

Poster Printing Help

The Irene Clerico Maker Space, located in the Lower Level of Benner Library, offers specialty services for patrons to use. One service is poster printing, which can print large posters for class projects or even personal use.



Setting up an Appointment

Go to library.olivet.edu. Then click on services on the top of the page, and then printing, poster.

Poster Printing Services

The poster printers are for printing files that are 11x17 or larger. Benner Library has two poster printers with two different scheduling systems. The blue section is for specialized paper only.

Canon iPF780 5 Ink Poster Printer	
Bond Paper 24"	\$0.17 per inch
Bond Paper 36"	\$0.25 per inch
Heavy Weight 46LB 36"	\$0.35 per inch
Satin Photo 24"	\$0.33 per inch

Canon PRO4100 12 Ink Poster Printer	
Backlit Film 36"	\$0.67 per inch
Canvas (Cotton Poly Blend) 24"	\$0.80 per inch
Glossy Photo 24"	\$0.33 per inch
Glossy Photo 42"	\$0.58 per inch
Repositionable Adhesive Synthetic 24"	\$0.80 per inch
Satin Photo 17"	\$0.30 per inch
Satin Photo 42"	\$0.58 per inch
Vinyl Adhesive 24"	\$0.75 per inch
Water Resistant Polypropylene (Matte) 42"	\$0.67 per inch

Calculator & Scheduler

Schedule an appointment by using the calculator

Type Of Paper:

Length: inches

Price:

*Appointments limited to 5 files per session. If this is the case, please book multiple appointments.

- [11x17 Options](#)
- [Faculty/Staff](#) - Contact us about poster printing projects.
- [How to submit a file](#)
- [Lamination services](#) - Circulation Desk.
- [Patron policies](#)
- [Poster Printing Help](#) - Information about the library's poster print services
- [Research Presentations](#)
- [Contact us](#) with any questions or concerns.
- [Frequently Asked Questions](#)

Here you will find information on paper types, price points, and the pricing calculator which is also used to schedule a poster printing appointment.

Note: Each paper type is a specific width (highlight 17", 24", 36"). The best choice is to pick a paper type that has a width of one of your dimensions. For example, if you want a 20x24" print, you should pick a paper that is 24 inches wide. When using the pricing calculator, you would then put 20" as your length. Once the price appears, click on Schedule this print. You will then be directed to Microsoft Bookings or an external Form to

schedule your print depending on which paper type you have chosen.

If the print has dimensions that don't match any of the paper sizes, we can still print these, but patrons will need to trim these as the printer only cuts in one direction, the length.

If you have a print that is 24x36", you might notice that you could print on 24" paper OR 36" paper. Use the calculator to determine which option would be cheaper. (Bond 24" paper at 36" long cost \$6.12, but Bond 36" at 24" is only \$6.00)

To see the different paper options and printed examples, visit the Lower Level.

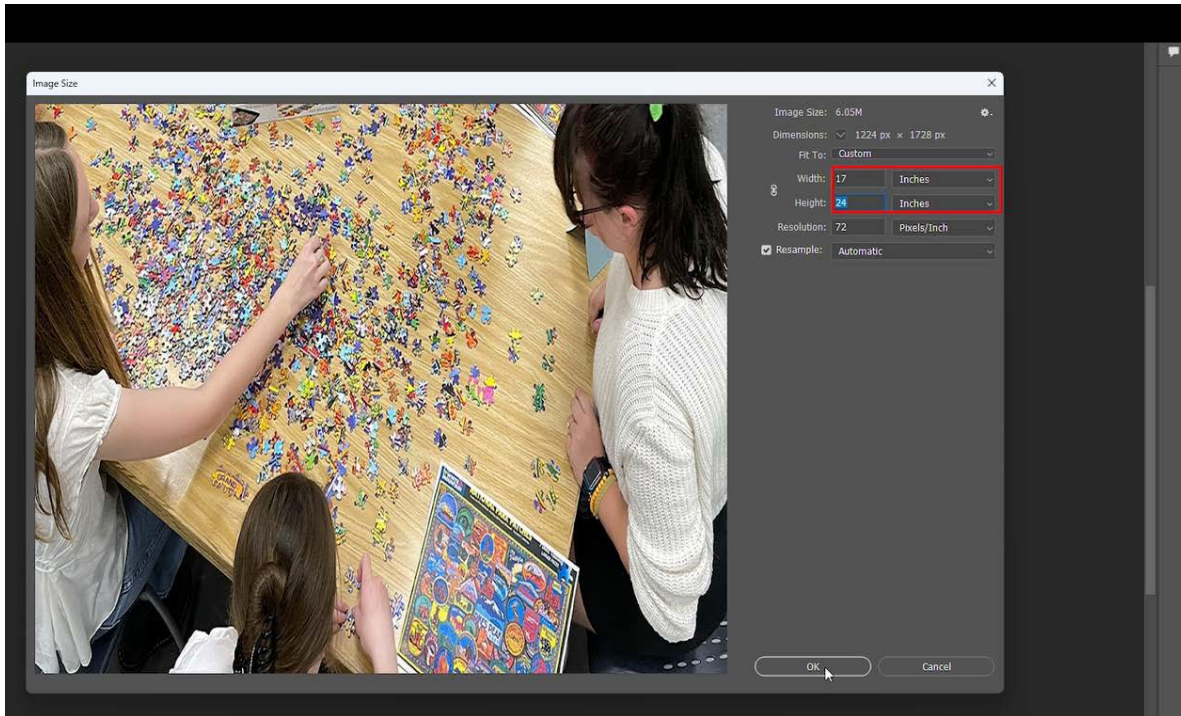


When it's time for your appointment, bring your file with you or send it to printing@bennerlibrary.com



Head to the Lower Level Service Desk and an Informatics staff member will print your poster.

Important to remember, avoid a pixelated print by making sure your image size is the same size you want your poster to be. The library will not provide refunds for user errors or dissatisfaction.



Be sure not to wait until the last minute to print a poster, as setup and printing can take some time.

Questions?

Stop by the Lower Level Service Desk or contact 815-928-5778

