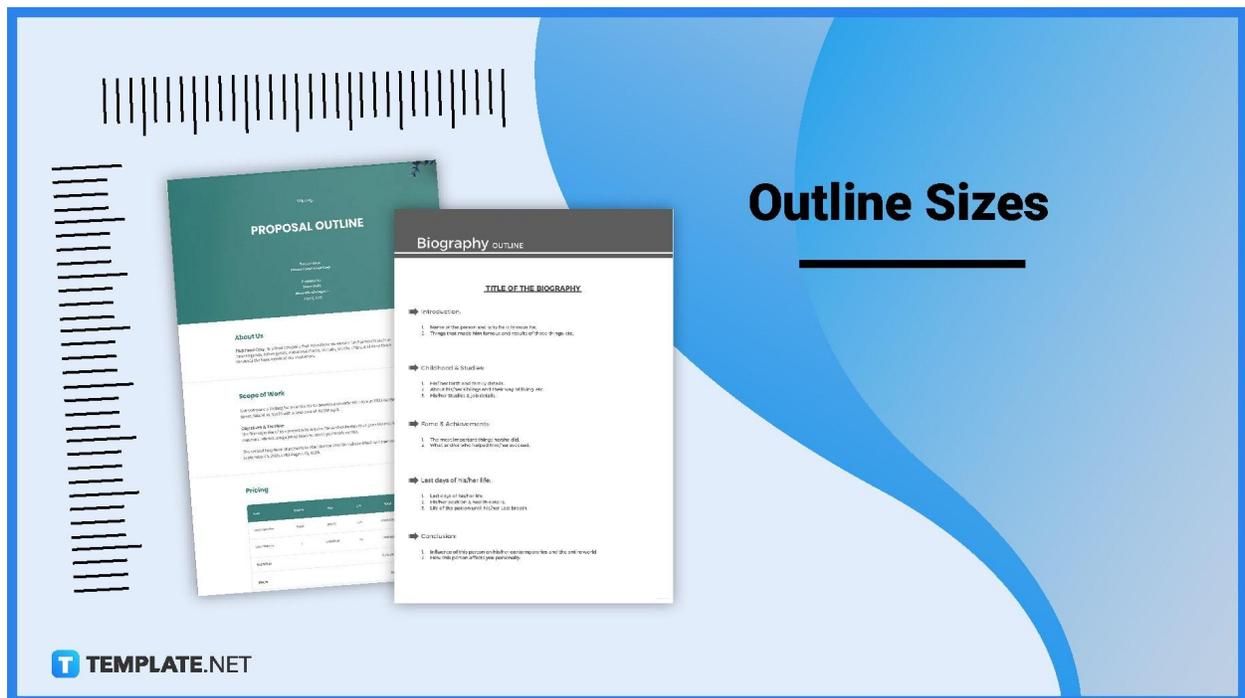


Outline Sizes

Outlines vary in size and dimension as they depend on the purpose, needs, and preferences of the business firm or organization, or an individual. Whether you are preparing an outline for your essay, fashion business plan, or drawing, developing a well-structured outline will undoubtedly help you to be effective in your project.



Outline Sizes Standard

It is fundamental that you think carefully about planning the appropriate dimension and resolution of your outline so that you are able to present your outline in excellent quality. What are the standard sizes or dimensions for outlines? In this section, we provide you with the standard outline sizes:

US – Letter

US letter paper size is the most widely used paper size when creating outlines like charts or vector outlines. Many companies, institutions, organizations, and individuals mainly used this for creating their outlines, office records, reports, and other business-related documents. It has a width of 8.5 inches and a length of 11 inches (21.59 x 27.94 cm. or 215.9 x 279.4 mm.), with a standard web resolution of 72 DPI (612 pixels x 792 pixels).

US – Legal

US legal-size paper is commonly used for business contracts, legal briefs, and other law-related documents. Outlines printed in US legal paper have standard dimensions of 8.5 x 14 in. or 21.59 x 35.56 cm. or 215.9 x 355.6 mm. A legal-size paper has a resolution of 72 DPI, with a width of 612 pixels and a length of 1009 pixels.

