

# START

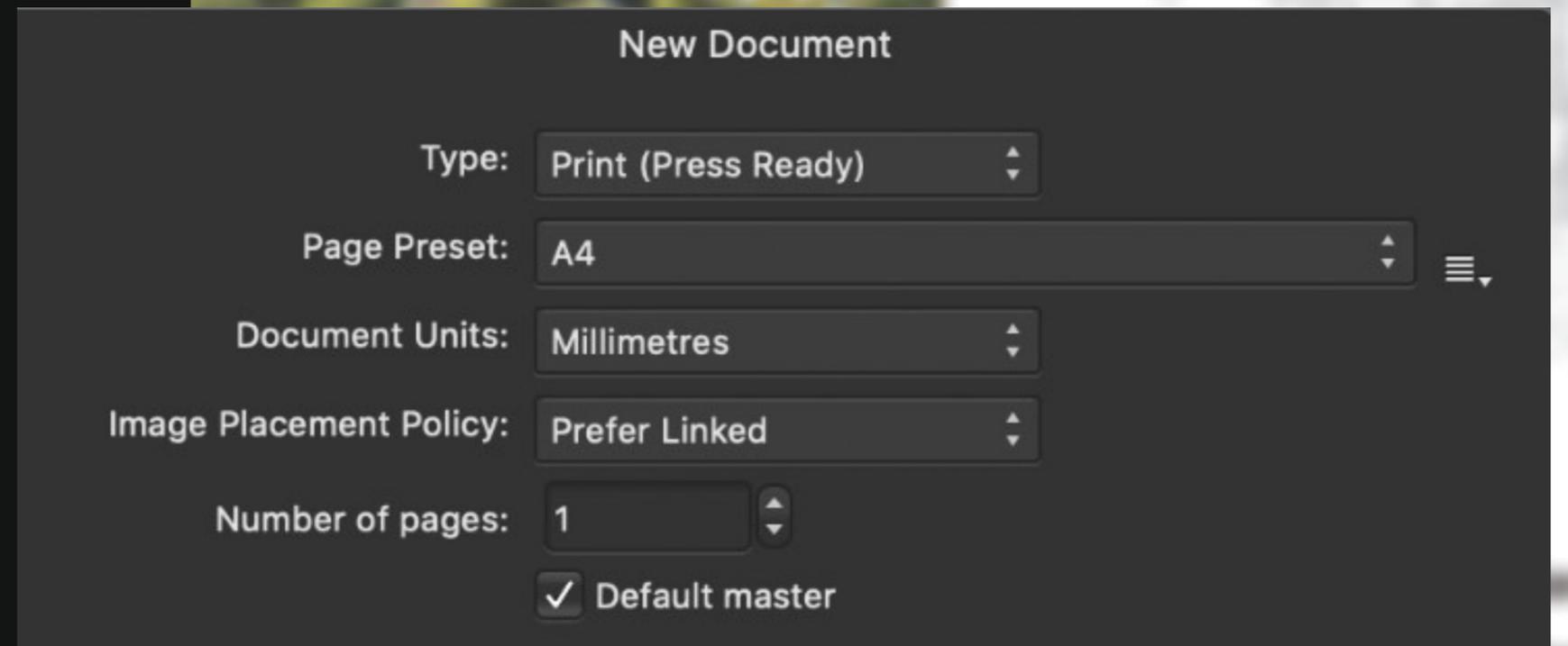


AFFINITY  
**Publisher**

# Starting a document

Select the document size via the preset examples or enter custom sizing.

Choose layout options - colour management - bleed - page orientation.



New Document

Type: Print (Press Ready)

Page Preset: A4

Document Units: Millimetres

Image Placement Policy: Prefer Linked

Number of pages: 1

Default master

# Switching personas

Once you have installed all three apps, Affinity Publisher seamlessly allows you to switch between all three directly within Publisher itself. This is referred to as Persona Switching and it enables you to have access to all of the tools and editing capabilities you might need without having to change programs and interrupt your workflow.

To change between Personas simply click on the corresponding icon situated above the context toolbar.





# Tools setup

All the familiar and essential tools are shown on the left of the screen, most of which have the same keyboard shortcuts you may be used to (also listed adjacent next to the tool name where applicable).

