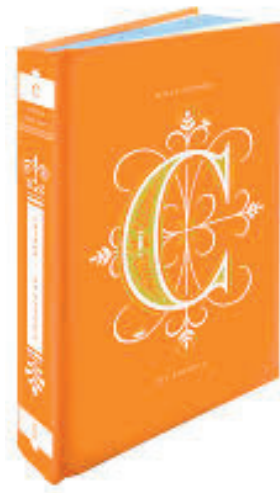# Typographic Design III

ASSIGNMENT Book Assembly

Materials:
8.5 11 paper, if you want to bleed; output to 11x17" paper with crop marks and trim to size.
Metal ruler, exacto knife, staples, awl, needle or something to make pin hole in paper, burnisher
All available at: W C Art & Drafting Supply Co: 351 Jay St, Brooklyn, NY 11201

References

Page layout Pintrest Pages: https://www.pinterest.com/patriciasaw/page-layout/Book Design: http://pin.it/UNyJBlG

Saddle Stitch Mockups: http://pin.it/oP8pFXA

Page Layout And Grid: http://www.thinkingwithtype.com/contents/grid/#topbar

Typography Proportion Online

Make New Doc InDesign: http://www.creativebloq.com/print-design/design-and-lay-out-book-indesign-4137471

InDesign User Guide: https://helpx.adobe.com/support/indesign.html

InDesign Keyboard Shortcuts: https://helpx.adobe.com/indesign/using/default-keyboard-shortcuts.htmlIn

InDesign Page Layout: https://helpx.adobe.com/indesign/using/create-new-documents.html

InDesign Multi page Doc Set Up: https://helpx.adobe.com/indesign/using/pages-spreads.html

InDesign Change Doc Set Up: https://helpx.adobe.com/indesign/using/creating-documents.html#change_document_setup_margins_and_columns

InDesign Page Numbering: https://helpx.adobe.com/indesign/using/numbering-pages-chapters-sections.html

InDesign Style Sheet Resources: https://helpx.adobe.com/indesign/using/paragraph-character-styles.html

InDesign Apply Style Sheet: https://helpx.adobe.com/indesign/using/paragraph-character-styles.html#apply_styles

InDesign Style Sheet Panel: https://helpx.adobe.com/indesign/using/paragraph-character-styles.html#styles_panel_overview

Set Existing Text to Style Sheet: https://helpx.adobe.com/indesign/using/paragraph-character-styles.html#add_paragraph_and_character_styles

Text Flow Import Text: https://helpx.adobe.com/indesign/using/threading-text.html

Create an interactive pdf with Indesign: https://helpx.adobe.com/indesign/how-to/indesign-create-interactive-pdf.html?playlist=/content/help/en/ccx/v1/collection/product/indesign/topics/interactive-pdf/collection.ccx.js

Printing /Page Set Up/ Imposition

Print Booklet: https://helpx.adobe.com/indesign/using/printing-booklets.html

https://indesignsecrets.com/creating-pdf-indesigns-print-booklet-feature.php

https://blog.psprint.com/printing/figuring-printer-spreads-for-saddle-stitched-documents/

Beginner's Guide to Print: https://design.tutsplus.com/articles/the-beginners-guide-to-prepping-and-sending-to-print--cms-23657

Printer: https://helpx.adobe.com/acrobat/kb/print-double-sided-acrobat-reader.html

Prepress: http://www.indesignskills.com/skills/prepare-for-print-one/

Staple Bind: http://www.wikihow.com/Staple-a-Booklet

Typography help

Wordmark: http://www.wordmark.it
Type a word or phrase. Wordmark.it detects the fonts installed on your computer displays the results.

