



Thank you purchasing a Shameron Studios sign! I'd like to make it as easy as possible for you to make your sign and take some awesome photos, so here's a guide to help you. **All common problems are also addressed in this doc.** You can also watch a video tutorial for making this sign here: https://youtu.be/b_3Zo8Gt8Dw

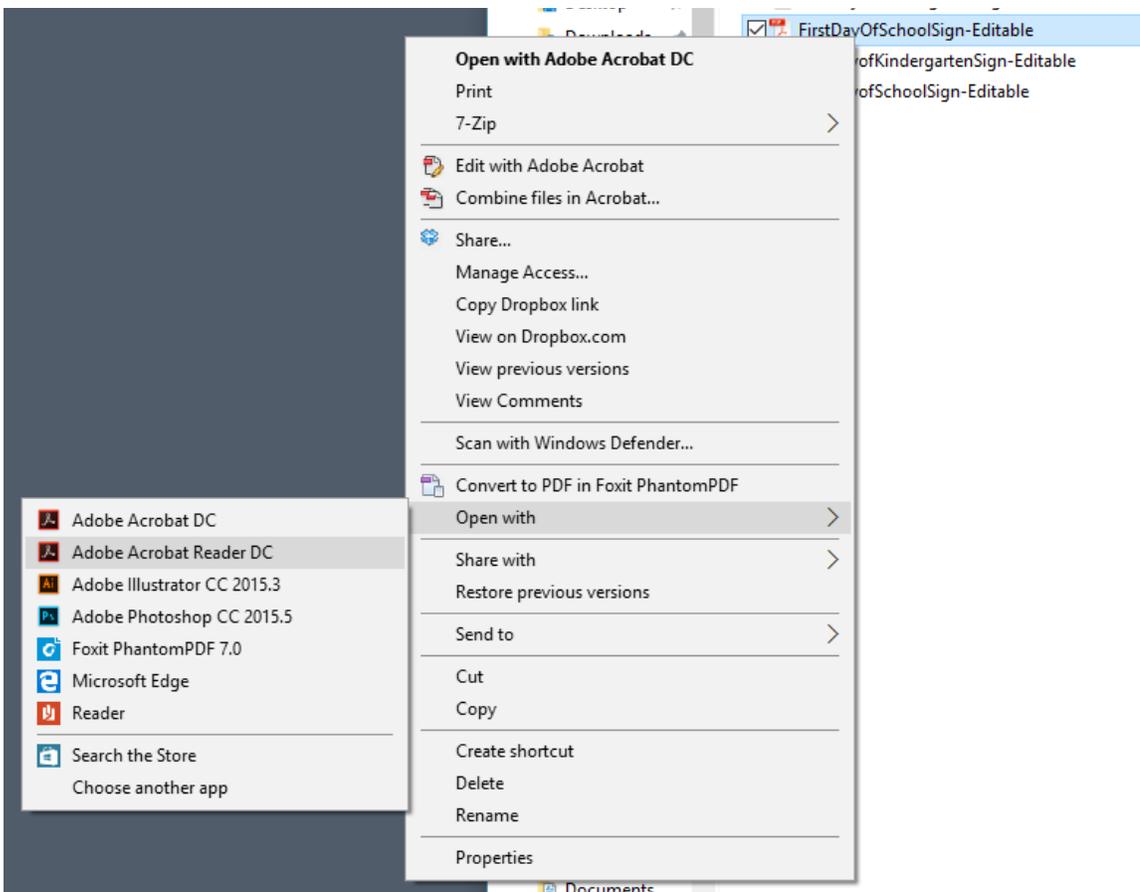
The cliff notes version is:

