

- 1. Download image files to computer (printing stations)
- 2. Drag files onto "desktop" (do not print files from your external hard-drive or USB drive)
- 3. Open images in Adobe Illustrator
- 4. If you make alterations to your image, save them before printing.

#### Check the size of the image that you want to print.

NOTE: You can do this by checking the rulers (Scroll to "View" on the menu bar > "Rulers" to see the rulers) or checking the size of the artboard in your artboard pallet (Scroll to "Window" on the menu bar > "Artboard")



#### DETAIL OF ARTBOARD METHOD

#### Check the size of the image that you want to print.

NOTE: You can do this by checking the rulers (Scroll to "View" on the menu bar > "Rulers" to see the rulers) or checking the size of the artboard in your artboard pallet (Scroll to "Window" on the menu bar > "Artboard")



#### Check the color space for your image.

NOTE: The top label on the image will specify CMYK (Cyan, Magenta, Yellow, Key color = blacK) or RGB (Red, Green Blue)



# Illustrator, Photoshop, Another Program?

- Now that you have taken note of the size and color space of your image, you can determine if it makes sense for you to continue to print using Adobe Illustrator or if you would prefer to export your image as a .JPG and print using Photoshop or another program.
- TO EXPORT A JPG: Scroll to "File" > "Export" Choose "JPG" Check the box next to "Use Artboards" In the subsequent menu choose maximum quality and 300ppi
- Changing software programs and color spaces may change aspects of your image.

#### Scroll under "File" > Select "Print"

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The "Print Dialog box" will open automatically 1<sup>st</sup> step—Select the printer you will be using NOTE: AMD uses multiple types of Epson Stylus Pro. Check the model number on the printer. (ex: 4900, 4880, 4800, 3880) 2<sup>nd</sup> step—Under "Scaling" choose "Do Not Scale" 3<sup>rd</sup> step—Choose "Page Setup"



# The "Page Setup Dialog box" will open automatically 1<sup>st</sup> step—Select the printer you will be using

NOTE: AMD uses multiple types of Epson Stylus Pro. Check the model number on the printer. (ex: 4900, 4880, 4800, 3880)

2<sup>nd</sup> step—Under "Paper Size" Choose "Manage Custom Sizes" from the bottom of the menu

NOTE: You may choose a preset from the list if it works for your image; the "Manage Custom Sizes" option provides the most options and control.

				8 x 10 in 🕨
				8 x 10 in (Roll Paper - Borderless Banner)
			Page Setup	11 x 14 in
				16 x 20 in (Roll Paper – Borderless Banner)
				30 x 40 cm
				30 x 40 cm (Roll Paper – Borderless Banner)
		Settings:	Page Attributes 🕴 🗘	40 x 60 cm 🕨
				40 x 60 cm (Roll Paper - Borderless Banner)
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			EDCON CDro 4800	A4 (Roll Paper - Borderless Banner)
			EPSUN 5PT0 4600	JB4 (Roll Paper – Borderless Banner)
		-		JIS B3
$2^{n\alpha}$ S	tep →	Paper Size:	17x8.5	JIS B4
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			17.00 by 8.50 inches	US B 11 x 17 in
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The "Custom Paper Sizes Dialog box" will open automatically 1<sup>st</sup> step—Add a new custom paper size by selecting "+" 2<sup>nd</sup> step—Name your custom paper size (with the size you've created) 3<sup>nd</sup> step—Under "Paper Size", type in the width and height you need NOTE: The printer width is only 17 inches but the height can be longer. If you need to rotate your image to accommodate the printer paper size, then you can rotate it at the time of printing (see the note on the next slide) or in the software before printing. 4<sup>th</sup> step—Type "O" for all borders 5<sup>th</sup> step—Click "OK"



You will return to the "Page Setup Dialog box" automatically 1<sup>st</sup> step—Change the orientation of your image as needed NOTE: you will need to change the orientation if your image is larger than 17 inches wide so the image fits the paper roll. 2<sup>nd</sup> step—Click "OK"



#### The "Print Dialog box" will open automatically

NOTE: at this point the thumbnail of your image and border should look correct. If it does not, it will not print correctly.

NOTE: Completed sections are marked on the graphic

#### Choose "Page Setup"

	Print	
	Print Preset: Custom	
	PPD:	
General	General	
Marks and Bleed Output	Copies: 1 Collate Collate Collate Collate Corder	
Graphics Color Management	Artboards:  All  Range:	
Summary	Ignore Artboards Skip Blank Artboards	
	Media Size: Defined by Driver	
	Orientation: Auto-Rotate	
· · · · · · · · · · · · · · · · · · ·	Transverse	
IPRINT	Options	
	Print Layers: Visible & Printable Layers	
	Placement: 200 X: 0.25 in Y: 0.25 in	
	Scaling: Do Not Scale Verlap: 🗘 0 in	
H ∢ lofl ► H	Scale: W: 100 3 H: 100	
Document: 14 in x 11 in Media: 14.5 in x 11.5 in	Tile Range:	
Page Setup (completed)	Cancel Print	

NOTE: You can "Continue" through any pop up menus.



