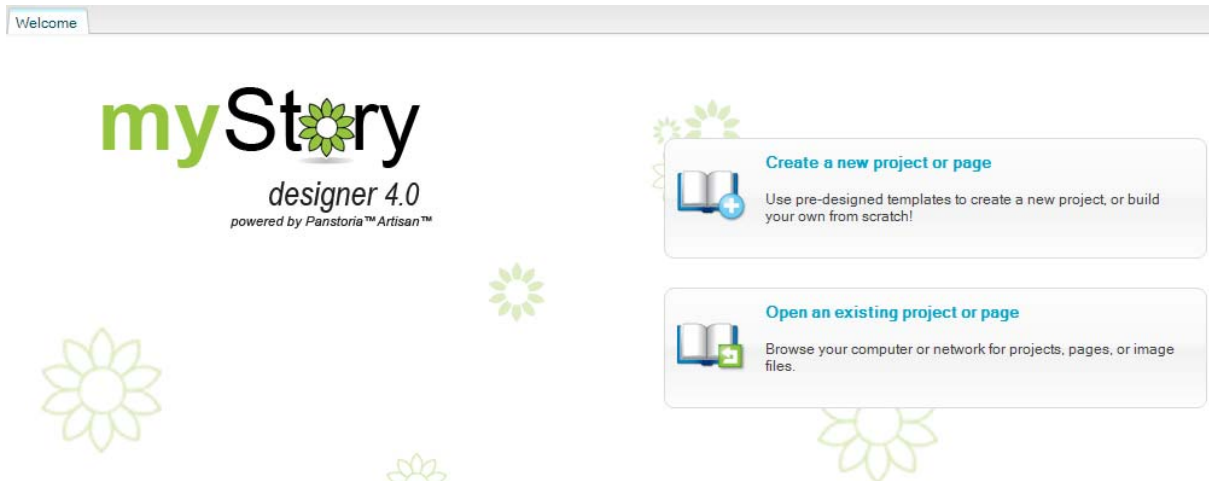


Create a myStory Desk Calendar

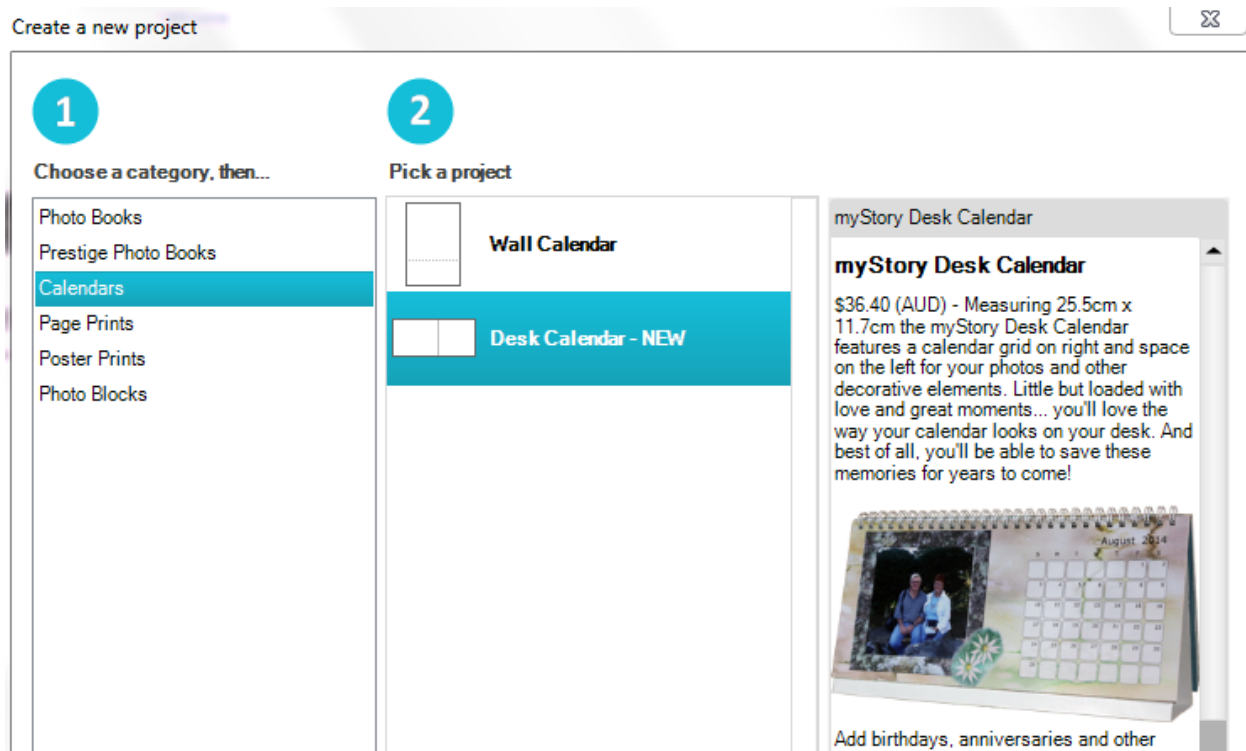
A personalised myStory Desk Calendar is quick and easy to make. Here's how!