Move Tool **[V]**

Text Frame Tool **[T]**

Artistic Text Tool **[T]**

Rectangle Tool **[M]**

Picture Frame EllipseTool **[F]**

Vector Crop Tool

Transparency Tool **[Y]**

View Tool **[H]**

Node Tool **[A]**

Table Tool

Pen Tool **[P]**

Picture Frame Rectangle Tool **[F]**

Place Image Tool

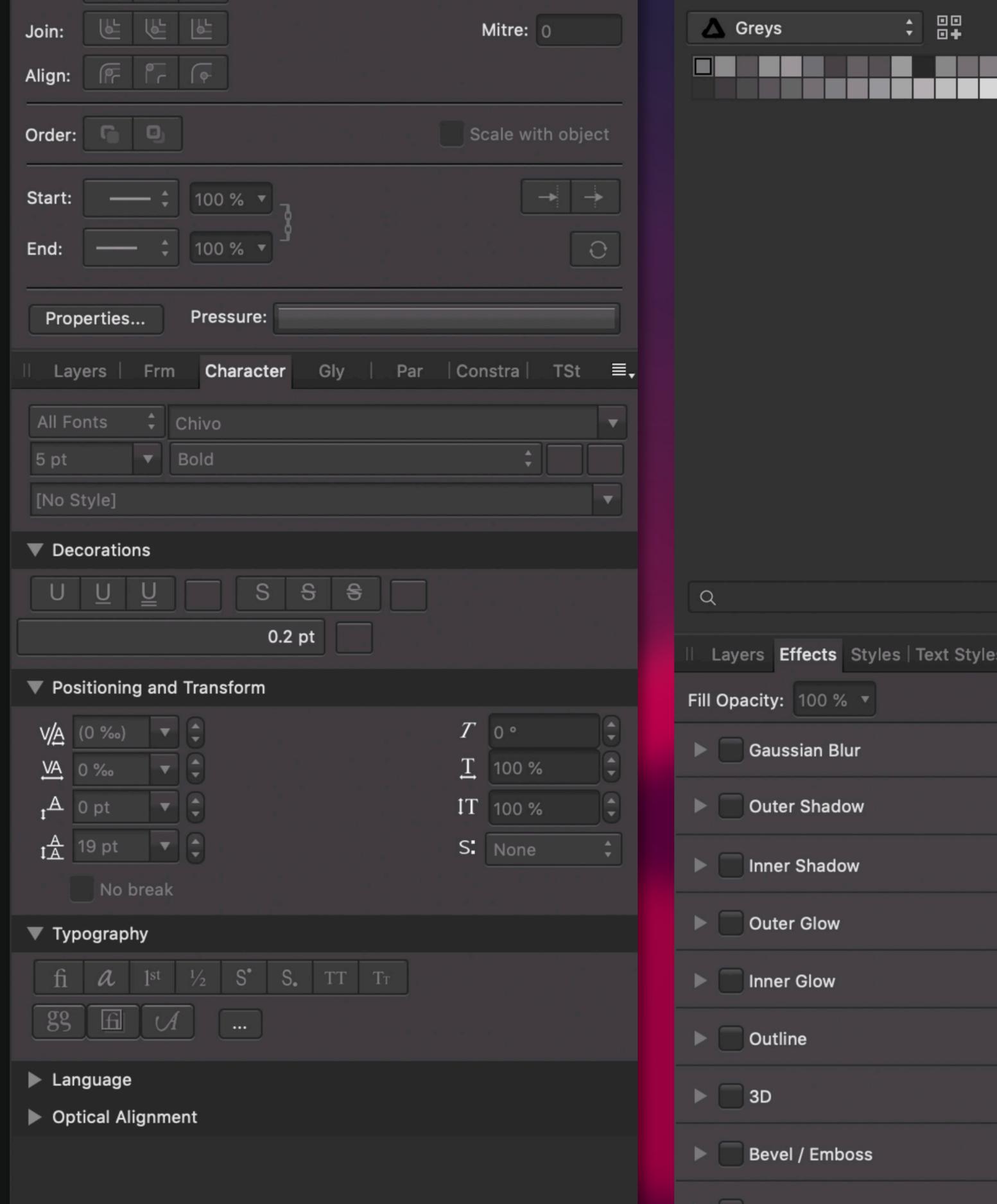
Fill Tool **[G]**

Colour Picker Tool **[I]**

Zoom Tool **[Z]**

# View > Studio = Settings for panels

Here you can set up all your panels and separate adjustment controls you may need to access when creating your artwork. Snapping, Character controls and many other settings are also accessible via the Context toolbar at the top of your window.



# Artistic text tool

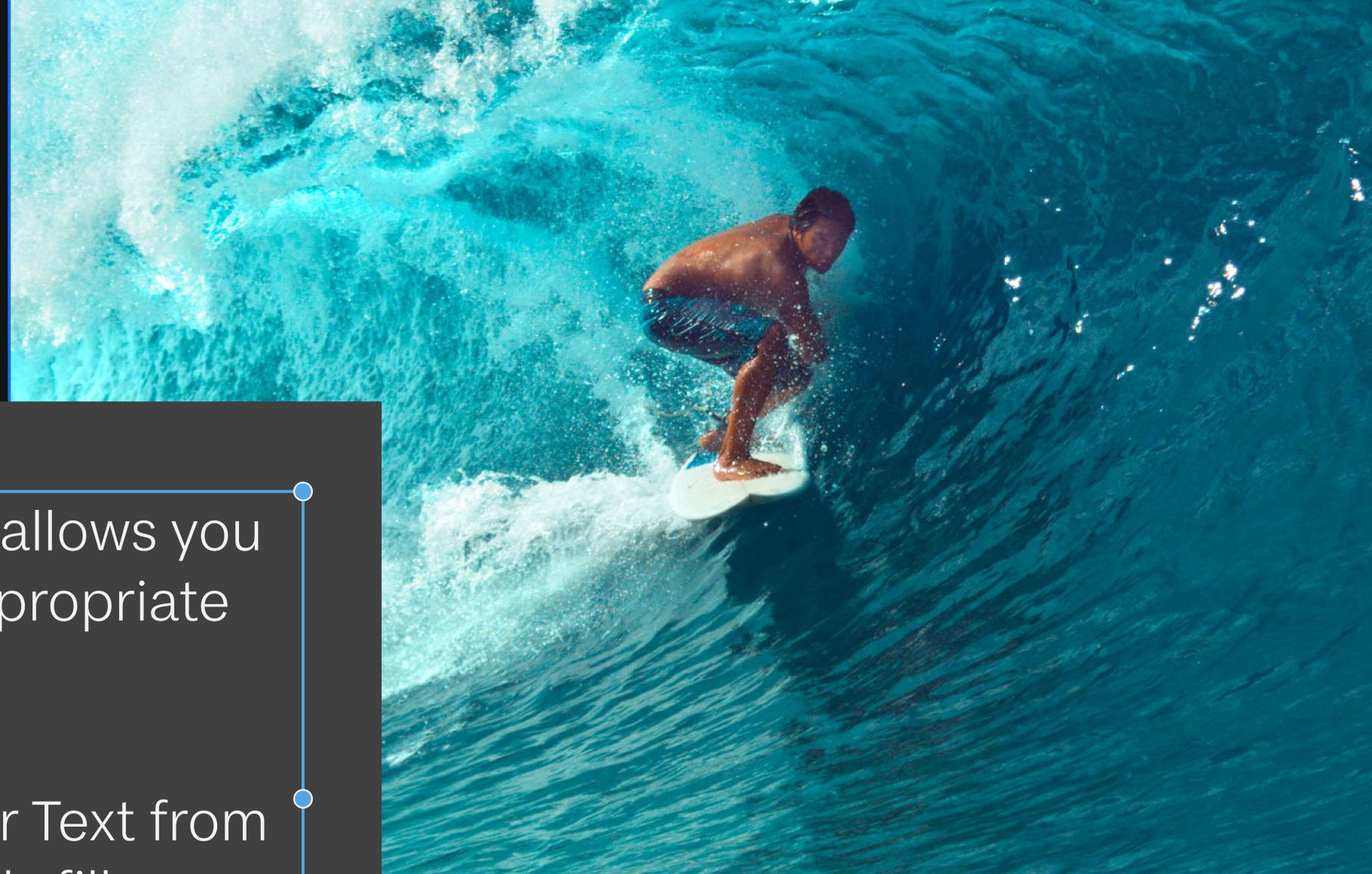
Dragging the Artistic text tool to the size you require allows you to have instant control over how your initial text element will look. The live preview of the 'A' shows you how the chosen size and font will render.



