

InDesign big document project: marks and feedback



I give this page in the spirit of pedagogy. This is how I will allocate marks and also here is some feedback based on how previous students performed.

- Document setup including size, bleed and margin; images and solid colour to bleed: [3/20 points](#).
- Named styles and swatches, because this is an 80-page document and because I specifically asked for this: [1 point](#).
- Page numbering and running title generated from the Parent pages: [2 point](#).
See my [InDesign Lesson 4 section 1 Multi-page documents](#).

For long documents, this is nearly always a good idea. If you have more than one standard page numbering design (for example for a dark or a light background), you can have more than one Parent page.

- Document title and year/date on the cover page (like “Natural History Museum Press Pack 2023”): [1 point](#). A document like this *must* have a title on the cover page, and in some way be dated.
- Tables that are clear and visually attractive: [2 points](#). You are required to use the InDesign tables capability for making your tables. See my [InDesign Lesson 2 section 7 Creating tables](#).
- Paragraph texts not too large for a very long document: [2 points](#).

For a long document like a report, paragraph texts sizes might be 9 or 10 or 11 points, depending on the design and font used. Almost all previous students used much larger text sizes – because on your screen this looks okay. When you can, for a printed document, you should always print one or two pages just to test sizing.

- General design and consistency and coherence: [5 points](#). You should design the first few pages, experimenting and “doodling”. When you have decided on a design, then add some guides or grids to your Parent page; make the Paragraph styles, etc.
- “Air”: [2 point](#). Almost all young designers fill too much of a page with content. Do not be scared to have white space. And almost all have the bottom of the content area too close to the page numbering.
- Correct print settings: [2 points](#). See my [InDesign Lesson 4 section 2 Printing a document](#).
Furthermore, before creating the for-print PDF, check “pre-flighting” (first paragraph of this section).

Also...

In many instances, the source images were too small (insufficient resolution so would be pixelized in the output). For this, I did not subtract marks but I will be taking this into account in future projects. See my [Bits and Pieces lesson, section 4 Sizing images for print](#).

Never unintentionally distort images when resizing. Hold down the shift key when drag-resizing images, so as to constrain the image proportions.

Very few previous students used proper bullets. See my [InDesign Lesson 2, section 5 Creating Bullets](#).

- Justification: consider the two example below...

1

The programme aims to:

Inspire children to study STEM subject (science, technology, engineering and maths), and build scientific literacy.

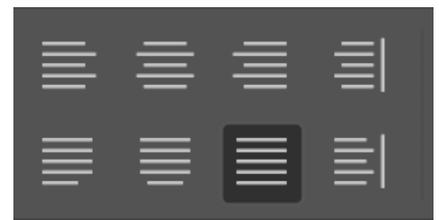
2

The programme aims to:

Inspire children to study STEM subject (science, technology, engineering and maths), and build scientific literacy.

In both, there is a problem with hyphenation: for example the word “subject” is too short for hyphenating – so tweak the [Hyphenation](#) settings in the [Basic Paragraph](#) of [Paragraph Styles](#), or switch off hyphenation and do this manually.

In 1. above, hyphenation is set to “Justify all lines”, and for shortish paragraph this can cause too much space between words as is obvious here.



In 2. above, hyphenation is set to “Justify with last line aligned left”. This is the better option here – obviously.

