Adobe InDesign Level 1

Course Length: 1-day (8:30am – 4:00pm)

Course Cost $310.00 + applicable taxes

Overview

Giving your documents a well-designed, professional look will put you a step ahead in the marketplace cluttered with all kinds of communications. Paragraph and character styles that allow you to format pages of text uniformly, layout features that help you to build alternate size configurations of your document, and various panels that enable you to easily customize both text and graphics; Adobe® InDesign® has all the tools you need to elevate the look of your document and get it out to the people who need to see it, whether it be in print or on the web.

This course is a great component of your preparation for the Adobe Certified Professional Print & Digital Media Publication Using Adobe InDesign exam.

Course Objectives

In this course, you will use Adobe InDesign to create and deliver professional looking printed and interactive documents.

You will:

- Navigate the InDesign interface.
- Create a new document.
- Customize a document using color, swatches, gradients, and styles.
- Manage page elements.
- Add tables.
- Prepare documents for deployment.

Course Content

Lesson 1: Getting Started with InDesign

Topic A: Identify Components of the InDesign Interface

Topic B: Customize the InDesign Interface

Topic C: Apply the Navigation Controls and Set Preferences

Lesson 2: Designing a Document

Topic A: Establish Project Requirements

Topic B: Apply Design Principles

Topic C: Create a New Document

Topic D: Add Text to a Document

Topic E: Add Graphics to a Document

Lesson 3: Customizing a Document

Topic A: Format Characters and Paragraphs

Topic B: Apply Colors, Swatches, and Gradients

Topic C: Create and Apply Styles

Lesson 4: Working with Page Elements

Topic A: Arrange and Align Objects

Topic B: Apply Layers

Topic C: Transform and Manipulate Objects

Topic D: Thread Text Frames

Topic E: Edit Text

Lesson 5: Building Tables

Topic A: Create and Modify a New Table

Topic B: Format a Table

Lesson 6: Preparing a Document for Delivery

Topic A: Resolve Errors in a Document

Topic B: Export Files for Printing and for the Web