

Printing Posters to the HP500PS

This document describes how to print to the HP 500PS poster printer in the faculty room. The steps are as follows:

1. Create your poster in some application. e.g. powerpoint
2. Transfer file to the Faculty Room computer.
3. Print from the application to the printer "HP DJ 500 42". *BUT SELECT PRINT TO A FILE.*
In particular:

- a. Under

Properties
Paper
Advanced

Select a 42" paper option (e.g. 42" X 60") or use Custom PS and set the width to 42in and length to whatever works for your poster.

- b. Expand "PostScript Options" and under "PostScript Output Option" select "Optimize for Portability".
 - c. Click "OK", "OK", "OK". You will be prompted for a file name. Whatever file name you provide it will be saved under "filename.prn". Rename the file "filename.ps"
4. Open the RIP software, which sits on the desktop under the icon "HP DesignJet 500PS" and process the file. In particular:

- a. Open the ps file you have just created onto the open RIP application. After a bit of time it will appear under "Job Name". Select the job and stop further processing at this point by pressing the red "stop" sign. If you don't do this the default behavior is to RIP then immediately print the job, and we want to check it first.

- b. Select the job then under "File" select "Properties." You should see a preview of what the poster will look like. You can play with some printing options at this point. If the white space around the poster appears too large in the feed direction, you can go back to the application and change the "paper size" to tighten up the border (though you can also just cut the waste after printing).

- c. After all appears OK, click "OK" and proceed to printing.

Status will say "Processing" then "RIPing" for awhile while it is RIPed.

After it finishes RIPing and says "RIPing done" click the send button, which are double arrows on the toolbar. Then wait.

Printing takes about 15 Mins. After it is printed, press "Form Feed and Cut" to get it.