



PTSLUG

Port Townsend **S**eriously **L**aidback **U**ser **G**roup

An officially recognized Apple User Group

Fun with Pages

BASICS

Choose a Template

All Templates

Recents

Basic

Reports

Books

Letters

Resumes

Flyers & Posters

Newsletters

Stationery

Certificates

Miscellaneous

My Templates

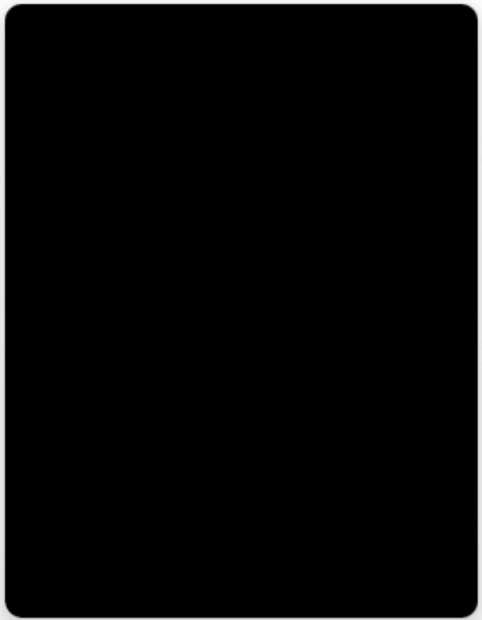
Basic



Blank



Blank Landscape



Blank Black

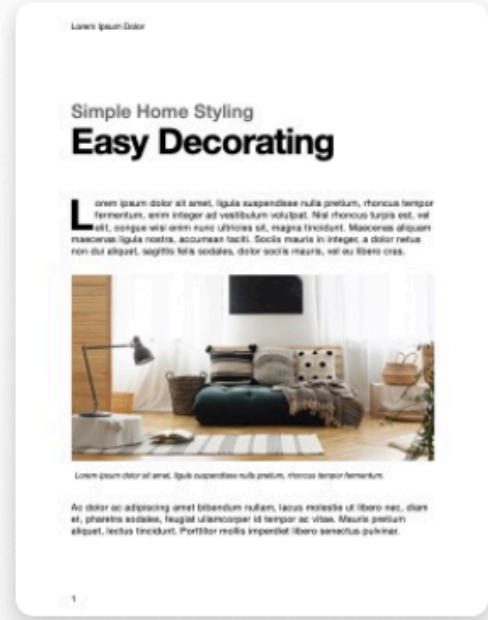


Note Taking

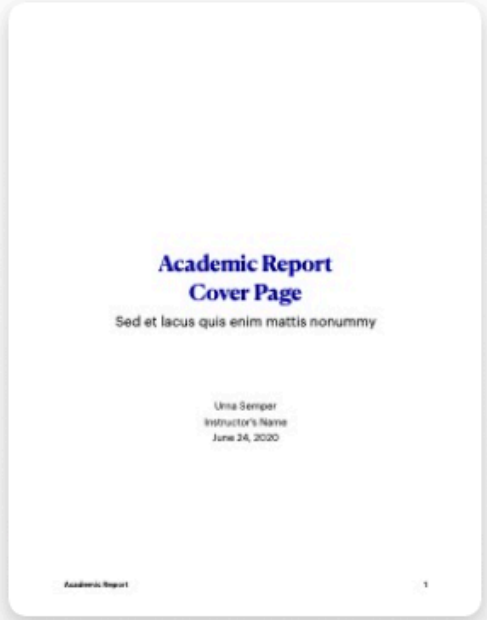
Reports



Essay



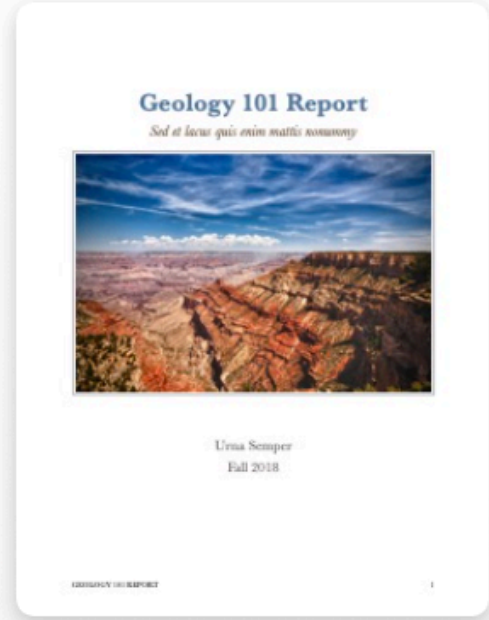
Contemporary Report



Academic Report



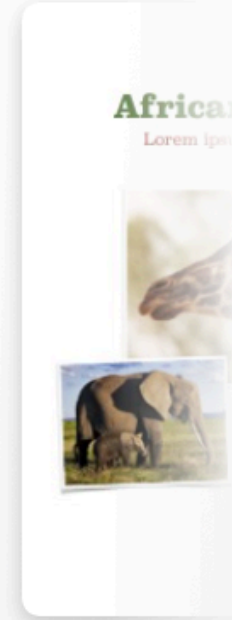
Professional Report



Term Paper



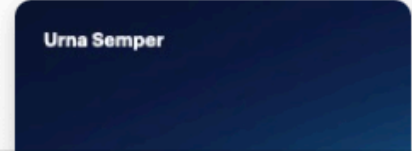
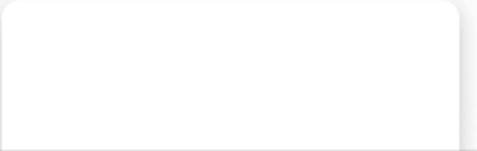
School Report



Visual

Books – Portrait

Content can reflow to accommodate different devices and orientations when exported to EPUB. Best for books containing primarily text.



Cancel

Create

🔴 🟡 🟢
📄 100%
View Zoom

- New... ⌘ N
- Open... ⌘ O
- Open Recent >

- Close ⌘ W
- Save... ⌘ S
- Duplicate ⇧ ⌘ S
- Rename...
- Move To...
- Revert To >
- Export To >
- Publish to Apple Books...

- Mail Merge...

- Convert to Page Layout**

- Reduce File Size...
- Advanced >

- Set Password...


- Save as Template...

- Page Setup... ⇧ ⌘ P
- Print... ⌘ P

📄 **Untitled** — Edited

Insert Table Chart Text Shape Media Comment Collaborate Format Document +

Nothing selected.
Select an object or text to format.



Are you sure you want to convert to a page layout document?

Converting will remove the document body, including body text and inline objects.

Cancel Convert

Text

Body

Style Layout More

Font

Arial

Regular 12 pt

B I U S

Character Styles None

Text Color

Spacing 1.0 - Single

Bullets & Lists None

No Bullets

Indent: 0 in 0 in

Bullet Text

Drop Cap



Untitled — Edited

View 125% Zoom Add Page


