

Brochure of Classroom Expectations, Or State Brochures

BACK PANEL HEADING

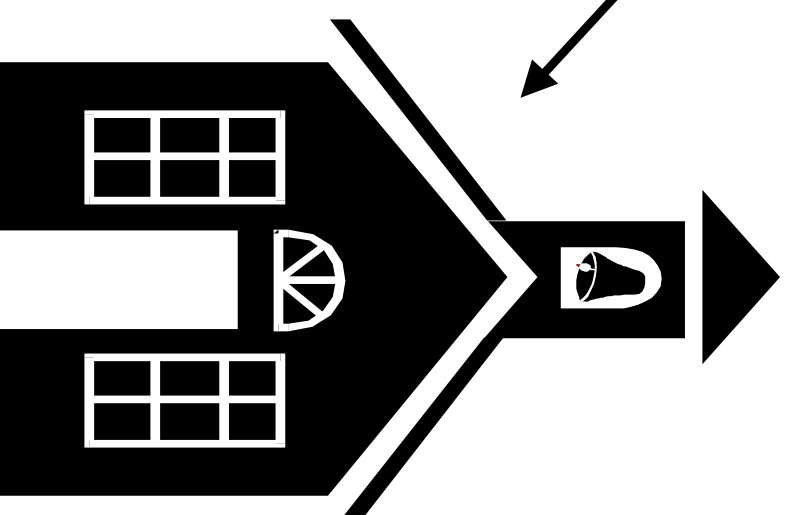
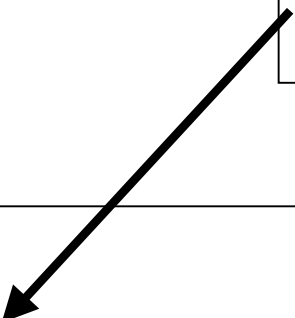
Picture of State Flag
Picture the U.S. Flag

Your name

Picture of your state

TYPE YOUR NAME
HERE

NAME OF STATE



STATE FACTS

How to Create A Brochure

1. **Insert your words** in place of these words.
2. **Print** pages 1 and 2 back-to-back onto sturdy, letter size paper.
3. **Fold the paper** like a letter to create a three-fold brochure (the panel with the large picture on the front).

What Else Should I Know?

To change the Style of any paragraph, select the text by positioning your cursor anywhere in the paragraph. Then, select a Style from the drop-down Style list at the top-left of your screen. To change the picture, double-click the picture to open the Clip Gallery. Select a new picture, and click Insert.

Needed information:

- Capital
- Bird or flower
- Number of representatives in congress

GEOGRAPHY

Customizing This Brochure

You'll probably want to customize all your templates when you discover how editing and re-saving your templates would make creating future documents easier. To customize this brochure, select File New to re-open this template as a document.

1. Insert your information in place of the sample text.
2. Choose Save As from the File menu. Choose Document Template in the Save as Type: box (the filename extensions should change from .doc to .dot). Save the file under a new name to protect the original, or use the same name to replace the existing version.
3. To create a document, choose File New to re-open your template as a document. Your information should

Needed information:

- Climate
- Landforms
-
-

GENERAL INFORMATION

Major products
Famous places
Interesting facts

STORY HEADING