How to combine graphics frames and text frames

Although you can arrange layouts in any number of ways by using Adobe InDesign CS6, you are essentially laying out two types of content: text frames and graphics frames.

In arranging frames, you can follow some general principles:

- First, follow the rule of threes: Whenever possible, divide the space into three segments.
- Leave space between frames. Layout designers call these spaces *alleys*. The alleys should be consistent throughout your layout. For example, if you leave quarter-inch alleys between the top text frame and a key graphic, you should use quarter-inch alleys throughout the page.
- Arrange frames on a grid. Frames should line up along vertical and horizontal lines. (This is different from the document grid in InDesign, although you can use the document grid to set up your layout grid.)
- Make one graphic the focus of attention. This can be the largest graphic or an especially interesting graphic.

InDesign gives you layout tools for setting up your layout. This guide teaches you how to use ruler guides to set up frames in threes along the same grid.

To create a layout grid:

1. Create a new document in InDesign.
2. If rulers are not visible, choose View > Show Rulers.
3. Drag ruler guides onto the page to create a grid. (Position the pointer inside a ruler and drag into the document.)

   Be sure to leave alleys between the areas for graphics frames and text frames.

   In **Figure 1**, guides are established at

   - 2.86 inches from the left margin
   - 3.1 inches from the left margin
   - 5.4 inches from the left margin
   - 5.6 inches from the left margin
   - 3.7 inches from the top margin
   - 3.9 inches from the top margin
   - 7.1 inches from the top margin
   - 7.3 inches from the top margin

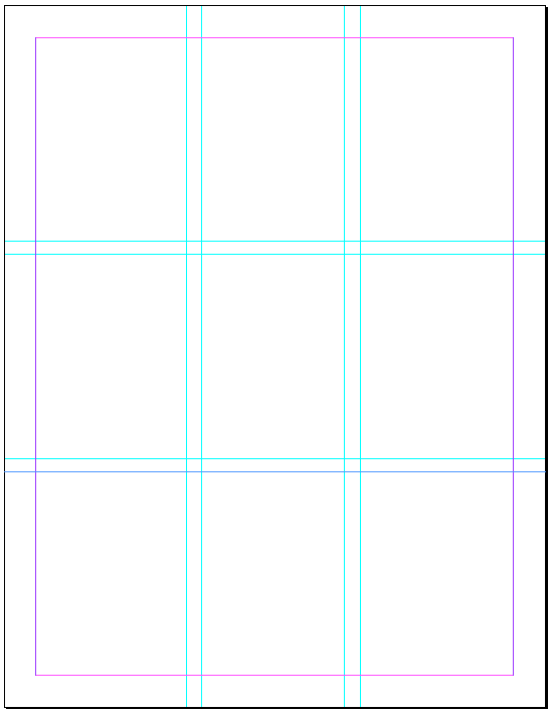

Figure 1 Drawing a layout grid with guides

4. Select the Rectangle Frame tool in the Tools panel (**Figure 2**).
5. Drag the pointer to create frames, using the guides to size the frames (**Figure 3**).
6. Choose the Selection tool from the Tools panel.
7. Choose a frame you want to make a text frame.
8. (Optional) To hide the grid, choose View > Grids & Guides > Hide Guides.
9. Choose Object > Content > Text.

   The crossbar disappears from the frame (**Figure 4**).

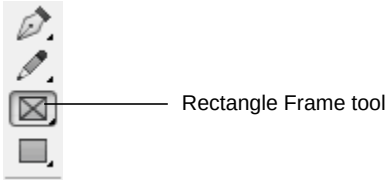

Figure 2 Tools panel

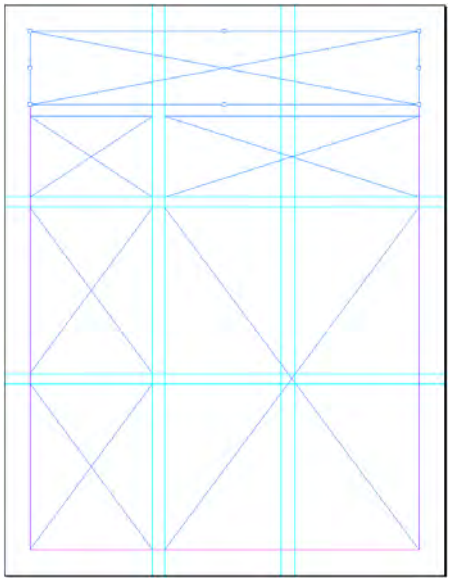

Figure 3 Rectangular frames along guides

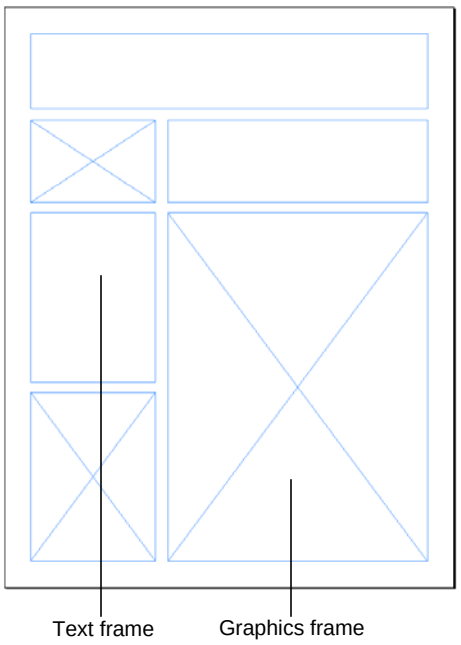

Figure 4 Some frames converted to text frames

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10. Add images and text to the frames.

The content lines up along the grid and generally falls into thirds (**Figure 5**).

Figure 5 Content added to frames