# Frame text tool

Dragging the Frame Text Tool allows you to position your text in the appropriate location on your document.

Navigating to Text>Insert Filler Text from the top menu will automatically fill your text box with sample paragraph text so you can preview its layout.



. Ipsum  
corper.  
s nunc

lam eget felis eget nunc lobortis mattis.  
inia at quis risus sed vulputate odio. Eu  
utpat odio facilisis mauris sit amet  
ssa vitae. Vulputate sapien nec sagittis  
quam malesuada bibendum. Dolor sit  
amet consectetur adipiscing elit ut  
aliquam. Neque sodales ut etiam sit.  
Nullam vehicula ipsum a arcu.



Pages 24,25



Pages 26,27



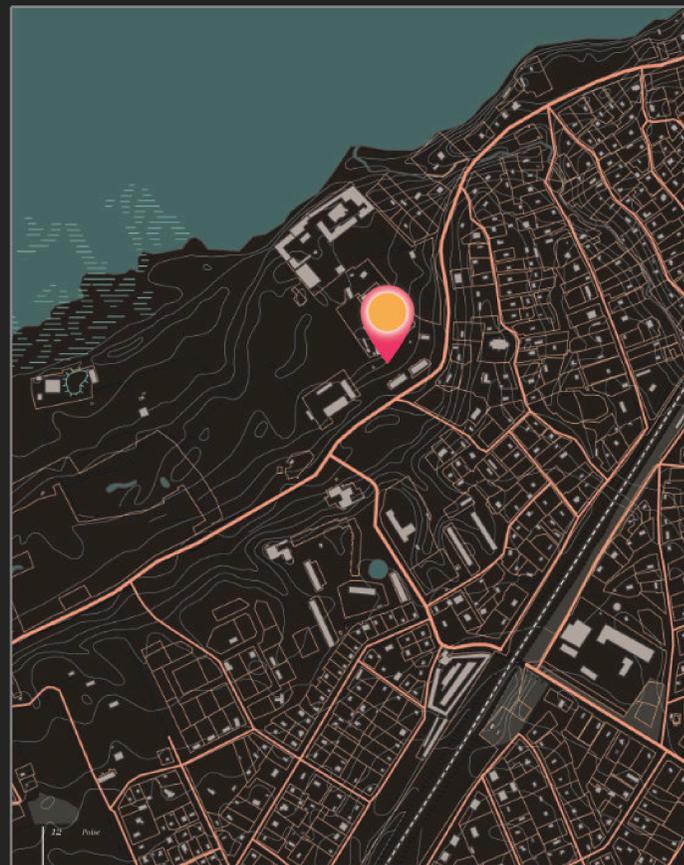
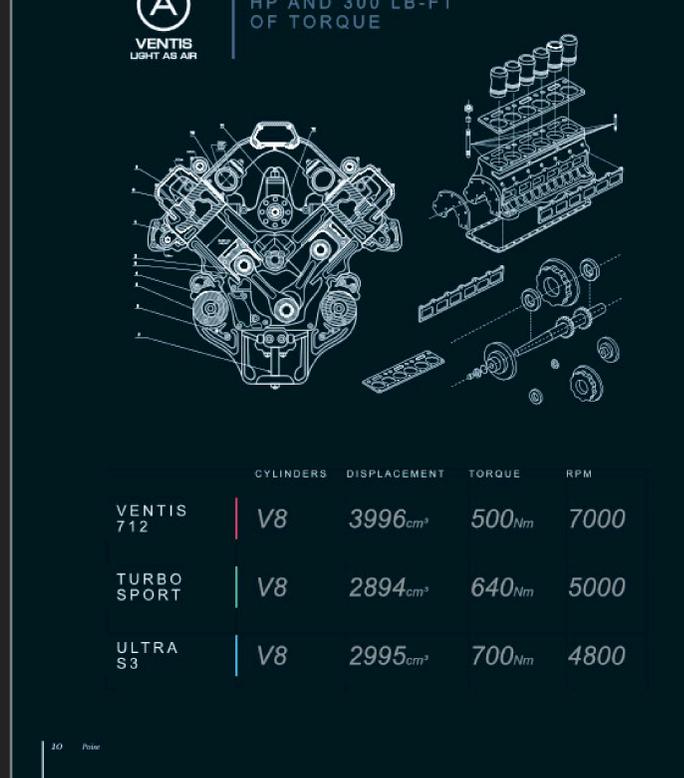
Pages 28,29



Pages 30,31



Pages 32,33



# Pages

The Pages Panel allows you to view, add and edit pages and spreads within your document.

