

Cheat Sheet

Step #1: Setting up your file

Select **Create a design** in the top right corner of the home page

Set your design size in inches

Common sizes for printing:

8.5"x5.5" (1/2 Letter Sheet),

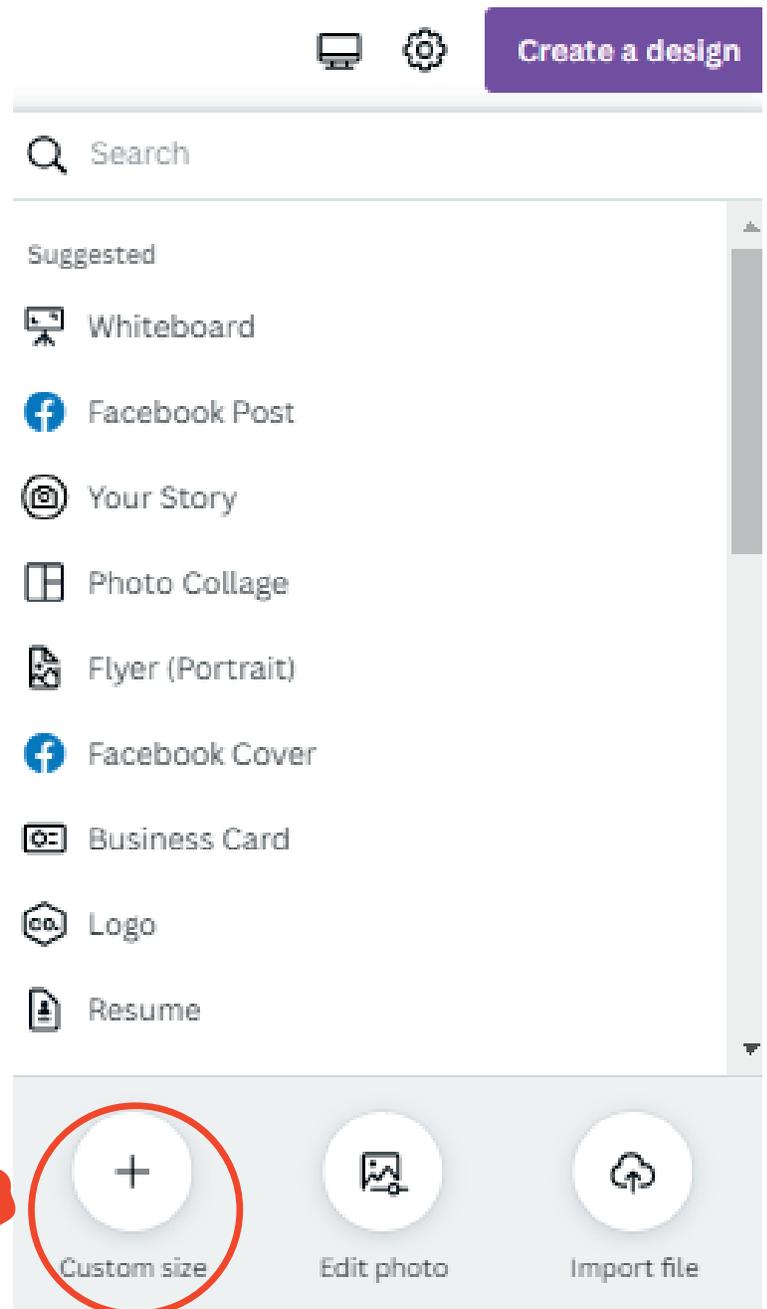
8.5"x11" (Letter Sheet)

11"x17" (Good for Posters)

12"x18" (Good for Posters)

Quick Tips:

When designing a book work in multiples of 4 pages



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Step #2: Downloading your file

Select  Share in the top right corner of the page

From the Download menu select "PDF Print" rather than "PNG"

Please ensure the box labeled Crop marks and bleed ⓘ is selected

Quick Tips:

When designing your file leave a 0.125" margin free from text

Select "File" in the top left of the page and select "Show print bleed" - anything outside this dotted line will be cut off the final print

< Download

File type

 PDF Print

Crop marks and bleed ⓘ

Flatten PDF ⓘ

Color Profile

RGB (best for digital use)

Save download settings

Download