Info and Ebooks for all Adobe media: http://prodesigntools.com/online-manuals-help-documentation-all-adobe-products.html

FINE TUNING TYPE

OpenType enhancementsNew in InDesign CC (November 2016)

With this release of InDesign, OpenType properties are now more discoverable. When selecting text or a text frame, you can click a badge that contextually displays the OpenType properties applicable to the selected text. Additionally, you can now preview how a particular OpenType property looks. If mixed fonts are present in the selection, then OpenType properties for all the fonts is displayed.

In-context menu for text frame selection

Apply OpenType properties to more than just one character. Now, when you select a text frame or text in a text frame, InDesign identifies the applicable OpenType properties for the selected text and provides an option to apply them.

In-context menu showing a list of applicable OpenType properties
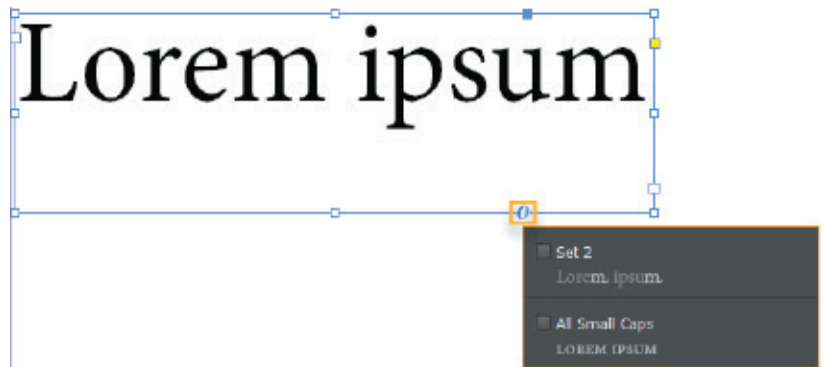
For more information, see
Using fonts: https://helpx.adobe.com/indesign/using/using-fonts.html#apply_opentype_font_attributes

In-context support for Ordinals and Ligatures

The support for in-context menu, which was earlier available for Alternates and Fractions, is now extended to Ordinals and Ligatures (discretionary/standard). So now, when you select 1st, 2nd, 3rd, and so on, InDesign automatically suggests applying the Ordinal property to it. The ordinals are restricted to the English ordinals as of now.

Also, if you select 'st' from the word Start and a discretionary ligature exists for the characters, InDesign suggests that you apply that property. The same is applicable for standard ligatures.

In-context support for Ordinals and Ligatures

For more information, see
Using fonts and
Format characters: https://helpx.adobe.com/indesign/using/formatting-characters.html#apply_ligatures_to_letter_pairs

Stylistic sets

OpenType fonts usually have stylistic sets in them. InDesign displays these stylistic sets as Set 1, Set 2, and so on. It may be hard to figure out from the name what kind of stylistic set this may be. With this feature, the name of the stylistic set is used and is shown at various places in InDesign wherever they are referenced.

PREPRESS
https://helpx.adobe.com/indesign/using/preflighting-files-handoff.html

Use prepress before creating a pdf for best quality printing and to assure that InDesign can access all files. Prepress will also package all files needed into one folder.

Preflight panel overview
Before printing or handing off the document to a service provider, you can perform a quality check on the document. The Preflight panel warns of problems that can prevent a document or book from printing or outputting as desired. These problems include missing files or fonts, low-resolution images, overset text, and a number of other conditions.

You can configure preflight settings to define which conditions are detected. These preflight settings are stored in preflight profiles for easy reuse. You can create your own preflight profiles or import them from your printer or another source.

Package files: https://helpx.adobe.com/indesign/using/preflighting-files-handoff.html
Gather the files you've used, including fonts and linked graphics, for easy handoff to a service provider. When you package a file, you create a folder that contains the InDesign document (or documents in a book file), any necessary fonts, linked graphics, text files, and a customized report. This report, which is saved as a text file, includes the information in the Printing Instructions dialog box; a list of all used fonts, links, and inks required to print the document; and print settings.

