



## Chapter 2

### Let's Prepare a Newspaper

How many attractive and well-designed publications do we get to read every day! Check out the newspapers, periodicals and books that are available in the 'reading corner' of your school and library. Have you noticed the features of the arrangement of content in these?

News magazines and books which are published with excellent designs communicate with readers clearly. What makes each publication better is its visual beauty along with the quality of its content. With the advent of technology, we have developed new techniques and possibilities to make and improve the design of pages attractive.

Effective communication is the core of a page design. Newspapers and publishers have developed their own design style to make the content attractive.

Have you too come across the situations of page design ? We may require tools and techniques related to page design while preparing school newspaper to share the school news and reports and also while preparing digital magazines.



**"Well designed pages  
are like an artwork.  
They keep on talking  
to us."**

# A newspaper for School

Look at Fig 2.1. The image shows the sample of the front page of a school newspaper published by a school in Idukki district. What are the features of its design?



Fig 2.1 School Newspaper- Model

- Large heading.
- Excellent arrangement of news.
- Content divided into columns.
- .....

When designing newspapers or magazines, factors such as the images, fonts, headings, colours, captions, arrangement of letters and use of blank spaces play a crucial role in making the pages visually appealing. In earlier classes, we learned how to

create documents using LibreOffice Writer. However, specialized Desktop Publishing (DTP) software is used to design pages for publication and to prepare multi-page documents. The process of designing and publishing newspapers, magazines, books, etc., using such software is known as Desktop Publishing.

Now, let's try creating a school newspaper, as shown in Figure 2.1, using a DTP software called Scribus, which is available on our computers.

### Desktop Publishing (DTP)

Desktop Publishing (DTP) is a method of preparing and printing pages using various designing software on a computer. In the past, the process of publishing a book involved multiple stages, with different professionals (such as typists, graphic designers, copywriters, typesetters, and printers) working on separate tasks. With the advent of DTP, these steps can now be completed quickly by one person or a team of experts, all working at the same location using graphics-based computers.

Scribus is a popular open-source desktop publishing software used for designing magazines, books, and newspaper pages. Many well-known Malayalam newspapers today use Scribus to design their pages. Other notable DTP software includes LaTeX, Adobe InDesign, Microsoft Publisher and QuarkXPress.



### To the Page Design ...

Look at Fig 2.1. The model of the first page of the newspaper we are going to create is shown here. What are the key features of this page?

The design of the front page is crucial in a newspaper layout because it acts as the "window" to the newspaper and showcases the most important news. The design style of the front page must be eye-catching and impactful. This page presents only brief snippets of information and images, without detailing the full news stories. Hints about the content in the inner pages are also provided here.

The design of such a page can be completed through various steps.

This is done by predetermining the page settings of the document we intend to print, in DTP software like Scribus.

Here we are going to prepare a document containing two pages. Open Scribus and start a new document for our newspaper after setting the necessary page configurations.

### Prepare Content

Collect news, images, cartoons etc., for preparing your school newspaper and save them to the computer.

### To Start a New Document in Scribus

- Open Scribus and select suitable Page Layout (here single page) from the **New Document** window.
- Select various settings like *page size, number of pages, orientation, margin* etc. from here.
- Then enter **OK**.

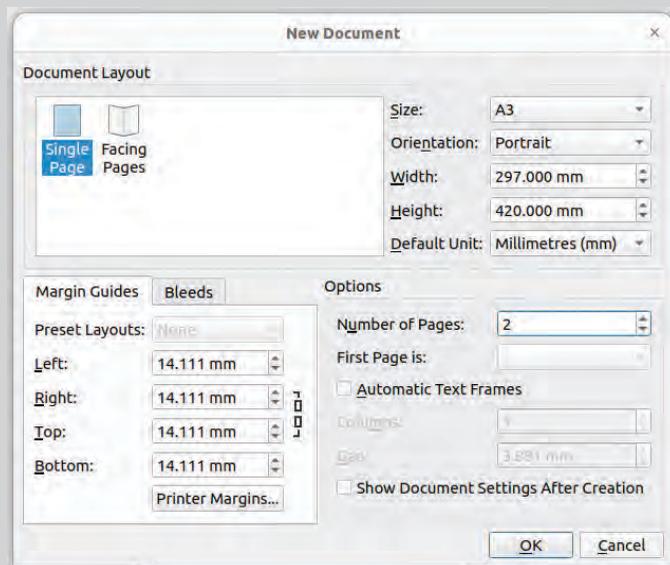


Fig 2.2 Scribus New Document Window

Have you opened a new document in Scribus ?

Look at the Scribus window that is now open. Check the tools and facilities for page design in this window. Take a look at Fig 2.3 for assistance.

