

**LEVELED
READER
FICTION
TEMPLATES**

Users' Guide

Welcome to the Leveled Reader Fiction Templates

We hope these templates will be a useful tool for you as you design children's books.

What You'll Need to Know to Use the Templates

These templates were designed using Adobe InDesign software. To use the templates, you will need the InDesign application. You can find a free seven-day trial of Adobe InDesign here: <https://www.adobe.com/products/indesign/free-trial-download.html>

You will also need to have working knowledge of the InDesign software. To brush up on your InDesign skills, there are many tutorials on the Adobe website: <https://creativecloud.adobe.com/cc/learn/app/indesign>
You can find many tutorials and answers to questions by searching Google.

The InDesign skills you will need include:

- Creating text boxes, selecting and sizing typography
- Creating image boxes and importing images
- Creating color palettes
- Knowledge of Parent Pages
- Knowledge of Layers
- Knowledge of Character and Paragraph Styles
- Some skills in type manipulation for book cover
- Basic understanding of preparing files for offset printing

Naming Your InDesign Files and Assets

InDesign Files

Please name your files using a clear system, such as the following:

COUNTRY NAME ABBREVIATION_BOOK TITLE__LEVEL#_language(s)

For example:

SN_MARY GOES TO SCHOOL_L3_fra

If the book is in more than one language:

SN_MARY GOES TO SCHOOL_L3_fre_wol

Country name abbreviations: please use two letter international country codes. International country codes can be found here:

https://www.nationsonline.org/oneworld/country_code_list.htm

Language abbreviations: please use ISO 639-3 codes to specify the language(s). ISO codes can be found here:

https://iso639-3.sil.org/code_tables/639/data

Illustration Files and Other Assets

Illustrations should be named as follows:

book title_illustration #

For example:

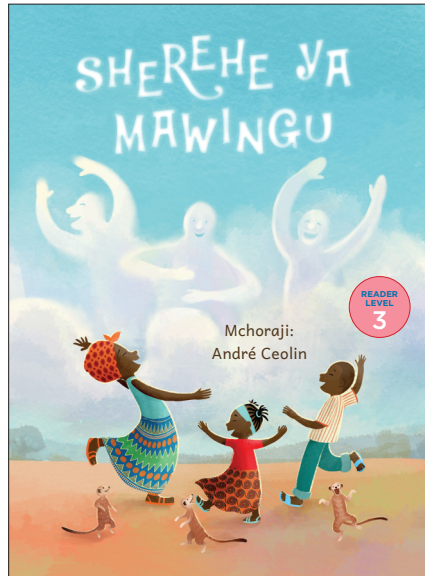
marygoestoschool_1, marygoestoschool_2, etc.

Other assets, such as logos, author photos, etc., can be named accordingly:

company logo, author photo_1, author photo—2, etc.

About Your Templates

The Leveled Reader Fiction template is 155mm x 210mm.



Recommended Font Family

The recommended typeface for the Leveled Reader Fiction template is Andika. Andika has several font styles available. All fonts are free and can be downloaded from <https://fonts.google.com>

ABCDEFGHIJKLMnopqrstuvwxyz

Andika Regular

ABCDEFGHIJKLMnopqrstuvwxyz

Andika Regular Italic

ABCDEFGHIJKLMnopqrstuvwxyz

Andika Bold

ABCDEFGHIJKLMnopqrstuvwxyz

Andika Bold Italic

Font Size

Font size will depend on how much text you have on each page. If possible, keep the font size consistent throughout the book. However, the font size may increase or decrease to fit your text comfortably without interfering with the illustrations. The sample below is 20 pt. text/27 pt. leading.

