

UNIVERSITY OF LIVERPOOL



Printing Large Format (A0) Posters in CorelDraw

COMPUTING

SERVICES

This is a guide demonstrating how to print CorelDraw files to a university large format printer.

In this guide, the printer queue **CSD-PosterWide** is used. This is an A0 size printer, and is the most commonly used printer for Posters.

The sample CorelDraw document in this guide is A0 sized at 118.9cm X 84.1cms

If you haven't already installed the **CSD-PosterWide** printer, install it now by following the Instructions at : <u>www.liv.ac.uk/csd/printing</u>

Print the file.

• Click File then click Print

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- Select CSD-PosterWide from the drop down menu Labelled Printer
- Tick the check box labelled **Print as bitmap** and enter 300 into the box labelled **dpi**
- Click the button labelled Preferences

per/Quality Features Color Services Advanced		
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- Check that the document size is A0
- Do not adjust any other setting in this box.
- Click **OK**
- Click the **Preview** button
- Check that your poster fits on the page as shown in the image below.



If you are satisfied with how the poster fits onto the paper:

• Click File then click **Print** to send the document to the plotter.