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