College-Ruled Paper: Layout, Margins, and Header Design

College-ruled sheet planning worksheet / 1 of 2

All chosen numbers are hypothetical examples. Measure actual printer and binder before publication.

Page size (mm) (mm)	
Header depth (mm) (mm)	
Bottom margin (mm) (mm)	
Left margin (mm) (mm)	
Right margin (mm) (mm)	
Ruling spacing (mm) (mm)	
Writing field height (mm) (mm)	

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Full ruled lines (lines)	

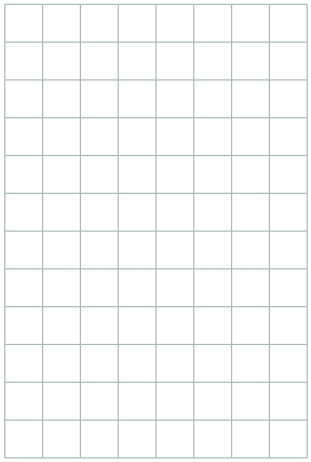
Used height (mm) (mm)	

Remaining height (mm) (mm)	

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Binder guide measurement grid (left edge)

Measure actual binder or punch. Hypothetical example positions 12/90/168 mm from top are not a standard.



8 columns × 12 rows; 5 mm square cells; actual size at 100% printing.

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Arithmetic boxes: line count and writing field width

Show subtraction of header and bottom margin first, then divide by 7.1 mm and keep whole lines.

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Original tasks 1, 2, 3 / blank responses

Task 1

An A4 portrait sheet has a 30 mm header, a 20 mm bottom margin, and 7.1 mm ruling. How many full ruled lines fit?

Task 2

A sheet is 210 mm wide with a 25 mm left margin and a 20 mm right margin. What is the writing field width, and how much width remains if a 10 mm annotation column is added inside the left margin?

Task 3

A blue-rule variant is planned with 7.1 mm spacing, a 25 mm header, and a 15 mm bottom margin. A draft claims 38 full lines. Is the claim correct?

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Original tasks 4 / blank responses

Task 4

A plan places three binder guides at hypothetical positions 12 mm, 90 mm, and 168 mm from the top edge on the left side. The left margin line is 20 mm from the left edge. Explain how to check that the guides do not cross the margin line or header, and state what must be measured before publication.