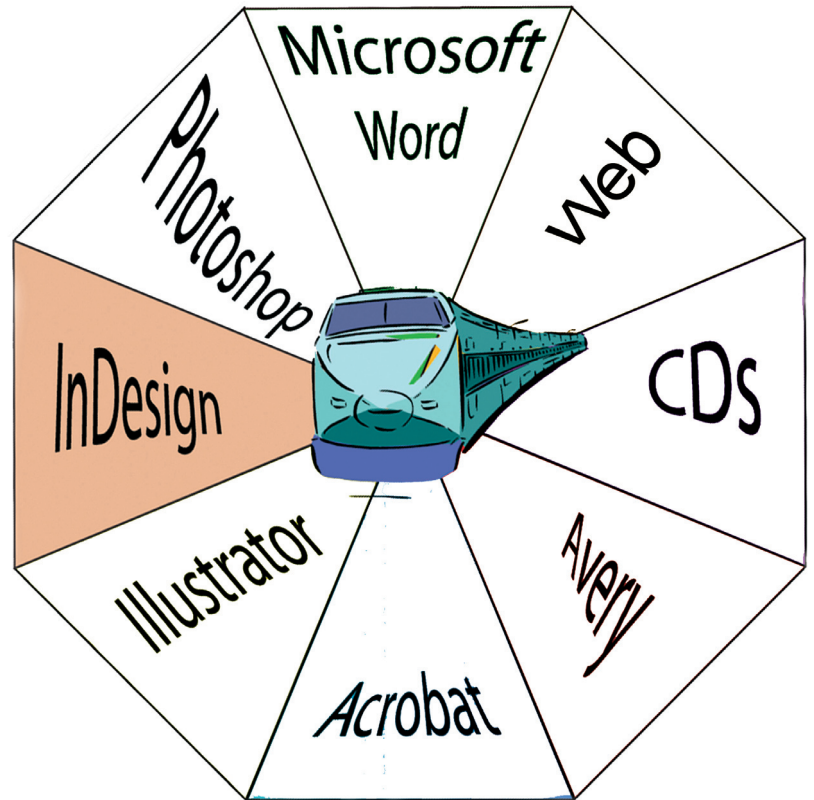


BRAIN-e-BOOKS

GLORYBOUND LASERTRAIN

◆ Program Set 293: InDesign. Numbering the Prelude
Using InDesign

InDesign
Numbering Prelude



◆◆ Black Diamond Slope (Difficult)
Digital Templates for Publishing

By Sheri Hauser



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Glorybound Publishing for Business Print Sets

Published by Glorybound Publishing. Las Vegas, Nevada.

SAN 256-4564

10 9 8 7 6 5 4 3 2 1

Printed in the United States of America

Hauser, Sheri, 1957-

Glorybound Program/Sheri Hauser

Includes biographical reference.

1. Publication/Printing.

2. Graphic Arts. I. Title

www.gloryboundpublishing.com

Welcome to digital publishing. The Glorybound Lasertrain teaches integration of software with digital printing using desk top printer and full size office printer. Glorybound Publishing is raising the standard for digital publication by releasing directions and patterns in the best software available for printing books, calendars, CD covers, brochures, web design, and advertising media. Gone are the days of the huge printer doing the work. And, happy are the days we can work within a single piece of paper reducing the waste to nearly zero.

Statement

Glorybound Print Sets are not affiliated with Hewlett Packard or Océ. Glorybound Print/Pattern sets are published by Glorybound Publishing, Camp Verde, Arizona. They originated in response to the needs of the publishing company to produce what it needed to do business. Glorybound Books is owned by Sheri Hauser who encourages training over production; because once individuals are trained they can bring whatever is needed to their own destination...like a train. Glorybound Publishing offers on-site Laser Training Options for Business Classes on all aspects of digital computer driven publishing using a variety of software to obtain specific results (depending on where the company needs to go.)

It just so happens that the Hewlett Packard and Océ Printers have the capability to do many jobs with proven reliability. We have HP printers with a lot of hours on their motor and they still keep going! All products and companies listed in this manual are not connected to it in any way. References to them are not intended to promote their business or products, but give the reader a spring board from which to select similar ones. The Print Sets and Pattern Sets are more like a testimony of my training: My Glorybound Train (Sheri Hauser). HP is not liable for any of the outcomes referred to in this book and does not receive any profit from the publishing.

Glorybound Lasertrain

The woman behind it.

