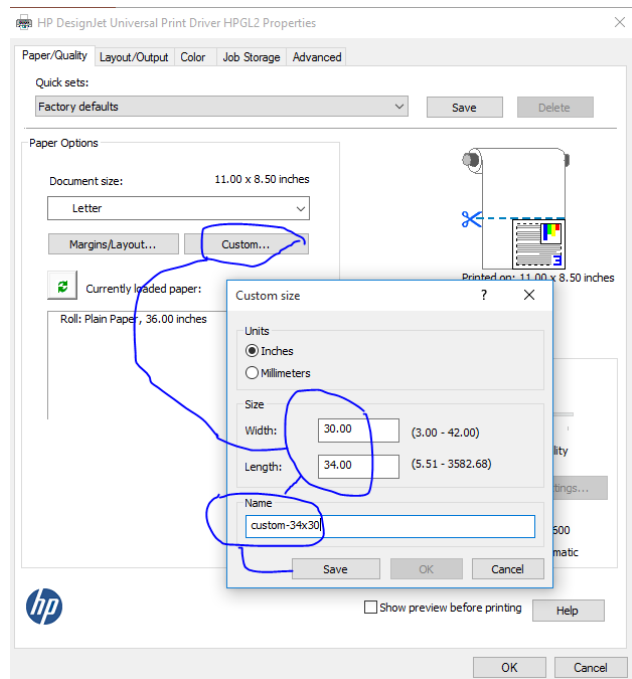
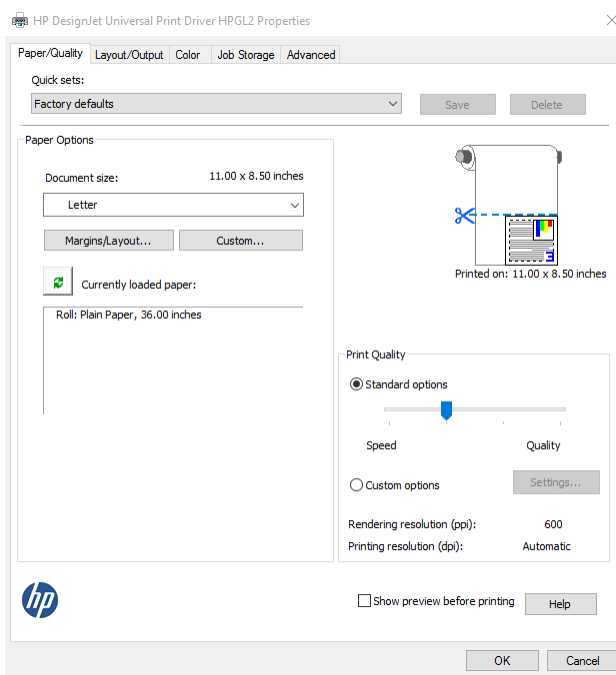
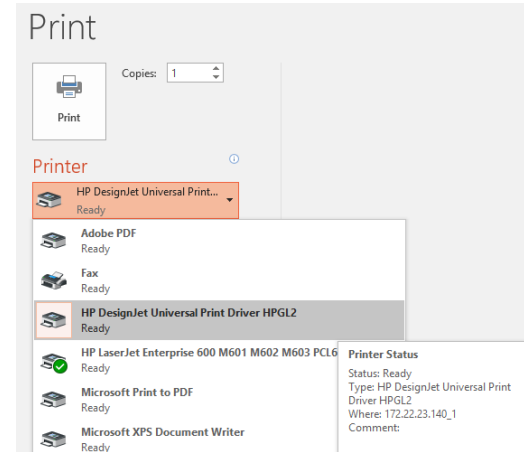
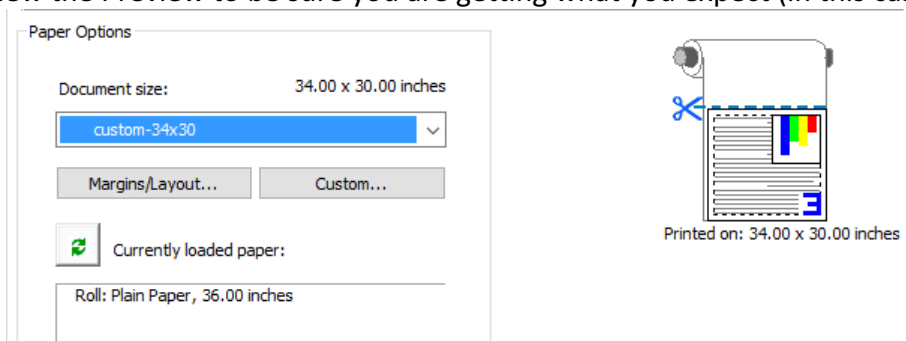


Plotting a PowerPoint Poster HP DesignJet Z6200

- In PowerPoint, determine the page size of the poster you want to print
 - Design > Slide Size > Custom Slide Size
 - Also check on the orientation (Portrait or Landscape)
- In PowerPoint, select File > Print
- Select the correct printer/plotter: HP DesignJet Universal Printer Driver HPGL2
- If offline or not working, go to the plotter and check the error code or try another computer. Call, text or email for help if needed.
- Select correct page size: Printer Properties, Paper/Quality > Document Size > Custom



- Click Ok & view the Preview to be sure you are getting what you expect (in this case a 30x34 poster):



- Hit Okay to close the Printer Properties Page
- Note: the print preview screen on the Print page does not do a good job of showing you what the page size is and will default to 8.5 x 11
- Warnell provides plain paper and ink. Glossy paper or other must be purchased
- Paper can be any width up to 42". 36" will work just fine.
- Loading paper instructions and ordering info can be found here:
 - warnell.uga.edu/intranet/technologywarnell > Printing Posters