

RULES IN PLOTTING RE-ARRANGED CUTOUTS

A. For a single page article - with and without an image.

A1. Without images: Group the article then simply drag it, make sure the tags are right.

"If the article can fit on the canvas" - able to execute shift + r

An article with a cutout that can fit on the canvas without too much rescaling in total size, does not require rearrangement. The maximum amount of rescaling allowed in this situation is 15%, ie., the article size may be reduced to 85% of its original size.



Article from newspaper (left) is not rearranged or resized to fit on the canvas (right) since the dimensions are smaller than the maximum which is allowed.

A2. With images: Group the article then simply drag it, make sure the tags are right.

"If the article can fit on the canvas"

An article with a cutout that can fit on the canvas without too much rescaling in total size, does not require rearrangement. The maximum amount of rescaling allowed in this situation is 15%, ie., the article size may be reduced to 85% of its original size.



Picture Diary

BLUE SKY THINKING: Keith O'Leary with his children, Alan and Emma, from Mallow Bridge, Co Cork, enjoying the sunshine at Fota Island beach on Sunday.

Picture: Eddie O'Hare

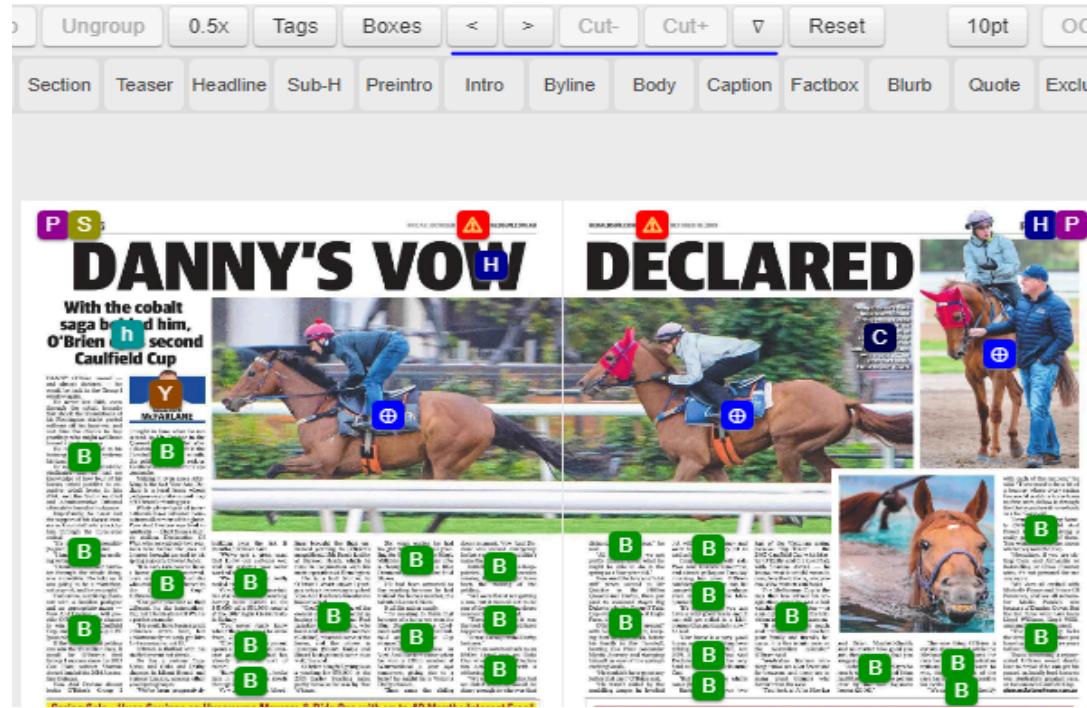
Best example for an article that have an image but still can fit the canvass

A3. With images (usually overlap): merge that four images by simply pressing your 'space bar'. Then group the article and drag to plotting form.



B. For merge page articles.

A. With images. You need to open 2 pages(merge) at a time, if the merges are not visible, simply click the '2nd' button located at the upper part of the DPS.



Then, merge the images that are cut - make sure there is a cutout before pressing the spacebar.



Lastly, group the article, then drag.



1. **Journalist (byline) with images.** If the byline (Y) has its tag, it's very easy to include journalist images without using image overlay (or shift + I method).

Democratic race free



❖ Procedure:

- remove the image overlay if there's a default one.
 - hold your 'alt' key then drag your mouse to the desired area which covers the image of the journalist, then press 'space bar'. Obviously, tag it as 'byline' (Y).



- This procedure can also be applied to any tags like facta's, pre intro's, quotes, the first letter of a paragraph, and or any cluttered cuts to obtain a good and neat output.