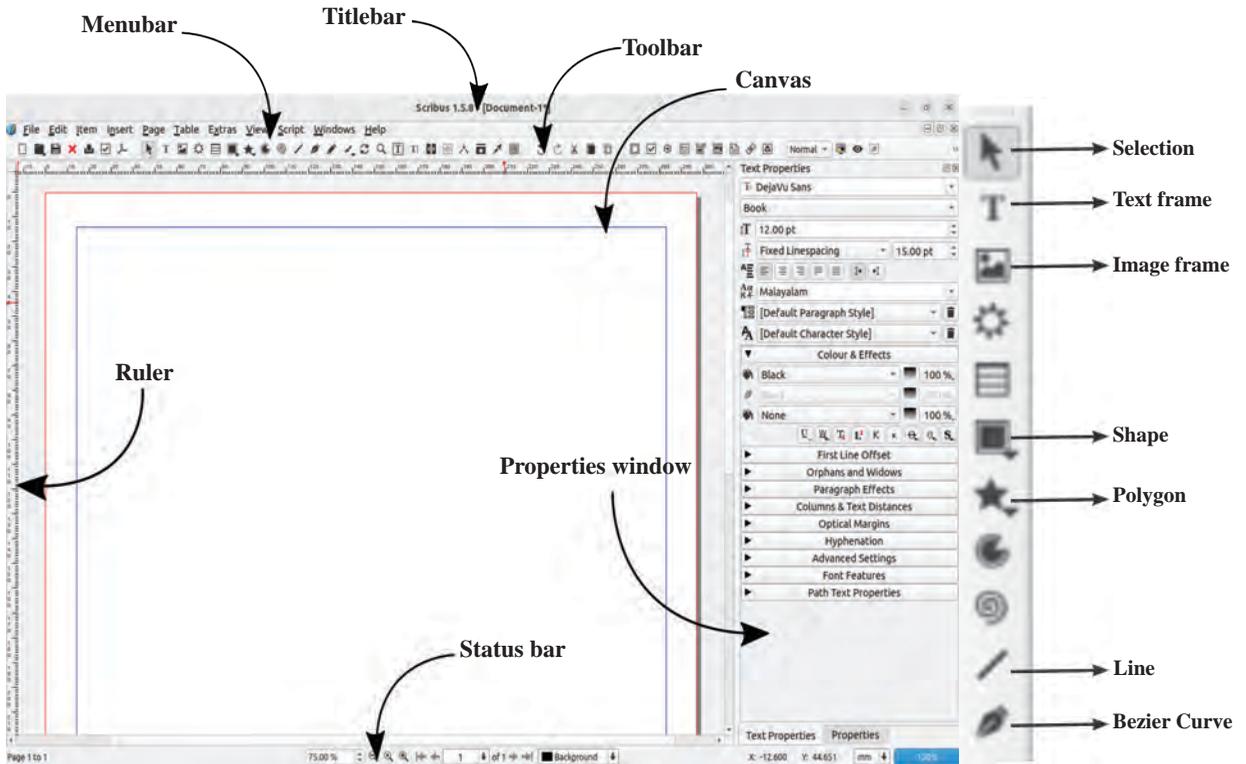


Fig 2.3 Scribus window

Fig 2.4 Tools in Scribus

### Let's prepare a banner

Have you familiarised with the tools and facilities in Scribus.

Look at the Fig 2.5. As part of page designing we shall prepare a banner shape as in the model first.



Fig 2.5 Banner Model

We can use different types of shapes in page designing to communicate the idea clearly. Shapes help us determine the importance of the content and arrange the content on the page in a way that grabs the reader's attention.

Create a banner for the front page of your school newspaper in Scribus using shapes like the one in Figure 2.5. The **Shape** tool can be used for this.

## To Prepare Shapes in Scribus

- Select the **Shape** tool from the toolbar and draw a square on the canvas (Fig 2.6).
- The dimensions are displayed at xyz at the top of the **Properties** part of the drawing. Enter the required dimensions here.

(Height : 28 mm, X-Pos :14,

(Y-Pos : 83, Width :145)

## Properties Window

Additional techniques related to the arrangement of objects included in a page in Scribus are available in its **Properties** window. You will see separate properties windows for objects and texts. These windows can be seen from the **Windows** menu or from the menu obtained when right-clicked on the object.

