Of course you know that you can save <u>any</u> image posted at my web-site by **right-<click>**ing on it and doing a "**Save As**" and specifying what hard-drive or floppy/CD folder you want to store it in. You can create **your own albums** or web pages according to your individual likes & preferences.

Another way of saving these images is to create *Custom Calendars*. I've created templates below as an MS-Word document. They are formatted for an **8x10 horizontal** *(landscape orientation)* calendar (as opposed to a 12x12 square newsstand calendar or a 10x8 vertical calendar).

You can modify any of the text to personalize the calendar for yourself. The calendar is made to print 2 successive pages on the SAME sheet of paper. Go to an office supply store and buy some **"90-lb stock" white paper**. <u>Very</u> <u>important</u> … that's the type you need to use. It's a lot "thicker" than ordinary copy paper and it "feels" like what you get in a commercial calendar. **<u>First</u>** print a given month on your printer. **<u>Then</u>** remove it and place it rightside-up *(so it will print on the back)* in your paper supply tray. Proceed to print off the image(s) you "pasted" in the preceding text box(es).

You can insert images in paragraphs without using **text boxes**. But the latter make things easier and you can position them anywhere *(even within other text boxes)* by clicking-and-dragging. I created one text box for each month to save you some initial work. Do a MS-Word '**Insert**' of an image at the paragraph mark inside the text box. You may have to drag the corners of the image to fit inside the text box. Do a '**Print Preview**' to see how it will appear when printed in case you have to make adjustments.

Note that since the calendar is horizontal, it's easier if you choose images that are likewise horizontal *(i.e., landscape oriented)*. But if you're adept at MS-Word, it's no problem at all to quickly add **additional text boxes** to store multiple images on a page in any orientation. In fact, adding 4-to-6 images on each page will make improve the appearance of the calendar, since most of the images are of low-quality and that can be "hidden" by making the images smaller (i.e., multiple images to fill up the 8x10 page). On the MS-Word '**Picture**' **toolbar**, you can flip, crop, and adjust the contrast/brightness of any image. On the MS-Word '**Drawing**' **toolbar**, you can adjust the border color, text font, and background fill of text boxes.

If you decide to use another image and delete/cut the one you already pasted into the text box, **the text box will be deleted too**. Why MS-Word does this *(assuming I'm doing it correctly)* I have no idea! In that case you have to insert another text box to replace the one you just erased along with the image. So you won't have to guess at how big to make it to fit on the page *(and doing consecutive 'Print Previews' to see if you guessed right)*, go to another month and <select> and **copy the text box already there**. Then insert it on the other page and click-and-drag to center it horizontally and vertically.

Once you inserted all your images, do a <u>final</u> '**Print Preview**' to make sure everything fills up a page and doesn't spill over to the next page. Then print one month at-a-time, removing the page from the printer and re-inserting it rightside-up in the paper supply tray, and then print off the image. When you're done with all 12 months, assemble the finished calendar in the correct order and take it to work or a copy business like Staples. Get them to insert *a "plastic comb" binder* into the calendar. *Now you have a professional-looking calendar!* E-mail me at **hotlegsinlove@hotmail.com** if you need help.

Lastly, be aware that many companies have policies forbidding hanging "pin-up" calendars at work places. Of course, if you would happen to hang one up in the cubicle of some person you didn't like, and that person would catch hell from the boss the next day … I guess it wouldn't be any skin off your nose, would it? Nor would it be a nice thing if you made a calendar to anonymously send to some guy saying *"this is what your wife did while you were on that business trip"*. Or sending a calendar to someone's home knowing his wife will open it and see what he "ordered" from that dirty bookstore. And so on and so on. You get the idea. **But then you would be as "bad" as I am … *and few people are capable of that !***

John Smith's

private

2012 Calendar

2012   J A N U A R Y   2012

Sun	M	T	W	Th	F	Sat
1 *New Year's*	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16 *Martin Luther King, Jr*	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2012   F E B R U A R Y   2012

Sun	M	T	W	Th	F	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14 *Valentine's Day*	15	16	17	18
19	20 *President's Day*	21	22 *Ash Wednesday*	23	24	25
26	27	28	29			

2012   M A R C H   2012

Sun	M	T	W	Th	F	Sat
				1	2	3
4	5	6	7	8	9	10
11 *Daylight Savings begins*	12	13	14	15	16	17 St. Patrick's Day
18	19	20	21	22	23	24
25	26	27	28	29	39	31

2012 A P R I L 2012

Sun	M	T	W	Th	F	Sat
1	2	3	4	5	6 *Good Friday*	7 *Passover*
8 *Easter*	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

2012   M A Y   2012

Sun	M	T	W	Th	F	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13 *Mother's Day*	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28 *Memorial Day*	29	30	31		

2012   J U N E   2012

Sun	M	T	W	Th	F	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17 *Father's Day*	18	19	20	21	22	23
24	25	26	27	28	29	30

2012   J U L Y   2012

Sun	M	T	W	Th	F	Sat
1	2	3	4 *Independence Day*	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2012   A U G U S T   2012

Sun	M	T	W	Th	F	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

2012   S E P T E M B E R   2012

Sun	M	T	W	Th	F	Sat
						1
2	3 *Labor Day*	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

2012   O C T O B E R   2012

Sun	M	T	W	Th	F	Sat
	1	2	3	4	5	6
7	8 *Columbus Day*	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31 *Halloween*			

2012   N O V E M B E R   2012

Sun	M	T	W	Th	F	Sat
				1	2	3
4 *Daylight Savings Time ends*	5	6 *Election Day*	7	8	9	10
11 *Veterans' Day*	12	13	14	15	16	17
18	19	20	21	**22** *Thanksgiving*	23	24
25	26	27	28	30	31	

2012   D E C E M B E R   2012

Sun	M	T	W	Th	F	Sat
						1
2	3	4	5	6	7	8
9 *Hanakkah*	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25 *Christmas*	26	27	28	29
30	31					

2013   J A N U A R Y   2013

Sun	M	T	W	Th	F	Sat
		1	2	3	4	5
		New Year's				
6	7.	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
	Martin Luther King, Jr					
27	28	29	39	31		

2013   F E B R U A R Y   2013

Sun	M	T	W	Th	F	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13 *Ash Wednesday*	14 *Valentine's Day*	15	16
17	18 *President's Day*	19	20	21	22	23
24	25	26	27	28		

2013   M A R C H   2013

Sun	M	T	W	Th	F	Sat
					1	2
3	4	5	6	7	8	9
10 *Daylight Savings Time begins*	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						