CREATING TEMPLATES & MODS — TIPS & TRICKS

PRO TIPS TO **STRATEGIZE** & **MAXIMIZE** IN eDESIGN

Once you have eDesign all set-up, you can experience the fun of creating designs for your book. First, you can watch the tutorial "Creating Templates and Mods." Then you can enjoy the work of customizing templates and mods you activated in Catalog and designing layouts and mods from scratch. The next few pages share tips to help you work efficiently and creatively.

FORMATTING TEXT WITHOUT HIGHLIGHTING IT and FORMATTING MULTIPLE TEXT FRAMES AT ONE TIME

A very quick way to format text is to select multiple text frames to change their text format all at the same time.

1. Holding down the Shift key allows you to select multiple text frames.
2. Then click once on the T-tool to activate the text formatting features up top in the Control Panel.
3. You can then apply a character style and/or any of the text formats without having to highlight text in a frame or do it frame by frame.
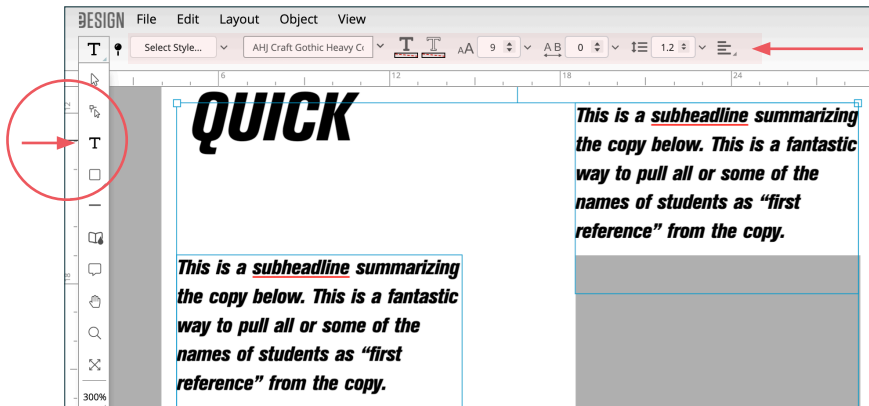
See how both text frames are selected? The blue lines around the text frames tell you that both are selected. That means when changes are made up top in the Control Panel, the text in both selected frames will change at the same time.

4. You can also go to File > Select All Text on Spread if you want to modify all the text frames at one time.
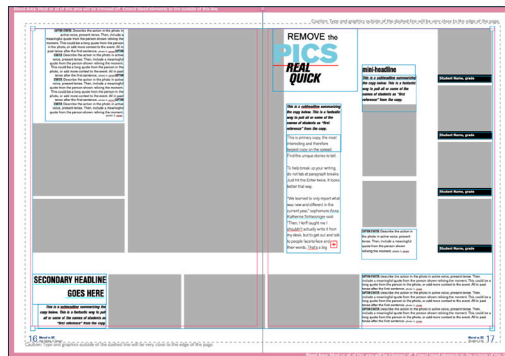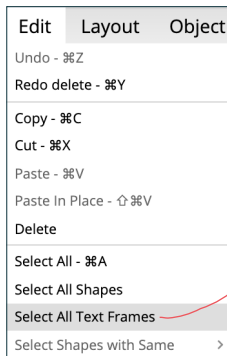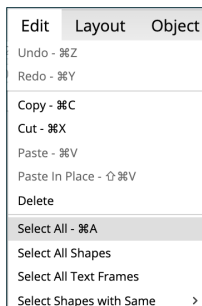

You can deselect something you don't want to change To deselect a text frame, hold down the Shift key and click on the element you want to deselect.

