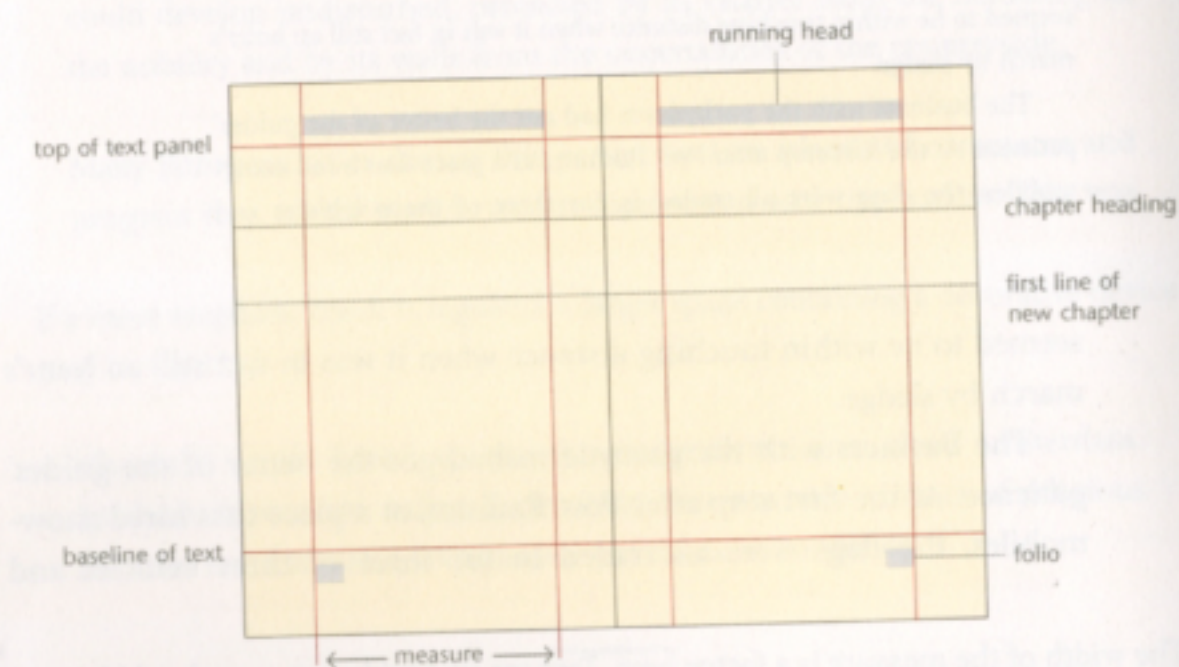


## GRIDS AND MASTER PAGES

### The function of a grid

When the dimensions and position of the text panel have been decided, a grid is drawn up. The grid ensures page-by-page consistency of the layout, indicating where various elements should appear on the printed page. The grid for a simple spread containing main text, folios and running heads may look like this:



Not every page will contain all these elements, but when they do appear their position and style will be consistent throughout the book.

### Master pages

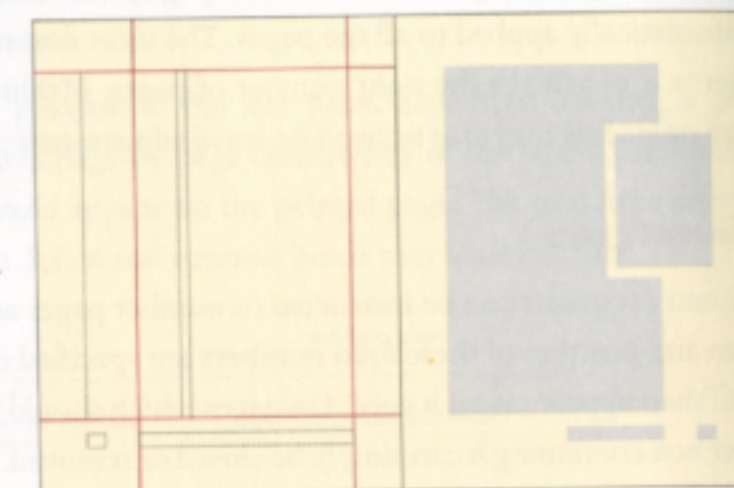
The grid is drawn up in the layout document's *master pages*. The elements placed on the master pages, such as text boxes and rules, will then appear on every page created within the document. The text boxes containing the main text are linked, so that the text will flow automatically from one page to the next. As the text is copied into the document from the word-processing document, the layout program will automatically generate the number of pages needed.

