

your paper explained

an ingenious resource

eco-friendly

Recycled Paper

Paper recycling is the environmentally friendly process of converting paper that has already been consumed to fresh, usable paper.

Sustainable Paper

An alternative to recycled paper is paper sourced from sustainable forests, where more trees are planted than are cut down and forests are managed to ensure wildlife and eco-systems thrive.

FSC

Forest Stewardship Council (FSC) is an organisation that uses a system of inspecting and tracking timber and pulp through the supply chain ensuring best practice standards are met.

How Paper's Made

All paper is made from a mixture of water and fibres to form a pulp. These fibres are most commonly sourced from wood and referred to as 'Virgin Fibres'.

Recycled paper can be made up of fibres from different sources including:

- Mill broke - off-cuts and other rejected material from the paper mill
- Pre-consumer waste - printed or unprinted waste which has left the mill but not reached the end user
- Post-consumer waste - waste that has reached the end user.



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measurements

ISO Paper Sizes

The international paper size standard, ISO216, is used worldwide, with A and B formats being the international standard used in almost every country.

The ISO sizes also include a C format, the international standard for envelopes.

The A Format

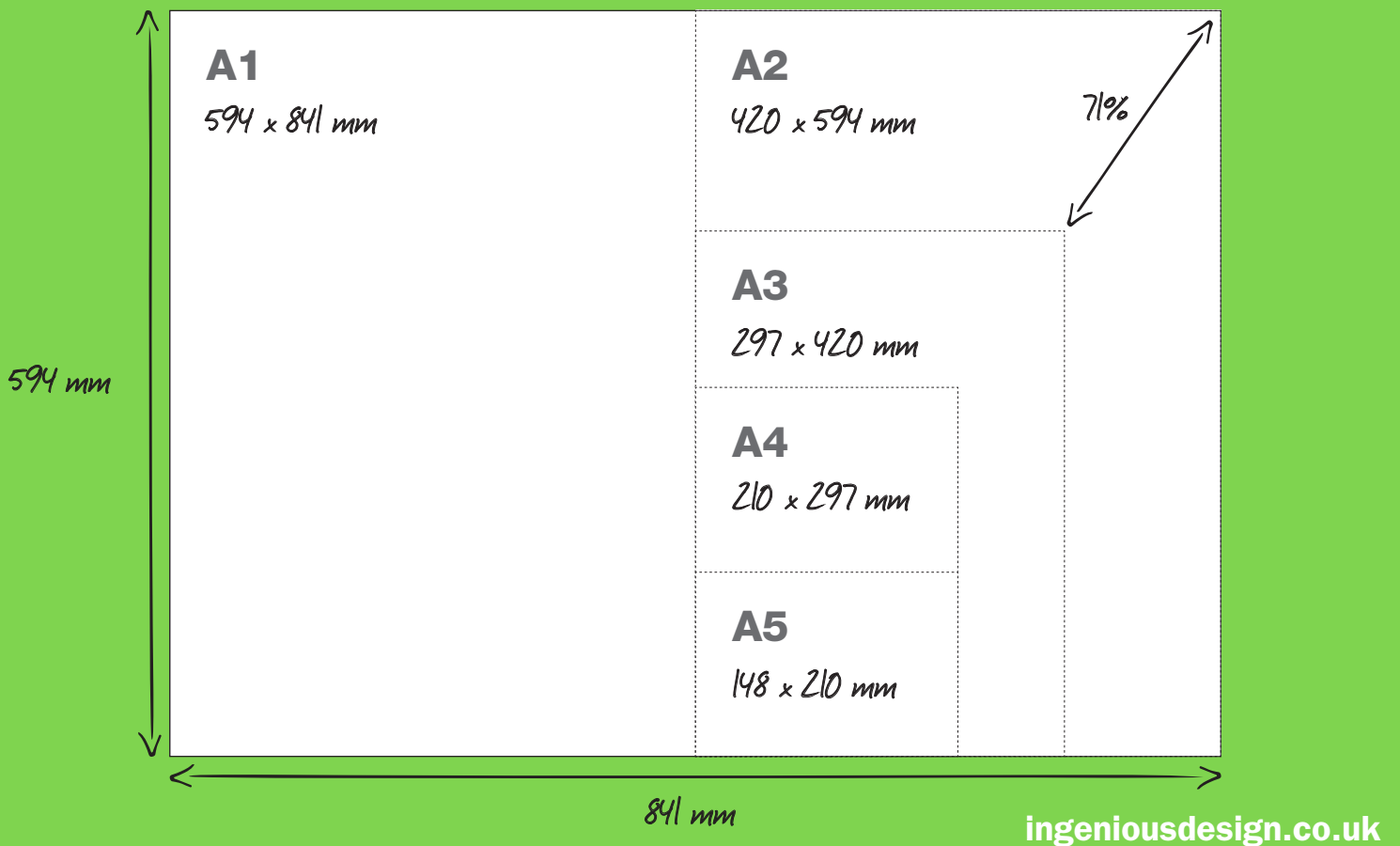
Each size is half of the previous, when folded parallel to the shorter lengths - e.g. A4 is half of A3. This system allows for a variety of useful applications, such as enlarging and reducing of images without any cut-off or margins, or folding to make a booklet the next size down.

Scaling A Sizes

Even though each size down has half the area of the previous, the reduction between each size is actually 71% rather than 50%.

gsm

Grammes per square metre - measurement of paper density or weight. Photocopier paper is round 80gsm.



paper stock

Coated Paper

Paper coated by a compound which imparts certain qualities to the paper, including surface gloss, smoothness and reduced ink absorbency, such as the following types of paper:

- Matt - a duller surface that produces a flatter image/colour with minimal glare

- Gloss - a reflective, smooth, shiny surface
- Silk - somewhere in between matt and gloss.

Uncoated Paper

Paper that has had no surface coating applied. This paper feels less smooth and often has a surface texture.

Uncoated paper is more absorbent than coated papers and will slightly alter the colour when printed - different colours may therefore need to be specified. Uncoated paper is best for writing on and often used for stationery, documents and forms.