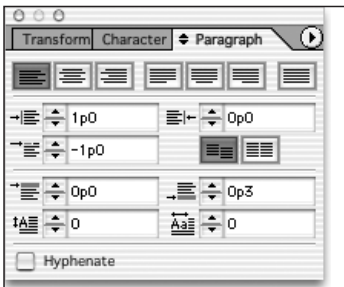# 5.8 FORMATTING A BOXED SIDEBAR

DIRECTIONS: Sidebars add information to the page and give readers another place to enter the page. Below is a sample of a bulleted list used as a sidebar. After researching a topic of your choice and writing the copy for a similar bulleted list, use your choice of pagination software to create a similarly formatted sidebar. Experiment with your choice of fonts while maintaining readability.

Note how headline has variety in "color" and size and style. External contrast.

Bullets serve to guide the eye down the list. The bold words (more contrast) also serve this purpose and guide the reader.
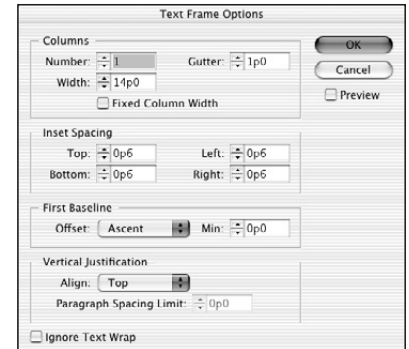
Paragraphs are set with first line indent of -1p0 and indent of 1p0. This aligns the bullets and the text. In addition, there are 0p3 points of space after each paragraph to group related items together optically.

Ohio State University
FOOTBALL

◆ The school's **mascot**, a buckeye, is the same given to a tree or shrub of the same genus as the horse chestnut. The plants are readily abundant in Ohio, which is called the Buckeye State.

◆ Athlon Sports recently rated Ohio State's **Dotting the "I"** as the greatest college football tradition. Dotting the "I" is done at halftime or after a game when the school's band takes the field and forms the words "Ohio State." The "I" in Ohio is "dotted" by a designated sousaphone player.

◆ Ohio State has five **Heisman Trophy** winners, including the only two-time winner, running back Archie Griffin.

◆ The school won its seventh **national title** last year, capping off an undefeated year by beating favored Miami in the Fiesta Bowl.

◆ Ohio **Stadium** is the fourth-largest college football in the country, trailing only Michigan, Penn State and Tennessee. An average of over 103,000 fans packed the stadium last season.

◆ Ohio State's all-time **winning percentage** of .708 ranks fifth all-time.

SOURCE: Ohio State University

Text is set in away from box on all sides by a consistent margin of between one-half and 1 picas. Look under the Object menu for Text Frame Options… in Adobe InDesign.

A neutral screen adds some depth to the page. This is particularly useful in adding color to "gray" areas.

Credit is in 6-point type. Again, contrast.