USING THE SELECT ALL OPTIONS

In addition to selecting all text on a spread, eDesign has several other Select All functions that may be helpful to you.
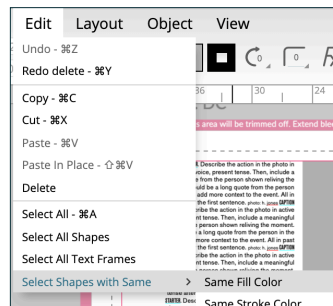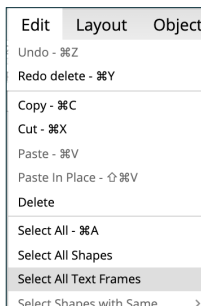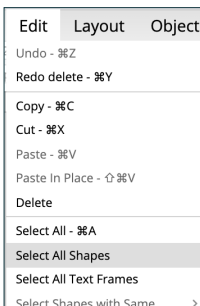

A great way to use this is to select a shape with a color you'd like to change and then choose "Select All Shapes with Same > Fill Color. Doing so will select all shapes in that color so you can change their color at the same time. To enable this option, you first need to select a shape on the spread.

REMOVING IMAGES FROM FRAMES
When you want to remove images from a layout so you can save it as a template, go to Object > Remove All Images.
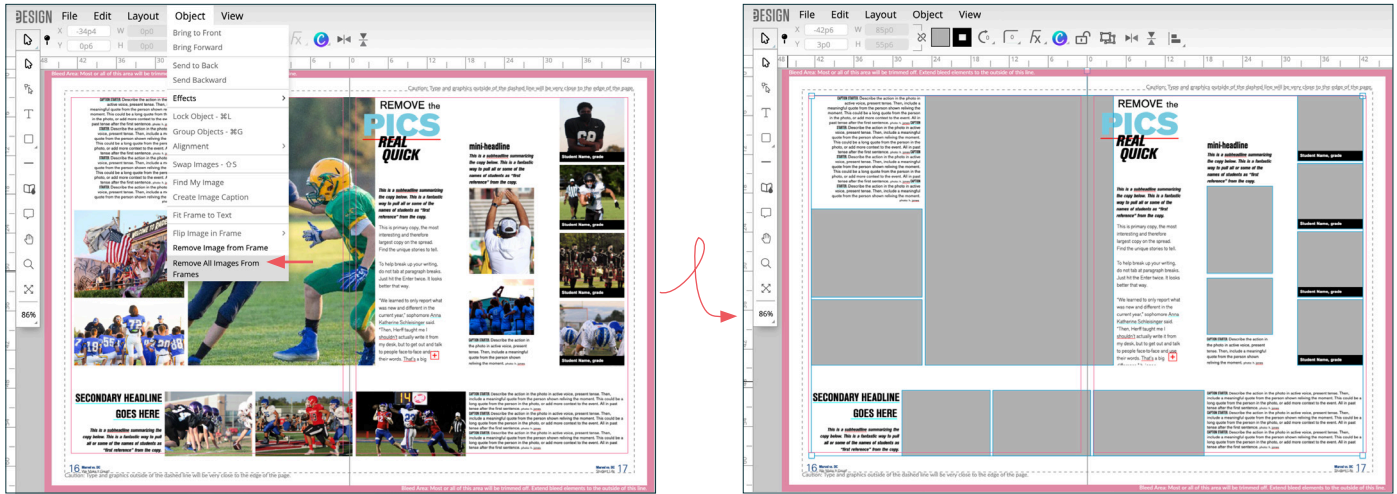
When you want to remove images from only a few frames, use the Shift key to select multiple text frames, and then go to Object > Remove Images.
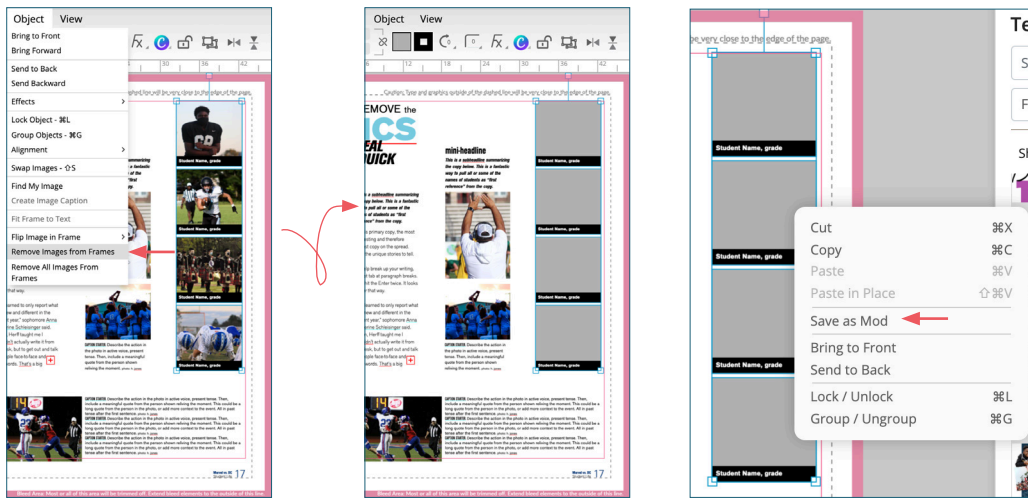
You could then right click on it and save it as a mod without the pics.

