

Setting Up and Printing Posters in GPSA

David Montgomery-Blake

What I'll cover

- Benefits of using the GPSA plotter.
- Setting up your poster for printing.

Additional Information:

- The basics of printing your poster

Benefits of the GPSA Plotter

GPSA

- High quality printouts
 - › Photo quality plotter
- Cost-effective
 - › \$11/linear foot
- Convenience
- Helpful staff!

Other places you can go...

- Grant Hall 246 or Architecture 172.
- Media Services on the 1st floor of the library.
- Reprographics across Harmon from the Lied Library.
- Staples, Office Max, etc...

Setting Up Your Poster for Printing

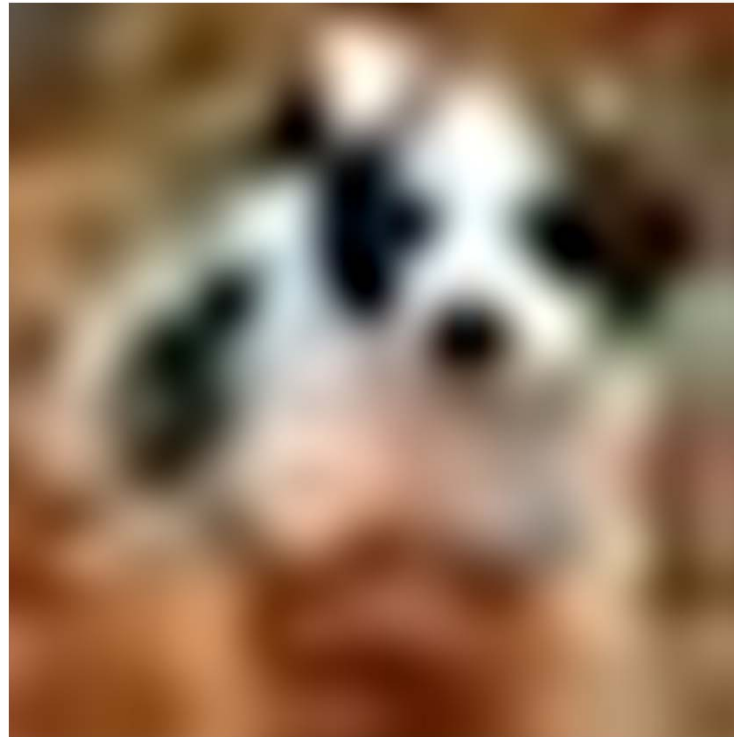
Size your poster FIRST!

- Make sure you set your poster size first!
 - › 41"x36" (the roll of paper installed in the plotter has a maximum width of 41")
- This will make sure image sizes show up accurately.

Why size first?

- Creating a basic slideshow assumes 8 ½" x 11".
- Graphics will be scaled (and skewed) accordingly when you print to a larger poster size.

Small image scaled up to 3' x 4'



Plan from the beginning...

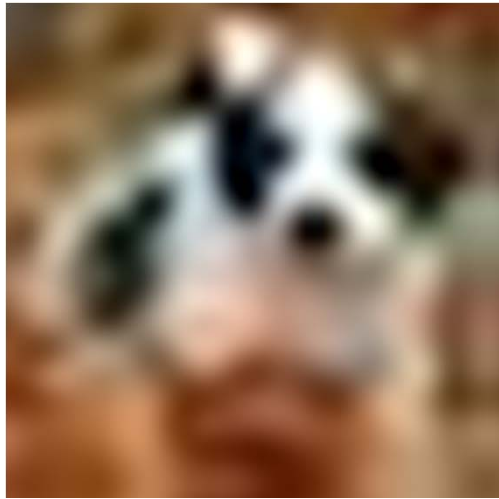


Why Puppies Are
Cute

By A. PhD Candidate

You will see how big it
will be on the poster
when printed without
scaling.

Avoid nasty surprises



Why Puppies Are
Cute

By A. PhD Candidate

Then you can scale to
see if it will work or find
a new, better image if it
will not.

Finally!

