

PDF Printing Instructions for **Something More**

While **Something More** is a copyrighted work, anyone is permitted to print out copies. The only stipulations are that the content is not to be altered (with the exception of contact information stamped or labeled on the back cover), and that it should be freely distributed. The following instructions should help in the printing and collating of pages.

This PDF file is comprised of 16 sheets or pages, each page containing 4 copies of 2 pages of the **Something More** tract. After successfully printing each page, you should have a set of 8 double sided pages with a total of 32 pages of the tract.

When printing this file, you will want to print out each page separately so that the corresponding page on the reverse side can be printed. To get the paper placement and direction correct in your printer, you may need to experiment since I'm not sure that all printers do this consistently. If you have equipment that handles duplex printing, then this won't be an issue.

Before printing, make sure that in the Adobe print dialogue box that you select the "None" option under the "Page Scaling" drop menu. This should ensure that a uniform margin is maintained.

What follows is a suggested way of organizing your pages when cutting and collating the individual tract pages. You will probably devise your own methods that work more efficiently for you. Organization is the key to this detail oriented and rather tedious operation.

Lay each sheet or page to be cut with the odd number page facing down. Using a paper cutter (highly recommended), cut along the dotted lines to separate the copies of the tract pages. You may want to create stacks of the cut tract pages. Don't flip over the pages after they have been cut. When you're done cutting, you will then have 8 stacks.

Assemble the tract by taking a page from stack 1, then placing a page from stack 2 over it, and so on. Once you've compiled a stack of 8 printed sheets, fold the 8.5" stack in half so that the cover and back cover are facing out.

You will probably want to staple the tract pages, one placed in the middle of the spine created by folding it in half. Make sure that you staple the tract with the pointed ends projecting into the interior centerfold of the tract. Since most staplers are not quite long enough to center a staple on a page this wide, you will most likely want to use a saddle stitch stapler: a very long, adjustable stapler. If you plan on printing up a lot of tracts, then this would make a good investment and can be found at office supply stores.

May the Lord bless your efforts in using this tract.