

InDesign CS5 Introduction

Length: 1 Day

Summary: You will utilize Adobe InDesign CS5 to create and deliver eye-catching printed documents.

COURSE CONTENT

EXPLORING THE INDESIGN ENVIRONMENT

- Explore the InDesign Interface
- Customize the Interface
- Explore the Navigation Controls
- Set General and Interface Preferences

DESIGNING DOCUMENTS

- Create a Document
- Add Text
- Add Graphic
- Convert Other Application Files to InDesign

ENHANCING DOCUMENTS

- Format Characters and Paragraphs
- Apply Color, Swatches, and Gradients
- Apply Fills and Strokes
- Create and Apply Styles

WORKING WITH PAGE ELEMENTS

- Arrange Objects
- Align Objects
- Manage Page Elements with Layers
- Set Up Pages

MANAGING OBJECTS

- Transform Objects
- Edit Objects
- Thread Text Frames
- Search and Replace Objects
- Edit Text

WORKING WITH TABLES

- Create a Table
- Modify a Table Structure
- Format a Table
- Create Table and Cell Styles

FINALIZING DOCUMENTS

- Check Documents for Errors
- Print a Document
- Package Files
- Export PDF Files for Commercial Printing
- Prepare PDF Files for Web Distribution