spine width.
- Sufficient quality of images (optimally 300 DPI).
- Do not put important image elements or text too close to the page edge (safe zone).

## Cover in InDesign or Illustrator

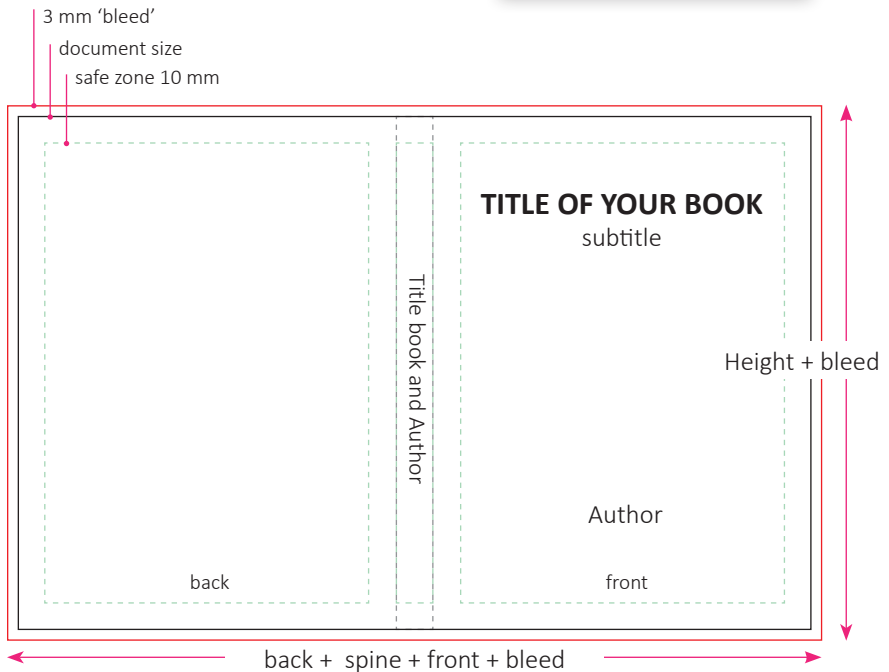
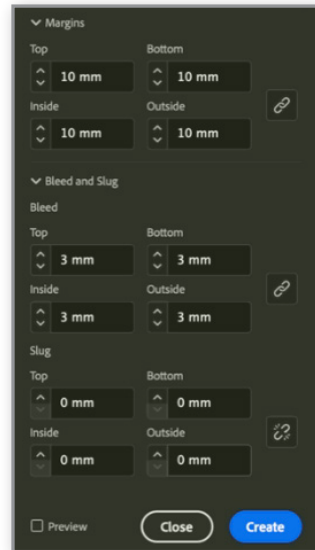
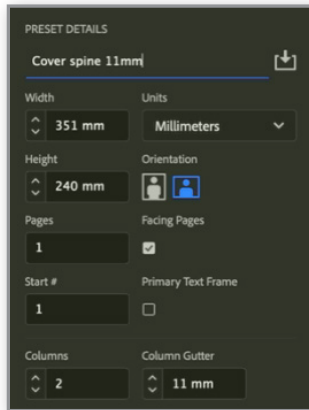
Create a document with a total width of; back, spine and front together. Specify the 3 mm bleed in the document. This bleed line is displayed outside the document format in red. See image on the right. Make sure your background colours/images extend to this line. The 'safe zone' is a safe margin of 10 mm. If you use the specifications of the screenshots on the right (margins), this line is magenta. Between this you can place all text and image elements without any problems. If this falls 'slightly' over it, this is not a problem.

When ready, export the InDesign document to a PDF file with bleed and crop marks. In Illustrator, you do this with 'save as' command. This is described further from page 90 in this manual.





Setup cover 17 x 24 cm with spine of 11 mm



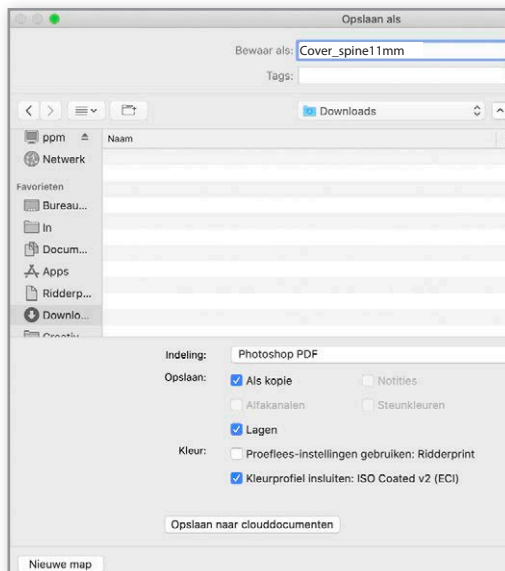
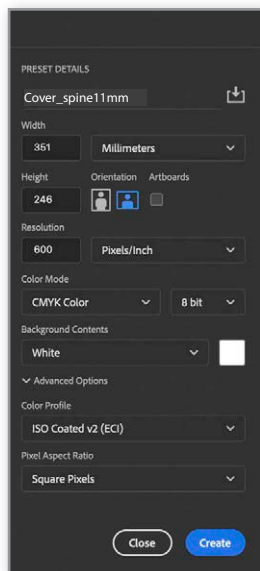
## Cover in Photoshop

As you cannot specify the bleed in Photoshop as in Indesign or Illustrator, the document size must be created including the 3 mm bleed all around. Create a document the size of your back + spine + front and add 6 mm in height and width. See settings below.

Bear in mind that this 3 mm all-round will be cut-off again after printing. Therefore, do not place important text or logos too close to the page edge. Stay at least 10 mm away from your page edge.

Use a minimum resolution of 300 DPI and a maximum of 600 DPI. Save the file as a PDF file and make sure to preserve all 'layers'. This allows the text to retain its vector properties (and thus better quality). See settings below. See further information on page 92.

### Cover setup 17 x 24 cm with spine of 11 mm including bleed





RIGHT VENTRICULAR ADAPTATION  
in conditions of **increased pressure load**

Anne-Marie C. Koop

RIGHT VENTRICULAR ADAPTATION

Anne-Marie C. Koop

UITNODIGING

voor het digitaal Symposium  
van de verandering van link  
prevalentie

RIGHT VENTRICULAR  
ADAPTATIONS  
in conditions  
of **increased pressure load**

door

Anne-Marie C. Koop

op  
vrijdag 25 november 2020  
om 09:00 uur

link voor live stream:  
<https://www.youtube.com/watch?v=...>



PAPASNIJFFEN  
Streekliefhebbers  
willlemij@scphie.nl  
sophietauramay@scphie.nl

## Special cover options

A book is judged by its cover! If you really want to make your book stand out from the rest, we offer a number of special printing and finishing options. Of course, there are many more and if you have something in mind or have seen something special, please contact us to discuss the possibilities.

Always have your design technically reviewed by Ridderprint in advance to avoid disappointment. As 95% of the fixed costs are in setting up machines and making stamps and moulds, **therefore we cannot show these special techniques within the print proof.**

**The instructions for these cover variations can be found in your portal.**

### Cover inside printing

We can print the inside of the cover. This can be in a nice full-colour, for example, or with a nice pattern. This gives the book even more appeal. The cover of this manual is printed on the inside.

### White printing

We can also add a white toner to the cover. For example, in combination with a Kraft (brown) cardboard. This gives your cover a unique look. See example on page 67.

### Softcover with “flaps”

A softcover cover with flaps is also an option. The flaps can have a maximum width of 14 cm per flap. Both on the front and/or back of the book are possible.

### Hardcover

We can finish your book with a hardcover. This is a hard cardboard, non-bendable cover and gives a luxurious look. It can be provided with a glossy or matt laminate, but can also be made in fabric or even leather, for example. A hardcover cover can have printing on the inside. For this purpose, a coloured endpaper is used or the endpaper is printed with a desired colour or pattern.

A hardcover can be quite expensive. If you are interested in this or would like additional information about it, please contact us.



