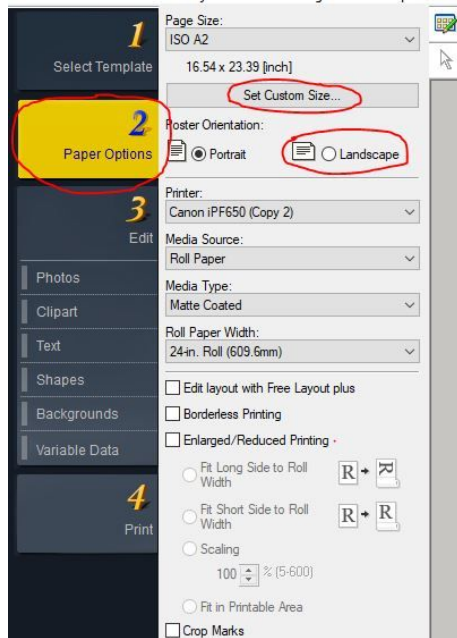
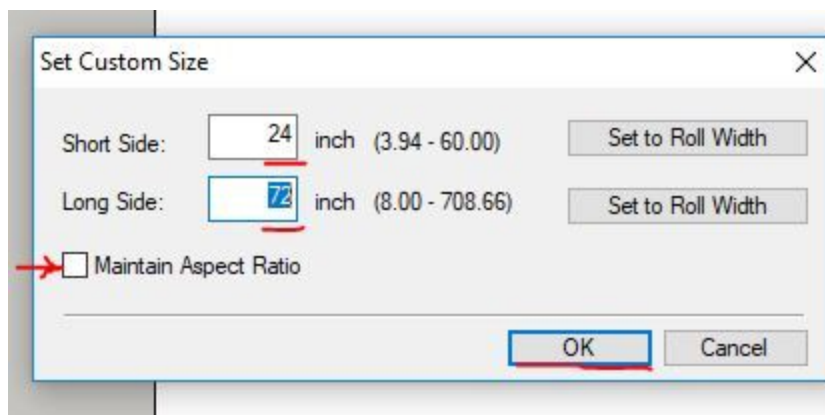




How to Create A Custom Size Poster/Banner and Save as a Template



- Open up Poster Artist and Select Step 2 Paper Options
- Select Landscape or Portrait
 - Click Set Custom Size



When the Set Custom Size Box opens,

Make sure you **“un-check”** the box that says Maintain Aspect Ratio

Then, type in the dimensions that you would like your poster/banner to be

Click OK

***Make sure you save your document by going to File > Save As> Name your document and Save it to your desktop**

- Now you can add whatever you would like to your poster/banner. Make sure you continue to hit Save as you are working on it

When you have finished your poster/banner design go to File > Add to Templates> Choose which Category you would like to add your template to and click OK

On the left hand side of your Poster Artist window, you will see your Templates, Scroll to the Category that you saved your poster/banner to and you will see that this is where you can access your newly saved template at any time.