

Printing instructions

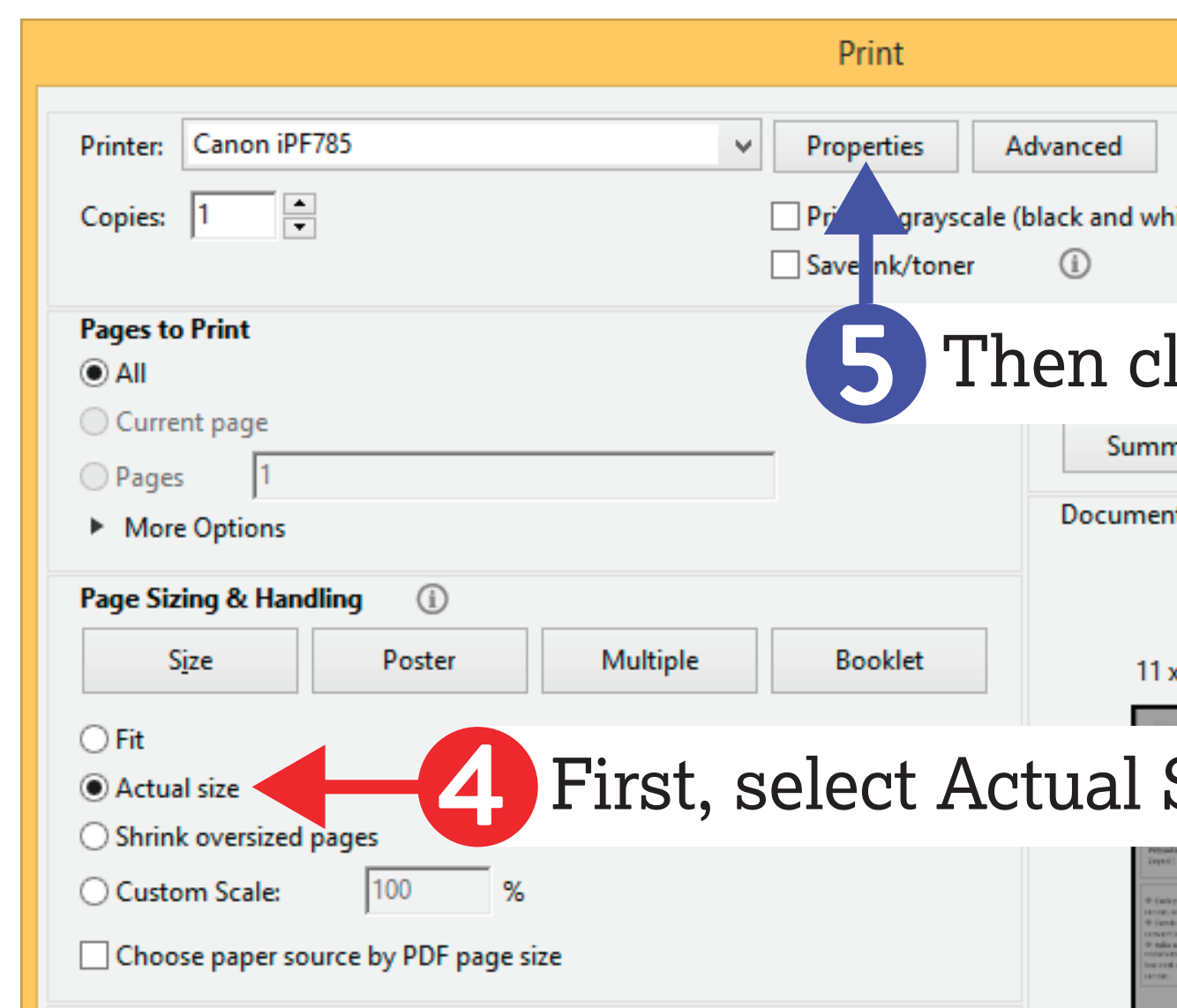
This equipment is not part of the Maker Pass program and is only available for use by instructors and teaching staff for Jacobs Institute and affiliated courses.

