How to Use the Step Repeat Tool in InDesign CS5

Subject Descriptors: InDesign CS5, step, repeat, frame, gridlines, drag

Application (Version): Adobe InDesign CS5 - Windows

Task Description: Learn how to distribute frames evenly across a document using the step and repeat command.

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Create Gridlines

Select Create Guides under Layout.

Specify Guide Dimensions

Choose the number of rows and columns you would like (here, 10 and 4), and whether you would like to fit the guides to the margins or the page. When you are finished, click OK.
Either press the "F" key or select the frame tool by clicking on the frame button in the left toolbar.
Select the top left corner of your first row and drag to the bottom right corner to create your first frame.
Select the Selection Tool

Press "V" or select the selection tool by clicking on the select button in the left toolbar.

Drag Duplicates of the Frame

Alt + drag (Option + drag on a mac) duplicates and makes your first row across the top of the page.
Make a Selection of the Entire Row

Still using the selection tool, make a selection of the entire row of frames by dragging the mouse over the perimeter.

Drag Duplicates of the Row

Alt + drag (Option + drag on a Mac) duplicates of the row down the page.

You could drag out eight more duplicates to fill the rest of the page, but you may also use the Step and Repeat command to save time.
Select the Step and Repeat Command

Select Step and Repeat under Edit, or press Alt + Ctrl + U.

Specify Step and Repeat Options

You would change the Repeat Count to 8 in this instance, because this is the number of times we would like to repeat the action. In this instance you do not need a Horizontal Offset, since you are moving the rows down, not left to right. You do not need to change the value of the Vertical Offset.
either, since this was created for you when you dragged out your duplicate with the selection tool.

Now you have 8 additional rows created in seconds.