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To place photo, highlight text and insert image. Adjust transparency as needed.

Images must be 72 to 100 dpi in their final size. For instance, a 3x5 photo that will be 6x10 in size on the final poster should be scanned at 200 dpi. (Word Count 30-40)

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DAY OF WEEK

DATE

TIME A.M./P.M.



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