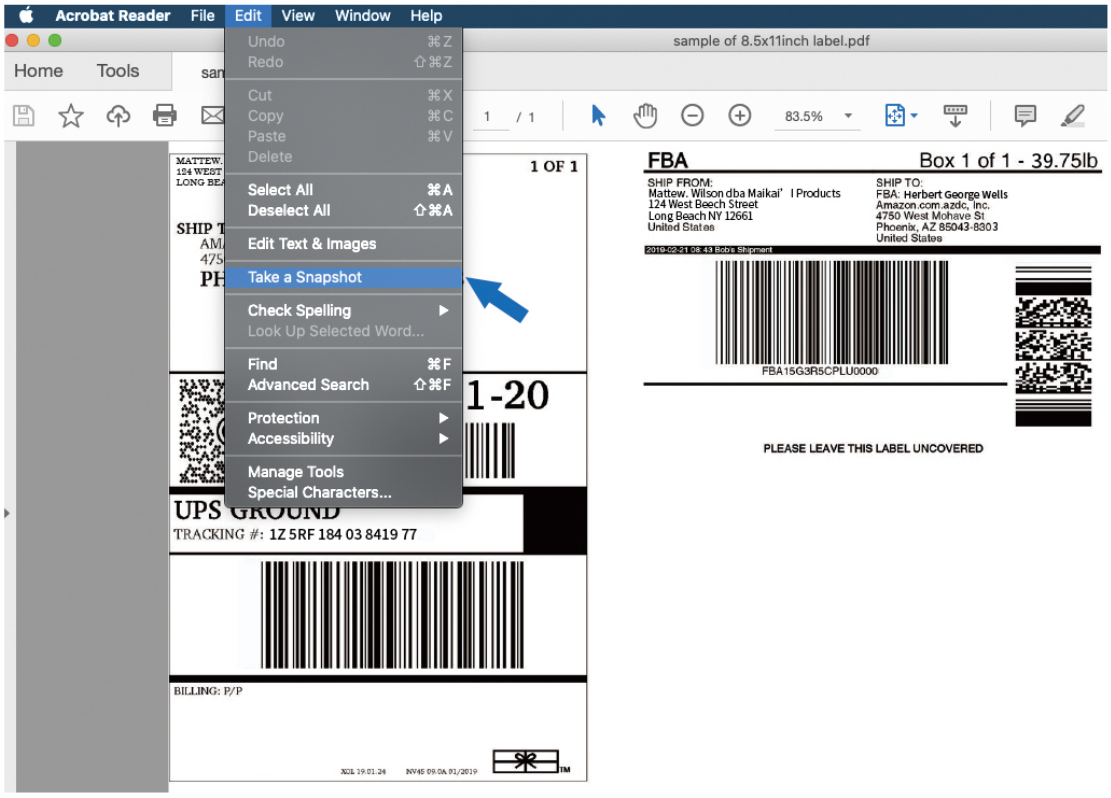
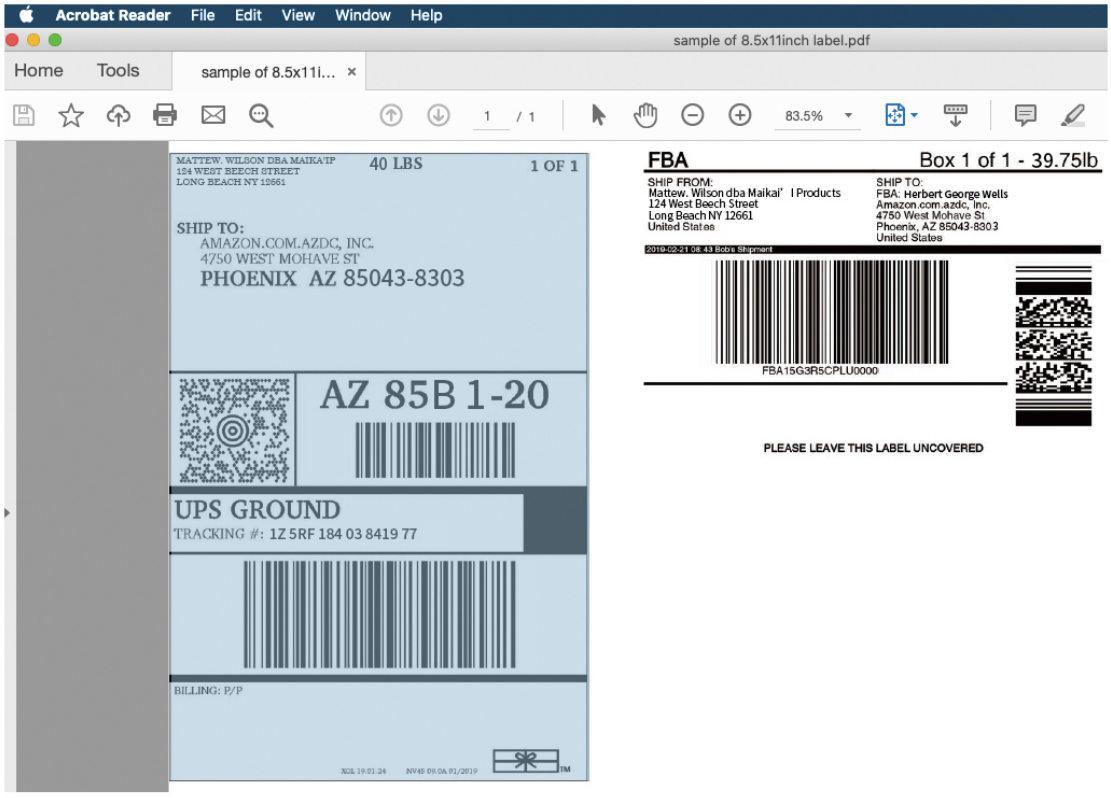
HOW TO CROP A FULL SIZE 8.5" X 11" PAGE TO A 4" X 6" LABEL