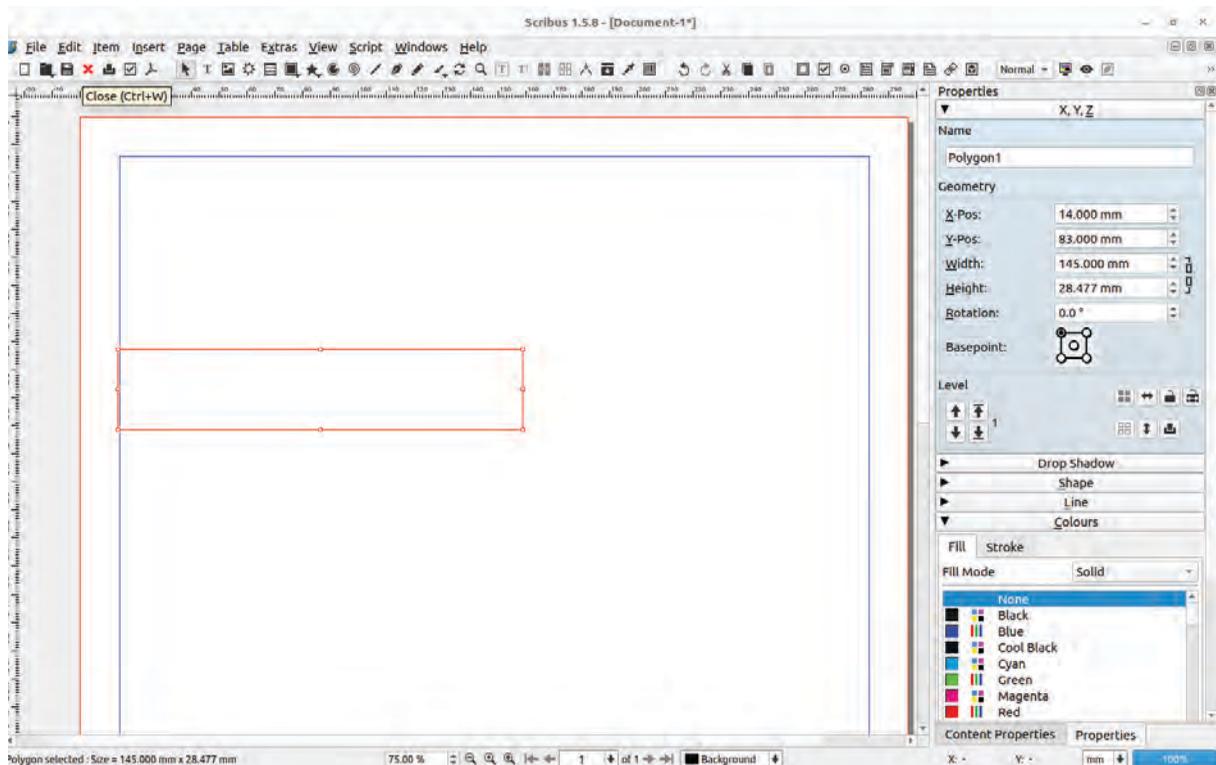


Fig 2.6 Shape Drawn Using Shape tool

## Colour the Square

We have already understood that the choice and combination of colours play a crucial role in graphic design. Colours are equally important in page design when using graphics, as they can effectively draw the viewer's attention.

Examine the newspapers and periodicals available in your school to observe the types of colours used in them.

Now, let's proceed to colour the square we have drawn (Fig 2.7).