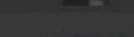
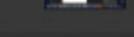
You can double click the thumbnail to be taken straight back to that page.

If you selected 'Facing Pages' in your Document Setup Window, a side by side Preview will be displayed in the Pages Panel. If this option is not selected your pages will be stacked one by one by default.

# Resource manager

The Resource Manager is where you can locate all of your linked document files and replace any that may be missing. You can access this manager by going to Document>Resource Manager and here you will see an icon preview of the files themselves and an indication as to whether the file is Linked or Missing.

You can also embed the files within the document in this panel, which is ideal if you need to send the Publisher file to someone else or if overall file size isn't an issue.

Name	^	Status	Page	Placement
 Screenshot 2019-08-05 at 16.35.32.png		OK		Linked
 Screenshot 2019-08-05 at 16.52.21.png		OK	2	Linked
 Screenshot 2019-08-05 at 16.55.27.png		OK	2	Linked
 Screenshot 2019-08-08 at 08.33.12.png		OK	2	Linked
 Screenshot 2019-08-08 at 09.09.03.png		OK		Linked
 Screenshot 2019-08-08 at 09.49.56.png		OK	5	Linked
 Screenshot 2019-08-08 at 11.24.32.png		OK	2	Linked

## Everyday style in the urban jungle.

Tincidunt arcu non sodales neque sodales ut etiam sit amet. Vel quam elementum pulvinar etiam non quam lacus suspendisse faucibus. Dolor sit amet consectetur adipiscing elit duis. Leo urna molestie at elementum eu facilisis sed odio. Et leo duis ut diam quam nulla porttitor. Ultrices dui sapien eget mi proin sed libero

enim sed. Fermentum dui faucibus in ornare. Ullamcorper malesuada proin libero nunc consequat interdum varius. Eget est lorem ipsum dolor sit amet consectetur. Scelerisque in dictum non consectetur a erat. Sagittis vitae et leo duis.

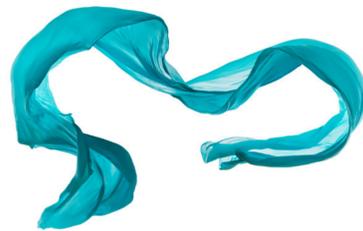
Sed risus ultricies tortor at auctor. In tellus integer fe



Superfly aqua tang flats  
\$77.85



Superior embroidered sweat  
\$89.89



# Making a selection

You can select layers using the Move Tool or by pressing **[V]** on the keyboard. The default function for this is to select layers by directly clicking on them, selecting them from the Layers Panel or by dragging the Move Tool around the entirety of the object to make your selection.

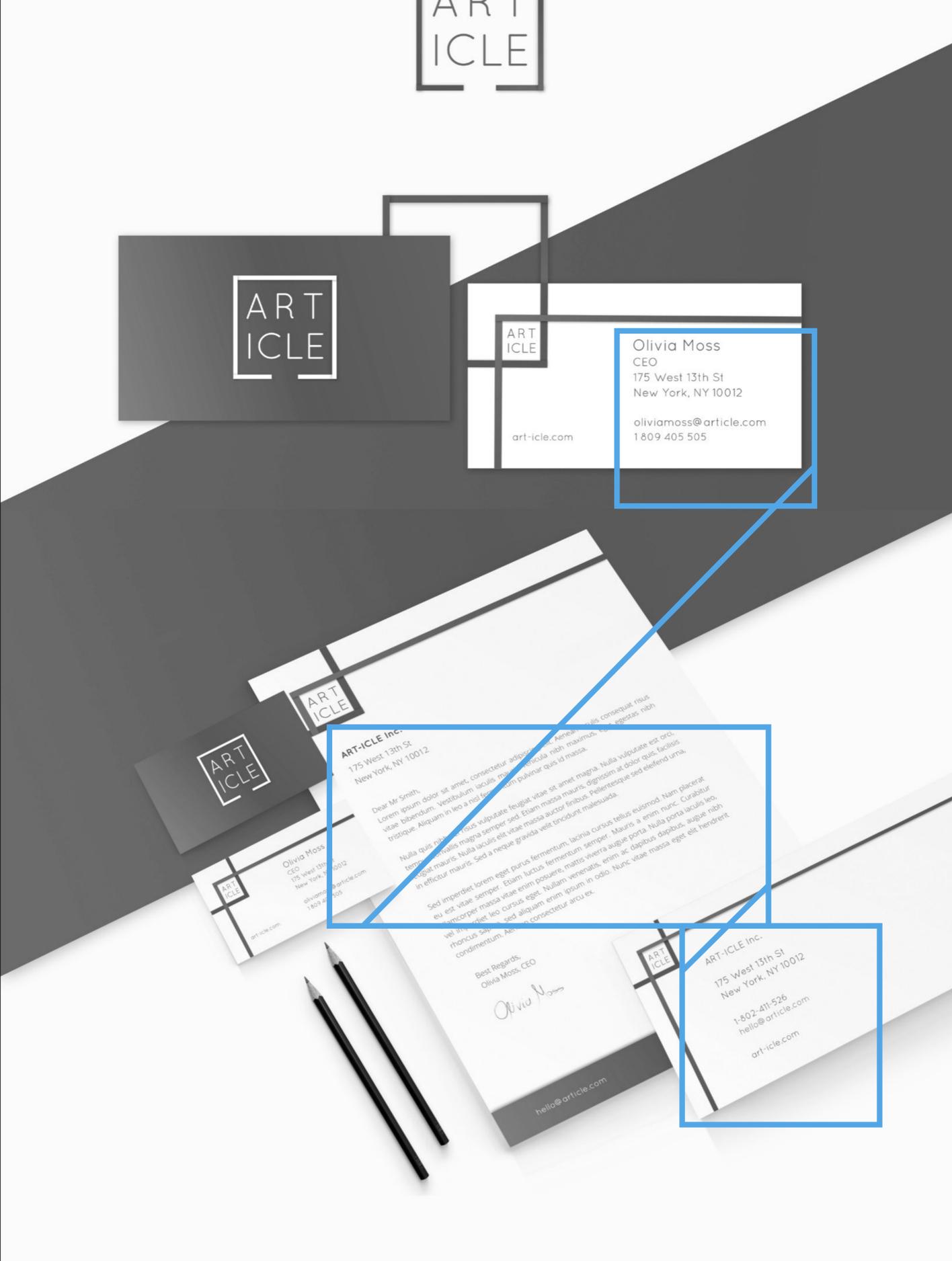
Some users prefer to only drag the selection marquee around a portion of the layer you want to select. This setting can be enabled within the Preferences Panel under Affinity Publisher > Preferences within the Tools subcategory.