RESTORING PAST SPREADS WITH SPREAD HISTORY
When designing layouts, you can explore possibilities on real pages knowing you can restore all previously saved versions of the spread.
Go to File > Spread History to see all previously saved versions. Click on the version you want to bring back, and eDesign will pop it on the page.
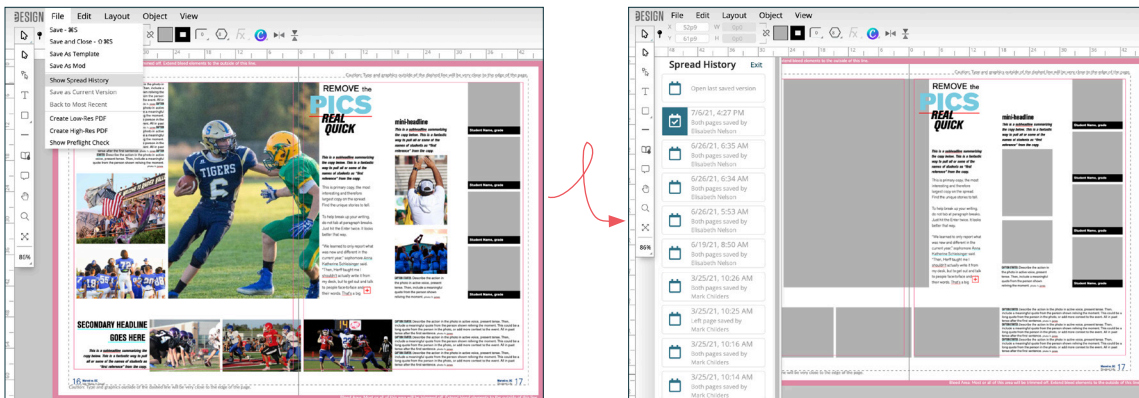
What does eDesign save in Spread History?
Spread History stores all versions when a user saves work when leaving a spread or when the user goes to File > Save.

FLIPPING LAYOUTS AND MODS

eDesign has the power to flip layouts and mods for you without flipping the orientation of the images and text.

