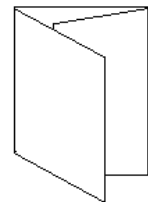


# Creating Pamphlets

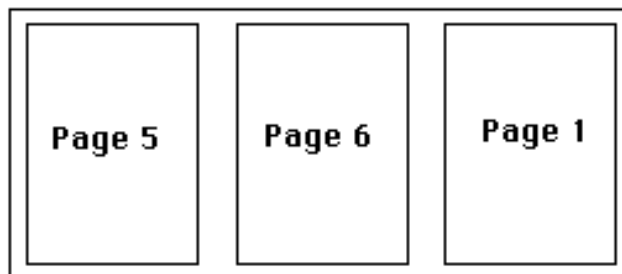
Pamphlets are an excellent way of displaying publicity information in a concise manner because they can be easily folded and distributed. The most common form of pamphlet is one comprising 6 sides (or columns), 3 on each side of a sheet of paper. The sheet of paper is then folded in three. You can also create 4 sided pamphlets that are folded in half.

## The Pamphlet Sides

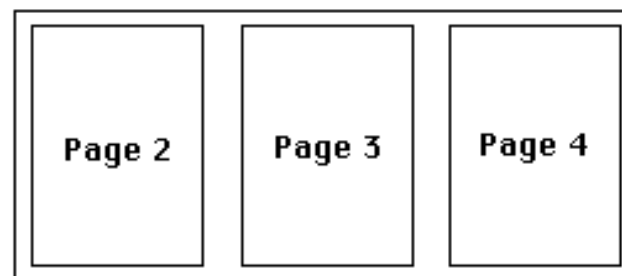
The most important step in the creation of this type of document is working out where each side should be placed so that the pamphlet folds correctly. Collect an A4 sheet of paper, turn it on its side (called landscape) and fold it into three even sections. Write the page number on each page so that page 1 is the first page and page 6 the last page. Open the sheet and you should have:



**Front**



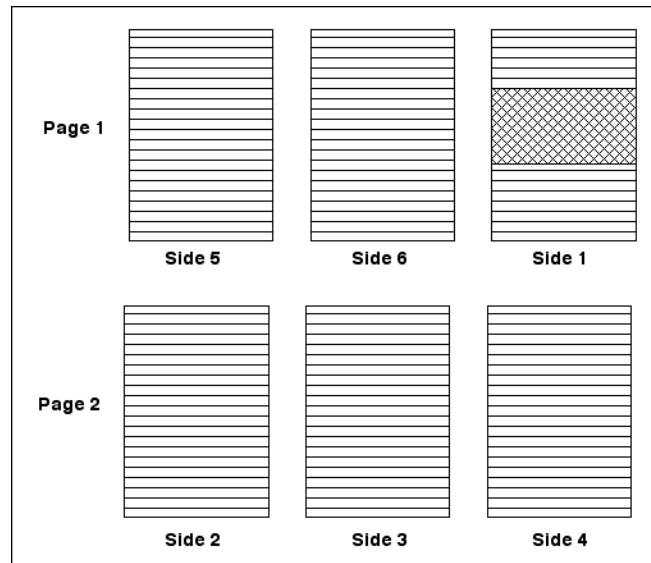
**Back**



This is the layout that you will produce in this activity to create a pamphlet for an online music store.

