Holiday Greeting Card Publisher instructions



Open a blank document in Publisher



On the Page Design tab launch the Page Setup dialog box

Change the Layout Type to Folded card

In the Sheet fold options select either Quarter-sheet side fold or Quarter-sheet top fold and click OK



You should get the message below to which you will respond yes and begin designing your greeting card



Holiday Greeting Card Word instructions

Start a NEW document and select cards



Select any quarter fold card



Edit it by deleting the template design and creating your own

