



Steps to Customizing the Waiting Room Rack Brochure – 4”x 9”

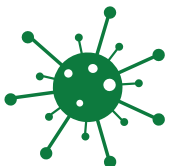
Customize this brochure for use in your dental practice during Dental Infection Control Awareness Month! Simply add a stamp or sticker containing your logo and company information to the lower left corner of page 2 on the brochure or follow the instructions below for adding your logo digitally to the PDF file.

Digitally adding your logo to the PDF brochure:

1. Copy your logo to your computer's clipboard using Microsoft Word, Power Point, Publisher or Paint program.
2. Open the PDF brochure in adobe acrobat pro or adobe reader.
3. Click on a blank area of the brochure on the lower left corner of page 2 on the brochure.
4. Go to the edit menu at the top and select paste. Once you do this you will see your logo show up somewhere on the brochure.
5. Click on the logo. A box will show up allowing you to resize the logo by clicking on a corner and dragging.
6. Click in the middle of the logo to drag it to its appropriate spot on the page 2 of the brochure.
7. Save the document.

Printing the PDF brochure:

1. Once the PDF brochure is customized, print a single copy for review before printing or distributing. On the pull down menu under comments and forms, make sure "documents and markups" is selected. If only "document" is selected, the logo will not print.
2. The brochure dimensions are 4"x9" and should be printed as a two-sided brochure in color.
3. Print the desired number of copies on your printer.
4. The PDF file may be taken to a professional printer. If taking your brochure to a professional printer, please request the **Waiting Room Rack Card PRO** version from office@osap.org.

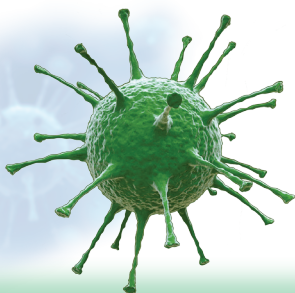


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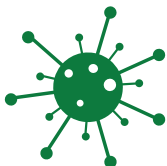
**THE CDC,
OUR PRACTICE,
AND YOU.**

**WE'RE SERIOUS
ABOUT SAFETY.**

Ask us how we are using
the new CDC Infection
Prevention Checklist to
ensure your safety.



OSAP.org
The Safest Dental Visit™



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Clean Hands

Ask us how we are washing our hands, why we wear gloves and how these practices protect you.



Sterile Instruments

Ask us how we sterilize our instruments to keep you safe.



Safe Water

Ask us about our water treatment system and how we maintain it to keep you safe.

