



MACLab

SoA Tech Support

Room 346

Email: Trevor.Baziuk@umanitoba.ca

Phone: (431) 374-1942



University
of Manitoba

School of Art

Scan QR code
for webpage



Large Format Printing

Basic file set up for SoA Students

Epson 7880, P9000 & P2000 Printers

The SoA has 3 Epson photo printers and can print images up to 64" wide depending on the paper type, see back page for maximum paper widths and price per square foot.

PHOTOGRAPHY FILE SETUP

Basic Photography Requirements

(.tif or .jpeg are more suited for a photography files).

Submit images created in Adobe Photoshop as either .jpeg or flattened .tif file formats.

Resolution must be no more than 300 ppi, no less than 150 ppi at 100% finished size to ensure print quality. (See Fig.1 and Fig.2)

To produce the widest colour gammut set images to RGB colour mode with the colour profile set to "Adobe RGB (1998)" for colour accuracy.

Make sure images are the final size you want them printed at before you come to your Large Format Printing appointment.

The final finished size also includes the white space or margin you want.

Crop marks can be added to images in our workflow system upon request.

To book a Large Format printing time, see the booking procedure on page 5.

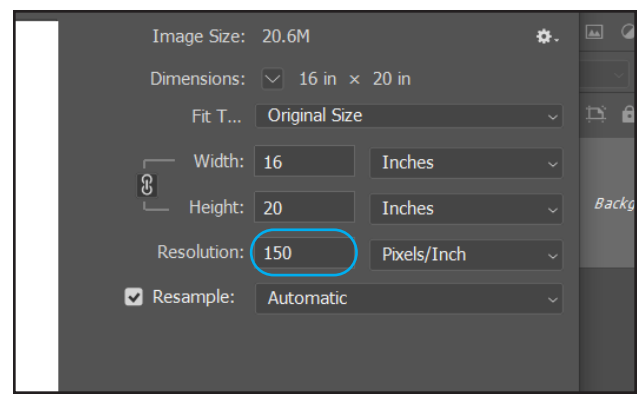


Fig. 1 "Image Size" in Photoshop. Minimum resolution set at 150ppi.

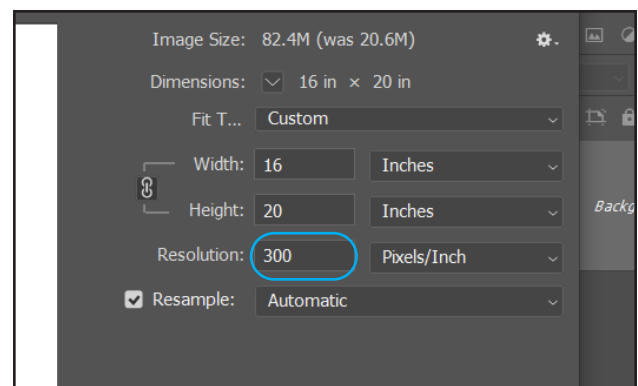


Fig. 2 "Image Size" in Photoshop. Maximum resolution set at 300ppi.

GRAPHIC DESIGN FILE SETUP



Basic Graphic Layout Requirements

(PDF is more suited for a Graphic Design files).

Submit layout files created in Adobe InDesign or Adobe Illustrator as Press Quality PDF's.

Make sure that colours in the layout file are converted to CMYK. Pantone or Spot colours must be converted to CMYK before a Press Quality PDF is created for printing.

Make sure the layout file is the final size you want printed before you create a Press Quality PDF for Large Format Printing.

To include crop marks in InDesign, click on the [Marks and Bleeds] tab and check off the [Crop Marks] check box when Exporting as a Press Quality PDF. (See Fig. 3)

To include crop marks in Illustrator, click on the [Marks and Bleeds] tab and check off the [Trim Marks] check box when Saving As a Press Quality PDF. (See Fig. 4)

To book a Large Format printing time, see the booking procedure on page 5.

