

# Instructions for creating custom **Juniper** flyer with PDF template



Customize the flyer by making changes in the boxes with the blue backgrounds.

The font size and style will appear automatically.

Add logos:  
The middle space is for the AAA logo; the right space for the SDO.

Delete this text if class is not OAA funded.

1. Open the PDF flyer template.
2. Click on the blue boxes and add day, dates, time, location, cost and contact person.
3. Add AAA logo and Sponsor logo.
  - Click on the image icon to open a dialog box.
  - Click on the “Browse” button and select the logo file from your computer/network. If you see a field for type of file, click the dropdown arrow to select type of image. (Depending upon the version of Acrobat that you use, you may not see this option and all types of files will be available.).
  - Click OK to insert the image.
4. Save file with unique name.