

CONTACT PRINTING and ENLARGEMENTS on Epson printers rev 1/15

A note about printer ink:

- if you see an orange blinking light on top of printer, this means there is an ink tank that is low on ink, *but it isn't empty*
- you will be able to make 10 - 15 more prints after this blinking light comes on
- when the light becomes a solid light, the ink tank is out of ink;
- if an ink tank is empty, which should be quite rare, call IT at x4579
 - they will come and replace the tank
- sometimes ink will run out in the middle of a print; if this happens, the printer will stop in mid-print
 - once ink tank is replaced, printer will complete this print
 - to eject paper from printer, press the trash icon on the printer and hold for 3 secs

Troubleshooting the printers:

- to cancel a print job, press the trash icon on the printer and hold for 3 secs
- if printer says paper error, press trash icon
 - grey power button will now have blinking green light
 - turn printer off, wait 10 secs, then turn back on; you can now print again
- if Communication Error window appears on screen, restart computer

CONTACT PRINTING - using the Bridge program in Photoshop CC

a contact sheet consists of several thumbnail images printed on a single sheet of paper

you will need to make contact sheets of the photos that you shoot for a given assignment

Set-up Procedure:

open Photoshop CC

place **at least two sheets** of photo paper, in main paper tray

- paper needs to be **shiny side facing out**
- make sure paper guide is flush against paper
- Note: you must keep a min of 2 sheets in the printer to avoid paper errors

from Photoshop's main menu, choose File > Automate > Contact sheet II

- a new window will open

Note: you may also be able to access the Contact sheet II window from the Bridge program

- in the Bridge window, select all pics you want to make a contact print of
- on top menu bar in Bridge, choose Tools > Photoshop > Contact sheet II

in Source Images pane, click Choose and navigate to the folder of images you want to make a contact print of

in Document pane:

Units: inches

Width and Height: 8.5 x 11

Resolution: 300

Mode: Grayscale if your photos are B&W; RGB if they are color

Bit depth: 8 bit

Color profile: leave at default setting

in Thumbnails pane:

Place: across first

Columns: 5 and Rows: 6

click on Rotate best to fit

click on OK

- files will now load into a contact sheet format, on a white background

Printing procedure:

in Photoshop, choose File > Print

in Print window that opens:

- at top of pane, choose your printer: Epson Stylus Pro 3880

- below where it says 'Printer', see Layout, then click on proper image orientation:
Landscape or Portrait

- just above Layout, choose Show Details

- now choose Layout > Printer settings

- under Printer Settings:

- Media Type > Ultra Premium Photo Paper Luster if using Epson luster
(or Premium Photo Paper glossy if using glossy paper)

- Print Mode >

Accu Photo HD2, if color

Advanced B&W Photo, if black and white

- Output Resolution > Superfine - 1440 dpi

- do NOT choose SuperPhoto - 2880; will take longer to print and use more ink

- High speed box should be checked

- click Save,

Do not select “scale to fit media” in printer window
then click Print

Canceling a print job or to eject paper from the printer:

- press the garbage can icon on top of printer and hold for 3 seconds

MAKING ENLARGEMENTS:

Re-sizing your image for printing:

- make sure your image is re-sized for printing
- see “Editing Images in Photoshop” handout

Printing procedure: the same as when making contact prints

Print brightness - if print looks quite different from screen brightness:

- use F1 and F2 keys to check screen brightness - it should be in the middle

Printer should be turned off and closed up when you leave

Printing borderless: (for later in semester)

- first, you need to resize your image
- in Image Size window, deselect Resample as you normally would
- type in paper dimensions so that one dimension is same as paper size and the other dimension *exceeds* the paper size

- examples:

- using 8.5 x 11 paper, this might give you dimensions of 8.5 x 12

- now choose the Crop tool and type in your paper dimensions (8.5 x 11”) on the Options bar on top
- crop your image to the maximum size

in printer window: Print settings > Paper Size > US letter > US letter sheet feeder
Borderless (auto expand)