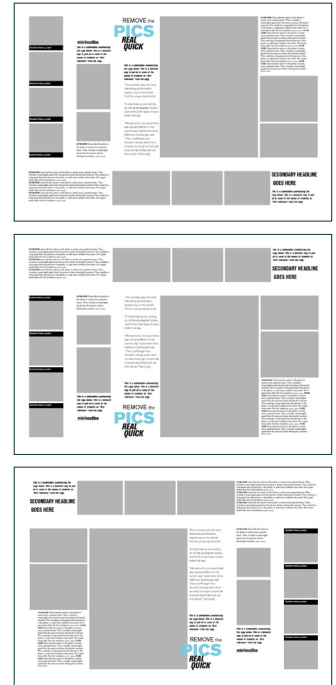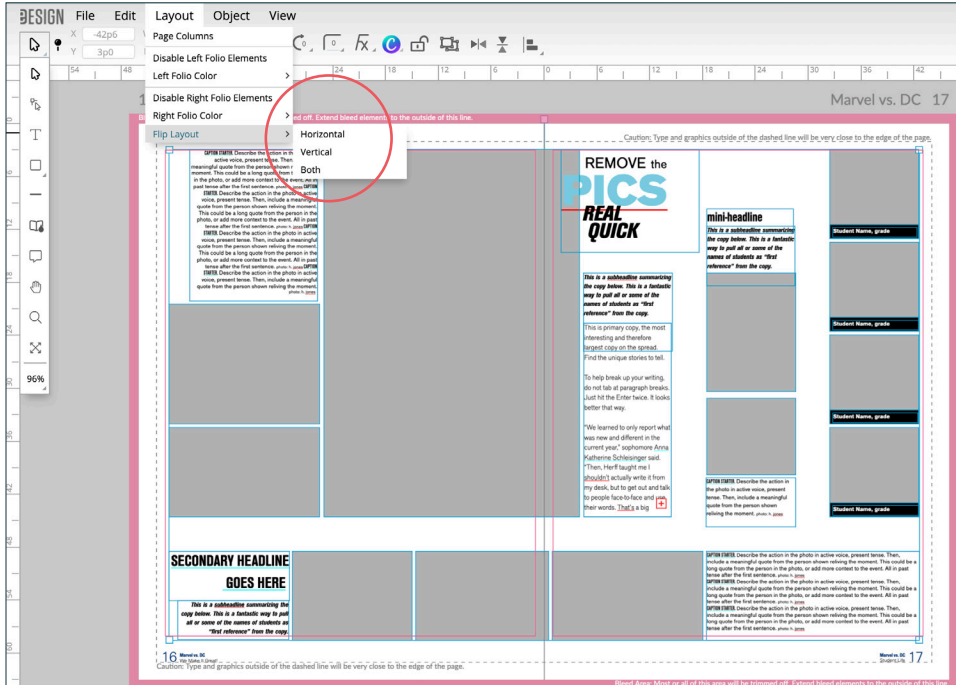1. After you create a layout you'd like to flip, first select everything on the spread by going to Edit > Select All.

2. Then go to Layout > Flip Layout > and choose the way you want to flip it – Horizontal, Vertical, or Both.

3. You may need to make a few adjustments to the placement of elements or to text alignment, but you'll quickly be able to turn one layout into four.

4. You can also flip a selection of elements on a page rather than an entire layout. To do that, first select the elements you want to flip. You can Shift-click to select multiple objects or you can marquee to select what you want.

5. With the elements selected, click on one of the Flip icons up top which will also flip elements without changing the orientation of images or text.

First select all the elements. Then click on one of the flipping options to quickly create multiple versions.
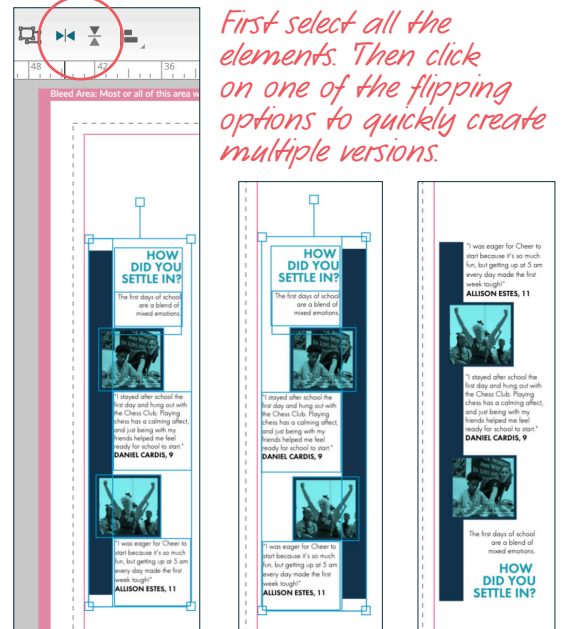
6. In this example, after you flip the elements once, you could adjust as needed, use the Remove Image function to remove both images at once, and then right-click to save it as a mod.

7. When you're finished building mods from the layout, you can go to Spread History to return the spread to its previous state.

