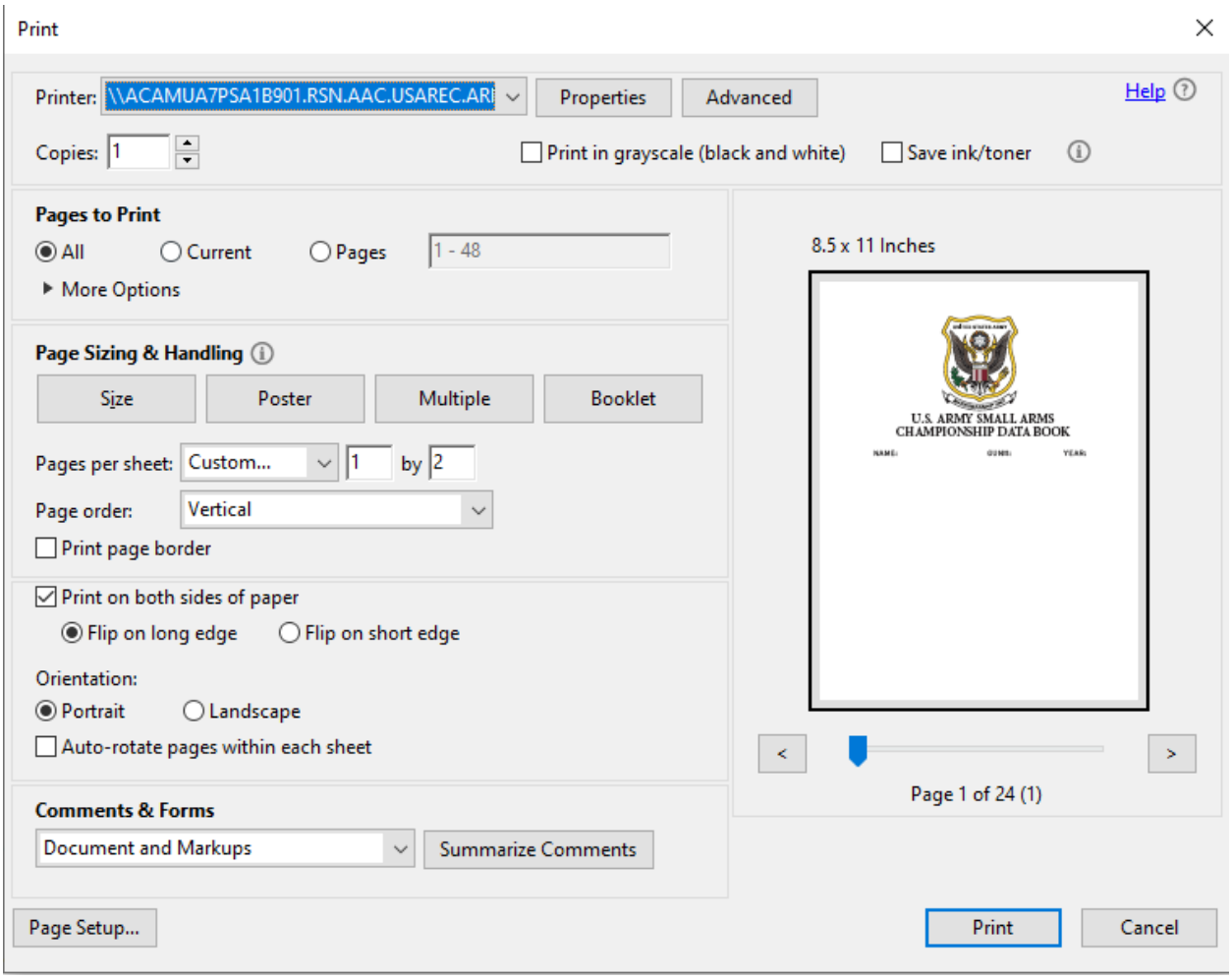
Data book printing instructions (makes two booklets once cut in half):

We have found the best way to print this document is to use the following settings in the **Page Sizing and Handling** section of print properties.

Multiple pages set up with custom pages per sheet in a 1 by 2 configuration with a page order vertical. To save paper you can print both sides and use flip on long edge or short edge. On long edge it is best to staple the along the left edge to make two booklets. Just cut them apart.