

How to be an efficient page designer

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**Everyone wants to
be more efficient!**

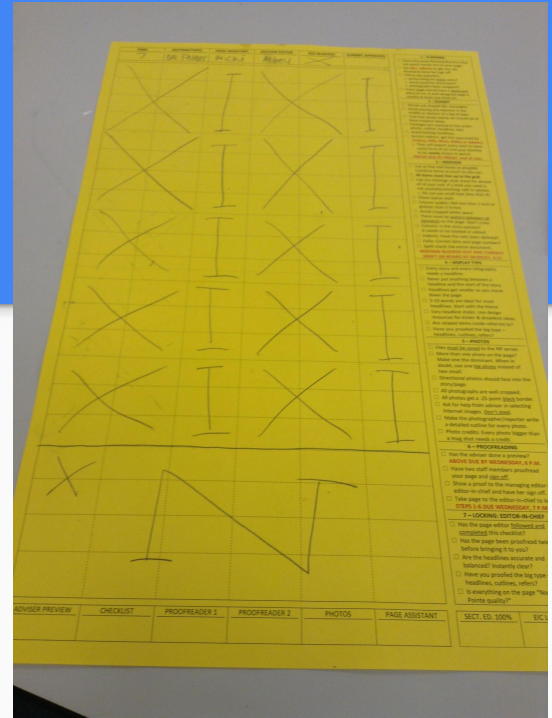
Objectives

- Plan pages before content comes in
- Finish pages on time by being efficient page designers
 - Communication
- Reduce minor mistakes on pages
- Reduce stress during deadline
- How YOU can increase your productivity in general

Dummy

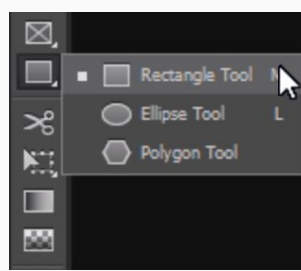
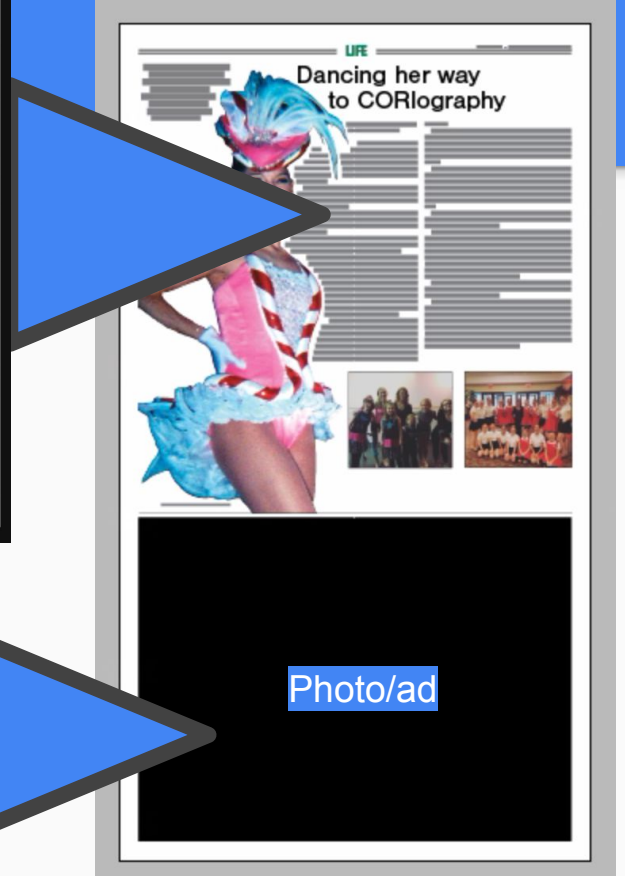
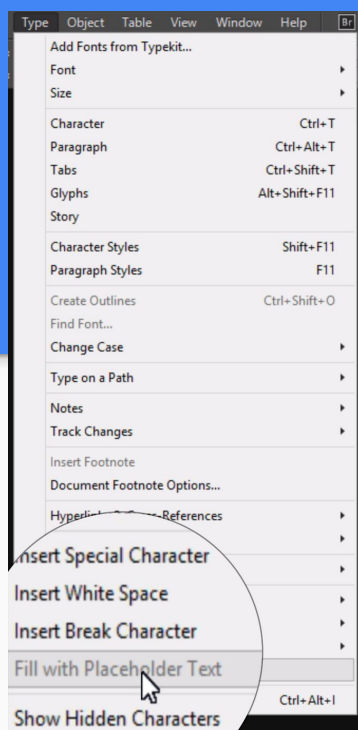
Helps you envision and plan out your page