A4

A4 paper size is used in many outlines for proposal letters and other literary publications. It has a measurement of 8.5 x 14 inches, 21 x 29.7 cm., and 210 x 297 mm. The recommended resolution for A4 document printing is 2480 pixels x 3508 pixels, while the ideal A4 screen resolution is 595 pixels x 842 pixels.

Outline Sizes for Print

The ideal outline sizes for print are US letter and A4 paper size. US letter-size outlines are printed with measurements of 215.9 by 279.4 mm. or 8.5 x 11 in. While A4-size outlines have dimensions of 8.5 x 14 inches or 210 x 297 mm. These paper sizes are mostly used by companies, organizations, and professionals for documentation, project management, technical drawing, vector art, and many others.

Outline Sizes for Print

Letter Size



279.4 mm^h
or 11" in

215.9 mm
or 8.5" in

A4 Size



279 mm^h
or 14" in

210 mm
or 8.5" in

Outline Sizes for Business

Most business firms use US letter outline size with standard dimensions of 8.5 x 11 inches, or 21.59 x 27.94 cm. They also use an A4 size for outlining their projects for their business presentations, financial reporting, corporate marketing, event planning, and employee management. Plus, businesses use these outline sizes in their meetings and work because

they offer clarity and convenience to the users and readers due to the clearly defined text and visual elements.

