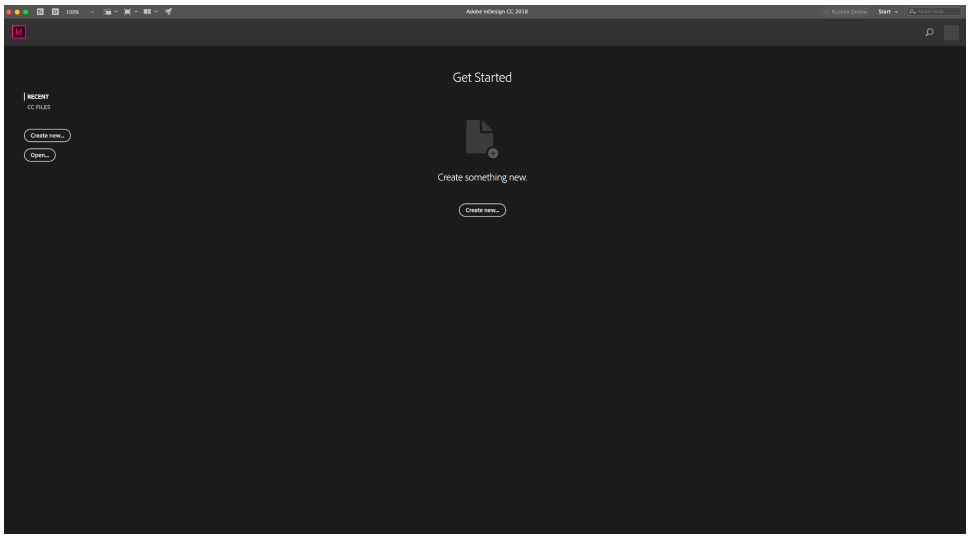
Zine Workshop

Self-publishing zines is a cheap way of publishing work whilst experimenting with the sequencing of images and the relationships images have with each other and/or text. Using Adobe InDesign, you will create, design, and sequence your images into zines and print them on regular photocopier paper. An 8 page Zine will cost you less than £1.

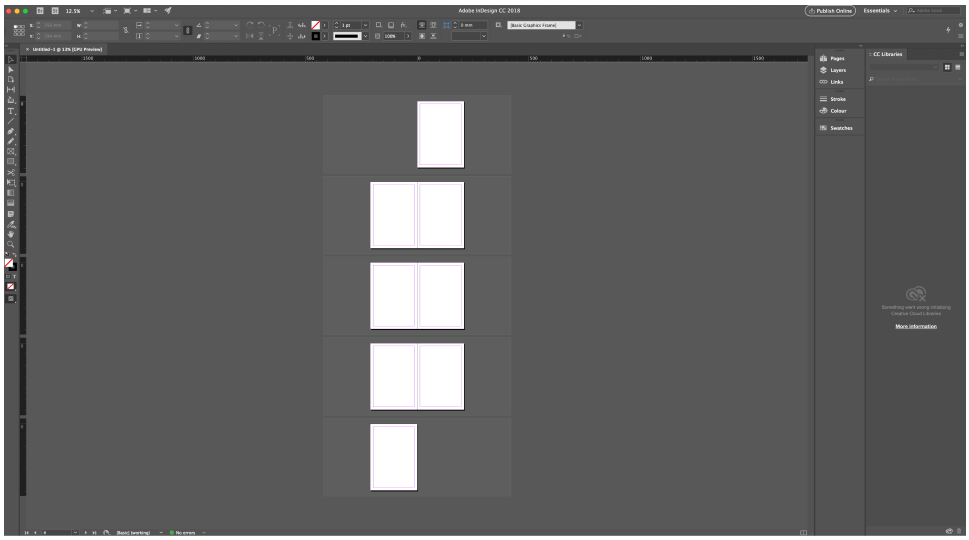
Create a New Project

Open InDesign. Go to File > New > Document.

