

Calling all escape artists



When you only have a few days to get away, be sure to begin by planning with customizable Office 365 templates and tools. Check out the following tips to help you make the most out of your weekend escape.

Get on the same page

Determine what you want out of your weekend and decide on a goal. Are you hitting the bright city lights or camping under the big sky? Do you want to squeeze in as many sights as possible? Whatever you choose, make sure everyone in your travel party agrees to avoid delays and maximize fun.

Vacation more, travel less

Spend more time enjoying your destination rather than traveling to it. Think local! List nearby places within a two-hour drive that you've always wanted get to know better, then pick a single location and explore deeply.

Plan now, avoid lines

Though your weekend escape may be spontaneous, take a few minutes to make reservations to the restaurant you're excited to try. Reserve tickets for must-see shows and attractions—putting you to the front of the line and keeping your trip on track.

Pack and play

Pack light when camping. Wearing the same shirt or pants two days in a row is fine. Rolling clothes tightly saves precious bag space. Another trick is to remember, whatever you need first, gets packed in the car last for easier access.

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Discover the perfect travel companions



Vacation planner
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Vacation packing list
Word



Camping trip planner
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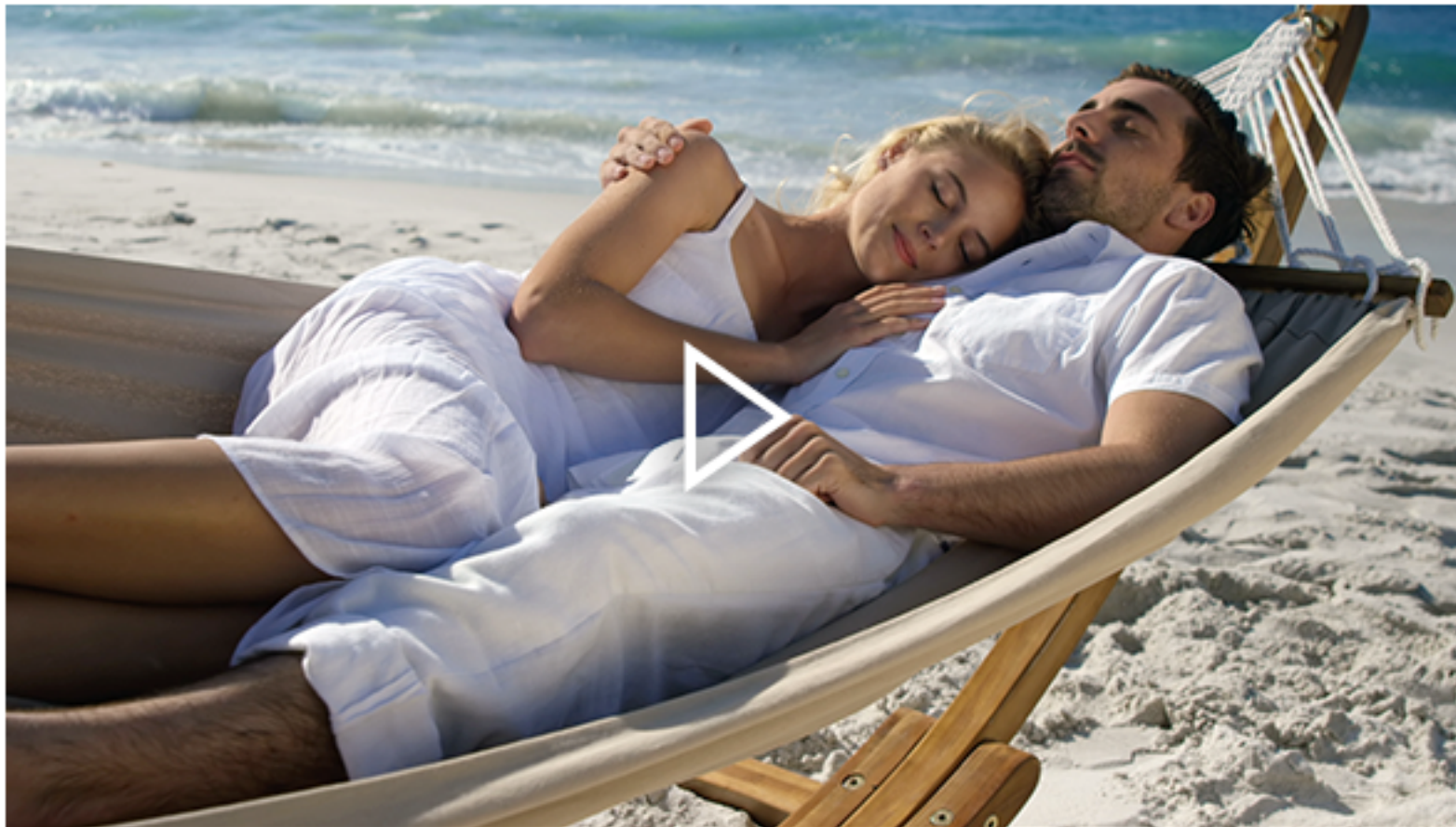
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Go as far as your imagination takes you



