

Printing Instructions for the Printable TIDBITS Day Planner

Thank you for your purchase of the printable planner! I hope it will meet your planning needs. I'd like to explain a few things to you about the printing process and offer a few suggestions.

FILES RECEIVED

You should have received a zipped folder immediately after purchasing. Please unzip this folder.

Within this folder, the files included are:

1. Day Planner Pages
2. Front Covers
3. Back Covers
4. Spine Covers
5. Perpetual Dates Pages
6. Printing Instructions

Please download these files and save in a place you will remember on your desktop computer. They are large, so I don't suggest saving them on a phone or tablet.

PRINTING AT HOME

You can choose to print these files from your at home printer. This is an inexpensive and quick way to do so! You must print front and back for the margin spaces to work with binding correctly. All files are designed to be printed in grayscale to save you on ink, and they still look beautiful. It is my experience that standard home printers won't yield the best print quality, but they still look lovely.

You will need to make sure your printer settings are selected to print with the exact scale for an 8.5 x 11 standard US paper size. I suggest doing some test runs and adapting settings if needed.

PRINTING AT A PRINT SHOP

This is the method I highly recommend for the best results. Find a printer in your local area or a company that will ship the printed files to you. Make sure to instruct them to print front and back and in grayscale.

I have had the best results if the printer uses inkjet printing for the covers, as the color will be rich and even. Digital printing doesn't yield the best results for the covers, but works well for the interior pages. There is no need to print all the cover pages, just the ones in the colors you want. I suggest speaking with your printer and discussing what options they have and what they suggest.

RECOMMENDED PAPER

You'll likely want to prevent ink bleeding through on your pages. For the interior pages I recommend using a paper weight of 70 lbs or higher. For the cover pages, I recommend using cardstock with a matte finish. You can have the cover pages laminated for more durability, and even have the book spiral bound, three hole punched, or whatever you need directly from the printer.

I hope you enjoy your printable day planner!

Warmly,

Cami

tidbitsandcompany.com