



Quick Manual: Graphic Size Guidance

Working image sizes for ChatGPT and design requests

CLEAR SIZES • BETTER DESIGNS • GREATER RESULTS

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Keep the instruction simple: paper size + orientation + exact dimensions + 8K HD.



Global Rules

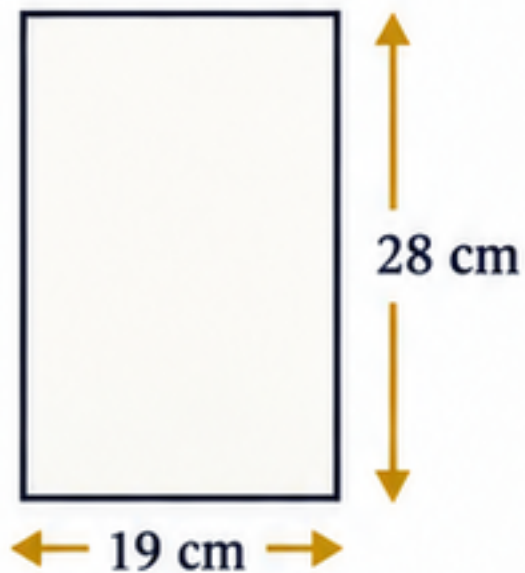
- All graphics should be created in 8K HD quality.
- Always state the paper size, orientation, and final working dimensions.
- Use centimetres (cm) when giving image instructions.
- For multi-page graphics, specify whether the output is digital/virtual or physical print.

A4 Working Sizes

A4 = 19 cm × 28 cm (master page)

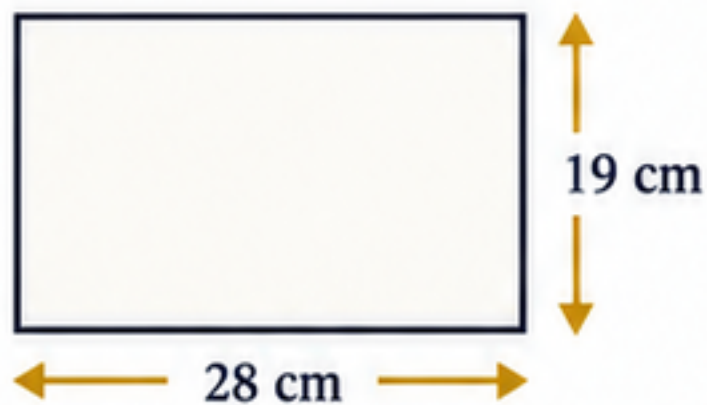
Full Page Vertical (Portrait)

19 cm wide × 28 cm high



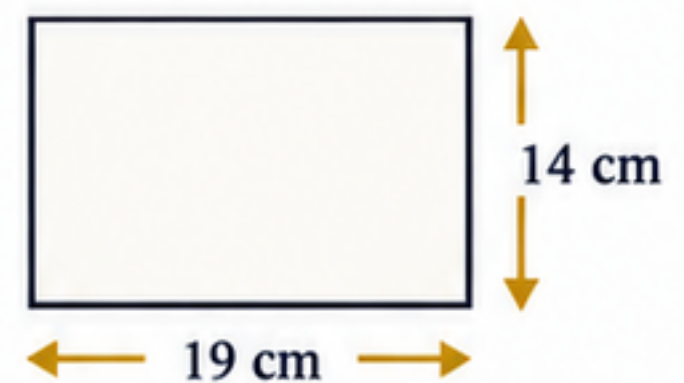
Full Page Horizontal (Landscape)

28 cm wide × 19 cm high



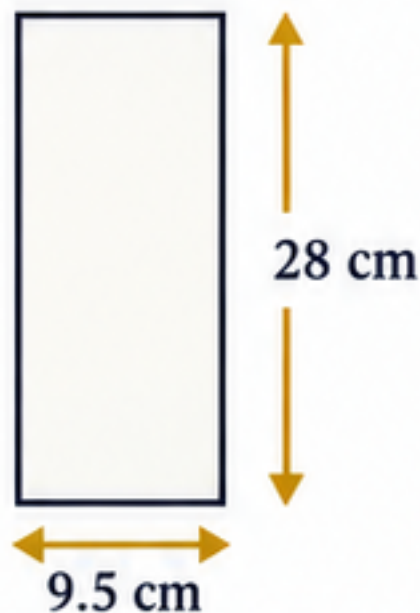
Half Page Horizontal

19 cm wide × 14 cm high



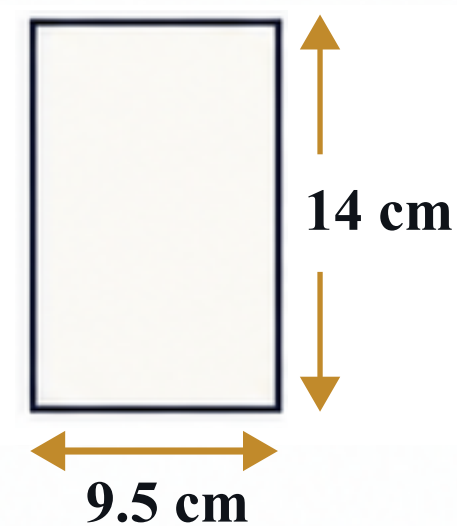
Half Page Vertical (Column)