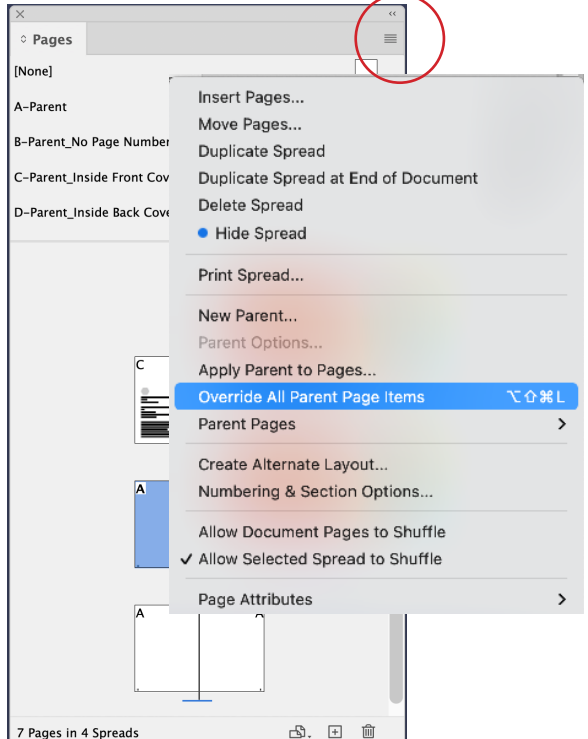
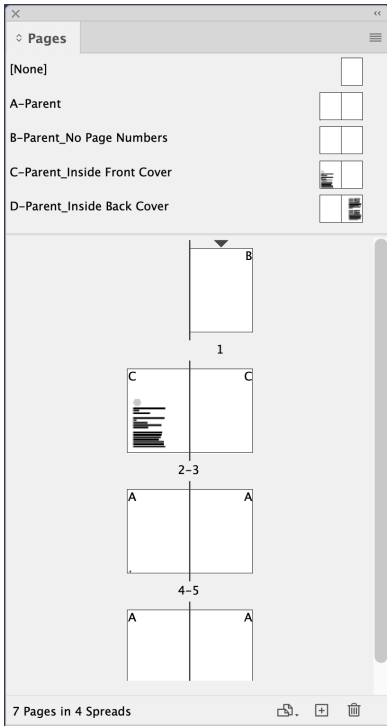
You're braver than you believe,
stronger than you seem, and smarter
than you think.

— A.A. Milne

Using Parent Pages

The parent pages include text pages with page numbers, as well as pages for the inside front and back covers. There is also a “Parent_No Page Numbers” page, with no page numbers. Use this parent page for your front and back covers.

Important Note: When parent pages are opened, all items on the pages will be **locked**. To **unlock** the items, highlight the pages you would like to unlock, and choose “Override All Parent Page Items” from the panel menu. Now all items on the pages will be unlocked.



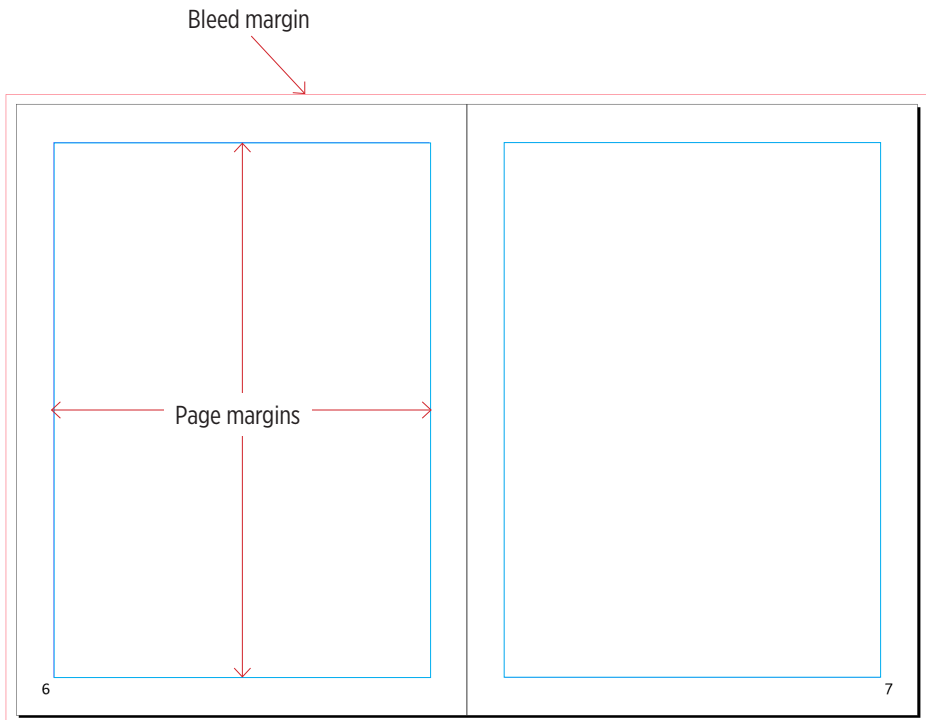
Using Parent Pages (continued)

The parent pages have blue **page margins** and red **bleed margins**.

