Creating a Perfect Bound Cover.

The following steps work with Adobe InDesign CS5 and later. If you prefer, we can provide a template. Contact your CSR to get started.

**DOCUMENT SETUP**
Create a new document File > New > Document...

- **Number of Pages**
Enter 3 (Back Cover + Spine + Front Cover).

- **Page Size**
Your document should be built to the final trim size. In this example, 8.375 x 10.875 inches is used, which is a common size, but you should always check with us if you’re not sure.

- **Margin Allowance**
.25 inches from all live matter to final trim, including copy in bleed tabs.

- **Bleed Allowance**
.25 inches preferred, .125 inches minimum

**PAGES PANEL**
From the Pages Panel menu, choose Allow Document Pages to Shuffle to deselect it. This will allow you to move the pages into a spread as documented on page 3.
Select Page 2 in the layout, or double click on Page 2 in the Pages Panel.

Choose Layout > Margins and Columns... and enter 0 for all Margins.

Select the Page Tool, then select Page 2 in the layout, or double click on Page 2 in the Pages Panel.

Note: The Page Tool was introduced in Adobe InDesign CS5.
**SPINE WIDTH**
In the Control panel, enter the spine width, which can be obtained by contacting your CSR.

![Spine Width Control Panel]

Enter the spine width

**PAGES PANEL**

Notice Page 2 is narrower after adjusting the width

![Pages Panel]

Final step is dragging the pages together in the Pages Panel

![Pages Panel with Pages Dragged Together]
READJUSTING THE SPINE WIDTH
To readjust the Spine Width, select the Page Tool, then select Page 2 in the layout, or double click on Page 2 in the Pages Panel.

In the Control panel, enter the corrected spine width, which can be obtained by contacting your CSR.

Enter the corrected spine width.
REALIGNING THE PAGES
After you adjust the Spine Width, you need to realign the pages. Choose the Page Tool, then select page one, while holding down the shift key, select pages two and three.

ALIGN PANEL
Open the Align Panel Window > Output and Layout > Align Panel

Make sure Use Spacing is checked and the spacing field contains 0 in., then click on the Distribute Horizontal Space icon.