Do one of the following to open the Package dialog box:
Choose File > Package. (If Package does not appear in the File menu, try choosing a different workspace, such as Window > Workspace > Advanced.) or: Choose Window > Output > Preflight. An alert icon indicates problem areas.

In the Package dialog box, do one of the following:
If you're notified of problems, click Cancel, and use the Preflight panel to resolve problem areas. Click the problem area (such as Fonts) and then correct the problem. When you're satisfied with the document, begin the packaging process again.

Click Package to begin packaging.
Fill in the printing instructions. The filename you type is the name of the report that accompanies all other packaging files. Click Continue, and then specify a location in which to save all packaging files.

Select the following, as needed:
Copy Fonts
Copies all necessary font files, not the entire typeface.
Copy Linked Graphics
Copies linked graphics files to package folder location.
Update Graphic Links In Package
Changes graphic links to the package folder location.
Include Fonts And Links From Hidden And Non-Printing Content
Packages the objects located on hidden layers, hidden conditions, and layers for which the Print Layer option is turned off. When this option is not selected, the package includes only what is visible and printable in the document when you create the package.

CREATE COVER

Use 11x17" paper

Your front and back covers are the same size as your pages.
   However, it's a good idea to increase both dimensions by 1/8" so that they fit cleanly

1.

Create a new InDesign doc. 11x17"

Center the height of the cover on the width of the page, allow an 1/8" extra

For the length of the cover, work from the center out
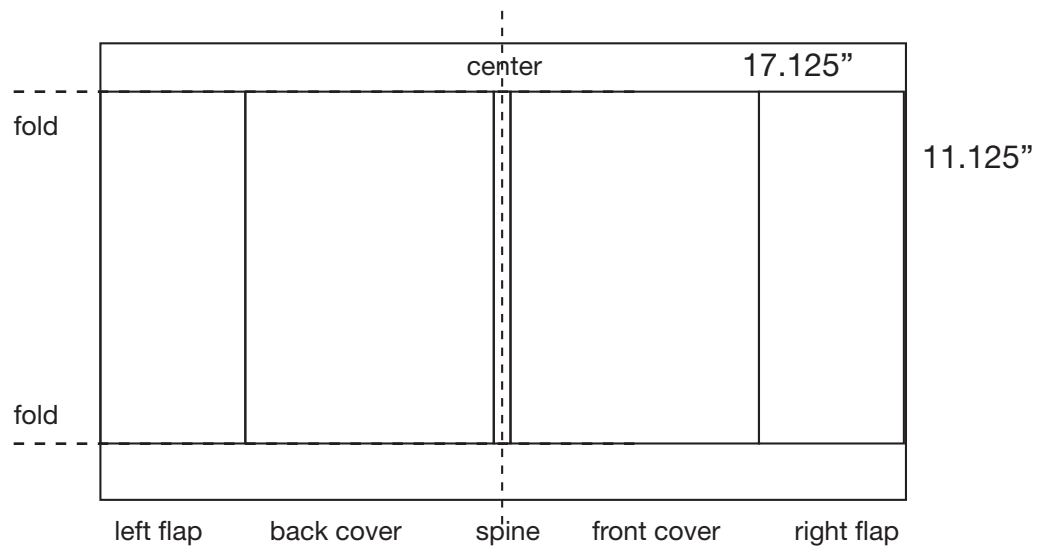   Measure the thickness of your book for the spine
   Center the spine on the center line of the page
   Add front and back cover including extra 1/8"
   The paper remaining on either side will wrap around the outer book pages
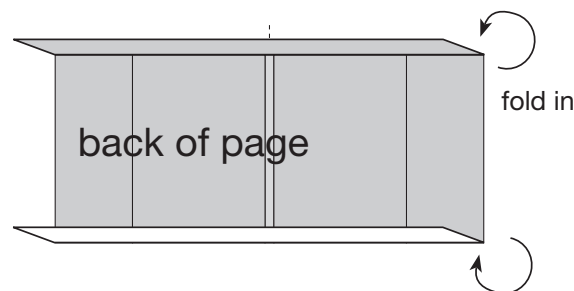   Add color to spine and inside flaps if necessary

Print

center   17.125"

fold

11.125"

fold

left flap   back cover   spine   front cover   right flap

2.