Outline Sizes for Business

T **TEMPLATE.NET**

Biography Outline

TABLE OF CONTENTS

- 1. Introduction
- 2. Background Information
- 3. Main Body
- 4. Conclusion

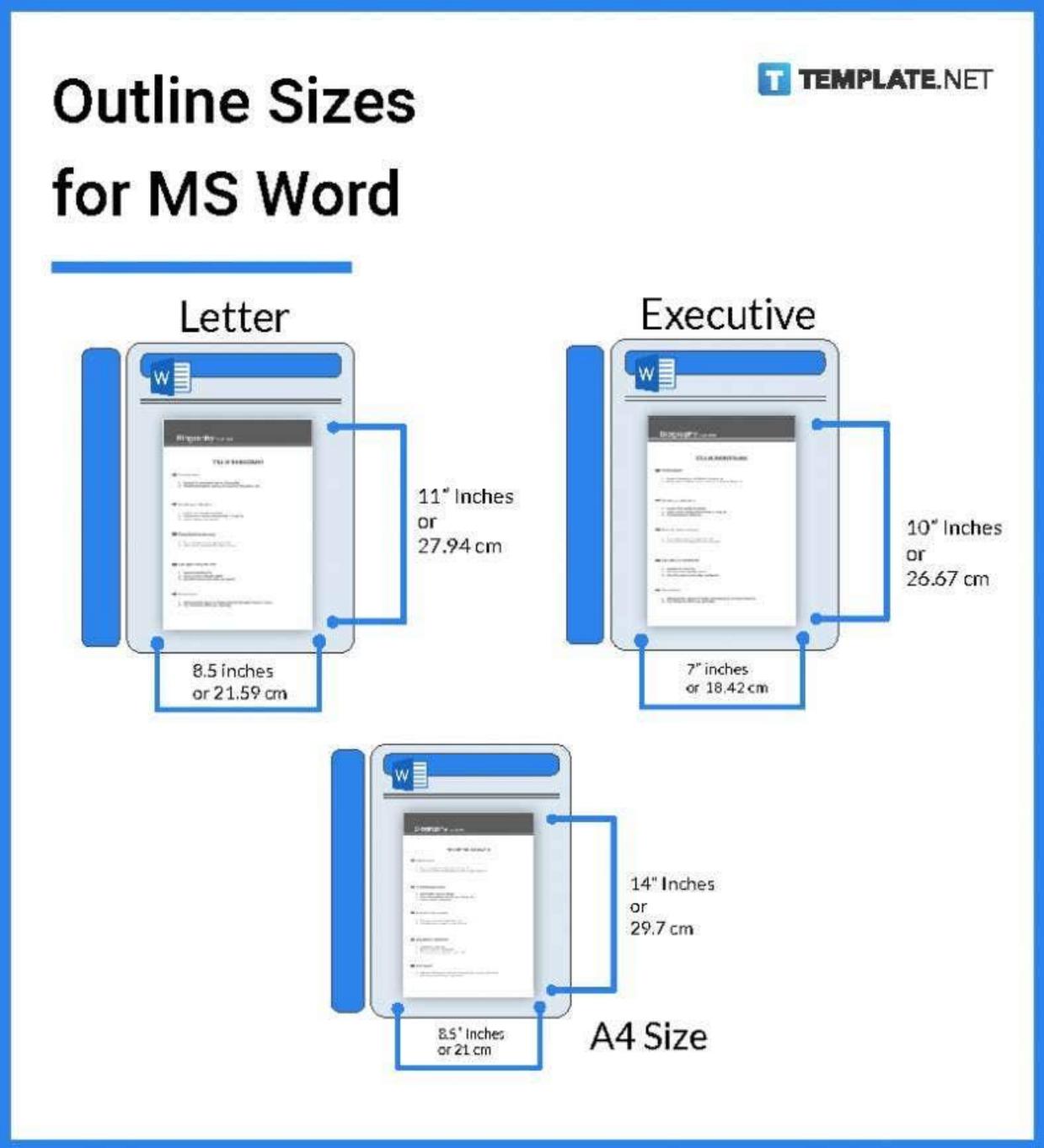
11" Inches
or
27.94 cm

8.5 inches
or 21.59 cm

A4 Size

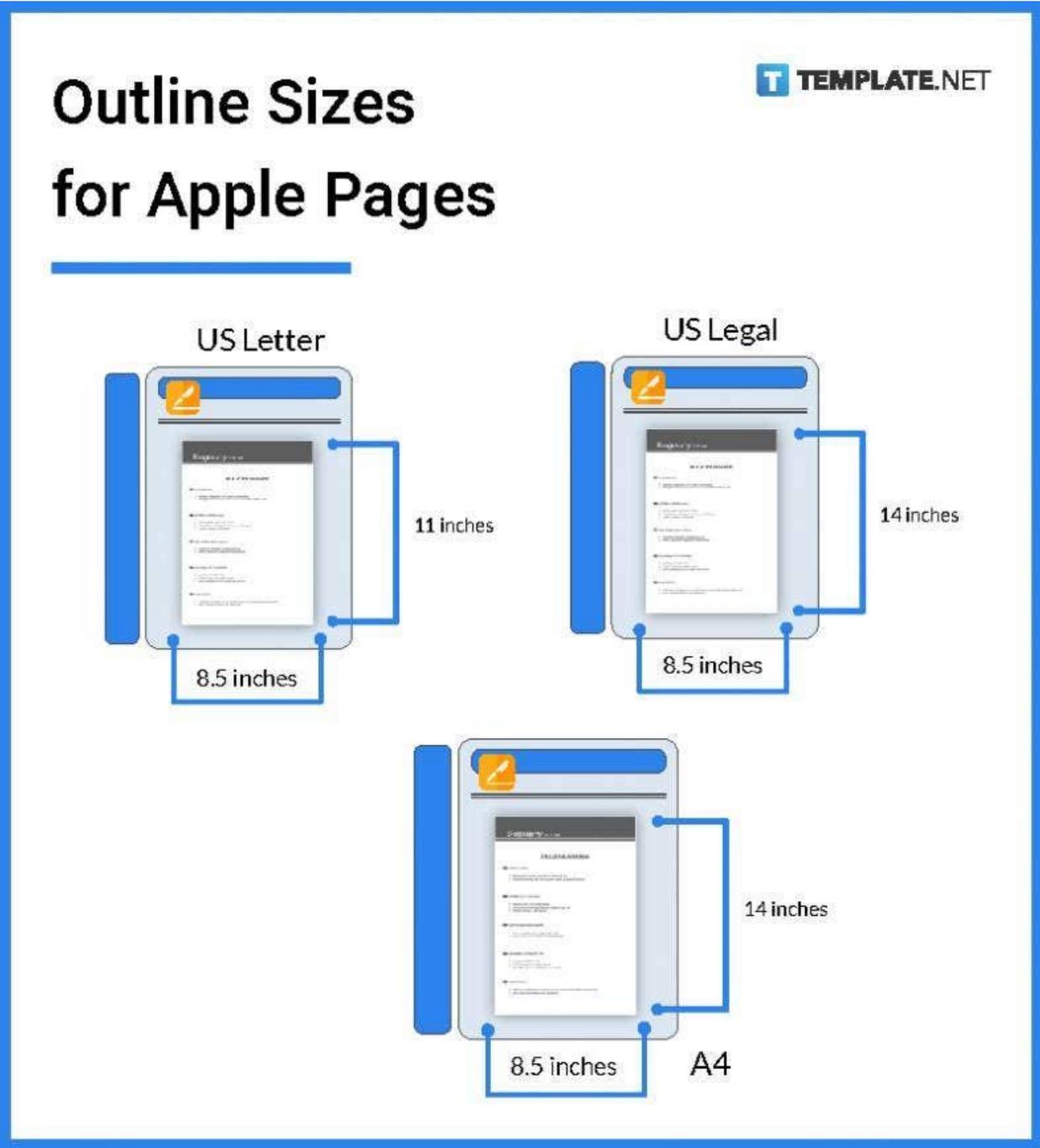
Outline Sizes for MS Word

The outline paper sizes available in Microsoft Word are letter, legal, executive, and A4. Letter paper size has an ideal measurement of 8.5 x 11 inches, or 21.59 x 27.94 cm., and executive paper is measured at 7 x 10 inches or 18.42 x 26.67 cm. While A4 paper has standard sizes of 8.5 by 14 inches or a width of 21 cm. and a height of 29.7 cm.



Outline Sizes for Apple Pages

When you structure an outline in Apple Pages, use standard paper sizes such as US letter, US legal, 8.5 x 13, and A4. US letter has dimensions of 8.5 x 11 inches, and US legal has dimensions of 8.5 x 14 inches. While A4 papers have a size of 8.5 x 14 inches.



Outline Sizes for Google Docs

Create compelling and systematic outlines for your project while using Google Docs. The standard outline paper sizes are letter (8.5 x 11 inches), legal (8.5 x 14 inches), and executive (7.25 x 10.5 inches). Plus, you can make your outline in A4 paper size for your short essays, technical drawings, project proposals, book reviews, research papers, and many other documents.

Outline Sizes for Google Docs

Letter Size
8.5" Inches
11" Inches

Legal Size
8.5" Inches
14" Inches

Executive
7.25 inches
10.5 Inches

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FAQs

What is the MLA format for an outline?

The standard MLA format for an outline must have double spacing, 12-point font, 1-inch margins, and a center-aligned title.

What is the dimension of an outline?

The dimension of an outline is based on the width and length or height or overall measurement of a schematic plan or the line by which an object appears to be bounded.

What is the appropriate font size for the outline?

