When it comes to designing a piece, there are many different folding options available to choose from. How the piece will fold will affect the layout of the design as well as the flow of information. It can also bring the design to the next level, both creatively and efficiently.

**Understanding Folding & Binding**

The title of the page is "UNDERSTANDING FOLDING & BINDING".

**Folding Options**

- **Half Fold**: The simplest fold, divides the sheet in half vertically.
- **Z-Fold**: A fold is created by folding (and creasing) the page in half, then again in half, resulting in a triangular shape.
- **Gate Fold**: An accordion fold with great flexibility, and can be used in a variety of designs.
- **Accordian Fold**: The top paper is used to create a tri-fold, typically faceted like a box, more complex fold that adds depth to the page, giving it a more dynamic look.
- **Roll Fold**: The page is folded in half, then rolled to create a cylindrical shape.
- **Parallel Fold**: The half fold divides the paper horizontally, creating a total of three sections.
- **Saddle Stitch**: A binding method where pages are sewn together and then stapled or glued to the spine.
- **Case Binding**: A binding method where pages are sewn together and then glued to the spine, resembling hardcover, but typically involves inside cover and end papers which are glued to the sections. These are then glued to the spine.
- **Perfect Bound**: A binding method where pages are sewn together and then glued to the spine, and cover is added, providing a more professional look.
- **Spiral Bound**: A binding method where pages are coiled together, creating a compact and portable design.
- **PUR Bound**: A binding method that uses polyurethane reactive (PUR) glue, holding pages strongly together, typically for documents needing to stay together over time.

**Binding Options**

- **Saddle Stitch**: A binding method where pages are stapled together in the middle, creating a professional look.
- **Case Binding**: A binding method where pages are sewn together with cover colour, a durable option for a wide variety of documents.
- **Perfect Bound**: A binding method where pages are sewn together and then glued to the spine, resembling case binding, but typically involves inside cover and end papers which are glued to the sections.
- **Spiral Binding**: A binding method where pages are coiled together, creating a compact and portable design.
- **PUR Binding**: A binding method that uses polyurethane reactive (PUR) glue, holding pages strongly together, typically for documents needing to stay together over time.

There are many binding options available, and while binding is usually based on the function of the piece, how many pages it contains, and of course budget, binding can also add creativity and interest to the piece. The type of binding will also affect how the piece is set up, so binding decisions need to be made at the beginning of the project.

**Diagram**

A diagram showing various folding and binding options is included. The diagram is labeled with different folding techniques, such as half fold, z-fold, gate fold, accordian fold, roll fold, parallel fold, saddle stitch, case binding, perfect bound, spiral binding, wire binding, and comb binding. Each technique is represented with an illustration and a brief description of its uses and characteristics.

**Folds**

- **8 PAGE ACCORDIAN FOLD**
- **8 PAGE ROLL FOLD**
- **8 PAGE DOUBLE PARALLEL FOLD**
- **12 PAGE HALF TRIFOLD**

**Stitching**

- **Saddle Stitch**: Pages are stitched together along the spine.
- **Case Binding**: Pages are sewn together and then glued to the spine.
- **Perfect Binding**: Pages are sewn together and then glued to the spine, resembling case binding.
- **Spiral Binding**: Pages are coiled together, creating a compact and portable design.
- **Wire Binding**: Pages are stapled together in the middle, creating a professional look.
- **PUR Binding**: Pages are sewn together and then glued to the spine, using polyurethane reactive (PUR) glue, holding pages strongly together.

**Hole Punched**

- **8 PAGE PERFECT BOUND** (50-250 Pages)
- **8 PAGE SADDLE STITCH** (8-24 Pages)
- **8 PAGE CASE BINDING** (50-400 Pages)
- **8 PAGE PERFECT STITCH** (160-180 Pages)
- **8 PAGE SCREW BINDING** (160-180 Pages)
- **8 PAGE WIRE BINDING** (160-180 Pages)
- **8 PAGE TAPE BINDING** (160-180 Pages)

**Wiring**

- **WIRE BINDING** (16-275 Pages)