When printed, fold extra paper above and below the covers in (towards unprinted side)
   This will create a thicker, more protective edge — Crease edge for a crisp fold

back of page

fold in

3.

Crease edges of spine and attach cover to book

Wrap front cover around your inside front page to determine edge
   Close your book to be sure that your cover will not be too tight.

Fold at cover edge and crease.
   Pay extra attention to creasing the top and bottom, where you paper is doubled

When cover is in correct position, hide tape under the flap to affix.

Repeat on the back page

STAPLE YOUR BOOKLET

Need to staple your booklet? It can be a pain trying to reach the spine of the booklet with an ordinary stapler, but as long as the arms of your stapler can swing apart you can achieve this with household materials.
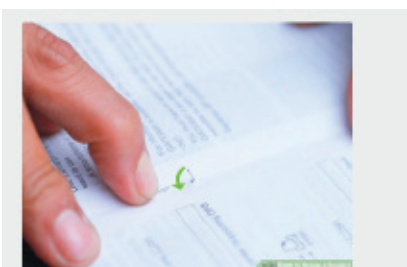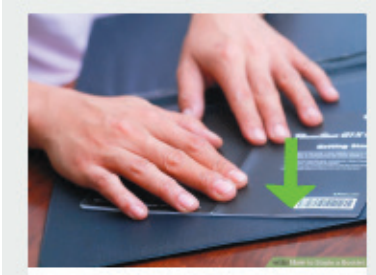
1. Put down a layer of corrugated cardboard or other protective material. This method involves stapling your booklet against a soft material, then manually pushing the staples down against the booklet. You may use corrugated cardboard, foam, or any other material soft enough for the staples to dig into without attaching. Only use material you don't mind damaging.

2 Place your booklet face down over the cardboard. Make sure all the pages are in order and aligned with each other. The outside cover should be visible, not the inner pages, or you will have more trouble folding the booklet after stapling.

3 Pull the two arms of the stapler apart. Grasp the upper arm near the joint, not next to the staple-deploying head. Use your other hand to hold down the base, and pull up on the arm. The two sections of the stapler should swing apart.

4 Align the stapler head over the booklet's center. The center of the booklet should receive 2–4 evenly spaced staples to form the spine, depending on how large the booklet is and how sturdy you would like it to be. Each staple should run in the same direction as the spine (vertical when the finished booklet is held for reading), so you can fold the sheets of paper in half around the staples without tearing them. Align your stapler head according to these guidelines.

5 Push down on the stapler head to deploy the staple. Because you are stapling the paper against corrugated cardboard or other soft material, you may not hear the distinctive stapler sound you're used to. Push down firmly, then release and pick up the stapler.

6 Lift the booklet carefully and inspect the staple. Most likely, the staple is partially attached to the cardboard beneath. Lifting the booklet slowly and gently should pull the two prongs of the staple out of the cardboard, but you may need to bend the staple straight with your finger before pulling.

If the staple is firmly attached to the cardboard, the cardboard is too thin to use for this purpose. Detach the staple with a staple remover, then try again with thicker, corrugated cardboard.

7 Push the staple prongs down over the paper. After detaching the staple from the material beneath, you should see the two prongs poking through the paper, but not folded down. Fold these down toward each other along the spine's length. You may use your fingers, approaching carefully from the side to avoid the sharp point, or lay the paper flat and gently hammer them down with any hard object.

8 Repeat with remaining staples. Place the booklet over the cardboard again and align the stapler head over the next portion of the spine to be stapled. Try to line up the staples as evenly as possible.

Do not grasp the head of the stapler while the arms are pulled apart. Hold by the joint between the two arms instead.