



INLAND GRAPHICS

W141 N9450 FOUNTAIN BLVD., MENOMONEE FALLS, WI 53051

GLOSSARY OF BOOKBINDING TERMS

Adhesive Bound	Same as Perfect Bound Same as Patent Bound Pages of book bound with adhesive
Back	The part of the book nearest the fold
Back Lining	Stretch paper or fabric bonded to the back of the book
Backing	The book binding operation involving the back of a book, which has been previously sewn or glued, whereby the backs of the sections are spread outwards from the center of the book. This adds to the permanence of the “rounding”, and provides an abutment for the cover boards
Back Up Disk	Brass disk holding bottom back edge of book block while rougher roughs backbone
Blind Stamp	To decorate a made case by die stamping only
Blocking	When books stacked stick together due to tacky adhesive film
Boards	The chip boards forming internal structure of case – <u>see case bound</u>
Board Strip	Strip of board in the center of a case to stiffen the spine
Body	Main part of a book, thickness, type of paper, etc.
Building-In Machine	A machine used for the rapid drying of cased books. by means of several applications of heat and pressure books are dried in a matter of seconds. This is an alternative to lengthy pressure in a “standing press.”
Bulk	Same as body thickness, type of paper, some give more bulk
Burst	Slit or perforate the signature prior to folding
Burstbound	Adhesive bound book with burst or perforate backbone in contrast to cut off perfect bound
Cameron Line	Printing line from roll stock and feeding signatures to book block directly to adhesive binding line



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Casing In	Inserting the bookblock into the case
Casing In Paste	Adhesive used in bonding bookblock to case
Case	A cover consisting of two boards, a board strip or case liner and a cover material. The stiff cover of a book.
Casebound	A fully bound book as distinct from a paper cover. Same as hard bound, edition bound.
Case Making	Forming the case by gluing boards to cover material
Centre Spread	Centre opening when the print travels over two pages
Coated Paper	A general term for paper on the surface of which a Mineral (e.g. clay) is applied after the body paper has been made
Collate	Bringing together sections of the book i.e. gather and collate
Colored Edges	A brushed on agent (adhesive must not inhibit staining).
Combined End Sheets	End sheets bonded to a center strip. Becomes cover to adhesive bound book prior to casing in
Cover	The paper, board, cloth, or leather (used singly or Combined) to which the body of a book is secured. The cover of an edition-bound book is called a "case".
Cover Drum	A metal wheel which positions the cover onto the backbone of a book
Covering	A term which describes the positioning and gluing of a cover on a side stitched magazine or book
Crash	A loose-weave cloth, or mesh used to reinforce book block in case
Case Edges	All three edges cut by Guillotine
Debossing	To decorate a made case with a die stamped recessed design
Dummy	Plain paper test copy



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Edges	Cut edges of the book
Edition or Hard-Case Binding	A book which is glued into a hard cover such as textbooks, dictionaries and encyclopedias
Embossing	To decorate a made case with a die stamped raised design.
End sheets	The leaves of paper which are glued to outside Signatures. The outside end sheets and glued to the book case (casing-in).
Foil Stamp	To decorate a made case by die stamping with gold, silver or colored foil
Folio To Foot	Page number to the foot of the page
Foot	Bottom of the book
Forward	Lining a book between binding or sewing and casing in
Gathering	The process of assembling in their proper order the folded sections of a book. This can be done by hand or on a large mechanical gatherer, the latter being usual in modern binderies.
Gilt Edges	Edges covered in a gold leaf
Gluing-Off	A stage in the binding of a book after sewing, nipping and cutting, but prior to rounding and backing. The object is to cause glue to penetrate to a limited degree between the sections to strengthening the effect of sewing
Grain Direction	The direction in which the majority of fibers lie in a sheet of paper. After the pulp flows on to the moving web of a paper-making machine the fibers tent to lie parallel with one another in the direction of movement. On wetting with adhesives, paper swells to a greater degree across the grain than in the grain direction, and it is of importance in book binding for this and other reasons that the paper used for the text should be made so that the grain direction runs from head to foot in the finished book. The terms "grain direction" and "Machine direction" are synonymous.



