

Course Outline

Intermediate Adobe InDesign

Duration: 1 Day

OBJECTIVES

This Adobe certified course is designed for confident existing users of Adobe InDesign and builds on the basic operations of InDesign, while introducing more advanced features and techniques.

PRE-REQUISITES

Previous knowledge or attendance on the Introduction to InDesign course. Basic working knowledge of Windows or Macintosh operating systems.

COURSE OUTLINE

InDesign Workspaces

- Saving Workspaces
- Customising Menus
- Customising Shortcuts
- Multiple Document Windows

Working with Graphics

- Using Adobe Bridge
- Using Mini Bridge
- Customising the Links Panel to display attributes like scale, rotation and resolution
- Photoshop Files: Layers; Layer Comps
- Illustrator Files: Layers; Layer Comps

Working with Colour

- Mixed Colour Swatches
- Colourising Images

Working with Text

- Styling text
- Text Wraps
- Filtering font choices
- Targeting Layers
- Paragraph Rules
- Drop Caps
- Breaks
- Special Characters
- More with Tables

Frames and Objects

- Pathfinders
- Converting Shapes
- Working with Groups
- Transforming objects; again; and again individually
- Generating QR codes
- Special Effects; Targeting Effects

Working with Longer Documents

- Creating spread documents
- Smart Text Reflow
- Templates
- Creating pages with different sizes
- Master Pages
- Based-on Masters
- Loading and managing styles
- Sections
- Numbering
- Table of Contents
- Creating an Index
- Libraries and Snippets
- Books

Output

- Pre Flight
- Print Presets
- Export to PDF
- Export to eBooks

Looking Ahead

- A short taster demonstration of further more powerful features of InDesign, and variable data, covered in the Advanced courses.