Cover from craft board with white print



Hardcover



## Laminate

The laminate protects the cover, makes it a lot sturdier and adds to the book's appearance. Lamination is only possible on cardboard with a smooth surface. The cover of this manual is matt laminated.

We offer the following 3 types:

- Matt scratch free laminate (This manual has matt laminate)
- Matt 'Soft touch' laminate (This laminate has a matt look and feels like the skin of a peach).
- High gloss laminate

## Spot UV-coating

First, we print all the full-colour parts of your design. Next, we apply matt (soft-touch) laminate to these sheets. Once all sheets are laminated, the corresponding parts are printed with a transparent UV varnish. These sheet are then dried in a UV drying tunnel.

## Raised spot UV-coating

A more thickening form of Spot UV varnish. It is more visible and also more tactile. Note! This gives the best effect for texts and small areas.

## Embossing

A special stamp is made that allows text or illustrations to be applied to the cover as relief. This can be raised or deepened.

## Foil stamping

We first print the full-colour part of your print file. We then apply a matt (soft-touch) laminate to these sheets. We then apply the foil over the matt laminate.

## Die-cutting

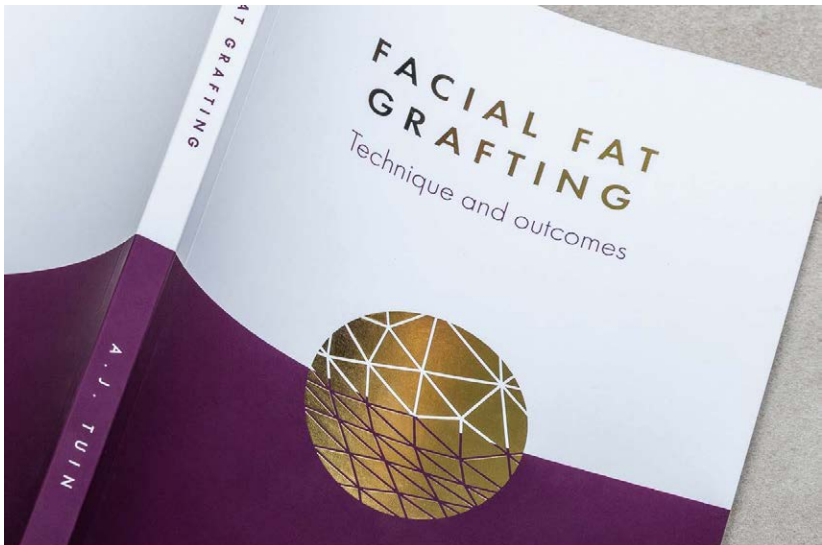
With die-cutting, you can have any shape you want cut out of the cover. You can also die-cut a specific design into a desired shape. Think of the invitation as a bookmark or the extra invitation for dinner or party. See example on page 71.



Cover with spot-UV



Cover with gold foil stamping



## Additional material

We have put below some of the most common extra's which come with a dissertation. If you have something in mind or have seen something, please contact us to discuss the possibilities. [Look for the different submission instructions in your portal.](#)

### Bookmark

If you have chosen a cover package (standard or design), the layout of the bookmark is part of it. The bookmark has a standard format of 71 x 236 mm (including 3 mm bleed), slightly shorter than the book format so, that it fits easily inside the book.

If you supply the cover yourself, we would like to receive the cover and bookmark as separate files. We will print the bookmark along with the cover free of charge. Look for the specifications in your portal.

### Propositions

You have the option of having the theses printed along with the thesis free of charge (in black and white). We would like to receive them as a PDF file in A5 format (14.8 x 21cm). This is the standard format we use for the theses. This is smaller than the 17 x 24 cm format so, it fits easily into the book. These can also be printed double-sided and or in color.

### Extra invitation

If you want to send an extra invitation for party and/or dinner, we can also make these for you. These are usually in A6 format (10.5 x 15 cm) or A5 format (14.8 x 21 cm) and are printed on the same material as the cover. These can also be printed on both sides in full colour.

Should you be interested in this, you can request it with the quotation.

### Summary booklet

A summary booklet often has a lot fewer pages than the dissertation. These booklets are therefore not glued but folded and stapled in the spine. The booklet should always be a multiple of four pages. For example, 16, 24, 32 pages etc.

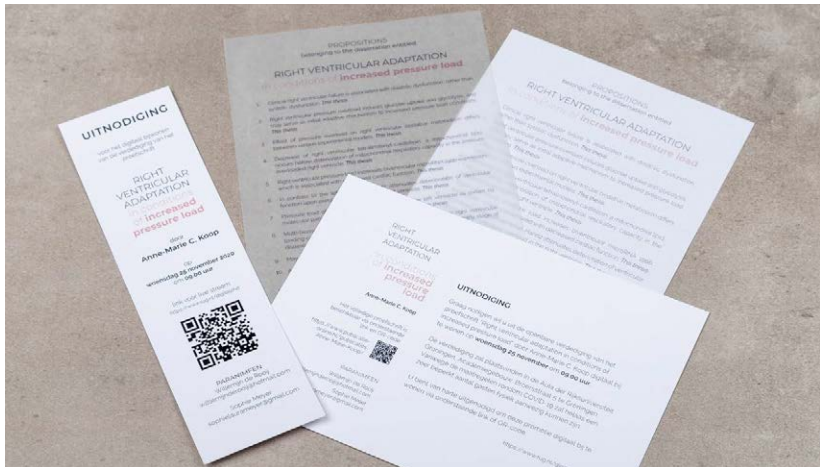




## Cover summary booklet

The cover for the summary booklet is submitted without a spine. So, the front and back cover directly against each other. Furthermore, it has the same specifications as a soft cover for a book with perfect binding (glued) pages.

Additional material; bookmark, propositions, extra invitation



## Book with extra invitation and die-cutted







**Create PDF | 6**

“

We carefully check all files and always give customers useful advice and feedback.

#Ridderprint

”



## Submitting PDF files

When you do the layout of the files yourself, submit your files as PDF files. A correct PDF file meets the following requirements:

- The fonts are embedded.
- Figures should have a resolution between 150 DPI (minimum) and 300 - 600 dpi (maximum).
- All the pages should have the same format/size.
- Export to PDF with a high quality profile and CMYK color profile if possible. Such as the ISO coated v2 (ECI) or Coated Fogra 39 profile.
- Export to PDF with 3 mm bleed if your document need this. See page 36 and 50 for more info.
- Submit your cover as a separate PDF file.

### Before sending the PDF files check also:

- Headers and Footers positioned at the same height on every page.
- Make sure that on the even (left) pages the pagenumbers are on the left outside and on the odd (right) pages on the right outside.
- Are important pages as title pages and chapter pages positioned on an odd (right) page?
- Are the 'front matter' pages in the right order? See page 48.
- Do you submit the file in A4 format? We reduce your file to 84% to the size of 17 x 24 cm. Make sure the core text is in a minimum type size of 12 points, for a recommended type size of 10 points after reduction.
- When submitting in A4 format, make sure not to work in 'Letter' format. The proportions of this are much wider. You can check this in the Word page-setup.

How you create correct PDF files from different software packages is explained from page 78 or see the online manual.

## Ridderprint portal

You will receive the login details for your Ridderprint portal once you have agreed to your quote. With these data you log in to [www.ridderprint-portal.com](http://www.ridderprint-portal.com). Here you can find all your agreed order specifications. These can still be modified if desired. You can also find the planning and track the status of your order here.

### How can I change my order information?

The portal is informative. If you want to change/add something during the (design) process, please let us know as soon as possible. For example, if you want to have an embossing in the cover or extra invitation. We can then discuss the costs with you and add them to your order.

## Upload files in the portal

### No layout package?

Before you upload your files, go to the 'submission instructions' page in your portal for the specifications of your files. Click [My order](#) and go to the "[Upload & Status](#)" page. Click "bestand" to select and upload your files.

### The package inside "standard PDF layout"

Adding 1, 2 or 3 layout elements to your PDF. Go to "[Start PDF layout](#)" in your portal. Go through the steps and upload your PDF. You will receive a "PDF" proof from our studio with your chosen layout elements and styling as soon as possible.