Open with **ADOBE READER** and only Reader

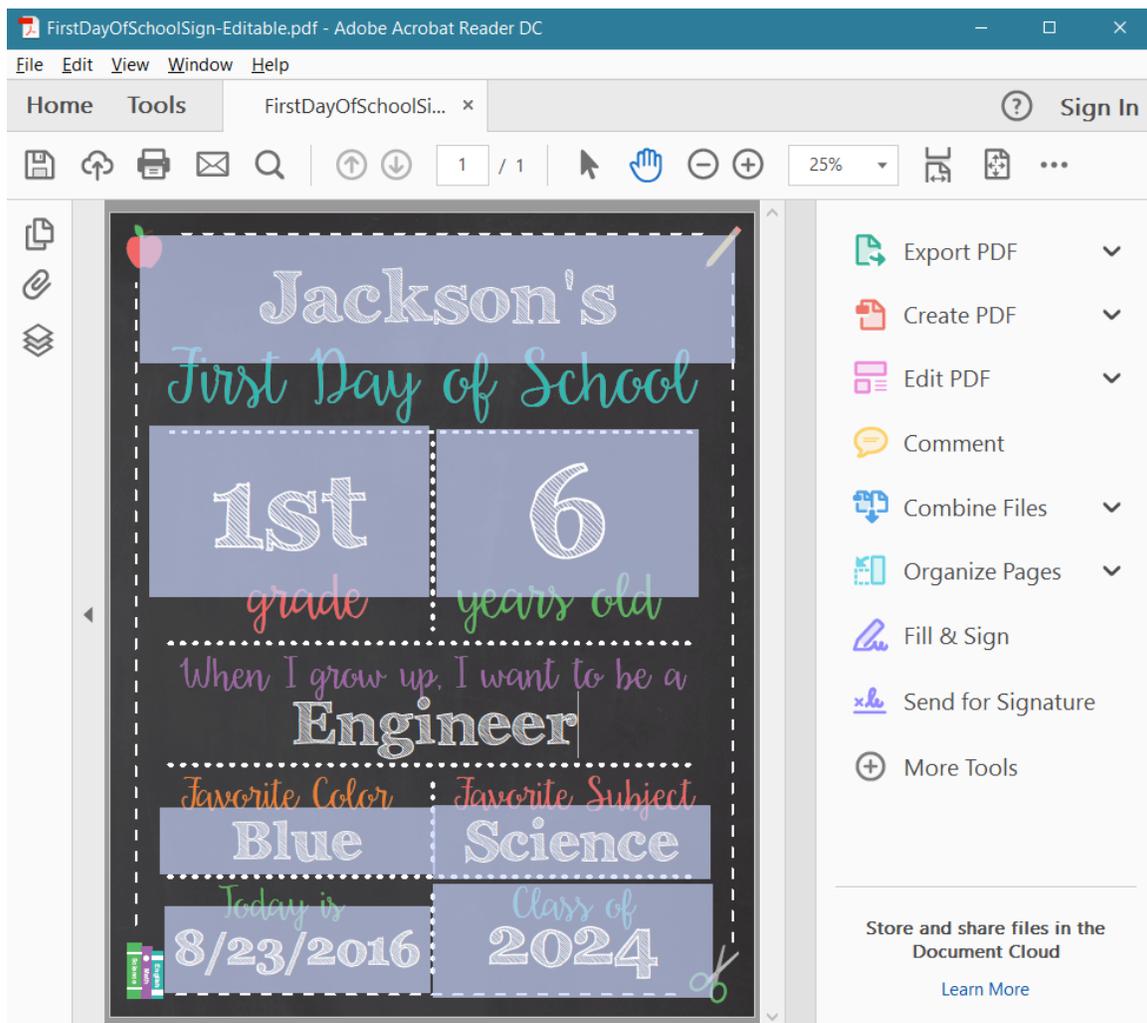
Edit the text – *the text size and color cannot be changed*

Print at home on photo paper or white cardstock or save & send to have printed elsewhere.

- Once you have downloaded your file, **don't open with anything except Adobe Reader**. *Opening it in a browser preview, or Windows or Mac preview will strip out the embedded font.*
 - Find the file in your designated download folder and then Right Click (or Command+Click on a Mac) to bring up a menu. Navigate to Open with> and then select Adobe Reader. Reader is not likely to be your default program. Most operating systems have built in PDF previewers that will not work with the editable text.
 - If you don't have Adobe Reader or your version is outdated, you can download it for free from their website: <https://get.adobe.com/reader/>