# Using the shape tools

Affinity Publisher has a vast array of Shape tools available. Pressing [M] on the keyboard will scroll through Rectangle, Ellipse or Rounded Rectangle Tools instantly, while clicking on the small grey arrow next to the Triangle Tool will unveil a large list of alternative options.

These additional shapes include the Double Star, Cog, Cloud, Tear, Heart and Donut Tools to name a few.

-  Triangle Tool
-  Diamond Tool
-  Trapezoid Tool
-  Polygon Tool
-  Star Tool
-  Double Star Tool
-  Square Star Tool
-  Arrow Tool
-  Donut Tool
-  Pie Tool
-  Segment Tool
-  Crescent Tool
-  Cog Tool
-  Cloud Tool



# Scale and reflow text

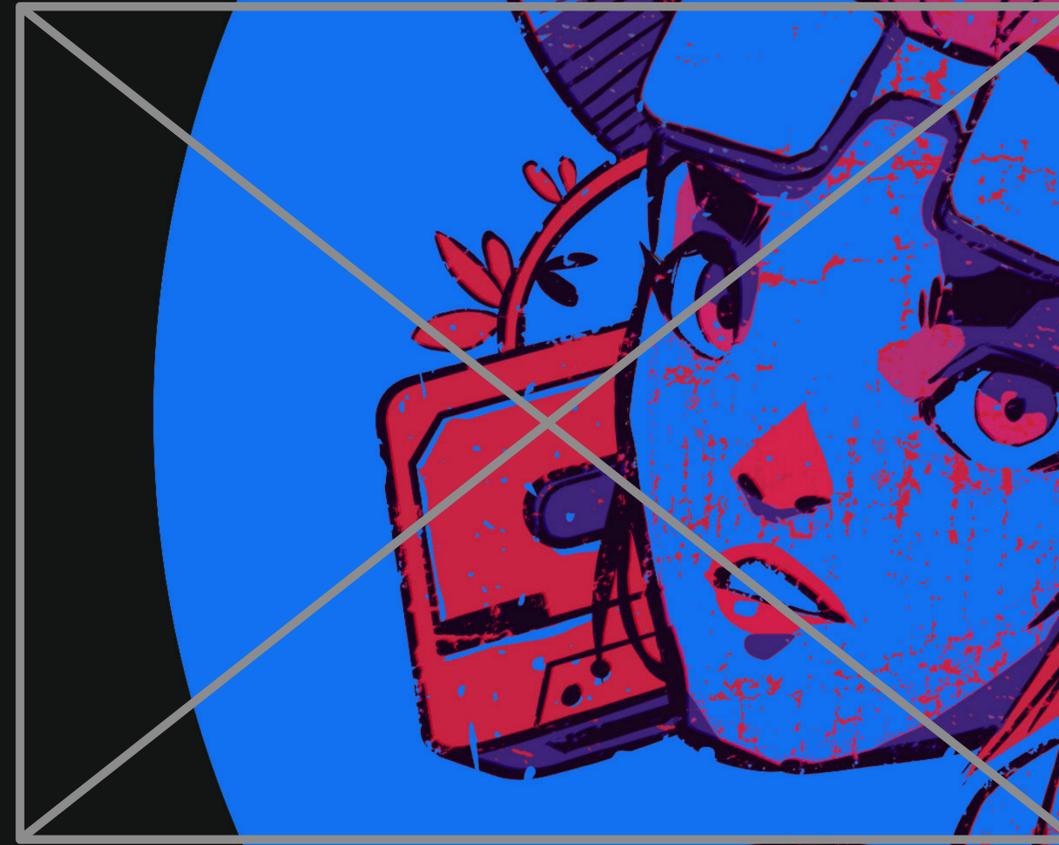
Affinity Publisher handles text flow and alignment in a very powerful way. Once you have your paragraph box in place you can instantly chain boxes together to continue the flow of text by clicking on the small arrow to the right of the paragraph box (allowing a small chain symbol to show), then clicking on the box you wish to join together. Alternatively, you can drag out a new text box and the text will flow into it automatically.

