Information to help you create your Florida Healthy Babies local resource guide:

* Resource guide backgrounds (8.5 x 11, letter size) have been created for your use.
* You will need to add your local contact and resource information.
* To get started:
  + Using Publisher, Word, PowerPoint or other design software of your choice, format your document to be 8.5 x 11 to match the background size.
  + Insert the background of your choice. You can copy and paste the image or save it to your local drive and then use the insert command.
  + Once the background is placed, place text boxes over the backgrounds, then insert your content.
* We have created resource guide templates in Publisher and PowerPoint. Feel free to use these files.
* Remember, your resource guide should be reviewed by your public information officer and should adhere to the Department’s Brand Style Guide.
* Please consider putting your community resource information on your county health department webpage to increase access and visibility.

If you have questions about graphics and backgrounds, email [Kenderick.Durant@flhealth.gov](mailto:Kenderick.Durant@flhealth.gov)

If you have questions about the templates, email Jennifer.Elmore@flhealth.gov