



Guide to editing your templates

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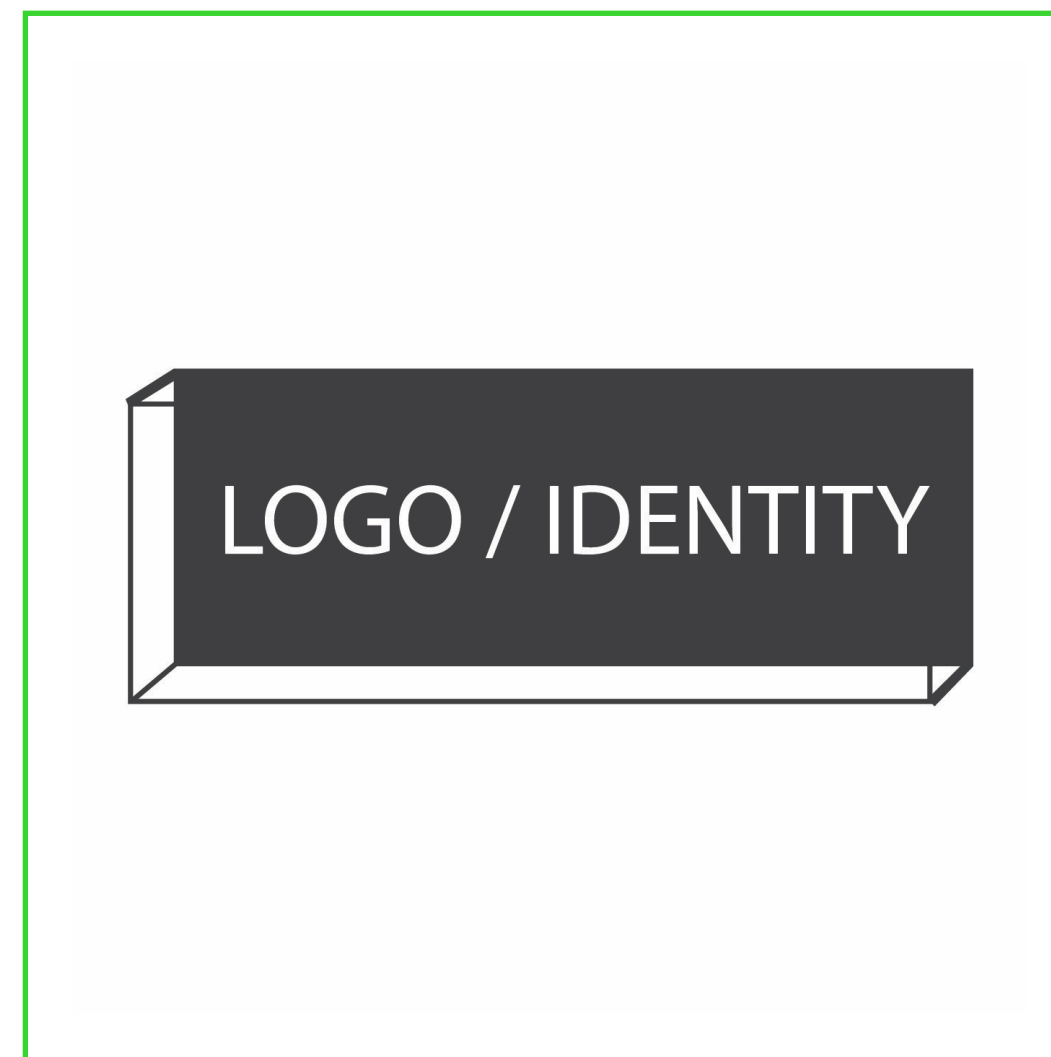
For optimal printing results, it's best to use a high quality image of 300DPI (this is the amount of pixels per inch) or a vector graphic.

Incase high resolution images are unavailable, the next viable option may be a 72DPI image.

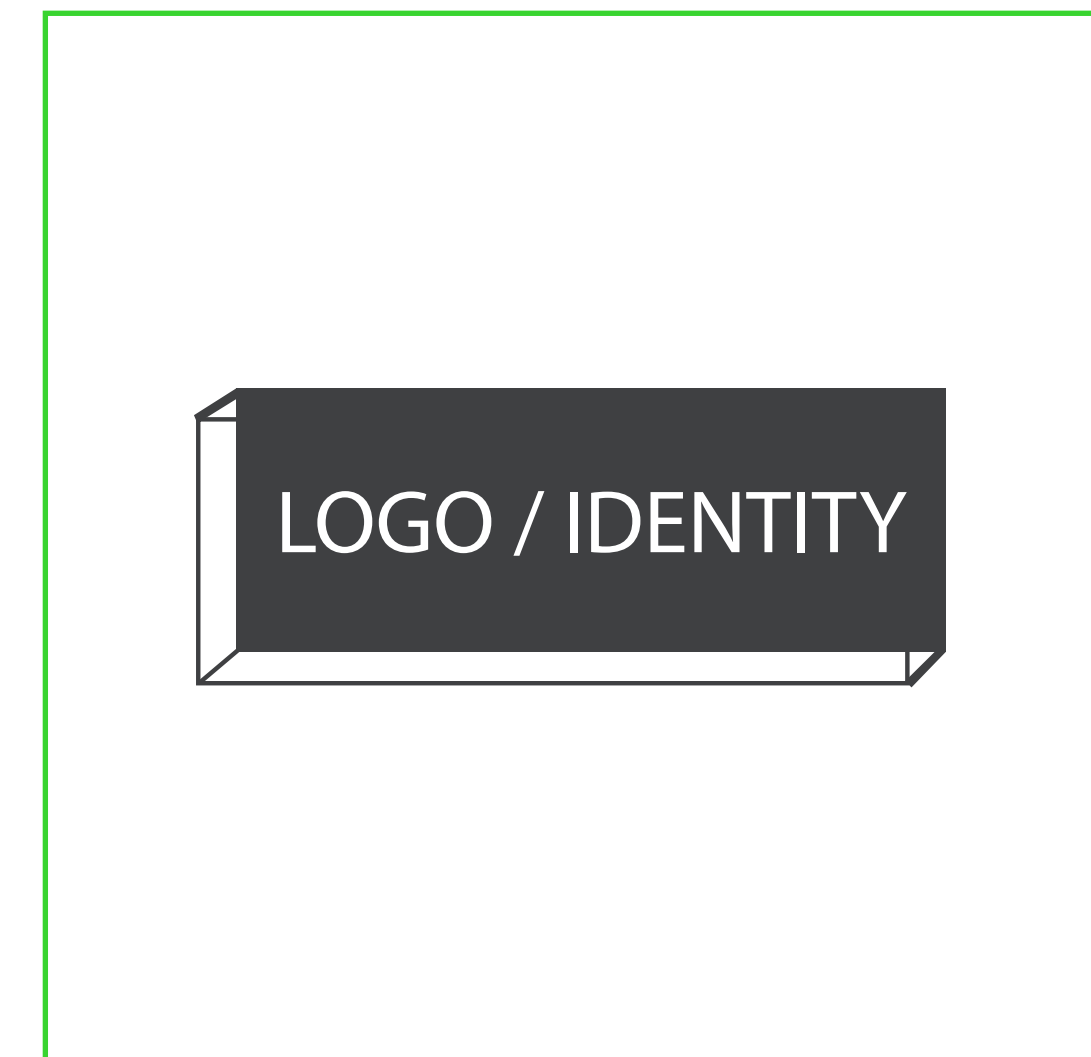
Examples are shown below.



