Instructions for Printing and Displaying Heritage and History Month Bulletin Boards

Banners: The banners are formatted to print as a poster at 36'' x 10'' or 22” x 10”. Depending on the size of your bulletin board the sides of the banners can also be cut down to make them even smaller.

There are multiple banner options to choose from, with various color combinations and names to choose from.

Note: Printing the larger banner , it will print without a white border around it. Printing the smaller poster, it will print with a white border around it. (This is due to the size of the poster paper).

Border: The border is formatted to print 11'' x 17'' cardstock. Make sure “Shrink to Fit” is selected when the border pages are printed so each of the four border pieces will be the exact same width.

To cut the border pieces: Cut along the bottom of each border piece (four cuts). Stack all of the four border pieces on top of each other and cut along the top, cutting the white border off. With the four border pieces still stacked, cut the white border off the sides of each border piece. This guarantees each border piece is the same width and length.

We recommend printing five copies of the border to have enough to outline your bulletin board, however, depending on the size of your bulletin board you may need more or less. The bulletin board at our local elementary school is approximately 96 “ x 47 “, which takes five copies of the border printed and cut to outline the bulletin board.

Posters and Coloring Pages:
Each poster is formatted to print on 8 1/2'' x 11 cardstock. There are various general information posters about each of the Heritage and History Months, as well as posters spotlighting various individuals from each community.

The coloring pages are formatted to print on 8 1/2'' x 11 paper.