How to Print a Poster on Campus

<table>
<thead>
<tr>
<th>Links to campus printing info:</th>
<th>For general poster requests:</th>
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</thead>
<tbody>
<tr>
<td>FedEx / Kinkos</td>
<td>Campus Printing and Mailing Services</td>
</tr>
<tr>
<td>Lower Level of the UC</td>
<td><a href="http://www.cmu.edu/printingmailing/">http://www.cmu.edu/printingmailing/</a></td>
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<tr>
<td><a href="https://psg.kinkos.com/cmu/">https://psg.kinkos.com/cmu/</a></td>
<td><a href="mailto:printjob@andrew.cmu.edu">printjob@andrew.cmu.edu</a></td>
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<tr>
<td></td>
<td>Phone: 412-268-2970</td>
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**The Following Accept PlaidCash and Department Funds:**

**For Chemical Engineering students:**
- Requests for poster printing can be made via the department website: [www.cheme.cmu.edu](http://www.cheme.cmu.edu)
- Cost is $3.50 for students or faculty with a CMU Oracle String
- Posters will be available **one business day** after request is submitted

**For ICES students:**
- Please see [http://www.ices.cmu.edu/posters.asp](http://www.ices.cmu.edu/posters.asp) for specific details
- Contact Tim Kelly, ICES Graphic Designer: tjkelly@andrew.cmu.edu
- Posters must be 40 inches or less on one side (average poster size: 40 x 30)
- Allow at least a few hours between request and pick-up

**For School of Computer Science students:**
- Please see [http://www.cs.cmu.edu/~help/printing/poster_printing.html](http://www.cs.cmu.edu/~help/printing/poster_printing.html) for specific details
- Printing is **free** for SCS students
- Printing available Monday - Friday (weekends available by special request)
- For more information contact: poster@cs.cmu.edu

**For other graduate students:**
If you are working with a faculty advisor, talk to her / him about getting a CMU Oracle String that you can submit to a campus printer, like the Kinkos. One of the conveniences of using the campus printer is that you can submit work online.

Make sure to contact your department before taking your poster to an off-campus printer. Funds may be available for student poster printing.

**Graduate Small Project Help (GuSH) funding:**
- Successful GuSH application examples: [http://www.cmu.edu/graduate/professional-development/research-funding/gush-advice.html](http://www.cmu.edu/graduate/professional-development/research-funding/gush-advice.html)

**Information about using the Carnegie Mellon logo:**
[http://www.cmu.edu/marcom/brand-guidelines/wordmarks-colors-type.html](http://www.cmu.edu/marcom/brand-guidelines/wordmarks-colors-type.html)

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