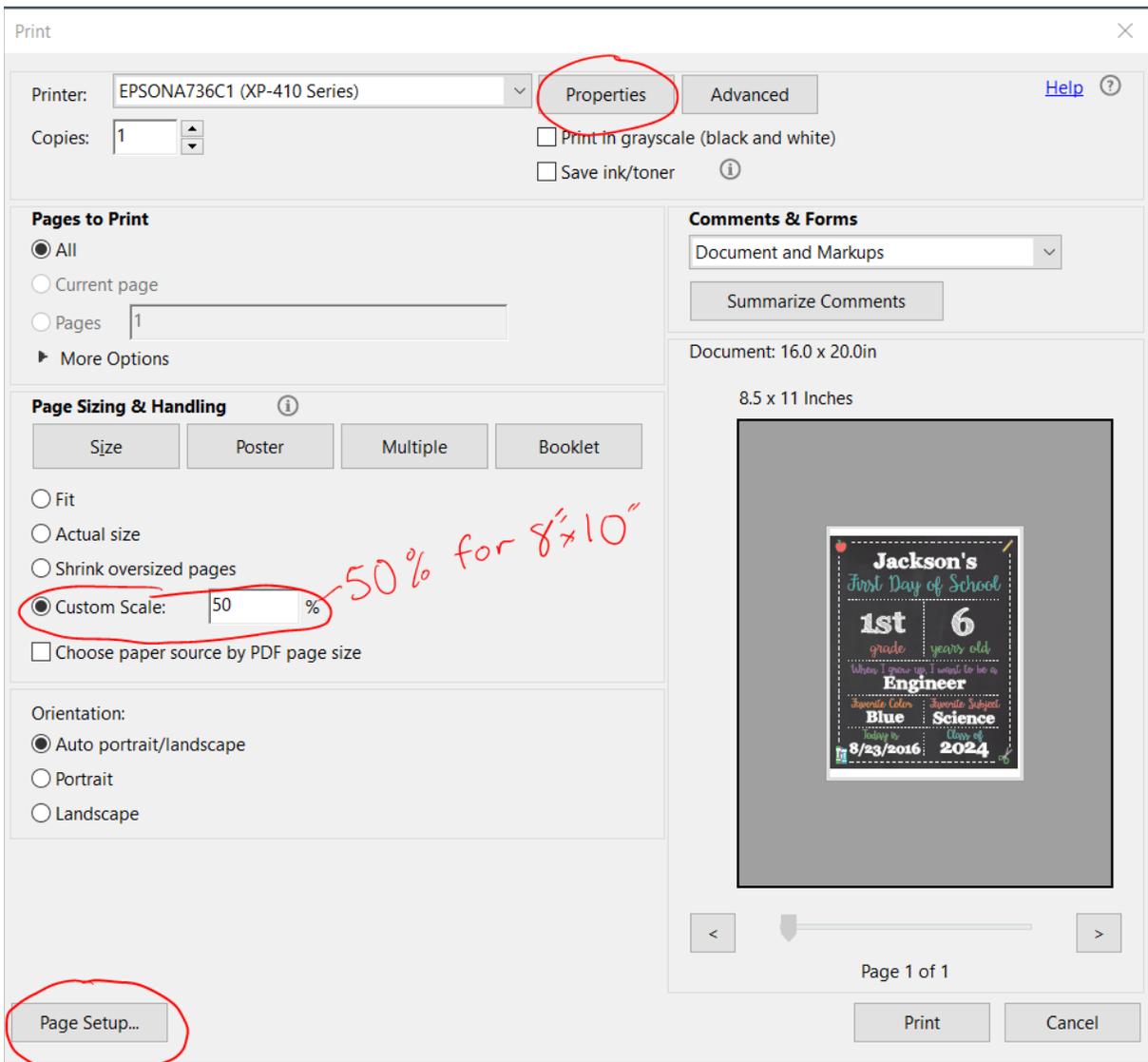


- Once it's open in Reader, edit the text however you like. The text size cannot be changed unless you buy Adobe Acrobat Pro, but the fields are designed to accommodate most common words.
 - The font should appear as the font that you see in the sample images in the listing. If the fonts do not show up as expected, please download and install font or update Adobe Reader.
 - chalkboard font: <http://www.dafont.com/archistico.font>
 - White Background Signs: *Berlin Sans FB* is built in to most operating systems
 - *If you purchased the "Original" design, it will include 2 files for the First Day or 2 files for the Last Day. The file titled with Kindergarten has a space long enough to write Kindergarten or Preschool (although you can also write "1st grade" etc. in that spot if you prefer that file.) The file titled with grade will only be able to fit a number. For example "1st" or "3rd"*



- Once you have filled out the sign the way you want it, you can print directly to your printer or save and send the file to a photo printer or copy shop.
 - **PHOTO PRINTING** - To send it to a photo printer, you will need to save the file and convert it to a jpg. You can use any online pdf to jpg converter. This site has worked well and it's free: <http://pdf2jpg.net/>
 - **COPY SHOP PRINTING** - To send to doc to an office copy shop (Office Depot, Staples, etc), select File>Save As and save a copy of the pdf with a title that differentiates it from the original or other copies you have saved and upload it to the copy shops website or copy the file to a flash drive to take it into the store.

- *If you have trouble saving the pdf, make sure you have the newest version of Adobe Reader.*
- **AT HOME PRINTING** - To print it at home select File>Print and setup the correct printing properties.
 - *White Photo Paper will work best to print.* White Cardstock will also work. Standard copy paper may not be sturdy enough for a chalkboard background. Your printer properties window will vary depending on your printer, but the quality of the print should be set to photo or high quality/best photo for the sharpest image. *You cannot print on black paper unless your printer as white ink.*
 - To print it at 8"x10" set the print size to "Custom Scale: 50%" in the print settings
 - If any of the letters are getting cut off when it's printed, but show up on the screen (lower case g and 9 in the chalkboard font tend to have this problem), convert it to a jpg and print the jpg file: <http://pdf2jpg.net>
 - If there are large gaps around the edges or the design is getting "pushed" off the page, make sure you set it to the correct paper size and that all the margins are set to 1/4" or less. You can check the Properties for the printer settings or the "Page Setup..." at the bottom of the print dialog box



If you read this whole document and still have an issue, contact me at shannon@shameronstudio.com