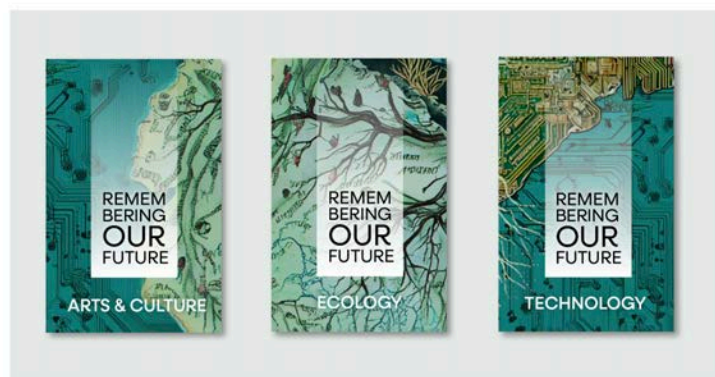


## Sharing This Zine

This zine was made to roam. Please share it. Print it for your community. Pass the PDF to your networks. Translate it into your language. Use it in workshops and gatherings.

*All we ask:*

- Credit ORA and [Commonweal](#)
- Share the link to [ORAwards.org](#)
- Don't sell it or modify the content
- Contact us if you want to translate: [ora-outreach@omegaprograms.org](mailto:ora-outreach@omegaprograms.org)



## To Print

To print a PDF like a book, you need to use the **Booklet** printing feature, which layout pages so they fold correctly. [1, 2, 3, 4]

### Prerequisites

- **Adobe Acrobat Reader** (Free and most reliable for this).
- A printer with **Letter** or **A4** paper.
- A PDF with pages in normal, sequential order. [5, 6, 7, 8, 9]

### Step-by-Step Printing Instructions

1. **Open the PDF:** Launch the file inside Adobe Acrobat Reader.
2. **Open Print Menu:** Press Ctrl + P (Windows) or Cmd + P (Mac).
3. **Select Booklet:** Under the "Page Sizing & Handling" section, click the **Booklet** button.

4. **Set Booklet Subset:**
  - Choose **Both sides** if your printer prints double-sided automatically.
  - Choose **Front side only** if you must manually flip the pages.
5. **Set Binding:** Choose **Left** for standard Western reading (left-to-right).
6. **Orientation:** Ensure it is set to **Landscape**. Acrobat usually auto-rotates it.
7. **Print:** Click the **Print** button. [10, 11, 12, 13, 14]

## **Manual Duplexing (If Your Printer Can't Print Double-Sided)**

1. Print **Front side only** first.
2. Take the printed pages out of the tray.
3. **Flip the pages** according to your printer's manual.
4. Reinsert the pages into the paper feed tray.
5. Open the print menu again, select Booklet, and choose **Back side only**.
6. Print the remaining side. [17, 18, 19, 20, 21]

## **Folding and Binding**

1. **Stack:** Gather all printed pages in order.
2. **Fold:** Fold the entire stack in half together down the center.
3. **Bind:** Use a long-arm stapler on the spine, or sew the spine using a bookbinding needle and thread. [22, 23, 24, 25]