

DESIGN

VECTOR LINES AND EMBEDDED B&W IMAGES

Suggested
Software



Illustrator
Rhino 8
AutoCAD

LAB-ACCEPTED FILE FORMATS: .AI, .DWG, .3DM

YOUR ARTBOARD MUST MATCH
THE EXACT SIZE
OF YOUR MATERIAL
AND INCLUDE A 1/4" BLEED MARGIN

ALL DESIGN ELEMENTS MUST BE B&W

all elements must be expanded and have an **RGB black** fill (0, 0, 0)



use halftoning
to imitate
shades of
grey!



VERY VERY IMPORTANT:
DO NOT flip or invert your
design! LAB Staff will take
care of the positioning and
final design steps.

CUTTING DOWN YOUR STAMP

HARD MATERIALS can be cut out with
the laser by drawing a **0.01pt stroke** border
around your design in **RGB red** (255, 0, 0)

SOFT MATERIALS can only be **hand-cut**

STAMP MAKING

MATERIALS

STAMPS CAN BE MADE OUT OF 2 MATERIALS:

HARD MATERIALS

such as:

PLYWOOD baltic birch
HARDWOOD
ACRYLIC

must be at least **1/4" THICK**
to make a successful stamp

typically used for larger
stamps & block printing

SOFT MATERIALS

such as:

LINOLEUM

You can purchase lino at
Above Ground Art Supplies!

SOFTOLEUM only white
other softoleum kinds do not
raster effectively & often
release **TOXIC FUMES**

typically used for smaller,
more detailed designs &
used with a stamp pad



The LAB has varieties of the approved hard materials
for purchase. If you are **BRINGING IN YOUR OWN
MATERIAL**, it must be staff-approved prior to use!

Submit your file and plan to laser-cut during Open
Lab hours or by appointment.

Make sure there is enough material for testing!

USING YOUR STAMP

To stamp effectively, you'll need to design either a 3D-printed
STAMP HOLDER or attach a **RIGID BACKING** such as
an oversized piece of hard material.

Come to the LAB during our Open LAB
hours for help designing your stamp
holder or any other questions!

HOW IT WORKS

YOUR SUBMISSION

dash line visualizes margin



SOFTWARE INTERPRETATION



YOU'LL RECEIVE



STAMP RESULT!



SUBMISSION & PICKUP

SUBMIT VIA OUR SERVICE
BUREAU GOOGLE FORM. FIND THE
LINK ON OUR WEBSITE OR SCAN THIS
QR CODE



SUBMIT YOUR FILE AT LEAST 1 WEEK IN ADVANCE TO ENSURE YOUR JOB IS PROCESSED IN TIME

- 1 SUBMIT YOUR FILE**
Fill out the google form. Be sure to indicate whether the
material is patron-supplied or being purchased from the
LAB! For patron-supplied, request an appointment by
submitting to our Project Request form.
- 2 BRING YOUR MATERIAL TO YOUR APPOINTMENT**
Do not drop it off in advance, we will not accept it.
- 3 PICK UP!**
We will send you an email with the cost once your job is
done.

THE LAB ONLY ACCEPTS ONECARD AS PAYMENT

We recommend loading your OneCard
beforehand which can be done in-per-
son, OneCard office, the campus PHIL
machines, or via this QR code:

