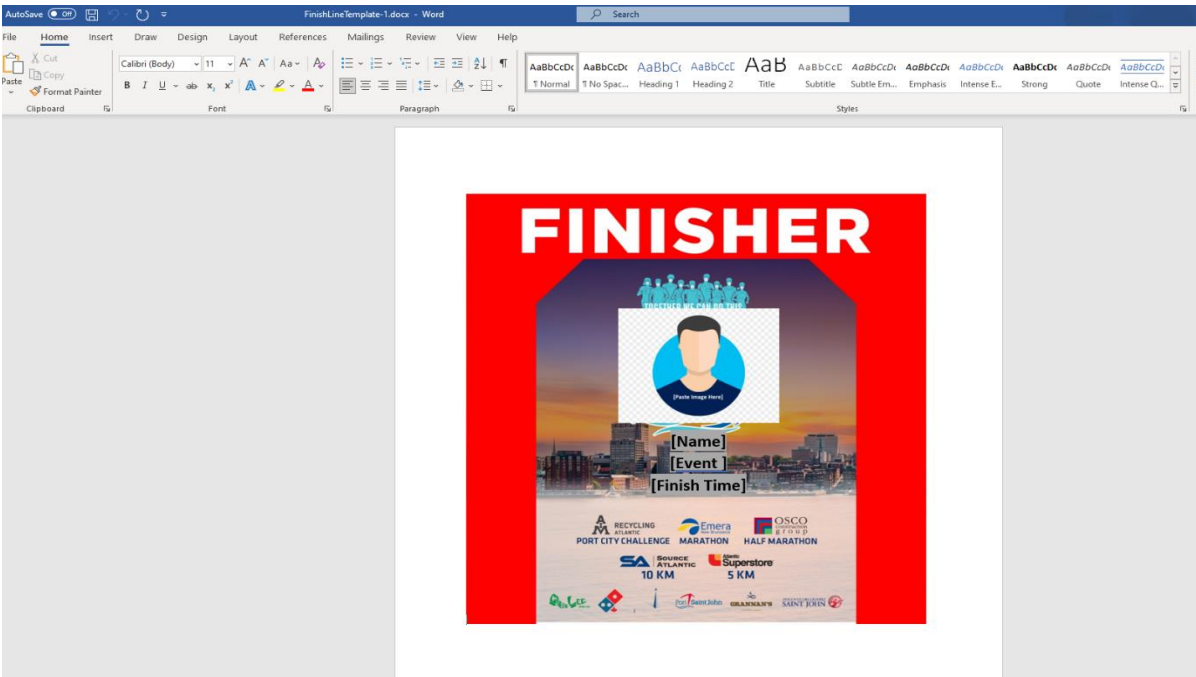


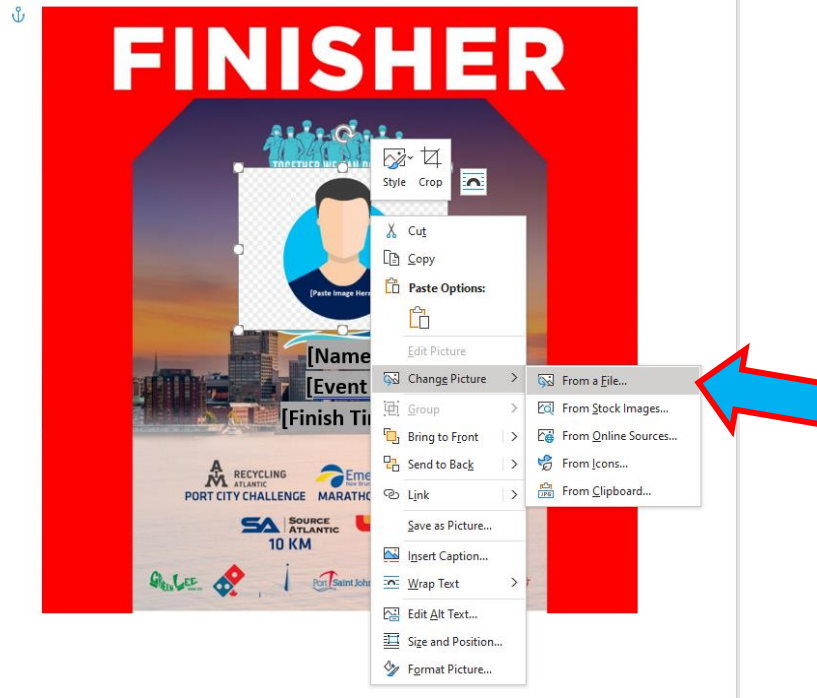
How To Edit The Finish Line Template

Editing The Document



Step 1: Once you install the template located on the home page of Marathonbythesea.com open it in word.