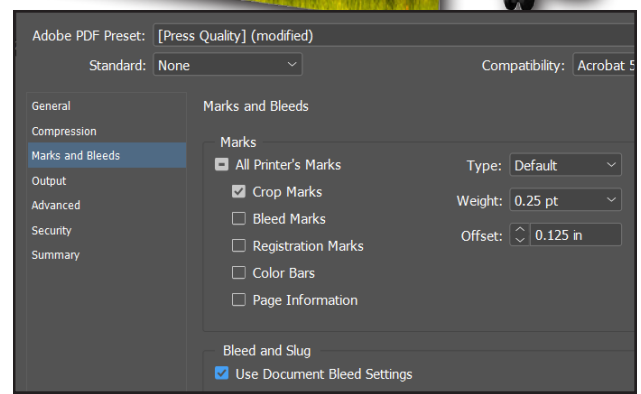


Fig. 3 InDesign "Export" window.

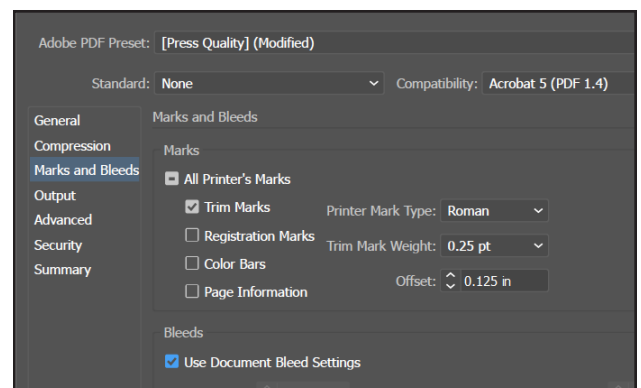


Fig. 4 Illustrator "Save As" window.

Digital Vinyl Cutting

Basic file set up for SoA Students

64" Graphtec FC8000 Vinyl Cutter

The SoA has a 64" Graphtec FC-8000-160 Vinyl Cutter capable of contour cutting from a digital file. The file format must be an Adobe Illustrator vector file.

BASIC VINYL CUTTING FILE SETUP

Files submitted must be native to Adobe Illustrator.

Cut paths must be closed vector shapes. Cut paths must be on their own separate layer. Text or letters to be cut must be converted to outlines.

(See Fig. 1)

Raster images/bitmap files (including .bmp, .jpg, .gif, .tif, .psd) can not be used as a vinyl cutter file. The vinyl cutter only reads vector data. Cut paths must be drawn in Adobe Illustrator or Adobe InDesign. InDesign files are exported as a PDF, the exported PDF will be opened in Adobe Illustrator, all cutting is done in Adobe Illustrator with the Cutting Master 4.5.10 Plug-in.

Define cut paths with SPOT colours and assign those paths to their own layers.

A reason for this could be if a file contains a print layer and a cut layer, these layers must be separate because a different machine is used for each function. The print layer and cut layer must be separate to produce a correct result. (See Fig. 2 and Fig. 3)

To book a Vinyl Cutting time, see the booking procedure on page 5.

