

InDesign CS5: Essentials

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COURSE OVERVIEW

Adobe InDesign CS5 software delivers powerful new features that allow you to design professional layouts for print and digital publishing. Explore more creative possibilities, experience greater productivity, and streamline repetitive tasks.

You will be able to create marketing materials like newsletters, advertisements, books and brochures with the learned skills from our Adobe Certified Instructor. You'll gain valuable techniques and timesaving tips during the course.

WHO SHOULD ATTEND

This course is specially tailored for new and existing users who need to create their professional page layout designs using InDesign effortlessly.

DURATION 2 Days

TIME 9.00am - 6.00pm

COURSE OUTLINE

Getting started with InDesign CS5

- Familiarizing with new redesigned Layers panel
- Customizing your workspace
- Setting up and saving a new document
- Define Document Preset
- Setting preferences to suit your needs

Adobe Bridge CS5

- Using Adobe Bridge to browse & organize files
- Find and drag images into page layouts from Adobe Mini Bridge without leaving InDesign
- Filtering & Stacking files intuitively

Page Layout

- Create pages with different sizes in a single document
- Using masters to ensure consistency across all pages
- Adding page numbers to multiple pages at once
- Using layout grids and guides to layout your publication
- Quickly align, space, rotate, and resize objects with smart guides
- Rearranging pages
- Applying frames to plot your layout
- Temporarily rotate the spread view without physically turning your monitor

Text Handling

- Quickly create text that spans or splits into multiple columns in just a few steps
- Mark up text directly in InDesign, easily tracking copy revisions
- Importing, threading and editing text
- Building content in Story Editor
- Styling blocks of text quickly with character and paragraph styles panels
- Applying typographic controls (kerning, tracking, leading, scaling and more)
- Adding special characters with enhanced Glyphs
- Creating wavy text effect
- Performing text wrap around graphics
- Using enhanced bullets and numbering
- Using dynamic spell checker and autocorrect
- Applying tab alignments & indentations
- Producing baseline text alignment across columns
- Making missing fonts available
- Converting fonts to editable font shapes
- Creating hanging punctuation

- Performing word or character count
- Copying attributes with just a click

Illustrations

- Creating graphics using the shape tools
- Applying a different corner effect and a different corner radius to each corner with Live corner effects

Colors

- Selecting spot & process colors
- Storing and sharing swatch colors

Graphics Handling

- Importing graphics from other programs
- Proportionally resize the space between the selected items instead of resizing the actual items with Live Distribute
- Gap tool provides a quick way to adjust the size of a gap between two or more items
- Generate static or live captions automatically from image metadata
- Toggling between frame & graphic selection
- Clearing backgrounds from imported graphics
- Spicing your page layout with creative effects
- Customisable links management for successful high resolution printing

Table Layout

- Creating and manipulating tables
- Formatting tables
- Converting tables to text and vice versa
- Repeating Header row

Transparency Effects

- Spicing up page layout with enhanced transparency effects (opacity, feather and shadow)

Final Output

- Understanding digital printing process
- Document-installed fonts can help eliminate missing font issues
- Live Preflighting for potential printing problems before sending to a vendor
- Ensuring accurate output of font types to high resolution press printing
- Packaging all files needed to go for external printing
- Exporting to PDF format for high resolution printing