# Requisition form for printing of PhD thesis at The Oslo School of Architecture and Design

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| --- | --- |
| Name of candidate:  |  |
| Title of thesis:  |  |
| Defense date: |  |
| Number of pages in total: |  |
| Number of color pages: |  |
| Number of prints AHO:  |  (50 copies will be covered by AHO) |
| Additional copies:  |  (covered by the candidate ) |
| Test print: | YES/NO |
| Other information: |  |

## Delivery address:

|  |
| --- |
|  Arkitektur- og designhøgskolen i Oslo  |
|  Att: Marianne Fredhjem |
|  Maridalsveien 29 |
|  0175 OSLO  |

## Invoice address:

|  |
| --- |
|  - Arkitektur- og designhøgskolen i Oslo  |
|  faktura@aho.no |
|  Postboks 2710 |
|  7439 Trondheim |

## Signature

Date:

Signature AHO Signature PhD candidate Signature Bodoni

**Fixed printing specifications**:

Format: 17x24 cm
Paper Feeds: 90g Multi Offset
Paper cover: 300g Invercote creato matt
Print feed: 1 + 1 black / 4 + 4 cmyk
Print cover: 4 + 0 cmyk
Binding: Glue cutter softcover
Print originals: PDF
Color pages: AHO covers up to 40 color pages per copy. Excess color pages are covered by the candidate:
Sample Print: Covered by AHO

**Approved dissertation**
Once the adjudication committee has submitted a recommendation that concludes that the dissertation is found worthy of defense in a disputation, the printing process can begin. Note that the printed dissertation must be identical to the one submitted for evaluation, with the exception of rectification of small errors of a formal nature. All such corrections should be entered in an errata list. You cannot include or replace an article that is published after the dissertation has been submitted.

It is recommended that the candidate contact Bodoni 4 weeks before the defense. Bodoni spends 1-2 weeks on printing, and the dissertations must be completed 2 weeks before the defense.

Contact person Bodoni:
Jonas Bjørvik Andersen, telephone: 40 21 40 41, e-mail: jonas.andersen@bodoni.no

**Delivery and printing**
Bodoni receives printable PDFs from the candidate, assembles them in the right order, and scales to print format (17x24cm). Images and shapes should be in either vector format or 300 dpi resolution. Font must be embedded. Otherwise, text may fall out or be incorrect. Bodoni runs an automatic preflight of all files and provides feedback on the problem.

The candidate receives a print file for review and approves it before printing. If physical proof print is desired, this is agreed in advance.

**The Cover**

The Information Department at AHO will design the cover on the basis of material from you. Specifications can be found in the Cover Requirements attachment, which you fill in and send to Gunnar Knutsen, Gunnar.Knutsen@adm.aho.no

**ISSN number, ISBN number and con-text number**

This information must be listed on the colophon page (see template). You will get them from the research administration.