

#ADVENTUREON!

DIY Instructable



Create Recruitment Resources
with DIY Templates

The DIY templates in the Brand Center are intended to simplify the process of creating custom recruitment assets for both **Cub Scouts** and **Scouts BSA**. The templates can be used to create fliers, posters, social media images, web banners, email headers, and any other type of print or digital resource you might need for recruitment season. Some examples of the available templates are:

Fliers



Headers/Footers



Social Media Frames



Spanish Versions



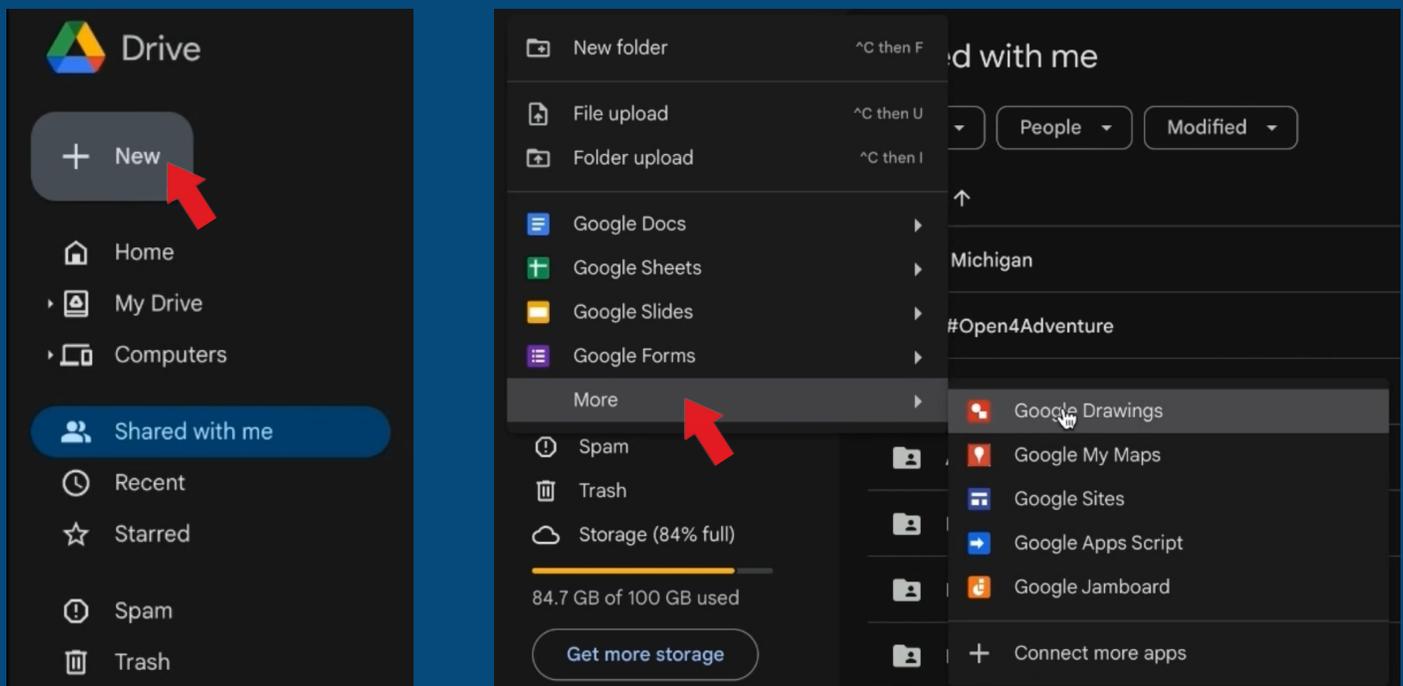
The first step to create a new resource is to gather the files you want to use. The files used in this tutorial can be found **HERE**. Or, you can select one of the DIY templates for Cub Scouts or Scouts BSA and select photos from the Brand Center or use photos showing your own Scouts doing fun and safe Scouting activities. Below are links to the marketing photo collections in the Brand Center:

