

It's True! Amazing Free Training

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Here is another example of how to use an interesting layout to make boring material enjoyable. It starts off with larger type to get the readers warmed up (maybe even offering them a summary of the excitement to follow).

Then you can move on to a few major points like:

-) Our group had 15% fewer cavities than theirs;
-) The security fencing through the Gaza Strip has not increased security;
-) Gaul is divided into three parts;
-) You can still live a normal life despite the heartbreak of psoriasis.

Then we revert back to dull, boring paragraphs, but downsize the typeface so that you will think things are moving faster than they are.

Notice how we used text boxes in Microsoft Word to mimic the high-priced publisher software. The headline is contained in one text box – permitting you to position and size the headline without affecting the rest of the page. You can also take a graphic approach – wmf, gif or jpg files – to contain unusual typefaces which the average user would not have (like Cleveland Semi-Bold).

What did the President know and when did he know it?

That's the question on everyone's lips these days (as faithfully recorded by Homeland Security's hidden microphones).

This question presupposes that:

-) The President actually knew something
 -) The Vice-President is in an undisclosed location
 -) You have enough duct tape and plastic sheeting
 -) Saddam has not escaped custody
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We also had some fun using a text box down the right-hand margin to add a ruling line and reverse-lettered tab.

Then you will note the use of another text box on the left, which bumps into the main body of the page. In this instance it is being used as an attention grabber, or a brag box, where politicians can make all kinds of unsupported claims or charges.

We also took advantage of the **footer** below to include a magazine style page reference. We did not use a **header** at the top of the page, since it would clash with the elegant headline we put into that text box.

Another good rule in printing is to limit the number of typefaces used – sans serif for headlines, serif for body, and maybe one decorative font for attention grabbing.

Bear in mind the headline is in Bazoka for emphasis and interest), the majority of this page was set in good, old Times New Roman, and the footer and tab were set in abundant Arial. We also used the drawing tool to draw a few lines. No big deal.

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