All full-page or full-spread bleed images must extend to the outer red **bleed margin**.

Typography should not go outside of the blue **page margins**.

Page numbers are on each parent page, set in Andika. To unlock page numbers, highlight the pages you would like to unlock in the Pages panel, and choose “Override All Parent Page Items” from the panel menu.

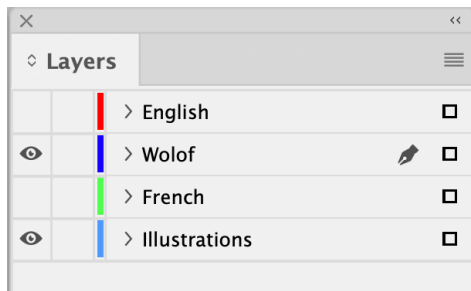


Using Layers for Text and Multiple Languages

The text on your pages should be on a separate layer, not on the Illustrations layer. This allows you to add multiple language versions of your book in one InDesign file.



If your book will be published in **only one language**, you will need only one text layer, as shown above. Your text layers should be named with the name of the language you are using.



If your book will be published in **several languages**, create a layer for each language, and name them accordingly. You can hide the languages you are not using by clicking off the “eye” icon in the left column.

Text Color

If your book is going to be printed in **more than one language**, it is important to use **only 100% black text** on all interior pages. Using any other color will increase printing costs.

If your book is going to be printed in **one language only**, you may also use **white text** (sometimes called “knock-out” text, because the color is “knocked-out” of the background).

Colored text may be used for book covers.

Designing Interior Spreads

The design of your interior spreads will contain illustrations and text. Here are some samples of interior spreads, illustrating a variety of layout possibilities.



Full-spread bleed illustration. Black text on light area of illustration.



Full-spread illustration (no bleed). Black text on light area of illustration.



If the illustration is too dark for black text, create a text box. The box does not have to be white, but it should be light enough to make text easily legible.



If the book will be printed in **one language only**, you may use white text. Please do not use white text if the book will be printed in multiple languages.

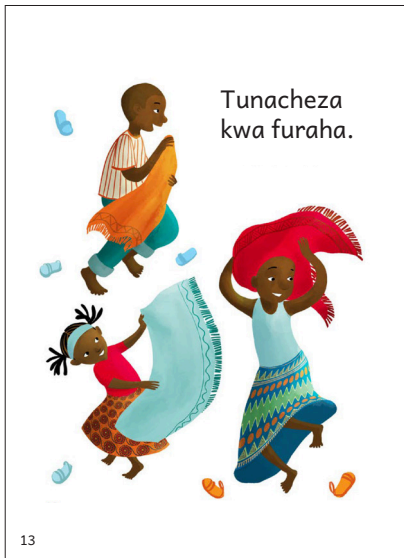


Manyunyu yameanza.
Ngoma inapigwa.



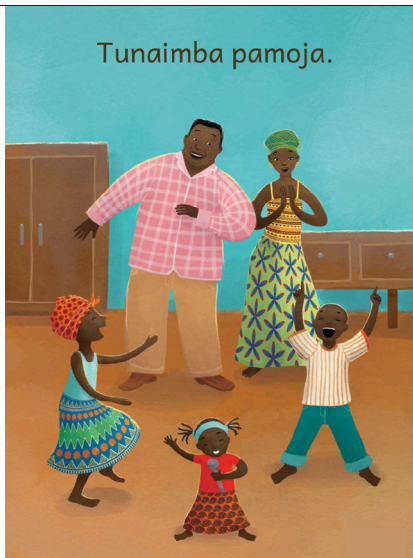
Sasa mvua inanyesha.

If the illustrations are too dark for black text, they can be placed on a color background. Choose colors that fit the mood of the illustration, but be sure the text is legible.



Tunacheza
kwa furaha.