Cub Scouts Photos
Scouts BSA Photos

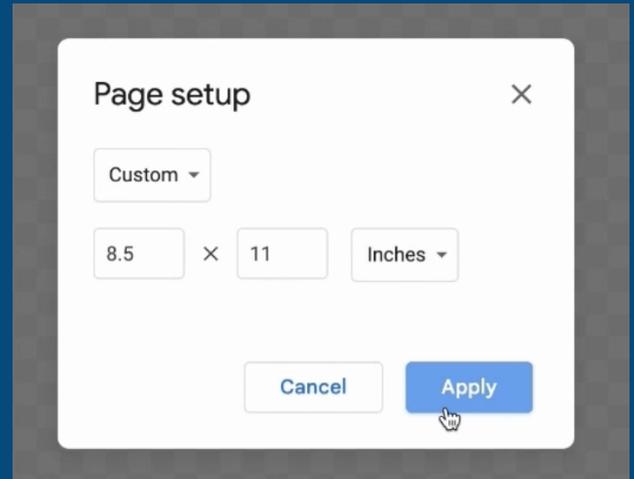
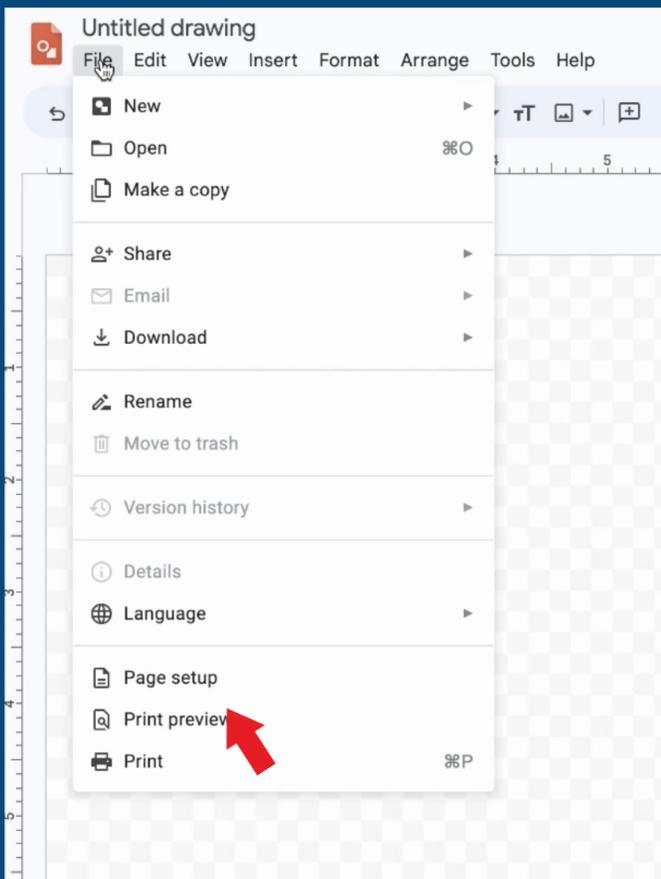
Decide which tool or platform to use to create your flier. You don't have to have something like Photoshop or Adobe Illustrator to create good designs. These templates can be used with all sorts of design tools. For this tutorial, we're going to use Google Drawings which is a really simple (and free) application that is part of Google Drive.

There are a lot of easy-to-follow tutorials on the web about using the Google Drawings App to create a whole host of digital graphics and print projects if you want to learn more. Also, check out the [step-by-step video](#) version of this tutorial.

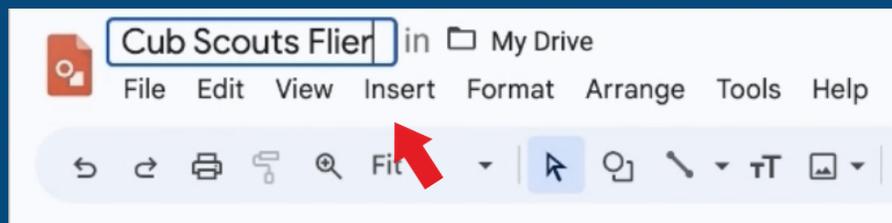
Open the Google Drawings App from Google Drive. Select "New" then scroll down to "More" and click on "Google Drawings."



