Course Outline

Adobe InDesign CC

Introduction - Course Duration: 1 Day

How do those magazines and brochures get such a professional look? Everything just looks so good. This InDesign CC course will allow you to do just that. By using paragraph and character styles, installing new fonts, arranging the layout of the page you can create professional looking documents and create them fast. You will also learn how to check your document for errors. You will no longer be at the mercy of your design company waiting for a minor change which you know will cost you.

Getting Started with Adobe InDesign CC

- Identify Components of the InDesign Interface
- Customise the InDesign Interface
- Apply the Navigation Controls and Set Preferences

Designing a Document Using InDesign

- Establish Project Requirements
- Apply Design Principles
- Create a New Document
- Add Text to a Document
- Add Graphics to a Document

Use InDesign CC to Customise a Document

- Format Characters and Paragraphs
- Apply Colours, Swatches, and Gradients
- Create and Apply Styles

Working with Page Elements in InDesign CC

- Arrange and Align Objects
- Apply Layers
- Transform and Manipulate Objects
- Thread Text Frames
- Edit Text

Building Tables with InDesign CC

- Create and Modify a New Table
- Format a Table

Use InDesign CC to Prepare a Document for Delivery

- Resolve Errors in a Document
- Export Files for Printing and for the Web