If you haven't already downloaded myStory Designer, you'll need to do that first. It's free from www.mystory.com.au. You'll also need a Desk Calendar template, which can be downloaded from <https://www.mystory.com.au/products/content/> for free!

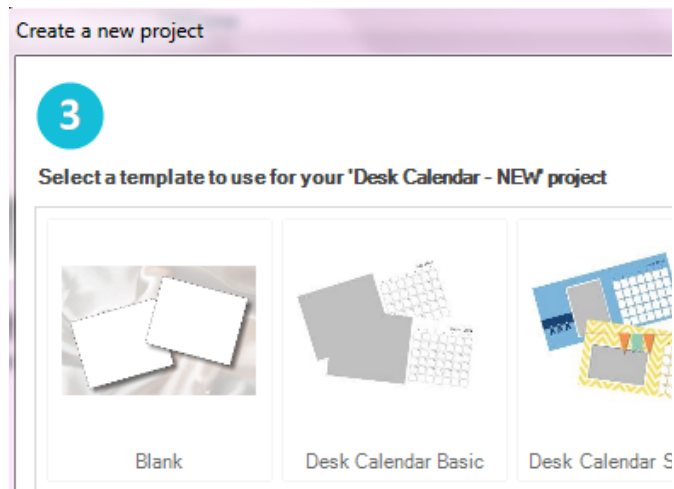
Open myStory Designer and select 'Create a new project or page', and then 'New project'.



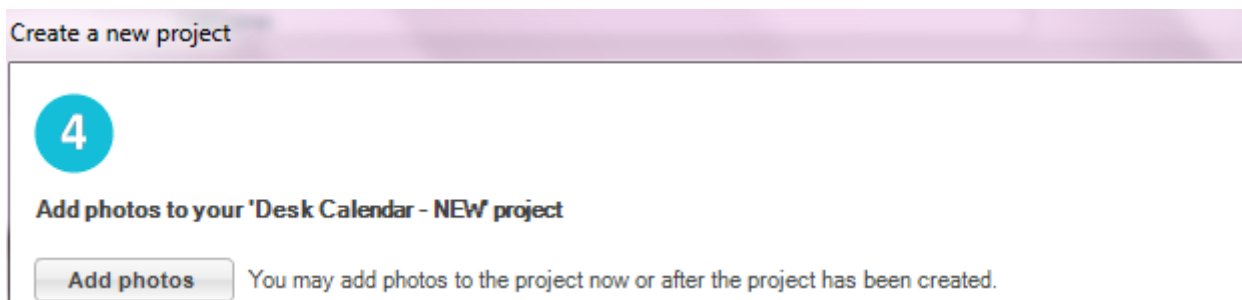
The software will automatically check for new project types. Choose 'Calendars' in the 'Choose a category...' column and then select Desk Calendar. Click 'Next'.