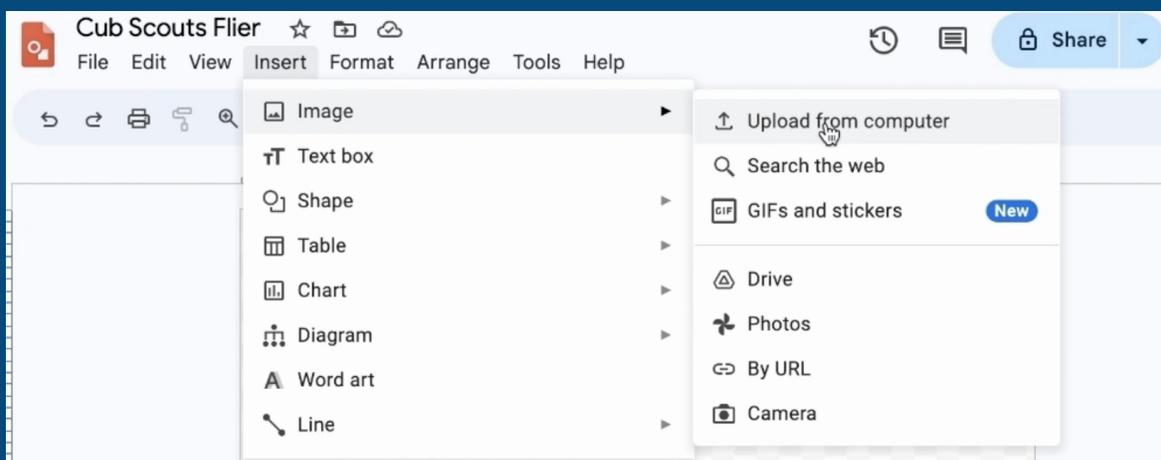
A template will automatically appear. Change the size of the template to fit your project. In this example, let's use the standard letter size of 8.5" x 11" for our flier. To do this, select "File" from the top menu and scroll down to "Page Setup." Select "Custom" from the drop-down menu and change the dimensions to 8.5 x 11 inches. Click "Apply."



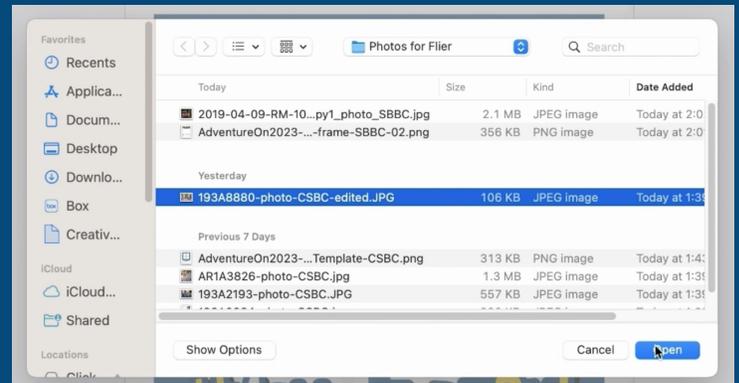
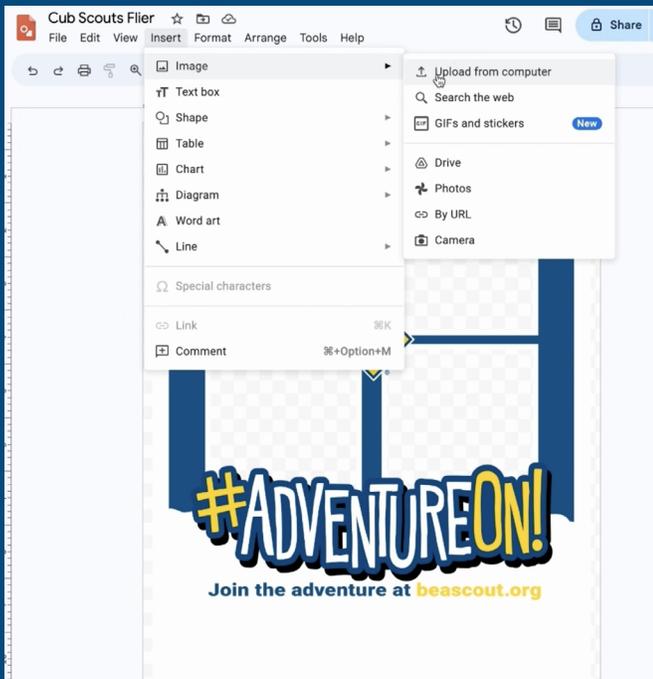
Give your file a name. The file will automatically be saved to your Google Drive and updated as you go.