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GROUPING, ALIGNING, AND APPLYING SPACING

As you design layouts and mods, keep in mind a few helpful tools:

1. **GROUPING** - When you group multiple elements, you can move them into position as one item. Simply select multiple elements and either right click to choose Group/Ungroup, use the keyboard shortcut Command/Control G, or go to Object > Group/Ungroup.
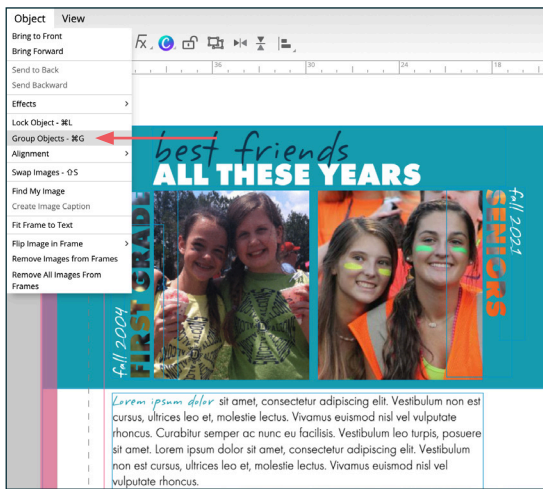
When an object is grouped, you are not able to edit the text, so you'll need to ungroup it when you want to edit text in a grouped element.

2. **ALIGNING** - When you use the Align tools on grouped elements, the group will maintain their respective positions and align as one entire unit. Simply select the grouped element and what you want to align, open the Arrange Panel, and select the alignment you want.
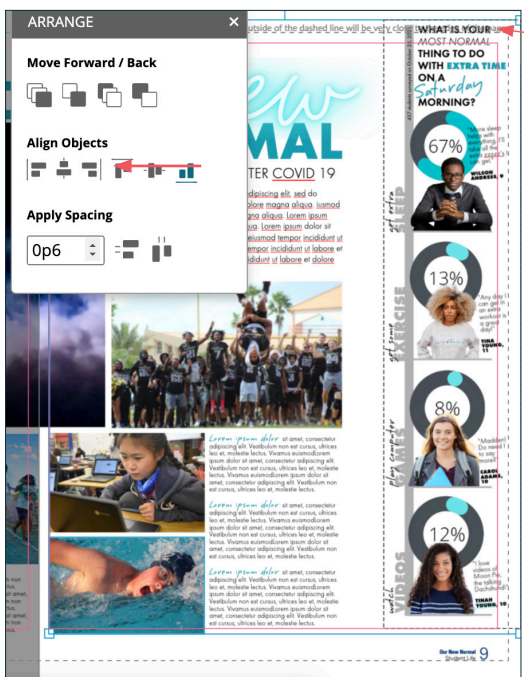
This grouped mod is up too high up and out of position. After Shift-clicking to select both the mod and the swimmer's photo at the bottom of the page, it is easy to use the align tools to snap the mod down to align with the bottom of the swimmer's photo.

3. **APPLYING SPACING** - You can also use Apply Spacing to evenly distribute elements. The mod on the left doesn't have consistent internal spacing between images. By Shift-selecting them and using the Apply Spacing tool, they can all be precisely the same number of picas apart.

PRO TIP – If you work on a 1-pica grid, input a 1p0 here. If you work on a 1/2-pica grid, input 0p6. And if you work on a 1/4-pica grid, input 0p3.

USING "SELECT ALL TEXT" TO CUSTOMIZE MODS AND TEMPLATES

The Catalog has a significant collection of mods and templates you can customize and use in your book. The mods are organized in collections to help you efficiently find the type of mod you need.

Gradient Mod 03

Some of the collections are decorative.

These coordinate with the collection of templates in Book Styles and GoDesign.
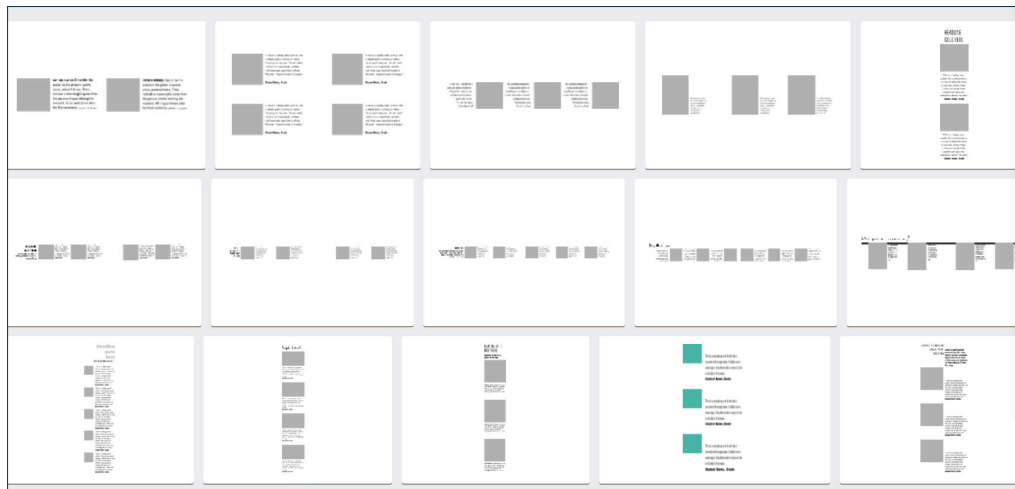
The Square One mods, on the other hand, are not decorative.