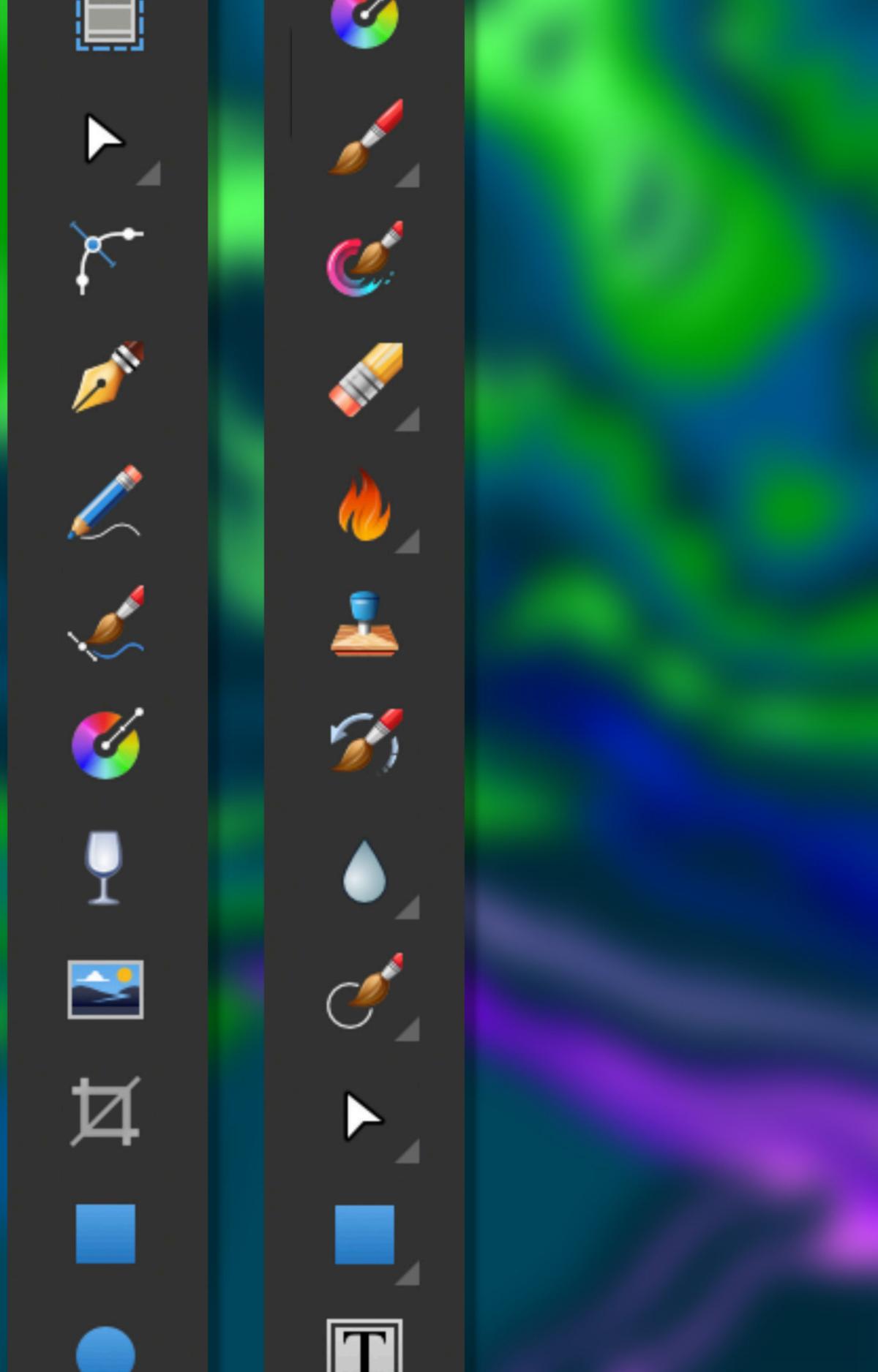
Once joined together, rescaling, repositioning and other adjustments can easily be made while keeping the flow of text consistent throughout your new paragraph boxes.

# Picture frame tools

Using the Picture Frame Rectangle or Picture Frame Ellipse Tools allows you to place a frame into your document, which you can then easily fill with other content such as photo images or vector content.

Simply click on the Picture Frame Rectangle Tool, or press [F] on the keyboard and drag your intended shape in place on your document. Ensuring the frame is still selected go to File>Place and your image will be placed neatly within the shape. Here you can easily adjust the scale using the slide underneath your image or reposition using the multi directional arrows too.





# Toolbars

The Affinity apps include a Context Toolbar which updates to display many of the options available for the currently selected tool you're working with.

Above the Context Toolbar is the general Toolbar which contains commonly-used functions like text wrapping options and baseline grid management. You can customise this by right-clicking in the empty spaces and selecting the Customise Toolbar option.

# Live blend mode editing

The Affinity apps allow you to preview blend modes and other adjustments in real time within your document. This is especially useful when auditioning different blend modes to see which gives the best result.

Simply select the layer you wish to be adjusted, go to the blend mode dropdown within the Layers Panel and scroll through the different options to see the results updated in real time.