Upload the flier template. Select "Insert" from the top menu, scroll down to "Image" and (if you've saved your working files on your computer) click "Upload from computer" and choose the file of the flier template and click "Open."



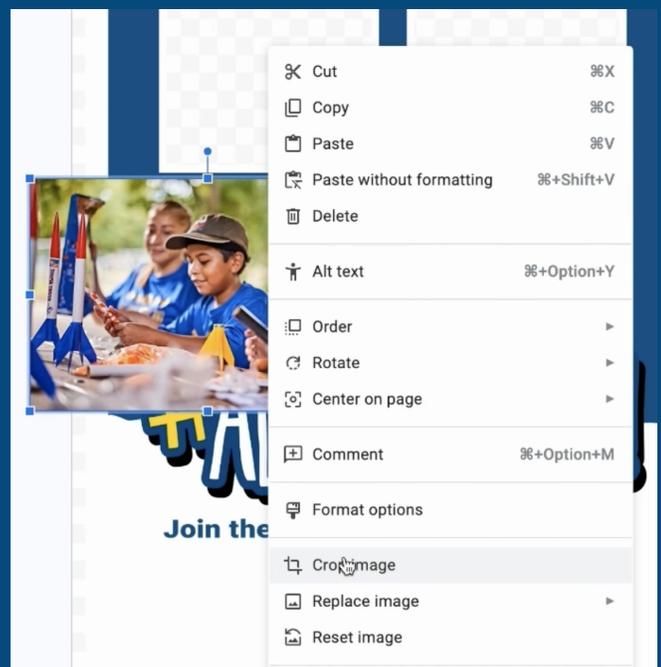
The 4 square openings in this template are transparent so we can add photos in each of the squares. Insert your first photo by repeating the previous steps used to insert the flier frame.



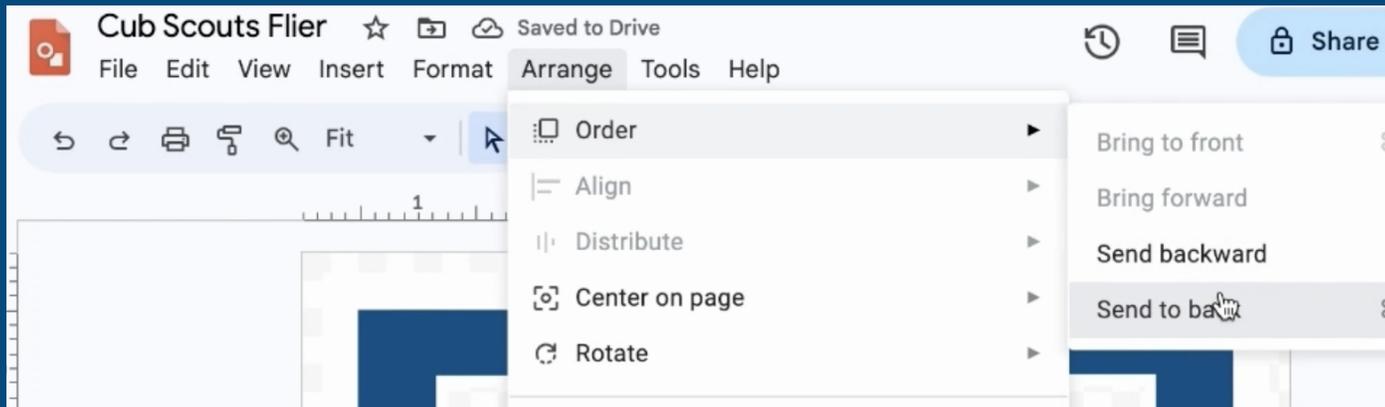
This photo will be going behind one of the square openings in the flier template.

Move the photo where you want it and re-size the photo to approximately fit the square by clicking on one of the corner dots and dragging it until the photo is a better fit for one of the squares. Leave some overlap so that it will fill the entire square.

Crop the photo so it doesn't hang over the edge of the flier template by right-clicking on the photo and selecting "Crop image."



To place this photo “behind” the flier template, click “Arrange” from the top menu, hover over “Order” and click “Send to back.”