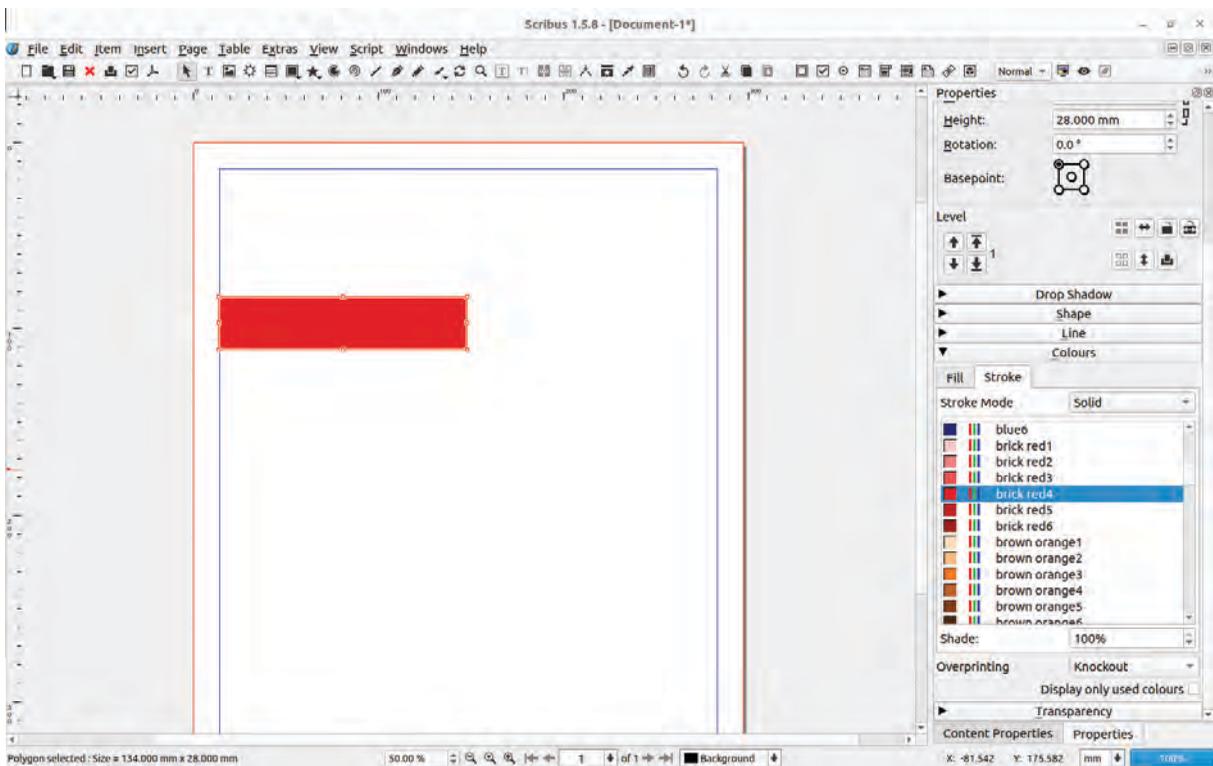


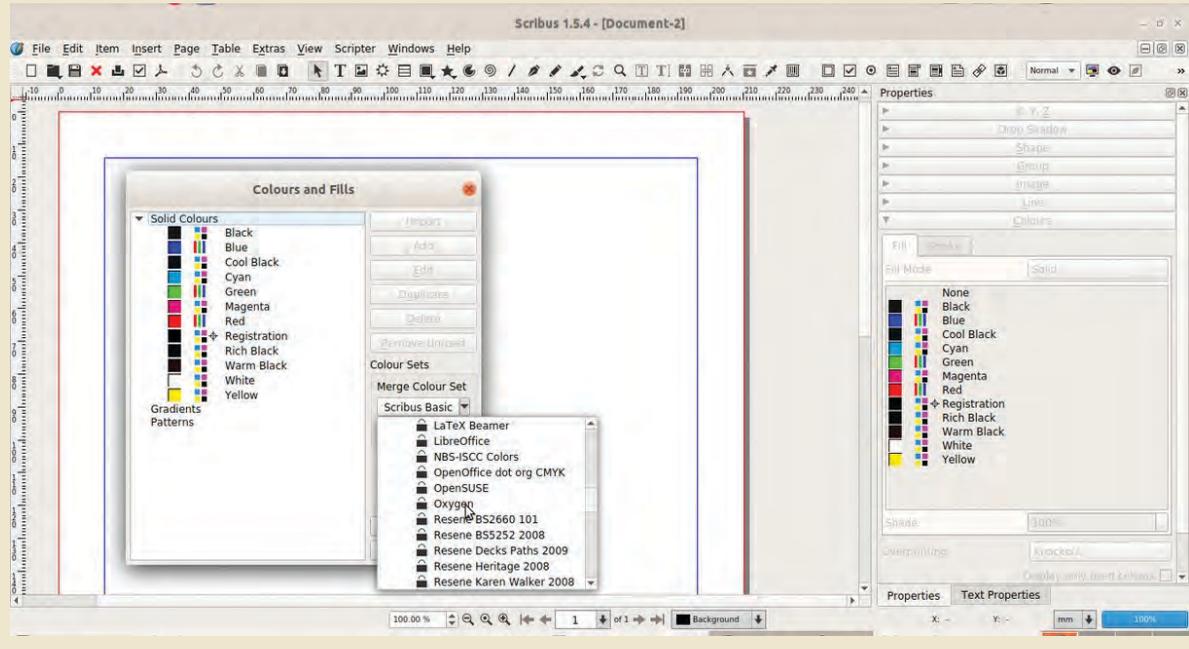
Fig 2.7 Coloured Shape

### To Give Colour to Object in Scribus

- After selecting the rectangle, open the tab **Colours** from the **Properties** window.
- Select the required colour in the **Fill mode** from **Fill**.
- Select **None** in the **Stroke** tab as there is no need of stroke colour here.

## Colour Palette in Scribus

In Scribus, there are three different methods to colour a shape namely Solid, Gradient, Hatch. Only limited number of colours will be displayed by default in the Colour Palette of the **Properties** window. Click on the **Colours and Fills** from **Edit** menu in order to get more colours. We can see the options for adding and removing colour here. In the **Merge Colour Set** seen here select **Oxygen** instead of **Scribus Basic** and click **OK**. What change has occurred in the Colour Palette?



## Adjust the Shape of the Figure

Observe the shape of the rectangle of the model of the banner (Fig 2.5). How can we change the shape of the rectangle we have drawn? Let's do this activity.

We can change the shape of the figure drawn in Scribus in various ways. Node Editing is a technique for that.

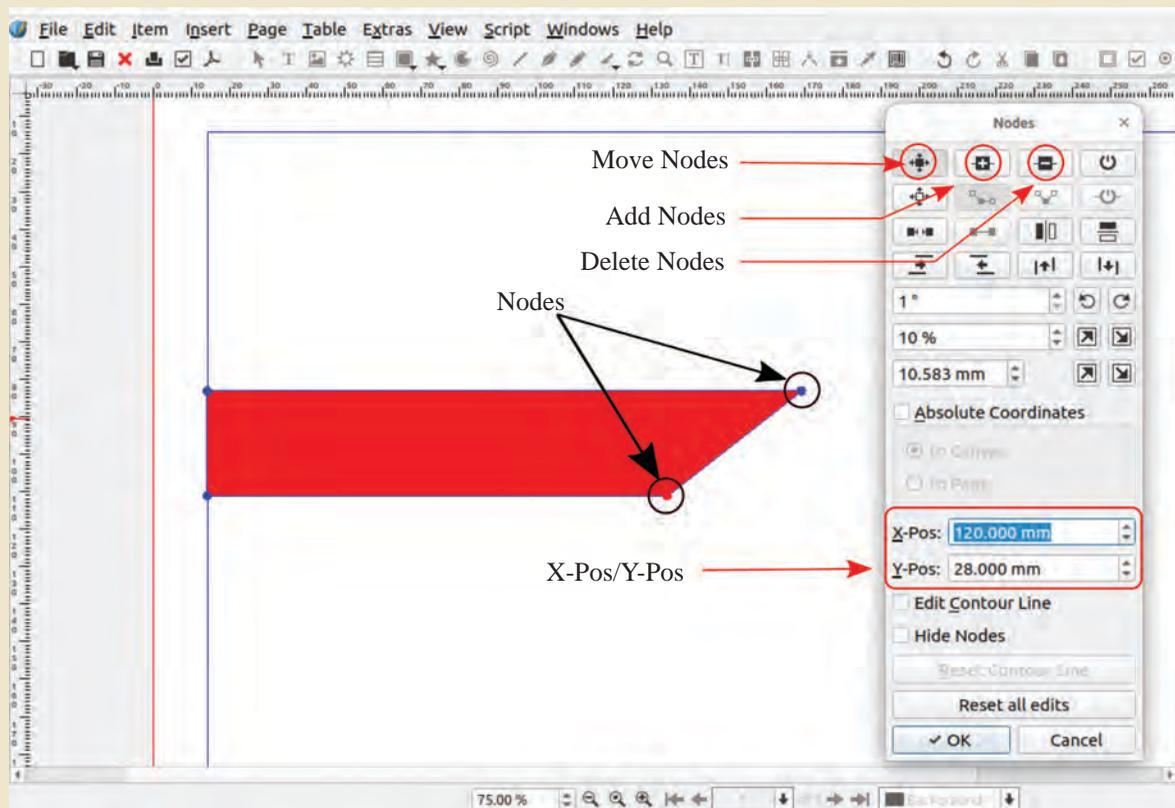


Fig 2.8 When the Shape of the Figure is Changed

## Node Editing in Scribus

We know how to change the shape of figures using **Edit paths by nodes** in Inkscape software. Such an option to change the shape of figures using Node Editing is available in Scribus also.