The appropriate font size for outlines is 12 points or at least 16 pixels, or for a clearer view to guide adults, and people with limitations, use a font size of 14 points or 19 pixels.

How do you measure the size of the outline?

If you need to measure an outline, calculate the area of the outline while taking the measurements of its width, and length.

How long do outlines need to be?

Outlines must be 1 to 2 pages in length.

How to increase the size of the outline using MS Word?

Select the outline that you want to resize, drag a sizing handle away from the center, or select the outline, choose the Shape format, Picture Tools Format or Drawing Tools Format and increase the height and width measurements.

What is the pixel size for the outline template?

It is the horizontal and vertical measurements of the outline template expressed in pixels.

What is the perfect resolution of the outline?

The perfect resolution for an outline is 72 PPI or DPI.

What is the size of the outline in inches?

The standard outline size in inches is 8.5 inches x 11 inches.

How do you print an outline in A4 size using Google Docs?

Open your document in Google Docs, tap the File option, click the Page Setup and change the Paper Size to A4, and then, type CTRL + P in your keyboard or select the File option, and click Print.

What is the size of the research outline?

The research outline has a standard format size of US-letter (8.5 x 11”).

How to change the font size outline?

Type CTRL + A to select the overall outline, click View then Outline, and adjust the font size depending on your preference.

What is the layout of the outline template?

The full standard layout of the outline template consists of major points, sub-points, and sections which are divided, arranged, and labeled in Arabic numerals, Roman numerals, and upper and/or lower case letters.

How big is the APA outline template?

There is no definite size for the APA outline template as it depends on the individual's preferences and the key requirements for the outline submission.