Example of a 72DPI



Example of a 300 DPI image.
This is best practise for printing.

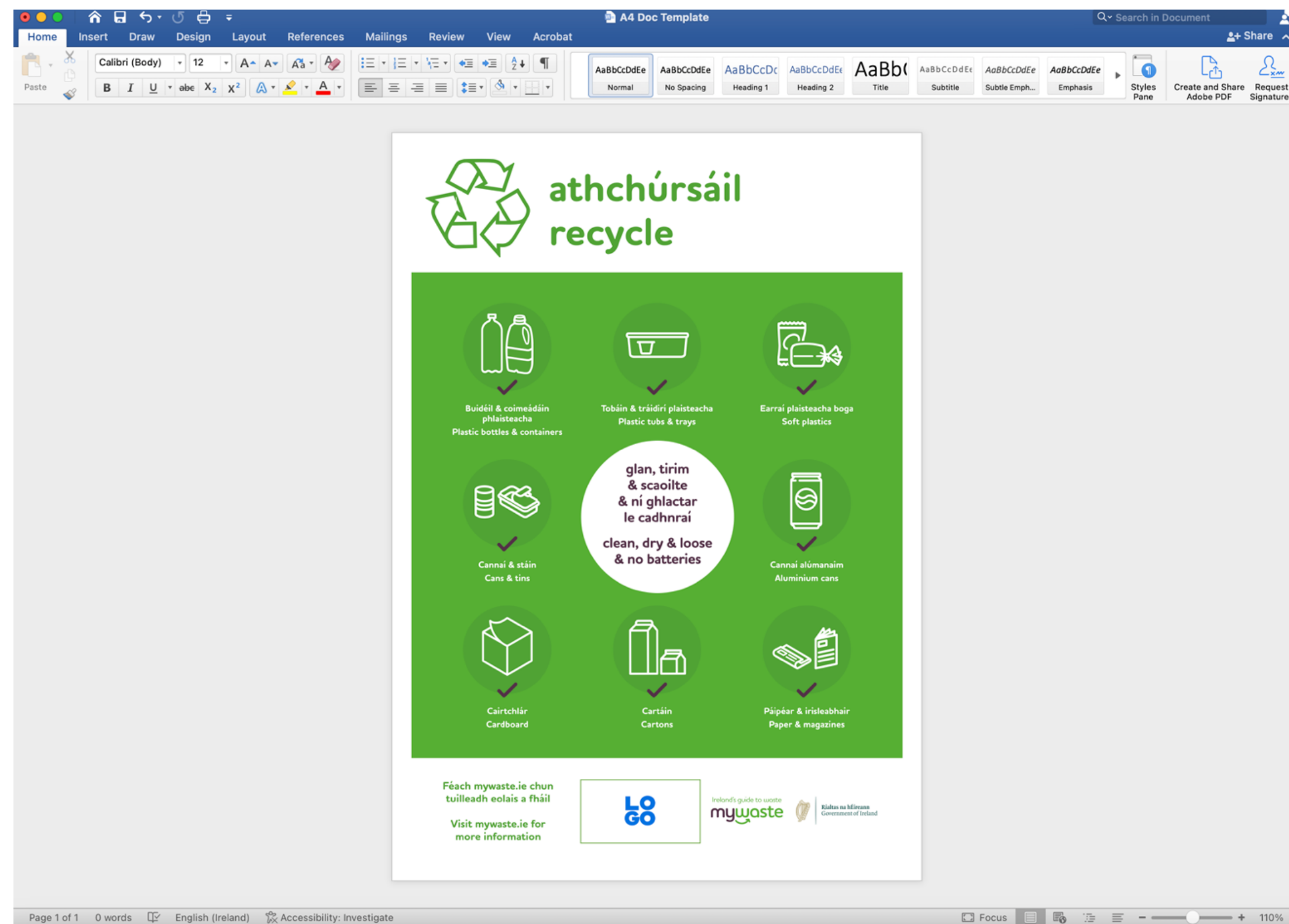


Example of a vector. This can
come in a PDF, SVG, or EPS
format. This is also best practise
for printing.