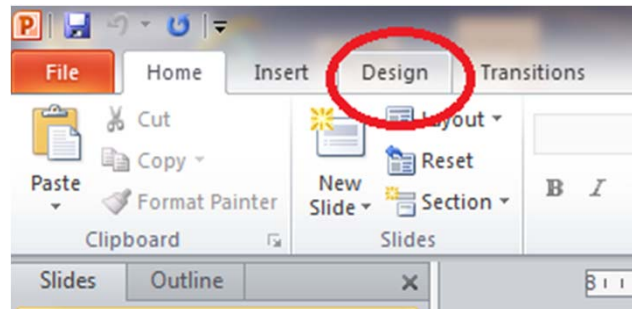


Why Puppies Are
Cute

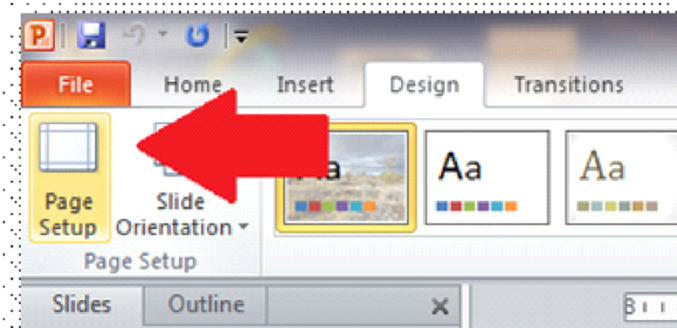
By A. PhD Candidate

Setup the Size of Your Poster in PowerPoint...

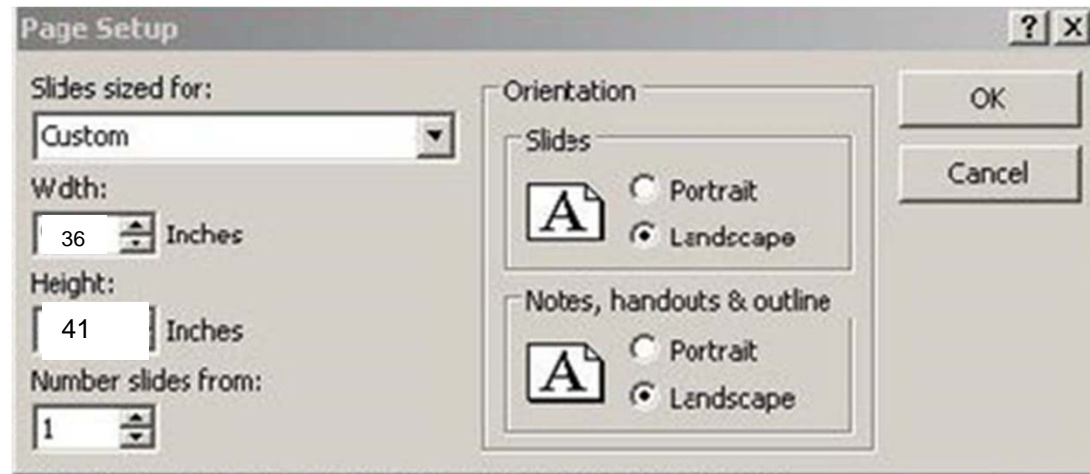
Go to the Design Tab



Then Page Setup



Set the Custom Height and Width



When printing...

- Set a custom paper size that matches your poster.
- Always do a print preview.
- If you are concerned about coloration, select about an inch of your poster to print and test color.

Printing steps are covered in
the supplemental information
at the end of the slideshow.

Questions?

