



Adobe InDesign Introduction

Duration: 3 days

Time: 10am - 5pm. Breaks are scheduled throughout the day and lunch is typically scheduled between 12-1pm

Course Materials: Vendor Authorized Courseware provided

Locations: Reston, VA / On-Site

Related Courses: Photoshop - Flash - Illustrator - Acrobat

Cost: \$1295

Registration: [Click Here to Register](#)

Design professional layouts for print and digital publishing

Adobe® InDesign® CS5 software breaks down the barriers between online and offline publishing. Create compelling print layouts, immersive content for playback in the Adobe Flash® Player runtime, and interactive PDF documents.

Description

This class provides you with the concepts and skills to use Adobe InDesign CS5 effectively. You get hands-on practice working with basic through advanced techniques to get the most out of your experience. You will learn type controls, graphics file management, layers and document setup. Whether you are a designer, prepress professional or just a beginner, you will find InDesign to be a powerful but intuitive page layout application. We also recommend this course for those planning to obtain the Adobe Certified Expert status.

Audience

Graphic professionals who need an essential understanding of page layout using Adobe's flagship page layout application, with an emphasis on real-world issues.

Prerequisites

Because of the amount of material we cover in class, we do require students to be comfortable using a mouse, opening and saving files, and the general operations of computers. While we will make every reasonable effort to help, students with insufficient skills may be required to observe the class lessons or do their best to keep up without slowing down the rest of the class.

What you will ILearn

- Navigating within InDesign
- Creating and Formatting Text
- Working with Layers
- Adding Graphics
- Working with Color
- Working with Master Pages
- Formatting with Styles
- Creating and Editing Tables
- Output and PDF Exporting

1 Introducing the Workspace

- Lesson overview
- Getting started
- Looking at the workspace
- Working with panels
- Customizing the workspace
- Changing the magnification of a document
- Navigating through a document
- Using context menus
- Finding resources for using InDesign
- Review questions and answers

2 Getting to know InDesign

- Lesson overview
- Getting started
- Viewing the lesson document
- Preflighting as you work
- Viewing guides
- Adding text
- Working with styles
- Working with graphics
- Working with objects
- Working with object styles
- Exploring on your own
- Review questions and answers

3 Setting up a Document and working with Pages

Lesson overview

Getting started

Creating and saving custom document settings

Creating a new document

Switching between open InDesign documents

Working with master pages

Applying master pages to document pages

Adding sections to change page numbering

Adding new pages

Arranging and deleting pages

Placing text and graphics on the document pages

Overriding master page items on document pages

Changing the size of pages

Viewing the completed spread

Exploring on your own

Review questions and answers

4 Working with Objects

Lesson overview

Getting started

Working with layers

Creating and editing text frames

Creating and editing graphics frames

Adding metadata captions to graphics frames

Changing the shape of a frame

Wrapping text around a graphic

Modifying the shape of frames

Transforming and aligning objects

Selecting and modifying grouped objects

Finishing up

Exploring on your own

Review questions and answers

5 Flowing Text

Lesson overview

Getting started

Flowing text into an existing frame

Flowing text manually

Creating text frames while flowing text

Flowing text automatically

Creating threaded frames automatically

Adding a jump line page number

Exploring on your own

Review questions and answers

6 Editing Text

Lesson overview

Getting started

Finding and changing a missing font

Entering and importing text

Finding and changing text and formatting

Checking spelling

Editing text by dragging and dropping

Using the Story Editor

Tracking changes

Exploring on your own

Review questions and answers

7 Working with Typography

Lesson overview

Getting started

Adjusting vertical spacing

Changing fonts and type style

Fine-tuning Columns

Changing paragraph alignment

Creating a drop cap

Adjusting letter and word spacing

Setting tabs

Adding a rule above a paragraph

Exploring on your own

Review questions and answers

8 Working with Color

Lesson overview

Getting started

Defining printing requirements

Creating and applying colors

Working with gradients

Creating a tint

Creating a spot color

Applying colors to text and objects

Using advanced gradient techniques

Exploring on your own

Review questions and answers

9 Working with Styles

Lesson overview

Getting started

Creating and applying paragraph styles

Creating and applying character styles

Nesting character styles inside paragraph styles

Creating and applying object styles

Creating and applying table and cell styles

Globally updating styles

Loading styles from another document

Exploring on your own

Review questions and answers

10 Importing and Modifying Graphics

Lesson overview

Getting started

Adding graphics from other programs

Comparing vector and bitmap graphics

Managing links to imported files

Updating revised graphics

Adjusting display quality

Working with clipping paths

Working with alpha channels

Importing native Adobe graphics files

Using a library to manage objects

Using Adobe Bridge to import graphics

Exploring on your own

Review questions and answers

11 Creating Tables

Lesson overview

Getting started

Converting text to a table

Formatting a table

Creating a header row

Adding graphics to table cells

Creating and applying table and cell styles

Exploring on your own

Review questions and answers

12 Working with Transparency

Lesson overview

Getting started

Importing and colorizing a grayscale image

Applying transparency settings

Adjusting transparency settings for EPS images

Adding transparency effects

Importing and adjusting Illustrator files that use transparency

Applying transparency settings to text

Working with effects

Exploring on your own

Review questions and answers

13 Output and Exporting

Lesson overview

Getting started

Preflighting files

Packaging files

Creating an Adobe PDF proof

Previewing separations

Previewing how transparency effects will be flattened

Previewing the page

Printing a laser or inkjet proof

Using the Ink Manager

Exploring on your own

Review questions and answers

14 Creating Rich Interactive Documents

Lesson overview

Getting started

Setting up an online document

Adding buttons, page transitions, and hyperlinks

Exporting as Flash Player (SWF)

Exporting as Adobe PDF (Interactive)

Converting a print document for online use

Adding advanced interactivity, animation, and video

Exploring on your own

Review questions and answers

Appendix: Color Management

The need for color management

Synchronizing color settings in Adobe Bridge

Specifying color settings in InDesign

Displaying images at full resolution

Proofing colors onscreen