

# Designing a Spread

## What is a Spread?

This is two facing pages – one on the left-hand side and one on the right – side by side. Taking folded leaflets as an example, this will be both pieces of artwork on either side of the fold.

Here's what a spread of your artwork should look like for a folded leaflet set up as spreads:



## How Do I Set Up a Spread?

The easiest way to set up a spread is to use one of our blank templates. Or if you're creating a document from scratch, use the flat size measurements of your product.

Then simply mark half way with a line or dot (be sure to remove this before you print) and design both pages your pages together.

## How Do I Upload a Spread?

If you are using our online proofing tool, all you need to do is upload one side at a time. Side 1 should include the front and back.

## Checking a Spread on Your Proof

When you click to view your proof, you'll see a green dotted line down the centre of each spread to show where the fold line will be. Make sure the line is where your fold should be and approve.

If it's not quite right don't worry, one of our Personal Artworkers can help you adjust it. [Click here](#) to email them now.