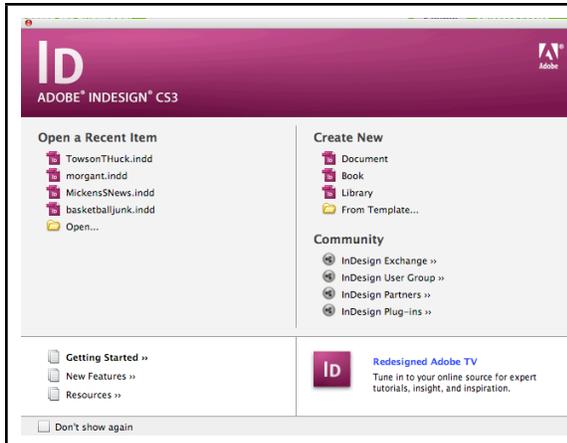
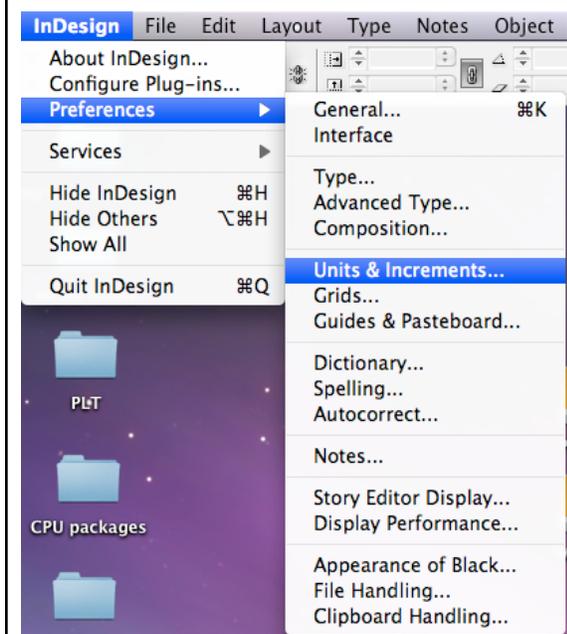


# Setting up your project in InDesign



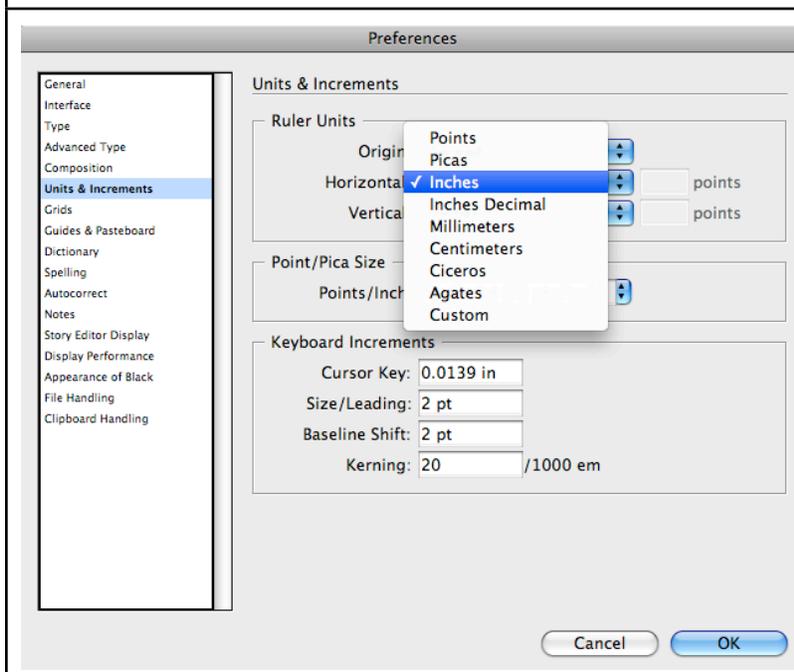
Open InDesign, but do not Create a new project yet!