Sheri Hauser redefined digital publishing with the release of Glorybound Books Publishing Company in Las Vegas in 2008 three years after the inception of the limited liability company charter in January 2005.

Glorybound Publishing is proud to release, all at once for review 50 books, 20 Lasertrain Digital publishing for Business books, 56 print and pattern sets for digital publishing, five calendars displaying fine art by the Glorybound Artists and 26 signed and numbered fine art prints by two artists. The Children's department, GBK is releasing 7 major books accompanied with educational learning programs, plays, music, and activities which promote interactive elements designed to promote moral development in children. The company programs include the Artist Bank {providing training and support for Artists}, Educational School Programs {English and Art Honor Books}, Especially for Teachers {Plays and interactive activities for classrooms}, Glorybound Lasertrain {Helping business help themselves}, Glorybound Christian Authors of Nevada, Publication options for Business {Publication Packages for Business} and United in Word {Translation of books}

Our books are published using the latest software and printing techniques with integration of Photoshop, In Design, Illustrator, Avery, Acrobat and Web design. By building the company from the ground up using digital software technology we have the capability to enlarge, shrink and change the books printing on demand maximizing the printing capabilities of the printer and computer software integration to speed publication and formatting.

Basic Instructions for Patter/Print Sets

How to use Print Sets

Print Sets and Pattern Sets are designed for individuals who have media they need to publish. They are like cook books for publishing in that they give information which directs the cook to make something specific. It is important to point out that the Print Sets do not teach the program of software indicated in the pattern or Print Set, but show how to utilize the software to bring about a specific product. It is comparable to cooking lessons in that one who whips up a recipe doesn't need to know everything about the food, the oven or the kitchen: He just needs to know how to come up with what he needs within the structure he is given using the ingredients supplied. With the Print Sets, you supply what needs to be printed and I tell you how to 'cook' it using specific software which it is created in.

The Print Sets are written in a format familiar to web page developers. It takes the reader from screen to screen using indentations for clarification if structure.



Understanding Codes

There are levels of difficulty with each of the Print/Pattern Sets. They correlate with a ski slope.

- ◆ Black Diamond- Expert (Hardest)
- ◆ Intermediate-Moderate skill required
- ◆ Easy-Anybody can do it

A word about Software: the Lasertrain Symbol

Each Print/Pattern Set has the Lasertrain symbol before it to indicate which software is needed in order to open the Print/Pattern Set. You won't be able to open the software template without first purchasing and downloading the software into your PC. Glorybound Publishing does not promote any specific software; we simply use the best ones for specific publication jobs. If you have limitations of software, be aware we have several options given using various software. For example, we have stickers using Avery and InDesign. Avery software costs around \$35 whereas InDesign costs around \$1800. If you can achieve similar results using the software you already own, I advise looking for the template in software you already have. Another word on software: It is not necessary to have the most updated version. Software companies want to sell software; however often times an older version can be located and utilized with the same results as an updated version. Most of the templates given in InDesign are CS2. The version is up to CS6 at this release (2017). However, I have not bothered to buy a new version because it is not worth 1800.00 to purchase. Like an older car; why update when the other one is running just fine.

Trial versions can be downloaded off-line for many software options, however note they have a 30 day expiration and your project will not be able to be opened without the software. If you are on a budget, it is possible to download the trial software, make your project then save it in PDF. A PDF is always available to open at a later time. Again, the only problem is you will not have options to change the original file because PDF files are frozen. If you find yourself in this predicament, Glorybound Publishing Options for Business can open the file and make changes (for a cost). It will be much less than purchasing the software!

Need a Specific Template?

Glorybound Lasertrain will make a custom template. It will be designed to be used with your printer and whatever software is optioned for that item.

Print Sets give information on:

1. Types of paper recommended for specific outcomes- which drawer to place the paper into for the most consistently reliable results. Certain drawers will not al-

low the user to fold the paper in half when the paper is drawn from them. }

2. What to program the computer to do which will tell the printer how to print what you need.
3. Specific printer program elements to insure the printer and computer are in alignment.
4. The publishing principles used in the Glorybound Print Sets drive the printer using the computer software. The manual presumes that the individual already has a copy of what needs to be copied and goes to the printer, programs the functions and looks for the results in the output tray.
5. With the Glorybound Publishing Print Sets what needs to end up in the output tray is new: There is no copy to copy. So, in essence, the copier becomes more; it enables the individual to become his own publisher. For, when you create a 'written work' then program the computer to drive the printer and gather your 'work' in the output tray, you have 'published' your own work and have become a publisher.