Insert Table Chart Text Shape Media Comment Collaborate


Format Document


Untitled



Page

 Page Template
Blank

Background 


No Fill 

Headers & Footers

- Show header and footer
- Match previous page



Page Numbering

Format

1, 2, 3 

Numbering

Continue from previous page

Start at:  

Edit Page Template

View 125% Zoom

- New... ⌘ N
- Open... ⌘ O
- Open Recent >
- Close ⌘ W
- Save ⌘ S
- Duplicate ⇧ ⌘ S
- Rename...
- Move To...
- Revert To >
- Export To >
- Publish to Apple Books...
- Mail Merge...
- Convert to Word Processing
- Reduce File Size...
- Advanced >
- Set Password...
- Save as Template...
- Page Setup... ⇧ ⌘ P**
- Print... ⌘ P

Untitled — Edited

Insert Table Chart Text Shape Media Comment Collaborate Format Document

Untitled

Page

Page Template
Blank

Background

No Fill

Headers & Footers

Show header and footer

Match previous page

Page Numbering

Format

1, 2, 3

Numbering

Continue from previous page

Start at: 1

Edit Page Template

Format For:

Paper Size:

Orientation: Portrait Landscape

Scale:

View Share W

Insert Table Chart

Format For

Paper Size

Orientation

Scale

- 16K 7.68 by 10.62 inches
- A4 8.26 by 11.69 inches
- A5 5.83 by 8.26 inches
- Australia Foolscap 8.11 by 13.26 inches
- Brazil Oficio 8.50 by 13.97 inches
- Envelope #10 4.14 by 9.49 inches
- Envelope B5 6.93 by 9.85 inches
- Envelope C5 6.38 by 9.01 inches
- Envelope DL 4.33 by 8.67 inches
- Envelope Monarch 3.86 by 7.49 inches
- Executive 7.25 by 10.50 inches
- Foolscap 8.50 by 12.99 inches
- Government Legal 7.99 by 12.99 inches
- Government Letter 7.99 by 10.51 inches
- JIS B5 7.17 by 10.12 inches
- Mexico Oficio 8.50 by 13.43 inches
- Oficio 8.50 by 12.51 inches
- Statement 5.50 by 8.50 inches
- US Legal 8.50 by 14.00 inches
- ✓ US Letter 8.50 by 11.00 inches
- 18x24 18.00 by 24.00 inches
- 24x36 24.00 by 36.00 inches
- 2x4 label 8.50 by 11.00 inches

