

Year: 3  
Term: Summer 2  
Topic: Data and information - Desktop Publishing



## Desktop Publishing



Desktop publishing is when we create documents using page layout software.

We can use desktop publishing to make things like newsletters, brochures, magazines and newspapers.

## Glossary

- copy** Copy some information to place it elsewhere.
- font** The style of text.
- images** Pictures on screen.
- layout** How something is arranged on a page.
- orientation** The positioning or layout of items on the page.
- placeholder** Boxes that hold the place of text or images.
- template** A document that has already been laid out in a certain way.

## Layout of A Page

The title should be large, bold and clear. It is normally the largest text on the page.

Consider which font you will use – different fonts create different ideas and feelings.

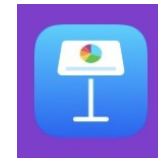
What is the main story of the magazine? How can you sum the story up in a few words?



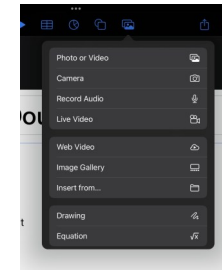
Think about how different colours make us think and feel.

Think about where you will put the date and price of the magazine – this is important information!

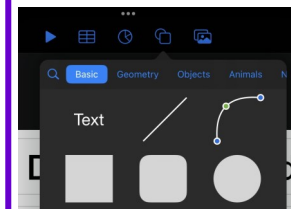
Magazines are normally in portrait orientation. Think about how you lay out text and images.



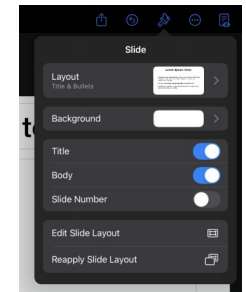
Apple Keynote



**Insert image:** used to insert photos or placeholders.



**Insert text:** used to add text or placeholders.



**Slide editor:** used to change the order, layout and design of each page.