



**REALTIME, INC.**

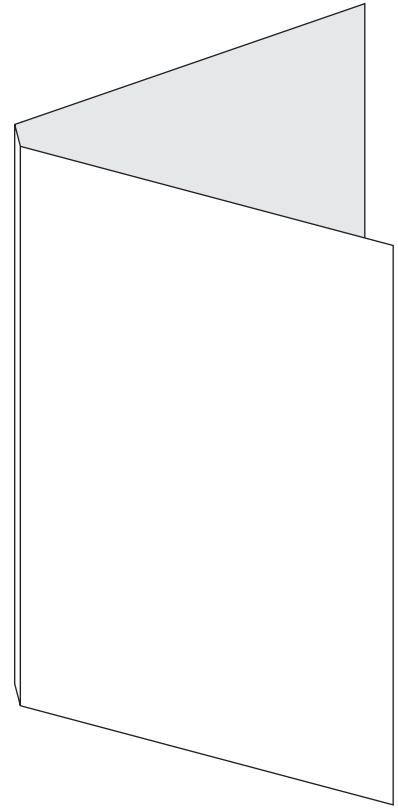
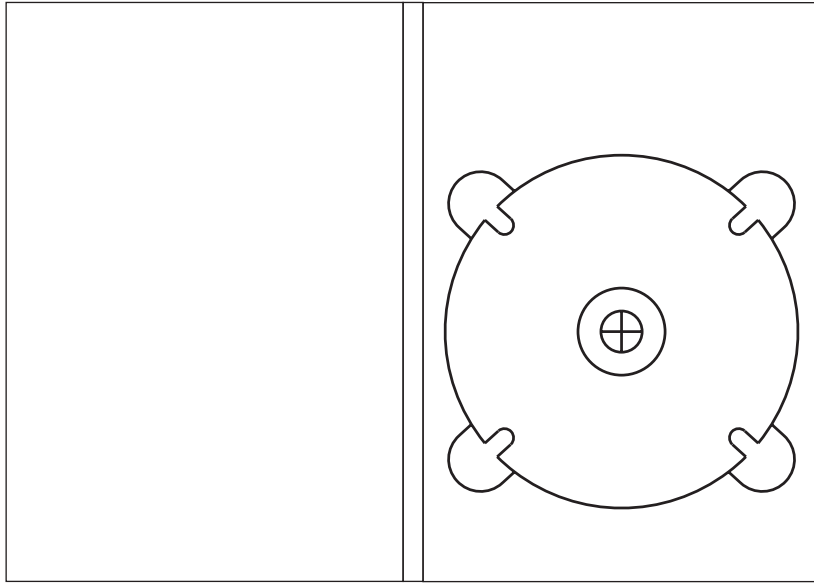
website: [www.realtimepip.com](http://www.realtimepip.com)

email: [pip@realtimepip.com](mailto:pip@realtimepip.com)

