

# How to customize poster and newsletter info:

1. Download the file you'd like to customize.
2. Double click on the file to open it.
3. Click on the blank field where your school's personal info belongs.
4. Type in the info you'd like it to say.
5. Save your file.

To get help customizing materials,  
or to order printed posters,  
email Kirsten Tenney at [ktenney@fullplates.org](mailto:ktenney@fullplates.org)

