- 1. State the paper size by an option to the document class
- 2. Determine the margin dimensions using one of these packages:
 - geometry
 - \bullet typearea
- 3. Customize header and footer by one of these packages:
 - fancyhdr
 - \bullet scrpage2
- 4. Adjust the line spacing for the whole document
 - by using the setspace package
 - or by the command \linespread{factor}