Layout Rubric

Use this rubric as a checklist when creating your layout.
Worth 100 points

Name:_____ Page #_____

_____ All copy fits in columns - snaps to the grid

_____ All copy is placed within the purple border

_____ All headlines, decks, bylines, copy, and captions meet Le Journal specifications

    _____ Body copy is 8.5 pt Minion Pro- do not change to fit
    _____ Captions are 8 pt Minion Pro Bold
    _____ Decks are 10 pt Roboto Bold - complete sentence
    _____ Bylines are 8 pt Roboto Thin, All Caps, Flush Left

_____ No Widows in copy.

_____ Copy lines up at the bottom of story

_____ Headlines fit across the entire story

_____ Decks are only in the first column

_____ Use Swatch colors - ask Editors

_____ All text is spaced 1 pica from adjacent objects

_____ All grays are tints of black

_____ All pictures are at least 314 dpi and attributed with a caption

_____ All pictures are COLOR! and adjusted in levels & Hue/Saturation

_____ All pictures are saved as JPEG

_____ There is a dominant picture on the spread

_____ All text has been checked for typos and paragraph tabs

_____ Layout is appealing through use of pull quotes, drop caps, infographics, etc.

_____ All objects are in a folder titled Issue___page#___student name, for example; Issue3_page3_Long

    _____ Folder includes InDesign file
    _____ Original pictures
    _____ Cropped Photos, 314'd, saved as JPEG and renamed
    _____ Any graphic elements; cartoon, logo, gradient or brush, etc.