



Printing on OSCR's Large Format Printer

OSCR's Multimedia Learning Lab (<http://oscr.arizona.edu/ml>) has the equipment and technical staff to help students, faculty, and staff create high-quality, large format prints at a reasonable price.

Our Epson 9600 can print images up to 43" on the short side and any reasonable length on the long side. The cost is \$5 per square foot for all academic projects and \$12 per square foot for all other projects.

Here's how to get started!

Step 1: Make an appointment

Because this is a popular service, and one that can be time-consuming — a full-width image takes approximately 30 minutes per linear foot to print — we must ask you to make an appointment by calling 621.9404 or visiting OSCR's Multimedia Learning Lab. Sorry, we're not able to accept walk-ins.

When you contact one of our Multimedia Consultants to make your appointment, he/she will ask you some questions about your print. Please know how many images you'll need to print and the exact dimensions of each print. This information helps the consultant determine how much time is needed for your appointment.

Step 2: Prepare your files

To achieve an optimal print, please make sure that your files meet the following specifications:

1. Save your image in a Photoshop PSD format with embedded Adobe RGB 1998 color profile, even if your image is black and white.
2. Flatten the image to one layer.
3. Set the resolution between 120 and 300 dpi. Here are some hints to help you determine the appropriate resolution:
 - For large documents intended for viewing from more than two feet away, use 120 – 180 dpi.
 - For poster-sized prints, use 180 – 240 dpi.
 - For highly detailed art prints, use 240 – 300 dpi.
 - Exceeding 300 dpi will NOT produce a added benefits in the print.

If you need help preparing your files to these specs, OSCR is more than happy to help you! Formatting assistance is available at no charge at any of OSCR's multimedia labs or by appointment. Please complete the formatting step prior to your appointment or ask for extra time with your appointment for help with this.

Step 3: Your appointment

Please show up on time for your appointment. If you're more than 15 minutes late, the OSCR multimedia consultant will have to reschedule your time so as not to inconvenience other clients.

You will be asked to select from our selection of paper finishes, which currently includes Photo Lustre, Glossy, and Matte.

We will provide you with a test print (your choice of a strip at full size or a reduced version of the entire image). Upon examination of the test print, we will allow you to make minor modifications to the document and run a second test.

Prints take approximately 30 minutes per linear foot, depending on width of the image. You are free to stay in the lab or return later to pick up your print. For appointment booked late in the day, you may prefer to wait for your test print and then return the next morning for the completed print. Please be aware that turnaround can take up to two (2) days.

Step 4: Thank us with money!

Payment is due when your print is complete. We accept checks, cash, and Interdepartmental Billing Forms (IBFs). Checks should be made out to University of Arizona. If you are claiming the \$5 per square foot academic rate, please tell the multimedia consultant assisting the pertinent course number.