Username: Poster1
Password: bmpposter

Bring poster on a flash drive or a CD

Printing Instructions for posters done in Adobe

-Make a copy of the file of the poster that is going to be printed in the folder “Poster Printing” it is located on the desktop.
-Open the RIP Center software. (There is a shortcut on the desktop)
-If there are any jobs that are buffered in RIP Center please delete them. (Buffered print jobs are listed below)
-Open up Adobe Acrobat
-Open up your Adobe project that you saved on the desktop.

In Adobe Acrobat
-Adobe Illustrator is available on the computer but it would be easier to view your project in Adobe Acrobat. If the poster needs changing you can do it in Illustrator

-Go to File→Print.
-When the print dialogue box appears.
-Click on properties (this is located in the upper right hand corner of the print dialogue box)
-Then click on the advanced (this is located on the bottom right hand corner)
-Another dialogue box appears. Where it says Paper Size there is a down arrow. Click on the arrow. Scroll up to the dimensions “60X80”.
-Click on ok
-Click on ok again
-Click on ok
-Poster is printing (To a virtual printer that is sending your poster to RIP Center)
-Click on RIP Center Rip Queue
Your poster is being prepared to be previewed by you to see if it looks ok
- Click on your poster name
- Click on Preflight this allows you to fix the margins on your poster
- If the poster seems to have white edge you need to fix the size.
- Click on preview and size.
- The maximum print area should be a 42-inch roll.
- There should be a lock in the box next to magnification only.
- Magnification should be set at 1.0000
- Fix the edges of the poster. Drag mouse with dotted lines.
- The Width of the poster CANNOT be greater then 40 inches and Height CANNOT be greater than 60 inches.
- After the edges are fixed click on apply.
- Your new poster will appear.
- At the top there is a tab that says “Print” click on it
- Click on submit.
- The poster will be back in RIP Center Que.
- Click on the printer HP Design Jet.
- On the right there is a box that says “Status” there should be a green light on.
- Before printing make sure no other programs are running except RIP Center.
- Click on Print
- The print will take time to do

Any problems or question contact Luca Leone @X68301 or Karen Logan @X66238