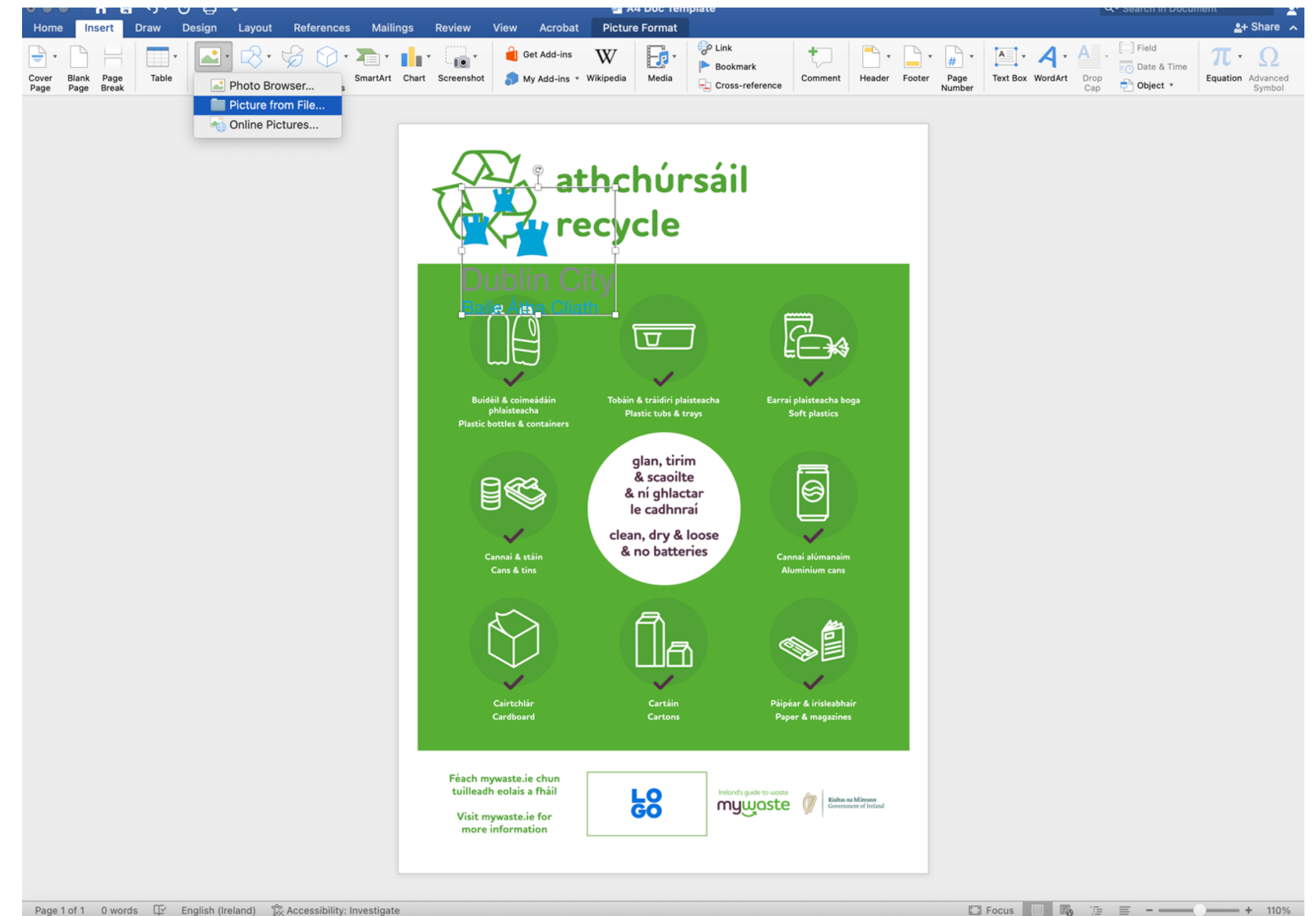


Your guide to editing a
Microsoft Word template

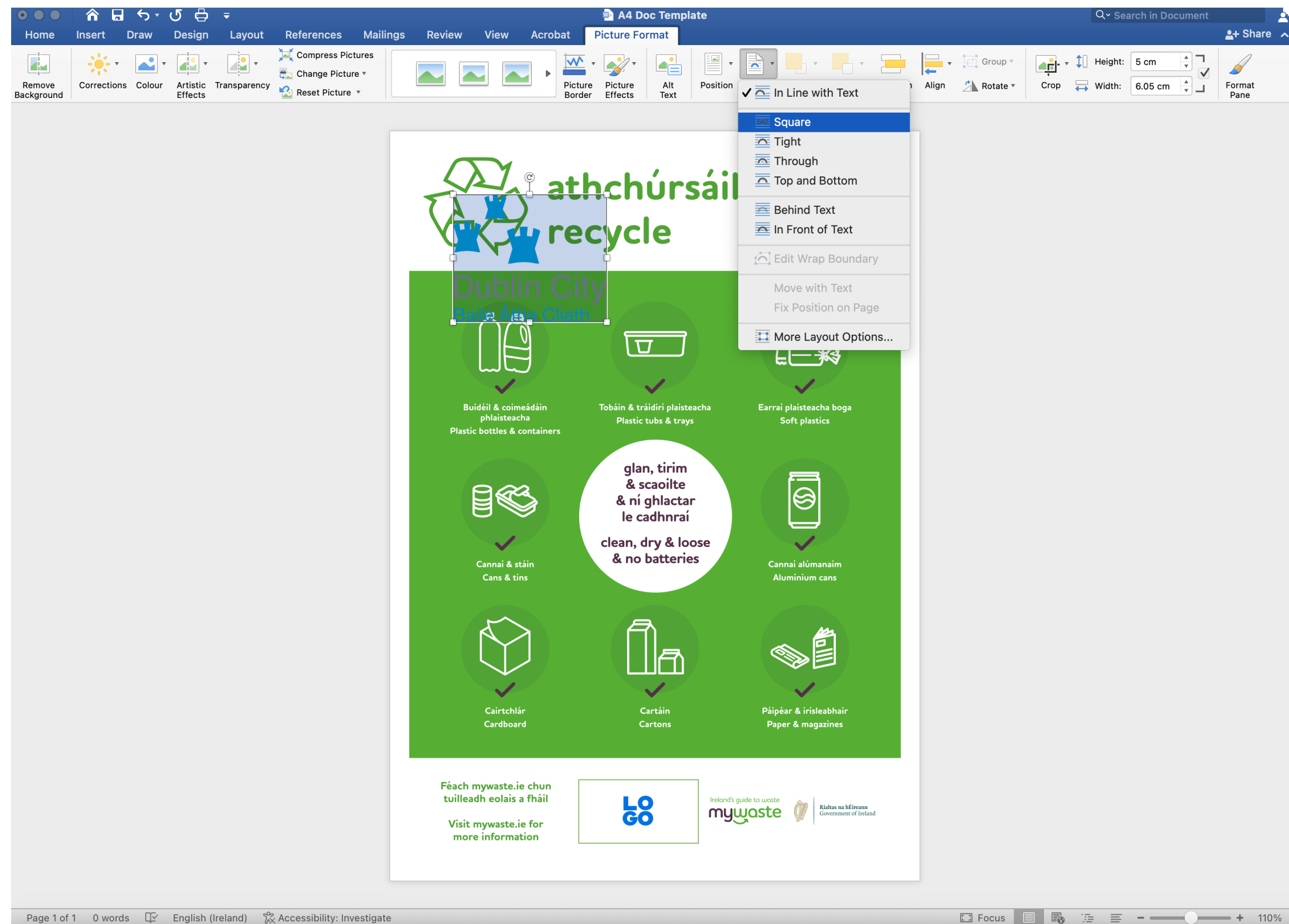
This document has been set up so you can get straight to printing. Please refrain from adjusting the position of the background image.



