

*This AI-generated document is intended to accompany the video "[Using Stacked Templates to Build Books](#)" as a written reference. While it provides details of the techniques and processes demonstrated in the video, it is not a comprehensive training guide. You may find printing this document helpful for quick reference.*

*For a more detailed understanding of this topic, please consult the ProSelect Online Help Guide.*

# Using Stacked Templates to Build Books

## Introduction

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In ProSelect, stacked templates allow you to efficiently build books using pre-designed layouts and customizable options. This guide will walk you through selecting a book design, choosing appropriate stacked templates, and using them to create and edit pages within your project.

## Understanding Book Designs

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Before creating a book, you need to select a **Book Design**.

- The selected Book Design appears on the **top bar in thumbnail view**.
- These designs are based on lab specifications, and ProSelect comes preloaded with several default designs.
- For this example, we'll use the **10x10 default Book Design**.

## Selecting and Using Stacked Templates

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1. Locate Book Page Templates
  - Find book page templates in the **Resource area** below the main workspace.
  - Since we're using a square book design, use **square templates**.
2. Choose the Template Category
  - Click the drop-down arrow next to *Categories*.
  - Select Stacked Album/Book Pages.

3. Select a Folder
  - In the folder section, choose **Square Stacked Pages**.
  - You'll see four square templates. Each has a **stack icon** in the bottom corner, meaning multiple templates are grouped together in one stack.

## Creating the First Book Page

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4. Add a Template to the Working Area
  - Select the 1 Opening page template and drag it into the working area.
5. Add an Image
  - From the image list, **drag and drop** an image into the page template.
6. Enter Show Pages View
  - **Double-click** the page to enter **Show Pages View**.
7. Navigate Template Options
  - Select the book page.
  - The **bottom-right corner** of the info bar shows how many options exist within the stack.
  - **Right-click** on the *Next* or *Previous Stack* tool to see all available options.
  - Use the **up and down arrow keys** to move through different designs in the stack.
  - You can also use the Next/Previous Stack tools directly to browse.
8. Crop and Adjust
  - Once you've chosen your preferred layout, press the **C key** to open **Cropping View**.
  - Adjust your image using the cropping tools.
  - Press the **T key** to return to **Thumbnail View**.

## Creating a Page Spread

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9. Select the Spread Folder
  - Choose the Square Stacked Spreads folder.
  - Select the 4 Opening spread template.

#### 10. Add Multiple Images

- In the image list, hold **Shift** to select multiple images (e.g., four).
- **Drag and drop** the selected images into the 4 Opening stacked page template.

#### 11. View and Adjust the Spread

- The spread appears in your working area with images populated.
- **Double-click** the page to enter Show Pages View.
- Use the **up and down arrow keys** to navigate through stacked layout options.

#### 12. Swap and Crop Images

- To swap images, **drag one image onto another**—the change updates across all stacked templates.
- Press **C** to enter cropping view and refine image placement.
- Adjust crops using the **toolbar tools** or **arrow keys**.

### Additional Resources

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For more detailed instructions and tips on using stacked sizing, consult the "[Using Stacked Page Templates](#)" section in the ProSelect online manual, accessible via the "Help" menu under "Open Online Help Guide."