Way One: Use “Adobe Acorobat Reader DC”

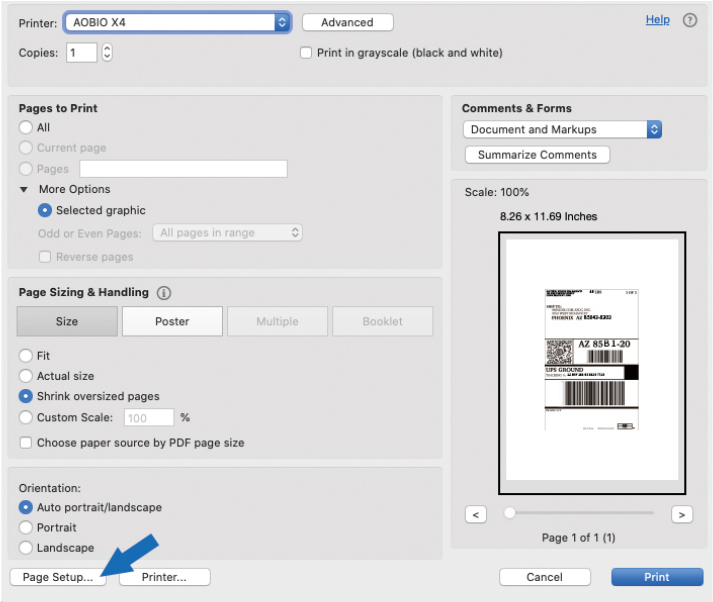
1. Edit ->Take a Snapshot.



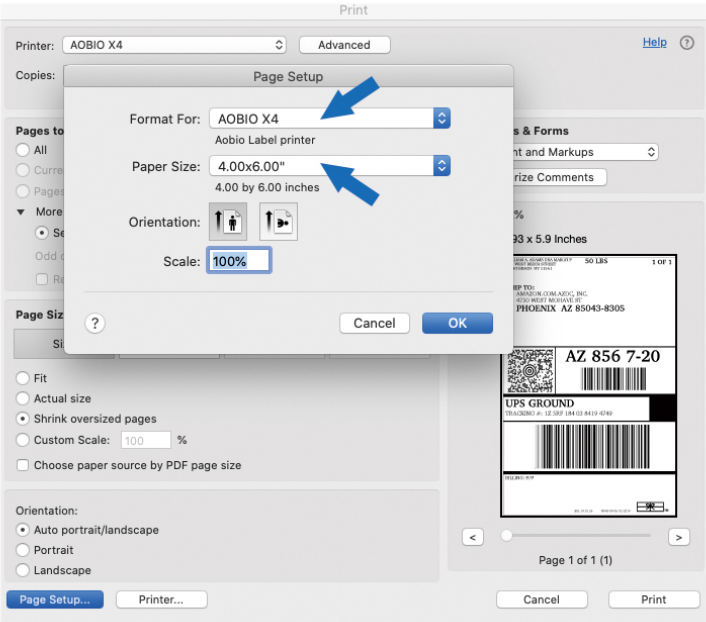
2. Select printed area of label then click “printer”.