In Scribus, the **Node Editing** window will be displayed when double clicked on an object for editing its Path. We can change the nodes, add new nodes or delete a node as needed.



### To Change the Dimension of the Shape

- Double click on the drawn Shape and open the **Node Editing** window.
- Change the value in the **X-Pos** box in the Node window after clicking on the right bottom corner of the Shape.

If we make a small change in the size of the prepared shape using the Node Editing technique, we will get the new shape as shown in Fig 2.8. The width of the current shape is 145 mm. Change the width of its bottom side to 120mm instead of 145mm.

With this, we can see that the position of the selected node has been shifted slightly to left and the width of the rectangle in this side has been slightly reduced. Now we get the desired shape (Fig 2.9).

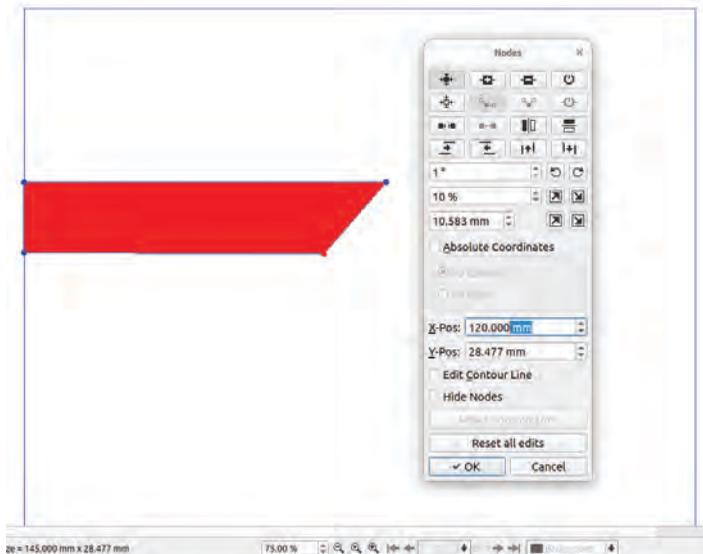


Fig 2.9 Node Editing Window

Now, take a copy of this shape in order to prepare the black coloured shape seen on the right side. Remember that you have to flip it to get the new shape.

### To Prepare the Black Coloured Shape

- Select the first shape and copy it by clicking **Item** → **Duplicate/Transform** → **Duplicate**.
- Give black colour to the copied shape.
- After that, click **Flip horizontally** under **X,Y,Z** → **Level** in **Properties** (Fig 2.10)
- Then, adjust the image as shown in Fig 2.11 using **Flip vertically** in the same window.
- Arrow keys on the keyboard can be used to adjust the two shapes accurately.

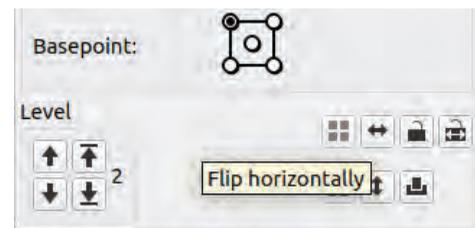


Fig 2.10 Level Window



Fig 2.11 Shape Obtained When Flipped

## Apply Shadow to Object

The background of the banner has been created. If we give shadow to the shape prepared now, it will make the banner more attractive.

We can give shadow to the objects using **Drop Shadow** option in Scribus.

Give Shadow to the object you have prepared now. (Fig 2.12).

### To Arrange the Shadow

- After selecting the object to which shadow has to be given, click on the **Drop Shadow** tab in the **Properties** window.
- Put a tick (✓) mark in the check box of **Has Drop Shadow** in the window that appears now.

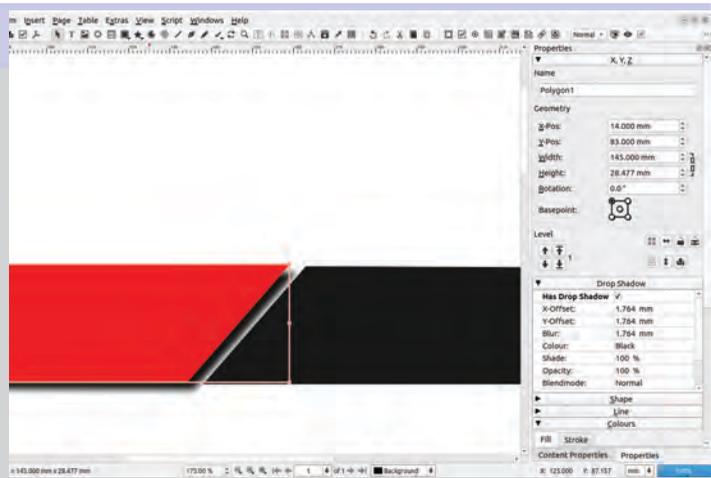


Fig 2.12 Image Giving Shadow

Have you finished giving shadow? Click on the **Preview Mode** icon in the toolbar to see what our design looks like. (Fig 2.13)



Fig 2.13 Preview Mode icon

Don't forget to save the work done so far (**File** → **Save**).

