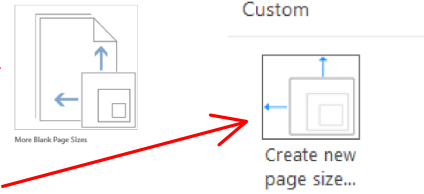


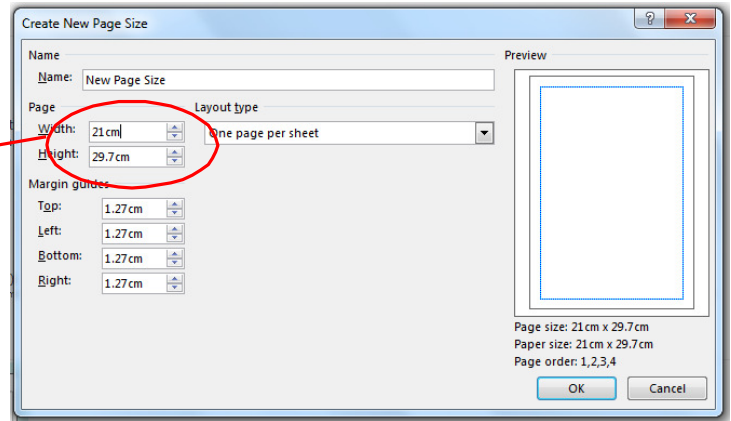
How to create a multi-page poster in Publisher 2013

1. 'File' / 'New', then select this...



2. Select a specific page size or choose this...

3. Change these numbers to the dimensions of the poster or banner you want to make. If you like, give it a name such as 'banner'.

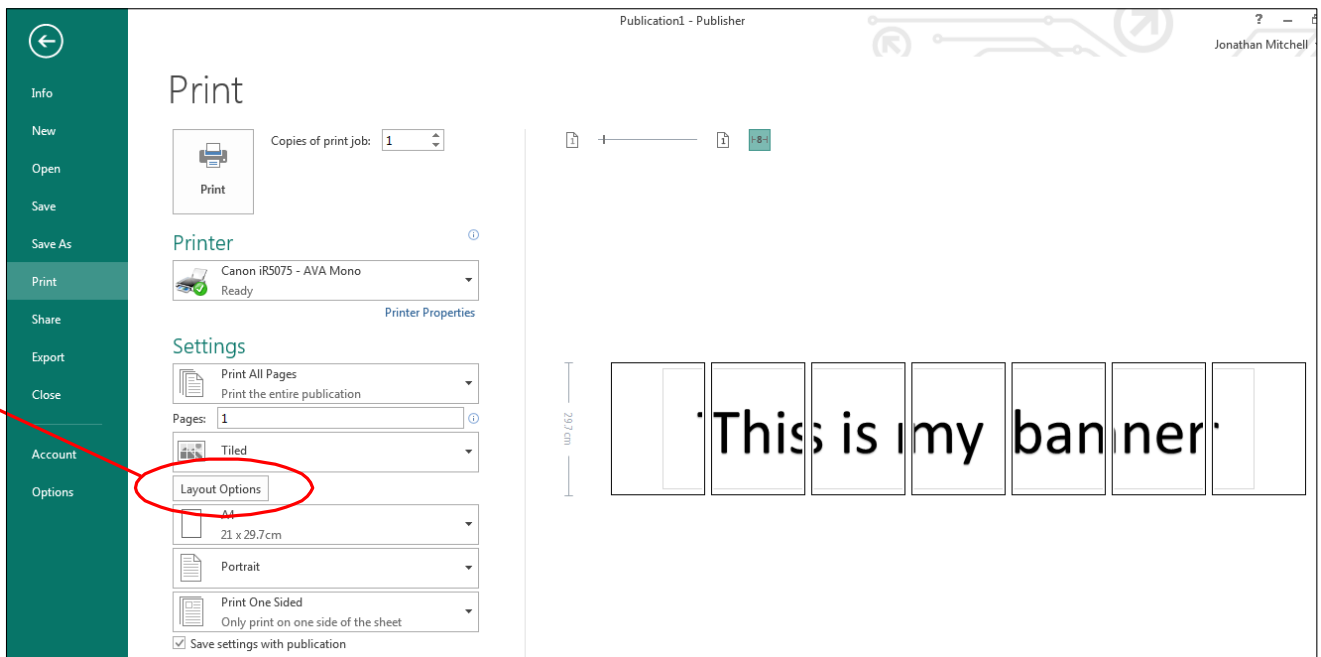


4. Click 'ok' then select the page you have just created from the available templates.

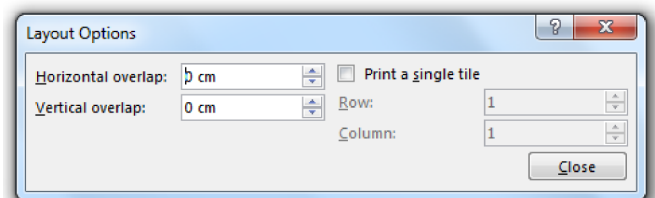
5. Make your banner or poster using the usual tools.

6. To print, select 'file' then 'print'.

7. Select this



8. Change the horizontal and/or vertical overlap if you feel this is appropriate. This can make it easier to glue the final product together. Sensible numbers are approx 0.5cm.



9. Print your banner, trim and glue.

Tip. Only trim the left and bottom (or right and top) of a piece of paper then you can overlap the rest.