GSAPP OPS Fact Sheet

The Output Shop (OPS) is a full-service not-for-profit print facility serving GSAPP students.

Services Provided
- Plotting with 4 paper types (max 36 inches wide)
- Refilling printing quota for studio printers.
- Scanning oversized documents

Plotting Facts
- 4 HP T7100 plotters, 36' inches wide.
- 1 HP Pagewide plotter, 36' inches wide.
- Pricing is per linear ft (therefore round up to the nearest foot)
- OPS services are SUBSIDIZED for student use and student work ONLY!
- OPS ONLY accepts flex card payment (CUID) no CASH
- Add money in SSOL, hospitality desk, payment machine (Avery 600)

Submissions
- Drop class files into "OPS Work Submission" folder. This Folder is located on your studio desktop computer.
- File Naming Structure: **UNI_Filename_Paper_Size_Critic.pdf**
- Check Google Spreadsheet for job updates and price.
- Plotting gets busy around reviews, ½, midterms, ¾ and finals.
  - ALL JOBS for the above reviews have to be submitted before 10pm the night before.
- If you do not follow the instructions it will delay your plot.
- Email outputshop@gmail.com if there are any issues with the file.

OPS Quiz
- You will be required to pass a quiz, show the certificate in order to get an "OPS" sticker.
- No certificate, no sticker, no OPS uses.

Cost of Services *pricing per linear ft

Heavyweight Bond	$6 per ft
Lightweight Bond	$4 per ft
Mylar	$9 per ft
Satin Gloss	$9 per ft