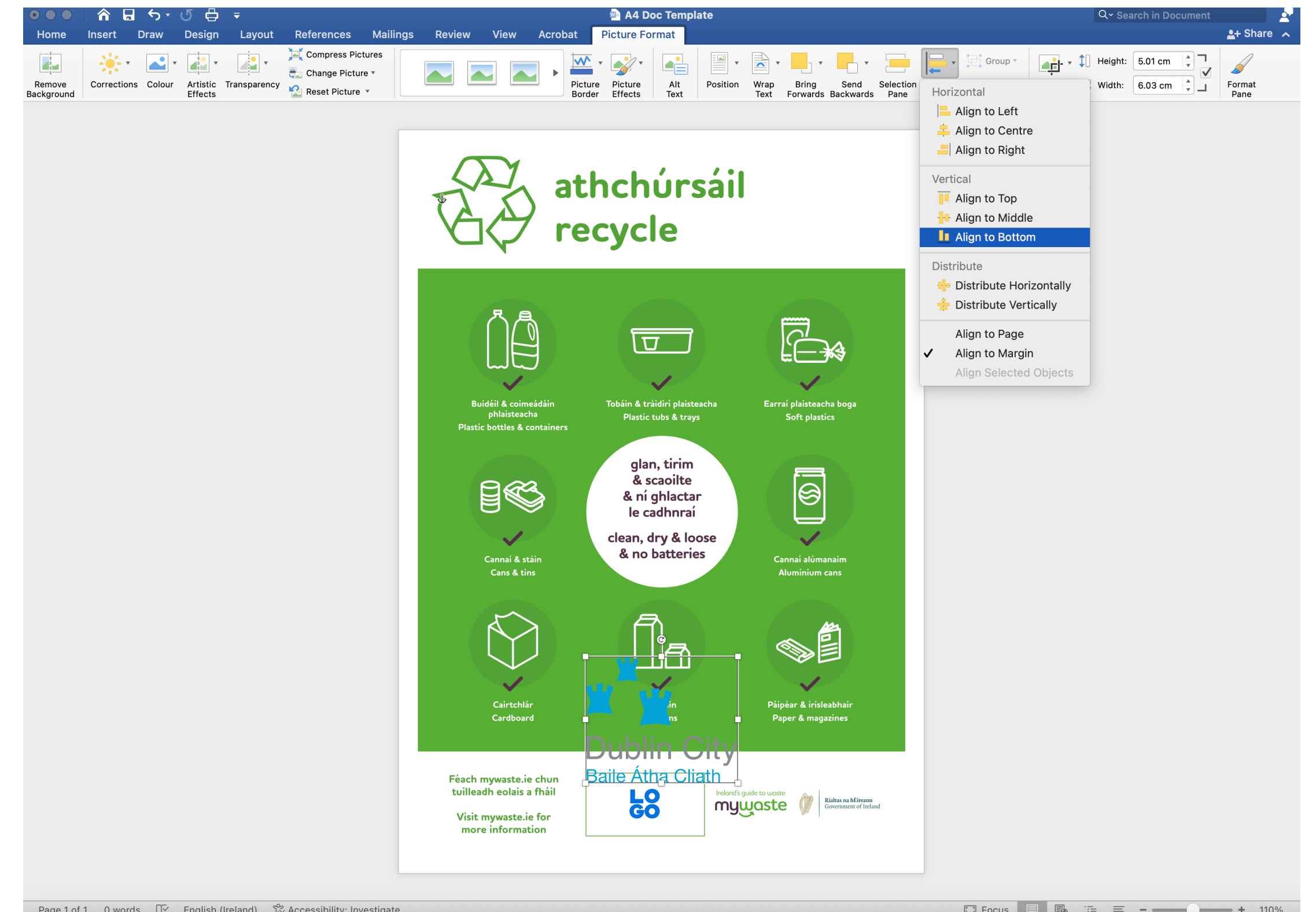
1. Open document.



