

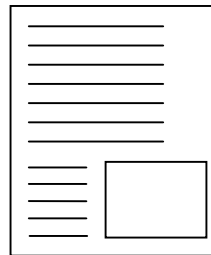
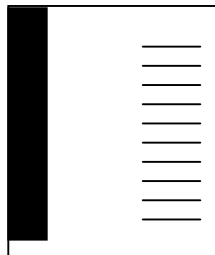
## *multi-column layouts for pdf*

While designing PDF documents for screen reading, we must avoid traditional multi-column layouts. This is because traditional layouts often force the reader who has reached the bottom of column 1, to scroll up and continue by reading the first line of column 2. This is inconvenient on a screen, unlike on paper. To avoid the problem, here are two ways in which you can use multi-column layouts while designing a page for PDF.

### 1.0.1 Using white space to reduce the 'text chunk' feel

#### Heading 1

This is a technique used widely in print design to provide more air or 'breathing space' on a page. Leave two columns of white space on the left or right. This way, you give a multi-column feel, by placing text in a single column. In addition to helping the on-screen reader, this will also look good if the document is printed for off-screen reading. If your text covers two columns, you may have to insert a graphic to avoid a text-heavy page (see example below, right).



### 1.0.2 Using multi-column text to break monotony

Have an adamant boss who insists on multi-column text? Imagine you have a long news item in single-column format – like this. Then, to break the monotony, you can go for multi-column above or/and below this single-column news item. Here, I give the example below this news item.

#### Heading 2

The details of the news item can come here. Write succinctly because all the three columns have to be **aligned horizontally** – both at the top and the bottom. If one story is slightly longer than others, use horizontal rulers to give an 'aligned' feel – as done here.

#### Heading 3

By designing like this, you help the reader. He can now read all three stories without scrolling up or down. Once he finishes all three, he can scroll or move to another story on the next page.

Put a picture here for added effect.