

DTP sequencing starter

- Cut out the rectangles below.
- Put students into groups of 3-4
- Ask them to sort the statements out into the correct order to show the sequence of steps they would take from start to finish when creating a leaflet/booklet.

Create leaflet design on paper

Set up a blank 8 page booklet

Change the layout guides

Add a title for the front page

Insert images onto front page

Add text to front page

Get feedback from peers about front page

Make changes to front page following feedback

Begin work on pages 2 & 3

Set up linked text frames

Add school map to middle pages

Begin work on pages 6 & 7

**Finish back page
of leaflet**

**Check leaflet for
consistency of fonts
and backgrounds**

**Check spelling and
grammar**

**Ask peers to check
over whole leaflet**

**Make changes
based on peer's
feedback**

**Print leaflet in
colour**

**Assemble leaflet in
the correct order**

**Use stapler to
secure pages**

**Check leaflet one
final time**

**Give leaflet to
teacher**

You may:

- Guide teachers or students to access this resource from the teach-ict.com site
- Print out enough copies to use during the lesson

You may not:

- Adapt or build on this work
- Save this resource to a school network or VLE
- Republish this resource on the internet

A subscription will enable you to access an editable version and save it on your protected network or VLE