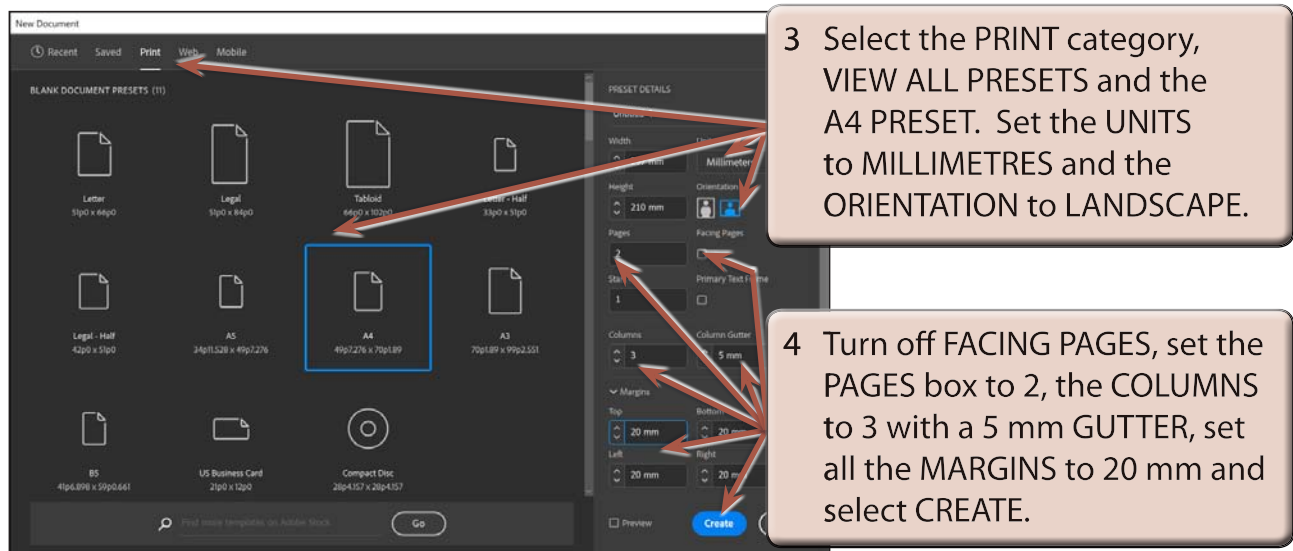
## The Thumbnail Sketch

The following pamphlet layout will be created.



## The Page Layout

- 1 Load Adobe InDesign or close the current documents.
- 2 Select CREATE NEW in the WELCOME screen to start a new document.



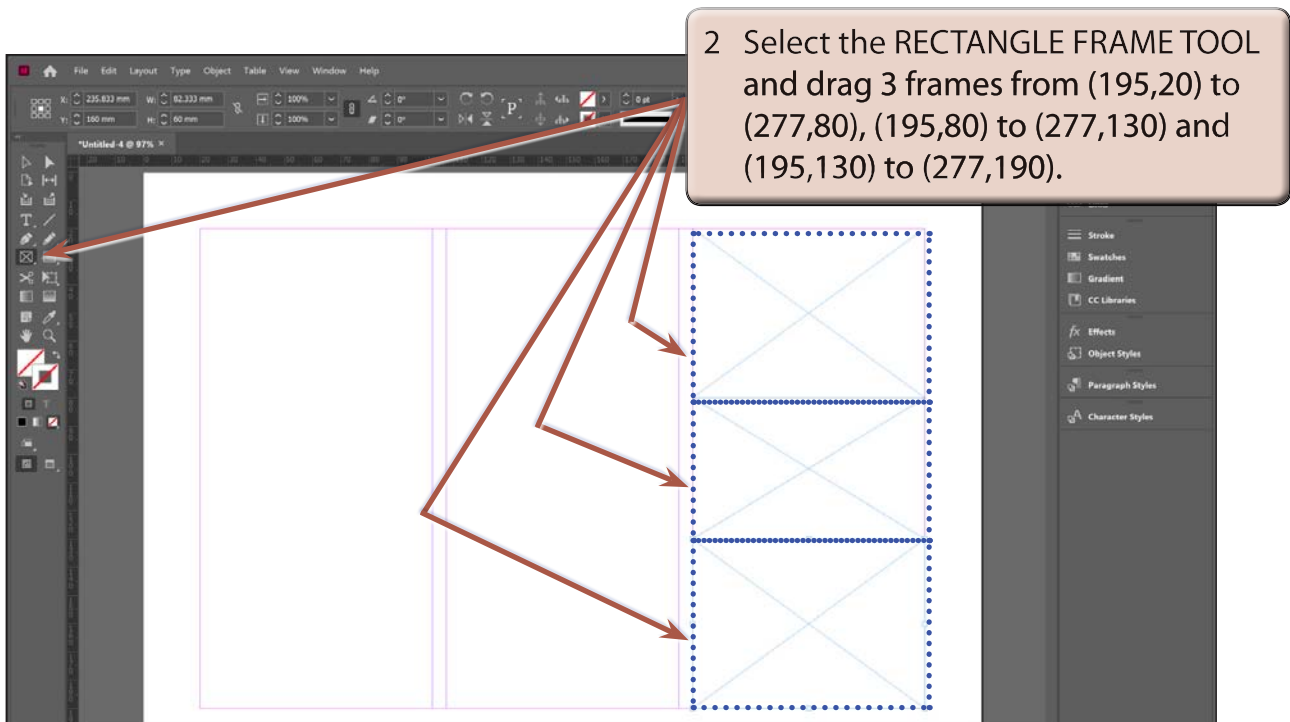
- 5 Set the screen to the ADVANCED workspace.

## Completing Side 1

Side 1 of the pamphlet will be the front page. It is placed in the right column of page 1 and it will contain two text frames and a graphic frame, all enclosed in a rectangle.

