


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.

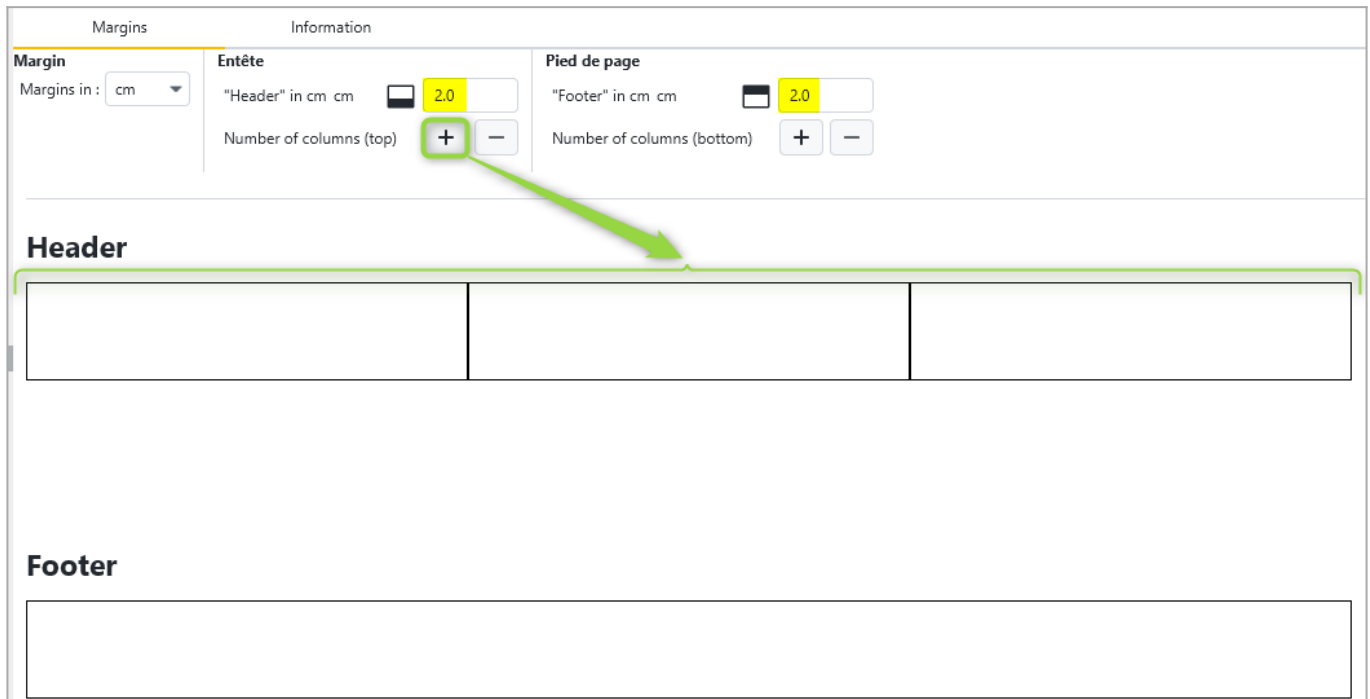
Margins tab

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 of the Page Layout tool. It is divided into two sections: 'Margins' and 'Information'.
In the 'Margins' section, there are two input fields for margins in centimeters, both set to 2.0. The first is for the 'Header' and the second is for the 'Footer'. Below these are two sets of '+' and '-' buttons to adjust the number of columns for the header and footer respectively.
The 'Information' section shows a preview of the header and footer. The header is a horizontal bar divided into three columns, with a green arrow pointing to the right side of the bar. The footer is a single wide box below the header.

Informations tab

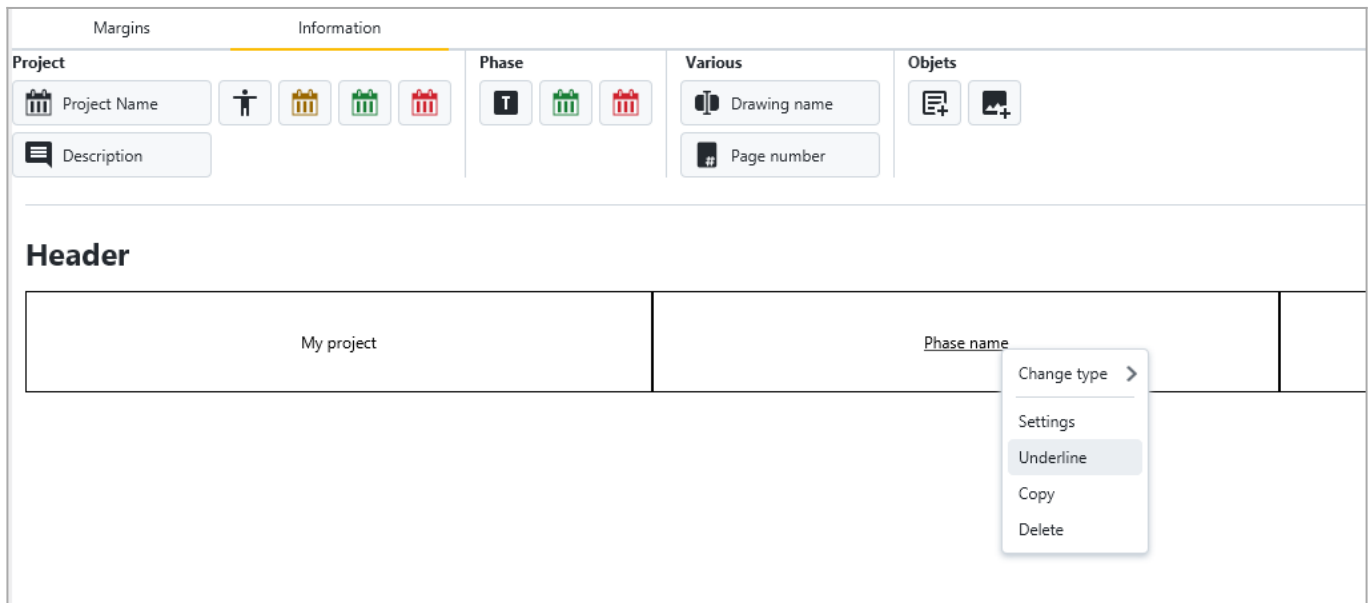
This tab allows you to insert on the pages various information relating to the:

- 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.

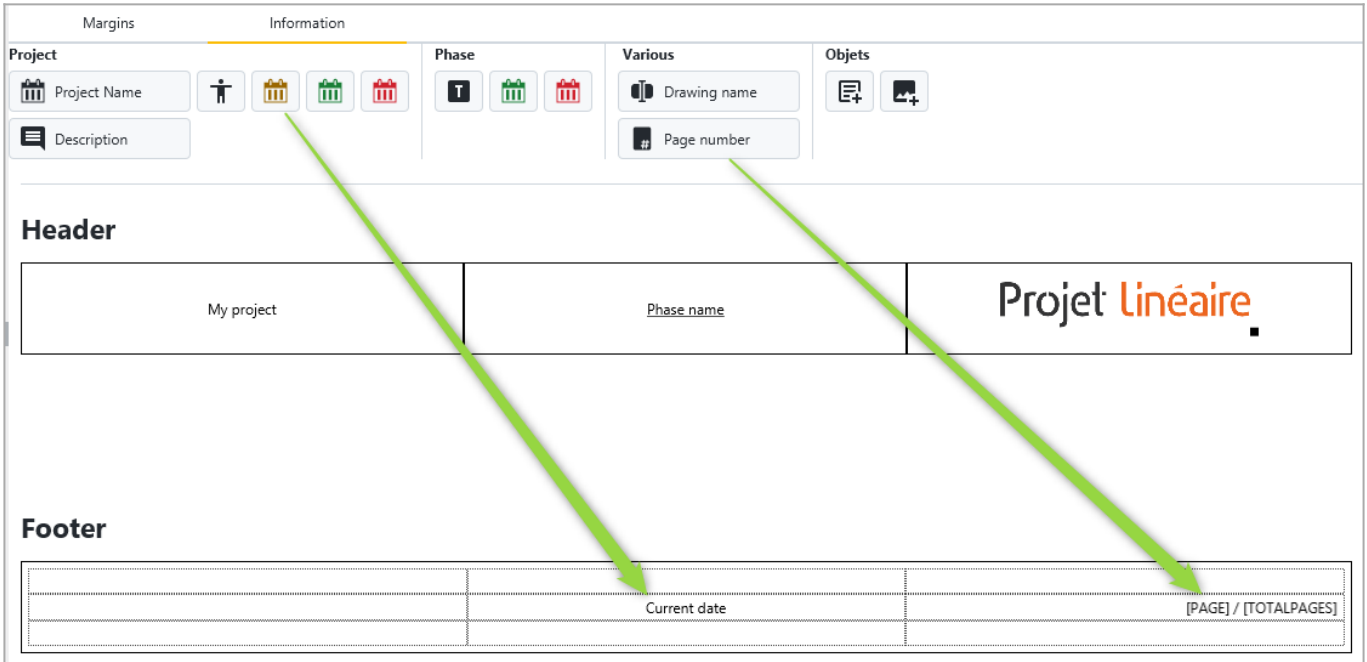
Example of inserting project and phase names, and page number

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 shows the software interface with a header section. The header is divided into two columns: "My project" and "Phase name". A context menu is open over the "Phase name" cell, showing options: "Change type", "Settings", "Underline", "Copy", and "Delete".

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

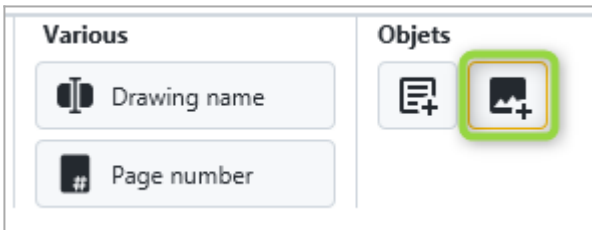


The screenshot shows the software interface with the following components:

- Margins:** Information tab selected.
- Project:** Project Name, Description, and icons for user, calendar, and list.
- Phase:** Calendar and list icons.
- Various:** Drawing name, Page number, and icons for list and image.
- Objets:** List and image icons.
- Header:** My project, Phase name, and **Projet Linéaire**.
- Footer:** Current date and [PAGE] / [TOTALPAGES].

Green arrows indicate the mapping: 'Project Name' points to 'My project', 'Page number' points to '[PAGE] / [TOTALPAGES]', and the 'Information' tab points to the 'My project' field.

Inserting an image



The 'Objets' tab is shown with the image insertion icon (a square with a plus sign and a small image) highlighted with a green box.

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.