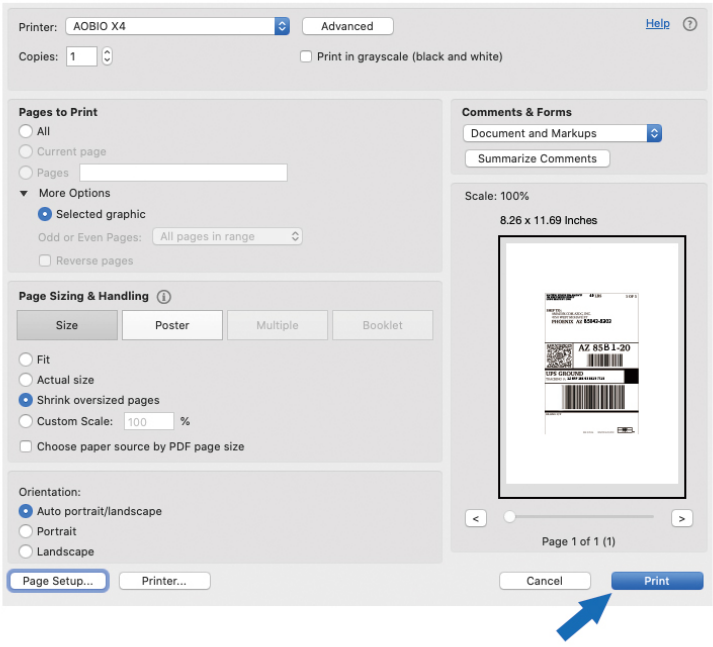
3. Click “Page Setup”.