## Let's Give Title

The title of the newspaper is very important. A good header makes a document more distinctive and attractive.

Text frames are required to include and format sentences in Scribus. The text could be added only in text frames. The **Text frame** (T) tool is the option for adding text to a page in Scribus.

Let's prepare an attractive title for our newspaper using **Text frame**.

## To Include Text in Scribus

- Select **Text frame** tool from the Toolbar. (This option is also available in **Insert** menu).
- Add **frame** by dragging in the canvas.

- Select required Font from the **Text Properties** window (Fig 2.14)

(In order to get Malayalam select Unicode Malayalam fonts)

- Click inside the **Text frame** and type the heading.
- Adjust the font size.

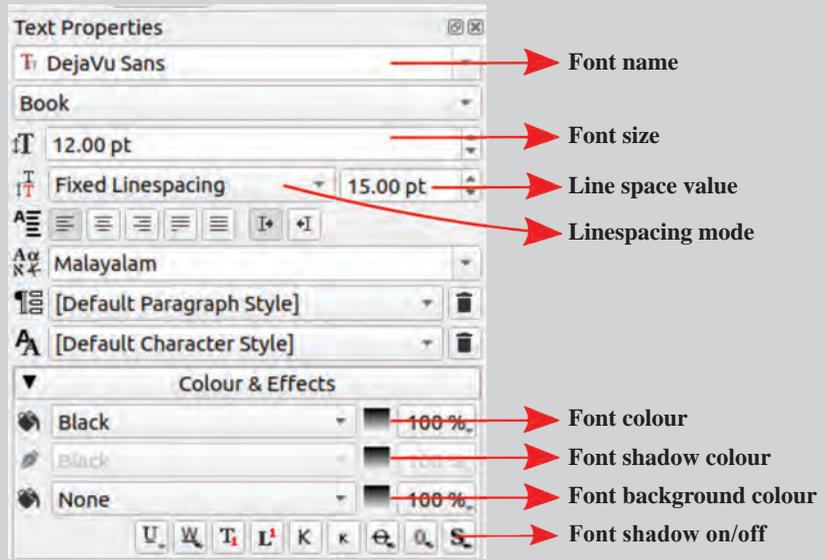


Fig 2.14 Text Properties Window

## Let's Make the Title Attractive

It is possible to give a required colour to the title using **Colour & Effects** from the **Text Properties** window. Try giving different colours to the title of your newspaper and make it attractive.

What are the different options available in the **Text Properties** window for making the characters more attractive ? Complete the list given below.

- Colour & Effects
- .....
- .....
- .....

## While Adjusting the Font Size of the Characters

If the font size of the characters included in the page is larger than the size of the Text frames, then adjust the size by dragging the nodes available at the corners of the text frame.

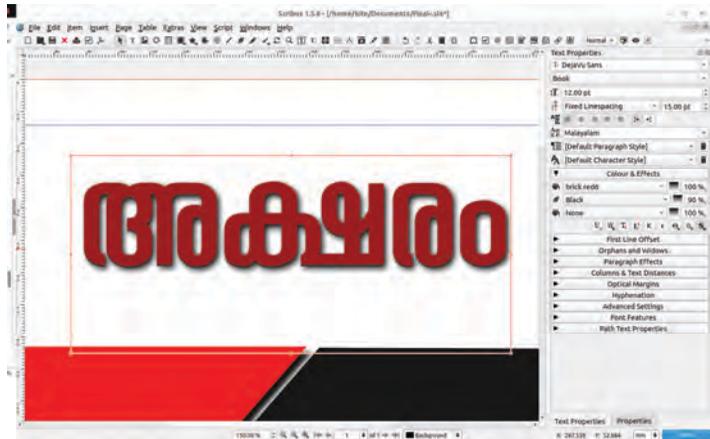


Fig 2.15 Title of the newspaper

### Adjust the Line space

**Automatic Line spacing** can be used to adjust the spaces between the lines of the text.

To adjust the space between the words, select the whole content and apply **Justify** from the **Alignment** settings in **Text Properties** window.

Can you see a shadow of the title given in the figure 2.15 ? Give shadow to the title you have included as well.

### Include Subtitles

Refer to Fig 2.16. The name of the school is added below the title as a subtitle, and the publication date of the newspaper is placed on the left side. Include similar elements in your page as required.



Fig 2.16 Subtitle Added to the Page

On the sample page (Figure 2.16), the email address is placed between two lines below the name of the school. Lines can be added in this way using the **Line Tool** in Scribus

## To Include Lines

- Select **Line** tool from the Toolbar.
- Press the **Ctrl Key** in the keyboard, click on the starting point of the line and drag in straight.
- More lines can be added by taking copies of this line.

Complete the design shown in Figure 2.16 by adding lines using the Line tool and including the necessary text.

## Include Images

A publication's first interaction with its readers is through the front page. Therefore, the selection of the content on the front page is very important.

We have recognized the importance of images in effectively communicating ideas. A powerful front-page image can capture the reader's attention and convey the message quickly.

How are images added to a page in Scribus?

You may have stored images on your computer that need to be included in your newspaper. Additionally, you can use the images available in the **School\_Resources** folder.

