



Printing Large format (A0) posters in Acrobat Reader (PDF)

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

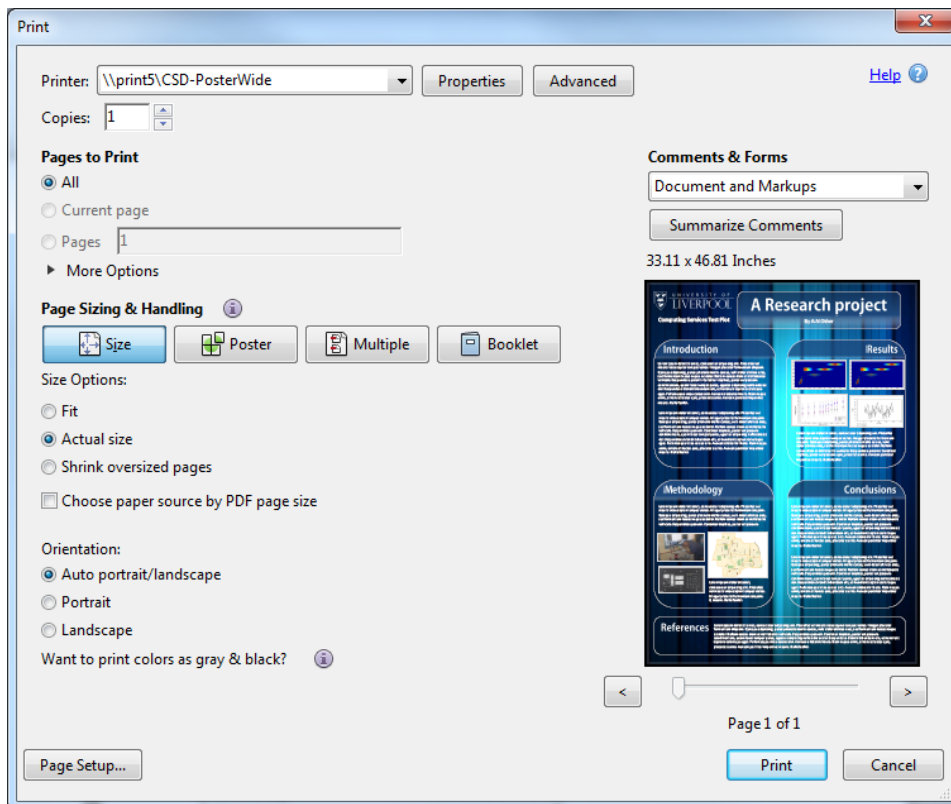
In this guide, the printer queue **CSD-PosterWide** is used. This is an A0 size printer, and is the most commonly used printer for Posters.

The sample PDF document in this guide is **A0** sized at **118.9cm X 84.1cm**

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

Print the file.

Click **File** then click **Print**

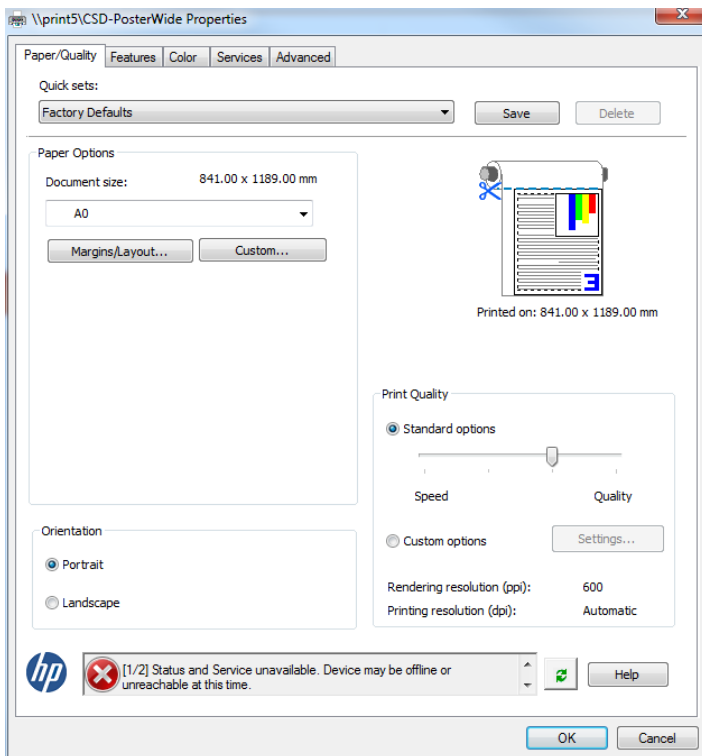


Select **CSD-posterWide** from the drop down box labelled **name**

Check the box **Auto Rotate and Center**

Set page scaling to **Fit** (note: if you require scale to be maintained, set this to **Actual size** but please check that the dimensions of your image, to see if will fit on the paper, if not, you will need to alter your image or select the **CSD-PosterExtraWide** printer queue

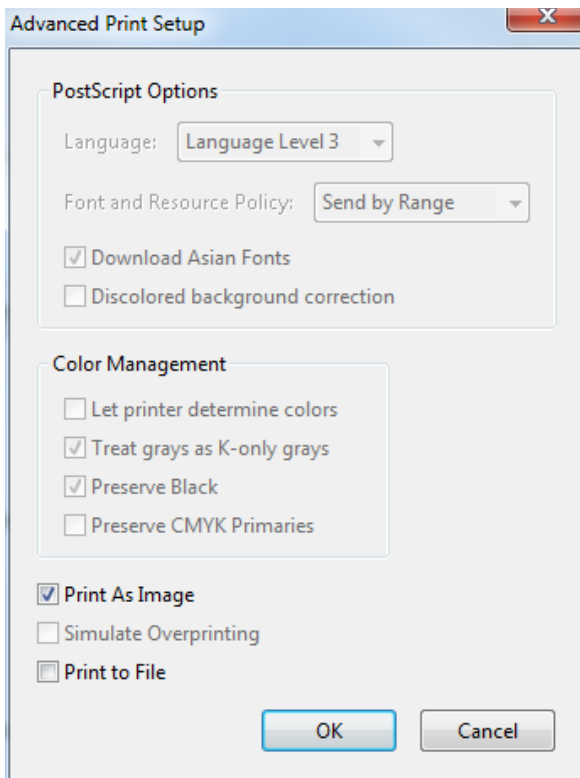
Click the button labelled **Properties**



Check that the document size is **A0**

Do not adjust any other setting in this box. Click **OK**

Click the **Advanced** button



Check the box labelled **Print as image**

Click **OK**

Click **OK** again to print the document.