### The package "standard cover layout"

Please send a cover example, images and your wishes regarding the use of color and fonts to [orders@ridderprint.nl](mailto:orders@ridderprint.nl). As long as these wishes are not known to us, we cannot proceed with your order and there is a chance of delay in the delivery of your books.

### The package "cover design and/or inside complete (plus)"

After we schedule your order, a designer will contact you in about two days to discuss your cover and or book design. The designer will let you know how to submit your files.



## Submitting files

Submitting your files can be done in several ways:

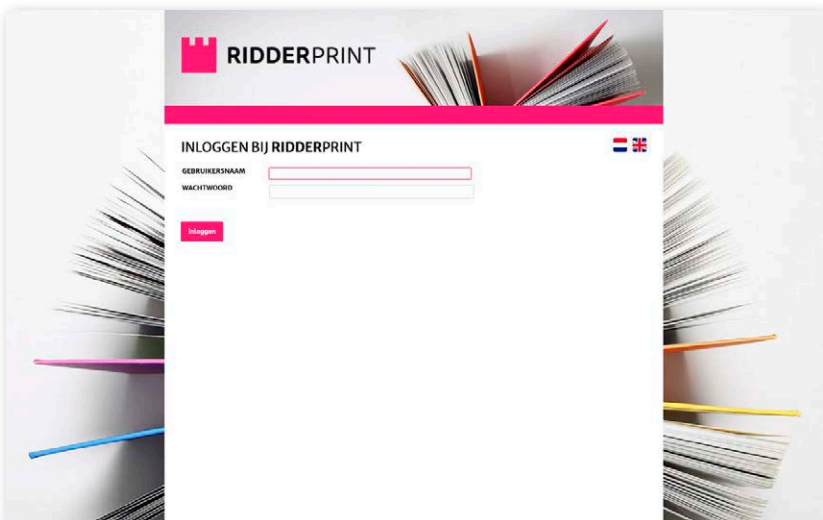
- Uploading through your portal; [www.ridderprint-portal.com](http://www.ridderprint-portal.com) (onze voorkeur).
- Uploading via our wetransfer channel; [ridderprint.wetransfer.com](http://ridderprint.wetransfer.com).
- Sending via mail. Maximum of 10 mb; [orders@ridderprint.nl](mailto:orders@ridderprint.nl) indicating your name and order number.

### File names

File names should be clear to avoid confusion. When you upload a new version please give it a new version number or new date.

For example, use:

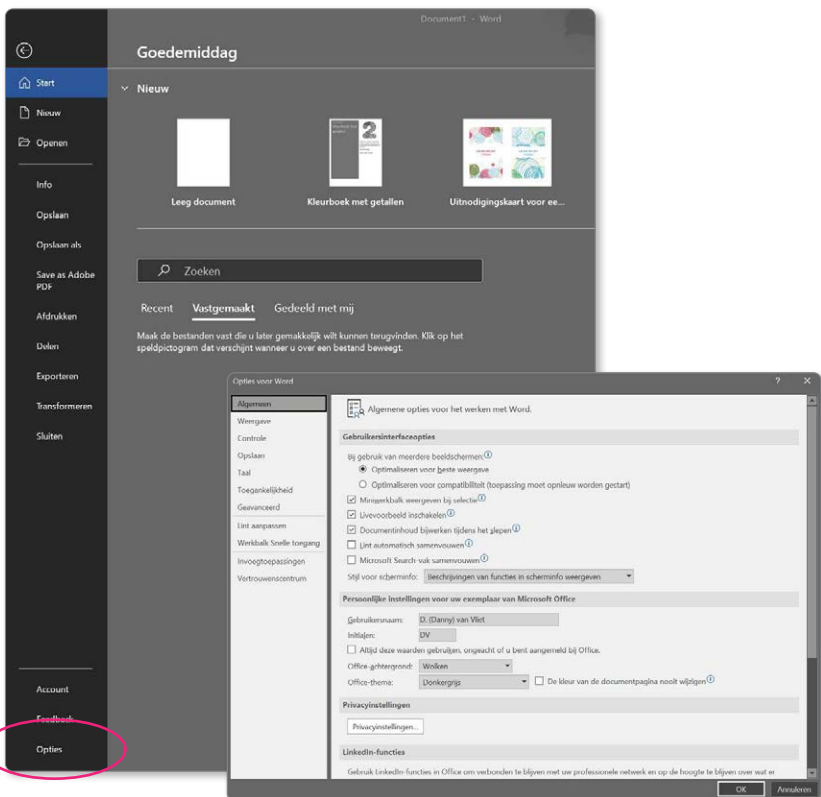
- "ordernr\_surname\_binnenwerk.PDF"
- "ordernr\_surname omslag.PDF"
- "ordernr\_complete.zip"
- "ordernr\_surname\_binnenwerk\_version2"



## Create PDF file with Word (Windows)

To create a PDF file from Word with optimal quality, we recommend the following settings. **Note**, with bad images, these points do not guarantee that these images become sharp. The example we use is Word Office 365.

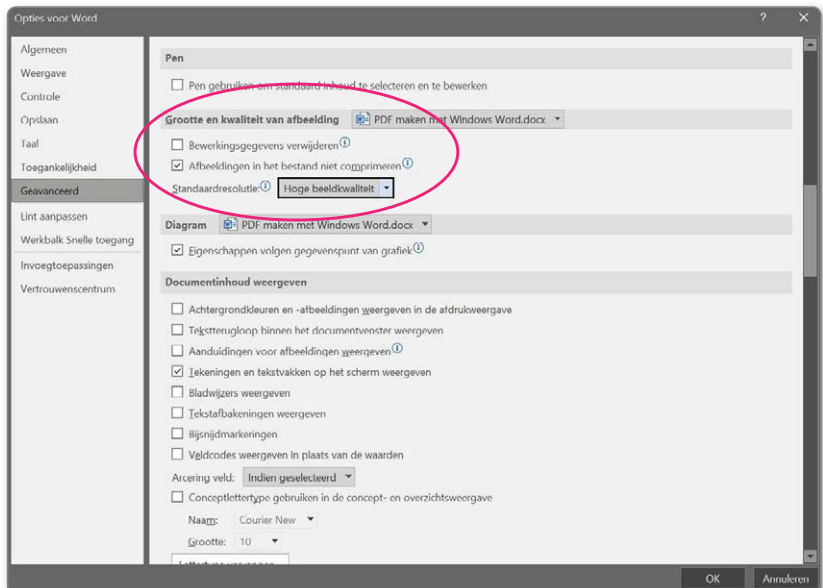
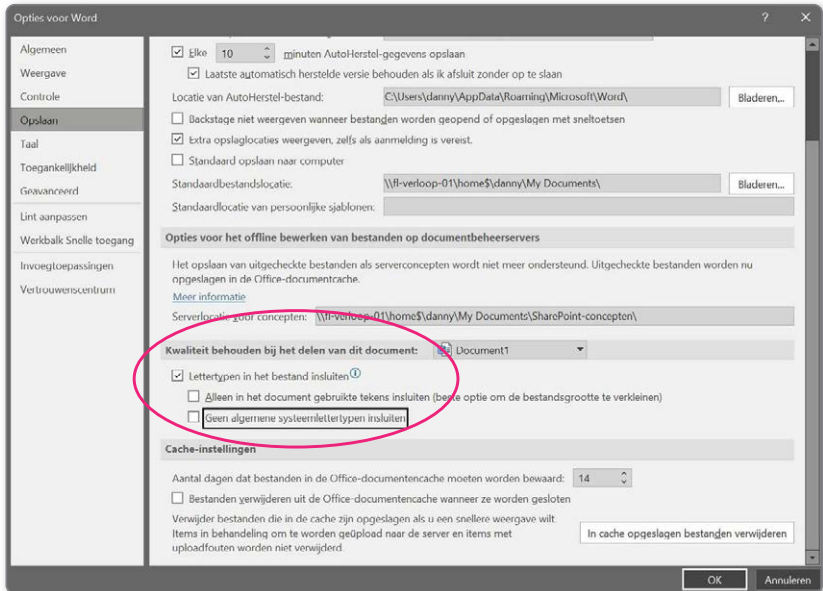
Go to **file** in Word and go to **Options** at the bottom. On the left, go to **Save** and then to **Keep quality** .... and check 'Embed font in the file' Then go to **Advanced** and set the default resolution under 'Image size and quality' to 'High image quality' and check 'Do not compress images in the file'.