## To Include Image in a Page

- Select the **Image frame** from the toolbar.
- Then click and drag to the part where you want to insert the image and insert the frame.
- Right click on the frame and from the window that appears click on **Content** → **Get Image**.
- Open the folder containing the image and select the image and click **OK**.
- To adjust the image within the frame, right click on the image and select **Image** → **Adjust Image to Frame** (Fig 2.17)

## Image Frames in Scribus

**Image Frame** is a technique for including images in Scribus. When you add an image frame to the page, it will be displayed as a rectangle.

The said frame can be changed accordingly to another shape if needed.

Image frames can also be created by drawing a shape using the **Shape Tool** and then select **Convert to Image frame** which is obtained on right clicking the shape.



Fig 2.17 Image Included in a Page

### To Refine the Resolution of the Image

Right click on the image and give a tick mark to the **Full Resolution** from the **Preview Settings**.

Have you included the image ? Now, enlarge the frame using the **Selection** tool and adjust the image to the required size on the page.

You can also see the QR Code image of Schoolwiki school page on the right side of our newspaper headline. Similarly, include the QR Code image of your schoolwiki page on the top of the newspaper .

### To Create QR Code

- Click on the Barcode icon on the Scribus Toolbar.
- Make the following changes in the **Insert Barcode** window that opens up (Fig 2.18)
  - Select **Two dimensional symbols** against **Barcode Family**.
  - Select **QR Code** against **Barcode**.
- Enter the schoolwiki page address of your school in **Contents**.
- Then click OK.
- You will get an image frame on the mouse now. Click and adjust where the QR Code is to be included.

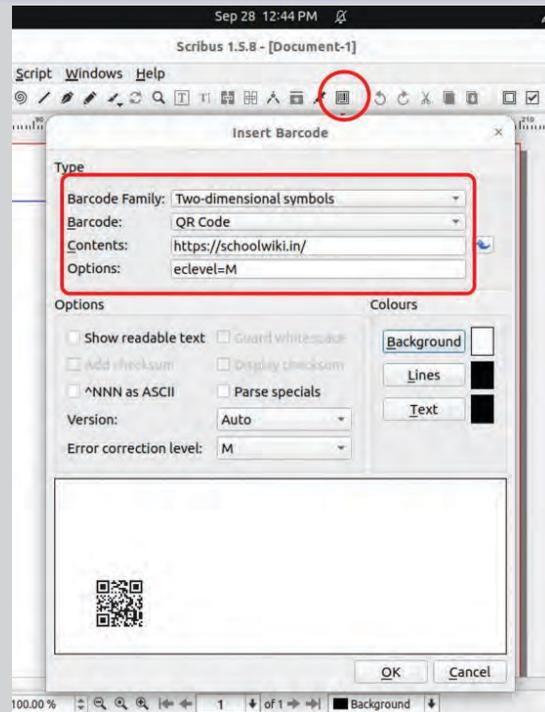


Fig 2.18 Scribus QR Code Window

So you have added the QR Code of SchoolWiki Page. What else should be added to the page?

- .....
- .....

We have not added news on the front page. For this, the news containing the special functions or activities of your school should be prepared and typed as a text file and make sure that it is saved on your computer.

## Align the Letters

In newspapers, news is arranged in different columns. Vertically divided columns are an easy way to fit more letters in less space. The size of the columns vary in length depending on the importance of the news.

Content can be arranged appealingly using the Text frames and connected techniques in Scribus.

Arrange the collected news in different columns on the front page using the Text frame tool in Scribus.

### To Arrange Text in Columns

- Select **Text frame** from the Toolbar.
- Adjust the **Text frame** by clicking and dragging below the image arranged on the page so that it fills up to the page margin.
- Click on the **Columns & Text Distance** tab in the **Text Properties** window and enter the number of columns and the gap.
- To bring the text into the frame enclosed in columns,
  - Right-click inside the **text frame**.
  - Then select the prepared text file from folder using **Content** → **Get Text** option and click **OK**.

Did you experience any difficulty in reading the Malayalam contents included in the **text frame**?

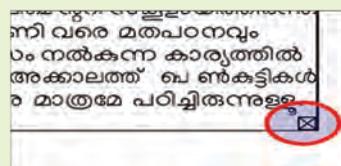
If the text other than English entered into Scribus are unreadable, we can solve it by adjusting the language and font of the content.

### To set Malayalam Font in Scribus

- Select the whole text included in the frame (Ctrl + A).
- Select **Malayalam** from the Language box and select appropriate **Malayalam Unicode font** from the Font box available in the **Text Properties** window at the right side.

### Text Overflow Icon

If the content placed in a **Text frame** exceeds the frame's capacity, an overflow icon appears at the right bottom of the frame to indicate that there is text remaining. By clicking on the icon, you can insert the rest of the content on the next page or anywhere else you want.





## Desktop Publishing - Career Opportunities

You can easily find a job in the field of designing if you have artistic talent and a good proficiency in using DTP software.

A large number of DTP professionals are currently employed in fields such as graphic designer, layout artist, desktop publisher, and print production specialists. Desktop publishing has employment opportunities in industries, entertainment and education (newspaper and magazine design, film, advertising, etc.)

Look at the Malayalam content in your textbooks. The most important typeface used in its preparation is THUMBA, a Unicode font developed by CDIT, a government organization. What are the other Unicode Malayalam fonts?

Check your computer and complete the list given below.