For many, a dream vacation is at the top of the bucket list. It's a once-in-a-lifetime opportunity to think big and fulfill a travel fantasy. Check out the following tips to help you turn your great ideas into a trip to remember.

Trade lattes for sunshine

Because you're dreaming big, everyday little savings will add up. Skipping a daily espresso can add up into a hot air balloon ride. Or changing your gym membership to a daily bike ride can be the difference between a roadside room or an ocean view.

Plan for the unplanned

Creating an itinerary keeps your must-see and must-dos on track. However, travel pros tell you to leave a day open every week to see unscheduled events in a park, explore hidden streets, and enjoy other untold adventures you'll likely encounter.

Download a foreign language assistant

There's nothing quite like chatting it up with locals at the pub or having a conversation with a café owner. But language barriers can be intimidating. A great trick is to download a language translator. Enter a phrase or simply take a photo to read menus in a jiffy.

Not just for selfies

You'll likely shoot hundreds of pictures. So be sure to take signage shots at every location, it will be easier for you to recall where you were—and then create better photo albums later.

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Budget calculator

Excel



Budget planner

Excel



Family travel itinerary

Excel



Vacation packing list

Word



Trip planner

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Vacation photo album

PowerPoint

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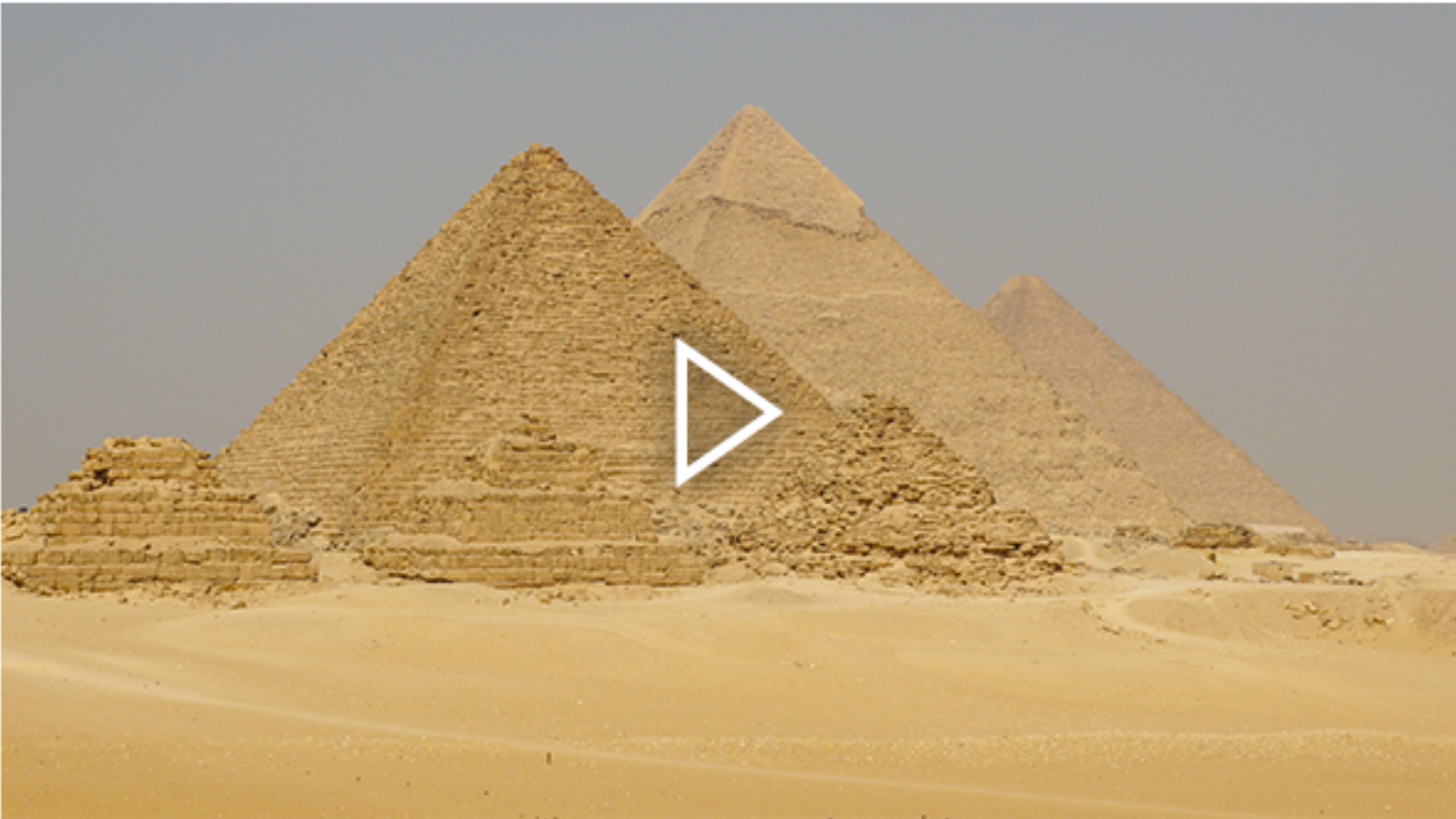
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Take the world for a spin



Before bidding *adieu*, *từ biệt*, or farewell, be sure to begin by planning your around-the-world journey with customizable Office 365 templates and tools. Check out the following tips to help you set foot on seven continents.

Save room in your bags
