

BOOK BINDING OPTIONS AND SETUP



updated: 04/14/2022
SOPHOMORE REVIEW - Book Binding Styles Handout

CONSIDERING YOUR OPTIONS

When choosing a style of binding, it's best to make your decision about binding before finalizing your file for print. Depending on your technique, documents will need to be set up in a certain way.

File setup handouts for Saddle-Stitch and Perfect Binding with step by step instructions are available on the VRC website (see link) or log onto the VRC Canvas page with your O-Key.

SADDLE-STITCH BINDING

- Page quantity will need to be in multiples of 4 to prevent blank pages (4, 8, 12, etc)
- Add a bleed of at least 0.25" for more accurate double-sided printing and extend designs to the red bleed lines
- The booklet is spliced into a PDF when saved/exported
- A detailed VRC handout includes screenshots to help you choose the right settings



PERFECT BINDING

- Add a bleed of at least 0.25" for more accurate double-sided printing and extend designs to the red bleed lines
- Due to the binding process, the center gutter needs to be larger or content will be lost
- Increase the center gutter inside margin to accommodate the lost area (File>Document Setup>Margin)
- It is recommended that you don't have designs running across the spread
- A detailed VRC handout includes screenshots to help you order and layout your pages



HELPFUL LINKS

SADDLE-STITCH BINDING

Adobe - Booklet Printing:
<https://tinyurl.com/y2wz4s5f>
Video Tutorial:
<https://tinyurl.com/jbr5sq3>

PERFECT BINDING

Fastbind Elite XT Website:
<https://tinyurl.com/yxftobtc>
Fastbind Elite XT User Manual:
<https://tinyurl.com/y68nnxee>

VRC RESOURCES

VRC Website
https://cas.okstate.edu/departments_of_art/visual_resource_center.html
(Handout links are found at the bottom of this page)

VRC Canvas Page
Log in with your O-Key
(Handouts are found in the "VRC Handouts" module)

Handouts are also available on the VRC

**Always bring a prototype of your project when double-sided printing.



Schedule an appointment using the calendar on our website.

Contact Us

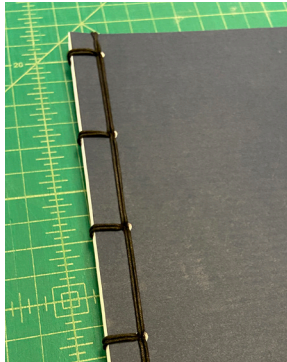
405.744.6017 | osuartvrc@okstate.edu
<https://art.okstate.edu/facilities-resources/visual-resource-center>

BOOK BINDING OPTIONS AND SETUP



JAPANESE-STAB BINDING

- The VRC does not have a handout regarding file setup for Japanese-Stab binding.
- The file setup is similar to perfect binding.
- This style works best when your pages are single sided
- Margins are most important - A large margin is required on the left-hand side of each page to account for the space where the edge will be bound.



SPIRAL BINDING

- The VRC does not have a handout regarding file setup for spiral binding.
- To setup your file for printing, Save as PDF and export as Pages.
- Staples, FedEx, and other print services in town offer spiral binding services.
- You should be able to disregard file setup for spiral binding, as pages should be entirely visible (ex: spiral notebooks)
- Spiral binding requires all of your pages be hole-punched, spiral wiring, and a way to thread the wiring through the pages. This can be done with a specialized machine or manually with pliers and a hole-puncher.



HELPFUL LINKS

JAPANESE-STAB BINDING

YouTube Tutorial:

<https://youtu.be/CX8qOFis9qA>

SPIRAL BINDING

YouTube Tutorial for Spiral Binding without a machine:

<https://youtu.be/W99DY-iHcc>

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