



The Banff Centre
inspiring creativity

RETURN TO:
The Banff Centre
Office of the Registrar
Box 1020, 107 Tunnel Mountain Drive
Banff, Alberta, Canada T1L 1H5
Fax: (403)-762-6345

Artist Name: _____
Residency Name: _____
Residency Dates: _____

Digital Studio - Resource Request Form

The Visual Arts Digital Studio is a bookable facility that provides technology and software for image scanning, preparation, and output of archival inkjet prints. The Digital Studio operates in conjunction with the printmaking and photography studios enabling the possibility to combine established printing methods with current digital printing technologies.

The Hours of Operation for the Digital Studio are Monday to Friday, 9:30am to 4:30pm. Access takes place during Studio Attendant work hours and is unavailable on weekends. The Studio Assistant oversees the operation of the digital printer and calculates ink and paper totals. Participants must bring a personal external hard drive for file storage.

The Digital Studio uses Mac OSX operating system with Adobe Creative Suite 4 Design Premium software applications (Photoshop, InDesign, Illustrator, Acrobat, and Bridge). Please check the boxes that apply to your project proposal.

1. Knowledge Base and Skill Set

Operating System:

I use a Mac

I use PC only (unfamiliar with Mac computers)

Photoshop and other software:

Advanced (I teach Photoshop and other software)

Intermediate (I know how to use Photoshop for my project purposes)

Beginner (I am just learning Photoshop and other software)

I have no knowledge of Photoshop or other software

Scanning:

Advanced (I use scanners regularly, basic orientation is required)

Intermediate (I can work independently, occasional assistance may be required)

I will require the Studio Assistant to operate the scanner software

2. Participant Involvement

High – I will manage my own files and work independently

Medium – I will require part-time assistance in preparing my images and scanning

Low - I want to deliver my files to a staff member who will operate all software, make the test prints, and oversee the printing

3. Epson Stylus Pro 9880 with Photo Black Ink (44" wide, archival inkjet printer)

What approximate dimensions are your inkjet prints?

8"x10" or smaller 8"x10" to 13"x19" 24" wide to 44" wide (roll)

Estimate your total number of digital prints (i.e. 2 – 24"x24" inkjet prints):

The Digital Studio stocks a variety of Epson paper and media for sale to program participants. Please check the type of media for your prints:

Epson Premium Lustre Paper

Epson Piezo Clear Film media

Other, please explain:

4. Epson Stylus Pro 9900 (44" wide, archival inkjet printer)

What approximate dimensions are your inkjet prints?

8"x10" or smaller 8"x10" to 13"x19" 24" wide to 44" wide (roll)

Estimate your total number of digital prints (i.e. 2 – 24"x24" inkjet prints):

The Digital Studio stocks a variety of Epson paper and media for sale to program participants. Please check the type of media for your prints:

Epson Enhanced Matte Paper

Epson Premium Lustre Paper

Epson Somerset Fine Art Paper

Epson Piezo Clear Film media

Other, please explain:

5. Epson Perfection V750 Pro Flatbed scanner (6400dpi)

Scanning Format:

35mm 6cmx4.5cm 6cmx6cm 6cmx7cm 4"x5"

Please estimate the duration necessary to complete your scanning:

1 - 3 days Part-time (4 hour half day)

5 days Full-time (7 hour day)

More than 5 days, please explain:

6. Epson Expression 10000XL Photo Scanner (2400dpi, 12"x17")

Please estimate the duration necessary to complete your scanning:

Please estimate the duration necessary to complete your scanning:

1 - 3 days Part-time (4 hour half day)

5 days Full-time (7 hour day)

More than 5 days, please explain:

7. Nikon Super Coolscan 9000ED (4000dpi)

Scanning Format:

35mm 6cmx4.5cm 6cmx6cm 6cmx7cm

Please estimate the duration necessary to complete your scanning:

Please estimate the duration necessary to complete your scanning:

1 - 3 days Part-time (4 hour half day)

5 days Full-time (7 hour day)

More than 5 days, please explain:

Comments and Additional Information

***All artists who use the Digital Studio must complete a standard safety orientation which includes WHMIS. For information on facilities or equipment please consult the website or contact one of the following facilitators.**

Contacts:

Sarah Fuller, Photography Facilitator

Email: Sarah_Fuller@banffcentre.ca

Tel: (403)762-6611

Fax: (403)762-6665

Wendy Tokaryk, Print & Paper

Facilitator

Email: Wendy_Tokaryk@banffcentre.ca

Tel: (403)762-6402

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