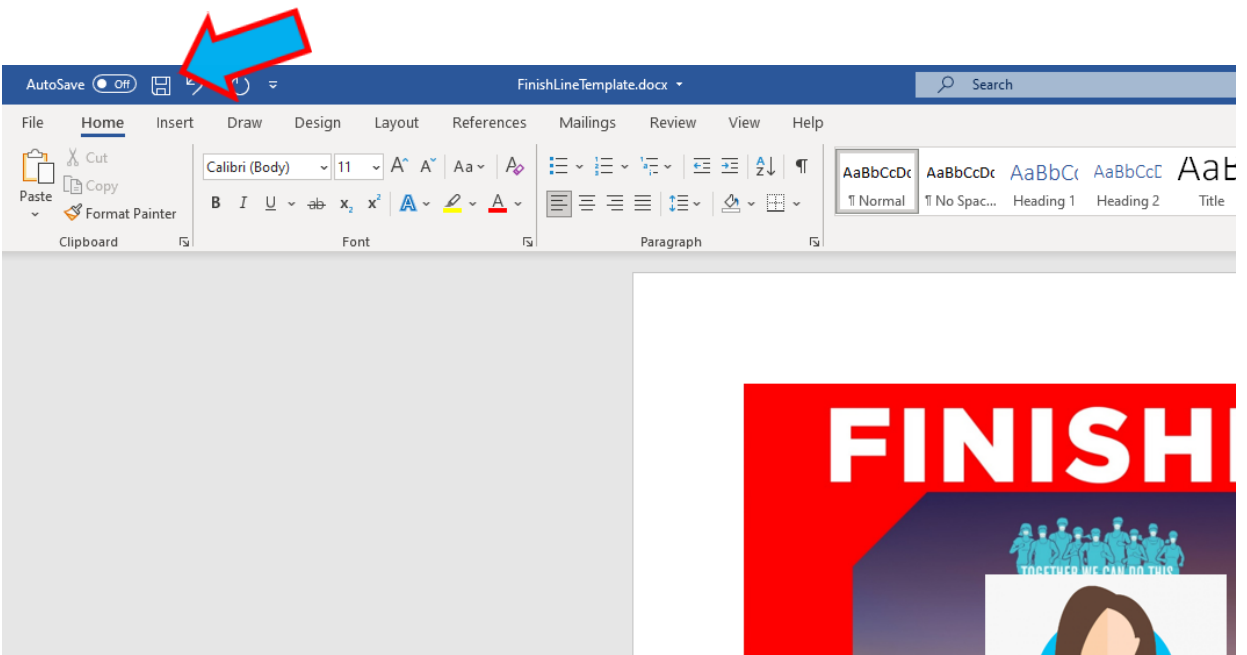


Step 2: Right click the template image, select change picture and then click from a file. You will be able to replace it with your own image.



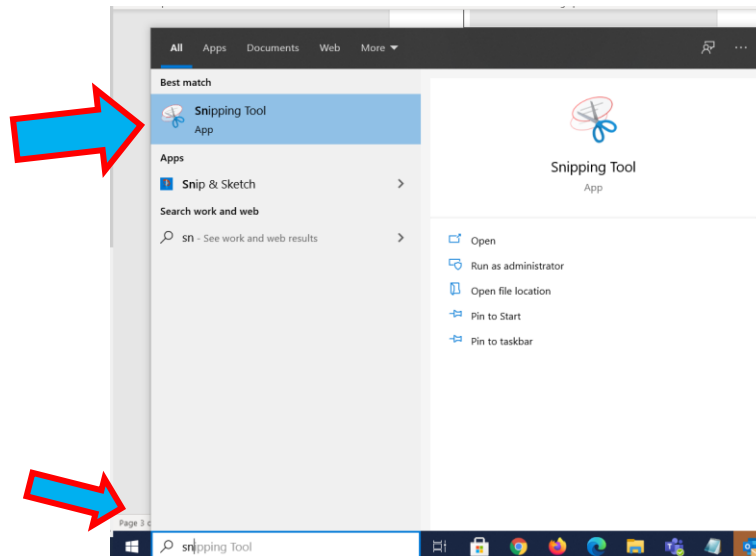
Step 3: Change the placeholders to your information. Name, Event and Finish time.





