File Formats

The clip art is provided in three formats in the Digital Resources. Each format has a partiuclar type of use. **PDF** files are vector files, which have transparent backgrounds and are scalable for shirt printing or to make large signs or banners. **PNG** files are a general image format that contain transparent backgrounds. They can be used for any print or web use but cannot be scaled up without resolution issues. **SVG** files are the simple vector formats required for Cricut® machines.

Keepers of the Kingdom Fonts

Answers VBS recommends the following freeware fonts for promoting *Keepers of the Kingdom*: **Carter One** and **Germania One** and **Goblin** from Google Fonts, *Grusskarten Gotisch* from Dafont.

Also, *Kynges X DF* and **De Vinne D/Ornament** are available for purchase from myfonts.com and **Cinder** is available from Adobe Fonts.

Templates

Many of the promotional items are set up for use with standard Avery templates (with one exception). In Microsoft Word, select "Labels" and choose "Avery" from label vendors. (Or download these free templates from the "Templates and Software" section of Avery.com.) For the doorknob hangers, choose "OnlineLabel" from the label vendors. Data merges in Word can be set to use the following label templates:

Postcards (items 12-0-026, 12-0-027, 12-0-028, 12-0-029, 12-0-030)	Avery 3263
Bulletin inserts (item 12-0-024)	Avery 3251
Doorknob hangers (item 12-0-033)	OnlineLabel 245
Promo cards (item 12-0-031)	Avery 8376
Name tags (item 12-0-015)	Avery 74459

When using the templates, you will need to leave room for the preprinted art when populating the labels with your information. Print a test page on a separate sheet of paper to make sure the spacing is correct. We recommend using the Step-by-Step Mail Merge Wizard in Microsoft Word to walk you through setting up your items for print.

When printing on postcards, be sure to leave space at the bottom for the post office information.

The name tags are vertical, so you will need to change the text direction on the template to print them correctly. That option is under the table layout menu in Word.