They are designed to be generic so that they can easily go with any book's design.

What makes the mod collection even more exciting is the "Select All Text" function that empowers you to quickly change the fonts on the spread.
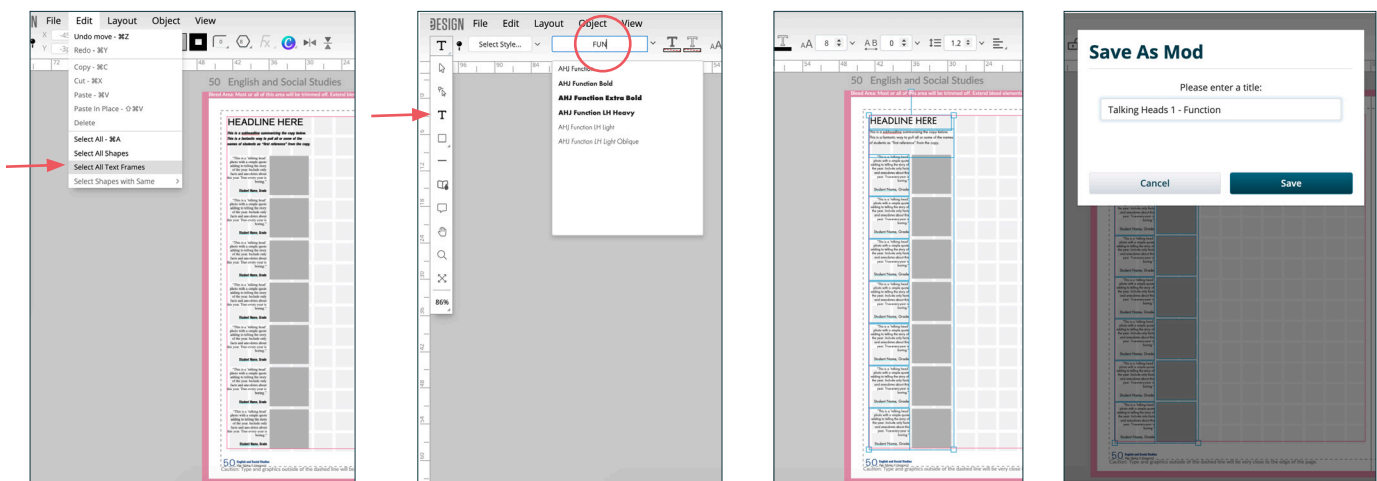
1. Place the mod on the page.
2. Go to File > Select All Text Frames.

3. Click on the T-tool.
4. Up top, select your font.

4. Adjust design if needed.
5. Select all the elements.

6. Go to File > Save as Mod.
7. Give it a name

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MAKING QUICK COPIES

When you want to make a copy of an object in a flash, simply hold down the Alt/Option key and click/drag a copy onto the spread. In a matter of seconds you can create multiple versions of anything.

One text frame becomes seven.

Eight custom shapes become 40.

