

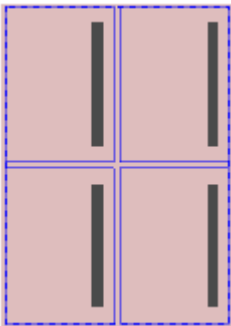
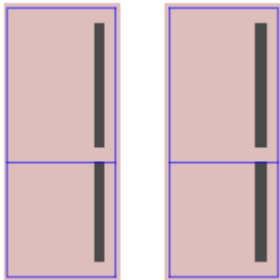
# Working with ganged page groups

Ganged page groups are treated as single objects.

**Requirements:** Use these tasks to organize ganged pages into groups after adding them to a press run.

Choose a task:

Group selected pages in their current position	Drag a marquee to select the pages, and click the <b>Group</b> tool.
Group selected pages and apply uniform gutters	<ol style="list-style-type: none"><li>Select a reference page for the group.</li><li>Optional: Lock the page to its position on the sheet, in the template page properties.</li><li>Drag a marquee to select the pages.</li><li>Edit the reference page gutter text boxes.</li><li>Click the <b>Group</b> tool.</li></ol> <p>The same gutters are applied throughout the group.</p>
Break a group apart	Select the group and click the <b>Ungroup</b> tool.
Step-and-repeat a selected page or group	<p>Choose a method:</p> <ul style="list-style-type: none"><li>Basic: With the page selected, click the <b>Step &amp; Repeat</b> tool, select how the repeated pages are to be separated, and drag the page to the opposite corner or side of the area.</li><li>Advanced: Select <b>Edit &gt; Duplicate</b>, and set the options that appear.</li></ul>
Replace a content page within a group	<p>Drag the new content page to the target page position, and release the mouse when the recycle symbol appears. All same-numbered template pages are updated with the new content.</p> <p>To replace one content page <i>without</i> updating all the other same-numbered pages, use Option/Alt + drag.</p>
Edit gutters in a selected group	<ol style="list-style-type: none"><li>Click the <b>Ungroup</b> tool.</li><li>While the ungrouped pages remain selected, edit one page's gutter text boxes. The same gutters are applied throughout the group.</li><li>Click the <b>Group</b> tool to regroup the pages.</li></ol>
Access the properties of all pages in a group	Select the group, and in the <b>Properties</b> or workspace, make any required edits. Unedited settings for individual pages are not affected.

Rotate a page group	<p>Select the page and click <b>Rotate</b>. Rotating a group rotates the entire group as if it were one object:</p> 
Rotate one page in a group	<p>a. <b>Ungroup</b> the pages.  b. Click elsewhere so that the pages are no longer selected.  If you apply rotation while all the pages are selected, page overlap will result:</p>  <p>c. Select the page, then click <b>Rotate</b>.  d. Edit the gutters if necessary.  e. Regroup the pages.</p>
View the dimensions of a group	Select <b>View &gt; Show Page Sizes</b> , and select the group.
View the page counts of groups	Select <b>View &gt; Show Group Count</b> .

A dashed line forms a blue rectangle around grouped pages.