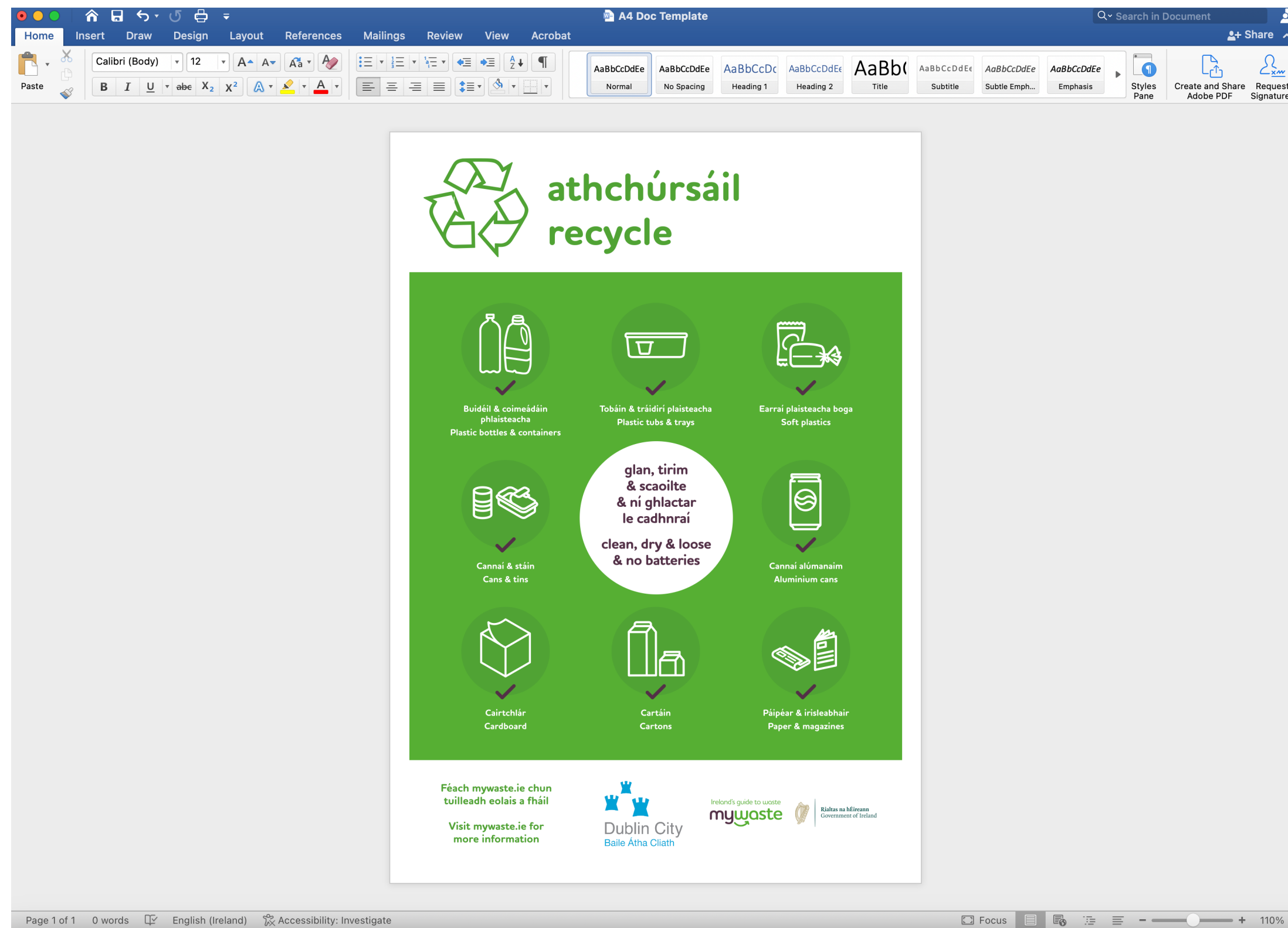
2. Place your logo on page. You can do this by clicking "Insert" > "Pictures" > "Picture from File".



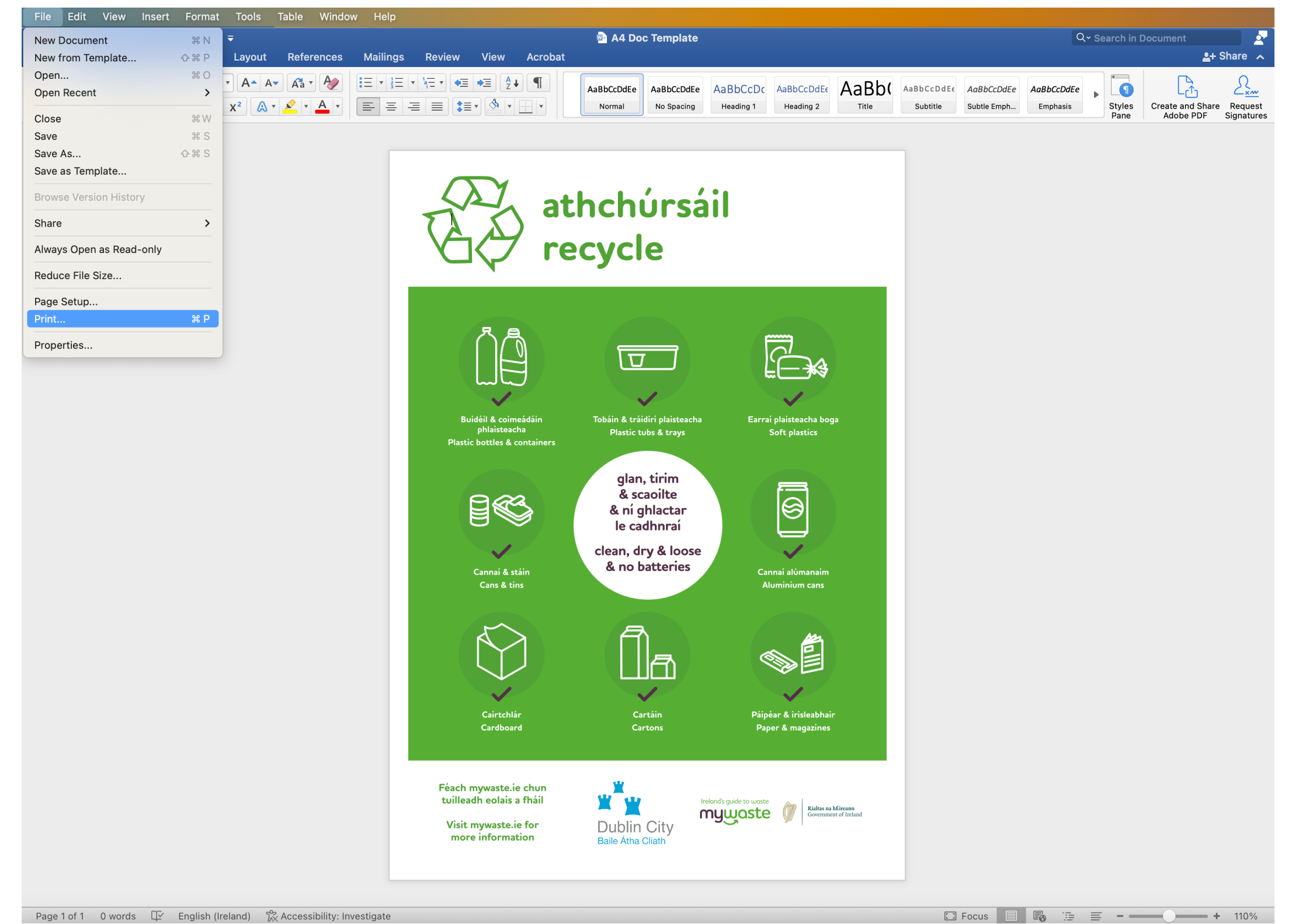
3. Click "Picture Format" > "Wrap text" > "Square". This is so you can move the image further down the page.