4. Choose size as 4″ x 6″.

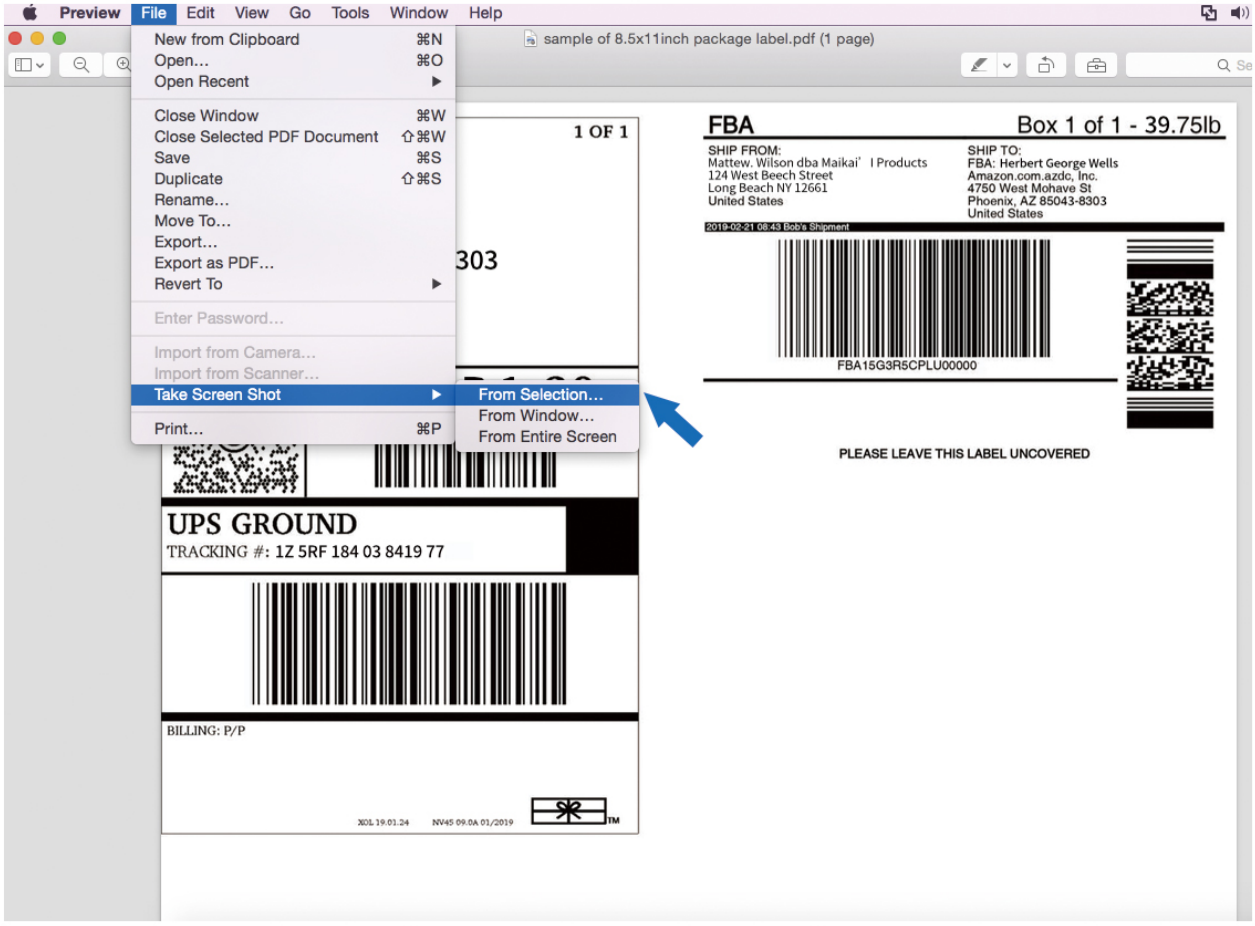


5. Print.

