Printable Legal-Pad Ruled Sheet: Margin, Header Line, and Numbered-Line Variant

Original tasks 1, 2, 3 / complete keys

Task 1

A hypothetical sheet is 8.5 inches wide with a 1.25-inch left margin. What is the writing width before any right margin?

Answer: 7.25 inches.

Reason: Subtract the left margin from the page width: 8.5 minus 1.25 equals 7.25.

Check: Re-add the margin to the writing width: 7.25 plus 1.25 equals 8.5.

Task 2

A hypothetical sheet has a 0.75-inch header band and rules spaced 0.25 inch apart. If the first rule starts 0.25 inch below the header band, where does the second rule sit relative to the top?

Answer: 1.25 inches from the top.

Reason: Header band 0.75 plus gap 0.25 gives the first rule at 1.0 inch; adding one 0.25-inch spacing gives 1.25 inches.

Check: Subtract one spacing from the second rule position to recover the first rule at 1.0 inch.

Task 3

Design a numbered-line variant for a hypothetical sheet with 20 writing rules. State your numbering start, how numbers align to rules, and how you would verify the layout.

Answer: A valid design starts numbering at the first writing rule and places each number on the same baseline as its rule, ending at 20. Another valid convention starts numbering below the header at the first rule and continues to 20; either is acceptable if applied consistently.

Reason: Numbering must be consistent and each number must clearly belong to one rule. Starting at the first writing rule is one valid convention; starting after the header is another. The rubric judges alignment and consistency, not a single universal choice.

Check: Check the first and last numbered rules for baseline alignment, confirm one starting convention is used throughout, and count that 20 numbers correspond to 20 rules.

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Original tasks 4 / complete keys

Task 4

A hypothetical sheet uses a yellow tint behind the rules. Explain why it should be checked in grayscale before use, and state one concrete check you would perform.

Answer: Grayscale printing can reduce contrast between tint and rules, so checking legibility prevents rules from disappearing or blurring. One concrete check: print or preview one sheet in grayscale and confirm every rule, the header line, and the margin boundary remain distinguishable from the tint.

Reason: Tint changes background color, not layout; readability depends on contrast between rules and background. A grayscale check tests that contrast directly.

Check: Compare the grayscale output against the color output: every rule and the header line should still be visible and separable from the tinted background.

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Source rubric / reflection

- [ ] The sheet clearly shows a wide left margin, a header line, and evenly spaced horizontal rules.
- [ ] The header band does not overlap the first writing rule.
- [ ] Line spacing and margin width suit the intended notes and are verified against a test print.
- [ ] The yellow-tint option keeps rules readable in both color and grayscale.
- [ ] The numbered-line variant aligns each number to one rule and uses a consistent starting convention.

Reflection: What did you check, what did you change, and what will you try next?