9.5 cm wide × 28 cm high



Quarter Page / Half-Half Page

9.5 cm wide × 14 cm high



How to refer to these

1

full-page A4
vertical

2

full-page A4
horizontal

3

half-page A4
horizontal

4

half-page A4
vertical column

5

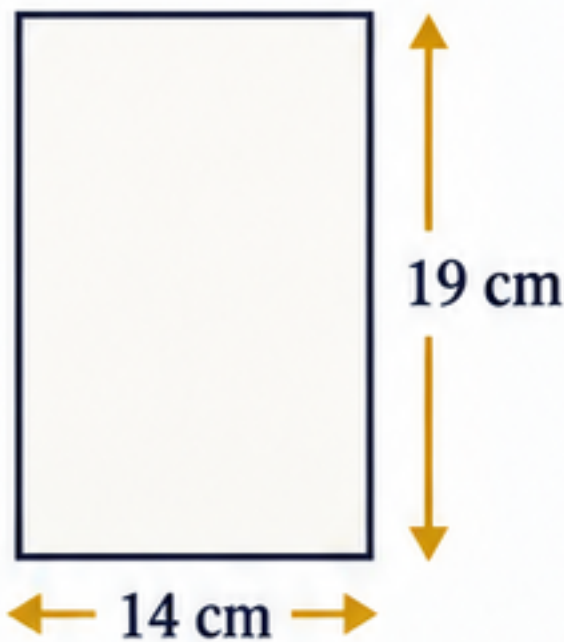
A4 quarter-page
block

A5 Working Sizes

A5 = 14 cm × 19 cm (master page)

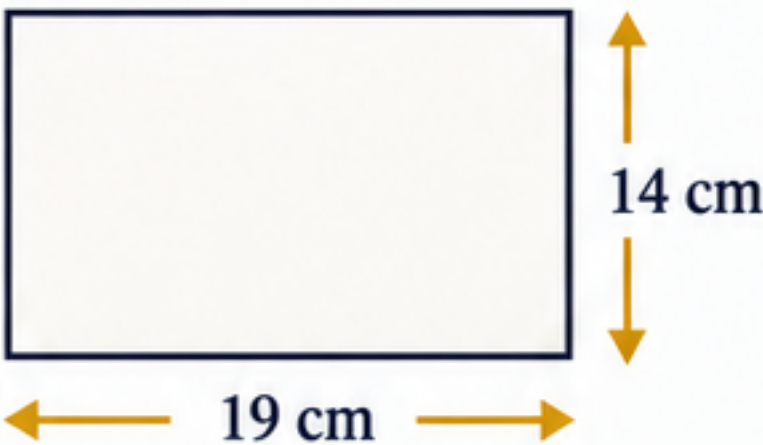
Full Page Vertical (Portrait)

14 cm wide × 19 cm high



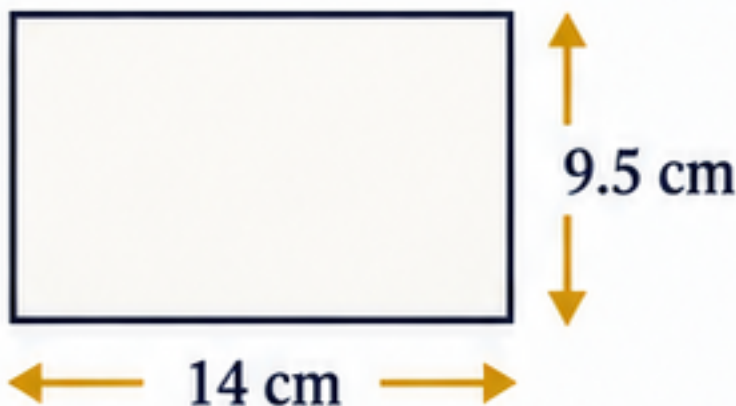
Full Page Horizontal (Landscape)