4. From "Picture Format" > click "Align" > "Align to Bottom". This is so you can move your logo to the bottom of the page.



5. Scale your logo.

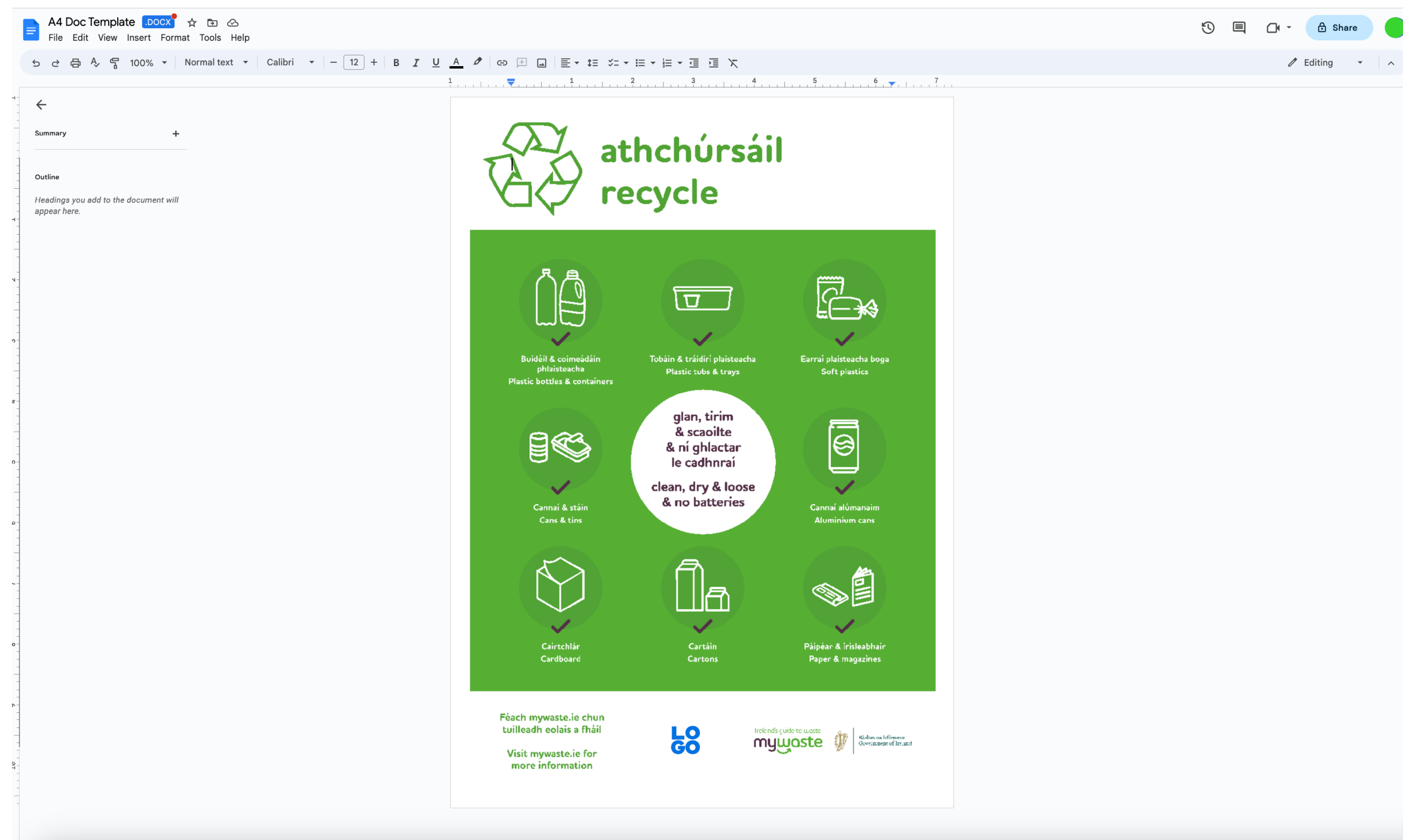


6. Your file is ready to print. Click "File" > "Print".