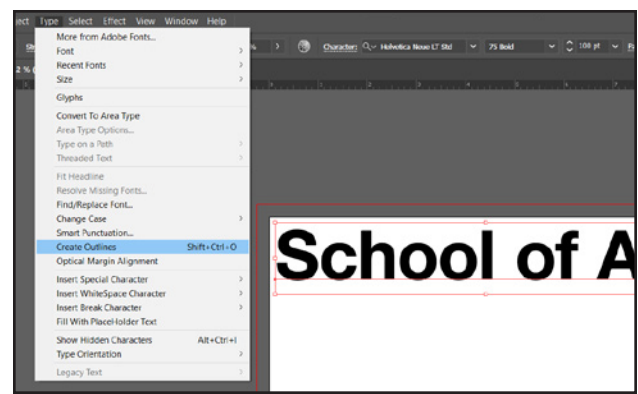


Fig. 1 Go to Type > Create Outlines

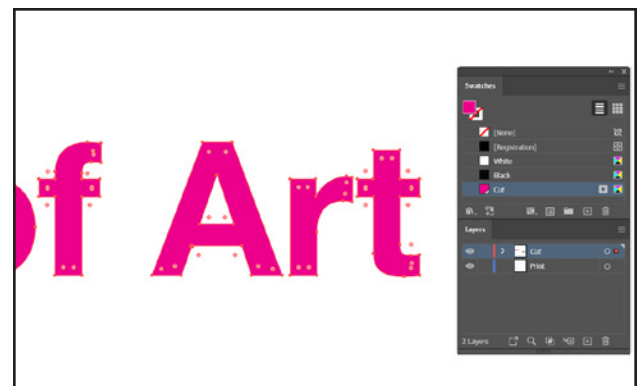
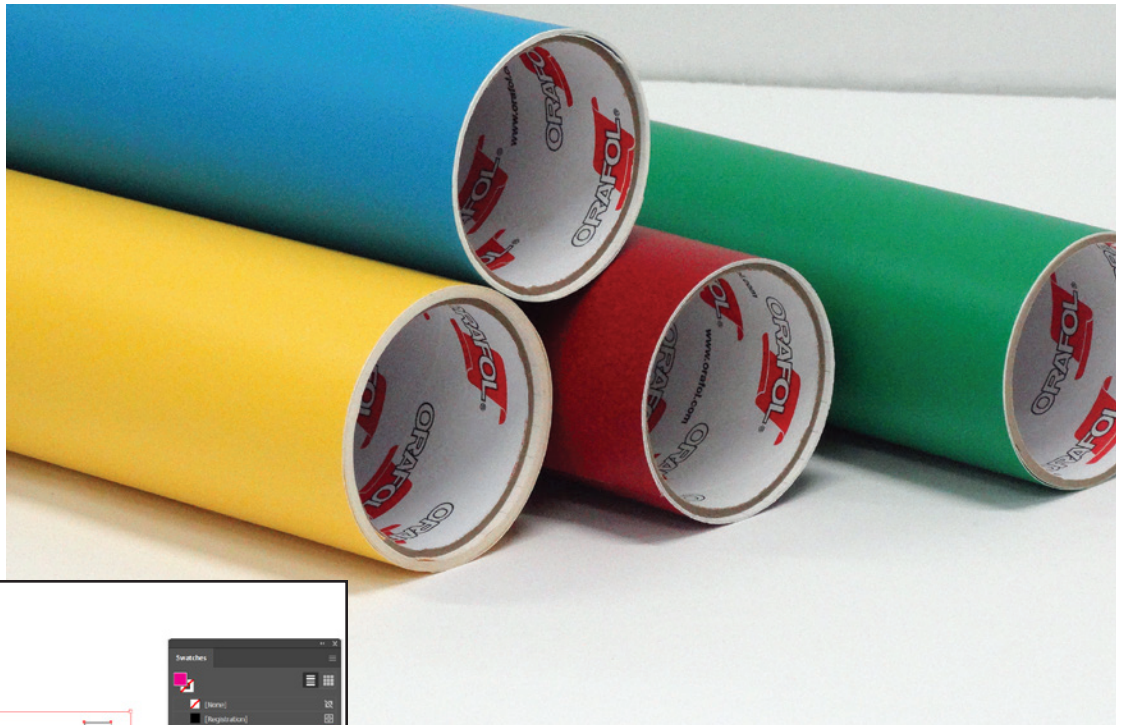


Fig. 2 The "Swatches" and "Layers" palettes in Illustrator.



The SoA stocks ORACAL - 631 Exhibition Series Vinyl in various colours.

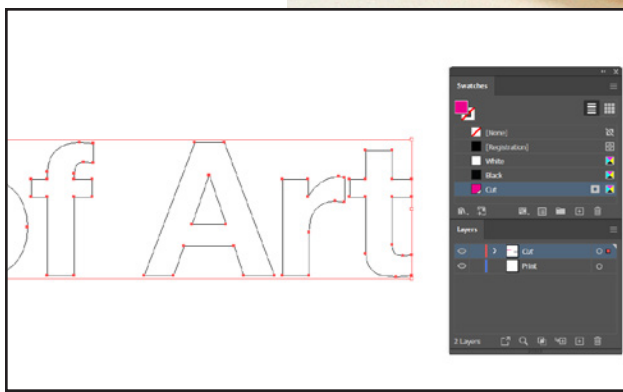


Fig. 3 Outline View – The “Swatches” and “Layers” palettes in Illustrator.

