

Frequently Asked Questions

- **What kind of files will work?**
Native formats from your supported software (ppt, ai, psd, etc.) or EPS, PS, PDF, JPG made from your native file.
- **What program should I use to make my poster file?**
PowerPoint (recommended), Illustrator, Photoshop, InDesign. We DO NOT except files created using Microsoft Word and Microsoft Publisher.
- **Why do you recommend PowerPoint? Can I use a different program?**
PowerPoint is widely available and easier to use than some of the more sophisticated graphics programs.
- **What is the turnaround time?**
Two business days.
- **What will it cost?**
Up to 48" length:
 - 24" 4.00 dollars
 - 36" 5.00 dollars
 - 42" 6.00 dollars
 - Additional length \$1.00 per foot
- **What are my payment options?**
We accept IWU budgets #s, cash or check.
- **What fonts do you support?**
All fonts that come with Windows XP/Vista/7, Mac OS 10.x, and Adobe Creative Suite 6 (CS6). If you use a font NOT on our list, save the file with fonts embedded, or make a pdf or eps file, or save as curves or paths.
- **How can I place my order:**
Come into the Thorpe Center, Ames Library, third level - north side service desk. Forms will be provided and you will need to leave a copy of your file with us.
- **Should I laminate my poster?**
Lamination can help protect your poster from fingerprints, weather, damage, fading. We offer up to 27" wide at .40 cents per foot in length
- **Who can use your services?**
Our Use Policy states "Poster production serves the Illinois Wesleyan University faculty, staff and students; we do not provide services to the general public
- **Always check you work:**
Before turning in your poster please proof read the material to ensure that there are no errors. Also, do a print preview and make sure that it looks the way that you envisioned it would. The color you see on your computer screen may NOT be an exact match to the color you will see on the poster.