SAVING INDIVIDUAL ELEMENTS INTO THE MOD LIBRARY

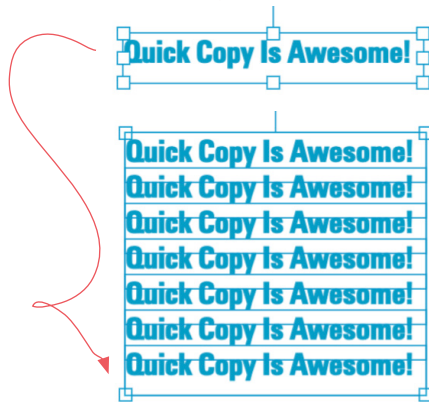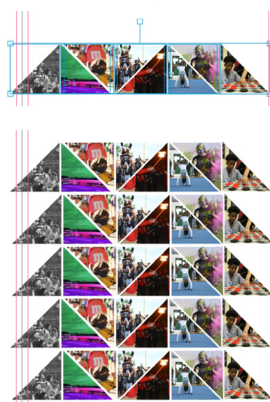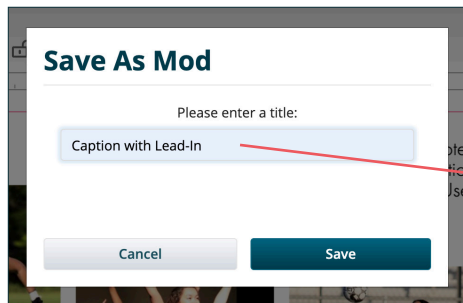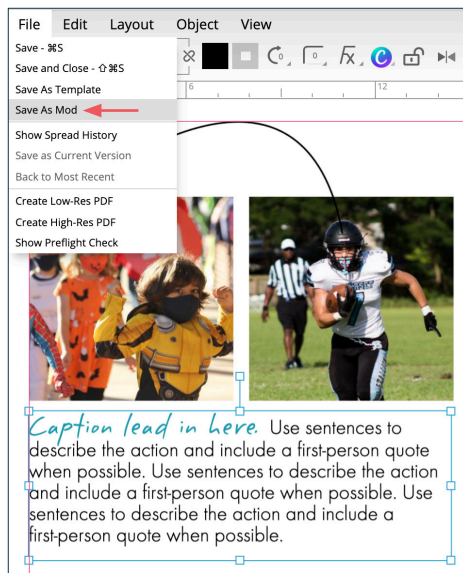Character styles are a huge time-saver – they are a great way to quickly format text frames – but another great method is to save an element into the mod library. When you create an element you'd like to use again on future spreads, click on the element and go to File > Save As Mod.

You can save anything as a mod, multiple elements or just one.

You can create an entire collection of mods to make it easy to design pages.

| File | Edit | Layout | Object | View |

Save - ⌘S
Save and Close - ⇧⌘S
Save As Template
Save As Mod
Show Spread History
Save as Current Version
Back to Most Recent
Create Low-Res PDF
Create High-Res PDF
Show Preflight Check

Save As Mod

Please enter a title:

Caption with Lead-In

Cancel   Save

DESIGN   HOME   BOOK   REPORTS   LIBRARY   MASTER LIST   SEND AND SELL   CATALOG   ⋮

Mods Library   Search by File Name or Keyword

[Candids] [Portraits] [Templates] [Mods] [Art] [Ads]

35 Mods

"I'm going to put a great quote here because this is such a featured spot on the page. We want to make sure it's specific and interesting and gives insight about our school or this person."
Student Name // 12

FILE NAME: **Quote Box**
DIMENSIONS: **204 X 157**
FILES SIZE: **4.77 KB**
UPLOADED BY: **Elisabeth Nelson**
UPLOADED DATE: **Tue Jul 6 2021**

YOU'RE TRUE
IT'S NICE TO HAVE A FRIEND

FILE NAME: **Headline and Subheadline Package**
DIMENSIONS: **73 X 280**
FILES SIZE: **4.72 KB**
UPLOADED BY: **Elisabeth Nelson**
UPLOADED DATE: **Tue Jul 6 2021**

Caption lead in here. Use sentences to describe the action and include a first-person quote when possible. Use sentences to describe the action and include a first-person quote when possible. Use sentences to describe the action and include a first-person quote when possible.

FILE NAME: **Caption with Lead-In**
DIMENSIONS: **57 X 161**
FILES SIZE: **8.47 KB**
UPLOADED BY: **Elisabeth Nelson**
UPLOADED DATE: **Tue Jul 6 2021**