13

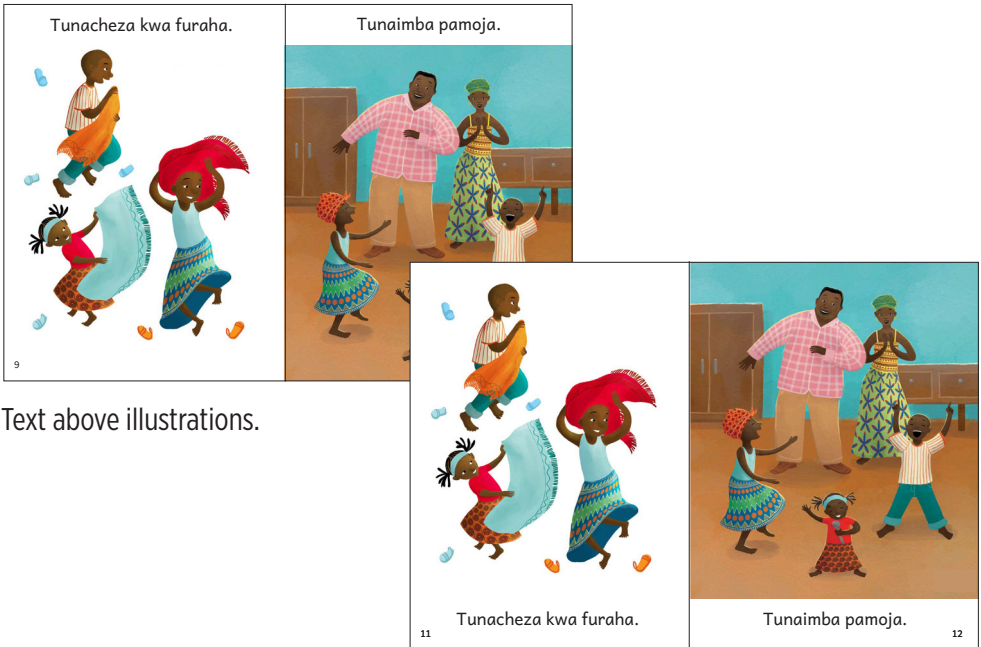


Tunaimba pamoja.

Spot illustration on left page; full-bleed illustration on right page.



Spot illustration on left page; border around illustration on right page.



Text below illustrations.



Mawingu yanacheza.

17



Ninayaona yanaimba.

18

Borders around illustrations.



Mawingu yanacheza.

19



Ninayaona yanaimba.

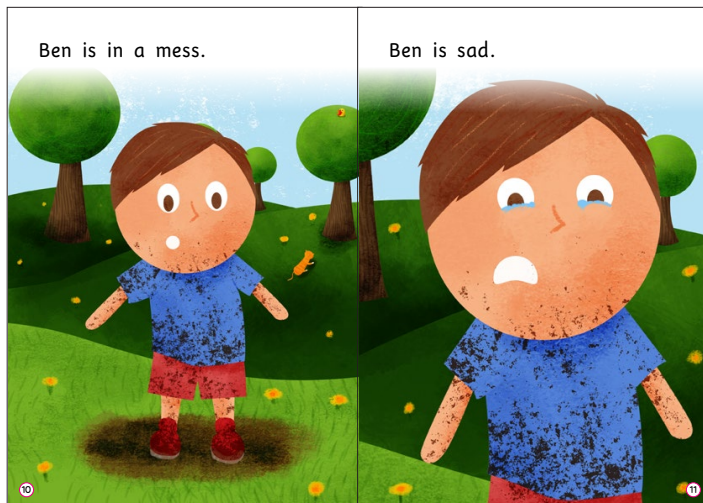
20

Experiment with interesting edge details. The illustrations above have feathered edges.

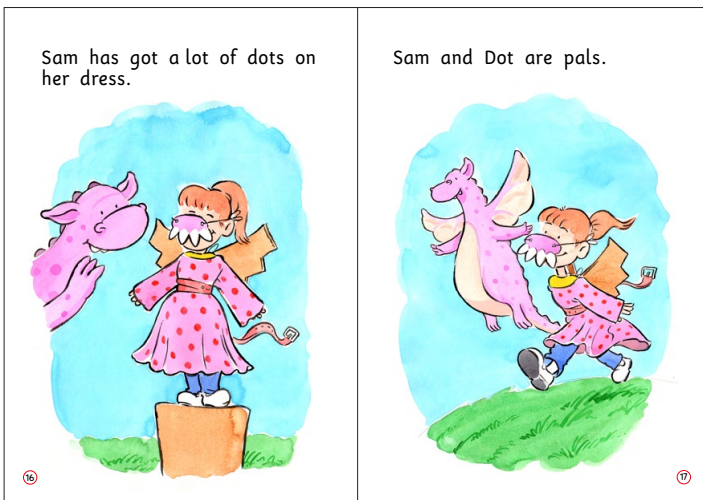
Samples of Leveled Readers

In leveled readers, the difficulty of words, vocabulary and punctuation, as well as sentence count, increase with each level. Here are samples of different level page layouts.