## Create PDF with Word for Windows

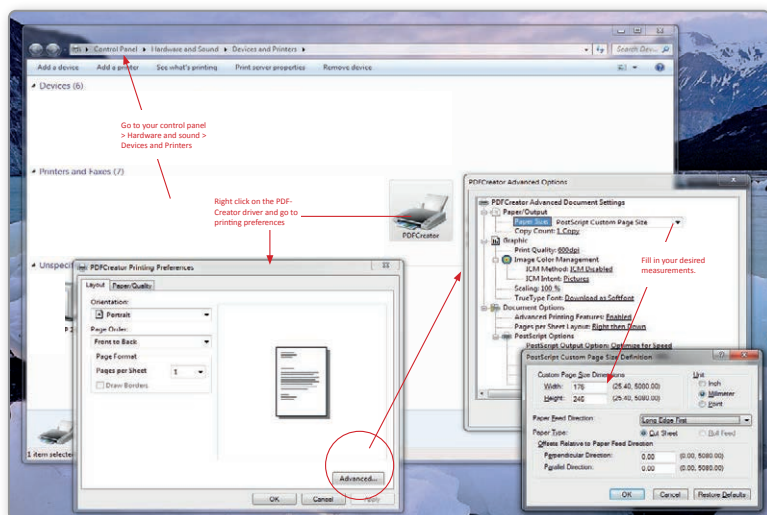


## Creating a PDF file using PDFCreator (Windows)

PDFCreator is a cost-free PDF creator. It can be downloaded from our website at 'Customer Service'. Unfortunately there is no Mac version.

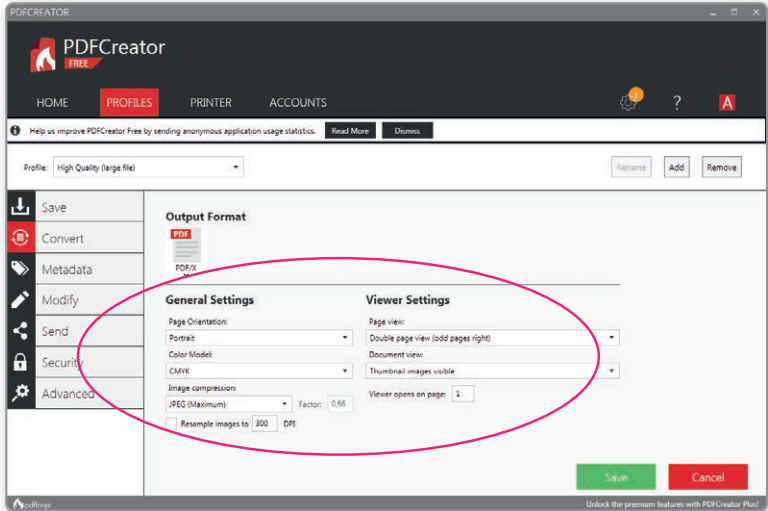
1. Start the PDFCreator installation and follow the steps. In the step to install components, choose the '**Compact installation**'. After installation, PDFCreator is available as a virtual printer.
2. Go to your **control panel** in Windows (devices and printers). Select PDFCreator from the list of printers. Go to '**Printing preferences**' and to the '**advanced settings**' and enter the correct format here, which you also used in the Word page settings. Then click ok and apply.
3. Start PDFCreator if it is not already started. Click on the '**Profile**' tab and the '**Convert**' tab and choose the settings as in the screenshot on the next page. Go to '**Settings**' and then to the '**Save**' tab. Make sure that the option '**PDF/X**' is selected at '**Select default file format**'. Then choose '**Save**' at the bottom of the window. The settings are now saved.
4. Back in the PDFCreator window again, select '**Save**'. You can now name the PDF and save it to directory of your choice.

1





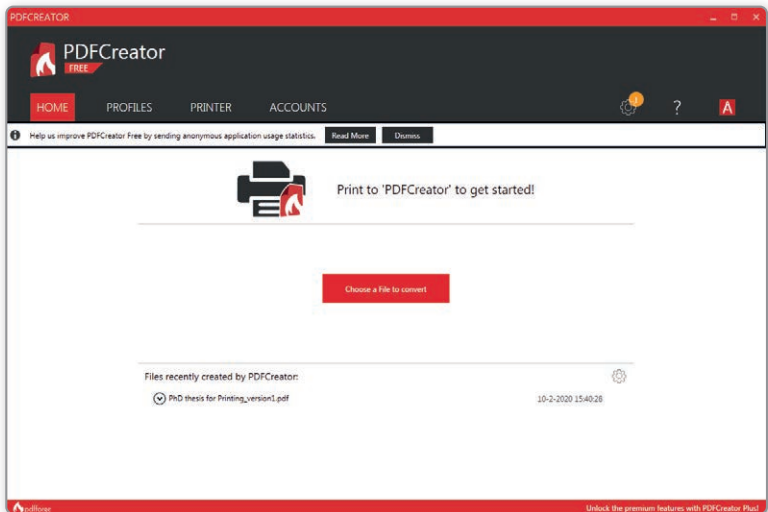
2



Select the 'High Quality' profile and Output format 'PDF/X'

Find your file and click convert ...

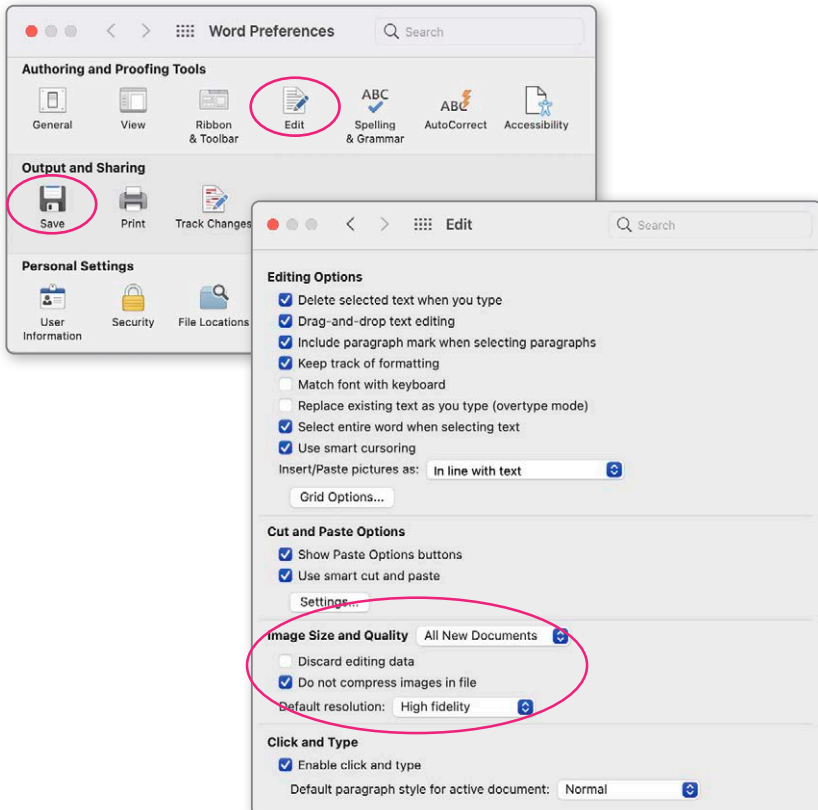
3



## Create PDF file with Word (Mac OsX)

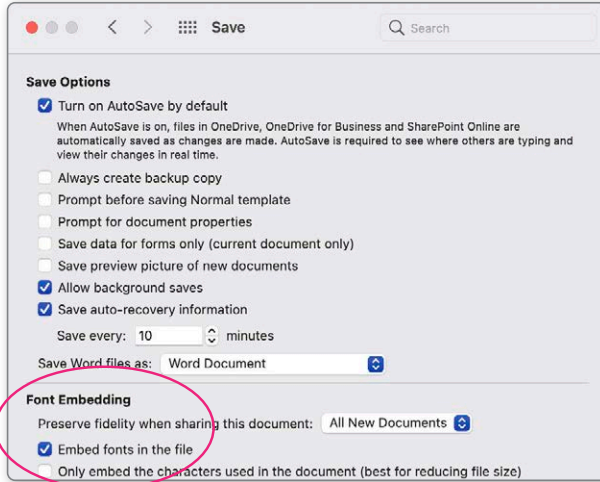
To ensure that your file in Word has the optimal quality for printing when it is converted to PDF, we recommend a number of points to follow. **Note**, with bad images, these points do not guarantee that these images become sharp.

