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## Template ribbon

### Template body

Following my own advice. I caught myself making a mistake. Using issue 3, I packaged it 3 in order to make the template package.

The contents of the package folder are as follows, one indd file, one indl file, one pdf file, one folder for images and one folder for fonts. I left the pdf file as is, to show how I expect similarity between the finished file for news letter 3 and future newsletters. I opened the indd file, and created a character style called variable. The variable style was applied to the newsletter number and the date. The two items that will change going forward.

Then, I stripped out most of the elements. The body of the newsletters was reduced to template body and the ribbon text was changed to template ribbon. The template was saved. A copy was saved to indd format and a copy to indl format. Why so many formats for the template? Computer stuff happens, and there are two backups.

It should be noted this newsletter will be the exception to the rule. Once the variable elements are updated, I can remove the character style and the letters/glyphs will appear black, as they should. This newsletter still shows the variable character style in action, since I want you to see that the variable elements were marked out to be changed every time I open the template and start a fresh newsletter.

I can not tell you how many times I had customers that forgot to change one thing in their artwork and expected the shop to fix it after the fact. I developed this system after I sent a project off to print and it came back wrong. But why was it wrong. I was printing coloring books with ten coloring pages per book. The title was wrong! I was in such a rush to get it printed, that I neglected the title. That was on me, and not the shop that printed the coloring books. The pages were not in the order I had expected to see them. Still on me. It was the way I had paginated the pages. The color piece on the cover looked great. I was in panic mode, for days, and it was all on me. I couldn't ask for a reprint just because that all the wrongness of the coloring book was on me. I decided to make a system to avoid future mistakes.

After I decided that was not going to happen again. Thoughts ran through my mind, what should I do? The best solution was a dedicated template. I called the folder Temmy McTemplate. Why? To make it stand out that it's the template file, and not just a file to open up and start working from it. Character styles seemed the best option for flagging variable texts and objects. By making the color magenta, the rule becomes, "If it's magenta, don't sent it off to print." The panic surge I felt over the wrongness of the coloring book, is washing over me know. It is embarrassing.

Templates were set up for the coloring books, And for the Amazon coloring books, when I started uploading those. Then for the journals, and other books. The covers? They are some kind of template. Check out the scrap book and art paper titles.

I had started Newsletter 2. It was still labeled Newsletter 1. I forgot to change when I began writing #2. Got to then end. Made the pdf. Uploaded the pdf. Started #3, and then I'm thing, there is something that needs to be changed? Halfway through #3 I figured it out. I went back and changed #2, sigh of relief, no one probably saw that. No need to mention it, right? Wrong, I'm here to prove I'm not perfect either.

What do you think? Am I overdoing this template thing or not? I could have missed the correction to #2, and missed it on future issues? I would be seen as someone who does not know what they are doing. Or someone prone to missing the small details. Is that detail really small? I don't think so. This method can be used for all repeatable projects in my mind's eye. Business cards, stationery, newsletters, and everything else that can be printed.

Not only commercial printing templates, but web templates, homework templates. Any template you need to set up. I hope you benefit from this process.

I am a skilled designer, I have passion for this work. I am Jonesing to get back into a production environment.

I have art for sale, or merch if you want to call it that. Please see my Merch Webpage for more details.

<http://picassel.com/merch.html>

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