

Computer services

While you wait

Digital black and white and colour printing direct from your CD, USB or memory card.

Supported software:

- Adobe: Acrobat, Illustrator, InDesign, Photoshop
- Microsoft: Excel, Powerpoint, Project, Publisher, Word

CD burning	50p
Blank CD	75p

Laminating

Enhance your work and extend the life of your document by protecting it from dirt, grease and damage.

While you wait

A4	85p
A3	£1.70

Guillotining

While you wait

Cutting jobs 70p per cut.

Scanning services

While you wait

Full colour high-resolution scans, to email or USB drives.

A4 / A3 in B/W or colour - First ten scans - 25p each
additional scans over ten - 10p each

	Black and white	Colour
*A2	£1	£2.50
*A1	£1	£2.50
*A0	£1	£2.50

NTUPrintShop

Like NTU Print Shop on Facebook and receive exclusive promotions, discount codes and all the latest news and updates.

Outside of term time, the Print Shop may close for lunch. The times may vary, so please contact the shop or check our Facebook page for any updates.

Please note that whilst the University has taken all reasonable steps to ensure the accuracy of the content within this leaflet at the time of printing, the University reserves the right to remove, vary or amend the content of the leaflet at any time. For avoidance of doubt, the information provided within the content of this leaflet is for guidance purposes.

Where to find us

City Campus:

Room 0702

Chaucer (near the NTU tram stop)

Tel: 0115 848 2545

Email: ITS.PrintServicesCity@ntu.ac.uk



Clifton Campus:

Room 006

DH Lawrence (next to The Point)

Tel: 0115 848 3102

Email: ITS.PrintServicesClifton@ntu.ac.uk



NOTTINGHAM
TRENT UNIVERSITY

Print Shop

Student print services 2019/20:

While you wait service

- Black and white copying and printing
- Colour copying and printing
- Black and white plan printing
- Large format colour printing
- Binding and finishing
- Laminating
- Scanning

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Clifton Campus: DH Lawrence – Room 006

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www.ntu.ac.uk/printshop

www.facebook.com/ntuprintshop

Opening hours:

Monday – Thursday, 8.30 am – 5 pm

Friday 8.30 am – 4.30 pm

Last customer to be served will be 10 mins before stated closing time.

Price list

While you wait service

High-quality digital black and white or colour copying and printing

While you wait

Black and white	A4	A3
80gsm	5p	10p
100gsm semi-gloss	10p	20p
148gsm Mohawk	25p	50p
160gsm matt	25p	50p
170gsm gloss	25p	50p
250gsm matt or gloss	25p	50p
216gsm Mohawk	35p	70p
220gsm Conqueror	35p	70p
300gsm matt	25p	50p
Tracing paper	35p	70p
Acetate	45p	90p

Colour	A4	A3
100gsm semi-gloss	20p	40p
148gsm Mohawk	35p	70p
160gsm matt	35p	70p
170gsm gloss	35p	70p
250gsm matt or gloss	35p	70p
216gsm Mohawk	45p	90p
220gsm Conqueror	45p	90p
300gsm matt	35p	70p
Tracing paper	50p	£1.00
Acetate	60p	£1.20

Printing of a document that is a mixture of colour and b/w is charged at the colour rate.

The cost of double-sided prints is the full price of one side plus the 100gsm price of side two. For example, an A4 gloss double-sided print would cost 55p (35p + 20p).

Full bleed printing is now available. Please ask for further details.

Large format black and white digital copying and printing*

	Paper	Tracing paper
A2	95p	£1.90
A1	£1.40	£2.80
A0	£2.20	£4.40

We can do enlargements and reductions from 25% to 400%.

Binding service

Price includes recyclable polypropylene front cover and card back cover

While you wait

	A4	A3 (short side)
Wire from	£4.00	£5.00
Plastic comb from (225-500 pages of 80gsm)	£6.00	£7.00
Unibind (heat binding) (220-340 pages of 80gsm)	£6.50	N/A
Metal channel binding (landscape and portrait)* from	£4.00	N/A
Hardback photo book binding (white only, landscape and portrait)* from	£15	£25

Buckram-style hardback binding

With gold or silver digital foil lettering to front and spine. First copy £25, further identical copies (ordered at the same time) £20 each.

The standard turnaround time is 24 hours. (Subject to availability). An express same-day turnaround may be available subject to an additional cost and availability – please ask for more details.

New creative binding service

Perfect binding with full-colour wraparound, hard or soft cover up to A4 size* from £35.00

Full-colour hardcover wire binding up to A4 size* from £30.00

The standard turnaround time is 24 hours. (Subject to availability)

High-quality large format inkjet colour printing

While you wait

Satin, matt and gloss – up to 260gsm paper

A2	£4.50
A1	£9.00
A0	£18.00

Draft paper – 90gsm (susceptible to cockling on heavy ink areas)

A2	£2.25
A1	£4.50
A0	£9.00

Textured art paper* – 210gsm

A2	£10.00
A1	£20.00
A0	£40.00

Preparation for printing

Please save your files as JPEGs or flattened PDFs. This helps to reduce waiting times.

Please note that although these are while you wait services, longer waiting times are to be expected during peak periods.

No minimum transaction on debit/credit cards .

*Not available at our Clifton Campus.