

Fill-In Social Media Templates

Size

940W*788H pixels or 9.792W *8.208H inches

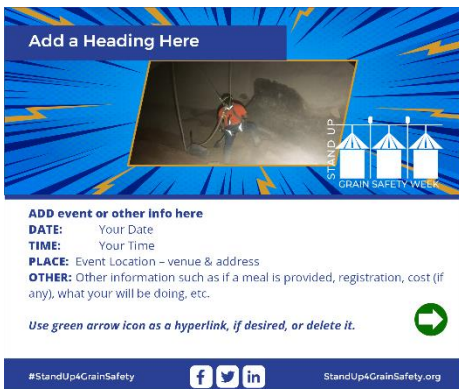
Use

To promote company specific Stand Up events. Share in document form for ads, print materials, and attachments. Use as an image for social media posts and email inserts. **(See Directions).**

Customize with your event information, company logo, pictures, etc.

3 Templates

Horizontal Split 1



Horizontal Split 2



Vertical Split 1



Document colors:



Document fonts:

Headers & body text - *Montserrat* and *Open Sans* font families

Emphasis text – *Bangers*. This is a free font that can be downloaded from the internet.

Body font size is 18 points.


DIRECTIONS for PDF Templates

NOTE: You must have a PDF Editor. Directions are based on **Adobe Acrobat**.

Click on “Edit” tab. Choose “Edit a PDF”.

The shapes, pictures and text boxes are now outlined by a thin dotted line.

To Add a link

1. Insert hyperlinks in the text or use the green icon to hyperlink to information.
2. Insert hyperlinks on the social media icons to your company platforms and/or change the website to the company website.
3. To Hyperlink – select text or image. (For social media icons use the pointer to draw a box around the icon). Right click for menu. Choose “Create Link”.
(Alternately, click on the link icon in the menu bar and select “Add/Edit Web or Document Link” but this adds extra steps if linking text). 
 - a. Choose “Type of Link” – either a visible or invisible rectangle around the picture or words. Choose a color for a visible rectangle. (If you do not want a visible rectangle around text before inserting a link, you can add an underline to the text).
 - b. Select – Web Link. Click “Next”.
 - c. Enter the URL (pasting it from the source is best).
 - d. To link to an email address format the URL as **mailto:(emailaddress)**.
Make sure there are no spaces.

Note: On a PDF you can create as many hyperlinks as desired. .

Stand Up 4 Grain Safety Website Link – StandUp4GrainSafety.org

Add Text and/or change font or font size

1. To add text, click where the text appears or highlight it and overwrite it.
2. To change font, font size or color – highlight the text and change its properties in the Format panel. Body text size is 18 points.

Change backgrounds, pictures, & logo

1. Right click on the image. Select “Replace Image”.
2. Select the image from your files and choose “Open”.
3. To crop or resize a new image – right click on it for a menu or use the “objects” panel.

NOTE: Images will not fill irregular shapes. Images are placed exactly as they appear in the file. Picture borders cannot be added or edited in Adobe Acrobat. The border will remain in the original shape if the picture is replaced. Select the border image and delete it..