

Immediate Media Ad Delivery Frequently Asked Questions

What are the rules for using the Immediate Media Ad Delivery site?

When providing files via the free Immediate Media online delivery site, please click on the weblink that will be emailed to you within the copy instruction, immediately following booking order confirmation. You will then be guided to follow the simple upload steps. Please refer to our Terms and Conditions for your booking at <http://www.immediate.co.uk/advertising/Advertising-terms.html>

Why should I use this site to deliver my ad?

When you supply your file via the Immediate Media Ad Delivery site your file is directly routed through our ad booking and copy chasing system. This should reduce the number of calls you currently receive requesting copy and prevent any issues that can occur via delivery of files via email. It will also reduce the need for the delivery of CD's

Is it free to deliver my file via the Immediate Media Ad Delivery site?

Yes, it is free to deliver your file via our site

I'd like to upload an ad via the Immediate Media Ad Delivery site. How do I do that?

If you are the copy provider, you will have received a copy delivery instruction confirmation email containing the weblink. You will need to click on this link and upload your file following the simple procedure

Are your file specifications the same as before?

As there may be file specification amendments at any time, please access our file specifications via the link included in the copy instruction email. You can also access our specifications here: <http://www.immediate.co.uk/advertising/>

How many ads can I upload using this link?

If a series booking was made, you will see the corresponding number of links on the copy delivery instruction. You can choose to provide separate files for each booking. There will also be a link allowing you to supply one file for all these bookings. If the booking was for one insertion, please upload the relevant file

What if I want to repeat my ad?

You can either resupply the file using the link or call your Production contact

Is there a file size limit?

Yes, 35mb. In most instances a colour ad ordinarily should not exceed 20mb

How do I know that my ad has been uploaded?

Once you click on the link supplied within the copy instruction and upload yourfile, you will be notified at this point if your file has successfully uploaded

My file is taking a long time to upload, why?

Please check the size of the file you are supplying. A larger file size will take

longer to upload. The upload speed will also depend on your broadband connection.

What if I need to resupply a file?

You should resupply a file using the same link and await upload confirmation as previously described. The final ad supplied will overwrite any previously supplied files and therefore will be the only file we will supply to press, provided the press date has not passed

What happens if I can't find the email with the weblink?

Please call your relevant production contact at Immediate Media

How can I send a hard copy proof with my ad?

You can post your proof to the address indicated in our specifications

What if I don't want to supply my file this way?

Please call your relevant production contact at Immediate Media

Why didn't my file get through to the Immediate Media Ad Delivery site?

Please check whether your file exceeds 35Mb Please check whether your file is a PDFX1-a If your ad failed due to size or it is not a PDF you will receive a message on the site at the time of uploading. Please resupply the file to our specifications. Please access our specifications at

<http://www.immediate.co.uk/advertising>

For guidance on PDF creation please visit the PPA's website at:

<http://www.pass4press.com/cgi-bin/wms.pl/416>

My file successfully uploaded via your link, then I got a failure message via email. Why?

After your file has been successfully uploaded, if it does not match our specifications you will then receive a pre-flight report containing the reasons why your ad failed. Please correct the file and resupply it using our free-to-use delivery site. You can also access our Interpreting Preflight Reports document on the website at <http://www.immediate.co.uk/advertising>

I currently supply via Quickcut, what do I do now?

You can continue to supply via Quickcut, however the Immediate Media Ad Delivery site is a free service

Can I use the weblink to send ads for all magazines?

You should only supply the file that corresponds with the booking indicated in the email via this link

What if I've got a question that you haven't answered here?

Please call your relevant production contact at Immediate Media