### A Setting the Frames

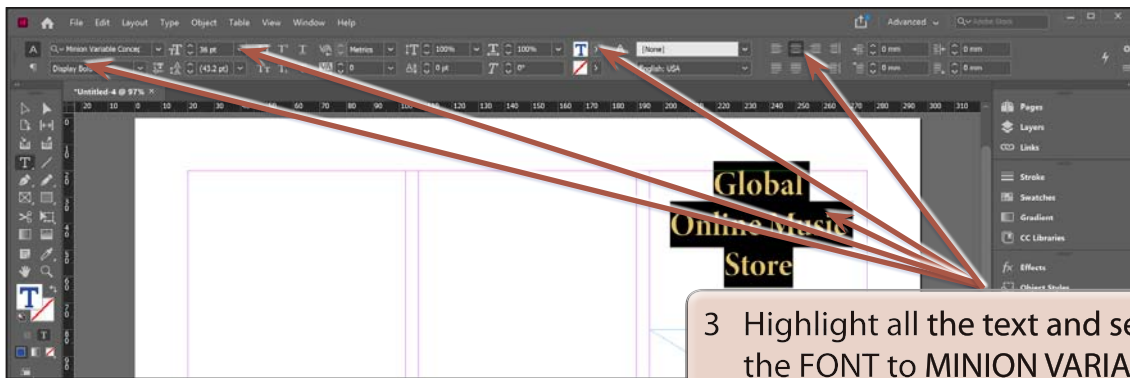
- 1 Page 1 should be on the screen. Set the view to FIT PAGE IN WINDOW.



### B Completing the Top Frame

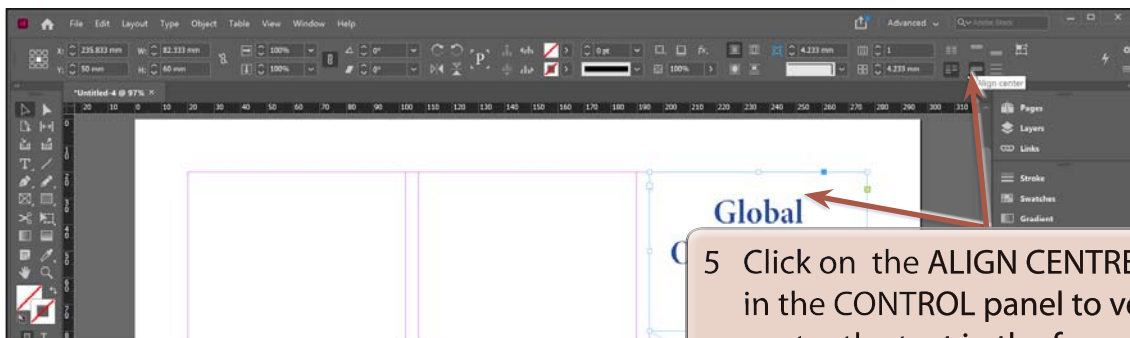
- 1 Select the TYPE TOOL and click the I-BEAM in the top frame.
- 2 Set the screen to ACTUAL SIZE and enter the following text:

Global	<enter>
Online Music	<enter>
Store	



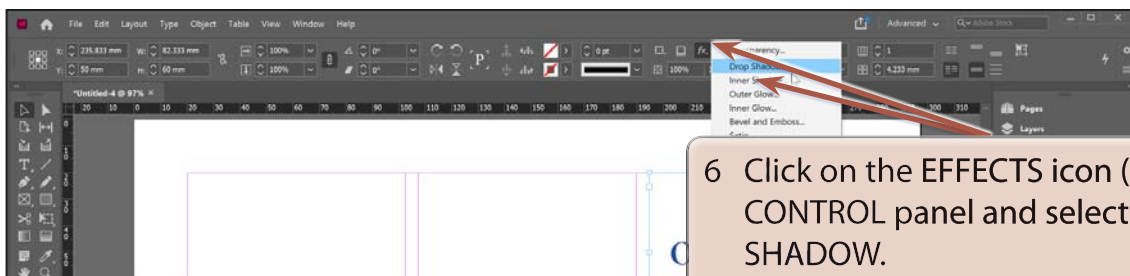
3 Highlight all the text and set the FONT to MINION VARIABLE CONCEPT - BOLD, the SIZE to 36 pt, the ALIGNMENT to CENTRE and the FONT COLOUR to DARK BLUE.

4 The text can be vertically centred in the frame and given a light drop shadow. Select the SELECTION TOOL and the frame should be selected.