19 cm wide × 14 cm high



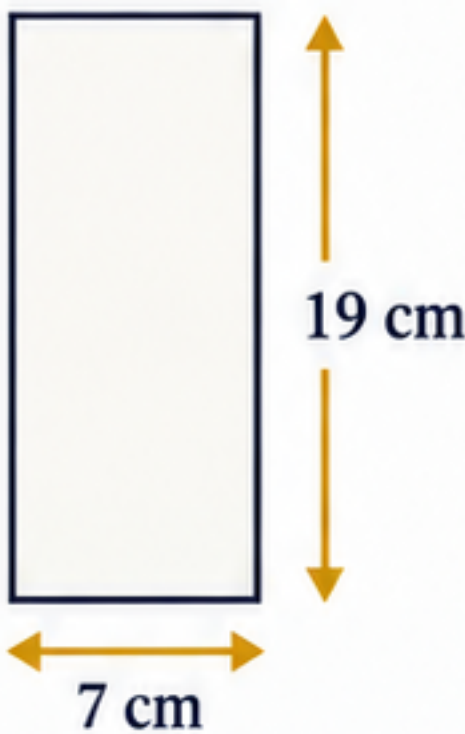
Half Page Horizontal

14 cm wide × 9.5 cm high



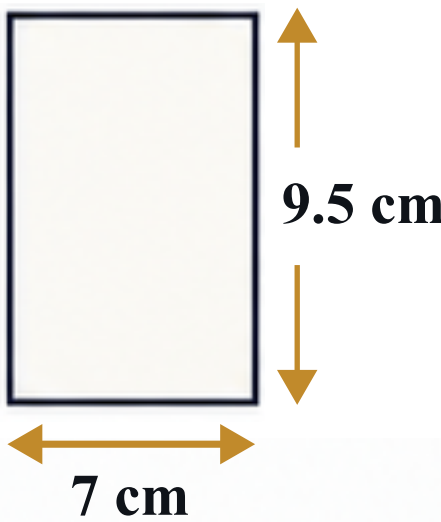
Half Page Vertical (Column)

7 cm wide × 19 cm high



Quarter Page / Half-Half Page

7 cm wide × 9.5 cm high



How to refer to these

1

full-page A5
vertical

2

full-page A5
horizontal

3

half-page A5
horizontal

4

half-page A5
vertical column

5

A5 quarter-page
block



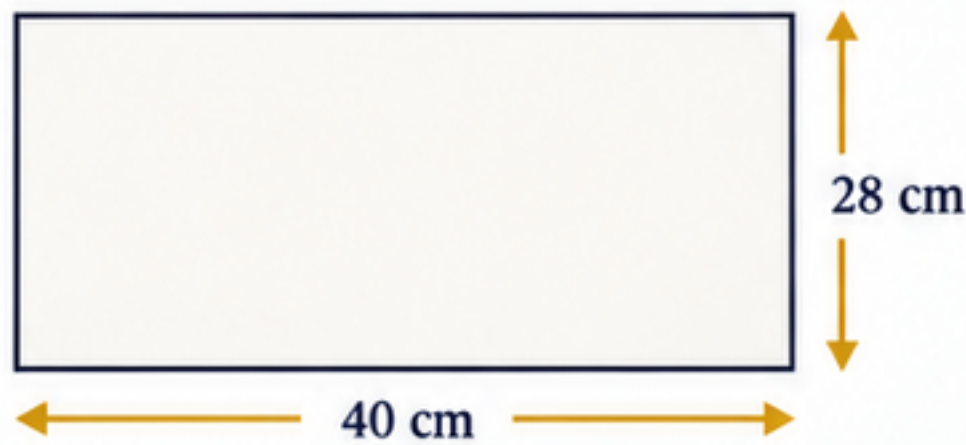
Double-Page Spread Guidance

Use these when a graph or figure runs across two facing pages.

