
**Graphic technology — Vocabulary —
Part 4:
Postpress terms**

Technologie graphique — Vocabulaire —

Partie 4: Termes de postimpression

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Published in Switzerland

Foreword

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The main task of technical committees is to prepare International Standards. Draft International Standards adopted by the technical committees are circulated to the member bodies for voting. Publication as an International Standard requires approval by at least 75 % of the member bodies casting a vote.

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ISO 12637-4 was prepared by Technical Committee ISO/TC 130, *Graphic technology*.

ISO 12637 consists of the following parts, under the general title *Graphic technology — Vocabulary*:

- *Part 1: Fundamental terms*
- *Part 2: Prepress terms*
- *Part 3: Printing terms*
- *Part 4: Postpress terms*
- *Part 5: Screen printing terms*

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Introduction

Documentation gives rise to numerous international exchanges of both intellectual and material nature. These exchanges often become difficult, either because of the great variety of terms used in various fields or languages to express the same concept, or because of the absence of, or the imprecision of, useful concepts.

To avoid misunderstandings due to this situation and to facilitate such exchanges, it is advisable to select terms to be used in various languages or in various countries to express the same concept, and to establish definitions providing satisfactory equivalents for the various terms in different languages. The purpose of ISO 12637 is to provide definitions that are rigorous, uncomplicated and which can be understood by all concerned.

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Graphic technology — Vocabulary —

Part 4: Postpress terms

1 Scope

This part of ISO 12637 defines a set of postpress terms which may be used in the drafting of other International Standards for graphic technology.

In order to facilitate their translation into other languages, the definitions are worded so as to avoid, where possible, any peculiarity attached to one language.

2 Terms and definitions

For the purposes of this document, the following terms and definitions apply.

2.1 **adhesive applicator**

converting device that applies different kinds of adhesives, using either cold-glue or hot-melt systems, to create products such as magazines, paperbound books and packaging materials

2.2 **adhesive binding**

converting process used to join, by gluing individual pages or signatures and covers into a final product

2.3 **air table**

air-cushion device that supports the weight of the substrates during finishing operations such as cutting and trimming

2.4 **albumin**

complex protein used for the preparation of glaze, the gilding substratum for the application of gold leaf on book edges

2.5 **backlining**

strengthening of the book block spine with paper or fabric

NOTE See **gauzing** (2.37).

2.6 **base coat primer**

coating applied to paper or other substrates to prepare and improve surface properties for further operations like printing or coating

2.7

binding

method by which pages of a publication are held together

2.8

binding margin

edge of the signature or page along which the untrimmed book is stitched or glued

2.9

blank dummy

mock-up consisting of the substrate and cover material required for the book

2.10

book

set of blank, written or printed pages bound together in a cover

2.11

book block

part of a book, consisting of a trimmed and stitched or perfect bound untrimmed block of sheets, prior to the application of the cover

2.12

book case

part of a book, consisting of two cardboard blanks, spine strip and lining material that encloses, protects and stabilizes the book block

NOTE See **cover board** (2.21).

2.13

bookbinding

process leading to the production of a book by attaching single pages or signatures

2.14

bound-in insert

two- or multi-page printed matter, not belonging to the main product as regards contents, but firmly connected to it, by means of perfect binding, sewing or saddle stitching

2.15

casing in

joining together of book block and case or of paperbound block and cover

2.16

coating

process that uses lacquers, varnishes and other substances to improve the whiteness, opacity and gloss of printed substrates, enhancing and protecting the printed matter

2.17

collating

process of sorting pages or signatures in proper reading sequence, realized before binding operations

2.18

coloured book edge

inked trimmed edges of a book block to cover up discoloration or to enhance appearance

2.19

compensation stacking

alternating directions in piling signatures and blocks to compensate for uneven thickness between face and spine

NOTE Signatures are stacked individually in pockets, untrimmed blocks, book blocks, and books.