## How to count publication pages

## Counted pages vs. physical pages

## 1

When determining the number of pages in your publication, count each page of the document as one page - just as you number them and how they are setup in the design file, as in example A below. Do not count the physical sheet of paper as one page.

## 2

A four-page publication is printed on one physical sheet of paper. Pages 1 and 4 are on one side, and pages 2 and 3 are on the other. Once it is printed, the paper is folded and page 1 is at the front. Then, you open the publication and see pages $2 \& 3$, and on the back is page 4.

2
Outside


Inside