Open the preferences in Word and go to **Edit** and set the default resolution under **Image size and quality** to 'High image quality' and check 'Do not compress images in the file'. Another important point is to embed all fonts in the PDF. Choose **Save** and under Embed fonts, check 'Embed fonts in the file'.



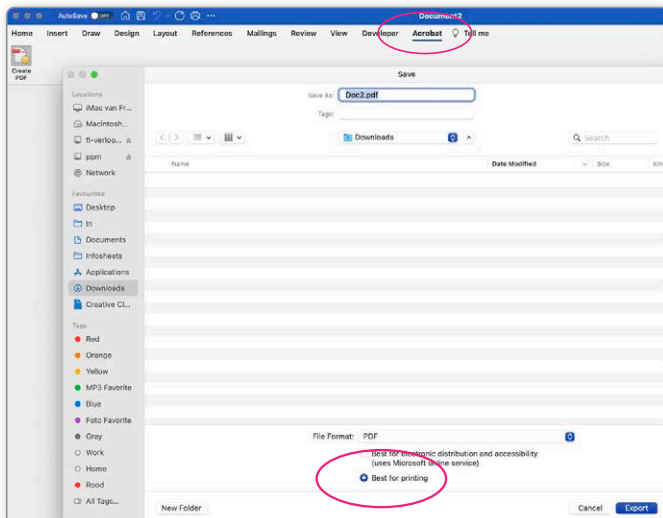


## Embed fonts



## Adobe Acrobat

If you have installed the Adobe Acrobat package (see page 88) you will see an Acrobat link at the top of the Word menu. Click the link and then 'Create PDF' to save the document as an Adobe PDF. Choose "PDF to print" and export.



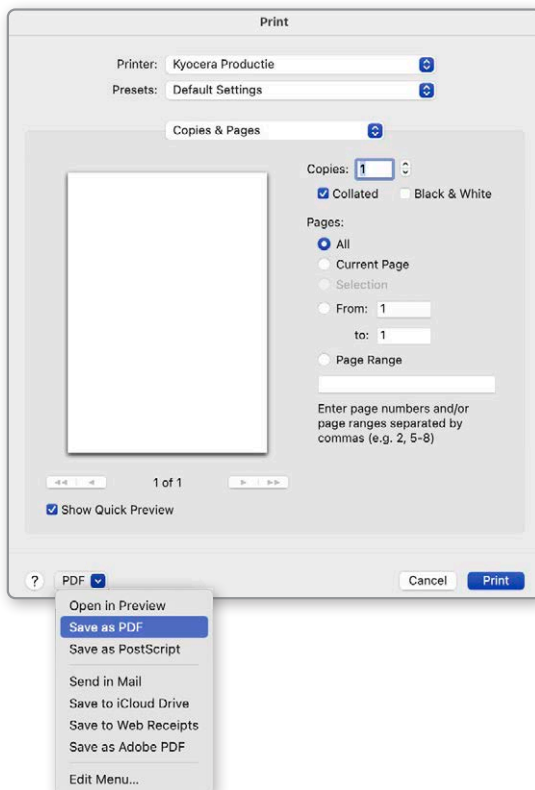
## Creating a PDF file in Mac OS X

Recent Apple computers come standard with a PDF creator that meets the quality requirements. We will use Microsoft Word as an example.

Go to **File** > Print. Select “**Save as PDF**” from the options at the bottom of the window. Then name the file and save it in a directory of your choice.

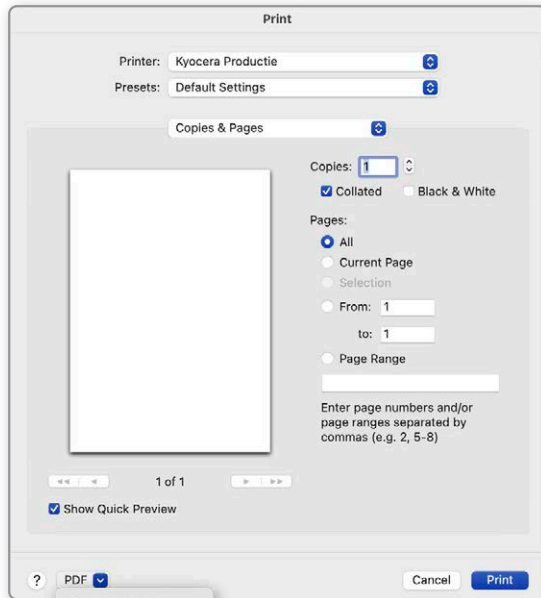
### Adobe Acrobat

If you have installed the Adobe Acrobat package (see page 92) you have an extra option to save as an Adobe PDF (see screenshot next page). Use this option and choose ‘**Print with high quality**’.





## Create PDF in Mac OSX





## Creating a PDF file using Adobe Acrobat

Adobe developed the PDF format. Adobe Acrobat is the original PDF creator. If you not already have the software then an alternatif is to download a free trial version. The trial version can be used for a maximum of 30 days. You can download a trial version at the Acrobat website:

[https://www.adobe.com/en\\_us/free-trial-download.html](https://www.adobe.com/en_us/free-trial-download.html)

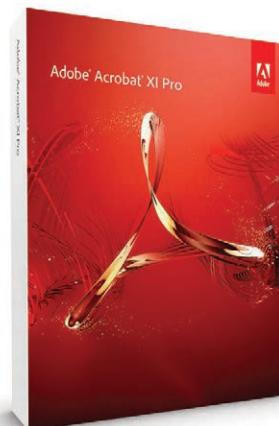
Start the installation of Adobe Acrobat Pro and follow the steps. After installation, Adobe PDF can be used as a virtual printer. Go to **File > Print**. Select Adobe PDF from your list of printers, then select **"Properties"**.

This concerns the Adobe PDF document properties. Select **"Press quality"** or **"High Quality"** under the standard settings and click OK. Then select **"OK/Print"** in the print window. Name the file and save it in a directory of your choice.

### Checking proof files.

We regularly send you PDF proofs for checking. Do not view these PDF files in a preview mode or in a browser environment. This does not always give an accurate picture. These are best viewed with Acrobat Pro or Standard. version. If this software is not available, a free **Acrobat 'reader'** version can be downloaded from the Acrobat website.