Examples of Level 1 Books



Ben Can Run © BookLife Publishing Ltd, 2020



Sam and Dot © BookLife Publishing Ltd, 2020

Examples of Level 2 Books

Jam sees Jen. Jam is in a big red wagon.



14

Jill sees Jen. Jill has a jet pack!



Let's See Jen © BookLife Publishing Ltd, 2020

See, it has got the bait. Now off we go.
Hang on tight!



The monster is going to put up a fight!
It seems upset.



17

Anna had a think. She went to ask Arjan.
Arjan was good at helping.



16

"Arjan, do you think my Mum's new kid
will be an octopus?" asked Anna.
"No," said Arjan.



17

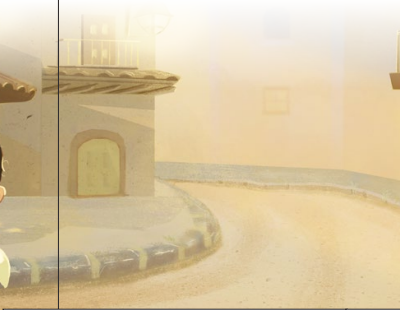
The Wait for the Monster © BookLife Publishing Ltd, 2020

Examples of Level 3 Books

Bella came back with a basket of food for dinner. She got jars of veg and lots of corn. "What's that, Marco?" she asked.



"This is my cornet! I got it at the market," said Marco. "But you cannot play the cornet," said Bella. "Not yet!" said Marco.



The Enchanted Cornet © BookLife Publishing Ltd. 2023

Whitney didn't want to dress up, but she did want to win the prize. "Maybe a dressing up birthday is a good idea," she whispered.



"Phew," said Murph. "Now, who do you want to invite to your birthday?" "No one! I want the prize all to myself!" said Whitney.



Whitney's Birthday © BookLife Publishing Ltd. 2023

Mr Grumpton was teaching art. There were paints and models everywhere. Just then, Deepa burst into the room. "Mr Grumpton, Mr Grumpton," she said. "Archie has a problem... in the toilet."



When Mr Grumpton got to the toilets, Archie was standing outside. He looked dazed. They went inside.

Examples of Early Chapter Books

Uncle says we need a lamp and a fan.
"With those, this dehydrator will work
even in the rainy season," he says.

I find a fan in the storage room.
As for the lamp, I take one that I don't
use anymore from my study desk.



28



Uncle Wiro and I are geniuses!
The lamp will heat and dry the pieces of beef.
The fan will help the jerky dry evenly. I call our
new dehydrator "The Jerky Factory."

Danu's Jerky Factory © Room to Read, 2019

CHAPTER 1

The Small Village Over the Hill

"Grandma, I found a new sprout this morning!" Witan
exclaimed. "Will you plant this with me? I'm wondering
what it will grow into."

"My dear Witan," Grandma said, "I am not feeling well.
I cannot look after the garden today."

Grandma had been suffering from an illness called
diabetes for a long time. Two days ago, when she was
gardening, she had cut her leg on a shovel. Witan had
cleaned and bandaged Grandma's wound.



4

5

The Wonderous Healer © Room to Read, 2019

CHAPTER 1

The Wonderful Tree



One hot, dry summer in Zambia,
the rain stopped falling. Soon the
rivers stopped flowing and the grass
stopped growing. Soon the animals
were very thirsty and very hungry.

6

about a wonderful tree in the
middle of the forest. He told the
other animals, "When the rain stops
falling, this wonderful tree grows
every type of delicious fruit. So no
animal is ever hungry or thirsty."