Book Your Printing/Vinyl Cutting Time

To book a print appointment contact Large Format Printing by email: trevor.baziuk@umanitoba.ca or soart@umanitoba.ca or stop by ARTLab 346 to book a time in person. Booking a print time guarantees a spot in the daily print schedule. Students without print appointments or walkups may not be scheduled until an open spot becomes available.

Be specific about, number of prints, type of paper and the finished size of each print. A cost can be provided upon request. Print cost is calculated by the square foot, see formula below. See the price list on the back page for media types offered in Large Format Printing. Payment by DEBIT only in the Large Format Printing.

COST ESTIMATE FORMULA

$w''(\text{inches}) \times h''(\text{inches}) \div 144 = \text{total square feet} \times \text{sq. ft. price} = \text{total price per print}$

Formula for calculating print or vinyl cut materials cost.

Finishing Room

Equipment for SoA Students

The SoA Finishing Room contains equipment for students to put the finishing touches on their art creations, the area is outfitted with safety rulers and utility knives for trimming photo prints, a rotary cutter and book making equipment including a perfect binder, saddle stitcher, cover creaser, coil binder and stack cutter to give paper stacks a final trim.



Large Cutting Table

Used for trimming photo prints and other materials.



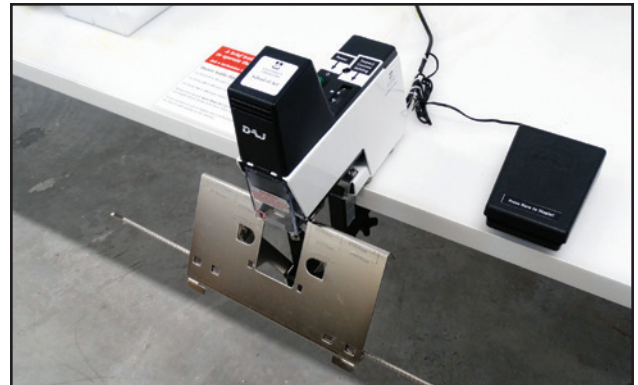
Safety Rulers and Utility Knives

Used for trimming photo prints and other materials.



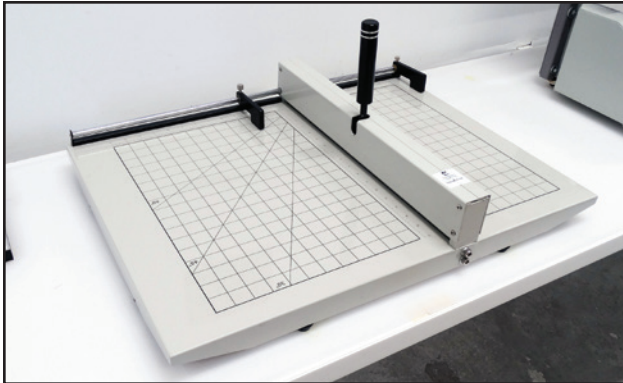
Perfect Binder

Used for binding soft cover books with a spine. The pages are glued on the inside edge then a cover is wrapped around to secure the soft cover to the text pages. A minimum of 20 pages on 70lb text. Students must be trained to use this piece of equipment.



