



Poster Printing Guide

A guide to ensuring the best results and a minimum of problems.

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WHERE TO FIND US:

Medical Building, Level 2, Ground Floor, Just off the foyer (E201). Opening

Hours: 9:00am-1pm 2pm-4pm Mon-Fri

Posters can be picked up after hours from the wooden box outside our door. The building is open from 7am to 7pm.

We require Adobe Acrobat (PDF) files as the fonts and shapes are vector based and will scale to any size. Otherwise you are welcome to submit an image file in TIFF or JPG ensuring size and resolution are correct.

Note: Ensure when outputting a PDF that you select 'Save As' or 'Export'.

DO NOT 'Print As PDF' as it can result in downscaling, as it references your print driver and default paper size.

Set Properties ⇒ Default settings, select •Standard• or •high quality• job options. If set to •web• or •smallest file size• images will be re-sampled to below optimal print quality.

PAGE DIMENSIONS

The maximum width for fabric is 1118mm and polypropylene posters are 1067mm with no limit on the length. This means that the short side of your poster should not exceed these dimensions depending on which poster material you choose.

It is best to set up your desired page size in the software you are using, rather than relying on software to scale the page when printing. If you cannot set the required page size due to software limitations, set the page size proportional to the required final size (correct ratio) and it will be scaled when printing. Be sure to let us know the required size of the page.

HOW TO SUBMIT A PRINT JOB

- Please fill in the service now form.
- Please note you will need a Themis account string in order to complete the form.

PRICES

A1 - 594 x 841mm - \$70

A0 - 841 x 1189mm or 1200mm in length - \$120

Over 1200mm long, add \$20 + GST for every 200mm.

POSTER PRODUCTION PROGRAMS - STRENGTHS & WEAKNESSES.

PowerPoint

*We take all care but no responsibility for any problems encountered printing from PowerPoint. A high percentage of all files supplied to us will print correctly. The most popular choice of programs, due to being widely available, is also the weakest. Do not be discouraged to use it, but be aware that if you try and do too much with PowerPoint, it may not print successfully due to limitations listed below. If you are place images and graphs in the manner suggested above, you should not have any problems with the final printout.

- The biggest issue we face with PowerPoint is the substitution of fonts and shapes. We may not have the same font as you do, and it will substitute fonts without letting us know. This can shift parts of the entire poster.
- Limited colour management ability means the output colours may not always match what you see on the screen.
- Poor image optimisation when creating PDF or image files. The images in your poster may be reduced in quality when exporting your file for print. This is a limitation of PowerPoint.
- Page size limitations of 142cm.

Adobe Illustrator

Stable program with few problems. If using Illustrator on Windows, change fonts to outlines by selecting the text then type "create outlines".

If you are placing images into your poster, remember that Illustrator does not place the image in to the file but links back to the original image file. Subsequently, if you copy your completed poster onto another disk for printing, the links are broken and the images can't print. The best option for illustrator is to Save as PDF.

Adobe InDesign

Very good and versatile software.

If you are placing images into your poster, remember that InDesign does not place the image in to the file but links back to the original image file. Subsequently, if you copy your completed poster onto another disk for printing, the links are broken and the images can't print. When transferring the file to us, use File "Package". This will create a new folder with the file, fonts and all linked files contained within. Alternatively, Save as PDF.

Adobe Photoshop

Adobe Photoshop is fine to use for poster creation, however, the poster must be created at the correct size from the very beginning. Photoshop is pixel based editing software and posters made in Photoshop do not respond well to changes in size if the file is too small - the result of enlargement being a pixelated poster. InDesign and Illustrator are vector based editing software and respond very well to changes in size.