APPETIT ANIM

ALIQUAM ERA

training | consulting | courseware
COURSE OUTLINE

Adobe InDesign - Advanced

Course Aim

Adobe InDesign CC has some really wonderful document layout features which makes working with long and complex documents a breeze.

By the end of the course, participants will fully understand InDesign's superior text editing and layout tools.

Course Prerequisites

Adobe InDesign Basic course completed or equivalent experience.

Course Duration:

One day: 9:00am - 4:30pm

Inclusions:

Each participant will receive a comprehensive course manual and CD-ROM containing relevant exercise files.

What to Bring:

- Note pad & Pen.
- Examples of work from the office.
- Participants are encouraged to bring along a USB flash drive if they want copies of the work done during class.

Course Topics:

Efficient Layout
- Document Setup
- Tint and Gradient Swatches
- Object Libraries and Snippets
- Item Spacing

Vector Paths
- Vector Path Creation
- Vector Paths and Pictures
- Vector Paths and Type

Typography
- Manual Type Resizing
- Quick Apply
- Nested Styles
- Graphics in Typography
- Precise Leading Control
- Composition, Hyphenation, and Justification
- Horizontal Spacing
- Typography Shortcuts

Graphics
- Layer Comps
- Transparency
- Object Styles
- Transforming Objects

Tables
- Creating Tables
- Changing Table Structure
- Formatting Tables

Text Editing
- Story Editor
- Special Characters
- Column, Frame, and Page Breaks
- Anchored Objects

Long Documents
- Sectioning
- Table of Contents
- Indexing
- Books
- Footnotes
- Endnotes