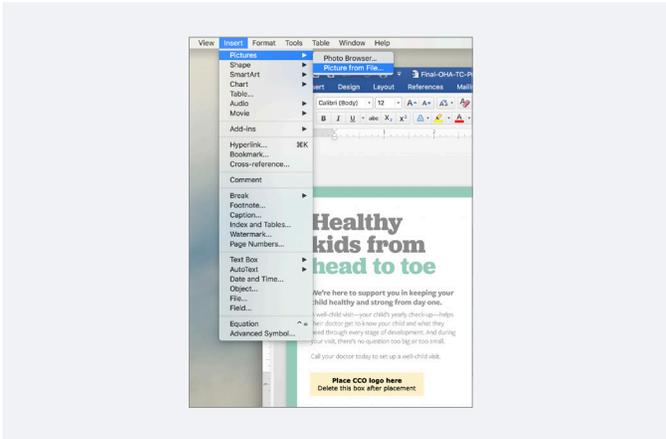
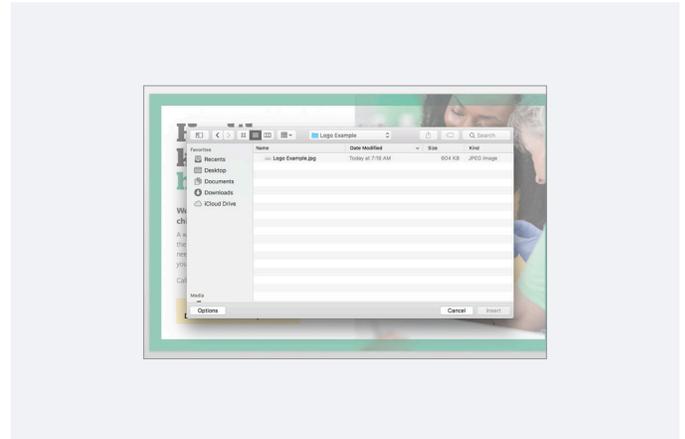


# Customizing your Print ad in Microsoft Word

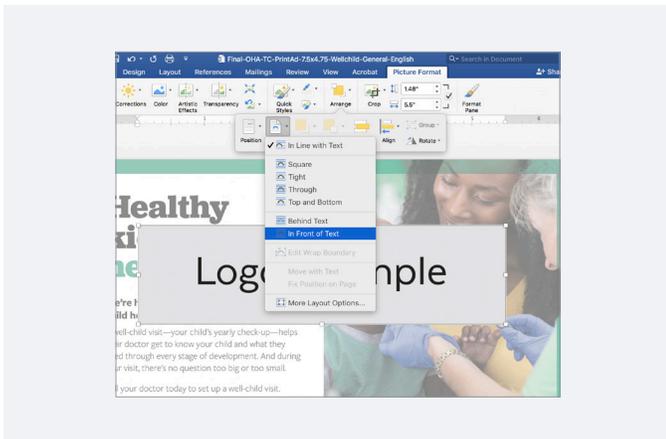
1. To place your logo in the file navigate to the main menu and select Insert > Pictures > Picture from file.



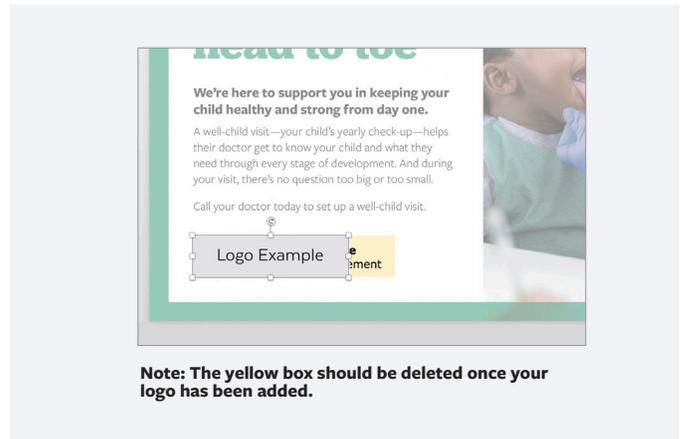
2. Select your logo file and click insert.



3. Your logo will appear on the print ad, and you will then select Picture Format in the Word menu. From there select Arrange > Wrap Text > In Front of Text



4. You will then be able to move your logo to the bottom right of the page and scale it to fit on top of the yellow box. Please delete the yellow box after you have placed your logo file.



5. Once all of your logo has been placed export your file as a PDF by navigating to the main menu and clicking File and Save As. You will then want to change your file format to a PDF and click Save.

