Remove Pages from a Publication

Publisher makes it easy to remove a page from a publication. When a page is removed from the publication, all the objects on the page will also be deleted. Using the Delete Page command will remove the current (active) page in the Publisher window. To remove a page or pages from a publication, complete the steps below:

**Delete a Page from a Single-Page Spread**
+ Click the page that is to be deleted.
+ Click the **Page Design Tab**.
+ In the **Pages Group**, click the **Delete** button.

  or

+ Right-click the page that is to be deleted.
+ Click the **Delete** option in the list of choices.
+ The dialog box below will appear stating that all objects on the page will be deleted.

  ✤ Click **Yes** to delete the page and the objects.
  ✤ Click **No** to return to the publication without deleting the page.

**Delete a Page from a Two-Page Spread**
+ Click the page that is to be deleted.
+ Click the **Page Design Tab**.
+ In the **Pages Group**, click the **Delete** button.

  or

+ Right-click the page that is to be deleted.
+ Click the **Delete** option in the list of choices.
+ The **Delete Page** dialog box will display (see illustration at right).
+ Under **Delete**, click the radio option button for the page(s) that are to be deleted.
  ✤ **Both Pages** – Deletes both the left and right pages.
  ✤ **Left Page Only** – Deletes only the left page
  ✤ **Right Page Only** – Deletes only the right page
+ When the choice has been made, click the **OK** button.