- Manjari
- RIT Ezhuthu
- .....
- .....
- .....

Change the content added to the page to different fonts and observe the differences.

You may **save** the work you have done so far.

### Images in between Text

When adding images to a Scribus page that contains text, sometimes the entire text may not appear alongside the image. In order to avoid the problem when text and images are mixed in this way, make necessary adjustments in *Contour Line* of the image.

#### To arrange images with texts

- Select the image.
- Select the **Shape** → **Text flow around frame** option in the **Properties** window.
- Click **Edit** next to Shape. A contour line will appear around the image.
- Adjust the distance of the contour line's nodes to the outside of the image frame. (Fig 2.19)

#### If the Image is below the Text

If the image is below the text frame, you can use **Level** → **Raise to Top** by clicking on the image.

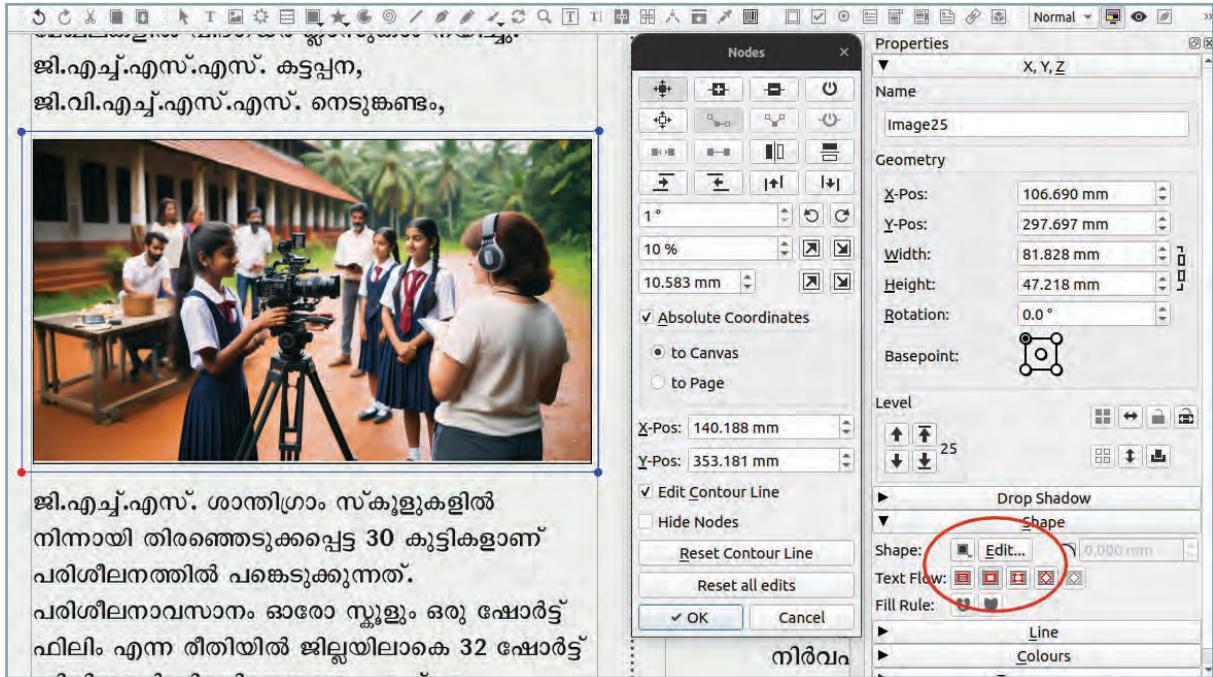


Fig 2.19 Contour Line Editing

The Text Flow facility is available in the Shape window to arrange letters in various ways. Use each of these and list their uses. (Table 2.1)

Text flow around frame disabled	To view the letters over the image
Text flow around bounding box	
Text flow around contour line	
Text flow around frame shape	

Table 2.1 Text Flow Options

### Titles and Subtitles can be Added

Just like images, headlines play an important role in news. Main headlines are typically larger and bolder, while subheadings support the main headline by providing additional details.

Add the necessary headlines and subheadings to your news using new text frames.

## Set Background Colour

Special editions of newspapers and magazines are now published in multicolour. If you draw shapes using Shape option in Scribus, you can colour the page according to the shapes. It can also colour entire pages if shapes are used as backgrounds.

Give background colour to the front page of the newspaper.



Fig 2.20 Front page completed

### To Set Background of the Page

- Draw a rectangle which fills the whole of the page using **Shape** tool from the Toolbar.
- Colour the rectangle.
- Right click on the rectangle and select **Level** → **Lower to bottom**, for arranging it behind the text.

Our first page is ready. (Figure 2.20)

Now, prepare the second page in the same way.

Don't forget to save the file when changes are made in the document.

## Export the Document

We need to print the prepared document. For this we have to convert this to either PDF format or other formats that support printing.

Export your newspaper to PDF using the **File** → **Export** feature in Scribus.

Don't forget to print the newspaper and distribute it in school.



### Let's Assess

- ♦ What is Scribus mainly used for?
  - a) Video editing
  - b) Photo editing
  - c) Desktop publishing
  - d) 3D modelling

- ♦ What is the use of Text frames in Scribus?
  - a) to draw shapes.
  - b) to type sentences and format them.
  - c) to include images.
  - d) to colour the background.



### Extended Activities

1. Prepare your school magazine using Scribus.
2. Create posters for the school's Day celebrations using Scribus software and share them.