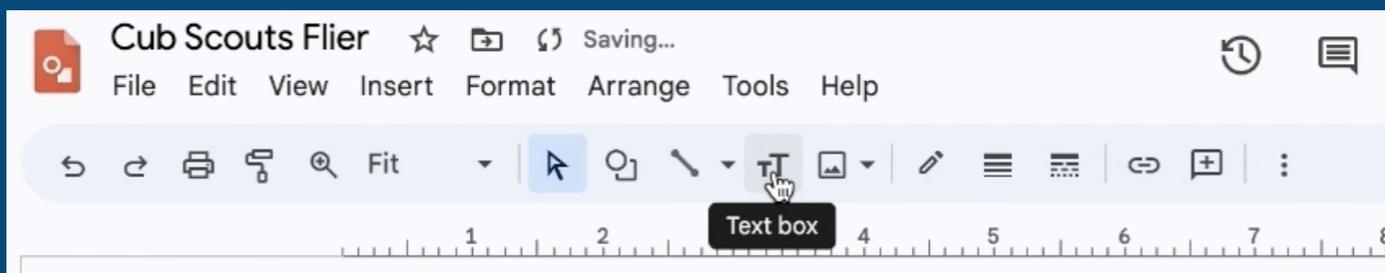


This first photo is now behind the template frame and you’re ready to insert the next 3 photos!

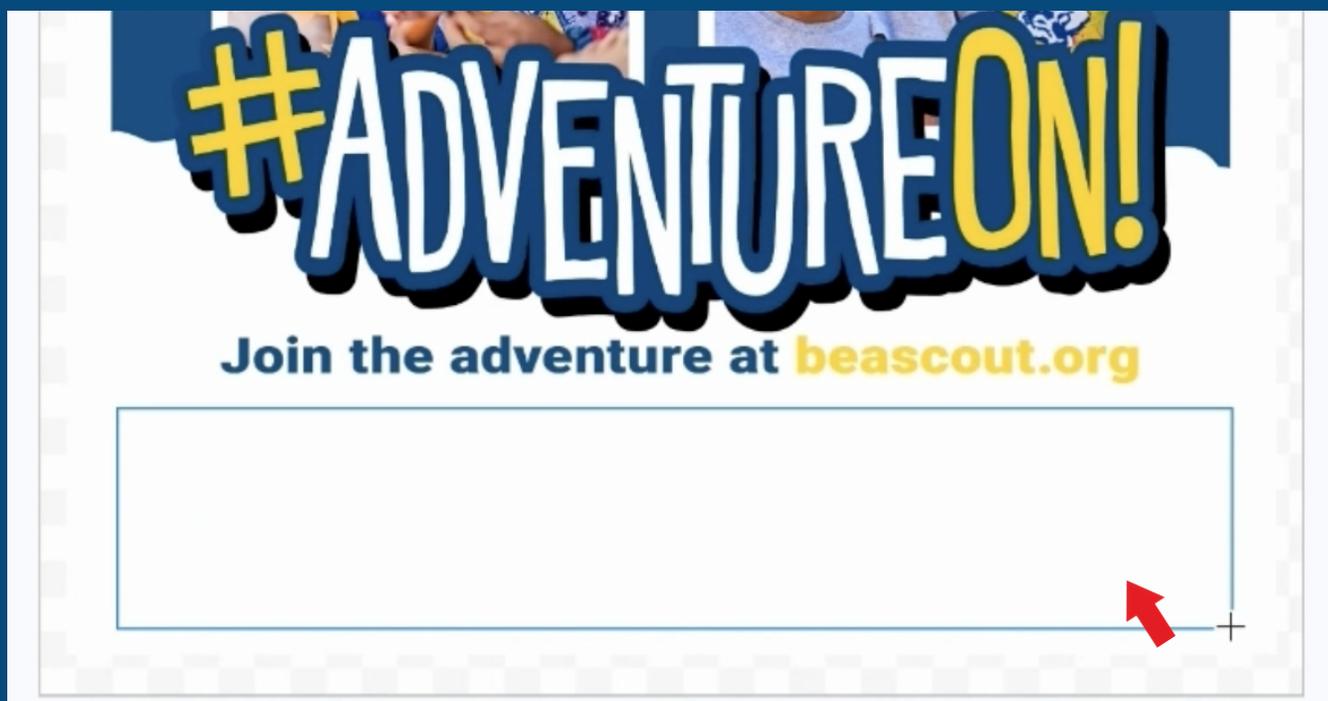
Repeat all of the previous steps to add the rest of the images. (To see this demonstrated for all 3 photos, watch the [video tutorial](#).)