- Size: **A4**
- Orientation: **Portrait**
- Pages: **8+**
- Start #: **1**
- Tick '**Facing Pages**' box
- **Create**

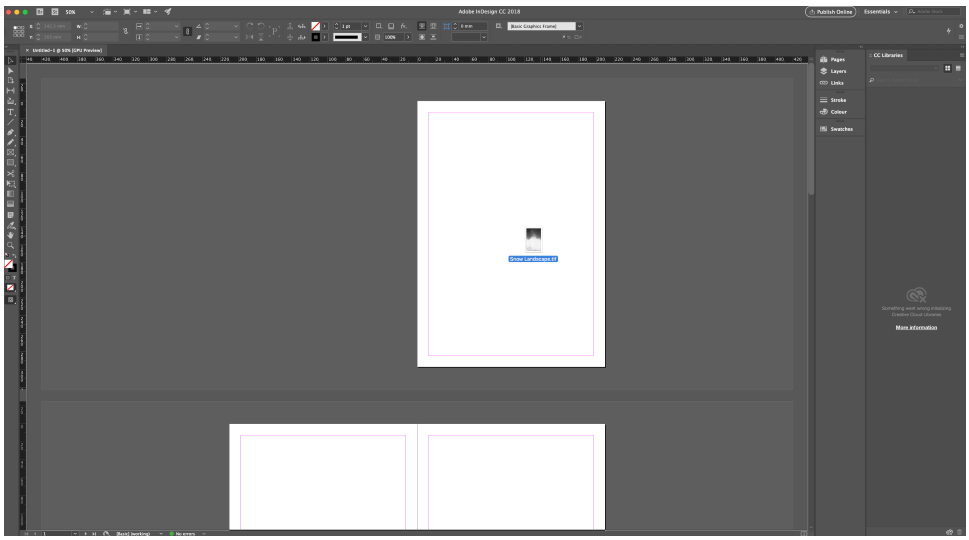


Your Zine should look like the image on the right (when zoomed out, 8 page example)

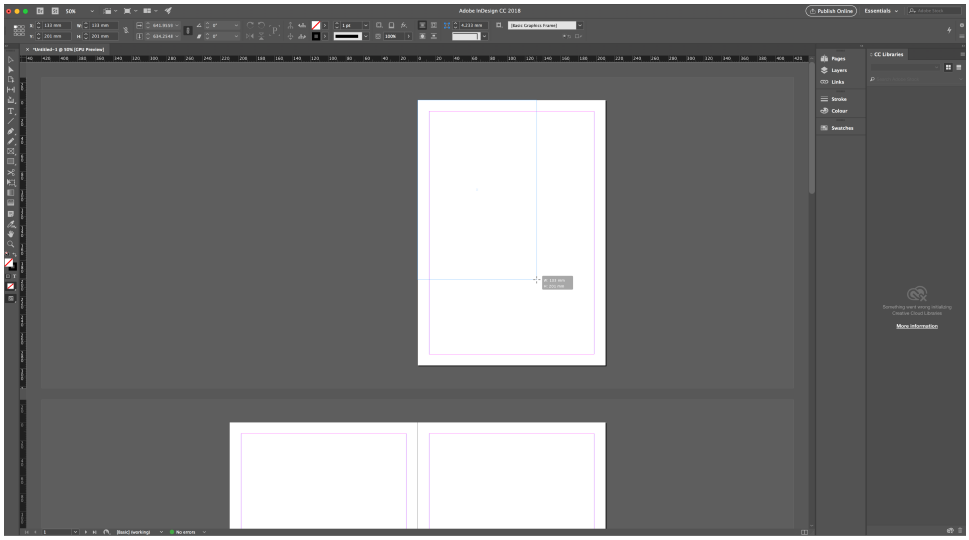


Importing Images

Find an image you want to import from Finder/File, and drag it on to a page in InDesign (ID).