#### The next "Print Dialog box" will open automatically 1<sup>st</sup> step—Select the printer you will be using NOTE: AMD uses multiple types of Epson Stylus Pro. Check the model number on the printer. (ex: 4900, 4880, 4800, 3880) 2<sup>nd</sup> step—Under "Layout" > Select "Print Settings"

	Print
	Print Preset: Custom 💌 📩
1 <sup>st</sup> step	Printer: EPSON Stylus Pro 4800 \$ Genera Marks a
2 <sup>nd</sup> stop	Output     Copies:       Graphic     Pages:       Color M     Pages:       Advanc     From:       Summa     Image: Ima
2 <sup>m</sup> step	Color Matching Paper Handling Cover Page Print Settings Paper Configuration Page Layout Settings
	Supply Levels
	PDF  Hide Details   Low Ink Cancel Print Document: 14 in x 11 in Media: 14.5 in x 11.5 in
	Page Setup Setup Done Cancel Print

The "Print Dialog box" will show the "Print Settings" menu automatically 1<sup>st</sup> step—Under "Page Setup" choose your paper source (roll or sheet) 2<sup>nd</sup> step—Under "Media Type" choose the type of paper you are using NOTE: The roll paper in AMD labs can be found on the label taped to one of the printers in the room. This paper can be found under: Photo Paper > Premium Luster Photo Paper (PLPP) #260

3<sup>rd</sup> step—Double check Print Quality, check High speed, and press "Print"

	Print
	Printer: EPSON Stylus Pro 4800 \$
	Presets: Default Settings \$
	Copies: 1
	Pages:  All From: 1 to: 1
	Print Settings  \$
act .	Basic Advanced Color Settings
1 <sup>st</sup> step —	Page Setup: Roll Paper - Borderless (Auto Expand)
2 <sup>nd</sup> step —	Media Type: Premium Luster Photo Paper (260) \$
	Color: Color ‡
	Color Settings: EPSON Standard (sRCB) \$
	Print Quality: SuperFine - 1440dpi 🗧 🗘
	Super MicroWeave
	High Speed
	Flip Horizontal
	Finest Detail
3 <sup>rd</sup> step	(?) PDF  Hide Details A Low Ink Cancel Print

#### DETAIL OF STEP 2 IN PRIOR SLIDE

The "Print Dialog box" will show the "Print Settings" menu automatically 1<sup>st</sup> step—Under "Page Setup" choose your paper source (roll or sheet) 2<sup>nd</sup> step—Under "Media Type" choose the type of paper you are using NOTE: The roll paper in AMD labs can be found on the label taped to one of the printers in the room. This paper can be found under: Photo Paper > Premium Luster Photo Paper (PLPP) #260

3<sup>rd</sup> step—Double check Print Quality, check High speed, and press "Print"

Print
Print Preset: Custom 💌 📩
Print
Genera       Printer:       EPSON Stylus Pro 4800 ÷         Presets:       Default Settings ÷         Output       Copies:       1         Graphir       Pages:       All         Advance       From:       1       to:         Page Setup:       Roll Paper - Borderless (Auto Expand) ÷       Photo Clossy Paper         Photo Paper       Photo Paper       Photo Paper         Print Quality       Paper Profing Paper       Photo Paper Clossy         Print Quality       Super MicroWeave       Premium Photo Paper (25)         Print Quality       Super MicroWeave       Premium Clossy Photo Paper (25)         Premium Clossy Photo Paper (25)       Premium Clossy Photo Paper (26)         Premium Clossy Photo Paper (25)       Premium Clossy Photo Paper (26)         Premium Clossy Photo Paper (25)       Premium Clossy Photo Paper (26)         Premium Clossy Photo Paper (26)       Premium Semijdoss Photo Paper (26)         Premium Clossy Photo Paper (26)       Premium Semijdoss Photo Paper (26)         Premium Clossy Photo Paper (26)       Premium Semijdoss Photo Paper (26)         Premium Clossy Photo Paper (26)       Premium Semijdoss Photo Paper (26)         Premium Clossy Photo Paper (26)       Premium Semijdoss Photo Paper (26)         Premium Clossy Photo Paper (26)       Premiu
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age St ? PDF T Hide Details A Low Ink Cancer Print

#### The "Print Dialog box" will open automatically NOTE: Completed sections are marked on the graphic Choose "Color Management"