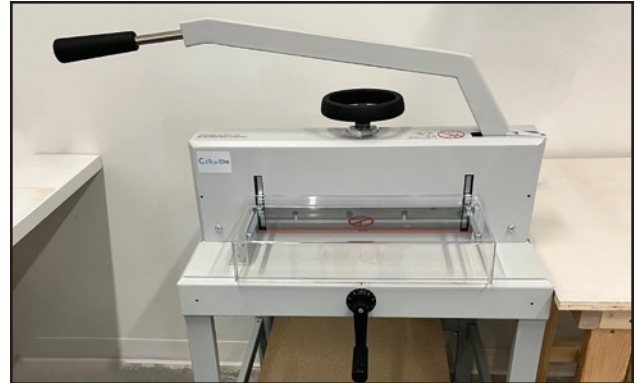
Saddle Stitcher

Used for binding books that are folded in half and inserted into each other then placed on a saddle and bound through the fold with wire stitches. Maximum of 48 pages on 70lb text. Students must be trained to use this piece of equipment.



Cover Creaser

Used for creasing book covers for perfect bound or saddle stitched books. Prevents cracking when folding against the grain of the paper. Students must be trained to use this piece of equipment.



Stack Paper Cutter

Used for stack paper cutting sheets of paper and face trimming saddle stitched and perfect bound books. Students must be trained to use this piece of equipment.



Coil Binder

Used for binding documents with a coil. Coil bound documents open flat. Coil binding is a three-step process: punch, insert, crimp. The hole pattern used in our Coil Binder is 4:1 pitch, meaning 4 holes in every 1 inch punched. Students must be trained to use this piece of equipment.

Need Technical Assistance?

School of Art students who need help with digital software or hardware for projects can request a how to appointment with the Digital Technician by email, Trevor.Baziuk@umanitoba.ca

Media Types and Pricelist

PROFESSIONAL PHOTO MEDIA

Epson Premium Semi-matte (max. width 44")	\$4.50/sq.ft
Epson Luster Photo (max. width 60")	\$4.50/sq.ft
Siena High Gloss Photo (max.width 44")	\$4.50/sq.ft
Epson Metallic Gloss Photo (max.width 36")	\$4.50/sq.ft

MATTE & FINE ART MEDIA

Epson Enhanced Matte (max. width 64")	\$4.50/sq.ft
Epson Exhibition Canvas Matte (max. width 60")	\$4.75/sq.ft
Epson Somerset Velvet (max. width 44")	\$4.75/sq.ft
Epson Ultra Smooth (max. width 44")	\$4.75/sq.ft
WRAP TAQ Wrapping Paper (max. width 36")	\$4.50/sq.ft
Moenkopi Washi Unryu Japanese Long Fibre (max. width 24")	\$4.75/sq.ft

BANNER & TRANSFER MEDIA

Tyvek® Banner (max. width 36")	\$4.75/sq.ft
LexJet Polyester Fabric (max.width 42")	\$4.50/sq.ft
SIHL TexBanner (max. width 36")	\$4.50/sq.ft
SIHL Iron on Fabric Transfer (max. width 24", reverse image, bright fabric)	\$4.75/sq.ft

FILM MEDIA

Backlit Film (for light box application, max. width 36")	\$4.50/sq.ft
Epson Crystal Film (for colour overlays, width 36")	\$4.75/sq.ft
Ulano Dry Film (film positives for screen printing, max. width 24")	\$4.50/sq.ft

ADHESIVE BACK MEDIA

Print N' Stick fine weave Satin Cloth reusable/removable adhesive (max. width 60")	\$4.50/sq.ft
PhotoTex 100% Polyester Fabric reusable/removable adhesive (max. width 42")	\$4.50/sq.ft

VINYL CUTTING MEDIA

ORACAL – 631 Exhibition Series Vinyl (max.width 20")	\$4.00/sq.ft
MACMask – Paint Mask Stencil Film (max.width 20")	\$4.00/sq.ft

OTHER POST PRODUCTION CHARGES

Weeding Weeding is the process of removing the extra vinyl around cut graphics, shapes or letters, students can save money on their projects by doing the weeding themselves which saves them a weeding fee.	\$30 per hour
Application Tape/Transfer Tape Application Tape/Transfer Tape is used to transfer the cut graphics, shapes or letters from the vinyl release liner to the final installation surface, the tape is applied after the vinyl has been weeded and the tape is removed once the vinyl has been applied to it's final installation surface.	\$0.50/sq.ft