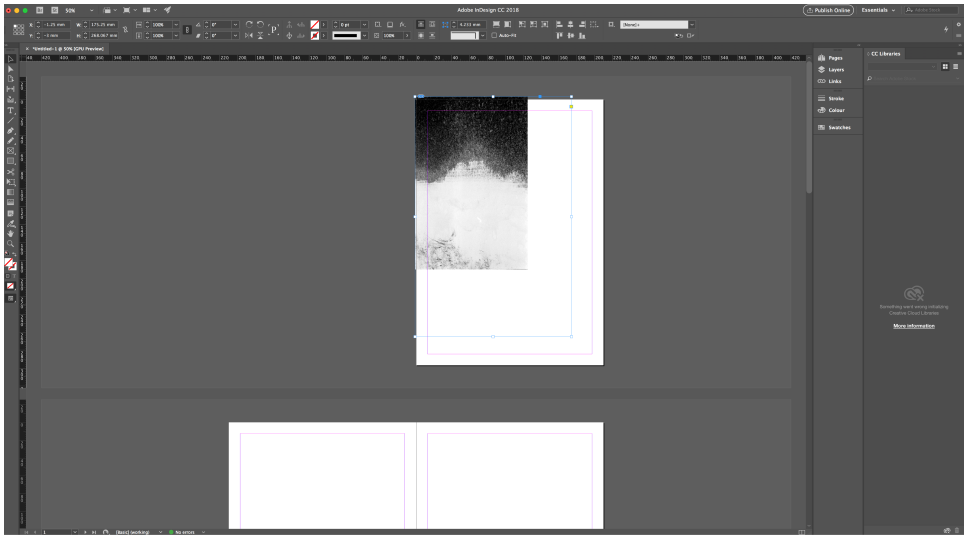


When an image is placed in to ID, you then have to **click and drag to size the image** to the size you want it.

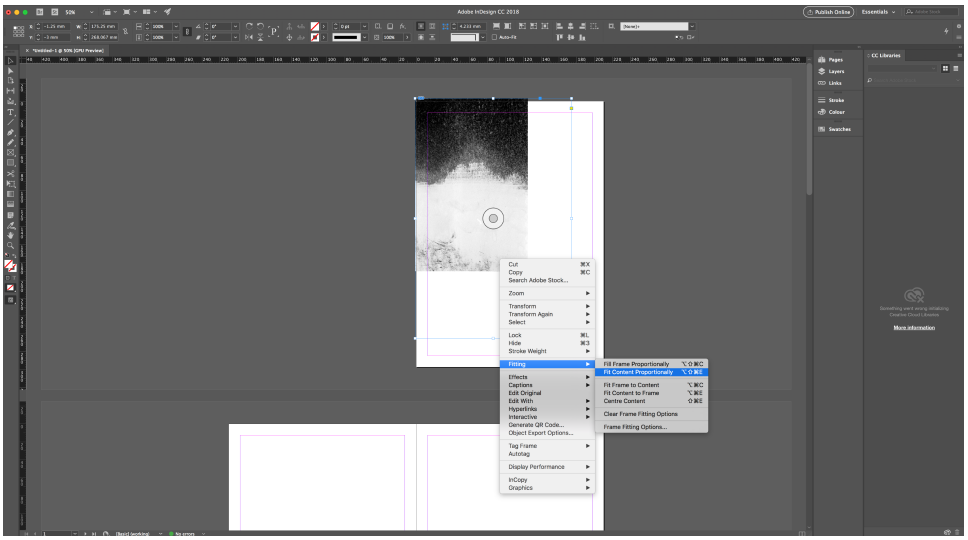


If you wish to change the size of the image after it has been placed, then you will need to do the following:

- Select the **Blue** frame surrounding the image and, whilst holding **Shift**, increase or decrease the size of the blue frame
- Then, right click on your image and select **Fitting > Fit Content Proportionally**



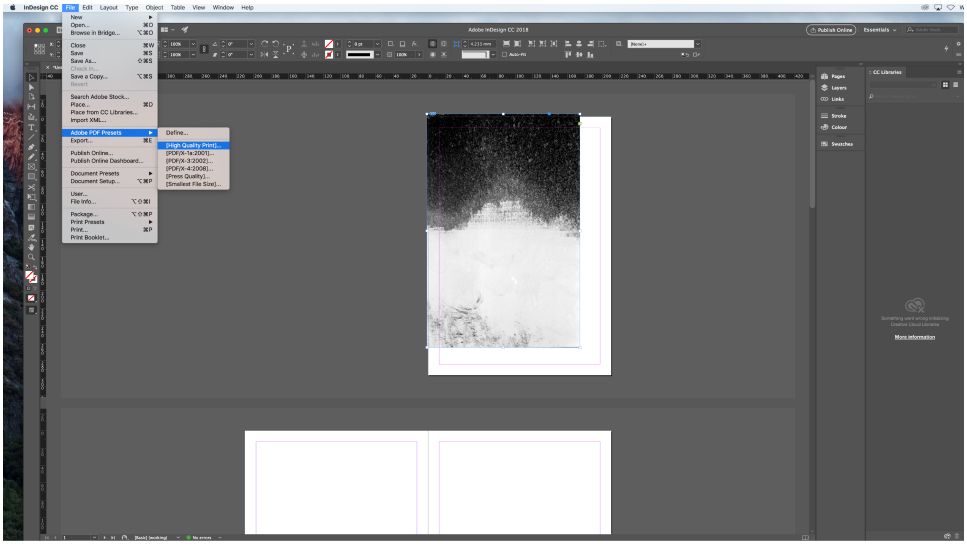
Your image will then expand and fill the blue frame