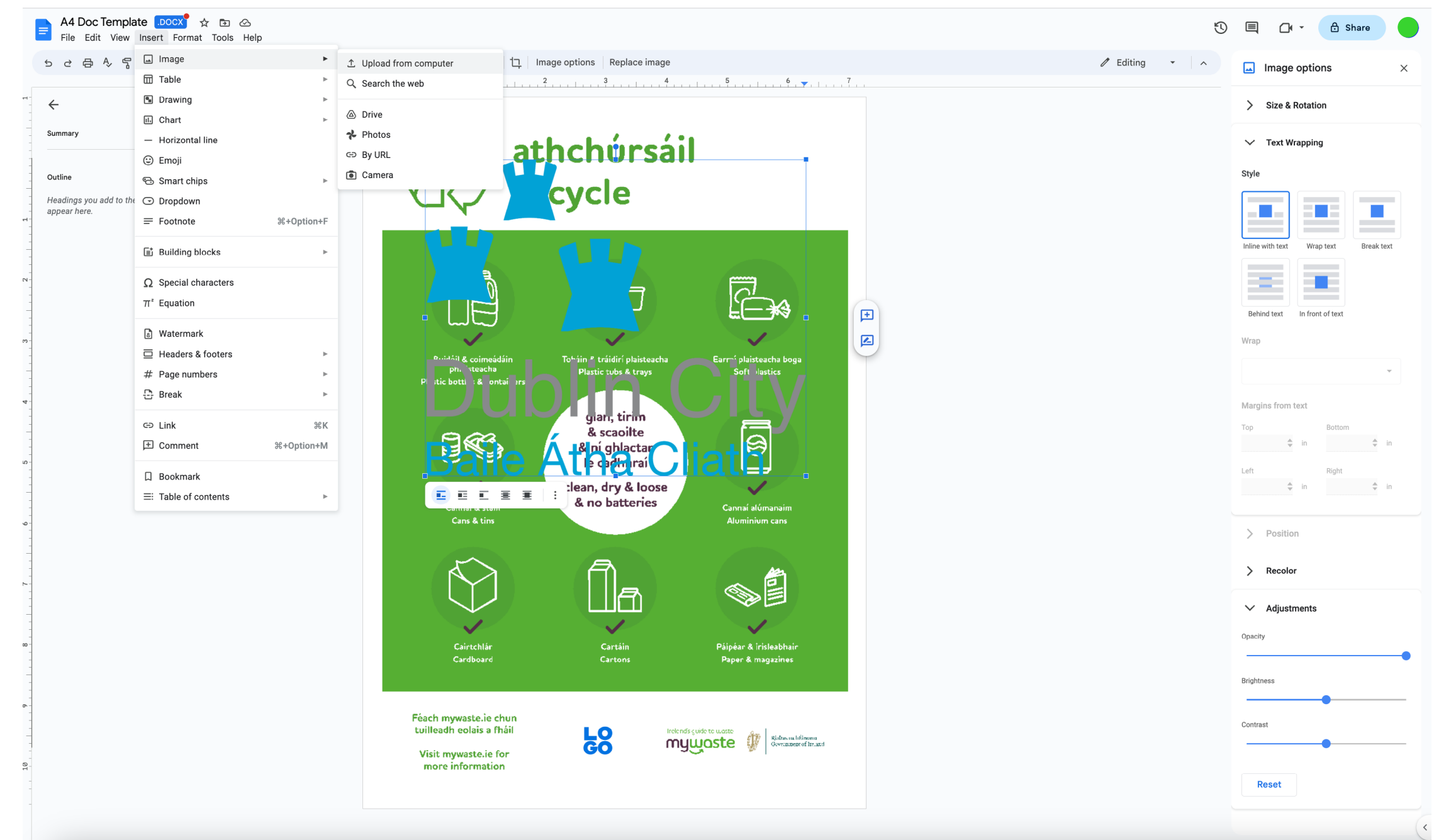
mywaste

Your guide to editing a
Google Doc template

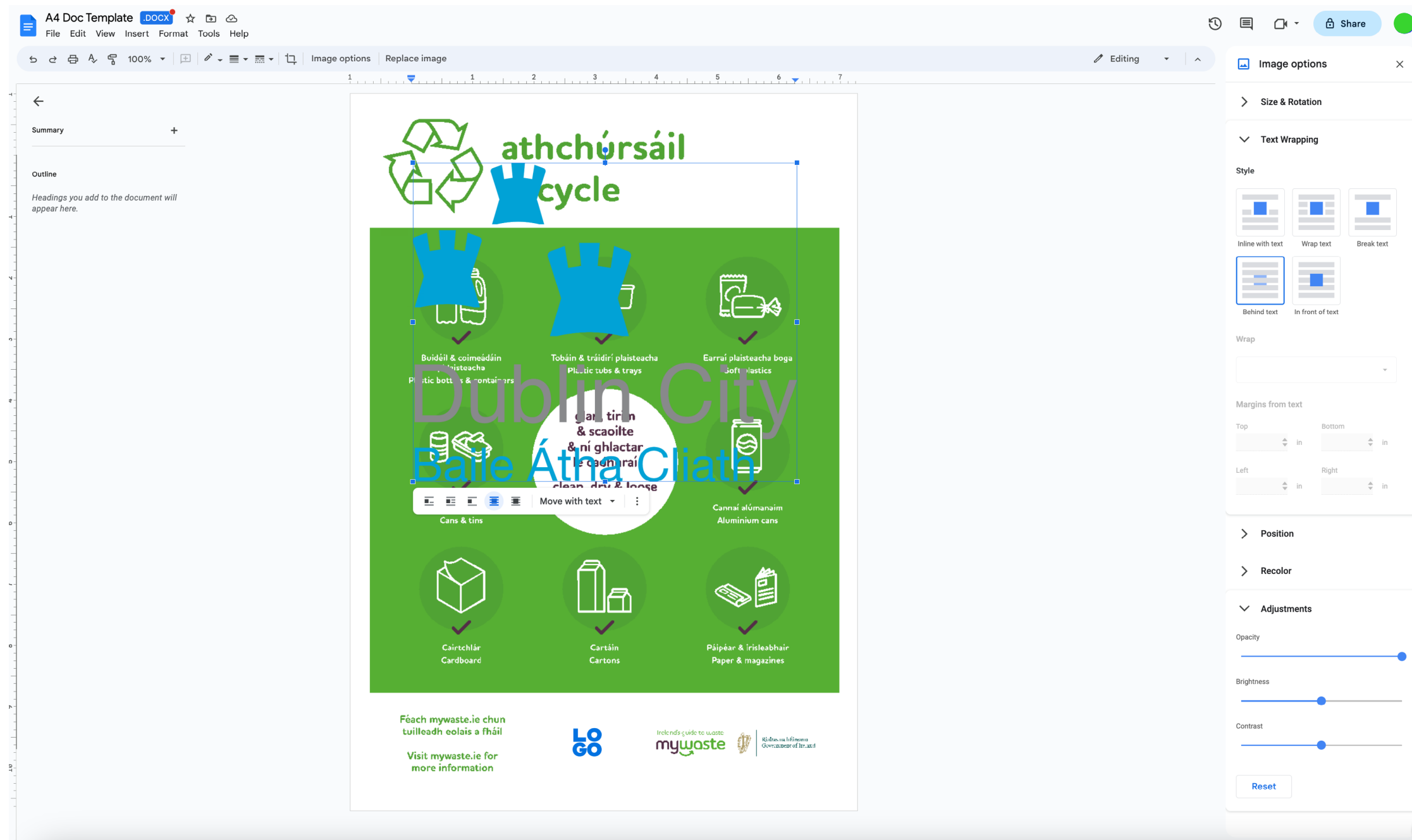
This document has been set up so you can get straight to printing. Please refrain from adjusting the position of the background image.