Along with packing less, bring outfits you can wear once, then donate. Now with all that extra space in your bags, you have plenty of room for a nice sari, jacket, or dashiki.

Travel and learn
Part of the adventure of touching every continent is travel. A fun way to pass the time during long plane rides can be learning new languages. Create flash cards to master a few local phrases prior to your next destination to help you chat up the locals when you land.

Stay one step ahead of the weather
Unless you're skiing the Andes, travel pros will tell you to follow the sun to maximize the warmest weather. Enjoy the coolness of hiking the Alps in June. Avoid the torrential rains July through August in Vietnam. But make sure you're exploring Australia in late December through March. Then in January, catch the warmest month to go on a dream boat tour of the Antarctic coastline.

Sail through the details
Getting your stuff in order before you is a must. Check to make sure your passport will be valid for your entire trip. Schedule bills for auto-pay. And be sure to line someone up to check in on your place to keep your plants happy.

Set off in style
Throw yourself a party to remember and give your friends a little taste of the journey before leaving. Create a festive event with custom passport invitations and travel posters. Then share the fare of your upcoming adventure by serving up regional delights like tasty hoisin shrimp and feijoadas.

Share with fellow globetrotters

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Share seven continent adventure tips


Email a friend

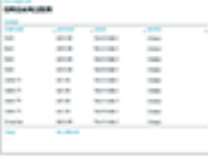



Discover the perfect travel companions


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Seven continents planner
Excel
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Personal inventory
Excel
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Vocabulary builder
Word
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Household organizer
Excel
- 

Party planner
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Party invitations
Word

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