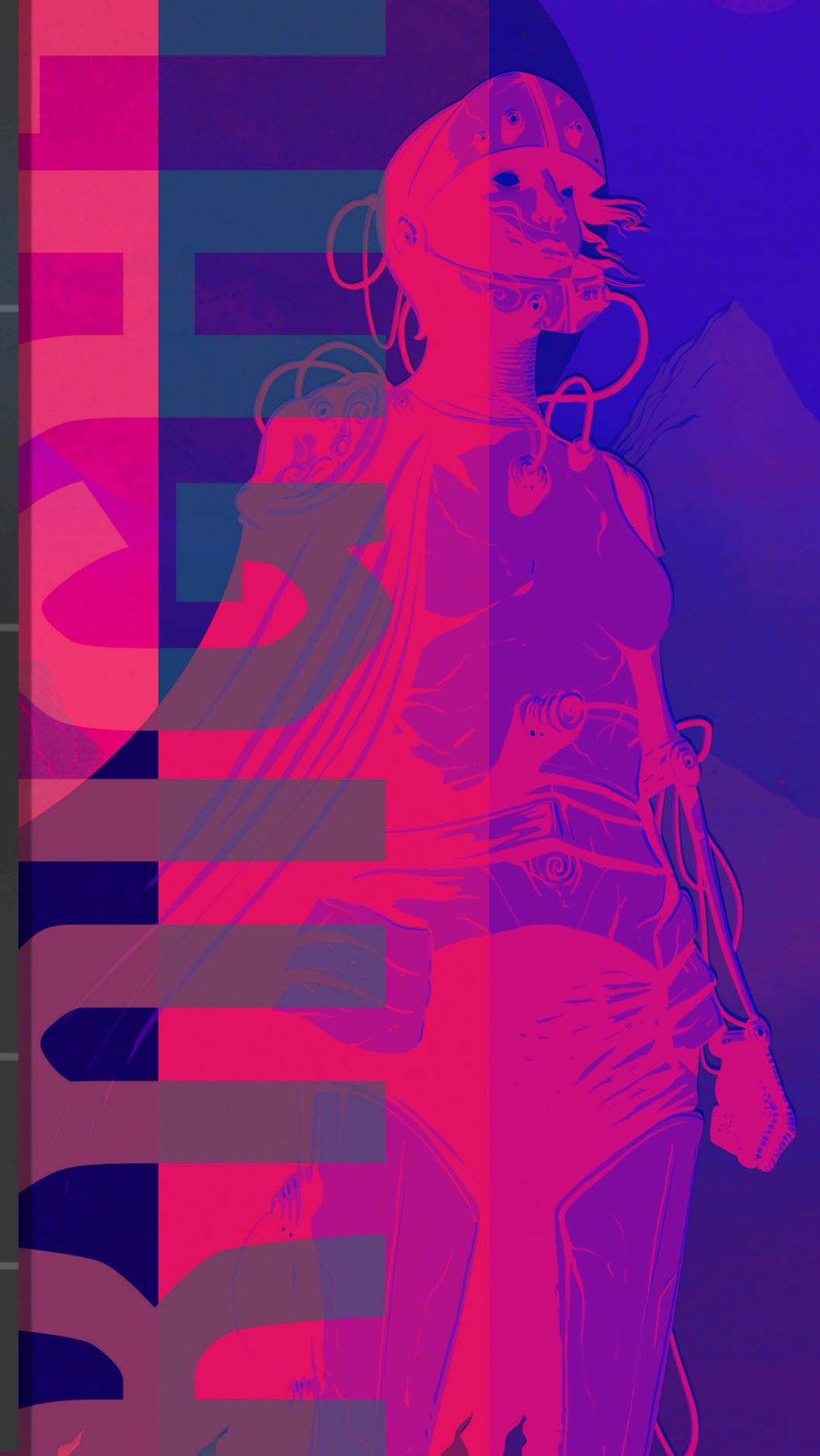
Darken  
Multiply  
Colour Burn  
Linear Burn  
Darker Colour

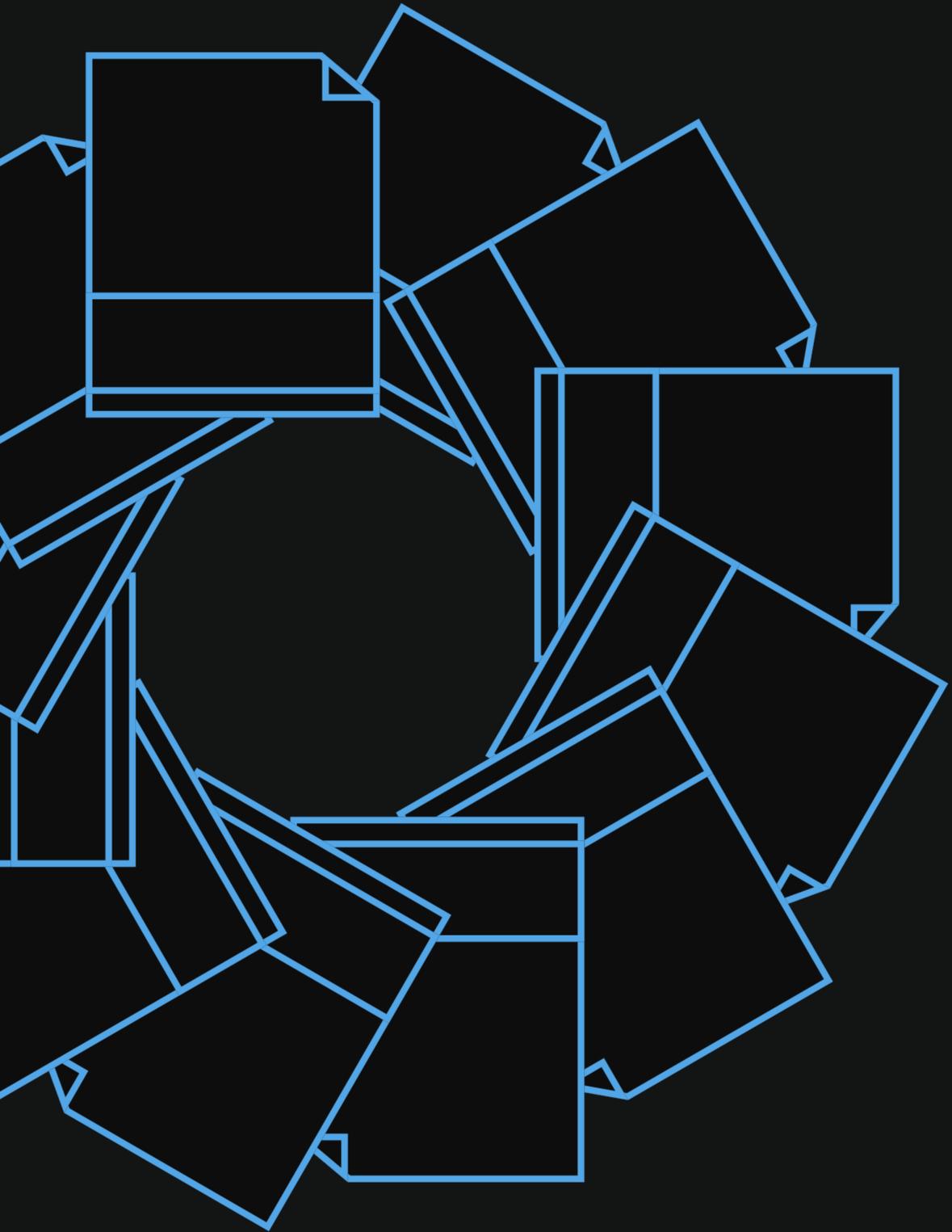
Lighten  
Screen  
Colour Dodge  
Add  
Lighter Colour

