

Cheatsheet

The Beginner's Guide to Creating Lookalike Layouts using InDesign



THE DAY DESIGNER
Today & To Do Horizontal Layout
using InDesign

pf



tutorial steps

How To Recreate Lookalike Layouts in InDesign from scratch

This is part 1 of 2 - How To Recreate the Day Designer Today & To Do Horizontal Layout from the Pretty Fabulous YouTube Channel



- Watch the original UNBOXING of today's planner layout >> <https://youtu.be/igl-6Ykzhlg>
- RELATED video: How to create lines using InDesigns >> <https://youtu.be/ciWdA6kusfM>

1a | Create a New Document

Create a standard 8.5 x 11 inch document in Portrait mode with Facing Pages checked and a 1" margin all around

[Related Tutorial] How to Re-Size Pages in InDesign >> https://youtu.be/GToE_sxkC3Q

1b | Use the standard Workspace

To see the same tools that I do in the Tutorial, select Window > Workspace > [Essentials]

2 | Add 2 new pages

Window > Pages - Click the Create new Pages icon at the bottom right

3 | Add Text using the Type Tool on the left

To create Text in InDesign, you must first create a Text box using the Type tool.

[Related Tutorial] How to Import Swatches in InDesign >> <https://youtu.be/Ry24EuzMZco>

[Related Tutorial] How Creating & Applying Character Styles to Planners Will Cut Your Editing Time In Half >> <https://youtu.be/8WCC8alfRxk>

4 | Format Your Text: change the colors, font, size

You can learn how to create text boxes and other fundamental basics of using Adobe InDesign in the FREE InDesign 101 course

[Related Course] FREE InDesign 101 >> <https://rebrand.ly/indesign101>



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5 | Create dotted lines

Window > Styles > Paragraph Styles and create a new style called Dotted Lines.

RELATED Tutorial on How To Create Notes Pages --->> <https://youtu.be/HlP-bOvkjAg>

6 | Iterative Process

Create dotted lines using the Paragraph Style you just created in Step 5 and add Text to match the original layout. Use the copy + paste function, as needed.

If you're confused by Step 5 - watch the RELATED Tutorial mentioned in Step 5 for the complete lesson on Paragraph styles to created lined pages

[Related Course] FREE InDesign 101 >> <https://rebrand.ly/indesign101>

7 | Add Checkboxes for the To Do List

Use the Rectangle Tool on the LEFT side to create checkboxes. In the video we simply created squares but I've added the link below with the tutorial that shows you how to create Interactive Checkboxes that users can click

RELATED Tutorial on How To Create Checkboxes for Forms --->> <https://youtu.be/joJfbUC1gdI>



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UNBOXING

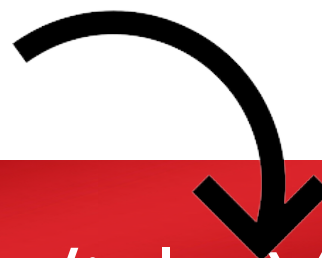


make sure to watch

THE ORIGINAL

unboxing of today's planner

watch now



<https://youtu.be/igl-6Ykzhlg>