To print as a pocket-sized booklet

The PIO Incident Organizer was designed to print out as a half-page, double sided booklet you can carry in a Nomex pants pocket. Every printer is different, so you may have to experiment.

You might try selecting: Letter, Landscape, Print on Both Sides, and Flip Pages on Short End.
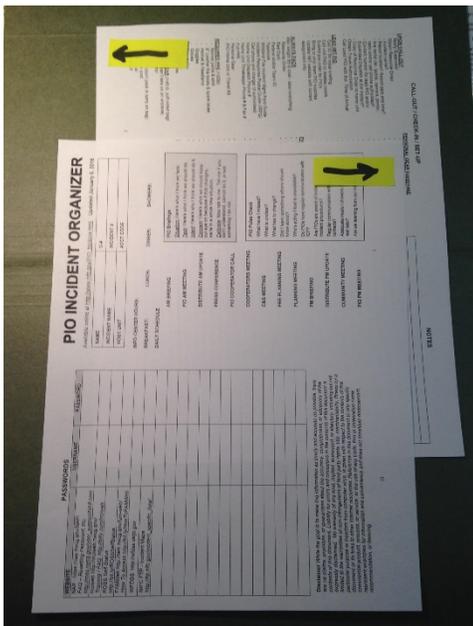
You can also try printing it out single sided. Then take the single sided copies and rotate every other page so the text on the first page faces to the right, then have the text on the second page face to the left, and so on (see attached photo) and run it through a copier, selecting single to double-sided.

To print each page as 8.5" x 11"

- Open a PDF version of the file
- Edit > "Print"
- Select "Fit" to Page
- Click "Print on both sides of paper"
- Click "Print"