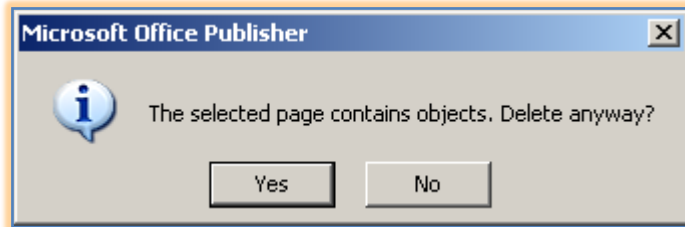


Removing Pages from a Publication

Publisher makes it easy to remove a page from a publication. When a page is removed from the publication, all the objects on the page will also be deleted. Using the **Delete Page** command will remove the current (active) page in the Publisher window. To remove a page or pages from a publication, complete the steps below:

Deleting a Page from a Single-Page Spread

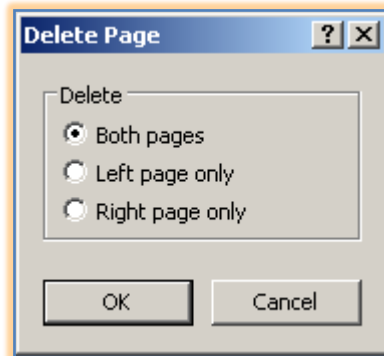
- ❖ Click the page that is to be deleted.
- ❖ Click **Edit** on the **Menu Bar**.
- ❖ Click the **Delete Page** option from the list of choices.
- ❖ The dialog box below will appear stating that all objects on the page will be deleted.



- ❖ Click **Yes** to delete the page and the objects.
- ❖ Click **No** to return to the publication without deleting the page.

Deleting a Page from a Two-Page Spread

- ❖ Click the page that is to be deleted.
- ❖ Click **Edit** on the **Menu Bar**.
- ❖ Click the **Delete Page** option on the list of choices.
- ❖ The **Delete Page** dialog box will display (see illustration below).



- ❖ Under **Delete**, click the radio option button for the page(s) that are to be deleted.
 - **Both Pages** - Deletes both the left and right pages
 - **Left Page Only** - Deletes only the left page
 - **Right Page Only** - Deletes only the right page
- ❖ When the choice has been made, click the **OK** button.