Exporting

Once you have finished editing your zine and you are ready to print, do the following:

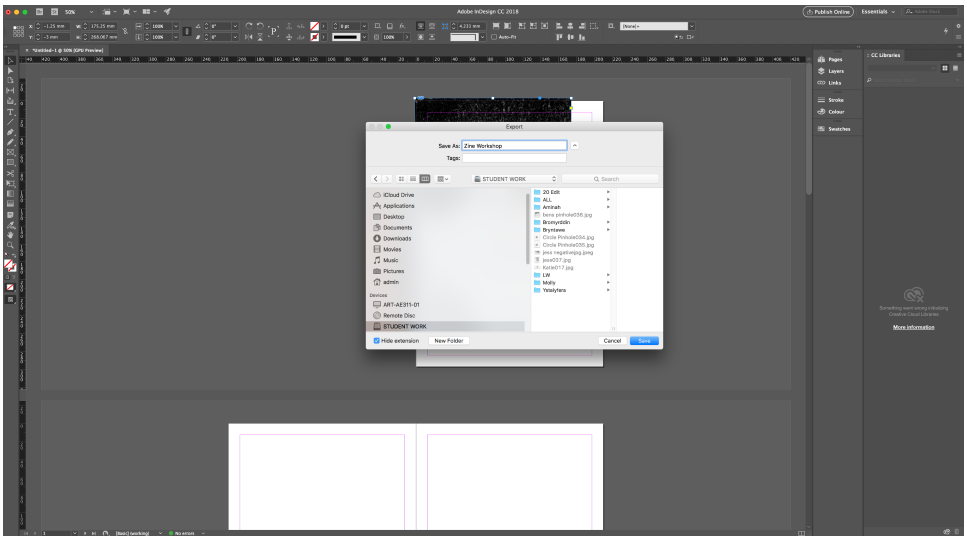
- Select **File** > **Adobe PDF Presets** > **[High Quality Print]…**
- A window will then appear where you are able to select where you wish to save and name your file
- Click **Save**



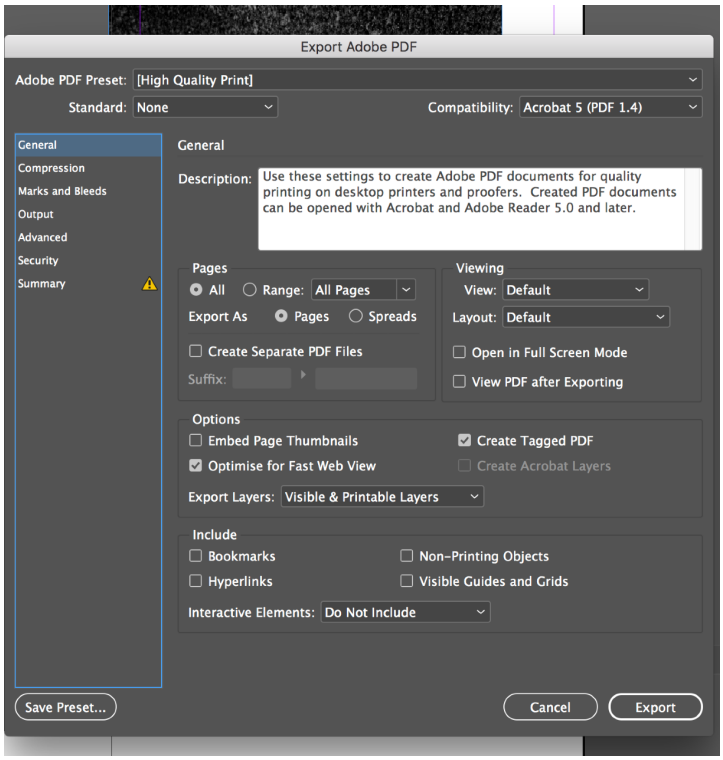
Another window will then appear (example on the right). Please check your window matches the example. The following settings should be applied:

- Compatibility: Acrobat 5
- Pages: All
- Viewing: Default
- Options: Create Tagged PDF

Be sure that **Optimise for Fast Web View** is unticked



Click **Export**



Printing

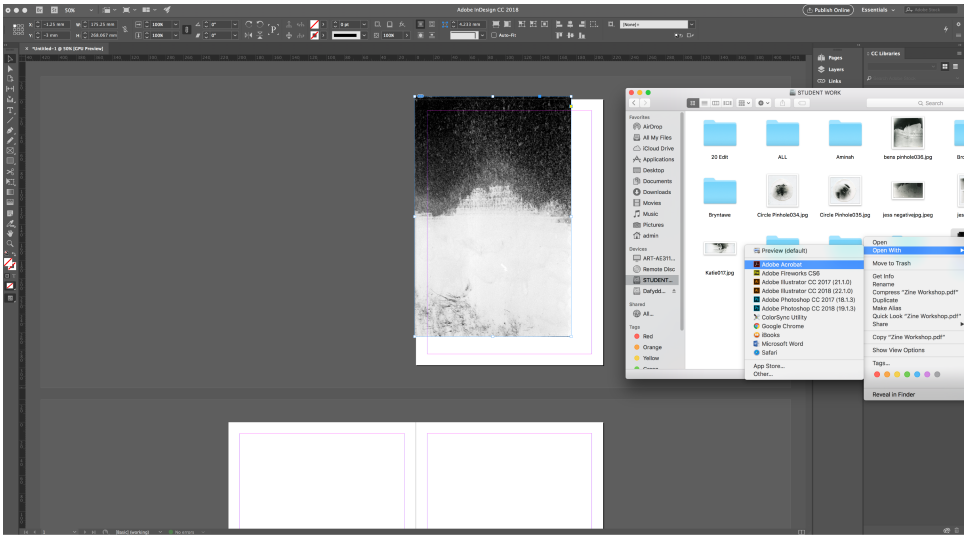
Find your Zine in Finder, **Right-click > Open with > Adobe Acrobat**

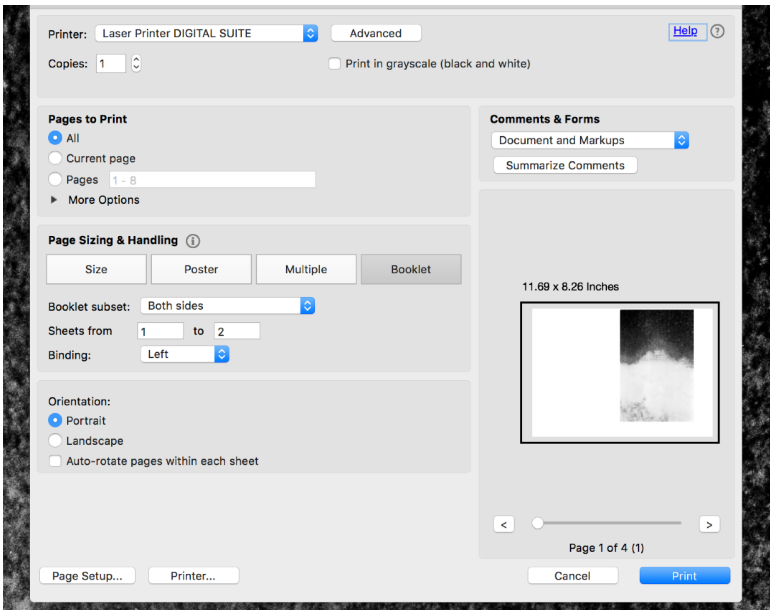
In Acrobat, select **File > Print**, and a box will appear. Be sure your print box matches the example on the right. The following settings should be applied:

