

Adobe® InDesign® CC (2015): Part 1

Course Length: 1-day (8:30am – 4:30pm)
Course Cost: \$310 + GST (Books included)

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® CC 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 covers the *Print & Digital Media Publication Using Adobe InDesign CC* objectives to help students prepare for the Adobe Certified Associate (ACA) exam. This course is also designed to cover the Adobe Certified Expert (ACE) exam objectives.

Course Objectives:

In this course, you will use Adobe InDesign CC 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.

Target Student:

This course is intended for students who want to use the basic tools and features of InDesign for creating professional page layouts and designs.



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

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