

Scientific Poster

printing@ICTS

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Note for technophobes

Cut-and-Paste (*the analogue way – the traditional way*)

- Print separate A4's and glue it together
 - ✓ Useful at the design stage
 - ✓ Fast, simple
 - Not always a success
 - Emergency use only



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Where to print@ICTS?

- <https://icts.kuleuven.be/sc/onderwijs/plotter>
- PC-lab Gasthuisberg ALO
Herestraat 49
Gebouw 405-15, lokaal 03.22
3000 Leuven
- AGORA, Room 00.E01
E. Van Evenstraat 4
3000 Leuven
- PC-lab Celestijnenlaan 200C
Gebouw 493-11 Lokaal 00.02
3001 Heverlee
- Opening hours: check website

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Paper

- Prints are made on roll (36" – 91 cm width)
- Glossy paper
- 140g paper
- canvas



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Paper

Glossy

- ✓ Crisp, clear and sharp images
- ✓ Richer color
- ✓ Shiny finish
- ✓ Colors remain vibrant
- ✓ Good ink absorption
- Smudges / finger marks appear easily, cannot be cleaned easily
- Glare forces viewing the print from selected angles

140g - matte

- ✓ Professional outlook, especially for black-and-white prints.
- ✓ Smudges and fingerprints are not easily identifiable.
- ✓ Absence of glare.
- Photos may look grainy
- Issues regarding texture or patterns

<http://blog.printpapa.com/2009/10/what-kind-of-paper-to-use-gloss-or-matte-finish/>

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Paper

Format	Width (mm)	Height (mm)	140g paper	Glossy paper	Canvas
Oversize A0	900	1245	€ 25,00	€ 31,00	€ 56,00
A0	841	1189	€ 24,00	€ 30,00	€ 54,00
A1	594	841	€ 17,00	€ 21,00	€ 38,00
A2	420	594	€ 12,00	€ 15,00	€ 19,00
Non standard	900	Up to 25.000	€ 20,00 per meter	€ 25,00 per meter	€ 45,00 per meter

Borders cut DIY: free
 No plastic boxes / tubes
 Cardboard transportation boxes available (€)

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Accepted File type

- Poster in PDF should have the correct final dimensions
 - Check the PDF file
 - is everything on the poster?
 - typo's, etc.
 - When the PDF looks good, you can be pretty confident that the printed version will also be OK.
- No software specific files (Illustrator, AutoCAD, Photoshop, etc.) – the software is not available at the ICTS print stations
- Emergency only: ppt / pptx

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Procedure

1. Fill out form HP DesignJet plotter service (fill out all the information!)
<http://icts.kuleuven.be/sc/plottter>
2. Attach the PDF file



ICTS aanvraag poster

[Go to English view](#)

Aanvrager	Frank Van Puyvelde
U-nummer aanvrager	u0015831
E-mailadres	frank.vanpuyvelde@kuleuven.be
Telefoon	+3216322216

Gegevens van de poster

Papier	Maak je keuze
Formaat	Maak je keuze

Voor 'Andere': geef je afmetingen op bij de 'Opmerkingen'

[>> Hoe je posterformaat controleren](#)

Aantal afdrucken

Gegevens van het bestand:

Bestandstype	PDF
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>> Voor een vlotte verwerking is het enige mogelijk bestandstype .pdf. Graag slechts 1 poster per .pdf. Het is mogelijk om meerdere .pdf's op te laden zo lang het papertype en het formaat hetzelfde zijn.

[>> Hoe je PowerPoint in .pdf omzetten](#)

Naam van het bestand

Titel op de poster

Voeg je bijlage toe:

 Klik hier om een bestand bij te voegen

Maximum 10 attachments

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Some remarks

- Not suited for large volumes (max. 10 copies)
- Delivery:
 - Mail is sent when print is finished
 - usually within 24h – when busy within 3 days
 - In case of a correct request
 - Contact in case of problems
- Sorry, no full size proofs
 - Print A4 and proof

Troubleshooting

Prevent problems

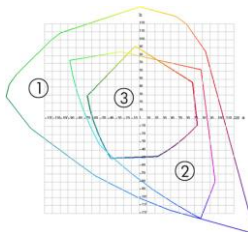
- Try to use only 1 computer to develop your poster.
- Stick with 1 software version.



Color

- The color on the computer screen is not the color that will be printed!
- Range screen > range printer

- 1: All colors
2: Computer monitor gamut
3: CMYK press gamut



- Red, Green, and Blue are "additive colors"
- Cyan, Magenta and Yellow are "subtractive colors".



RGB



CMYK

No color management

- HP DesignJet have the HP Embedded Spectrophotometer
- Consistent colors
- No additional calibration software is available, nor calibrated monitor. – we are working on it

PDF – Microsoft - saveas



- Click the **File** tab.
- Click **Save As**.
- In the **File Name** box, enter a name for the file, if you haven't already.
- In the **Save as type** list, click **PDF (*.pdf)**.
 - If you want the file to open in the selected format after saving, select the **Open file after publishing** check box.
 - Click **Standard (publishing online and printing)**, since your poster requires high print quality.
- Click **Save**.