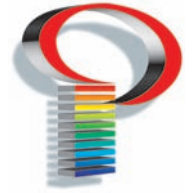


Paper Terms & Characteristics



For your convenience, here is a glossary of commonly used paper terms and characteristics...



Basis Weight - The weight of 500 sheets of paper cut to a standard specific size. A basic sheet size is common to each major paper grade. For example, the basic sheet size of bond paper is 17"x 22". If the total weight of 500 sheets of 17"x 22" paper is 20 pounds, the paper is described as 20 pound paper.

Brightness - A standard measurement of the percentage of light reflected back from a sheet. For example, a brightness of 90 indicates the sheet reflects 90% of the light striking it.

C1S - Paper is coated on a single side.

C2S - Paper is coated on both sides.

Caliper - The thickness of a single sheet of paper, in thousandths of an inch, measured with a micrometer.

Coated - A layer of clay or pigment, in combination with an adhesive agent, applied to paper. Coating can improve ink holdout and paper durability.

Cover Paper - Heavier papers generally used for book covers, folders, greeting cards, postcards, business cards, and brochures.

Finish - Glossy, dull, matte, satin, and silk are all terms used to describe the finish, or surface, of papers.

Free Sheet - Paper containing 10% or less groundwood pulp.

Glossy - Coating a sheet to achieve a shiny or lustrous appearance.

Grades - A generic system used for classifying papers by common characteristics or composition, further refined to reflect specific qualities or uses.

Grain - The dominant direction of the fibers in a sheet.

Groundwood Paper - Papers made from mechanical pulping processes, which leave many natural impurities in the paper.

High-bulk paper - Paper made relatively thick in proportion to its basis weight.

House sheet - General-use paper ordered in large quantities and kept in stock by a printer. These papers will be described by specifications rather than by brand name. Typically, they offer the best value and quickest delivery on your printing order.

Matte - A non-glossy coating on paper.

Moisture Content - An important property of papers affecting curl and static buildup.

continued

Paper Terms & Characteristics



continued

M Wt. - An abbreviation for weight per thousand sheets of a specified size of paper.

Newsprint - A grade of paper composed primarily of groundwood pulp.

Opacity - The lack of transparency and the ability to conceal print on the reverse side of a printed sheet.

Porosity - The amount of air that will pass through a sheet, important in vacuum-assisted feeders.

Pulp - Mixture of wood and/or cotton fibers, chemicals, and water from which mills make paper.

Ream - 500 sheets of paper.

Sizing - A substance added to pulp before papermaking or to the surface of a finished sheet. Sizing serves different functions, depending on the end use of the sheet: as a glue to hold fibers together, as an enhancer of water resistant qualities, or as a controller of the reaction of ink with the sheet.

Smoothness - A measurement of paper surface irregularities. It is a precise measurement of the surface



of a sheet of paper, optimized for print equipment. Too smooth a sheet may cause running problems, and too rough a sheet may affect image quality.

Wax Pick - A measurement of paper surface strength. It evaluates surface bonding strength and relates to the tendency for tacky inks to pick fibers or particles from the paper surface.

Web Paper - A roll of printing paper.