## **Production Coordinators:**

# **Your Link for Fast Service and Technical Support**

Now that we're settled in our new building, we thought you might enjoy a reader's tour of our digital printing business. This is the first in a series of short stories on how your jobs move through the plant.

The first stop is our production department.

Our production coordinators, Lynn Buck, Jason Charneia and Denny Willison, oversee your job from start to finish. Your direct communications link to Copies Overnight, they make sure you receive fast, courteous service and technical support assistance. Their diverse responsibilities include:

Cost Estimates. Copies Overnight quotes require a
lot more than a quick check of a standard price list.
Most of our jobs deal with a number of variables. Your
production coordinator can often make suggestions to
reduce overall costs, improve your document's
appearance and enhance useability.

These recommendations range from paper stock selection, tab dividers preparation and printing and binding methods to shipping alternatives and optical disk archiving.

- **Expediting**. Your production coordinator shepherds your job through the shop from the receipt of your order through delivery. This requires close coordination with all production departments...the review and approval of Docutech proofs...and final customer proof approvals. Coordination of shipping to single or multiple destinations completes the cycle.
- Follow-up. After your job is shipped, your production coordinator processes billing information. Other follow-up services include the return of artwork and computer diskettes and customer furnished materials.

# **Getting to Know You**

The better you and your production coordinator get acquainted, the smoother your jobs will go. Lynn, Jason and Denny have years of digital printing experience. We hope you will take full advantage of their knowledge and technical skills. They also fill in for each other, so you'll never be without a personal contact at Copies Overnight.

#### **Live Tours**

Although we'll cover other departments in future issues, our offer for a personally escorted tour of the new plant still stands. Give us a call, fax or e-mail message and we'll set a date.



Production coordinators Lynn Buck, Denny Willison and Jason Charneia (seated), join president Steve Johnson in the production department's new office area.

### Just the Fax, Ma'am

Since we've moved, we have added a new fax number. Here's the new lineup to get you to the right department:

Sales and Production: (630) 690-8182 Accounting & Administration: (630) 690-0531 Distribution Center: (630) 690-1171

Don't forget to update your records for our new address: **262 Commonwealth Drive, Carol Stream, IL 60188** 

## **Top Digital Printer Recognition**

Copies Overnight has been recognized as the number one digital printer in the nation by *Quick Printing* magazine.

With sales of \$3.03 million in 1998, we ranked first in the digital printing category and 79th overall on the magazine's Top 100 Printers list. Copies Overnight was the only printer in Illinois to be recognized.

The North American trade journal publishes the sales rankings of quick, digital and small commercial printers annually.

Earlier this year, Copies Overnight was named to the Quick Print Giants list by *Graphic Arts Monthly* magazine for the second consecutive year.

"We are honored by this acknowledgment of our sales achievements," says president Steve Johnson. "The recognition is a direct reflection of our continuing commitment to leadership in the digital printing field."

Phone: (630) 690-2044 • www.onight.com



262 Commonwealth Drive Carol Stream, IL 60188

Address Correction Requested

Umpire Ron Luciano liked to chat with batters at home plate. One day Carl Yastrzemski came up to bat and said, "Ron, my wife is fine, I haven't heard any new jokes, I don't want to hear where you had dinner, I'm zero for fifteen and want you to keep your mouth shut."

On the second pitch he hit a home run. "Okay," he said to umpire Luciano as he crossed home plate, "now you can talk."

Only in America can a pizza delivery get to



your house faster than an ambulance.

Sailing: The fine art of getting wet and becoming ill while slowly going nowhere at great expense.

The only substitute for good manners is fast reflexes.

*Q:* What do you get when four men go fishing and one comes back empty-handed? *A:* Three Men and A Baby.

I know I think too much, but where does a forest ranger go to get away from it all?

> Sign we saw at Ohio State Park:



DON'T STOP TO FEED THE BEARS. IF THEY'RE HUNGRY, THEY'LL STOP YOU.

Q: Did you hear what happened to the Human Cannonball?

A: They fired him.

If a mime swears, does his mother make him wash his hands with soap?

"Sleep, riches and health, to be truly enjoyed, must be interrupted."

—Jean Paul Richter

A fly flew directly into the ear of the cow a farmer was milking. A minute later he noticed the same fly in the bucket of milk.

"That's Bessie," he humphed. "In one ear and out the udder.

Q: After they fired the Human Cannonball, why did they hire him back?

A: They couldn't find another man of his caliber.

An old man's wife called him on his car phone. "Henry, please be careful," she said. "I just heard on the news that a car is going



the wrong way on the interstate."

"Geez, hon," the man replied, "it's not just one it's hundreds!"

Laughter is the closest distance between two people.

— Victor Borge

The early bird gets the worm, but it's the second mouse who gets the cheese.

Three sports enthusiasts went to the Olympics without tickets, hoping to talk their way in, but because of tight security they were sternly refused. Passing a construction site, one of them grabbed a pipe, went to the gate and said, "Johnson, pole vault." Much to the amazement of the other two, he was admitted.

His friend went back for a sledge hammer, went to the gate and said, "Anderson, hammer throw." He too got in.

The third combed the site for an hour and was nearly ready to give up when he spotted a roll of barbed wire. He went to the gate and announced, "Jones, fencing."

A first grader skinned his knee on the playground. The teacher said, "Remember now, big boys don't cry."

"No," he sniffed.
"They sue."

Q: Did you hear why they fired the Trapeze Lady too?

A: She was caught in the act.

"Anyone who is popular is bound to be disliked."

—Yogi Berra