18x24

24x36

2x4 label

Untitled

Paper Size:

Width Height

Non-Printable Area:

User Defined

Top

Left Right

Bottom

18x24

24x36

2x4 label

9x16

Paper Size:

Width Height

Non-Printable Area:

User Defined

Top

Left Right

Bottom

Format For:

Paper Size:

Orientation: Portrait Landscape

Scale:



75% ▾



View

Zoom

Add Page



Insert



Table



Chart



Text



Shape



Media



Comment



Collaborate



Format



Document

Untitled



Page



Page Template
Blank

Background



No Fill



Headers & Footers

Show header and footer

Match previous page

Page Numbering

Format

1, 2, 3



Numbering

Continue from previous page

Start at: 1



Edit Page Template

🔴 🟡 🟢
View 100% Zoom

- New... ⌘ N
- Open... ⌘ O
- Open Recent >
- Close ⌘ W
- Save... ⌘ S
- Duplicate ⇧ ⌘ S
- Rename...
- Move To...
- Revert To >
- Export To >
- Publish to Apple Books...
- Mail Merge...
- Convert to Word Processing
- Reduce File Size...
- Advanced >
- Set Password...
- Save as Template...**
- Page Setup... ⇧ ⌘ P
- Print... ⌘ P

Untitled — Edited


Insert Table Chart Text Shape Media Comment Collaborate

