



## Bonus Content

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### Chapter 13, Figure 8

# Last Minute Design Worksheet

	Question	Yes	No	Necessary action
1	Are pages attractive or boring?			
2	Do pages suffer from clutter?			
3	Can you easily locate headlines and subheads?			
4	Are headlines and subheads easy to read?			
5	Can you identify any planning or editing problems?			
6	Was body copy set in the right typeface and type size?			
7	Is line spacing appropriate to line length?			
8	Is any text missing?			
9	Are punctuation and symbols correct?			
10	Are there any visual distractions?			