**You want to make sure you set your preferences to inches first, instead of picas. If yours is already set for inches that is fine, but you must check it before you begin!**



Click on the InDesign menu from the top menu choices to the left of File.

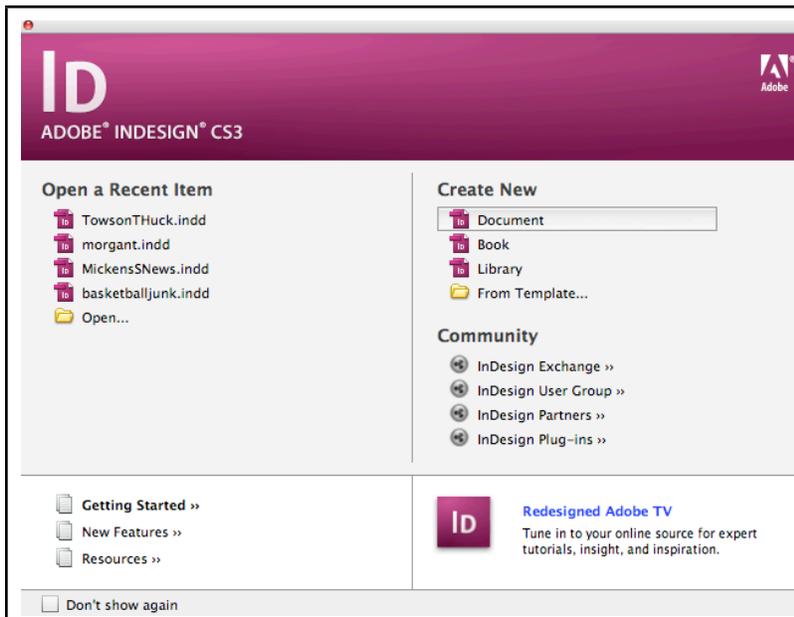
Go to Preferences > Units & Increments.



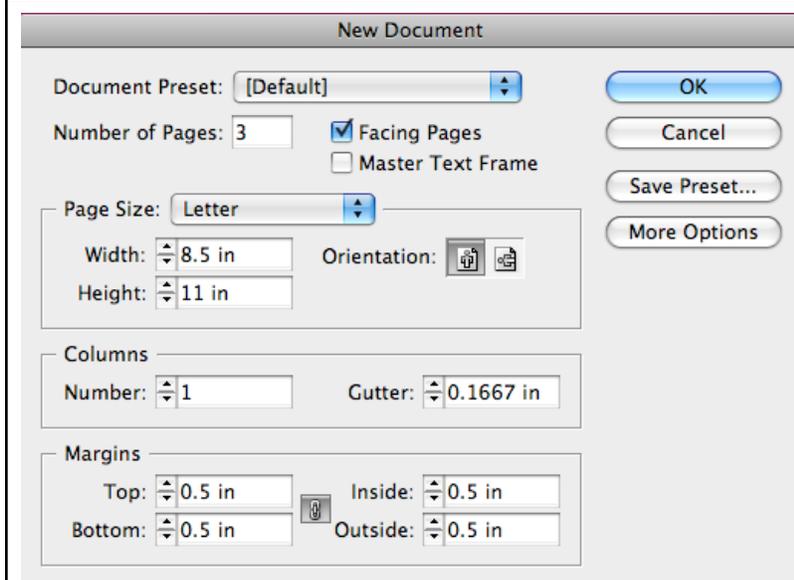
Once the Preferences > Units & Increments box pops up:

**Under Ruler Units:** Change the Horizontal and Vertical to Inches (not picas or anything else)

Click OK



Now you can Create New Document



Change number of pages to 3.

Page size should be Letter.

Width = 8.5 in  
Height = 11 in

This is where you will confirm you are in inches.

**IF YOU DO THE PROJECT IN PICAS YOU WILL HAVE TO START OVER!**

Click OK and begin your project. You can now follow the basics of InDesign tutorial to see how to use the program.