- X=picture, N/I=text
- Each box is 25 words, so FITC has 6 boxes
- Make it neat!
- Contact Gowri about ads
- Should be done by Tuesday w/ approval signature



Layout on InDesign

- Start a rough draft on Tuesday
- Change publication date
- Placeholder text
 - Type>Fill with placeholder text
- Placeholder photo/ad
 - Rectangle tool



Check up on your puppy!

- Don't let your puppy pee!
- Check up periodically to stop disasters from happening
- Set a deadline (date, time)
- Set the word count
- Get art

I think ur story thing is due tomorrow so try 2 get it done.

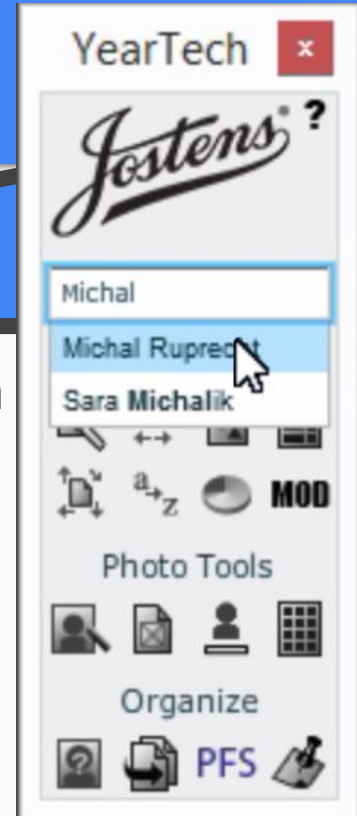
Hey can you please give me an update on your story? Thanks.



Start hustlin'

- Begin placing content ASAP
- Double check names
- Unless there is a content issue, ALL pages should lock on Friday!!
- Update trello, executive editors and your section editor

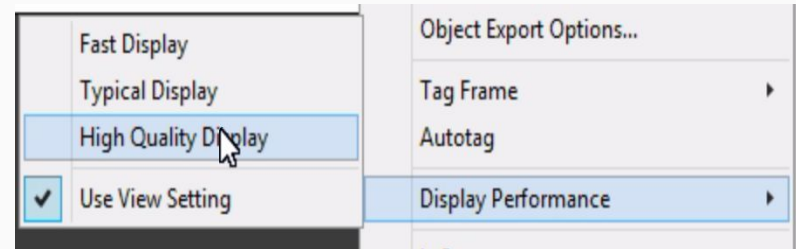
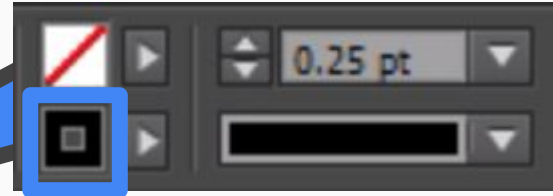
Hey! Page ... has a first read!



Don't forget...

- Photo credits/correct attributions
- Correct paragraph style fonts
- .25 border
 - Make sure it's black
 - **No** border for cutouts
- High quality pictures
 - Right click>Display performance>HQ display
- Kerning
- Widdows

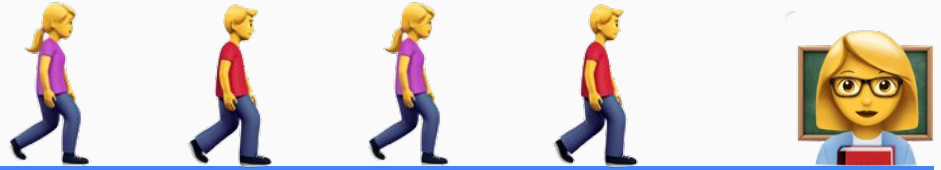
- Check up periodically to stop disasters from happening



What **YOU** can do...

- Get enough sleep and exercise
- Take a break and refuel
- Eliminate distractions
- Be organized
 - Make a list of your assignments
- Enjoy what you're doing!

Your ticket
out



Answer the
questions to
leave B-302.