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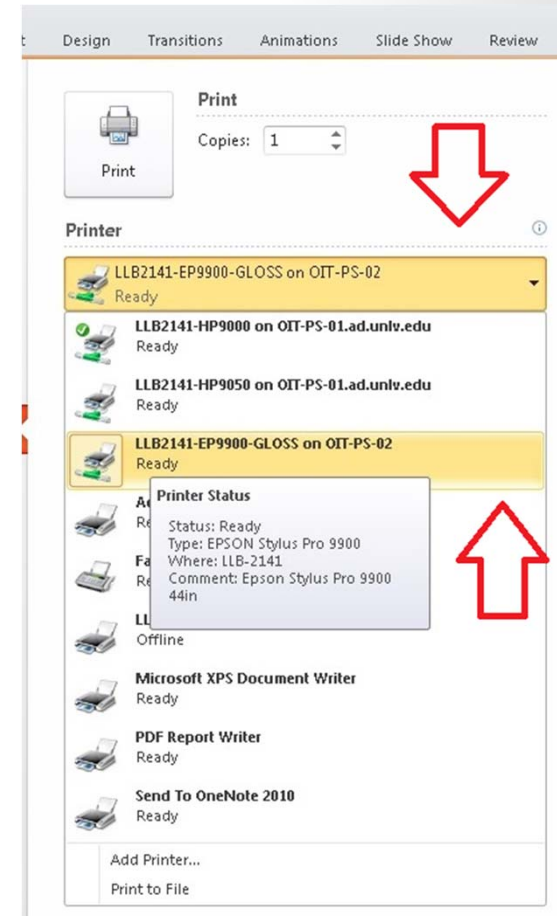
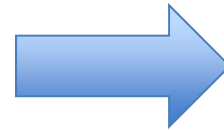
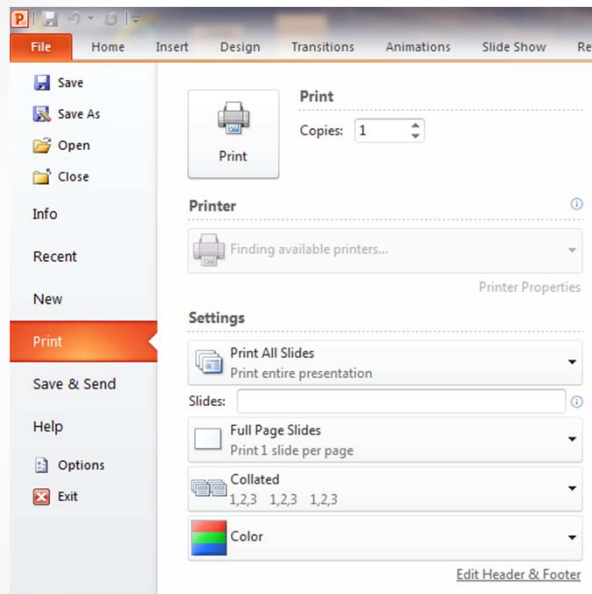
St. Bernard puppy image from David King under CC
3.0 Attribution license.

Supplemental Information: How to Print the Poster

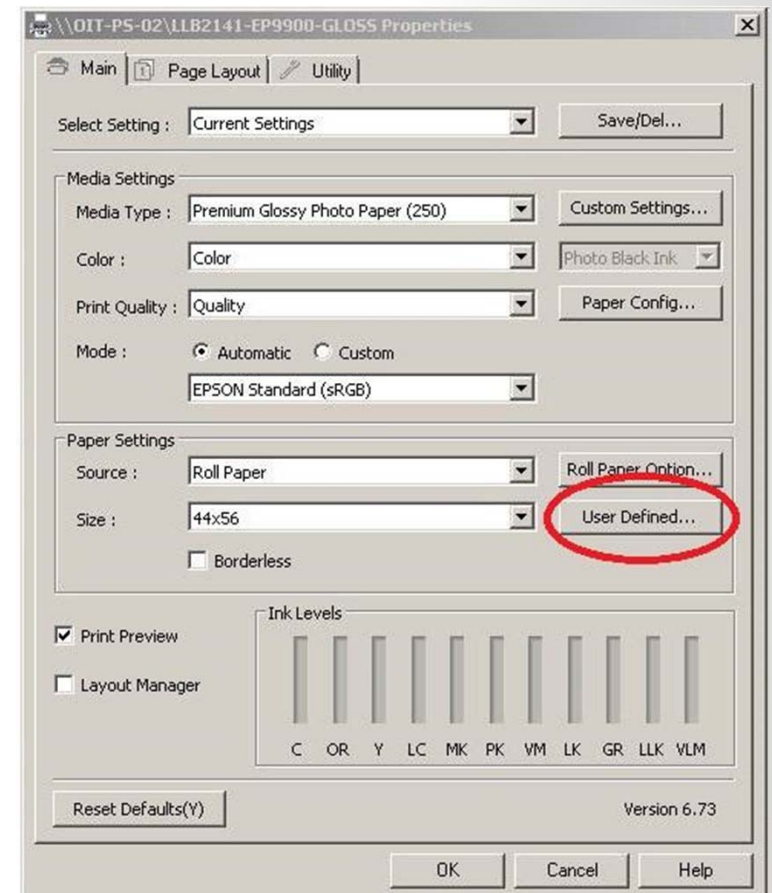
The following slides will take you through the process of printing out your poster once it is complete.