Untitled

Format Document

Page

Page Template **Blank**

Background 

No Fill

Headers & Footers

- Show header and footer
- Match previous page

Page Numbering

Format 1, 2, 3

Numbering

- Continue from previous page
- Start at: 1

Edit Page Template



Untitled — Edited

View 75% Zoom Add Page

Insert Table Chart Text Shape Media Comment Collaborate

Format Document

Page

Page Template Blank

Background

No Fill

Headers & Footers

Show header and footer

Match previous page

Page Numbering

Format

1, 2, 3

Numbering

Continue from previous page

Start at: 1

Edit Page Template

Page

Page Template Blank

Background

No Fill

Color Fill

Gradient Fill

Advanced Gradient Fill

Image Fill

Advanced Image Fill

Page Numbering

Format

1, 2, 3

Numbering

Continue from previous page

Start at: 1

Edit Page Template



Untitled — Edited

View 100% Zoom Add Page

Insert Table Chart Text Shape Media Comment

Collaborate

Format Document

Untitled

Page

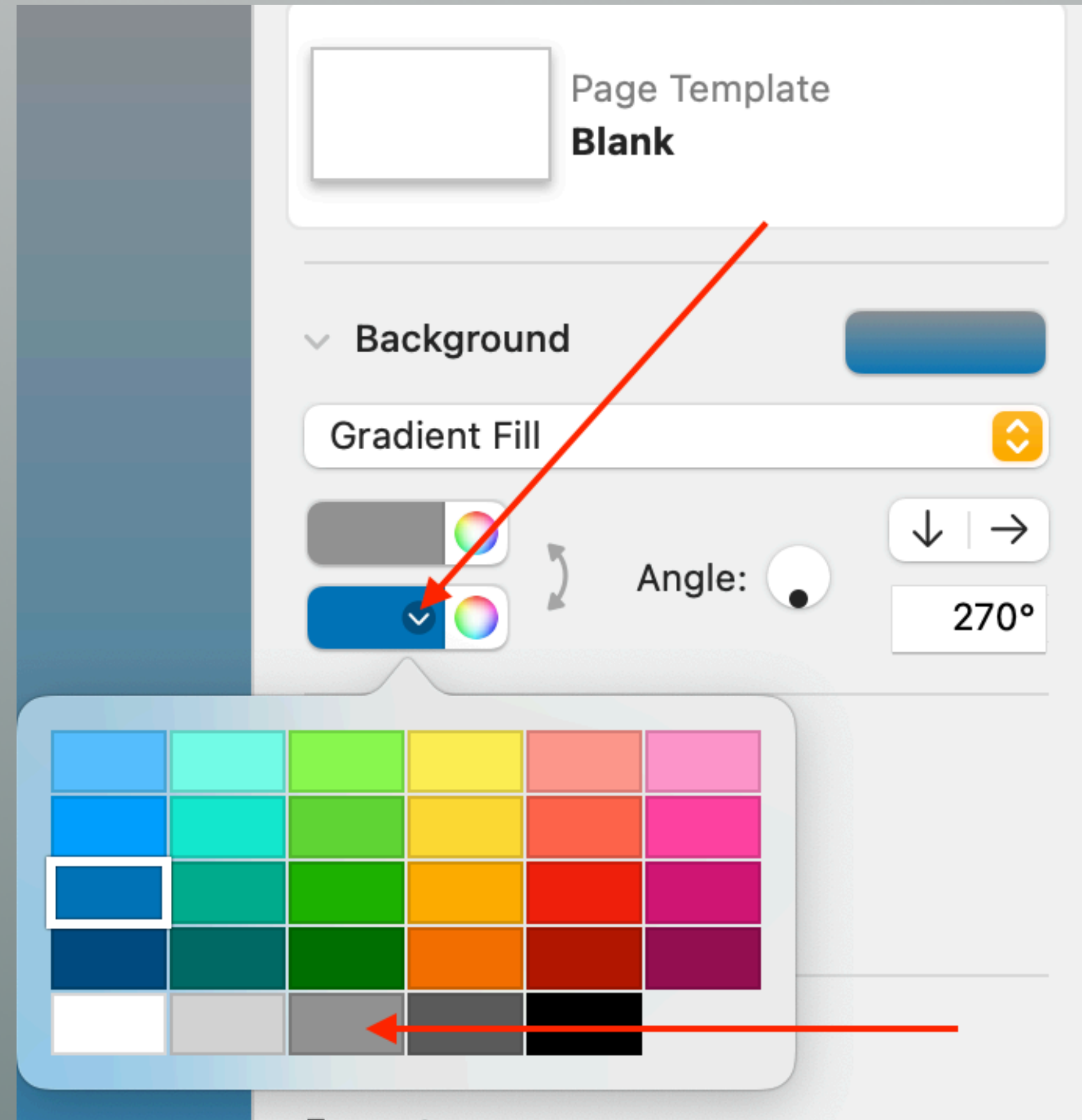
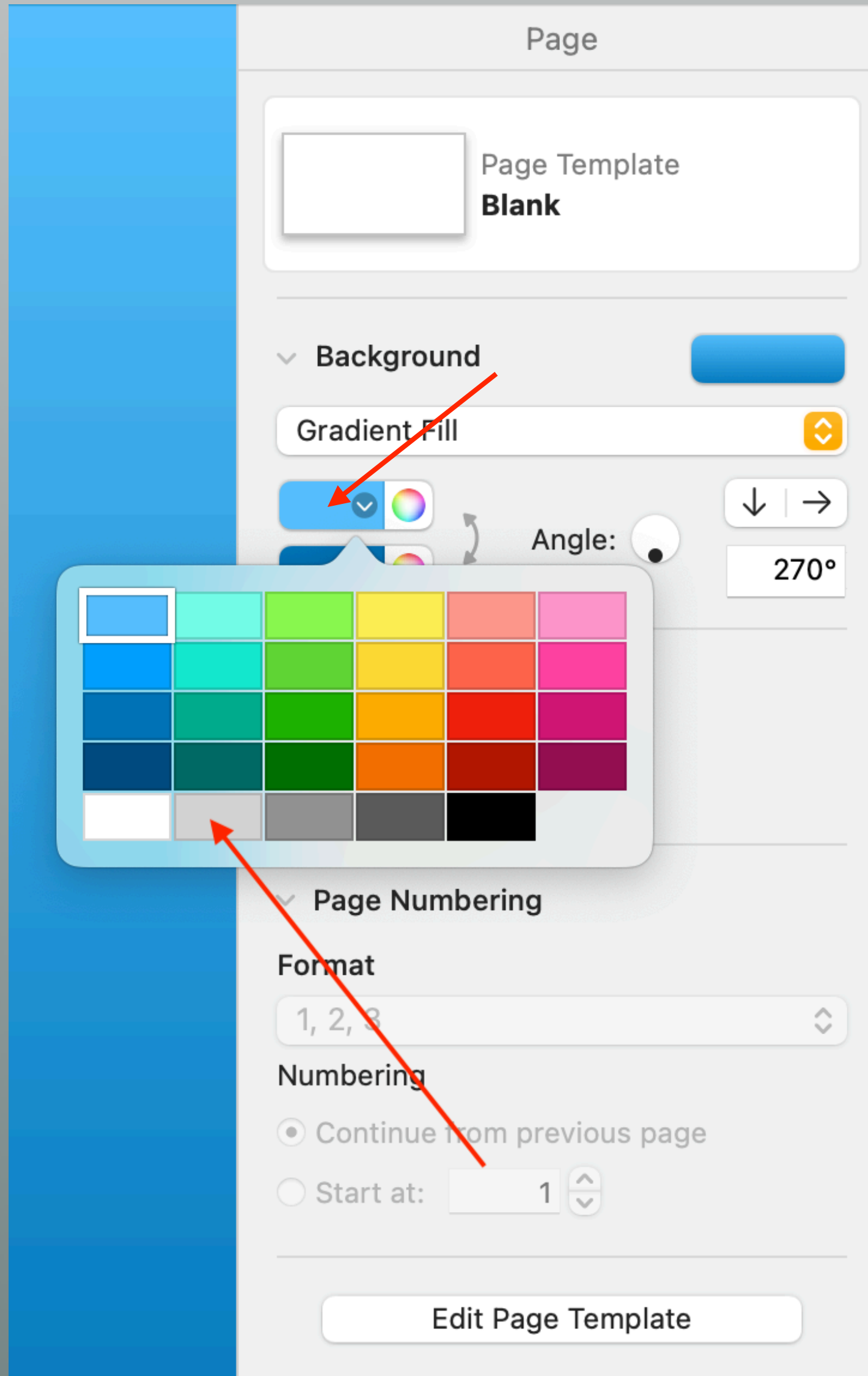
Page Template Blank