'Theoretically we could accept a deal to Q rrow'

DONALD TUSK
EUROPEAN COUNCIL CHIEF

JACQUELINE AGNAY
EUROPE CORRESPONDENT



B It's been 20 years since Stephen Chbosky released his debut novel, *The Perks of Being a Wallflower*, to worldwide praise and adoration. He's been busy since then - scrapping the live-action *Beauty and Beast*, doing the adaptation of another beloved book *Wonder*, and even adapting *Perks* into an equally acclaimed feature film. But he always intended to write another novel.

- when using this trick, make sure that your mouse won't touch the undesired areas, otherwise, the contents will accidentally be merged.



Incorrectly overlaps



Will results to this

- Do's:
 - always tag as 'subhead' the continuation materials, please don't tag it as 'facta'

MARGIN CALL

Worner's horsing around after Seven

Jockey Luke Nolen in tr C Cork with Constantinople

Continued B Page D

For sale B Fahour

WILL GLASGOW

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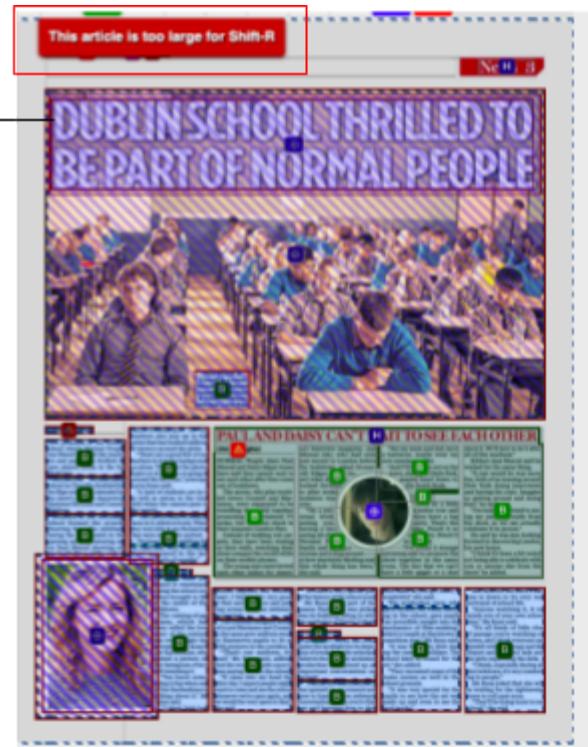
- The use of **shift + R** all the time is a big NO. (**When to use the shift + R please check images below**)
- Do not simply cut things (ctrl + x) inside plotting form, it will reflect your output



Without using Shift+R will give you "not-so-good" output
After using Shift+R the output got better, so it is imperative to use it to clear some spaces and unwanted curvature for ARTICLES that are proportionally in shape. (Probably Square ,Rectangular and also falls on the A category for single page article.

When not to use it? (SHIFT + R)

- Article(s) that is too large
- Article(s) that are not proportionally in shape
- Article(s) that is too long to fit in the canvass



2. Separate article found on the merge page. PLEASE, plot the article on their DESIGNATED PAGE FORM in order to record the coordinates. Just press arrow key or alt P then page ng article.



C. For Articles with an imprint (Texts inside an image)

All texts will be included in the image for re-arrangement IF Option 1 is applicable. Whereas the Image and Headline sequence are changed Note: BODY CONTENTS AND LIKES SHOULD NOT BE INCLUDED AT ALL.

* Captions are okay to be included.



Headline and other texts can be included for better aesthetics

OPTION 1

Donegal mum-of-five,
Taryn de Vere

Bill Linnane
*'Finally we
appreciate life
in the sticks'*

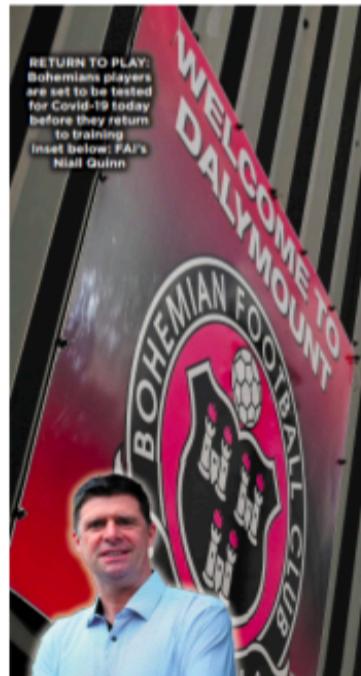


Another example of an imprint whereas the Headline coincide with its image.

OPTION 1



The headline was separated (Sequence will be followed)



The image and caption
Separated from the
headline