Printing Instructions for S.L.A.A. Outreach Cards

Be sure you have the latest version of Adobe Reader. <u>https://get.adobe.com/reader/</u>

Open the PDF File

You will notice there are 9 identical pages in this PDF.

Go to File >> Print

In the Print Screen, Under Page Sizing and Handling, choose Multiple.

Pages to Print	Comments & Forms
All	Document and Markups 🗸 🗸
○ Current page	Summarize Comments
O Pages 1 - 9	Summarize Comments
More Options	
Page Sizing & Handling	
Size Poster Multiple Dooklet	11 x 8.5 Inches
Pages per sheet: Custom v 3 by 3	
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Print on both sides of paper	Control transmission Control transmission Control transmission ************************************
Orientation:	
○ Portrait	
Landscape	Tablit i prime da construir de la forma de la construir de la forma de la construir de la cons
Auto-rotate pages within each sheet	

Beside Pages per Sheet, select Custom, then 3 by 3.

Choose Landscape for the Orientation and optionally Print page border to show lines for cutting.

Choose the number of copies you want, and set any print quality settings beside your printer selection (not pictured).

The print preview should show all 9 pages in a grid of 3 wide by 3 high.

Load a good quality card stock into your printer and Click Print.

The lines at the corners of each card will make a decorative white border. You can choose to cut at the outside and keep the border, or cut the colored area for no border.