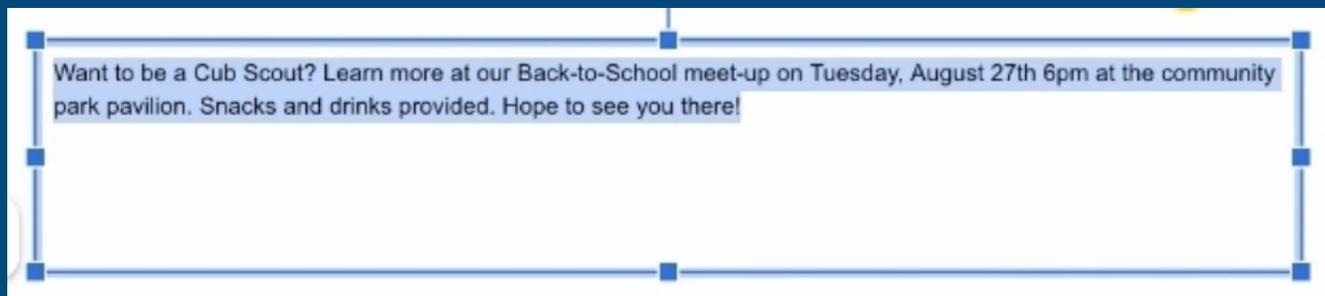
Next, add some text to the bottom of the flier promoting your recruitment event or other Scouting activity. Click on the Text symbol in the toolbar.



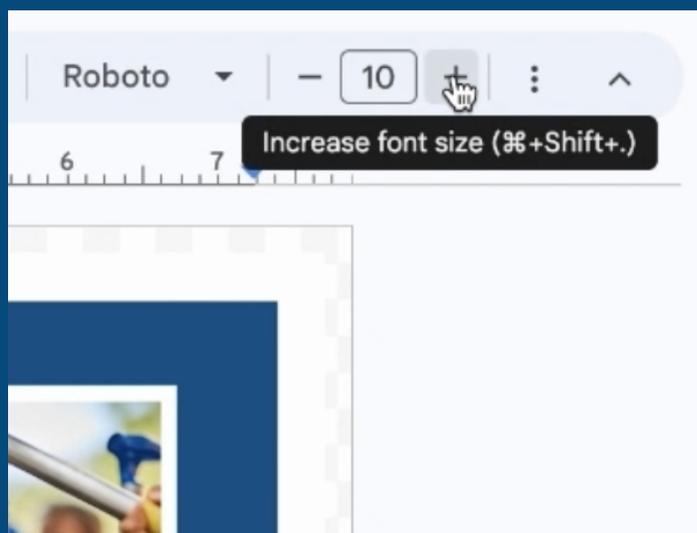
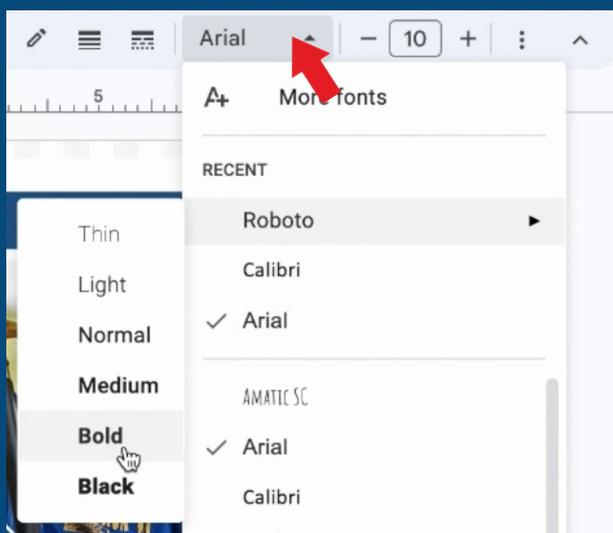
Draw a box where you want to place the text by clicking and dragging your mouse until it's the right size and where you want it.