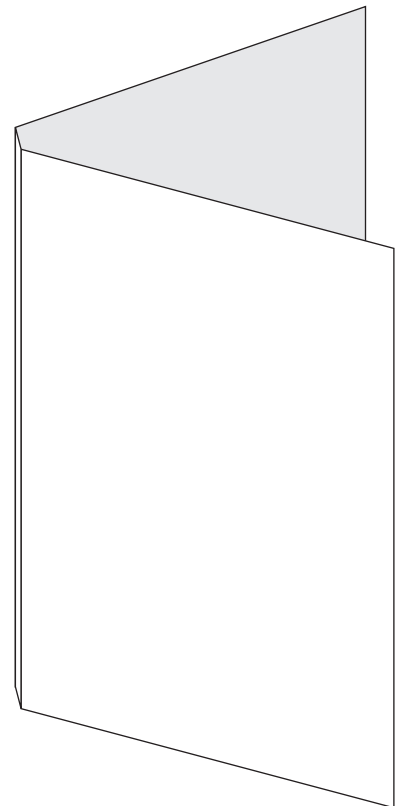
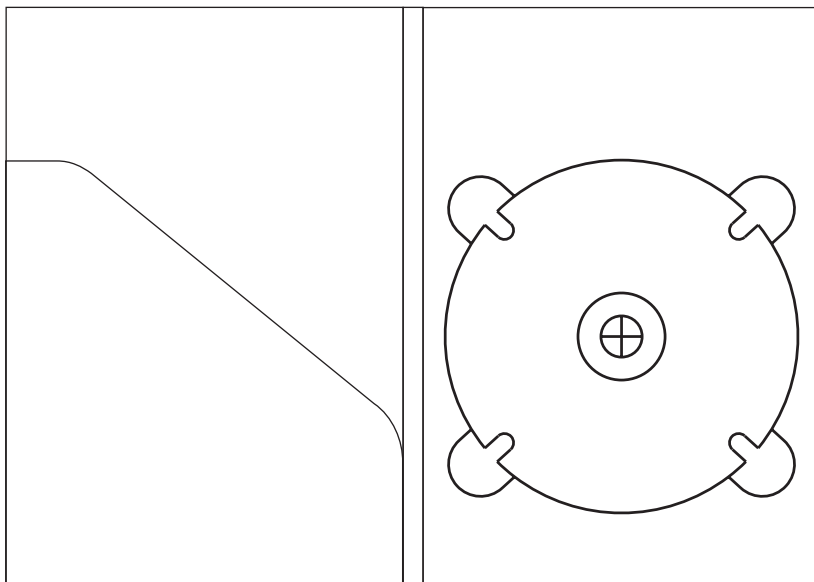
phone: (206) 523-8050

fax: (206) 524-0711

**CS2000**  
**4 PANEL DVD DIGIPAK**



**CS2005**  
**4 PANEL DVD DIGIPAK**  
**with corporate pocket**





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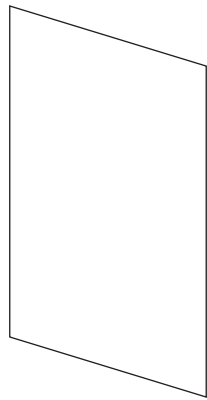
website: [www.realtimepip.com](http://www.realtimepip.com)

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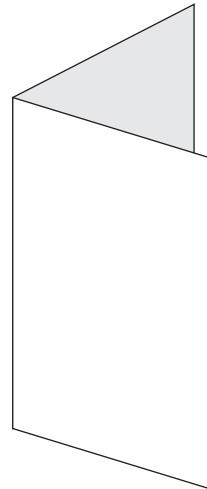
phone: (206) 523-8050

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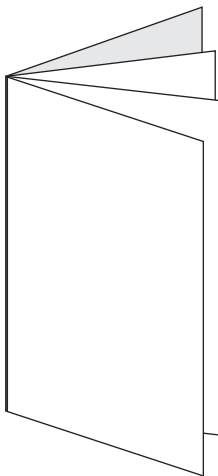
## PAPER INSERTS FOR DVD DIGIPAK POCKET



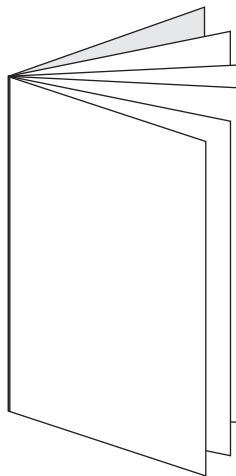
1 panel (2 page)  
dvd case insert



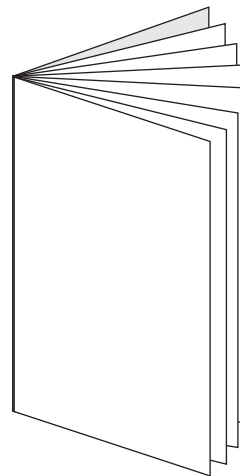
2 panel (4 page)  
dvd case folded insert



4 panel (8 page)  
stapled booklet insert



6 panel (12 page)  
stapled booklet insert



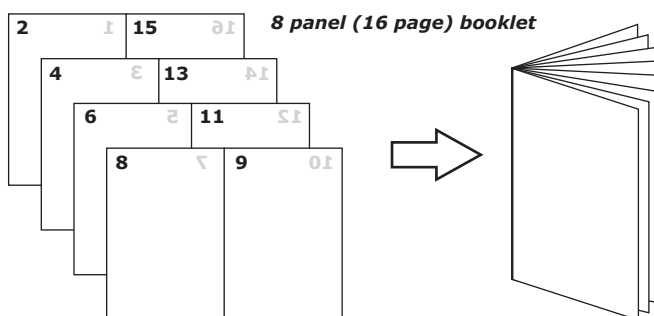
8 panel (16 page)  
stapled booklet insert