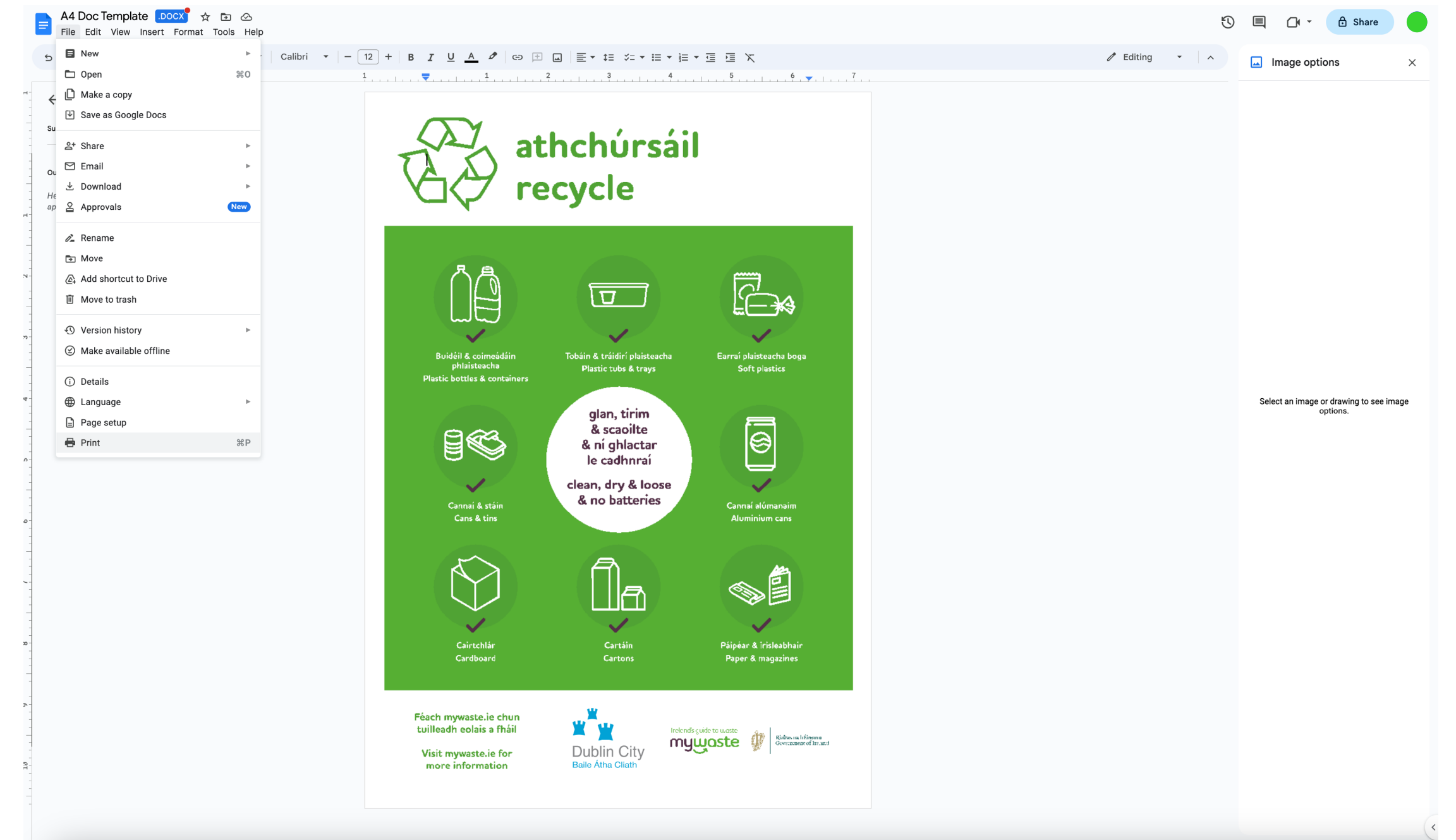
1. Open document.



2. Place your logo on page. Alternatively you can click "Insert" > "Image" > "Upload from computer".



3. Click on the logo, then click "Behind Text". This is so you can move the image further down the page.



4. Scale logo. Now the file is ready to print. Click "File" > "Print".