Overlay  
Soft Light  
Hard Light  
Vivid Light  
Linear Light  
Pin Light  
Hard Mix

Difference  
Exclusion  
Subtract

Hue  
Saturation  
Colour





# Multipage embedded documents

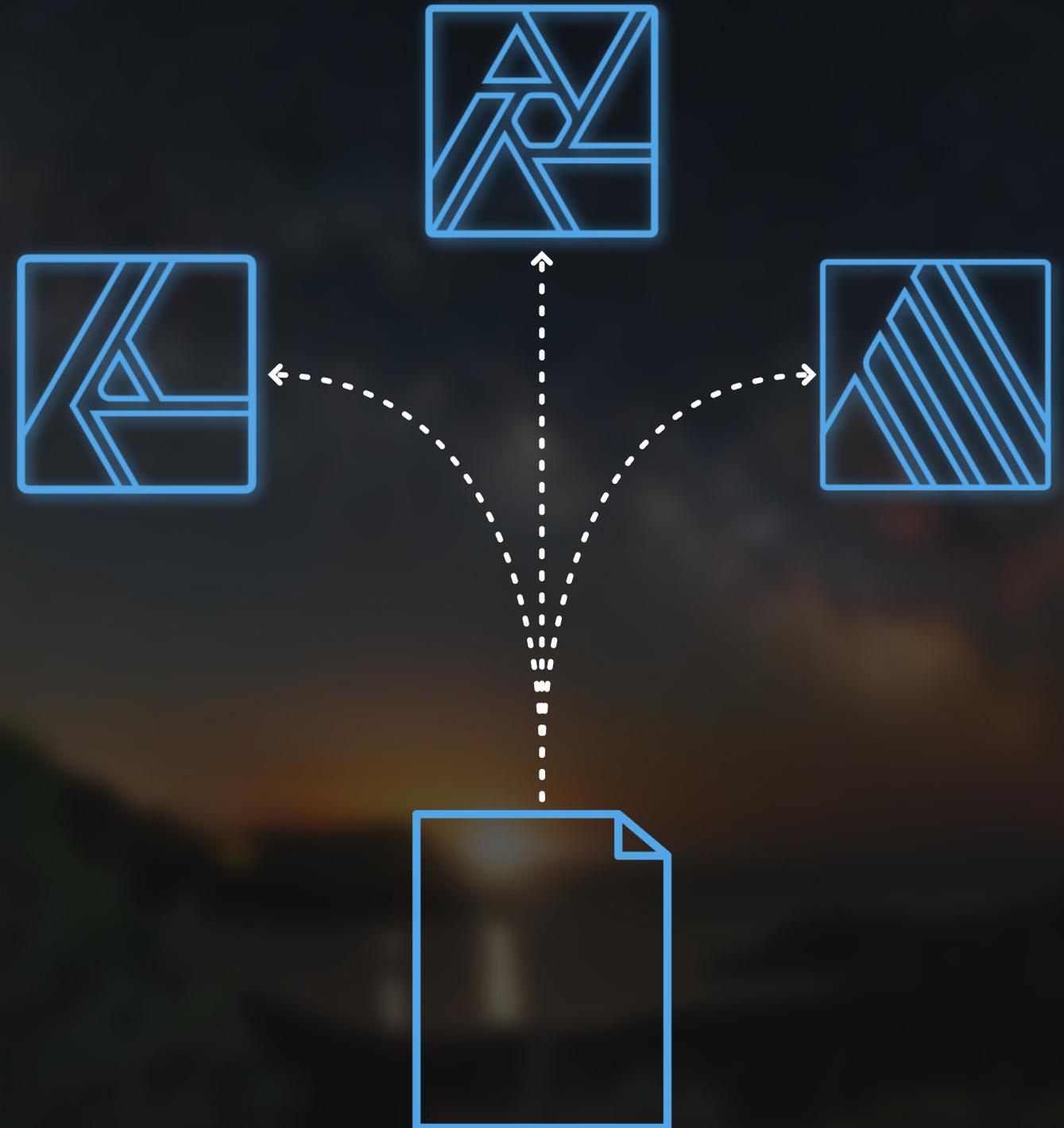
Embedding multipage documents such as PDF files has been made very user friendly within Affinity Publisher. You can either drag and drop your file onto the intended page in your document or select File>Place from the top menu.

Once in place, you can select which page you want to remain visible by adjusting the Spread selection from the menu on the Context Toolbar.

# Affinity file handling

All the Affinity apps share the same file architecture across all three apps. This allows you to open Affinity Publisher, Designer and Photo files all within Publisher itself and saves valuable time since it eliminates having to change between apps when you need to make specific edits to your document.

To determine which app the file was created in, Affinity apps use the extensions .afdesign, .afphoto or .afpub to highlight this.



# Exporting to different formats

There are various ways to export your documents in Affinity Publisher and a multitude of formats available to choose from. The easiest way to begin your export is by using File>Export, which will bring up the export dialog.

Here you can choose the format you require, select the exported area (if applicable) and change other settings via the More dialog. Adjusting the Quality amount for compressed formats will also update the Estimated File Size calculated at the bottom of the Export Window.