## Designing a Booklet - Page Sequencing in 'Printer Spreads'

A 'booklet' is a series of 2 panel folders that are stacked together, stapled and then folded to create a mini-book or 'booklet'. Your booklet design is to be provided to us in 'printer spreads' (not 'reader spreads'). Simply put, printer spreads follow a specific page order to assure the booklet has the correct page sequence after it has been printed, cut, assembled and stapled.

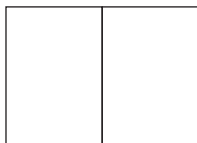
- Use the standard '2 panel' design template as many times as required to build your booklet.
- The number of pages in your booklet must be a multiple of four. The smallest stapled booklet size is 8 pages - see below for the five most commonly requested booklet sizes.
- If you are saving a separate file for each 2 panel printer spread, name each file with the appropriate page sequence. This is an important to help prevent confusion. For example, an 8 page booklet would require four files which would be saved as: "page8\_page1.eps" "page2\_page7.eps" "page6\_page3.eps" "page4\_page5.eps"

**Confused?** If you're having trouble visualizing the concept of the page sequencing, try assembling a test booklet using scrap paper. For a 16 page booklet you need to take a stack of four pieces of paper and then fold the stack in half. Put a staple in the fold to keep the booklet together, and then number each page - beginning with the front cover as Page 1. After you've finished, take the booklet apart and you will see how the printer spreads relate to each other.



### 4 panel (8 page) stapled booklet

Using the standard 2 panel template, you will need to create **four** separate designs.



\*Page 8 - \*Page 1

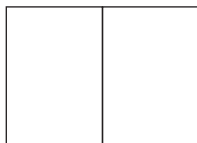
Page 2 - Page 7

\*Page 6 - \*Page 3

Page 4 - Page 5

### 6 panel (12 page) stapled booklet

Using the standard 2 panel template, you will need to create **six** separate designs.



\*Page 12 - \*Page 1

Page 2 - Page 11

\*Page 10 - \*Page 3

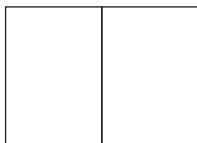
Page 4 - Page 9

\*Page 8 - \*Page 5

Page 6 - Page 7

### 8 panel (16 page) stapled booklet

Using the standard 2 panel template, you will need to create **eight** separate designs.



\*Page 16 - \*Page 1

Page 2 - Page 15

\*Page 14 - \*Page 3

Page 4 - Page 13

\*Page 12 - \*Page 5

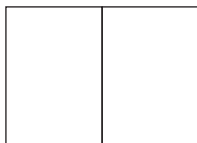
Page 6 - Page 11

\*Page 10 - \*Page 7

Page 8 - Page 9

### 10 panel (20 page) stapled booklet

Using the standard 2 panel template, you will need to create **ten** separate designs.



\*Page 20 - \*Page 1

Page 2 - Page 19

\*Page 18 - \*Page 3

Page 4 - Page 17

\*Page 16 - \*Page 5

Page 6 - Page 15

\*Page 14 - \*Page 7

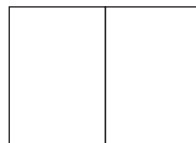
Page 8 - Page 13

\*Page 12 - \*Page 9

Page 10 - Page 11

### 12panel (24 page) stapled booklet

Using the standard 2 panel template, you will need to create **twelve** separate designs.



\*Page 24 - \*Page 1

Page 2 - Page 23

\*Page 22 - \*Page 3

Page 4 - Page 21

\*Page 20 - \*Page 5

Page 6 - Page 19

\*Page 18 - \*Page 7

Page 8 - Page 17

\*Page 16 - \*Page 9

Page 10 - Page 15

\*Page 14 - \*Page 11

Page 12 - Page 13

\* : denotes 4/1 booklet pages that can be printed in CMYK color.



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