

Name _____

Graphic Communications | Booklet Printing

Levels: Advanced Graphic Design

Unit: Booklet Printing

Standard: ACCT-AGD-4: Students will understand the importance of developing a project from concept thru completion.
ACCT-AGD-5: Students will explore the process of project production.

EQ: What must be considered when designing/preparing a booklet?

Objective: Upon completion of this unit students will be able to:

- Effectively use Adobe Illustrator, Photoshop and InDesign to produce a booklet
- Effectively use design principles
- Use InDesign's document layout palette and booklet function to achieve proper imposition
- Properly match final layout to the folding dummy
- Apply necessary finishing processes to the completed project

Evaluation Checklist

	Points Available	Points Earned
Theme must run throughout the book	10	_____
12 pages or 16 pages in length (<i>must be divisible by 4</i>).....	10	_____
Free of typographical errors.....	10	_____
Use of scanned pictures	10	_____
Use of digital photos.....	10	_____
Table of contents page	10	_____
IFC, IBC, or Back Cover must contain copyright and contact info.....	10	_____
One picture must have text running around it	10	_____
Use a logo created in Illustrator	10	_____
Proper use of white space.....	10	_____
Minimum of one picture must have a caption	10	_____
Pages need to be numbered (not the covers)	10	_____
No widows or orphaned text.....	10	_____
Use of reversed text	10	_____
Print pages in spreads	10	_____
Saddle stitched bound book	10	_____
Submitted Soft Proof	10	_____
Packaged Folder Submitted	10	_____
	TOTAL 180 points	_____