Background Gradient Fill Angle: 270°

Headers & Footers Show header and footer Match previous page

Page Numbering Format 1, 2, 3 Numbering Continue from previous page Start at: 1

Edit Page Template



View 100% Zoom

- New... ⌘ N
- Open... ⌘ O
- Open Recent >
- Close ⌘ W
- Save... ⌘ S
- Duplicate ⇧ ⌘ S
- Rename...
- Move To...
- Revert To >
- Export To >
- Publish to Apple Books...
- Mail Merge...
- Convert to Word Processing
- Reduce File Size...
- Advanced >
- Set Password...
- Save as Template...**
- Page Setup... ⇧ ⌘ P
- Print... ⌘ P

Untitled — Edited

Insert Table Chart Text Shape Media Comment Collaborate

Format Document

Page

Page Template **Blank**

Background

Gradient Fill

Angle: 270°

Headers & Footers

- Show header and footer
- Match previous page

Page Numbering

Format: 1, 2, 3

Numbering

- Continue from previous page
- Start at: 1

Edit Page Template



All Templates

Recents

Basic

Reports

Books

Letters

Resumes

Flyers & Posters

Newsletters

Stationery

Certificates

Miscellaneous

My Templates

Choose a Template



Technical Certificate



Classic Certificate



Kids Certificate

Miscellaneous



Invoice



Elegant Brochure

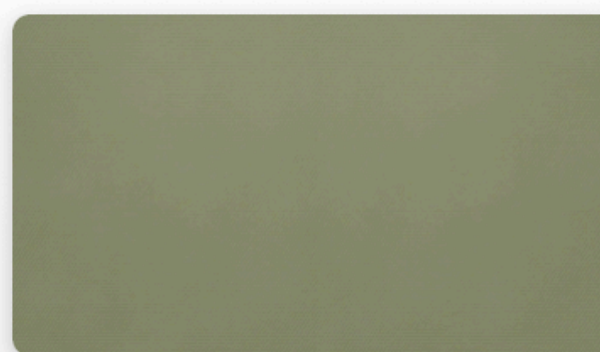


Museum Brochure

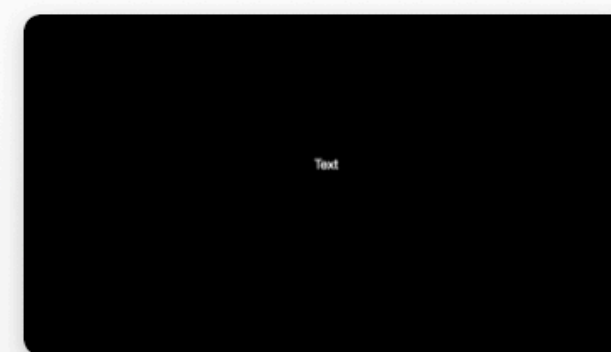
My Templates



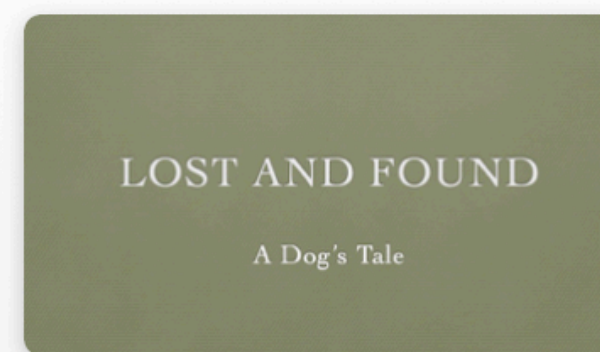
Untitled 3



Untitled 3 2



Untitled 4



Untitled 5



Untitled 6

Cancel

Create

Pages File Edit Insert Format Arrange View Share Window Help

My Templates

- Blank Black
- Blank Cover
- Blank Green Screen
- Blank Grey**
- Blank Horiz
- Blank Page Layout
- Blank Tabloid
- Blank Tan
- Blank Taupe
- Blank Teal
- BUSINESS CARD
- Card 2 side Horiz
- Card 2 side Vert
- Card Horiz
- Envelope

Cancel Create

Pages File Edit Insert Format Arrange

100% View Zoom

- New... ⌘ N
- Open... ⌘ O
- Open Recent >
- Close ⌘ W
- Save... ⌘ S
- Duplicate ⇧ ⌘ S
- Rename...
- Move To...
- Revert To >
- Export To >
- Publish to Apple Books...
- Mail Merge...
- Convert to Word Processing
- Reduce File Size... Advanced >
