UNH ESRC
Poster Printing Services
http://posters.unh.edu

Spring 2016 URC
Poster Printing Guide

You've put a lot of hard work into your research and poster. Trust us to make your poster LOOK GREAT!

Why Choose Us ?

We are **conveniently** located **On Campus** in **Morse Hall , Room 253**. We offer a **$25 Discount** (**Use Code: 'URC-GRC'**), complimentary full size draft prints, and on-line order tracking.

How Much Does it Cost ?

Conference Discounts Applied**:**

Items	Matte Price		Glossy Price	
24" x 36"	Matte	$18.00	Glossy	$20.00
32" x 40"	Matte	$25.00	Glossy	$30.00
36" x 48"	Matte	$35.00	SGloss	$40.00
42" x 56"	Matte	$50.00	Glossy	$55.00
42" x 60"	Matte	$50.00	Glossy	$55.00
Poster Tubes		$4.00		

Free complimentary full size draft w/ each order

When are you Open ?

UNH ESRC Poster Printing Services is open **Monday to Friday** from **9am to 7pm** for printing and poster pick-up.

How do I Save a PDF/PPTX ?

1. Open PowerPoint
2. Go to **File** on the menu bar, and click **Save as**
3. Include your name in your file name.
4. *Save your poster as either .pdf or .pptx*

Questions?

How do I Place an Order ?

1. Go to our URL: **http://posters.unh.edu/**
2. Register: Create a **Username** and **Password**
3. Click on the **Place Order** option on the menu bar
4. Choose File: **MS Power Point (.ppt, .pptx), PDF, or Adobe Photoshop** formats accepted
5. Make sure to include your name in your file name
   Example: **David_Haselton_URC_poster.pptx**
6. Fill out all required fields [*], then click **Continue**
7. **Use Code: 'URC-GRC' for discount pricing**
8. Tell us more about your poster to include it in the official UNH Research Poster Gallery
9. Lastly, print an invoice for your records

How Long Will It Take ?

Posters are usually printed within 24 Hours of when they are received; they may take longer at certain times of the year. Please plan accordingly. You can pick up your poster in **Morse Hall, Room 253**. Special scheduling arrangements for large quantity print jobs should be made in advance.

For more information about the UNH ESRC Poster Printing Service please contact Michael Routhier: mike.routhier@unh.edu or stop by **Morse Hall, Room 253**.

We accept **credit cards**, **cash**, and **encumbrance numbers**.