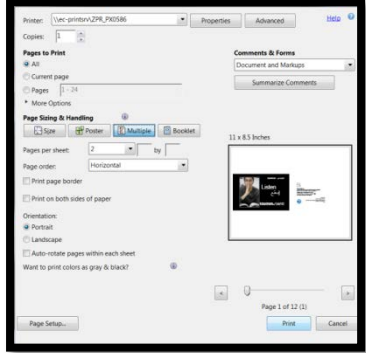






How to Put Together a “Live Well” Book

Mini-Book (12 X 9.5 cm)

<p>Step 1: In the print dialogue box select</p> <ul style="list-style-type: none"> • “multiple” • “2” pages per sheet (2 by 1 on MACs) • “Horizontal” page order • single sided 	
<p>Step 2: Cut the pages to size (14 X 9.5 cm)</p>	
<p>Step 3: Fold blank sides together down the middle.</p>	
<p>Step 4: Arrange the pages in order.</p>	
<p>Step 5: Staple the outside open edges together.</p>	

Large Format book (28 x 21.5 cm, 8.5 x 11”)

Step 1: In the print dialogue box, select “landscape” orientation, print on “both sides” and “flip on short-edge.”

Step 2: Arrange the pages in order.

Step 3: Staple the left edge of pages together.