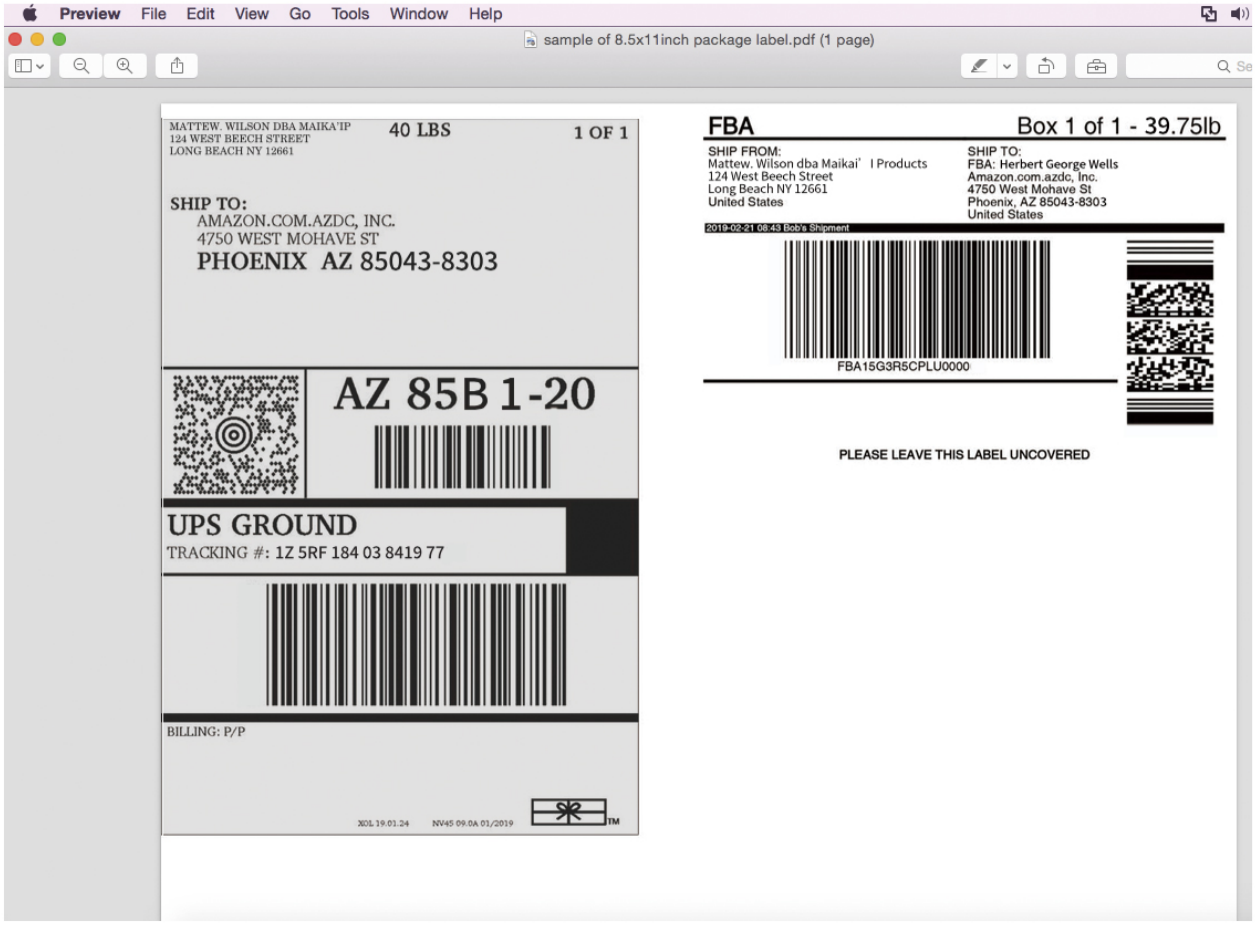


Way Two: If you use Mac you can use “Preview”.

