Adobe InDesign Beginners

Overview

Adobe InDesign Beginners course is about to rock your world. This training explains why InDesign is the wave of the future and shows you step-by-step how to take advantage of the program's next-generation features - from creating Document preset, thread text between Text Frames to printing documents and export documents to PDF.

Prerequisites

It is recommended that delegates have a working knowledge of one or more of the following:

- Good working knowledge of the Windows Operating System and proper IT skills

Course Outline

Getting Started

- Topic A: The Adobe InDesign environment
- Topic B: Preferences and defaults
- Topic C: InDesign Help

Basic Documents

- Topic A: New documents
- Topoic B: Text frames
- Topic C: Graphics frames
- Topic D: Custom colours

Guides and Master Pages

- Topic A: Object positioning
- Topic B: Master pages

Typesetting

- Topic A: Text frame threading
- Topic B: Paragraph formatting
- Topic C: Styles

Modifying Items

- Topic A: Text frame options
- Topic B: Graphics
- Topic C: Grouped items
- Topic D: Layers

Finalizing Documents

- Topic A: Printing and exporting documents
- Topic B: Preparing for commercial printing