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Ground Wood	A paper pulp made by mechanically grinding wood, in distinction from pulp ⁰ made by cooking or digesting wood chips in a solution of soda or other chemicals. Ground wood paper is of low grade
Gutter	An imposition term, the internal gap between each printed page
Head	The top of the book
Headband	A narrow band of decorative fabric. Headbands are glued to the head and foot of the book backbone. Sometimes only used at head.
Hinge	Joint of flexible covered book – <u>see joint</u>
Imperfection	A book incorrectly bound
Imposition	Laying down of pages of a book to control how pages fold
Insert	A glued-in section
Jacket	Paper dust cover over the case.
Joints (Hinges)	The parts on either side of a book block which the boards hinges the abutments formed for the case in “rounding” and “backing”
Lining-Up	The giving of strength and firmness to the back of a book by gluing a strip of crash to it after adhesive binding or sewing. The crash extends to ? inch from the head and foot of the book and projects on either side for affixing to the end sheets.
Margin	White space between the type area
Marker Ribbon	A marker bonded to the spine which comes down through the book
McCain/Moffit Sewn	A method of sewing a book – through the sides of the book instead of the backbone
Nipping	Pressing book block after sewing to remove bulk and air
One Up	One book per clamp, as in magazine binding. See Two Up



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One-Shot Hot Melt	Common name for Flex-Back perfect binding hot melt type products. A two shot system also can be used
Padding	Edges adhesively bound for easy peel out
Patent Binding	Perfect Binding
Perforation	Punched holes to let out air or to let in glue
Perforate Binding	Adhesive binding, signature folds not cut off but perforated
Press Pasting (Web Press)	Adhesive bonding signature sheets to each other on the press. Also called internal tipping
Quadfolder Front	Front edges of book not trimmed but left rough. Signature folded on quadfolder
Register Ribbon	A marker bonded to the spine which comes down through the book – <u>See Marker Ribbon</u>
Reverse Roll Coater	Adhesive applicator 2 rolls no spinner, second roll revolves against direction of book and thereby meters adhesive
Round and Backing	To give a book a concave appearance and convex of foreedge. <u>Backing</u> to produce projecting shoulders.
Roughing	The preparation of the book backbone prior to adhesive application. The treatment exposes the fiber of each page to provide greater bonding area.
Saddle Stitch	A method of stitching brochures or pamphlets by placing them open astride a saddle-shaped support and stitching through the back.
Sewing	The fastening together of the sections of a book by means of thread.
Shoulder	Projection gained by rounding and backing to help hold the book in the case
Side-Stitch	To bind a pamphlet by wiring or sewing the sheets together sideways
Signature	A folded book section. A book is printed on a wide sheet or web of paper which is cut and folded into a book section. Abbreviation Sig.



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Smashing	The pressing of a book in a machine, after sewing, to compress the pages and expel air from between them. Also know as “nipping”.
Smyth Sewn/Thread Seal	Method of sewing signatures in a book. Thread through book backbone.
Spine	Center part of the case of a book when cased in
Spinner	A small heated rotating metal cylinder, located a few inches away from the adhesive applicator wheels on a perfect binder, which meters excess adhesive from a book being perfect bound
Square Back	Book block bound but not rounded
Stitching	Thread or wire is passed through the whole contents of the book. If the book is in gathered sections the stitching will pass from side to side about 1/8 inch from the back
Stripping	Glued off strip wrapped round narrow backbone book or reinforcing strip on first and 1st sig. Of McCain sewn book
Tail	Bottom of a book, margin at the bottom, i.e. tail first
Tight Back	A book cover which is glued to the body of the book at the back
Tipped On or Tipping In	A separate sheet glued in or on
Two Up	Book bound in units of two and then cut in the middle making two books Readers Digest, TV Guide, Paperbacks