INDESIGN ESSENTIAL SKILLS

Prerequisits:	Basic computer skills, PC / Mac
Duration:	4 weeks
Industry:	Graphic Design
Genre:	Design
Program(s):	Adobe® InDesign™

COURSE DESCRIPTION

Learn to create visually stunning and functional layouts with Adobe InDesign.
Adobe InDesign is best described as a long document application that makes creating complex documents an easy task. In a graphic design setting, InDesign seamlessly integrates photo manipulations and vector art created in Photoshop and Illustrator and can be considered not only as software that assembles them, but also as an independent layout package on its own. InDesign can be used for small and large projects. It is simple enough to generate posters or business cards, but is powerful enough to layout books or magazines, as well as set them up for reproduction.

Although InDesign features a host of tools aimed towards publishing for print, it is also fast becoming a force to be reckoned with in the electronic publishing and web fields, and is no longer only used for print materials. Features like styles, preflighting and master pages are what make Adobe InDesign such a powerful long document application. In this course, not only will we cover the InDesign essentials, but some specialised tricks of the trade presented by an experienced lecturer. On its completion, you should not only be comfortable using InDesign to layout your documents, but have some insight into interactive design and have a foundation going into development for devices such as smartphones and iPads.

COURSE OUTCOMES

Learn the essential skills in InDesign.

COURSE OBJECTIVES

By the end of the course, delegates will have a usable knowledge and sound understanding of the following:
• Navigation and management of InDesign documents
• Managing colours and gradients
• Creation of custom art from in InDesign
• Work with and manage external graphics
• Create and edit text
• Application of effects and styles
• Management of pages and masters
• Set up of basic interactive design
• Export pdfs for printing purposes

COURSE TOPICS

1. Working with Text - Part 1
• Fonts
• Creating Type
• Changing Text Attributes
• Placeholder Text
• Threading
• Special Characters
• Type & Images on a Path
• Tabs
• Create Outlines

2. Working with Text - Part 2
• Text Frame Options
• Find / Change
• Check Spelling
• Bullets & Numbered Lists
• Captions
• Story Editor
• The Note Tool
• Table of Contents
• Tables

3. Effects & Styles
• Character & Paragraph Styles
• Object Styles
• Table Styles & Cell Styles
• Effects Panel Overview
• Effects
• The Gradient Feather Tool
• Quick Apply

4. Pages & Masters
• The Pages Panel
• The Page Tool
• The Gap Tool
• Add Page, Section & Chapter Numbering
• Automatic Page Numbering
• Creating Masters
• Working with & Applying Master Pages
• Overriding Master Page Items
• Long Document Creation

5. Interactive Design
• Animation & Timing
• Bookmarks & Hyper-links
• Buttons & Forms
• Media
• Object States
• Page Transitions
• SWF Preview
• Liquid Layout

6. Preparing for Output
• The Preflight Panel
• Missing Fonts & Links
• The Swatches Panel
• Packaging your InDesign file
• Creating Adobe PDF Files
• Saving to IDML

COURSE REQUIREMENTS
Learn the essential skills in InDesign. Students should have working knowledge and understanding of the following:
• Basic PC/Mac Skills -For new users to Mac, a brief overview is covered of the OS
• Prior experience in any Adobe package a plus.