Large-format printing at Design Services

The following guidelines are provided to limit the possibility of encountering problems when we are printing your file. We encourage you to contact us at any time if you have questions about how to set-up your file, or if you need help troubleshooting a problem.

Most printing problems stem from (1) incompatible file formats; (2) poor image resolution; (3) cross-platform and/or incompatible versions of software between the client and the service provider.

File Formats

PDFs Preferred: Most graphics programs will allow you to export a PDF. This file type eliminates problems with broken links and font compatibility issues, therefore, it is preferred. If you can export the file as a PDF, make sure it is ***<u>exported in the final output size</u>*** for your poster or display. If you are not sure how to do this, please call...we can help you.

Other formats supported include: .psd, .eps, .indd and .ai.

Though not optimal, ***we also can work with*** .ppt, .jpg and .tif files. These file types are more problematic and may result in a less desirable end product.
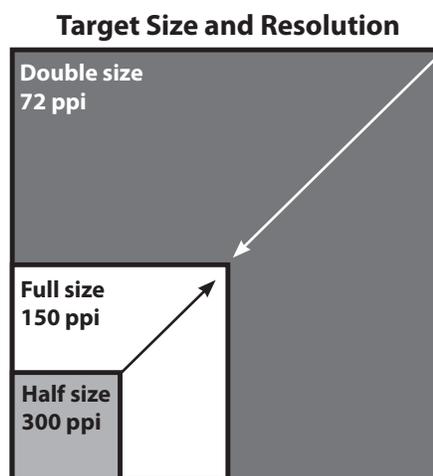

Resolution

A Point on Pixels: Pixels are the tiny building blocks that make up a digital photo. When the photo is taken, it is captured at a specific number of pixels per inch (ppi) for the image size (dimensions). If you then double the size of the image, the resolution, measured in ppi, is reduced by half. If you reduce the size of the image by half, the resolution is doubled. (See figure.) The higher the resolution, the sharper the image quality will be.

Optimal resolution for large format printing is 150 ppi at full size.

If you aren't sure of the resolution on your graphics, please contact us. We can help you.

Target Size and Resolution

**Double size
72 ppi**

**Full size
150 ppi**

**Half size
300 ppi**

NOTE: Vector-based graphics such as line-art and/or text, can usually be resized with no loss of image quality.

Looks can be deceiving...an image may appear pixellated (blurry or blocky) when printed even though it appears sharp on screen.

Design Services is located in **Room 208 of the Elvey Building** (Geophysical Institute) on UAF's West Ridge.

Submit your poster online at: **http://www.gi.alaska.edu/admin/design/upload**.

Please call (907) 474-7146 after uploading to confirm your poster file was received.

For assistance, call us at **474-7146**, or e-mail us at **design@gi.alaska.edu**