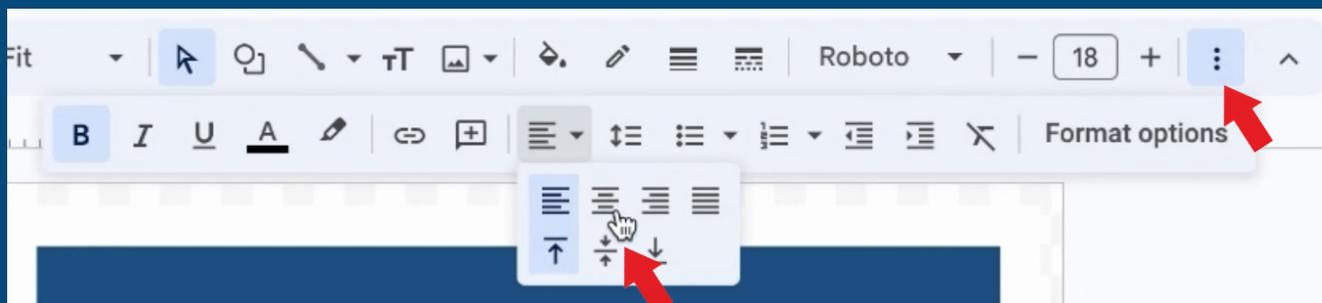
Enter the text and highlight all of it to format it.



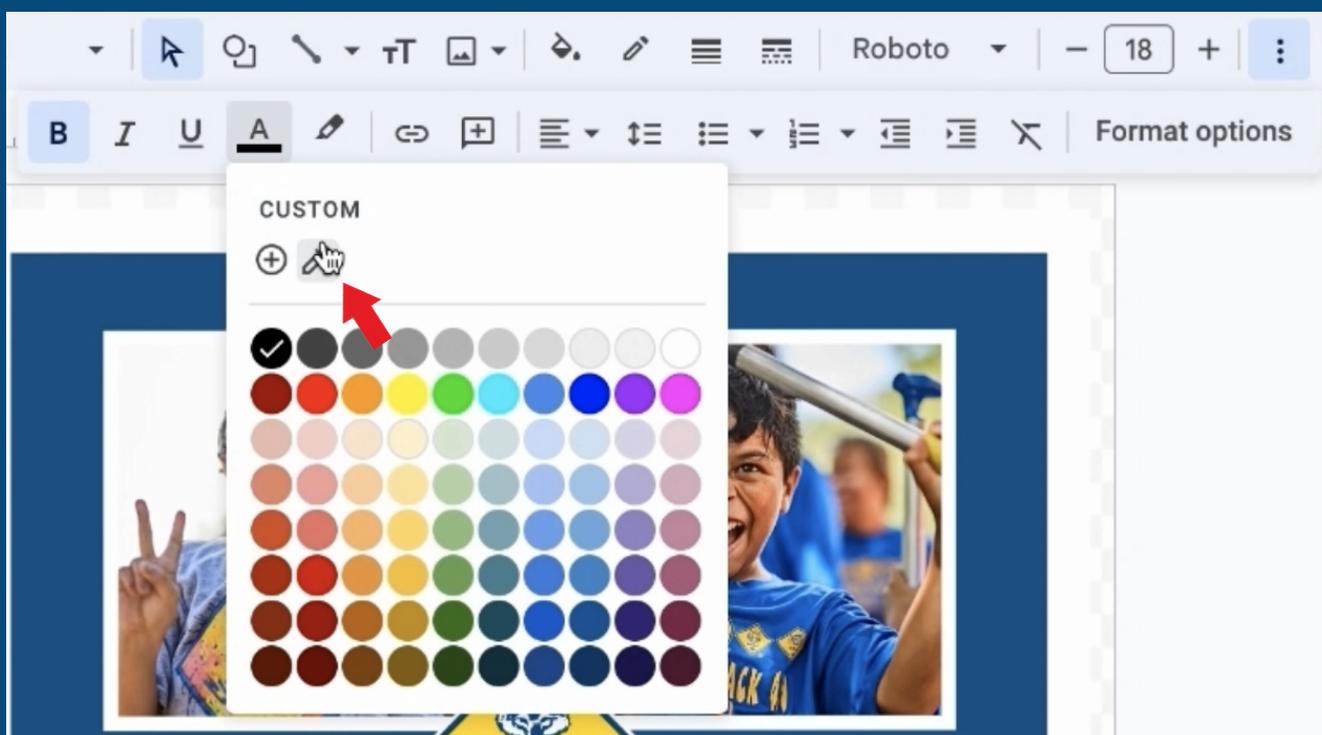
Select a font, by clicking the dropdown list of available fonts. Change the size of the font by clicking the - or + buttons.



