


Page layout

The page layout is a simple and intuitive tool for creating a print template for PDF output. It can be accessed via the side browser button .

Displaying default layout

In the left side panel, the “Page Layout” section lists your templates.

On the right part, tabs allow you to customize the selected template.

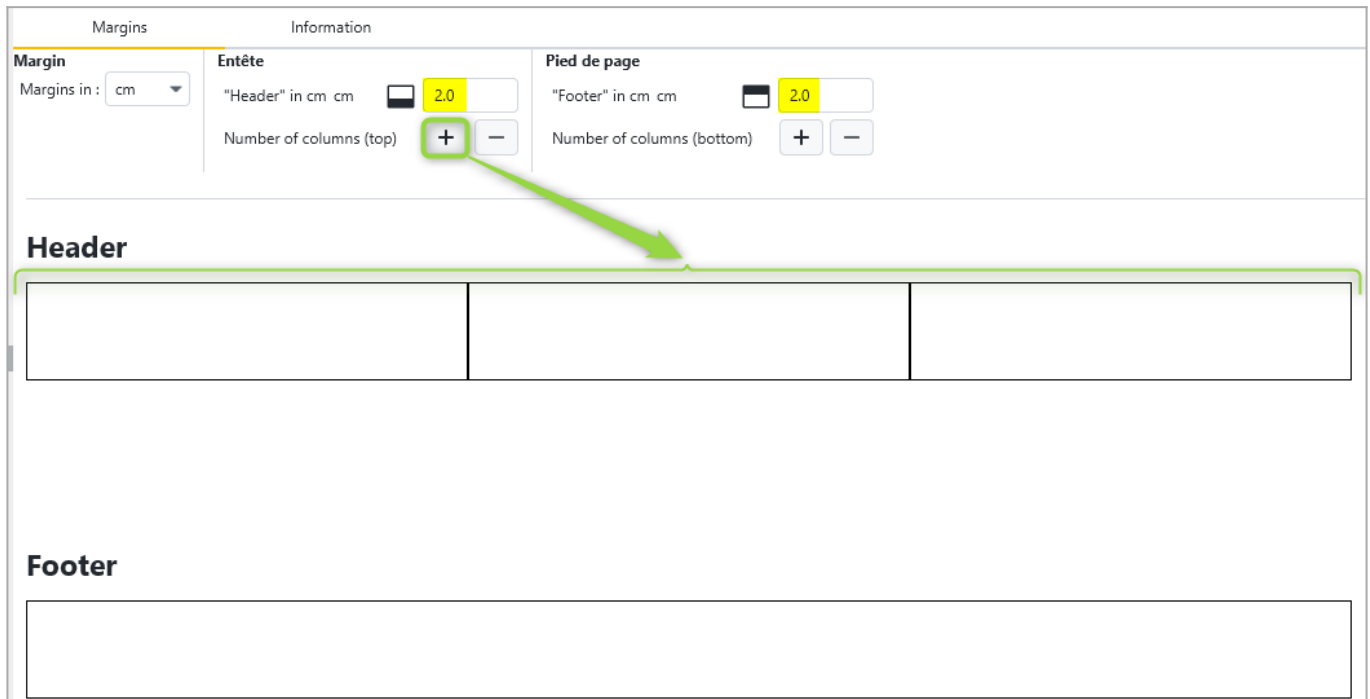
Margins tab

Margin adjustment allows you to include different elements on the deliverables, depending on your needs. It is also possible to create columns in the header and footer.

Adjusting margins for later insertion of deliverables information

In order to leave space for inserting various information, margins of 2 cm can be defined at the top and bottom.

Using the add columns button, three columns can also be created in the header:



The screenshot displays the 'Margins' tab with the following settings:

- Margins:** Margins in: cm
- Entête (Header):** "Header" in cm cm: 2.0; Number of columns (top): 3
- Pied de page (Footer):** "Footer" in cm cm: 2.0; Number of columns (bottom): 1

The header area is divided into three columns, and the footer area is a single wide box.

Informations tab

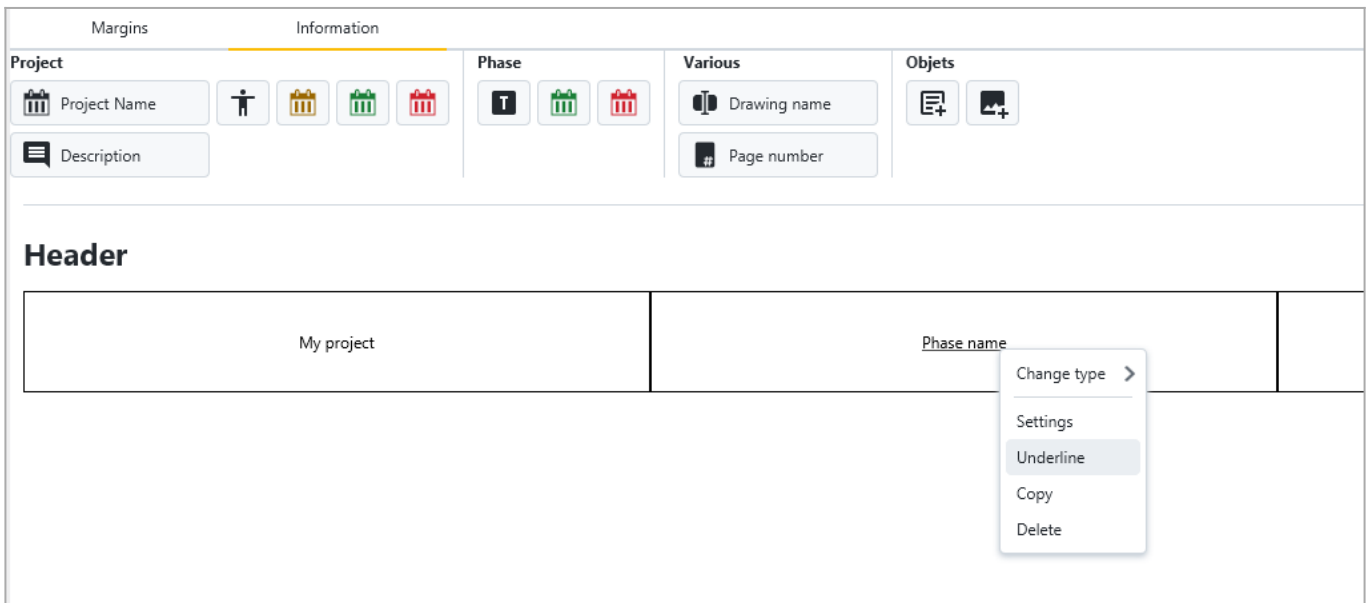
This tab allows you to insert on the pages various information relating to the:

- Project: Name, Description, Person in charge, Start and end dates.
- Phase: Name, Start and End Dates.
- Board: Drawing name, and Page Number in the deliverable.
- Deliverable: Current date (of edition).

It is also possible to insert free text and images.

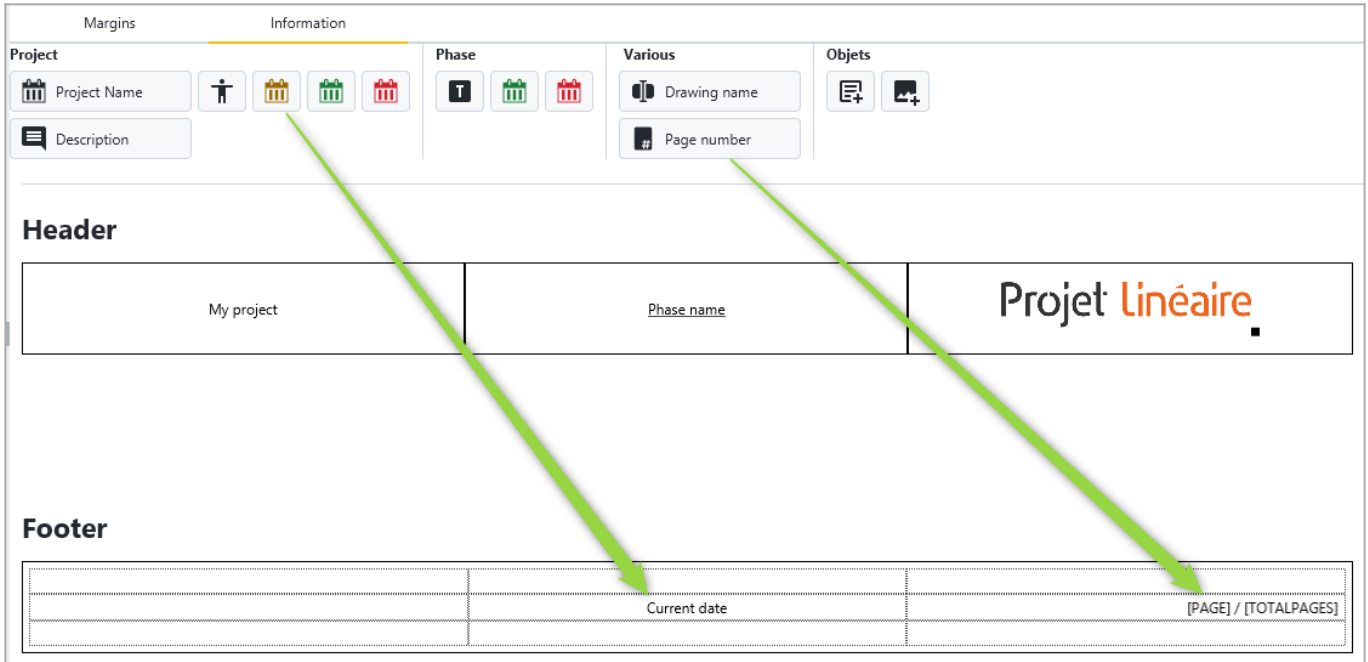
Example of inserting project and phase names, and page number

By means of a simple drag and drop, the fields “Project name”, “Phase name”, “Current date” and “Page number” will be integrated here in the upper and lower margins. For each field, right-clicking on the text allows you to customise the font, size and colour via the “Settings” option:



The screenshot displays the software interface with a top navigation bar containing 'Margins' and 'Information' tabs. Below this, there are several panels: 'Project' (with 'Project Name' and 'Description' fields), 'Phase' (with date selection icons), 'Various' (with 'Drawing name' and 'Page number' fields), and 'Objets' (with drawing icons). The main area is titled 'Header' and contains a table with three columns. The first column contains the text 'My project', and the second column contains the text 'Phase name'. A right-click context menu is open over the 'Phase name' text, showing options: 'Change type >', 'Settings', 'Underline', 'Copy', and 'Delete'.

Note that the alignment is automatic in each of the 9 cells:



Inserting an image



To add an image, proceed on the drag and drop principle to bring the button to the desired location, open a dialog window and search the image file.