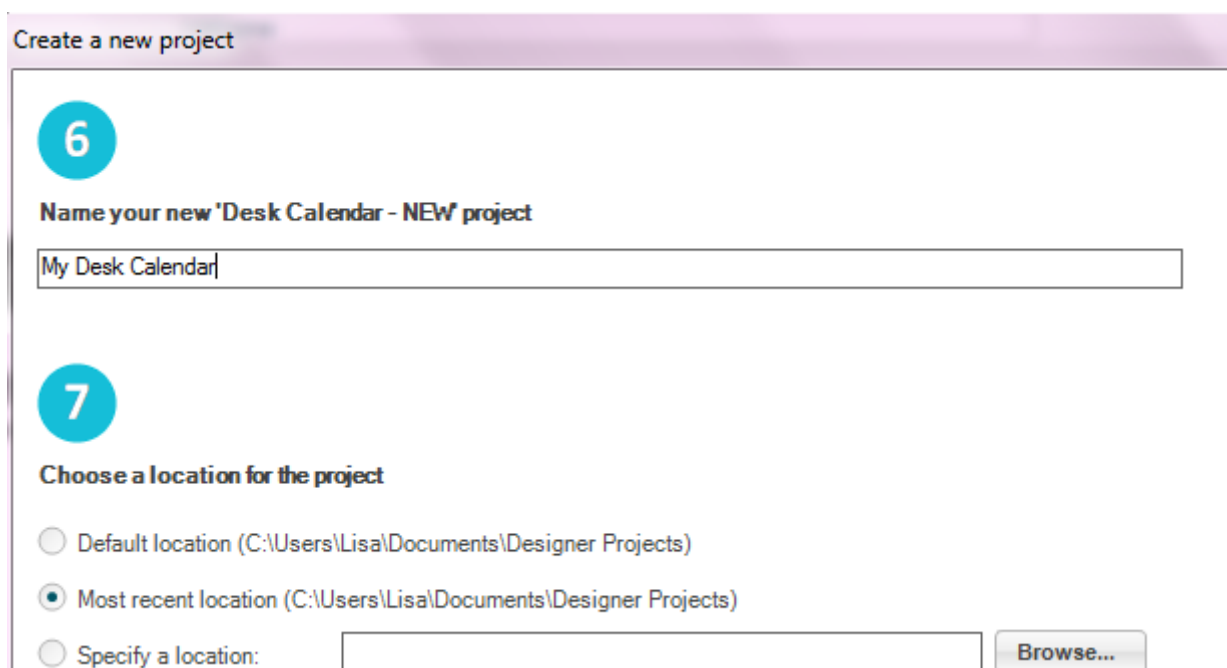
Select your choice of Desk Calendar template and click 'Next'.



You can add your photo/s at this step if you choose to, or simply click 'Next' to continue.

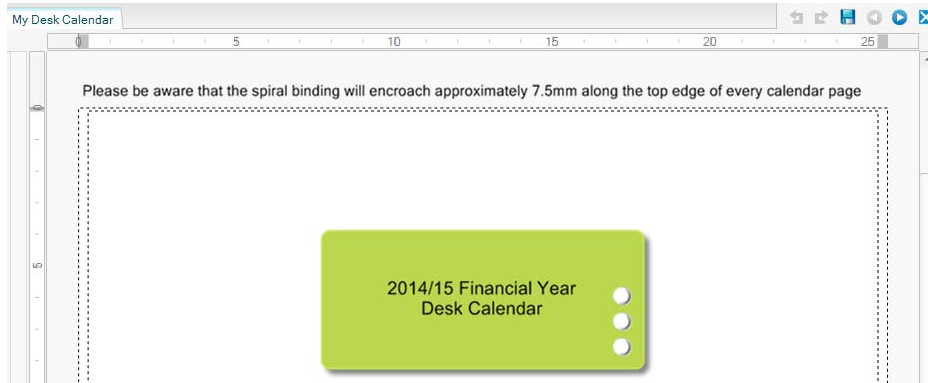


Name your project and select the location save the project. Then click 'Create'.