1 Press power on printer

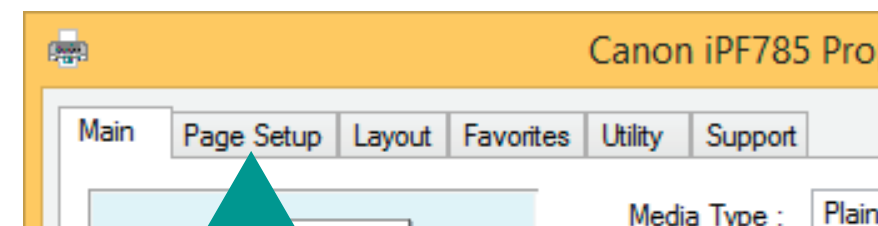
2 Export document to PDF

3 Open in Adobe Reader

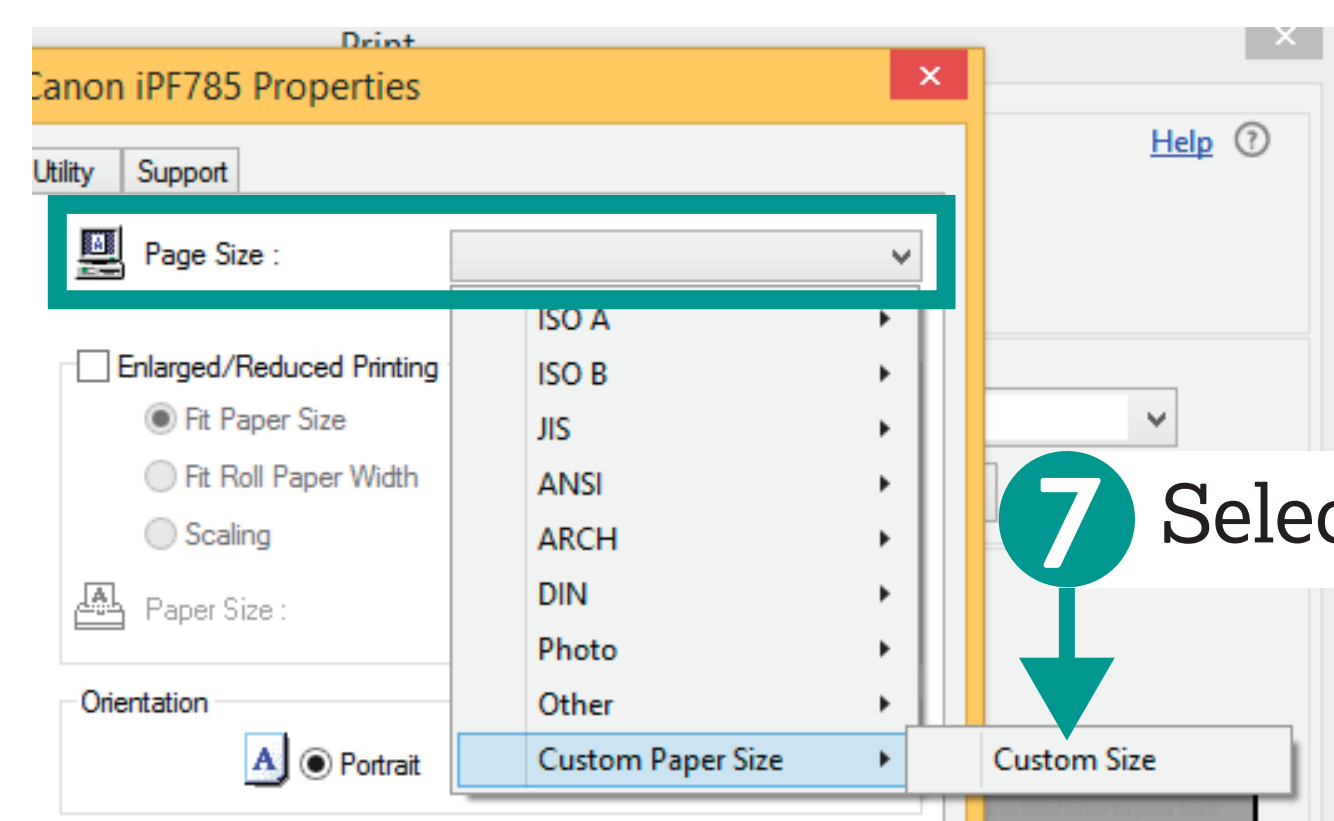
Do not use Google Chrome PDF viewer



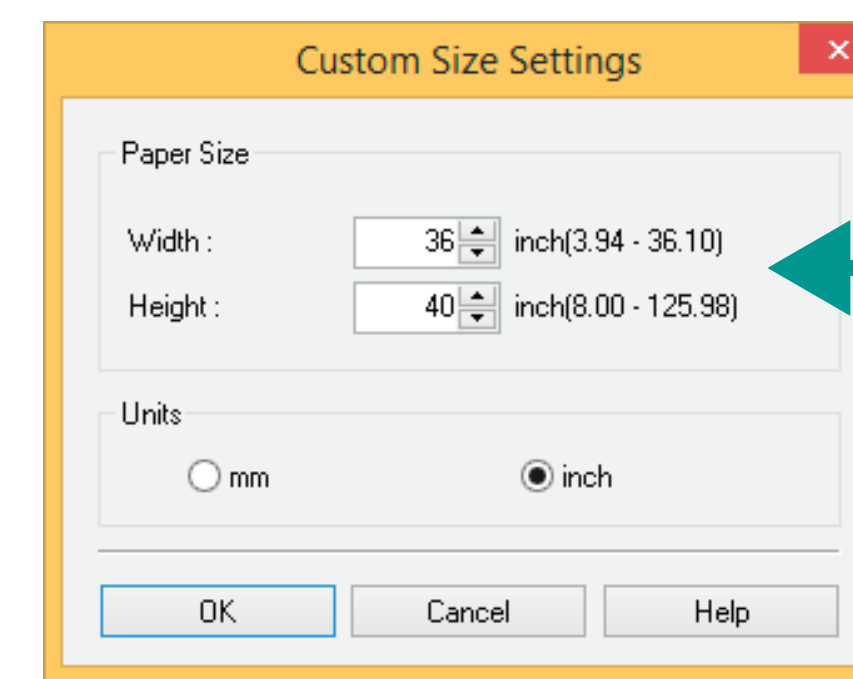
5 Then click Properties



6 Click Page setup



7 Select Custom Size



If using Jacobs Hall 30x40 templates:

8 Enter the following
36 for width
40 for height

9 Click OK, proceed to print the file.

10 Pay by entering the total length in feet on the material store: poster.jacobshall.org

DES INV courses are exempt from payment. If you do not have a store account request one from the technical contact below.

If ink or paper runs out

Notify Erik Sandall

110A Jacobs Hall
eriksandall@berkeley.edu

Design Specialists do not maintain this equipment.