How to get your poster printed

When you need to print a poster for a conference presentation, you have several options:

- **University Relations** can print up to 42 inches wide and however long you need. Their price is $5.50 per square foot and if you would like your poster mounted on foam board, it will be an additional $5 per foot. ** University Relations now prints through Copyworks and is the preferred over other options, but other options can be used.

- **Copyworks** can print posters up to 44 inches on one side, and up to 8 feet on the other side (i.e. 44 inches wide and 4 feet long). Their turnaround time for printing posters is 24 hours, Monday through Friday. If you bring in your poster on Friday, it would not be ready until Tuesday. They are used to heavy volumes of printing, but it is best to get your poster printed as early as possible. Their price is $8 per square foot. Contact: 319-266-2306; located across the street from the university, at the corner of 23rd and College.

- **UNI Grafx Club** is a student organization based in Industrial Technology that can print posters up to 44 inches wide and 10 feet long. They will need to know 1 to 2 weeks ahead of the time you need the poster. If they get too many requests at any one time, they will not be able to fulfill them all, so please contact them as far out from your conference date as possible. Prices can be discussed on each individual basis. Contact: uni.grafxclab@gmail.com or Lee Geisinger at 319-273-2584.

- The **College of Humanities, Arts, and Sciences can** print up to 42 inches on one dimension. They will need at least half a day to prepare the poster before you need it. Of course, the sooner you can get it to them, the better. Prices can be discussed on an individual basis. Please note that posters need to be in PowerPoint or PDF format. They prefer light or white backgrounds. If your background is a solid dark color, they may have to increase transparency. Please make sure you proof-read your posters before you take it to printing. Re-prints are not free unless there is a printer error. Posters can be sent to manager@cns.uni.edu or dropped off in WRT206 via USB flash drive.

- The **College of Social and Behavioral Sciences** has a large printer in Latham for student posters, which is only available to CSBS students in classes which require posters to be turned in for credit or students going to a recognized research conference sponsored by a CSBS instructor. More info is available at http://www.csbs.uni.edu/tech/labs/posters.html or you can contact Thomas.turner@uni.edu.

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