

Calendar templates for use with Microsoft Image Composer

The calendar templates set contains Microsoft Image Composer (.mic) files usable for any month. The file name represents the day the first of the month falls on (m1..., tu1..., w1..., sa1..., etc.) followed by a number of days (28, 29, 30 or 31). Select the file with the least number of days that you will need. There may be an extra day or two not needed that you can select and delete. Put the mouse arrow touching some of the date text to click and select.

The templates contain individual sprites for all the date fields, days of the week, and dates of the days. When clicking to select with the mouse, be careful not to move the mouse around thus relocating the graphic. In case something disappears when moving it around, it may have gotten moved to a lower layer. Selecting the day field and sending it to the back should make anything behind it reappear.

After modifying the basic calendar to your wishes you can select all and flatten to a single sprite. This sprite can then be resized to any width and length desired. Now the month and year can be added in the upper white area using any font desired. Text for calendar events is added into the date fields. I use Arial bold 8pt and keep line length to less than 17 characters.

The default text type-in box can be enlarged by dragging a corner if needed for large blocks of text. After clicking outside the box, the text is minimally enclosed and is dragged to the desired location. If a little too large or small, it can be resized by dragging a corner or side.

Next add resized clip art wherever you like and save the file as a .mic file and also as a .gif or .png file for use on the web. Use web solid dither 216 color setting for saving the .gif or .png files. Typically the .png file will be about 28kB and the .gif file about 33kB. These files are now single graphic entities which can not be edited; only added to. The .mic file may be used for any unforeseen editing needed.

I hope you enjoy creating attractive calendars using these template files. Send me an email if you have any questions. Don Hershberger