

Advanced Adobe InDesign CS2

(2 days)

Background

As Adobe InDesign is increasingly adopted by publishing professionals and graphic designers, we have experienced an increasing demand for a practical course designed to enable designers already familiar with InDesign to get the most from this sophisticated application. This Adobe authorised course has been designed to meet that demand.

This two-day course will cover advanced text handling and text wrapping techniques, working with tables, drawing in InDesign, advanced methods of working with process and spot colours, using object libraries, InDesign's advanced transparency options and creating customised pdfs.

You will also explore InDesign shortcuts, workflow management issues and receive hints and tips from experienced InDesign professionals. If you would like to run a private version of this course, tailored to your exact requirements, please give us a call.

Course Content

DAY ONE

INTRODUCTION

ADVANCED TEXT CONTROLS

- Using the Info palette
- Creating custom glyph sets
- Inserting special characters
- Adding copy breaks
- Working with linked text files
- Advanced Find/Change options
- Finding and changing fonts
- Using type on a path
- Working with text import filters
- MS Word/RTF import options

WORKING WITH TABLES

- Creating tables
- Adding text and graphics
- Importing from Word and Excel
- Editing tables
- Running headers and footers
- Formatting tables

ADVANCED TYPE FORMATTING OPTIONS

- Importing styles from Word
- MS Word import presets
- Applying complex nested styles
- Controlling how headings align to a baseline grid
- Creating balanced headline text
- Adding rules above and below
- Creating balanced headlines
- Controlling paragraph breaks
- Working with composition

- Setting composition preferences
- Advanced hyphenation controls
- Advanced justification controls
- Preventing word breaks
- Advanced Next Style options
- Creating footnotes
- Automatic bullets or numbering

COMBINING TEXT AND GRAPHICS

- Creating object styles
- Justifying text next to an object
- Choosing which text frames are affected by text wraps
- Anchoring objects
- Advanced text wrap options
- Sharing colour swatches across applications
- Importing multi-page PDFs
- Layer visibility options

PAGES AND SPREADS

- Creating multi-page spreads
- Copying pages between documents
- Controlling spread pagination
- Automatic layout adjustments

QUESTIONS AND ANSWERS



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DAY TWO

DRAWING IN INDESIGN

Using the Pencil, Smooth and Erase tools
Drawing with the Pen tool
Adjusting path segments
Using the Scissors tool
Working with stroke styles
Applying corner effects
Creating and editing compound paths
Shape-to-shape conversations
Using Transform Again options

ADVANCED COLOUR OPTIONS

Editing mixed ink swatches
Converting mixed inks
Working with colours from EPS or PDF files
Using PSD spot colour channels

USING LIBRARIES AND SNIPPETS

Working with object libraries
Updating library objects
Cataloguing and finding objects

ADVANCED TRANSPARENCY OPTIONS

Applying transparency to groups
Creating transparency knockouts
Using blending modes
Flattening transparency artwork
Understanding pre-defined flattener presets
Flattening individual spreads
Creating, saving and loading custom flattener presets
Understanding flattener preview options
Guidelines for successful output

CREATING ADOBE PDF FILES

Global PDF export options
Producing PDF files for a high resolution composite workflow
Using pre-defined PDF presets
Customising PDF options
Creating and editing presets
Understanding PDF/X-1a and PDF/X 3 export options

PRINTING FROM INDESIGN

Setting output options
Specifying printers marks
Printing the bleed and slug areas
Printing oversized documents
Viewing print settings
Saving print settings

QUESTIONS AND ANSWERS



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