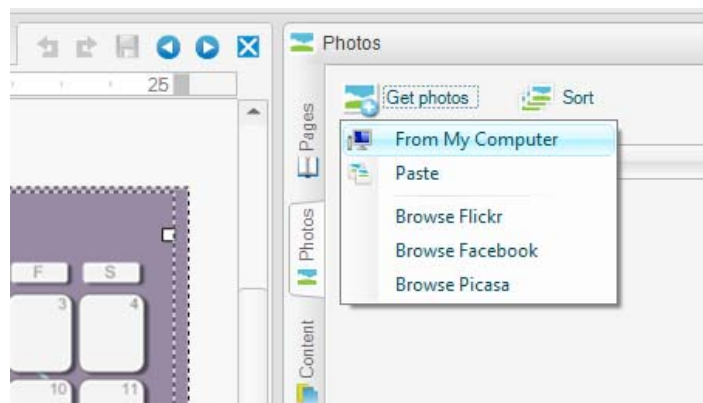


The myStory Desk Calendar templates consist of 14 pages, including a cover page and a reorder reminder. You can design your own cover, or leave the page as it is in the template – it's your choice!

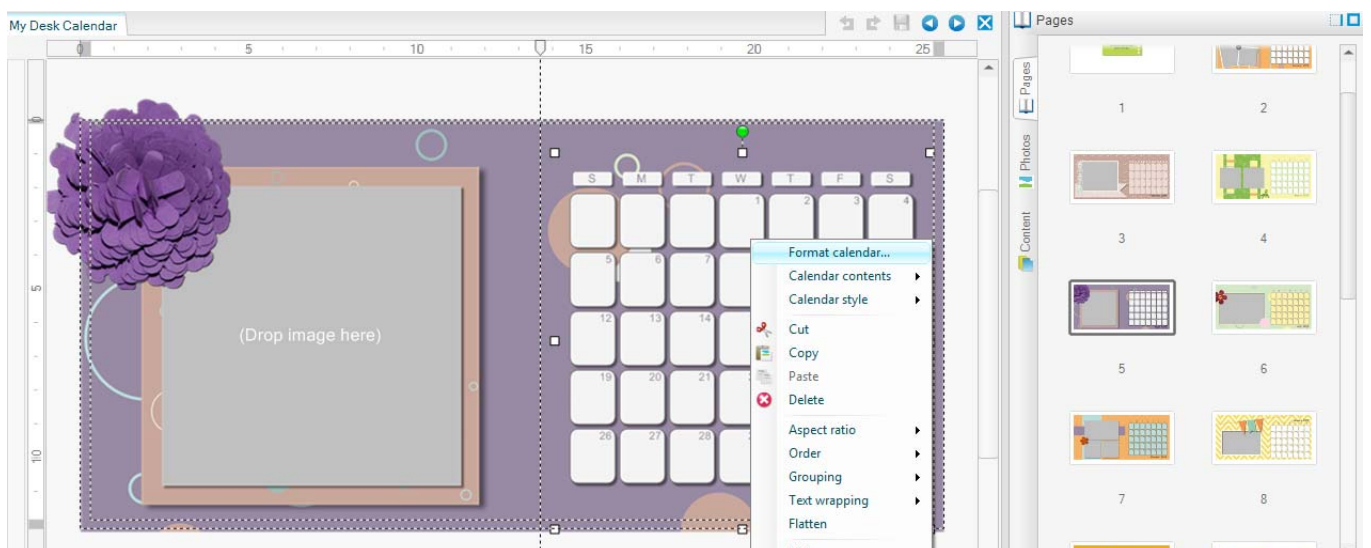
Please be aware that the spiral binding at the top of the calendar will encroach approximately 7.5mm along the top edge of every page. Keep this in mind as you alter the calendar templates to your own design.



Once your Desk Calendar is created, get your photos (if you didn't do that while creating the new project) and drag and drop or add them to each calendar page.



Desk Calendar templates are designed for a financial year – July to the following June. Simply rearrange the pages in the Pages panel if you wish to change to a yearly calendar. Remember you can also change the month on any page, just right-click on the calendar grid and select 'Format calendar' to make the changes.



When you're happy with the finished design and you are ready to order go to 'File', 'Order' and myStory Designer will build the order preview.

Note: The vertical line that appears down each page does not get printed. This is simply in the preview to provide a distinction between the calendar grid area on the right and the photo area on the left.



Preview each page of your calendar and continue to upload to your myStory Project Gallery for ordering.