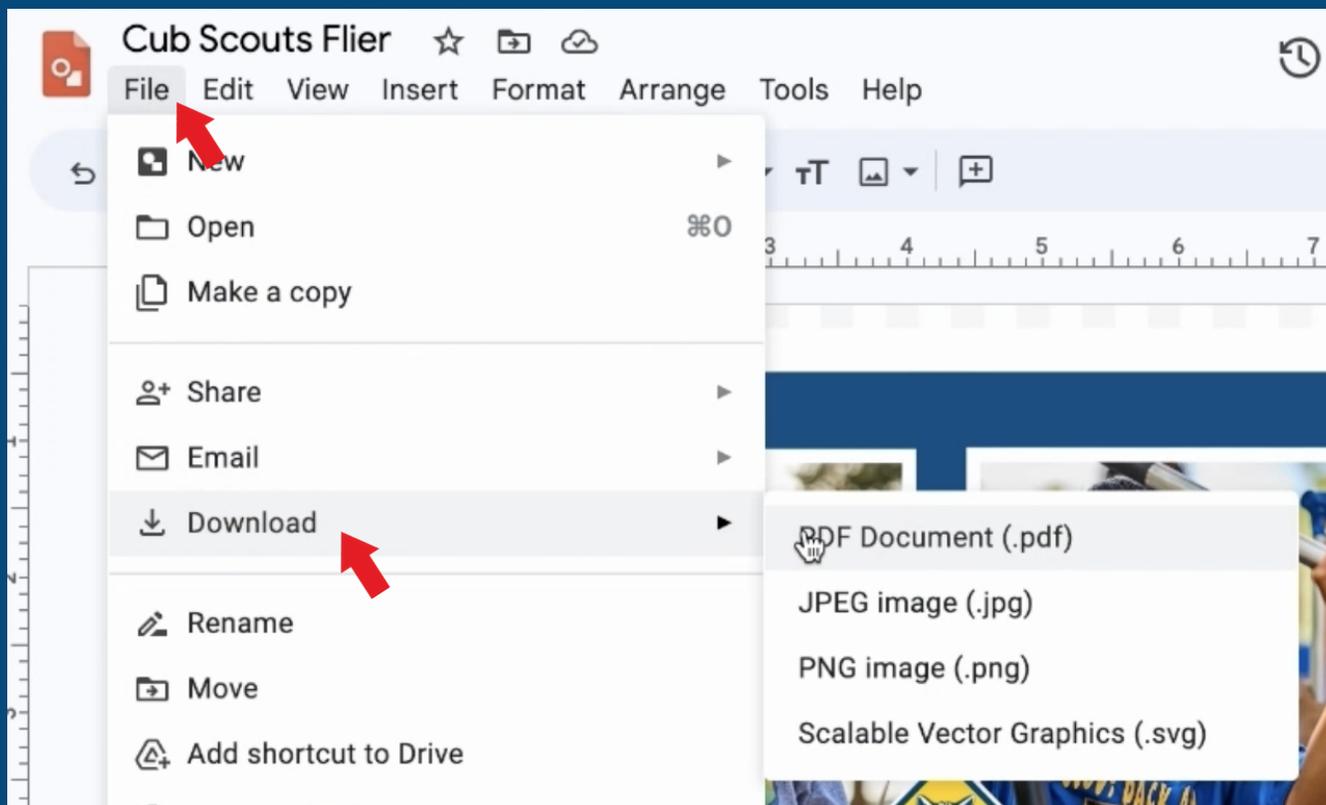
To center the text, click “Align” and choose “Center.” If you can’t see all of your text formatting options, click the 3 dots on the right.



To change the color of the text, click “Text color” and either select one of the available colors, click the + to enter a HEX # or click the eyedropper to pick up a color from the design as shown below.



Finally, save your flier. Click “File” from the top menu, then “Download” and select either PDF or JPEG.



Great job creating your first flier using DIY templates from the Brand Center! You can find the video version of this instructible [here](#).

Thank you for all you do for Scouting!

All photos and templates can be found in the Brand Center.
<https://scouting.webdamdb.com/bp/#/>

