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| Title of RecipePrint these 4x6” recipe cards on regular paper or card stock. INGREDIENTS2 cups Chocolate Chips 1 cup Butter¾ cup Sugar 2 ¼ cup Flour1 tsp Baking Soda 1 cup Chopped Nuts1 tsp Vanilla ExtractDIRECTIONS1. Edit the **Title** of the recipe and add a short **Description**
2. Add **Ingredients** above using **Ctrl+tab** to insert a tab
3. To change the tab locations for the ingredients, go to **Tabs** in the **Format** menu, or edit the Ingredients style.
4. The border of the recipe cards will print by default. To turn them off, go to **Table Properties** in the **Table** menu. Then in the Table tab, click on the **Borders and Shading** button. Click on **None** to turn off the borders, or **All** to turn on the borders.
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| Title of RecipeAdd a short descriptionINGREDIENTS2 cups Chocolate Chips 2 Large Eggs 1 cup ButterDIRECTIONS1. First Step
2. Second Step
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