LEFT INSIDE PANEL

SUGGESTIONS:

Order of Service
Welcome Message
Sermon Title & Date
Upcoming Message Series
Weekly Announcements

BEFORE PRINTING
REMOVE
BORDER FRAMES

Go to <Format>

Go to <Auto Shape>

Go to <Colors and Lines> Tab

Under <Line> section

Go to <Color> choose <No Line>

Click <OK>

RIGHT INSIDE PANEL

SUGGESTIONS:

Calendar of Events
Weekly Announcements

(INSIDE)

Name of Church
Address
Phone Number
Fax Number
E-mail
Website