A4 Spread

Digital / Virtual Spread

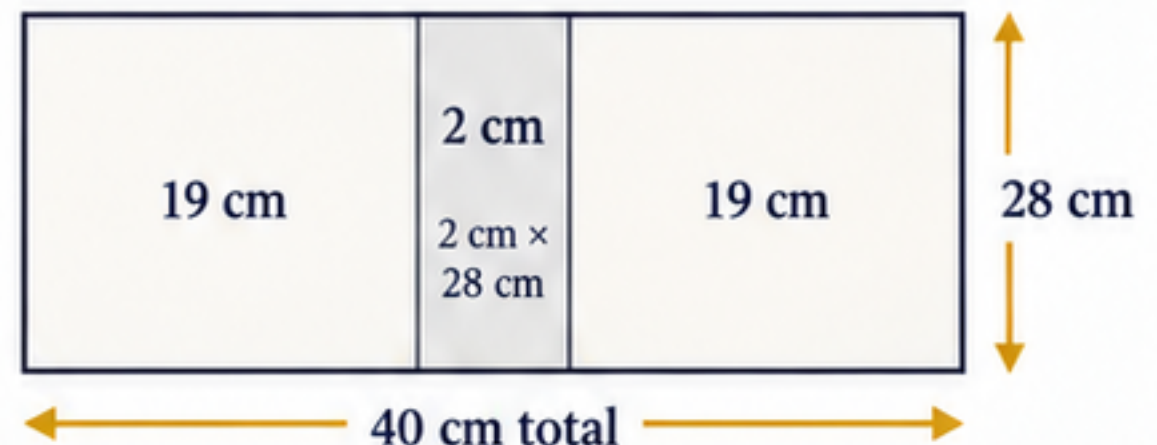
40 cm wide × 28 cm high



Use as one continuous image for digital viewing.

Physical Print Spread

19 cm + 2 cm gutter + 19 cm = 40 cm total width

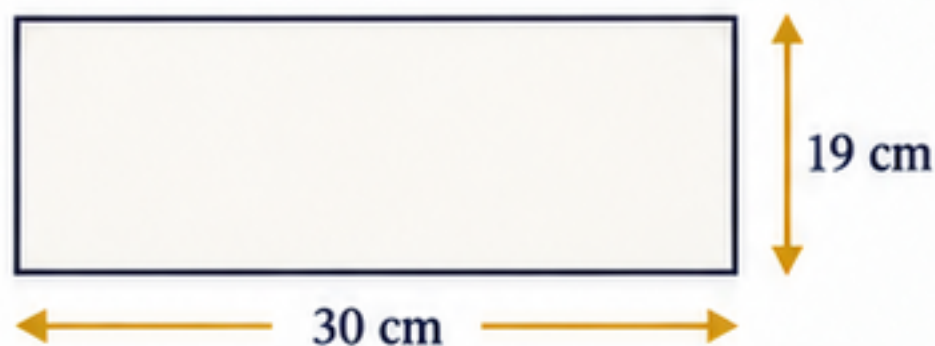


For print, build as two facing pages with a centre gutter.

A5 Spread

Digital / Virtual Spread

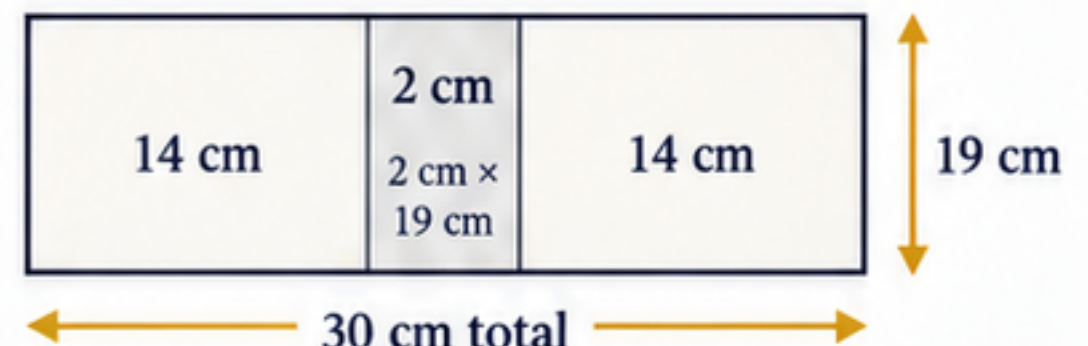
30 cm wide × 19 cm high



Use as one continuous image for digital viewing.

Physical Print Spread

14 cm + 2 cm gutter + 14 cm = 30 cm total width



For print, build as two facing pages with a centre gutter.



Key reminder

- Say whether the spread is digital/virtual or physical print.
- For physical print, account for the centre gutter space.
- Use the total spread size when asking for a wide multi-page graphic.



Ready-to-use instruction phrases

COPY • ADAPT • USE

- 1 "Create an 8K HD image, full-page A4 vertical, 19 cm × 28 cm."
- 2 "Create an 8K HD image, half-page A4 vertical column, 9.5 cm × 28 cm."
- 3 "Create an 8K HD image A4 quarter-page block, 9.5 cm × 14 cm."
- 4 "Create an 8K HD double-page A4 spread, digital/virtual, 40 cm × 28 cm."
- 5 "For a physical A4 spread, split it into 19 cm × 28 cm + 2 cm × 28 cm gutter + 19 cm × 28 cm."
- 6 "Create an 8K HD double-page A5 spread, digital/virtual, 30 cm × 19 cm."
- 7 "For a physical A5 spread, split it into 14 cm × 19 cm + 2 cm × 19 cm gutter + 14 cm × 19 cm."