

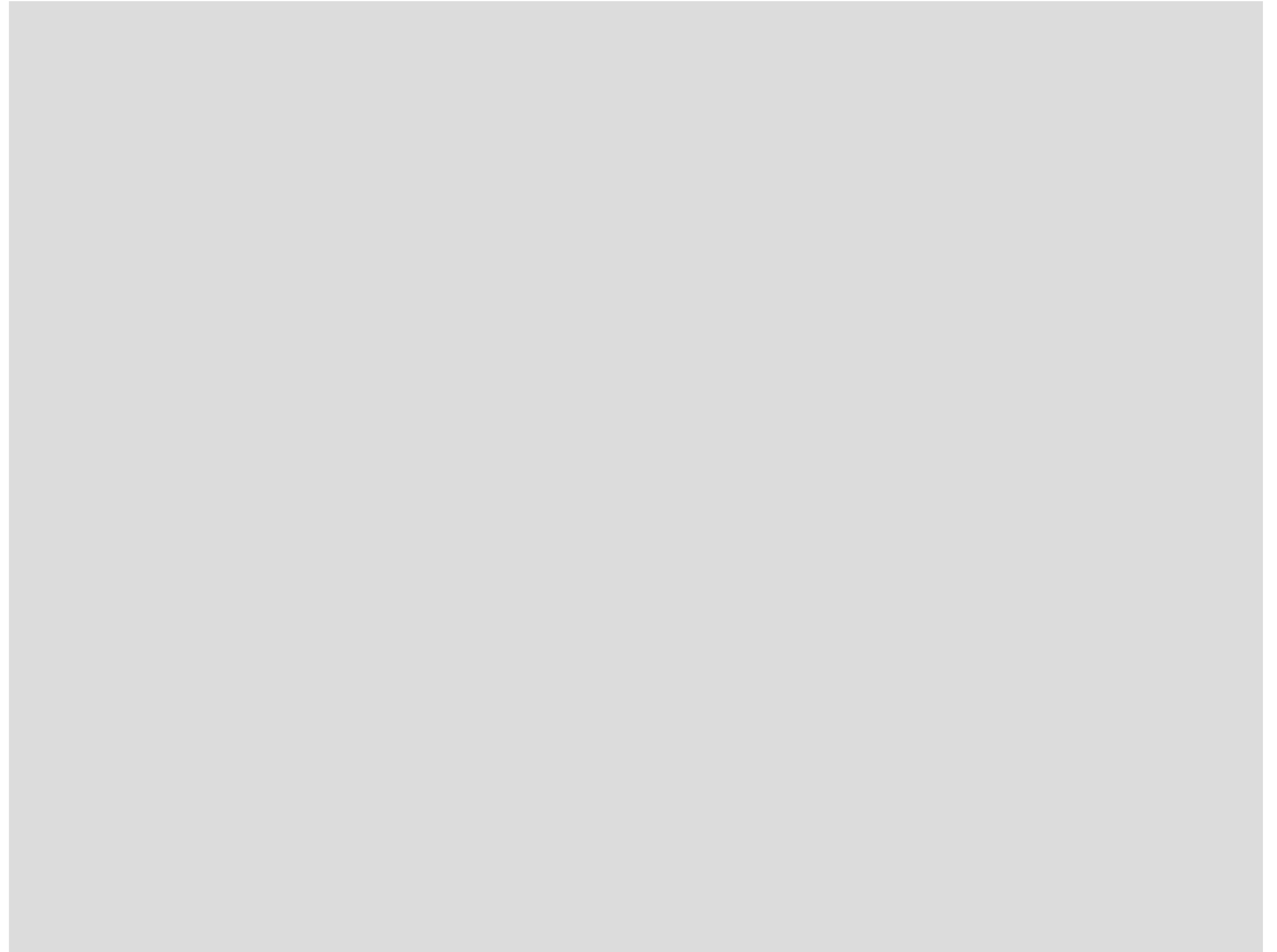
1.0 Working in InDesign

1.3 Arrange Windows

Typically, we work across several documents at any one time and need to perform checks between them or even internally within a document perform checks for consistency across pages.

Functions provided in the Window > Arrange provide greater flexibility in achieving this with ease. For wanting to look at two different pages within the same document, select Window > Arrange > Split Window - to un-split the windows, simply select the option in the same location mentioned above.

For wanting to view more than one document simultaneously, select Window > Arrange > and then your preferred configuration, 2-up Vertical being a personal preference.



Arrange Windows allows users to create multiple windows for a single document or multiple windows for different documents