



Greeting Cards Tutorial

Click on Sizes button (bottom left).

Click on Show Sizes Palette.

Return to Sizes button.

Mouse over Catalogs and Select **Photo Greeting Cards/Calendars**.

Templates will appear in their own dialogue box.

Selecting a Template

Click once on any template – it will appear in this window.

Adding Text

Double click in the blank area. This will zoom in to your text box.

Click once in blue box.

Type text in drop-down text box. The type will adjust to allow several lines of text.

Check spelling (no makeovers will be allowed for spelling errors).

Click on Options to change the color of your typeface.

Double click to return to full screen view.

Important Notes

All cards are one-sided photo cards.

Some cards have two photo holes and require two photographs.

All cards have text boxes. If you can't see the text box, mouse over the card until the blue outline appears.

Check your cards carefully for typing errors. No redos will be allowed for spelling errors.

Cards come with envelopes.

Most cards will ship within 24 hours of receipt.