



## **White Magic: How to print out WHITE text**

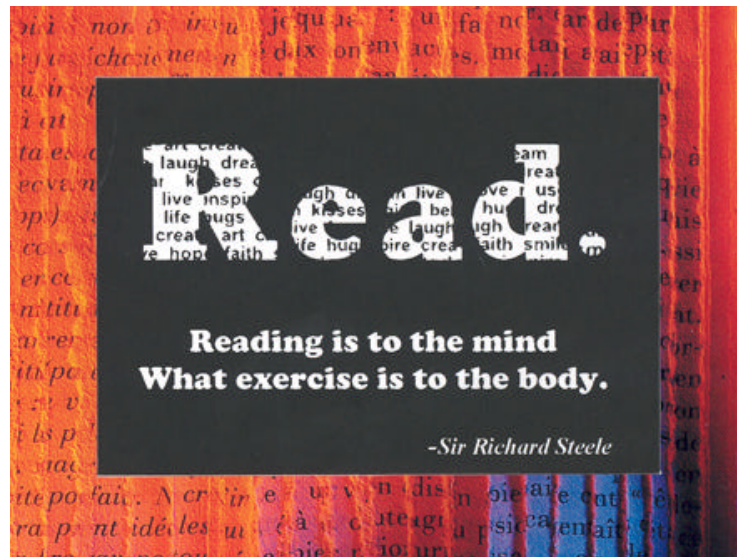
Have you ever thought about printing out a title or some journaling using WHITE text, only to realize that it's impossible to do so with your printer? It's true . . . unless you have a special dry-process printer, there is no way to print with white ink!

So, check back next month when I have a new technique to tell you about. Just kidding, of course! This month, I am going to show you how to print with your inkjet or laser printer so that it *appears* as if you used white ink!

To perform this magic trick, all you need is a word processing program (like Microsoft Word or Wordperfect) a printer, and a sheet of white cardstock. I will demonstrate the basic steps to follow using Microsoft Word.

1. To begin, select "Insert" on the menu bar. Next, choose "Text Box" from the dropdown menu. Using your mouse, select a point on the page, and drag your mouse to create a rectangular box.
2. Select the font and font size you want to use from the Formatting toolbar. Click inside of this text box, and type in your title or journaling.
3. If you need to change the size of the text box to accommodate your text, click on the box until you see the "grippers," the small squares at the corners and sides of the box. Click on a gripper, and stretch the text box until it's the correct size.
4. When you're satisfied with the appearance of your text within the text box first click on the text box until the grippers appear again. Then right-click on the edge of the text box. A small pop-up menu will appear. Select "Format Text Box."
5. A new screen titled "Format Text Box" will appear. Along the top, there are several tabs. If it's not already selected, make sure to click on the "Colors and Lines" tab. Under the "fill" option, select black. When you click on "OK," the text box should turn completely black, hiding any text you just input.
6. Click inside of the text box again, and drag your mouse to highlight the text. Change your font color to white using the Font Color button on the Formatting toolbar at the top of the screen. The text inside your black text box should now appear white!

7. Print out your text box on white cardstock, cut it out, and adhere to your layout! Rather than printing the text in white, you're printing the background in black, making it appear as if you printed your white text on black cardstock!



Once you get the hang of this technique, have fun playing around with the different ways you can use it! In the sample below, I used the AutoShapes toolbar in Word to create different colored overlapping circles. To change the fill color of the circles, I right-clicked on them just the same as I had when filling the text box black in step #5 above. Then I created a textbox with white text and "no fill" (rather than a black fill) over the circles.