- Set Password...
- Save as Template...
- Page Setup... ⇧ ⌘ P
- Print... ⌘ P

- All Templates
- Recents
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- Reports
- Books
- Letters
- Resumes
- Flyers & Posters
- Newsletters
- Stationery
- Certificates
- Miscellaneous
- My Templates**



New Bike

Page

Page Template **Blank**

Background Gradient Fill Angle: 270°

Headers & Footers Show header and footer Match previous page

Page Numbering Format 1, 2, 3 Numbering Continue from previous page Start at: 1

Edit Page Template



New Bike

Style | Image | Arrange

Image Styles

- Border ▾
- No Border ▾
- Shadow ▾
- No Shadow ▾
- Reflection
- Opacity ▾ 100% ▾
- Title ▾ Top ▾
- Caption



File Info

BeeBee Bike.jpeg

Replace

Edit Mask

Instant Alpha

Adjustments

Exposure 0%

Saturation 0%

Enhance



Reset

Description

Empty text box for description

New Bike



New Bike

Style | Image | **Arrange**

Text Wrap

None

Text Fit Spacing Alpha

Back Front Backward Forward

Align Distribute

Size

8.33 in 4.69 in
Width Height

Constrain proportions

Original Size

Position

2.1 in 0.85 in
X Y

Rotate

0° Angle Flip

Lock Unlock

Group Ungroup



New Bike

Style | Text | Arrange

Text Text Text

Text Text Text

Shape Styles

Fill: No Fill

Border: No Border

Shadow: No Shadow

Reflection:

Opacity: 100%

Title: Top

Caption:



New Bike

Style **Text** Arrange

Body* Update

Style Layout More

Font

Arial

Regular 43 pt

B I U S

Character Styles None

Text Color

Text Alignment: Left, Center, Right, Justified

Text Indent: Up, None, Down

Spacing: 1.0 - Single

Bullets & Lists: None

No Bullets

Indent: 0 in (Bullet), 0 in (Text)



View 100% Zoom Add Page

Insert Table Chart Text Shape Media Comment

Collaborate Format Document



New Bike

Style | Text | **Arrange**

Text Wrap: None

Text Fit Spacing Alpha

Back Front Backward Forward

Align Distribute

Size: 2.67 in Width, 1.01 in Height, Constrain proportions

Position: 4.93 in X, 6.79 in Y

Rotate: 0° Angle, Flip

Lock Unlock

Group Ungroup