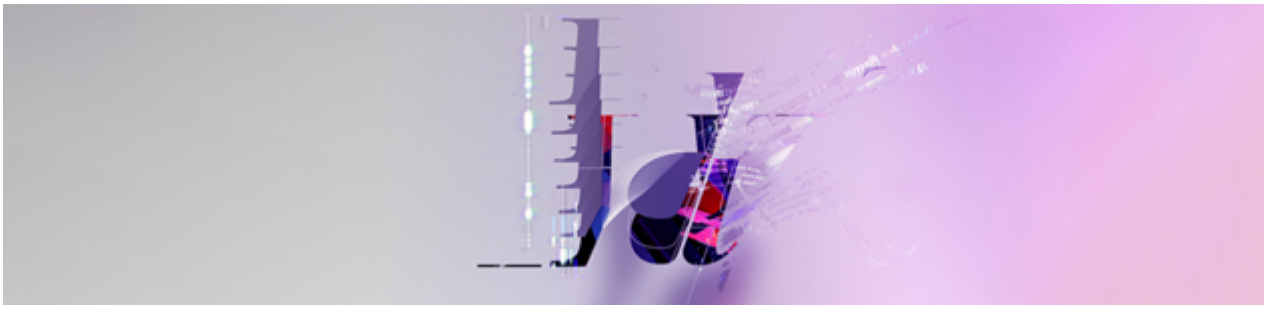
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What is InDesign Masterclass Training?

Gain a complete overview of Adobe InDesign from a professional designer with 1 day of hands-on InDesign Masterclass training.



Aimed at beginners and self-learners, our InDesign training course runs through the process of creating, editing and outputting a document from start to finish.

You will learn how to use InDesign effectively with a toolkit of time-saving tips to speed up your workflow.

Our public training courses run on the latest version of Adobe InDesign but the fundamentals taught on this course can be applied to any version. Private training can be arranged for older versions of InDesign.

For information on private and in-company InDesign Masterclass training call us on +44 (0)1273 622272.

Course Objectives

After your InDesign Masterclass training course you will be able to:

- Use InDesign with confidence and skill
- Create documents from design through to output
- Apply styles to documents
- Manage documents effectively
- Produce professional quality print material

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- Introduction to the interface
- Creating and saving workspaces
- Overview of the toolbox
- Document setup
- Specifying page attributes
- Setting margins and columns
- Adjusting document setup
- Setting preferences
- Using ruler guides
- Using x and y references
- Locking a point in the proxy box
- Showing hidden characters
- Creating shapes
- Resizing, repositioning & rotating

Text frames in InDesign

- Specifying frame options
- Text frame properties
- Frame alignment options
- Fitting content to a frame
- Changing a frames content
- Locking and unlocking
- Grouping and ungrouping
- Magnification and views
- Placing text files
- Linking and unlinking text frames
- Introduction to typography

Typographic terms

- Typeface, style and size
- Leading and spacing
- Formatting paragraphs
- Creating bulleted and numbered lists
- Setting rules and drop caps

Kerning and Tracking in InDesign

- Text Frame Options
- Paragraph Rules
- Hyphenation & Justification
- Spanning, Splitting and balancing columns

Applying Styles in InDesign

- Applying & modifying style sheets
- When to use paragraph or character styles
- Creating Object Styles

Working with Images in InDesign

- Importing graphics
- Bridge & Mini Bridge

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- Link to files
- Editing and updating original files
- Placing multiple images at once
- Checking resolution and colourspace

Document Management in InDesign

- Layout techniques
- Setting a text wrap
- Duplicating objects
- Step & repeat
- Duplicating objects in multiple grid
- Using arrangement options
- Master pages
- Creating different size pages within same document
- Creating, applying and modifying master pages
- Inserting automatic page numbering
- Working with colour
- Using the colour panel
- Applying colour to objects and text
- Stroke and fill options
- Swatches panel
- Specifying a pantone colour
- Spot and process colour
- Customising the swatches Panel
- Gradient panel
- Using the gradient tool
- Creating graduated blends
- Adding and deleting colours
- Using effects

Output

- Preparing documents for print
- Saving InDesign files
- Printing InDesign files
- Creating PDF files for print and web

Gain a practical understanding of the features and processes involved in producing professional documents with our Adobe InDesign Masterclass training course.

Ideal if you have no previous experience of InDesign or are self-taught, you will learn how to produce documents from design concept right through to output.