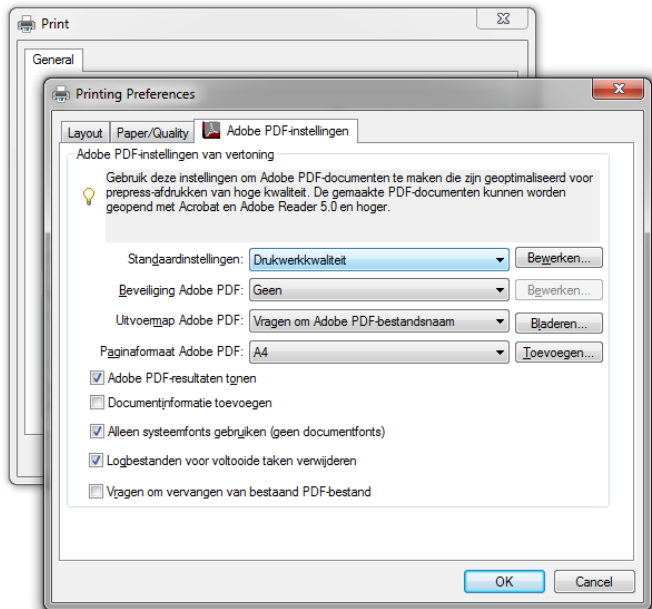
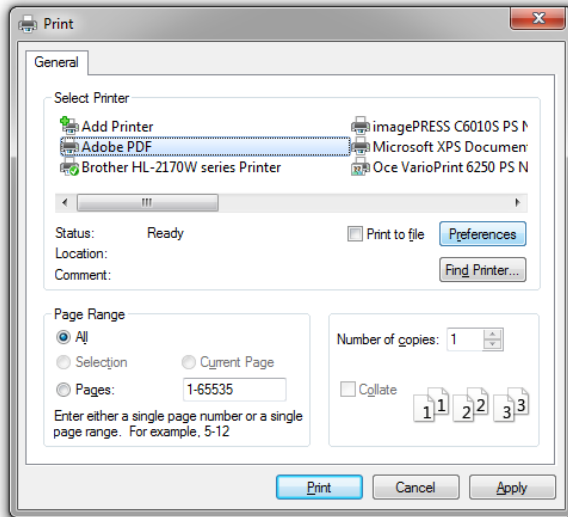
<http://www.adobe.com/products/reader.html>







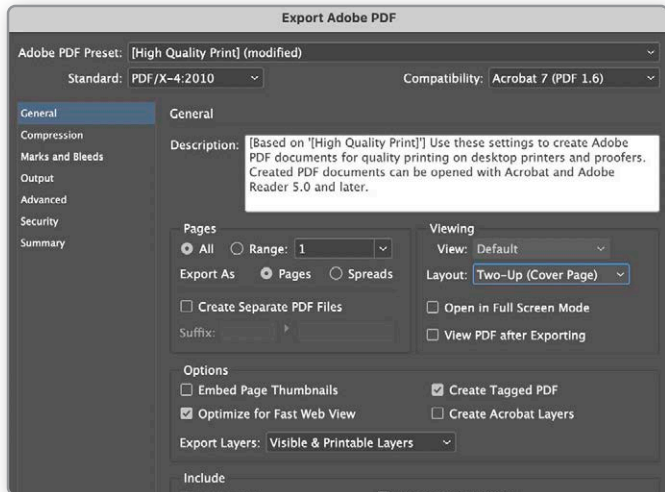
## Create PDF file with Adobe PDF driver



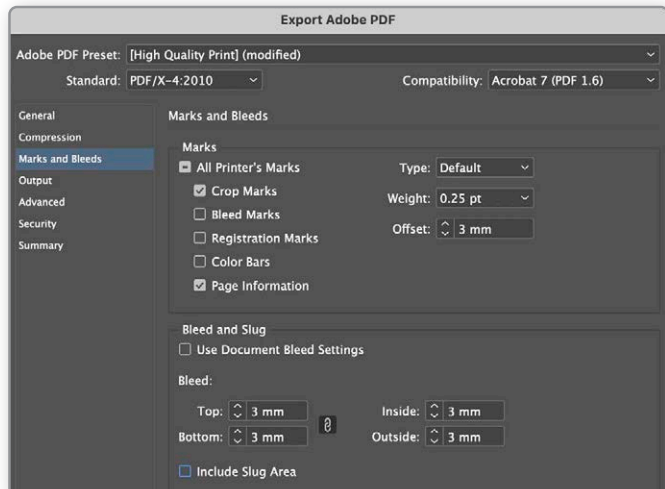
## Create PDF with Adobe Indesign

Adobe Indesign is a professional layout program for creating books, magazines, folders, etc. See the instructions for exporting to a correct PDF file here. These setting can be used also If you created other files such as your bookmark or extra invitation.

1

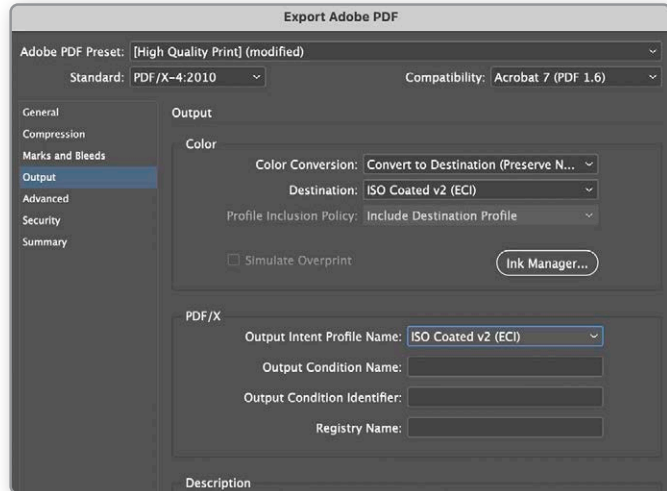


2





## 3



Go to File > **Export** and select “**Adobe PDF (Print)**”.

#### 1. Tab “General”:

- By “Adobe PDF presets” choose high quality
- select “PDF/X-4 2010” and Acrobat 7 (PDF 1.6).
- Make sure the “Spreads” option is not selected. (Select for cover PDF)

#### 2. Tab “Marks and Bleeds”:

- Select only the “Crop Marks” and “Page Information”.
- Set “Offset” to 3 mm.
- By “Bleed”, set all fields to 3 mm.

#### 3. Tab “Output”:

- By “convert colors”, select “convert to destination (preserve numbers)”
- By “destination”, select ‘ISO Coated v2 (ECI)’ or “Coated FOGRA 39”

After following these steps, select “**Save Presets**”. This allows you to name the settings. You can then select this preset the next time round.

## Submitting InDesign files

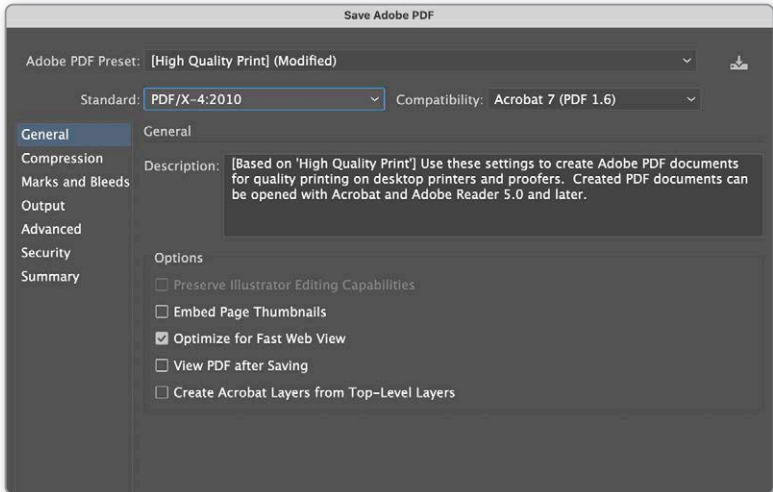
If there are problems with your PDF files, we can ask you to submit InDesign files. Go to **File > Package**. This will create a folder with the InDesign file, fonts and links to any images. You can then zip this folder and send it to us.



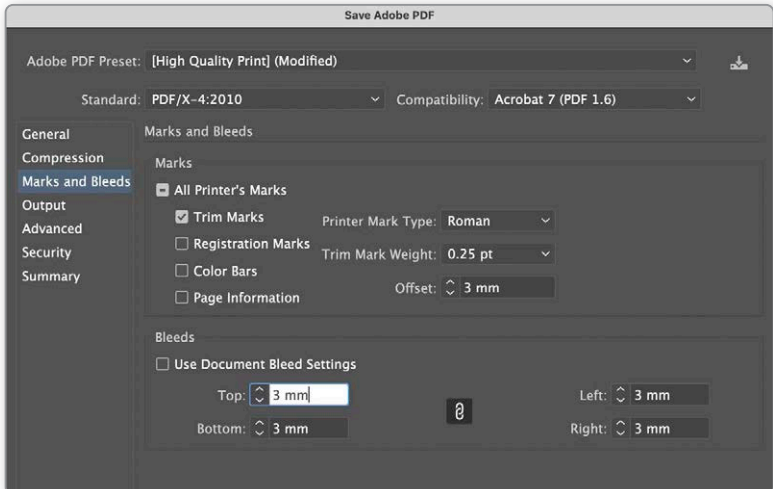
## Create PDF with Adobe Illustrator

Did you create your cover layout in Illustrator? Save your document as a PDF file. Settings as below. These settings can be used for other files such as your bookmark or extra invitation document.