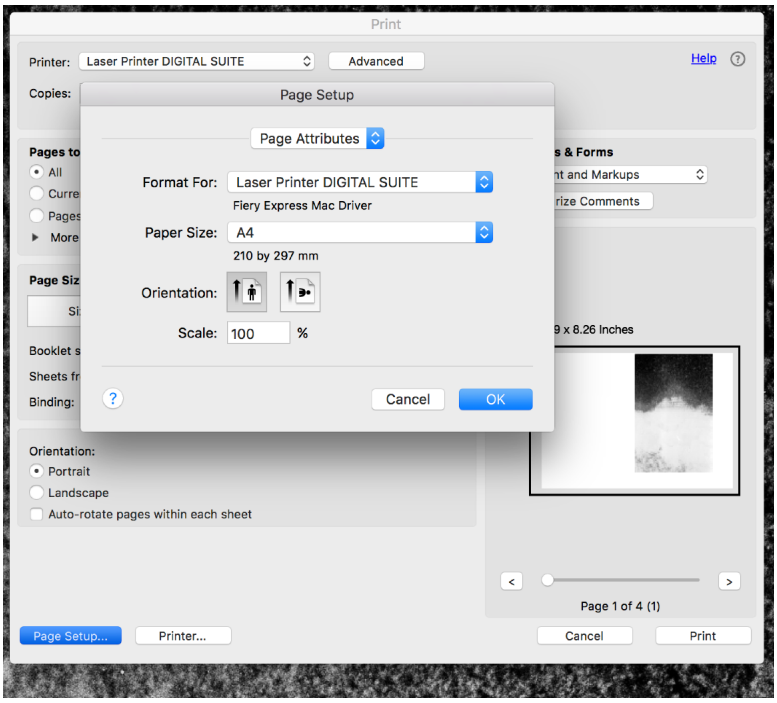
- Printer: **Laser Printer Digital Suite/Photography Floor**
- Pages to Print: **All**
- Page Sizing and Handling: **Booklet**
- Booklet Subset: **Both Sides**
- Binding: **Left**
- Orientation: **Portrait**

Select **Page Setup > Page Attributes** and be select the following settings:

- Format for: **Laser Printer Digital Suite/Photography Floor**
- Paper Size: **A4**
- Orientation: **Portrait**
- Scale: **100%**



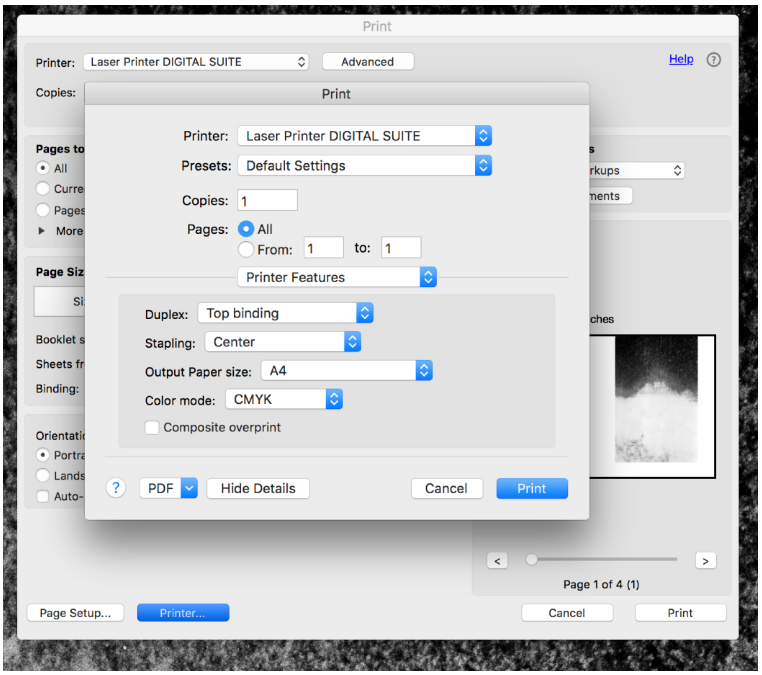




Select **Printer > Printer Features** from the drop-down menu. Check the following settings are selected:

- Duplex: **Top Binding**
- Stapling: **Center**

Click Print > Print and you're done!



Zines are printed double-sided, meaning if you have selected an 8 page document in ID, then only 2 pieces of paper will be printed. The prints may look a little odd! But your pages will need to be folded and slotted together and stapled in the centre so that all pages match. Long staplers are available in the library and on the Photography floor from one of the technicians.