

Using the Poster Printer

Sign-in and complete information on the [Google web form](#) (account number and/or project code is required)

Test Prints

You can print a demo on the smaller printer to the left of the computer. Select the 'HP Deskjet 9800 Printer (desktop – 13x19)', which defaults to tabloid sized paper, etc.

Poster Printing

1. Choose the printer 'HP DesignJet Z5400'
 - Under Page Sizing & Handling, click the Size button
 - Size Options: FIT
 - Orientation: Auto portrait/landscape
2. Click the Properties button, select the 'Paper/Quality tab', which should automatically have the following settings:
 - Under Quick sets: 36x48 poster
 - Document Size: 36.00 x 48.00 inches
 - _Poster – 36x48
 - Full color
3. Select paper source. Roll 1 is the Gloss Photo Paper, and Roll 2 is the fabric. Both should be loaded, so you shouldn't need to touch the printer itself.
4. Make sure to "print preview" your poster to check for errors.
5. If the "print preview" looks correct, print your project.

Recharge Rate

\$10.00 per linear foot. (i.e. a 36"x48" poster will cost \$40)