1

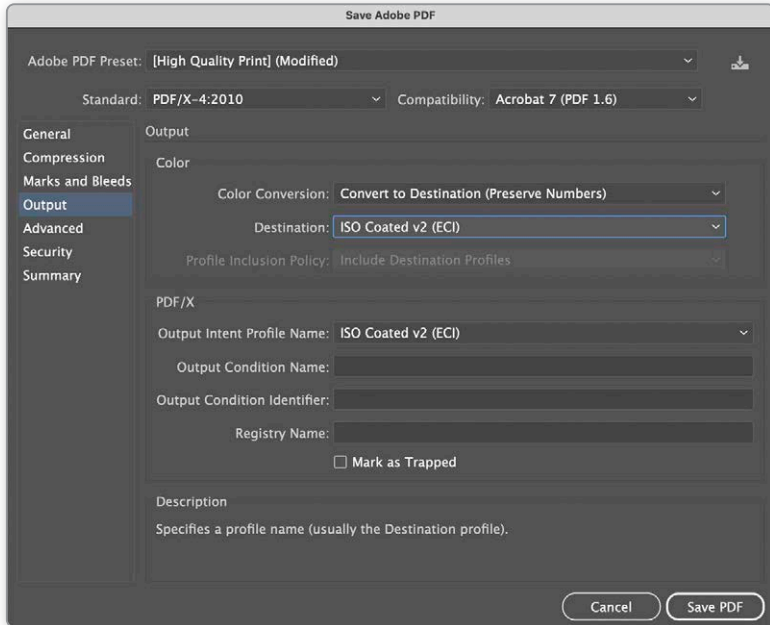


2





## 3



Go to File > 'Save as' and select 'Adobe PDF (Print)'.

### 1. Tab "General":

- By "Adobe PDF presets" 'choose high quality'.
- select "PDF/X-4 2010" and Acrobat 7 (PDF 1.6).

### 2. Tab "Marks and Bleeds":

- Select only the "Crop Marks" and "Page Information".
- Set "Offset" to 3 mm.
- By "Bleed", set all fields to 3 mm.

### 3. Tab "Output":

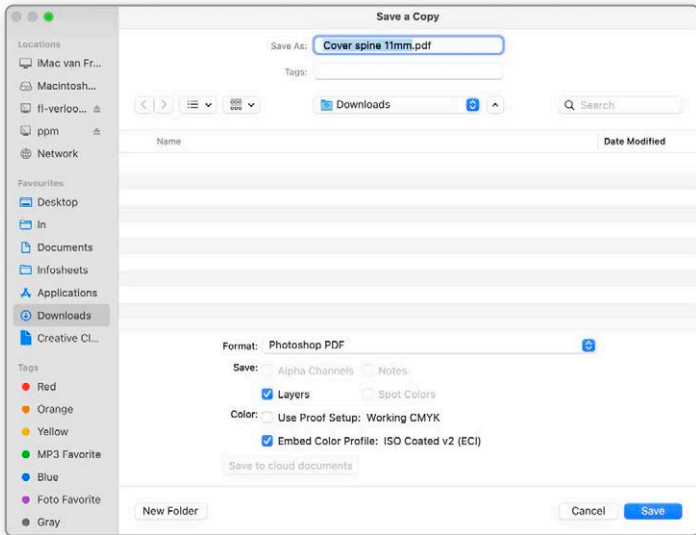
- By "convert colors", select "convert to destination (preserve numbers)"
- By "destination", select 'ISO Coated v2 (ECI)' or "Coated FOGRA 39"

After following these steps, select "Save Presets". This allows you to name the settings. You can then select this preset the next time round.

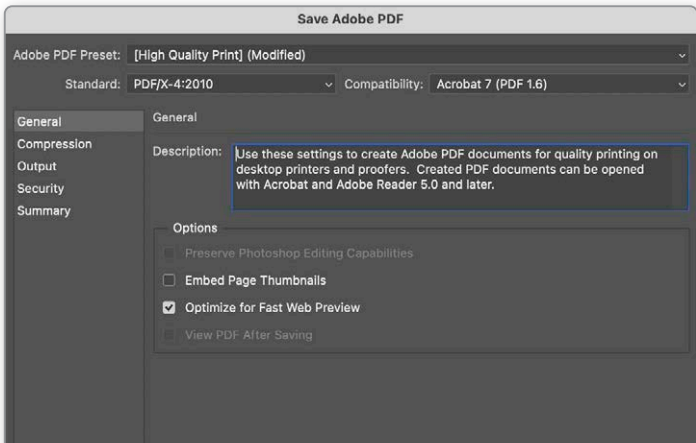
## Create PDF with Photoshop

Did you create your cover layout in Photoshop? Save your document as a PDF file with layers. That way, the document will retain its vector properties if there are any. Use the settings as below.

1

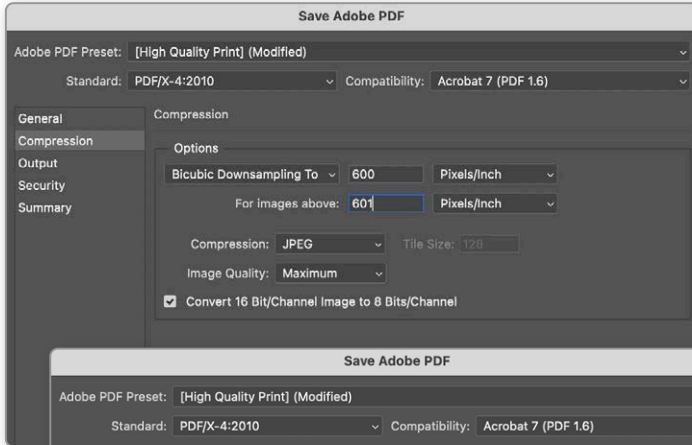


2





3



4



Go to File 'Save a copy' and choose 'Photoshop PDF' select **layers on** and **embed** color profile.

#### 1. Tab "General":

- By "Adobe PDF presets" choose high quality
- select "PDF/X-4 2010" and Acrobat 7 (PDF 1.6).

#### 2. Tab "Output":

- By "convert colors", select "convert to destination (preserve numbers)"
- By "destination", select 'ISO Coated v2 (ECI)' or "Coated FOGRA 39"

After following these steps, select **"Save Presets"**. This allows you to name the settings. You can then select this preset the next time round.







# FAQ?

## ***Hoe langt duurt het proces voor het proefschrift drukken?***

Het proces kan 4 tot 6 weken duren. Dit is afhankelijk van specificaties van je order en services als lay-out en ontwerp. Uiteraard zijn er mogelijkheden om dit te versnellen, neem hiervoor contact met ons op.

## ***Wat zijn de kosten voor proefschrift drukken?***

De kosten voor proefschrift drukken zijn afhankelijk van je wensen als oplage, aantal pagina's, extra diensten etc. Als je bij ons een offerte aanvraagt nemen wij contact om de kosten te bespreken, gebaseerd op jouw wensen.

## ***Hoe gaat een layout in zijn werk?***

Als je interesse hebt in een proefschrift lay-out, zijn er afwijkende specificaties. Kijk op onze website (lay-out pagina) voor de voorwaarden en mogelijkheden.

## ***Hoe moet ik mijn proefschrift aanleveren?***

Wij ontvangen de bestanden graag als PDF. Kijk voor de verschillende aanleverinstructies in je Ridderprint portaal.

## ***Kan ik mijn proefschrift op A4-formaat aanleveren?***

Dit is zeker mogelijk. Het PDF dat je aanlevert, verkleinen wij tot 81%, naar het proefschrift formaat van 17 x 24 cm. Meer uitgebreide informatie hierover staat in onze handleiding.

