



Working on your own Repair Café poster

Below is a step-by-step explanation on how you can fill in the Repair Café announcement poster and flyer yourself.

Before you begin

The poster and flyer template are PDF documents. When working on an Apple computer, you can edit and save them using the Adobe Reader. On a PC this is not possible with Adobe, but can be done with the following PDF reader:

http://www.foxitsoftware.com/Secure_PDF_Reader/

Therefore, if you want to edit the poster and flyer on a PC, we advise you to download this reader using the above link.

The same instructions apply when filling in the poster or flyer. The flyer document consists of two flyers so that you can print it on *one* A4 piece of paper. When changing something in the left flyer, it will automatically be changed in the right flyer (and vice versa).

Filling it in

The poster and flyer consist of fixed and replaceable areas.

1. Text

Step 1

The boxes 'What do you do with' and 'Repair Café is' are standard text that you cannot change. The bottom box can be filled in however you want. Also with the headers 'Where' and 'When', you can add your own information. See the circled boxes in the example poster on the next page.

Step 2

To type in your text, you simply move to and click with your cursor on the appropriate box and type what you want to write.



2. Photos

You can replace all the photos in the poster and flyer documents with photos taken during your own Repair Café.

Replacing the photo

To replace a photo, click on the (example) photo you wish to replace.
Then from your own documents, choose the photo you wish to add.
Please note! For the best results, it's best to replace a horizontal photo with another horizontal photo and a vertical photo with another vertical one.

Which photos are suitable?

The minimum dimension for photos you can use are:

- 156 x 234 px, 300 dpi for the horizontal photo
- 252 x 168 px, 300 dpi for the vertical photo
- 168 x 158 px, 300 dpi for the small photo in the middle

Good luck!