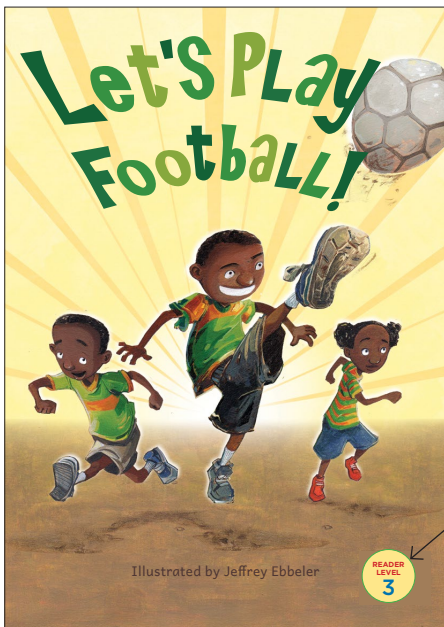
The Tortoise's Gift © Barefoot Books 2012

Designing the Book Cover

A good book cover must be eye-catching and inviting. This can be achieved by using bright colors, enticing illustrations, and fun typography to capture the spirit of the story. For young readers, make certain the title is large and legible.

Use the “Parent_no page numbers” parent page for the cover. The cover should include the **author’s name** and the **illustrator’s name**. If the text was translated, please include the **translator’s name** as well.

Designer Tip: Even though the cover is the first part of the book, try designing it *after* the interior pages are designed. By designing the inside pages first, you will become familiar with the story and the illustrations. You’ll have mastered the color palette, and you will have created a mood and spirit for the book. With the interior pages completed, the cover will be fun and easy to design.



All Leveled Reader Fiction books should include the book level on the cover, to indicate the reading ability necessary to read each book.

Choosing the Cover Font

Choose a font that reflects the spirit of the story and illustrations. Get creative by using drop shadows, outlines, multiple colors, etc. Try putting your title on a curve, or changing the sizes of words and letters. The title treatment is a great way to create excitement.

The following fonts are recommended to use for your covers. All fonts are free and can be downloaded from <https://fonts.google.com>

Lilita

AaBbCcDdEeFfGgHhIiJjKkLl

Rampart One

AaBbCcDdEeFfGgHhIiJjKk

Gluten

AaBbCcDdEeFfGgHhIiJjKk

Pompiere

AaBbCcDdEeFfGgHhIiJjKkLlMm

Vast Shadow

AaBbCcDdEeFfGgHh

LUCKIEST GUY

ABCDEFGHIJKLMNNOOPQR

Mogra

AaBbCcDdEeFfGgHhIiJjK

Mountains of Christmas

AaBbCcDdEeFfGgHhIiJjKkLlM

Itim

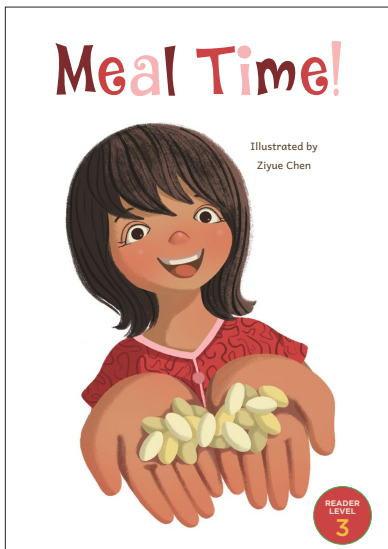
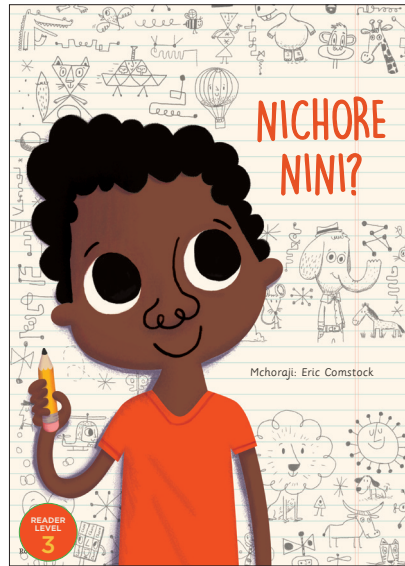
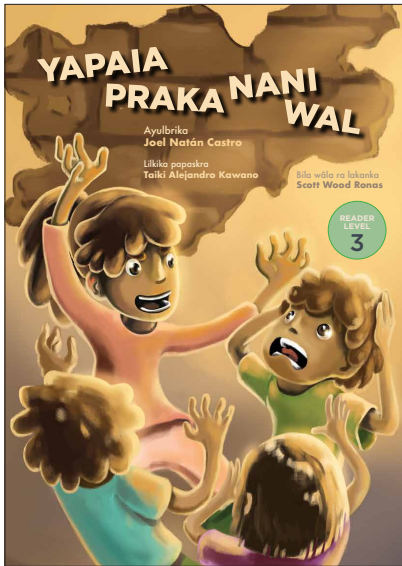
AaBbCcDdEeFfGgHhIiJjKk