Welcome to digital publishing. To use this book to the fullest extent the reader must have a working knowledge of InDesign, Photoshop, Illustrator, PDF conversion, Avery, NeroStart Smart, Epson, Wasp or Microsoft Word.

How to use Pattern Sets

Pattern Sets are similar to a pattern used in making clothes. They are lay-outs of specific items given in software options which are most frequently used for making a particular item. It is necessary to have the software downloaded into the computer in order to open the Pattern Set.

The Pattern Sets (just like dress patterns) give basic instructions on best paper options, cutting and compilation of the file to make it what was used in Glorybound Publishing. All of the Patterns are as a result of what was used within our company, therefore it is possible to purchase a like item and 'copy' the design while using the Print and Pattern Set to obtain a similar result.

For instance, if you desire a folded calendar to be printed on your office printer using 11 x 17 paper, you can look at Print Set #18 and Pattern Set # 18. The Print Set gives instructions on how to program the computer to direct the printer to pull paper and/or cover from specific drawers, staple and bind, and produce a similar calendar to the one we print each year from our office. The Print Set is given in outline format according to screens on the printer and the computer.

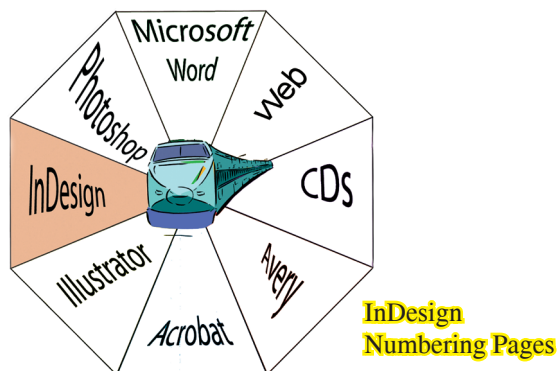
Pattern Sets are templates for digital publishing. We have included several which give instruction and direction related to file changing (blowing up and shrinking) as well as common registration needs a publishing company utilizes (uploading covers to Bowker's Link when a book number ISBN is registered).



◆ Black Diamond Slope (hard)

◆ Intermediate Slope (medium)

◆ Rope Tow (easy)



◆ Program Set 293: InDesign. Numbering the Prelude.

Automatic pagination is extremely valuable working in documents with many pages such as books. The pages can be paginated-even if you do not want the page numbers to appear in the final print copy. Often times I paginate the pages in the proof just to assist in proof reading so that the editor and the author are on the same page when they are editing. Then, as needed, I remove page numbers. You may choose to number the Prelude. See *Corianta*.

These print sets are given in InDesign CS2-and although CS5 is out at the time of this writing, it is recognized that CS10 will most likely be out by the time users need to use what is available with the Print Sets. The only difference with the upgraded versions is how to find the page numbering option. Please refer to your helps to locate the specific page numbering option within your program. Other Print Sets which aid with the use of InDesign that may be valuable include:

- Program Print Set 291-InDesign. Single Page Automatic Pagination.
- Program Print Set 292-InDesign. Omitting Pages in numbering.
- Program Print Set 293-InDesign. Numbering the Prelude Option.
- Program Print Set 294-InDesign. Double Numbering of Pages-for printing two books at a time.
- Program Print Set 295-InDesign. Setting up another Master
- Program Print Set 296-InDesign. Deleting a Page
- Program Print Set 297-InDesign. Deleting a Master Page

Do the regular pagination first, then come back and insert the prelude pages for pagination.

Single Page Pagination

1. Go to Master Palette above the pages
>Click on the A-Master to open the A-Master
2. Make a small text box and place it parallel to the out edge of the main text box (where the body of your type is going to be situated.) Put the text box below the main box. See the Pattern for Program Print Set 291 by the same number.
>Double Click in the text box (short cut to obtain text cursor) or go to text tool (T) and click into the text box.
>Select font and size. I usually use NTR 10.
>Left Flush alignment of text.
>With cursor flashing in the text box (don't type in the box)--go to >
3. Type (Very top of the page next to File/Edit/Layout)
>Insert Special Character
>Auto Page Number
'A' will appear in the text box. The automatic pagination has been set for that side of the page. (Back side of the page or the even pages.)