This is the same information that the GPSA staff has on hand so that you are all on the same page.

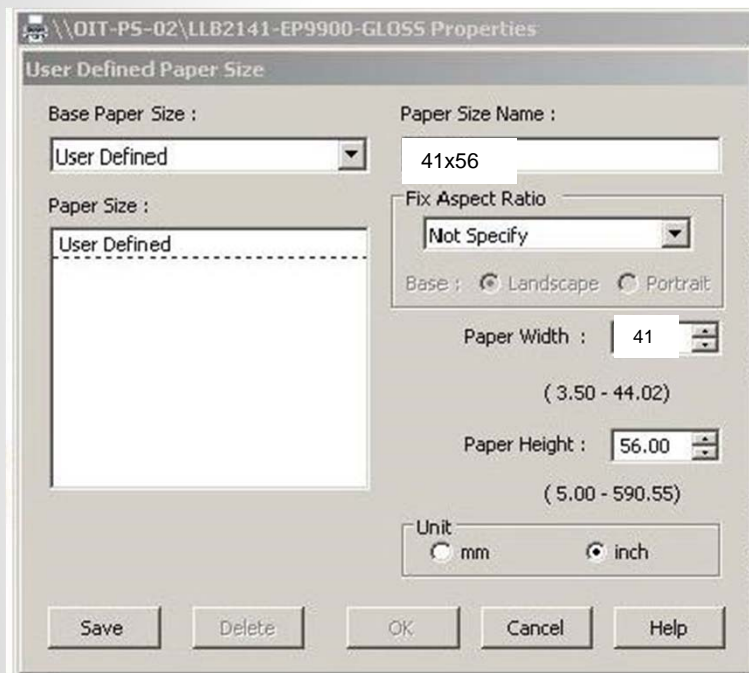
Select the Epson 9900 Gloss Plotter



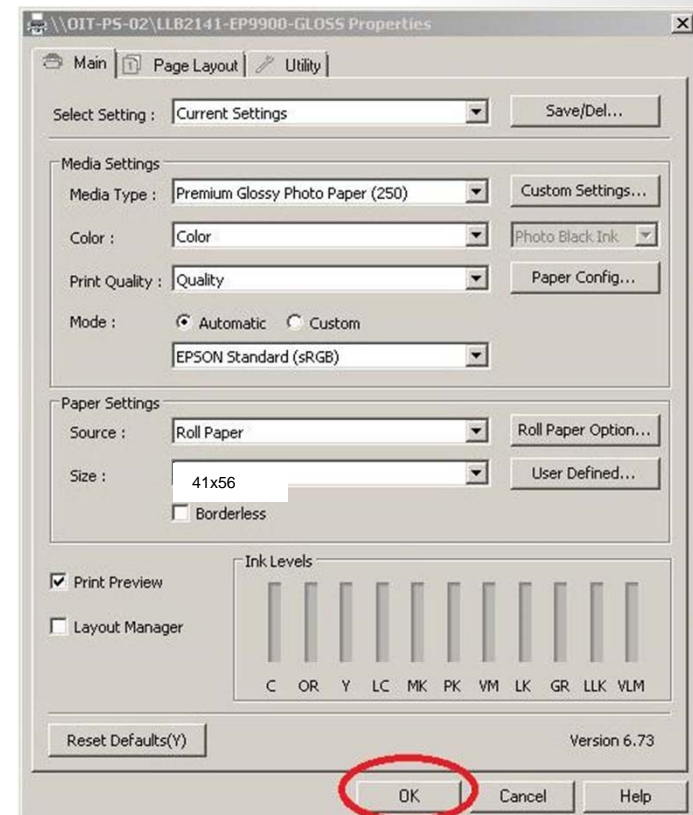
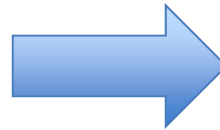
Configure a User Defined Print Size



