

Use PowerPoint to create “handbill” size flyers:

- Create your flyer on one slide
- Copy and paste it to a second slide
- Use the print feature of PowerPoint to print two slides to a page. This size is perfect for displaying in smaller spaces or for carrying around the community with you to distribute.
 - "How-to": Printing two slides to a page in PowerPoint:
 - Create your slides
 - Click on File, Print
 - In the bottom third of the Print Menu use the "Print what:" pull down menu and choose "Handouts"
 - To the right of that option another pull down menu will light up asking you how many slides per page, select "2"

