

InDesign Tip: Using the Span Columns Feature

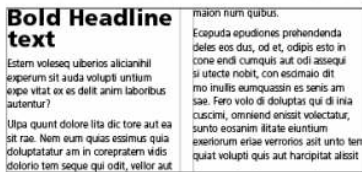
<http://www.tech4pub.com/2013/01/09/indesign-tip-using-the-span-columns-feature/>

InDesign includes the ability to span text —headlines for example— across multiple columns or create subcolumns of text within a single column. Span Columns can be accessed either through the Control panel or through the Paragraph Style Options dialog when creating a paragraph style.

This InDesign feature will greatly benefit users who repurpose their content for different layouts and/or devices. Simplifying content—in this case, limiting the number of text boxes used—is a great first step in that process.

Set Up Span Columns

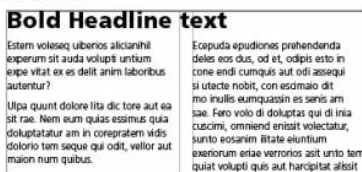
1. Draw a multi-column text frame on a page and populate it with text.



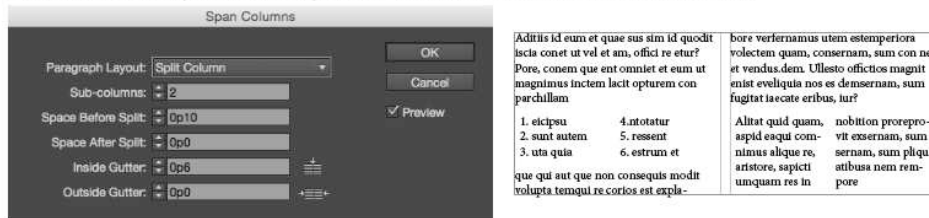
2. With the Text tool, select the paragraph in which you'd like to set the span and select **Span Columns** from the Control panel menu.* In this example, "Bold Headline text" was selected.



3. Select how many columns to span, and set the spacing above and below the span, if desired.
4. Click **OK**.



The result as shown above produces a single text box with text that spans the two-column text box. You can also use the Split Column option to "subdivide" a column as shown below.



So the next time you want to keep your text layout options flexible, consider trying out the time-saving Span Columns feature.

* The Control panel, which by default is located at the top of your workspace, offers quick access to options, commands, and other panels depending on the page item or tool selected. The Control Panel (drop-down) menu is accessed at the far right of this panel.

Changing how text work in the control panel

