

Style & Settings

- ☒ 1-Month (L) ☐ 3-Month 3-Up (P) ☐ Annual 1-Up (L)
☐ 1-Month (P) ☐ Annual 12-Up (P)
☐ Annual 1 Up (His & Her) (P) ☐ Annual Julian (P)

Calendar Year: 2012 ▼

Calendar Month: December ▼

Start day of week: Sunday ▼

Header text: ☐ Use default Header/Footers

Footer text:

Paper size: ☒ Letter ☐ A4

Cancel

Create

INSTRUCTIONS

~ Using the option buttons, select the style of calendar you want to create.

1 Month (Landscape)

This style produces a single page monthly calendar in landscape layout. Mini-side bar calendars (previous month and next month) are displayed in the calendar heading.

~ Select calendar "Year" & "Month."

~ Select "Start day of week" to set column one weekday to display.

~ Define calendar head and footer text or check "User default Header/Footers" to apply Add-In defined headers and footers.

~ Select the paper size "Letter" or "A4."

~ Click "Create" to produce a calendar based on the settings/style you have chosen.