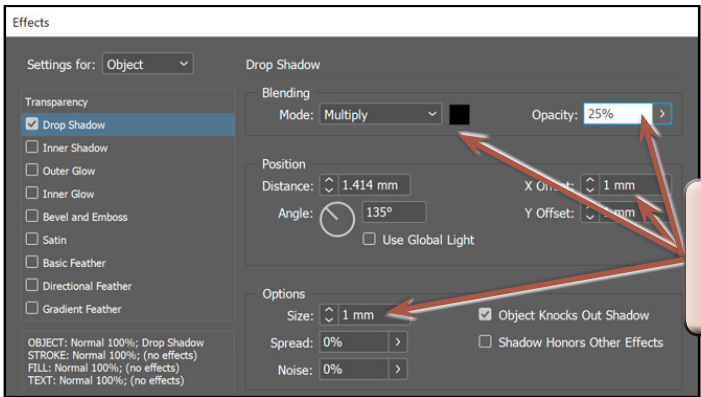


5 Click on the ALIGN CENTRE icon in the CONTROL panel to vertically centre the text in the frame.

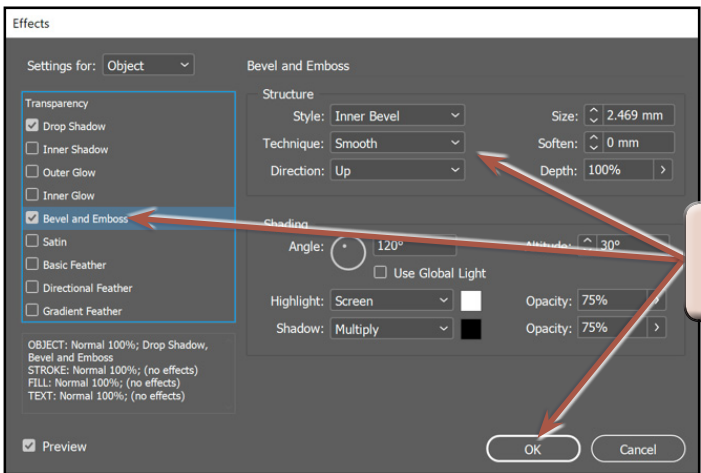
**NOTE: You can also display the OBJECT menu, select TEXT FRAME OPTIONS, set the VERTICAL JUSTIFICATION - ALIGN box to CENTRE and select OK to vertically centre the text in the frame.**



6 Click on the EFFECTS icon (fx) in the CONTROL panel and select DROP SHADOW.



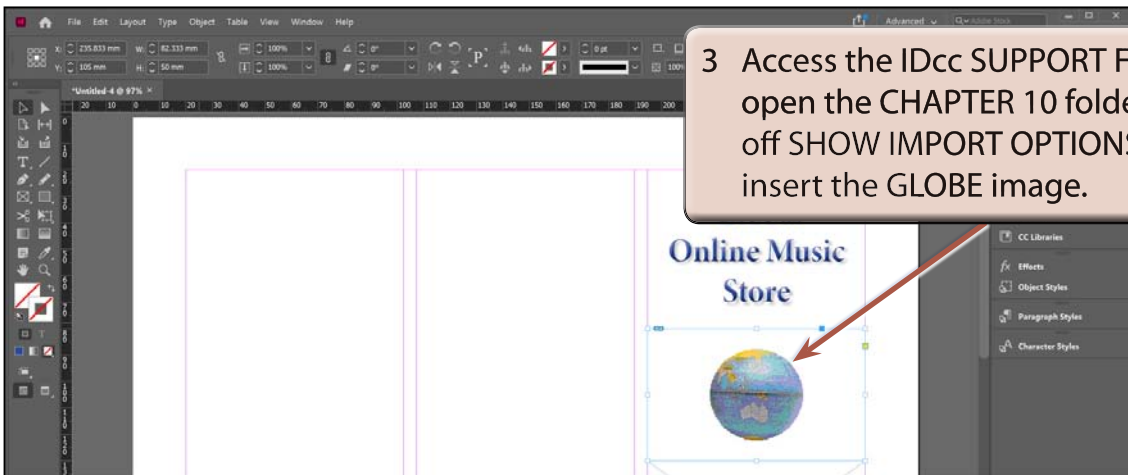
7 Set the OPACITY to 25%, the colour to BLACK and the X OFFSET, Y OFFSET and SIZE boxes to 1 mm.



8 Turn on BEVEL AND EMBOSS, leave the default settings and select OK.

## C Adding the Image

- 1 Click on the middle frame.
- 2 Press CTRL+D or COMMAND+D to select the PLACE command.



3 Access the IDcc SUPPORT FILES, open the CHAPTER 10 folder, turn off SHOW IMPORT OPTIONS and insert the GLOBE image.