# Make a Lined Booklet: Binding Margin and Fold Guide

Original tasks 1, 2 / independent work

## Task 1

A sheet is 200 mm wide. You want a center fold guide. Where do you mark it, and what distance should you measure from each outer edge to check it?

## Task 2

You plan 8 writing lines with 9 mm spacing. What is the distance from the first line to the last line? Show the gap count.

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Original tasks 3, 4 / independent work

## Task 3

A page half is 140 mm tall. Top clearance is 20 mm and bottom clearance is 20 mm. You want 12 lines with 8 mm spacing. Does the line span fit? Use 11 gaps.

## Task 4

On a folded booklet, the left page shows its binding margin on the right side and the right page shows its binding margin on the left side. A learner draws both margins on the outer edges. Describe the correction and one check to confirm it.