Set the User Defined Properties



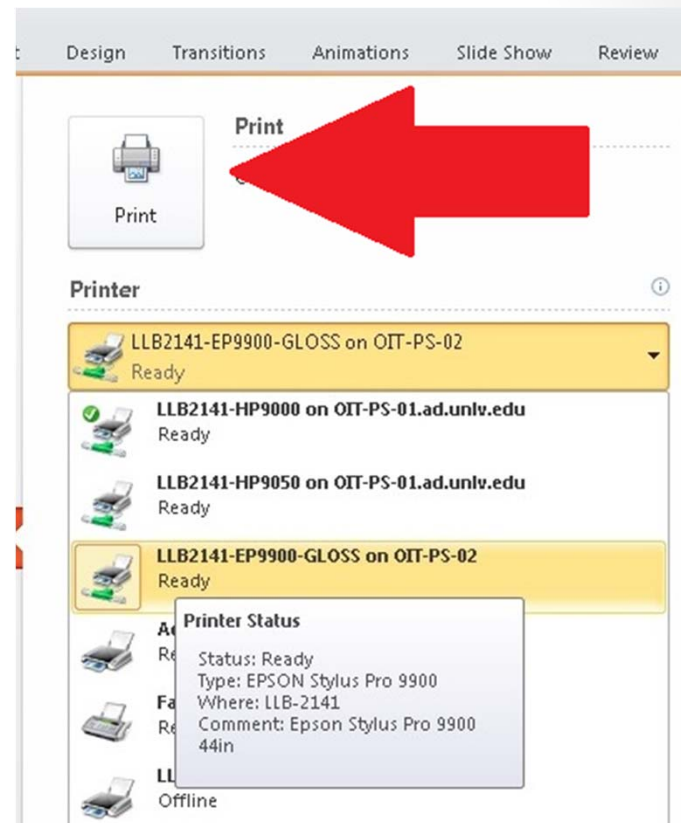
The 'User Defined Paper Size' dialog box is shown. It has a title bar with the path '\\DIT-P5-02\\LLB2141-EP9900-GLOSS Properties'. The 'Base Paper Size' is set to 'User Defined'. The 'Paper Size Name' is '41x56'. The 'Paper Size' is also 'User Defined'. The 'Fix Aspect Ratio' is set to 'Not Specify'. The 'Base' is set to 'Landscape'. The 'Paper Width' is '41' (range 3.50 - 44.02). The 'Paper Height' is '56.00' (range 5.00 - 590.55). The 'Unit' is set to 'inch'. Buttons at the bottom include 'Save', 'Delete', 'OK', 'Cancel', and 'Help'.



The 'EPSON Standard (sRGB)' dialog box is shown. It has a title bar with the path '\\DIT-P5-02\\LLB2141-EP9900-GLOSS Properties'. The 'Main' tab is selected. The 'Select Setting' is 'Current Settings'. The 'Media Settings' section includes 'Media Type' (Premium Glossy Photo Paper (250)), 'Color' (Color), 'Print Quality' (Quality), and 'Mode' (Automatic). The 'Paper Settings' section includes 'Source' (Roll Paper), 'Size' (41x56), and 'Borderless' (unchecked). The 'Ink Levels' section shows bars for C, OR, Y, LC, MK, PK, VM, LK, GR, LLK, and VLM. The 'OK' button is circled in red. Buttons at the bottom include 'Reset Defaults(Y)', 'OK', 'Cancel', and 'Help'.

Click Print to go to the Print Preview

- Click print to see the print preview screen.



Check your Print Preview

- Make sure your poster is not being cut off by any of the margins.
- Make sure all elements of your poster are printing.
- When things look good, click the Print button.