Titan One

AaBbCcDdEeFfGgHhIiJjKk

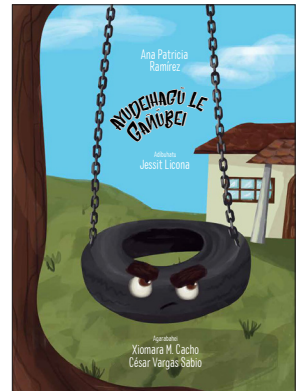
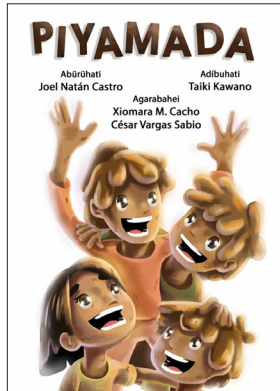
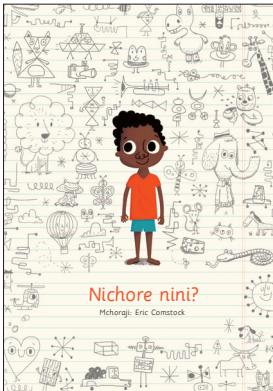
Book Cover Title Design Samples for Inspiration

The following samples illustrate some simple type manipulations to make your title design fun and interesting.

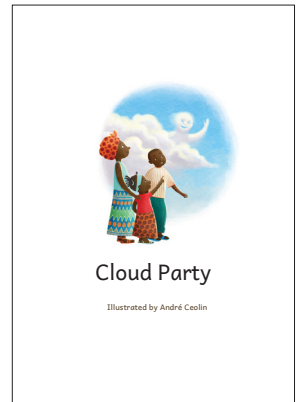
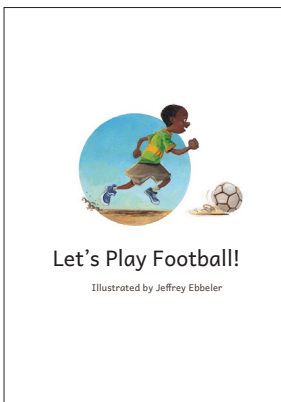


Creating the Title Page

The title page is the first page of the book—a bridge between the cover and the story— setting the stage for the excitement to follow. The title page should be similar to the cover, but the title, illustrations, author, illustrator and translator names are smaller.



If your book will be published in **only one language**, you may choose any color for the text on the title page.

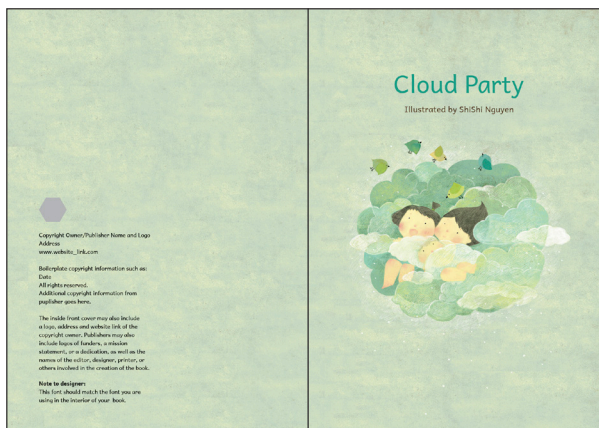
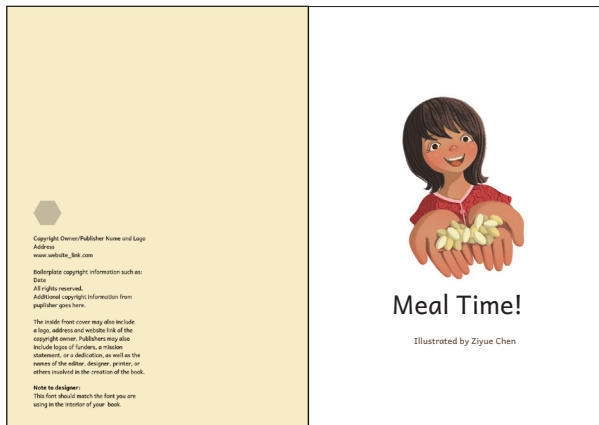


If your book will be published in **multiple languages**, the text on the title page must be **black**.