## Examples of book grids and master pages

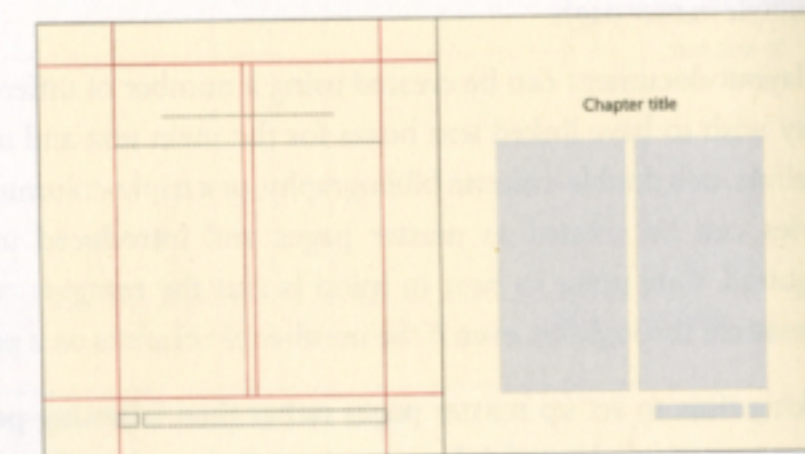
These are examples of grids indicating the text panel and other printed elements.

Grids for illustrated books are discussed on pp.286-7, 291-2

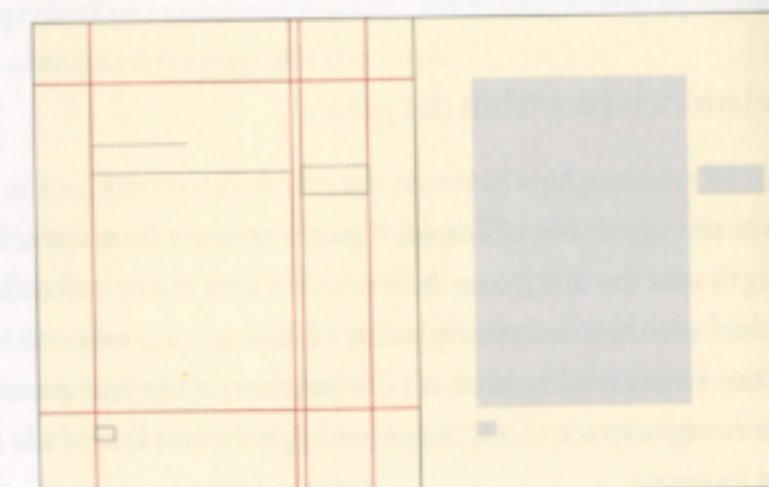
This is a grid for a book containing sidenotes which are inset into the text panel. It has wide outer margins and the sidenote column overlaps the text panel. The *running foot* aligns with the outer edge of the text panel and the *folios* align with the outer edge of the sidenote.



This is a wide-format book with a double-column setting.



This is an asymmetric layout. The wide right-hand margin could contain headings, notes or illustrations.





# Books you should read

**The elements of typographic style**

*Bringhurst, Robert, author*

**Fourth edition (version 4.0), Twentieth anniversary  
edition.**

**Seattle: Hartley & Marks, Publishers, [2012]**

