



Time Lab Fonts

Answers VBS recommends the following freeware fonts for promoting *Time Lab*: **Galindo** and **Slackey** (available from Google fonts).

OO BOODLIO DOO and **Squidtoonz** and **Wacky Action** are available for purchase from myfonts.com.

Templates

Many *Time Lab* 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 11-6-026, 11-6-027, 11-6-028, 11-6-029, 11-6-030)	Avery 3263
Bulletin inserts (item 11-6-024)	Avery 3251
Doorknob hangers (item 11-6-033)	OnlineLabel245
Promo cards (item 11-6-031)	Avery 8376
Name tags (item 11-6-015)	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.

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.