GET READY FOR SUMMER COPYING!
Now you can submit your order to Copy-Plus and get it delivered before the first day of school

Copy-Plus is the instructional materials printing service exclusively for teachers.

COPY-PLUS SERVICES INCLUDE

• Portrait or landscape, double-sided printing on 8.5 x 11 paper, 3-hole drilled and stapled in sets
• Duplication in either black and white or color for graphics.
• Specialty binding of student workbooks—up to 70 sheets (or 140 double-sided pages)
• Instructional packet mailings to student homes. See instructions on the Copy-Plus website under Using Copy-Plus.

Services are limited to materials for classroom instruction and homework only. All costs associated with Copy-Plus are funded centrally. So, there is no cost to your school!

WE RECOGNIZE that there are times when color graphics are required to communicate instructional messages efficiently. At Copy-Plus we call that instructional color.
2 WAYS TO SUBMIT YOUR ORDER

1. **EITHER** Use the online email ordering system using this Google form or this QR code

2. **OR** Place your printed originals in the large orange envelopes available in every school office

IF YOU WANT CUSTOM PRINTING

The MCPS Print Shop produces custom printing for schools—from business cards to banners.

The Print Shop offers graphic design support as well as printing, at below-market rates. For more information about custom printing for schools, contact Scott_Scates@mcpsmd.org.

FOR MORE INFORMATION Email EGPS@mcpsmd.org

COPY-PLUS

www.copyplus@mcpsmd.org

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