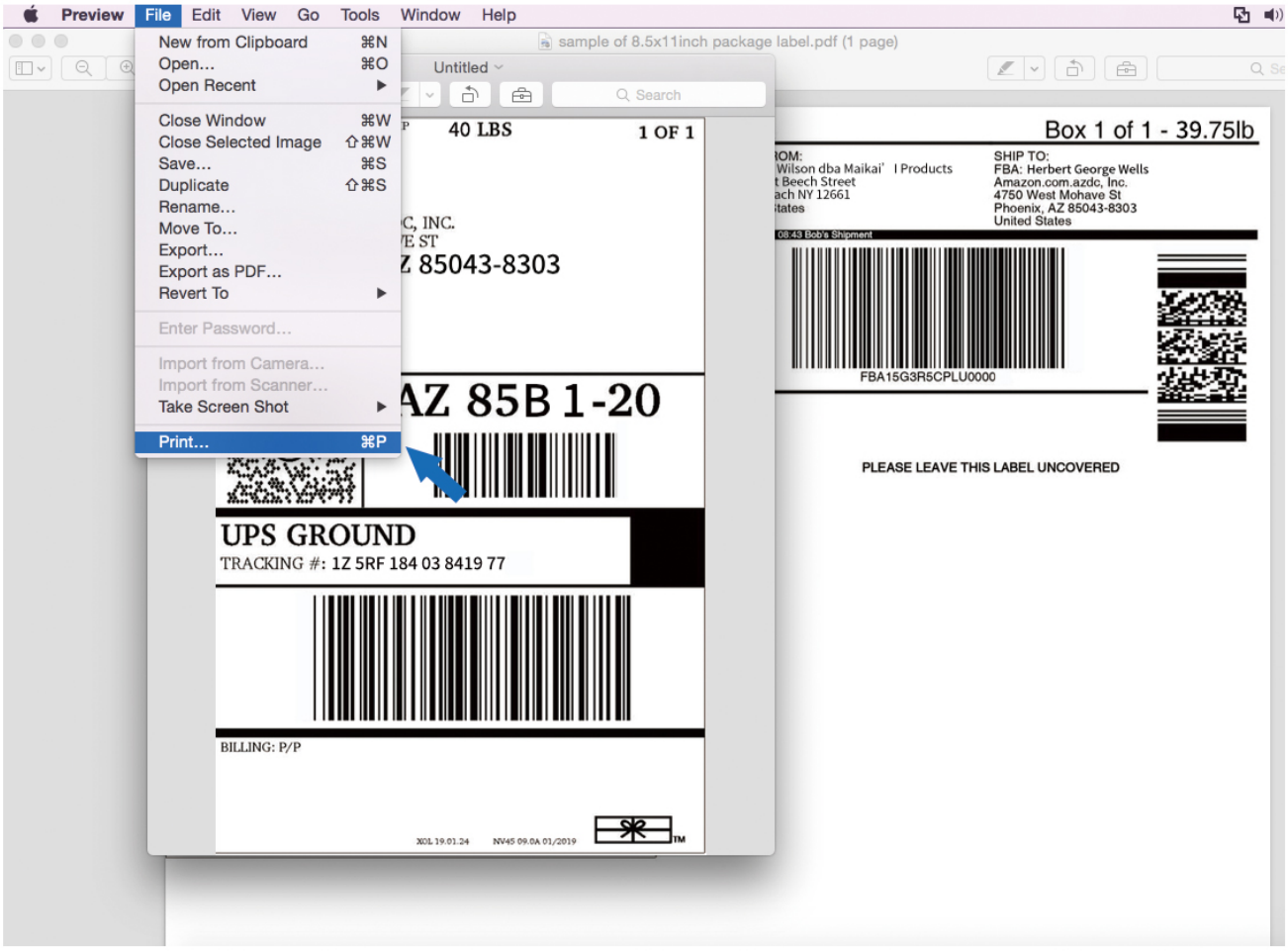
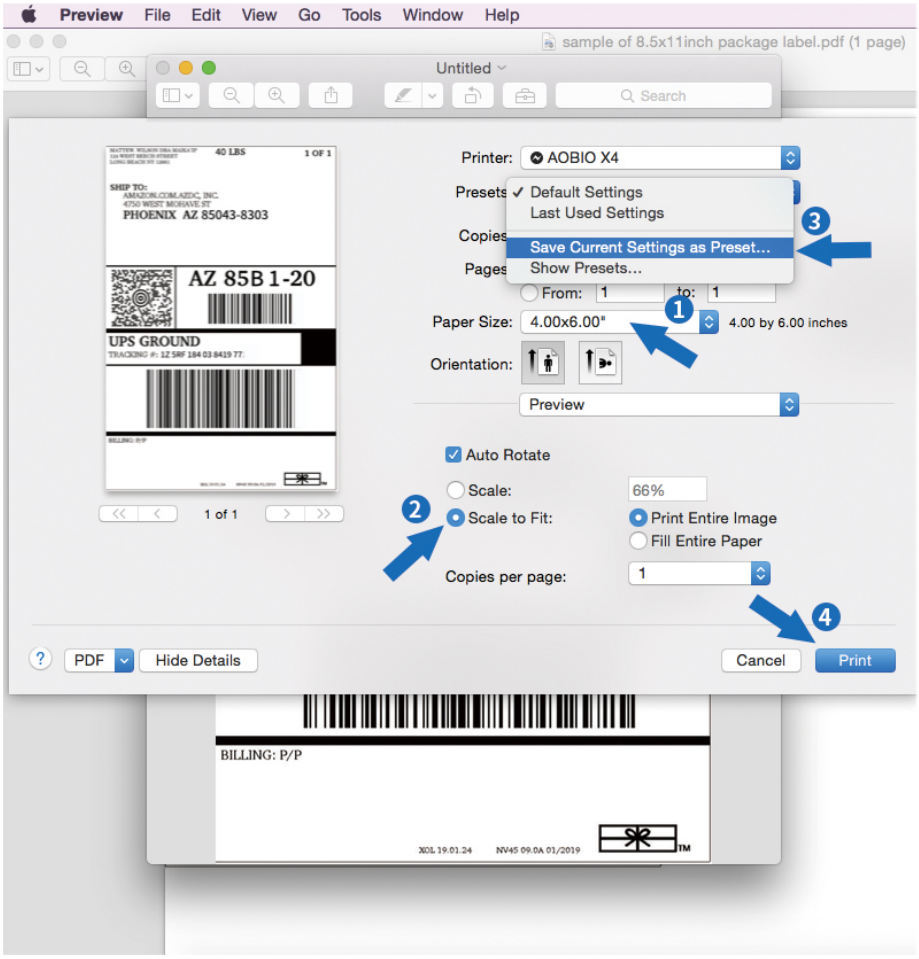
1. File-->Take Screen Shot-->From Selection.



2. Select printed area of label.



3. Print.



4. Paper Size choose 4″ X6″ -->Click “Scale to Fit-->Save Current Settings as Preset...-->Print.