



# Tips for Enlarging the Overview Charts

**Grammar Gallery** includes 300 downloadable resources files. Each file is a PDF, giving educators maximum flexibility. During the license period, educators in the district may download and view, save, print, or project the files onto a screen or wall using an LCD projector, an interactive whiteboard (e.g., SMART Board™), a document camera, or other technology tool. If you have a traditional overhead projector, you can print or copy the file onto a transparency. When projecting the PDF onto a screen or all or displaying it to a small group on a computer screen, you may increase the size of a target sentence and photograph on the Overview Chart so that it fills up the screen. This will enable you to focus on one picture and sentence at a time. In order to do this, follow these steps:

- 1) Open the PDF in Adobe Acrobat®.
- 2) Go to the page in the Overview Chart that you want to display.



- 3) Find the minus and plus signs at the top of your screen.
- 4) Press the plus sign until it is at 200%.



- 5) Adjust the size of the picture and sentence (make it smaller or larger) depending on the size of your monitor. For example, if 200% is too big, you can type "180" in the white box and then press ENTER to reduce the size slightly.

The girls **are carrying** backpacks.



The students **are studying**  
in the classroom.



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