How To Print Radio User's Manual Booklets

WA DNR Radio Operations Program

1. TABLE OF CONTENTS

THIS IS A SAMPLE

This is a four-page document that describes how to print the User Manual booklets from PDF.

Adobe Acrobat will print the User Manual documents directly to 8.5 x 11 paper but if the proper print settings are not chosen the result will not be the half-sheet size booklet intended.

This document is configured in the same format, which will allow you to test the booklet printing. This way, if you get it wrong you are only wasting one piece of paper.

PICTURE OF A STUMP

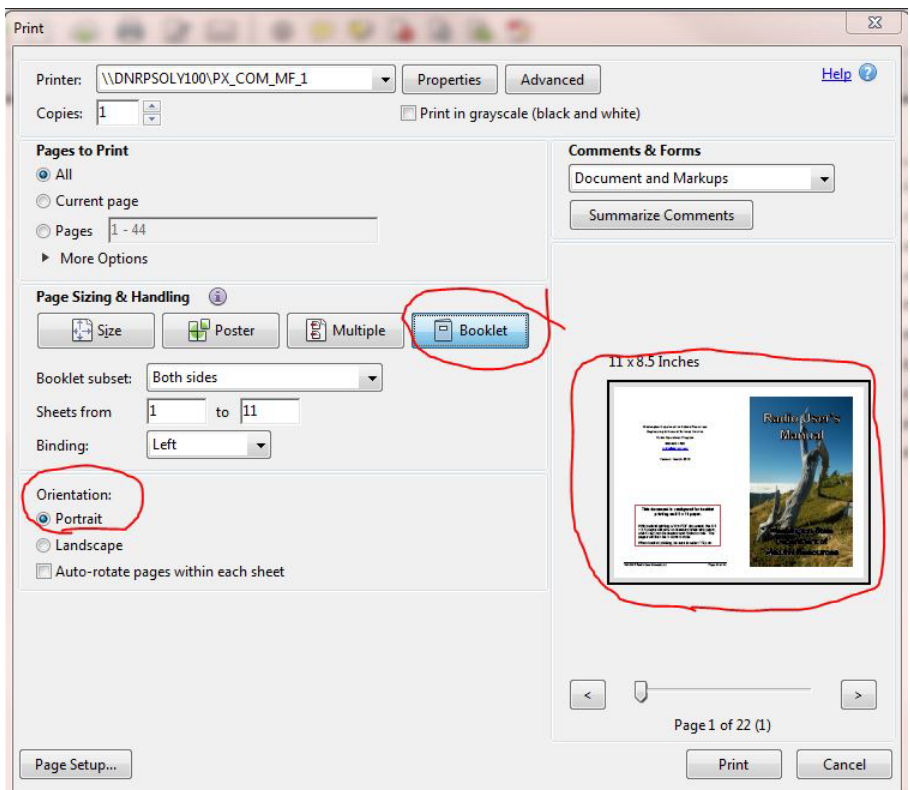This is here just to take up space.

2. PRINTING THIS MANUAL

This PDF document is configured for booklet printing on 8.5 x 11 paper.

With booklet printing, the 8.5 × 5.5 pages will print on standard letter-size paper, which can then be stapled and folded in half. The pages will then be in correct order.

Select "Booklet" from the PDF print menu to access that configuration.

Be sure to staple from the front page side so the folded points of the staple are on the inside of the booklet.

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Version – 1 and Hopefully Only

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