	Print	
	Print Preset: Custom	
	PPD:	
General	General	
Marks and Bleed Output Graphics	Copies: Collate Reverse Order	
Color Management	Artboards:  All  Range:	
Advanced Summary	Ignore Artboards Skip Blank Artboards	
	Media Size: Defined by Driver	
	Width: 14.5 in Height: 11.5 in	
	Orientation: Auto-Rotate 👔 🚅 🤮 🗃	
PKINI	Options	
	Placement:	
	Scaling: Do Not Scale 🔍 Overlap: 🐳 0 in	
I ≤ 1 of 1 ► N	Scale: W: 100 3 H: 100	
Document: 14 in x 11 in Media: 14.5 in x 11.5 in	Tile Range:	
Page Setup (completed) (completed)	Done Cancel Prin	t

The "Print Dialog box" will show the "Color Management" menu automatically 1<sup>st</sup> step—Under "Color Handling" > Select "Let Illustrator Determine Colors" 2<sup>nd</sup> step—Under "Printer Profile" > Select your paper type again or choose the color space for your file (for example, sRGB)

**3**<sup>rd</sup> **step—Under "Rendering Intent" > Choose "Perceptual" or "Relative Colormetric"** *NOTE:* You can read a description of each rendering intent setting by hovering the mouse over the word. "Perceptual" is a good place to start for art-based works and "Relative Colormetric" for design-based works.



#### Print!

		Print			
	Print Preset: Cu Printer: EPS PPD:	stom SON Stylus Pro 4800	(comple	ted) ▼	<u>*</u>
General (COMpleted) Marks and Bleed Output Graphics Color Management (COmpleted Advanced Summary	Color Management Print Method Document Profile: Color Handling:	U.S. Web Coated (SV Let Illustrator deter	VOP) v2 rmine colors		• 0
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Id d lof1 >>>> Document: 14 in x 11 in Media: 14.5 in x 11.5 in			Done	Cancel	Print
(completed) (completed)			Done	Cancer	Prink

# Troubleshooting

- 1. If your print does not look correct do not save your image. Instead, close the image, close Illustrator, shut down the computer. This will help clear settings that may be causing the issue.
- If the printer will not print your image it is often an issue in the "Print Dialog box" under "Layout" > "Print Settings." Check to see that the source of the paper is correct (roll paper or sheet paper) <u>See page 14</u>.
- If your image prints at the wrong size check the main "Print Dialog Box" to make sure the "Scaling" option is listed as "Do Not Scale." <u>See page 7</u>.

### Troubleshooting

4. If only part of your image is printing but it doesn't seem like the printer is out of ink, then it is probably a paper size issue. Create a custom paper size and make sure the width is no more than 17 inches (the height can be as long as you want and you can orient your image to print sideways to accommodate your image). See page 9.

### Notes

- 1. If the printer is out of ink or paper, please let the Lab Monitor know or report the issue in the AMD office.
- 2. Please note that the Lab Monitors are there to help keep the lab open but are not IT professionals and will not be able to help you deal with all issues that arise. The best option is to ask your instructor for help when possible or to schedule a time to meet during office hours.

### **Extras**

#### TO TILE A PRINT ACROSS MULTIPLE PAGES: Under "Scaling" > Choose "Tile Imageable Areas"

NOTE: This feature can be used in many ways including: (1) If the paper or the printer is not large enough for your image, then you can print it in multiple pieces and assemble it after printing. (2) If you need to create a mock-up to determine an appropriate size for an image, then you can use a standard printer (it does not need to be large-format) to print a black and white draft on regular copy paper and tape it together to estimate size or placement.

NOTE: "Tile Imageable Areas" will tile so no part of the print is missing. "Tile Full Pages" will tile to the edge of the paper, but some part of the image will not print if the printer is not an edge-to-edge printer.

		Print	
		Print Preset: Custom 🔻 📩	
		Printer: EPSON Stylus Pro 4800	
		PPD:	
	General Marks and Bleed	General	
	Output	Copies: Collate Reverse Order	
	Graphics Color Management	Artboards:  All  Range:	
	Advanced Summary	🗌 Ignore Artboards 🛛 🗹 Skip Blank Artboards	
		Media Size: Defined by Driver	
This thumbnail		Width: 8 in Height: 10 in	
snows now the		Orientation: Auto-Rotate 🔐 🔂 🚭	
across multinle	•	Transverse	
pages			
p g		Options	
		Print Layers: Visible & Printable Layers 🔹	
		Placement: 200 X: 0.75 in Y: 3.82 in	
		Scaling: Tile Imageable Areas 🛛 🔽 Overlap: 🚽 0 in	
	H 4 Loft	Scale: W: 100 😯 H: 100	
	Document: 14 in x 11 in	Tile Range:	
	Media: 8 in x 10 in		
	Page Setup	Done Cancel Print	
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