Copyright Information on the Inside Front Cover

Use the “Inside Front Cover” parent page for copyright information. The text for your inside front cover will be delivered by the publisher.

The inside front cover may include a logo, address, and website link of the copyright owner. Publishers may also include logos of funders, a mission statement or a dedication, as well as the names of the editor, designer, printer, or others involved in the creation of the book. The text can go over white, a solid color, or an extension of the title page illustration.



Inside Back Cover with Author/Illustrator Biography

Use the “Inside Back Cover” parent page for the author and illustrator photos and brief biographies.

The biography text and photos can go over white, a solid color, or an extension of the illustration on the last page.



Meal Time © Room to Read, 2021



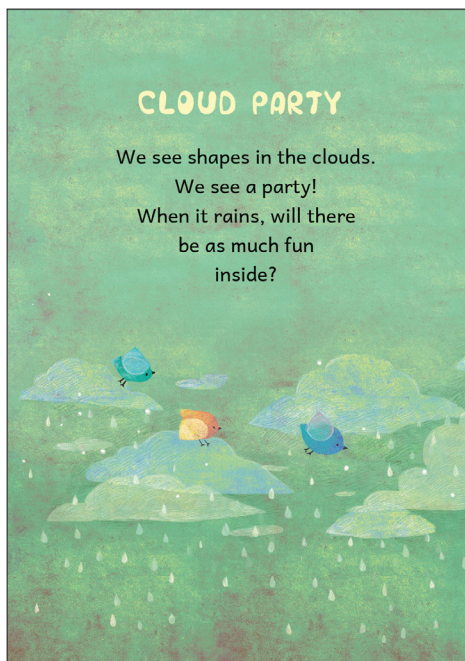
Cloud Party © Room to Read, 2021

Only use white text if your book is in **one language only**.

Back Cover Book Synopsis

Use the “Parent_no page numbers” parent page for the back cover. The back cover is ideal for a spot illustration and a short synopsis of the book, as shown in the examples below. The synopsis can go over white, a solid color, a texture, or an illustration.

The title text on your back cover may be in white or in a color.



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The 100 First Children's Books Templates

The 100 First Children's Books guideline offers recommendations for "first collection" of children's literature. It is intended for Read@Home and other early reading programs involved in the development and/or selection of books to support children's pre-reading and early reading skills.

To support the development of the books suggested in the guideline, Read@Home has also created a series of InDesign templates for designers. Each template contains two parts:

- An InDesign Master Template in the proper trim size, with pre-created parent pages for ease of use.
- A PDF Users' Guide to aid designers working with the templates.

The following templates are available:

First Book Template

- These are square books. The square size mimics the format of most board books for this age group.

Picturebook Template

- This template is fairly large, in order to give space for interesting images and engaging design.
- This template can be used for fiction or nonfiction.
- It is available in both portrait and landscape trims.

Leveled Reader - Fiction Template

- This template is available only in portrait trim, and at a smaller size than a picturebook.
- The size is standard for leveled readers in the children's book industry.

Leveled Reader - Nonfiction Template

- This template includes nonfiction features such as a table of contents, captions, sidebars, and bibliographies.

Comic Template

- This template includes panel layouts for sequential storytelling.
- Its user guide also includes more detailed information about developing comic books, as their process is more complex than standard narrative books.

Important Notes

All links connect to the [Early Literacy Resource Network](#). You can also search "100 First Children's Books" on the site to find a web page containing all the relevant resources.

The trim sizes for these templates were selected by Blue Tree Group.

- They are based on cost-effectiveness for offset print runs of 10k+, on coated paper for the brightest color reproduction.
- Print runs between 2500 and 10k are generally printed in a sheet machine with no cut-off feed, thus trim size also plays a minor role in cost.
- Print runs under 2500 are generally most affordable when printed digitally on-demand, thus trim size is a less critical cost factor.

Suggestions about procurement, cover and paper weight, and other helpful topics are available at [Early Literacy Resource Network](#).