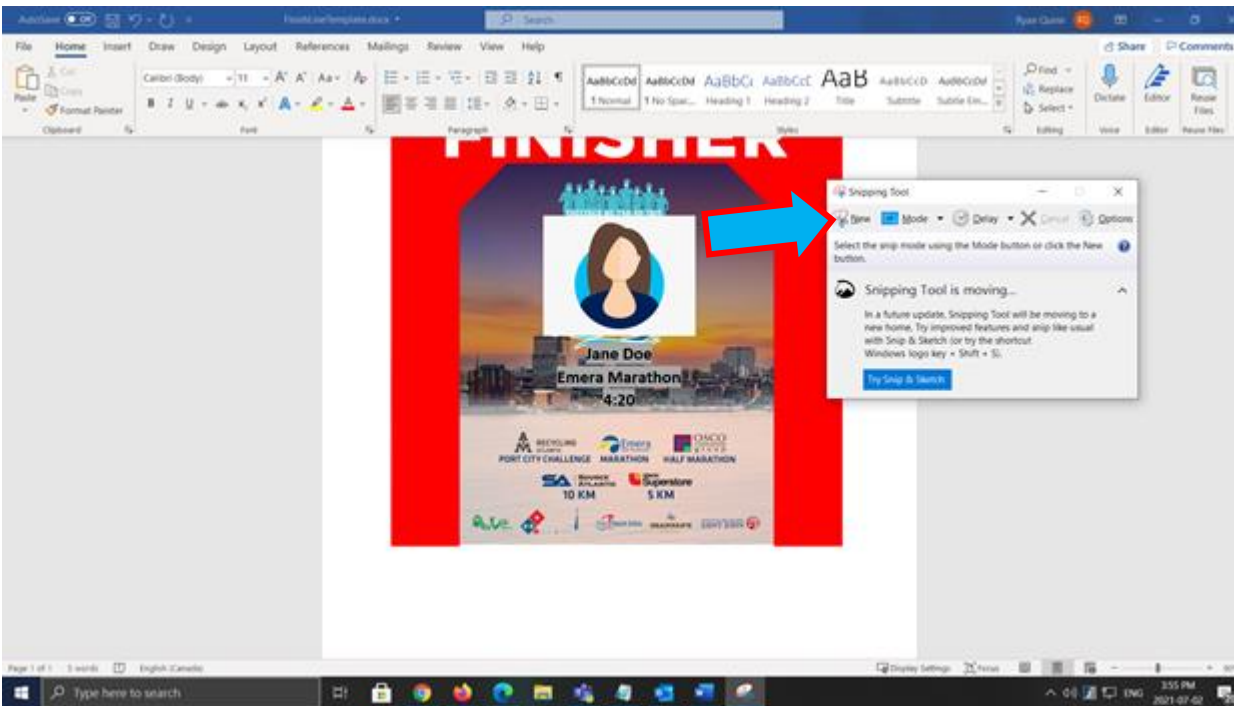
Step 4: Save the document. You can crop out the image in any way you are comfortable with but if you would like to know an easy way to crop and save please see the next section.

Crop and Save

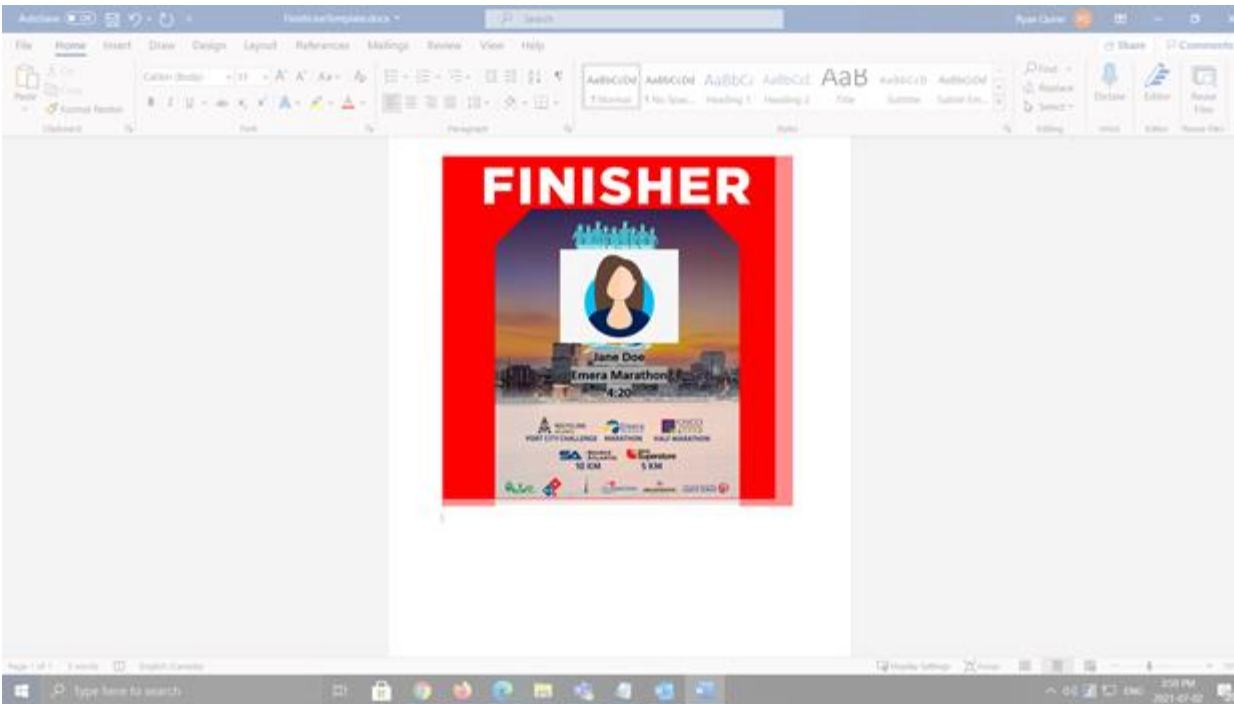


Step 1: Open the snipping tool which can be found by using the search bar to the bottom left of the screen.





Step 2: Click new and the screen will enter editor mode.



Step 3: Once it does simply click and drag the cursor to crop out the image. Once you are finished click save and it is ready to be uploaded to the Facebook page!

<https://www.facebook.com/marathonbytheseasj>