## ***Waar kan ik mijn bestanden naartoe sturen?***

Je ontvangt met de order inloggegevens naar je portaal. Hier kan je de bestanden uploaden. Ook hebben wij een eigen Wetransfer kanaal waarmee je documenten kunt sturen [ridderprint.wetransfer.com](https://www.ridderprint.wetransfer.com)

## ***Ik maak het omslag zelf, hoe bereken ik de rugdikte?***

Wij hebben hiervoor een handige rekentool op onze website op de klantenservice pagina.

## ***Krijg ik een proef te zien van mijn proefschrift?***

Je ontvangt complete proef van het proefschrift en toebehoren. Standaard is dit een papieren proef. Als het om een spoedlevering gaat of je bent niet in de gelegenheid een papieren proef te ontvangen, sturen wij een PDF proef per email. Hier worden afspraken over gemaakt tijdens het plannen van je order.

### ***Kan ik nog wijzingen aanbrengen na ontvangst proef?***

Het doel van de proef is om deze te controleren en de nodige aanpassingen te kunnen maken. Binnen een planning houden we er rekening mee dat je hier de tijd voor neemt. We zien na controle graag je akkoord of definitieve bestanden tegemoet.

### ***'Mijn proefdruk heeft geen spot-UV of Folie?'***

Dit klopt. Omdat 95% van de totale kosten opstartkosten zijn (instellen machines, maken van stempels en mallen), kunnen wij dit helaas niet voor één proefdruk doen.

### ***'Waarom zien mijn kleuren op de print er anders uit?'***

Zie uitleg over kleur op pagina 34

### ***"Hoe kan ik een ISBN aanvragen?"***

Geef deze wens aan bij de offerteaanvraag voor het drukken van je boek. In je portaal kan je vervolgens een ISBN-aanvraagformulier invullen. De kosten voor de ISBN aanvraag zijn € 25 excl. 9% BTW.

### ***"Nog geen ISBN ontvangen, wat is mijn ISBN?"***

Na aanvraag verschijnt je ISBN met ongeveer twee dagen in je portaal.

### ***"Hoe kan ik mijn gegevens aanpassen in mijn portaal?"***

Het portaal is alleen ter informatie. Wil je hier iets in wijzigen stuur dan een e-mail naar [mijnorder@ridderprint.nl](mailto:mijnorder@ridderprint.nl) ovv je ordernummer en naam.

### ***"Wanneer kan ik mijn definitieve oplage opgeven?"***

Wanneer je je akkoord op de productiebestanden moet geven, kan je ook de definitieve oplage doorgeven.

### ***"Wanneer ontvang ik mijn Hardcover boeken?"***

De hardcover gaat via onze partner. Dit is een aparte levering buiten de softcover boeken om. We proberen dit zoveel mogelijk op dezelfde leverdatum te plannen maar dit kan een aantal dagen later zijn.

### ***"Wanneer ontvang ik mijn online publicatie?"***

Deze volgt zsm na het akkoord voor productie. Je ontvangt een e-mail zodra deze online is gezet.

### ***"Wanneer ontvang ik mijn online publicatie?"***

Deze volgt zsm na het akkoord voor productie. Je ontvangt een e-mail zodra deze online is gezet.

***'Wanneer ontvang ik mijn digitale proefschrift voor de bibliotheek?'***

Deze ontvangst je een aantal dagen na akkoord voor productie.

***'Wanneer ontvang ik mijn boeken?'***

8 - 10 dagen na je akkoord voor productie. Afhankelijk van je order specificaties

***'Hoe gaat het verzenden en leveren in zijn werk?'***

Na de productie verpakken we de boeken handzaam in dozen. Wij verzenden deze met een overnight bode. Deze service haalt de proefschriften een dag voor de besproken leverdatum bij ons op (17:00). De volgende dag leveren ze de proefschriften tussen 8:00 en 17:00. Je ontvangt een e-mail met track en trace van de vervoerder. Hierin verschijnt een

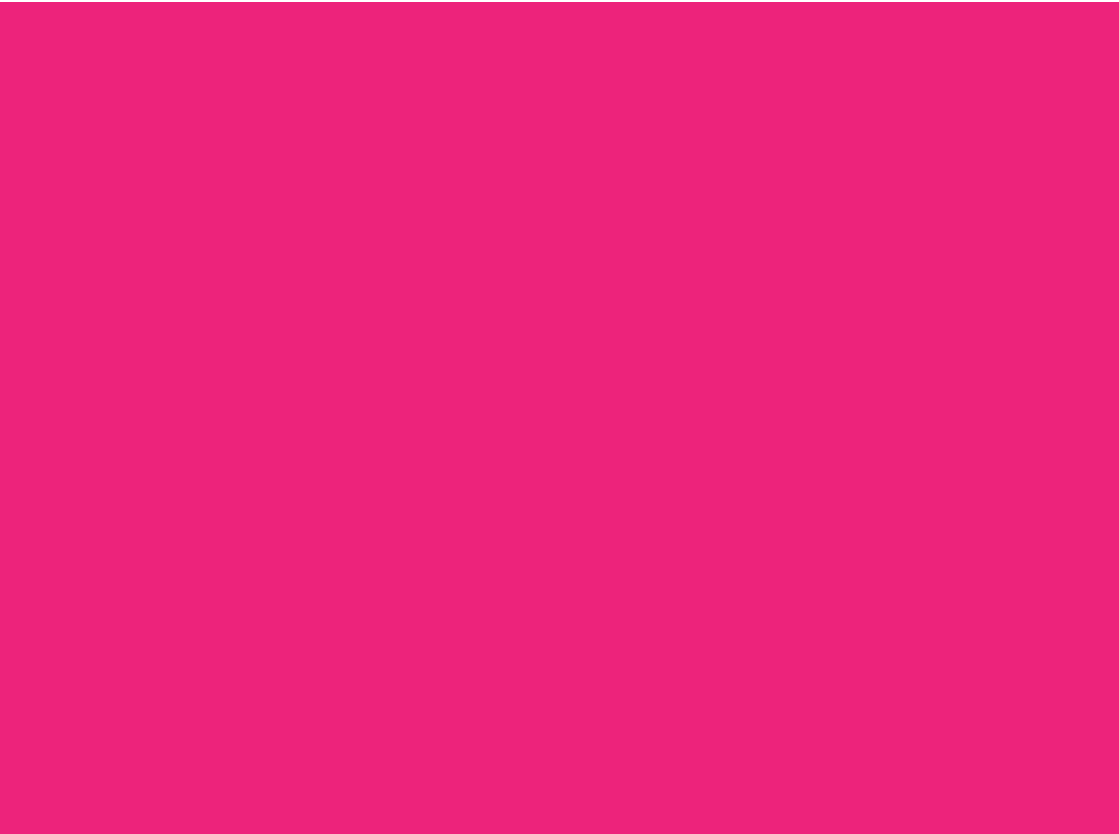
Levering is doorgaans aan de Universiteit. Dat is praktischer, omdat iemand aanwezig moet zijn voor ontvangst.

***"Wanneer ontvang ik mijn factuur?"***

Deze ontvang je via de email nadat je de boeken hebt ontvangen.

Vragen over offerte, prijsafspraken etc. kun je terecht bij je accountmanager -  
- Vragen over (aanleveren) bestanden, aanvragen ISBN, planning, order voortgang etc. je orderbegeleider





# Papiersorten

## Types of Paper

We carry 4 paper types in our range as standard. Due to years of experience, this selection is the most suitable for dissertations. At the back of this guide, you can see our paper types, with different printing options. Other paper types are also possible at an additional cost. Ask your thesis specialist about the possibilities.

- **G-Print 115 grams:** natural white and smooth. Used for this manual and is our most chosen paper
- **HVO 100 grams:** matte paper, bright white.
- **Biotop 100 grams:** matte paper, ivory white.
- **Gerecycled 100 grams:** matt paper with a light grey shade. The material is 100% recycled and may have a 'speckle' here and there.







Digital publishing | [www.publication-online.com](http://www.publication-online.com)

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I [www.ridderprint.nl](http://www.ridderprint.nl)

