

TechLines

Technical Information Sheet

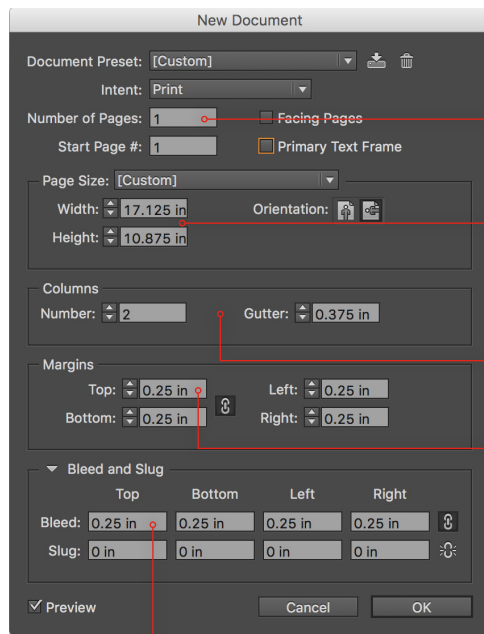
October 1, 2016

Creating a Perfect Bound Cover

Before you begin your project, getting your document setup correctly is very important. This document was created to help. The following steps work with all versions of Adobe InDesign. 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 **1** for Outside Front and Back Cover. Enter **2** to include the Inside Front and Inside Back Cover.

Page Size

Width consists of Back Cover + Spine Width + Front Cover. In this example: $8.375 + .375 + 8.375$ which you can enter right in the width field, for a total of 17.125 inches.

Columns and Gutter

For **Number of Columns**, enter 2. For **Gutter**, enter the Spine Width.

Margin Allowance

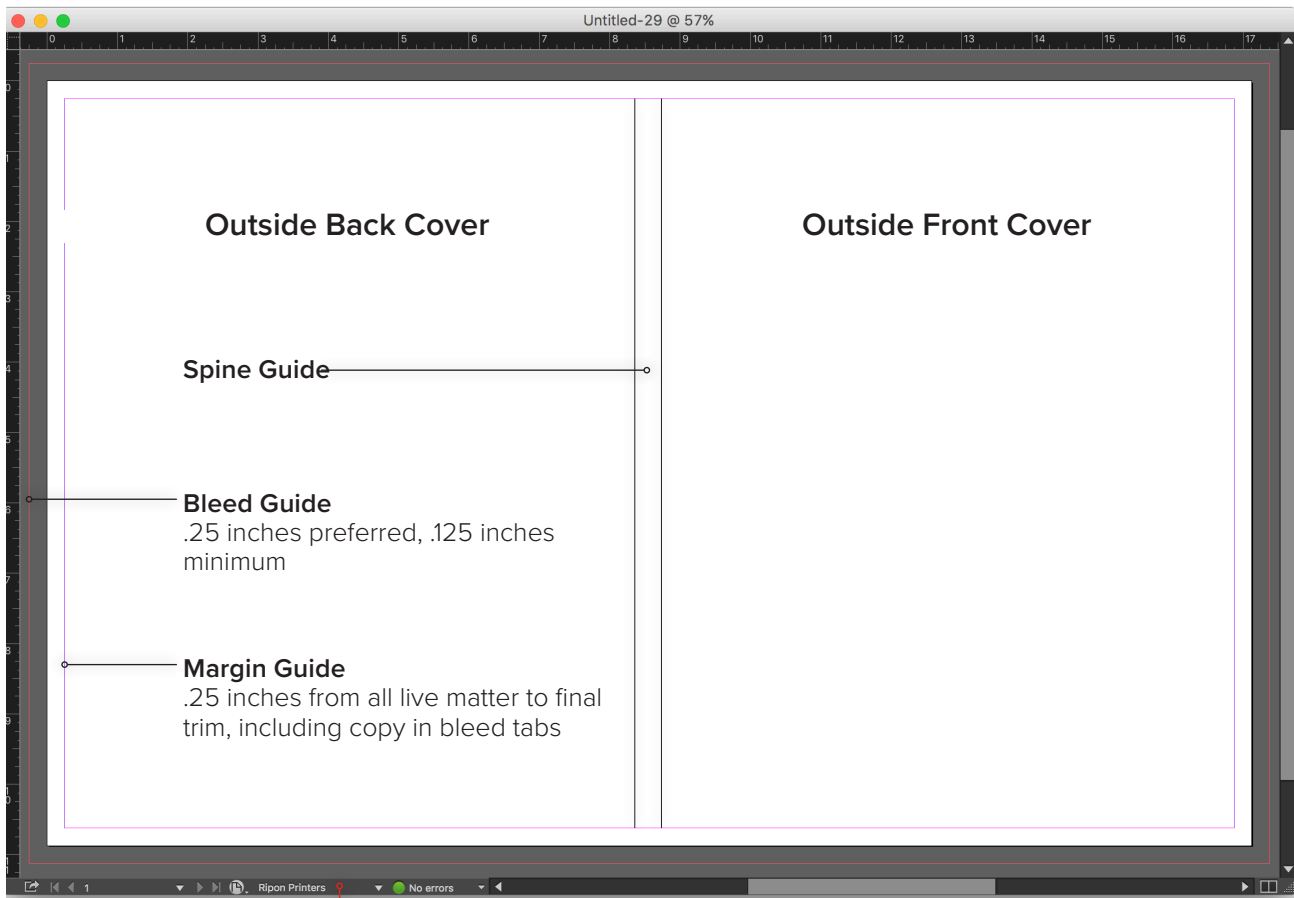
.25 inches from all live matter to final trim, including copy in bleed tabs.

Bleed Allowances

.25 inches preferred, .125 inches minimum required.

DOCUMENT

This document consists of one page, which represents the outside back cover, the spine and the outside front cover. Of course you could also include the inside back cover and inside front cover in this document, just remember to leave the inside spine blank and keep copy 3/8 from spine to avoid glue spill.

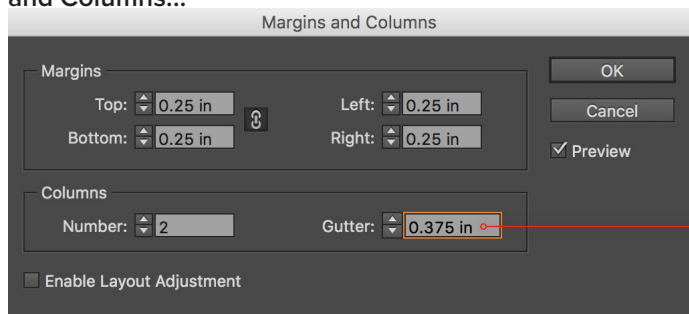


You can download our **Preflight Profile** and our **PDF Export Settings** from our website:
<http://www.riponprinters.com/tech-library/techSheets-premedia.php>

READJUSTING THE SPINE

After setting up your cover, the spine width may change depending on whether you add or delete body pages or change the stock.

In that case, you can change the page width in **File > Document Setup...** and modify the Spine Guides in **Layout > Margins and Columns...**



Gutter

Enter a new value in the Gutter field if you need to modify the Spine Guides.