

P.S.

Printing Services



What can we do. . .

What are Some of the items produced by Granite District's Printing Services

- Letterheads
- Envelopes
- Award Certificates
- Business Cards
- Note Pads
- Brochures
- Newsletters
- Carbonless (NCR) Forms
- Student Handbooks
- Curriculum Guides
- Proposals
- Literary Magazines
- Folders
- Tabs (for 3-ring binders)

Items we print that you may recognize

- Weekly Newsletter
- Annual Report to Parents
- Personnel Directory
- "Respect" Campaign Posters
- Annual Board Christmas Card
- Breakfast & Lunch Menus
- Inservice Brochure
- Community Connection Newsletter



Did you know. . .

What are some of the services provided by Granite District's Printing Services

High-speed **Copying** with on-line collating, stapling, and tape book binding

New **Full Color Copying** from your originals or computer.

Offset **Printing** from 3"x5" to 19"x26" sheet sizes using spot and/or process color inks

Post print **Bindery and Finishing** including folding, cutting, spiral coiling, 3-hole drilling, padding, and much more

Design in the **Desktop Publishing** and layout area, utilizing programs such as Quark XPress, Photoshop, Illustrator, and PageMill to name a few

High-resolution **Imagesetting** to film (neg.) or paper (pos.), up to 2540 dpi

600 dpi **Laser Printing** of sheet sizes up to 11" x 17" (tabloid)

Desktop **Scanning** of your artwork/photographs to common page layout and image editing file formats

Up to Date **Clip Art** and artwork from CD and Floppy

Extensive (over 300) **Fonts** to choose from

Items for use on the **Web** such as GIF Graphics and PDF Files (visit our page at www.granite.k12.ut.us)

Please contact us for more information

Phone: 268-8556

Fax: 263-6128

E-Mail: Graphics@granite.k12.ut.us



Staff

Layne Robison	Manager
Anna Williams	Secretary/Job Entry
Russell Bell	Senior Printer
Jeff Wilson	Desktop Publishing Specialist
Steve Mogensen	Quick Print Operator
Bob Pinkerton	Pressman
Britton Pinkerton	Pressman/Bindery

Mission Statement

Our goal is to provide services and support to the Board, Administration, Staff, Teachers and Students of Granite School District .

We accomplish this by providing professional, high-quality design, printing, copying, and bindery/finishing. We use the best in available materials and resources while remaining cost-effective.

We believe all students should be provided information and communication to ensure that they reach their highest potential.

We take great pride in the knowledge that we, too, play a role in the education of a child.

