Lined Pages

How to print and use

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1. What you are printing

This file holds undated lined-page templates. Print as many sheets as you need. Each insert is one sheet, printed on both sides.

- Both sides have 7mm ruled lines.
- The front page is punched on the left; the back page is punched on the right.
- Across the top of each side, above the rules, is a light dot grid.

The top band is a dot grid for drawing your own date or title boxes if you want them. You can also ignore it entirely — the dots are faint enough to leave blank and write over.

2. What and how many to print

There is one piece, and every sheet is the same, so there is nothing to sort.

piece	*pages*	*print this many*
Lined sheet	7–8	one per insert

3. Set up your printer

Open the print window and set these:

1. **Paper size:** A5. If your printer has no A5 preset, set a custom size of 148 × 210 mm (5.83 × 8.27 in).
2. **Scale:** 100% (“actual size”). Do not use “fit to page” — it shrinks the pages and throws off the punch holes.
3. **Pages and copies:** type the page numbers in the pages box, and the copy count in the copies box.
4. **Two-sided printing:** three ways to print both sides:
   - Automatic duplex: choose “flip on the long edge.”
   - Even/odd runs: print the odd (front) pages, put the whole stack back in the tray, then print the even (back) pages.
   - By hand: print the front pages, then feed each sheet back through one at a time to print its back.

If you’re not sure about a setting, print one sheet — both sides — and check it before printing the rest.

4. Put the sheets together

Lay the notebook open with the discs in the middle. Snap each sheet onto the discs, punched edge toward the center.

There is no up or down to track — both sides are the same. Flip through when done; every sheet should sit straight.