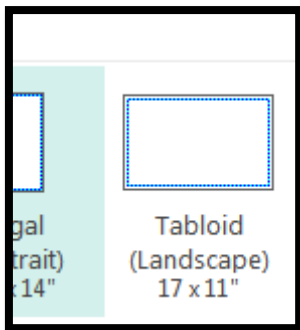


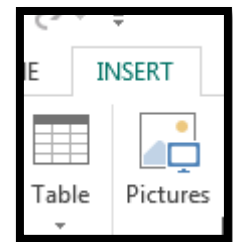
## Directions for making a poster using Microsoft Publisher-

1. Open up Publisher by clicking on **START>ALL PROGRAMS>MICROSOFT OFFICE 2013>PUBLISHER 2013**

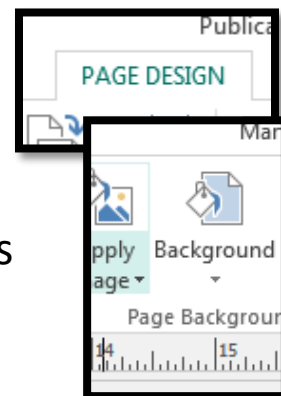


2. Click on the icon for **MORE BLANK PAGE SIZES>TABLOID LANDSCAPE 17 X 11**

3. Click on the **INSERT** tab at the top and click on picture



4. Find your magazine ad scan in the Graphics 1 folder
5. Insert the picture
6. Edit the picture by right clicking the picture and choosing crop
7. Drag the corners in to crop the rough edges of the image
8. **RIGHT CLICK** the image and go to **FORMAT PICTURE>COLORS AND LINES**
9. Under Line, choose a color for a line border around the image, click **OK**
10. Click on the **PAGE DESIGN TAB** and click on the icon for **BACKGROUND**
11. Choose a Background that contrasts your image, but is not too dark.



12. To make speech bubbles in which you will write about the elements/principles utilized, you must click on **INSERT>SHAPES>Choose a callout box**
13. Click and drag the call out box where you want it
14. Right click the call out box and click **FORMAT AUTOSHAPE** to change its appearance
15. Type the name of the Element/Principle you are focusing on in **BOLD** and write a few sentences about how it is shown in the advertisement.