Set Right Side Page Pagination

1. Make a small text box and place it parallel to the out edge of the main text box (where the body of your type is going to be situated.) Put the text box below the main box. See the Pattern for Program Print Set 291 by the same number. It is OK to copy the text box from the left side, but do not copy the 'A' in the text box or your pages will be repeated from the left side and work out for a book. This time set the box parallel to the outer right side.
>Double Click in the text box (short cut to obtain text cursor) or go to text tool (T) and click into the text box.
>Select font and size. I usually use NTR 10.
>Right Flush alignment of text.
>With cursor flashing in the text box (don't type in the box)--go to >
3. Type (Very top of the page next to File/Edit/Layout)
>Insert Special Character
>Auto Page Number
'A' will appear in the text box. The automatic pagination has been set for that side of the page. (Back side of the page or the odd pages.)

Set Pages for Prelude pagination.

Decide which pages you desire to have the different numbers. They offer a variety of options including roman numerals and alphabet options.

1. Go to the Pages Palette and click on the pull out menu on the right side.
>Numbering and Section Options
>Start Section
>Automatic Page Numbering
>Page Numbering Options: Section Prefix (this does not show up on the page, but is meant to be used for the driver when you print to know which pages to print.)
>Style: Use the pull down menu to select the desired style.
>OK



The sections will show up in PDF options when you are printing the final document, but the document is still numbered from the front to the back. Remember, anything that you do can be undone.

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Pattern Sets

Pattern Sets for Same Number are available through Glorybound Publishing at 14.99. They are given on DVD or Flash drive. All pattern sets are in the software which is needed to complete the project. You must have the software installed in your computer in order to be able to open and make changes to the Pattern Set.

Let us know if you want a pattern set by email at gloryboundpublishing@yahoo.com

Glorybound Publishing has over 400 Print Sets available. We may have just what you need to complete your next project. Ask. Most current list of Print Sets are attached to this file.



Program Sets Paper, Description, Software

	#	Name	Description	Sample	Software	Paper
◆	272	InDesign Rotating Text 1" Binder Spine	Rotate Text 90 degrees 1" Binder Spine pattern. 11" x 1" Finished size, on Index paper. Print from Pdf.	Spine	InDesign, Photoshop and Acrobat	8.5 x 11 card stock paper
◆	291	InDesign. Single Page Automatic Pagination	InDesign. Single Page Automatic Pagination. Automatic pagination is extremely valuable working in documents with many pages such as books. The pages can be paginated-even if you do not want the page numbers to appear in the final print copy.	Paginated book	InDesign	Copy paper
◆	292	InDesign Set. Omitting Pages in Numbering	InDesign Program Print Set. Omitting Pages after they have been added or paginated.	Paginated book	InDesign	Copy paper
◆	293	InDesign. Numbering the Prelude.	InDesign. Numbering the Prelude. Automatic pagination is extremely valuable working in documents with many pages such as books. The pages can be paginated-even if you do not want the page numbers to appear in the final print copy.	Coríanta	InDesign	Copy paper
◆	294	InDesign. Double Numbering of Pages	InDesign. Double Numbering of Pages-for printing two books at a time. Automatic pagination is extremely valuable working in documents with many pages such as books.	Tomaseña	InDesign	Copy paper
◆	295	InDesign. Setting up another Master Page	InDesign. Setting up another Master Page. Sometimes you desire to use the master to your advantage by setting up a second master.	My Heart Feels Bulldog Faith	InDesign	Copy paper
◆	296	Program Print set InDesign. Deleting a Page.	Deleting a Page. It is quite easy to remove a page in the center of the manuscript. Sometimes it is easier to remove a page and add it in later. These print sets are given in InDesign Cs2-and although Cs5 is out at the time of this writing, it is recognized that CS10 will most likely be out by the time users need to use what is available with the Print Sets. The only difference with the upgraded versions is how to find the page numbering option.	Paginated pages	InDesign	Copy paper
◆	297	InDesign. Deleting a Master Page.	InDesign. Deleting a Master Page. It is quite easy to remove a Master Page which may be in the way. Sometimes it is easier to delete a page and start over.	Paginated pages	InDesign	Copy paper
◆	302	InDesign, Wasp, Illustrator. Labels for Book Package	Labels for Book Package 4 per page with bar code Uses Wasp, Illustrator, Cs2, PDF. We use the labels to mark the top of our book package boxes. It features the cover of the book, what is included inside the box and the price given numerically and with bar code option.	4 x 5 labels	Wasp, Illustrator, Cs2, PDF	Prints on full size label paper, index paper or 4" X 5" bright white laser labels.
◆	303	Wasp, Illustrator. Bar Code	Build a bar code in Wasp and transfer to Illustrator for importing to other programs.	ISBN Bar Code	Wasp, Illustrator,	Copy Paper