



Adobe InDesign CS4 – Level 2

Click here for course dates and to register.

InDesign – Level 2 is a two day class that provides the InDesign user the ability to hone their skills and move their knowledge of Adobe InDesign CS4 to an advanced level. Using the skills learned in the Level I class, students will create complex documents and work with a variety of palettes and tools to further understand the capabilities of this high-end design application.

Target Student: Anyone who needs to use InDesign to create documents such as ads, flyers, brochures, or newsletters is an ideal student for this course.

Prerequisites: Before taking this course, you should have completed Adobe InDesign CS4 Level 1 or have equivalent knowledge.

Delivery Method: Instructor-led, classroom-delivery learning model with structured, hands-on activities.

Benefits: After completing this course, you will be able to build page layouts, create, modify and color text and picture frames, use master pages and automatic page numbering, as well as style sheets to save time and ensure consistency. Additionally you will understand how to create multiple-column documents with independent stories flowing throughout, format, align, wrap and curve text, import and manipulate images and graphics with precision, and prep documents for handoff to commercial printers.

What's Next:

Illustrator – Level 1 Create gorgeous vectored line art illustrations and type effects using an array of shapes, blends and specialty filters.

Photoshop – Level 1 Enhance, composite, repair, stylize and create digital photographic images. This course is an absolute must for anyone involved in graphic arts or web production.

Performance-Based Objectives

Upon successful completion of this course, you will be able to:

- Advanced Pen Tool Tricks
- Creating Indexes
- Export to PDF
- Managing Long Documents
- Adding a Table of Contents
- Adding and Editing Scripts
- Create and apply both object, paragraph and character styles.
- Working with Libraries
- Adding XML Structure



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2 days

Managing Your Workspace
Organizing Your Palettes
Advanced Zooming and Navigation
Advanced View Options
Dragging Items Between Documents
Third-Party plug-ins

Page Layout
Master Page Tips and Tricks
Using Facing Pages
Using Libraries
File Formats

Type
Advanced Style Sheet Tips
Managing Long Documents
Indexing
Table of Contents
Text Gradients
Hyphenation and Justification
Tracking and Kerning

Drawing
Mastering the Pen Tool
Pen Tool Shortcuts
Compound Paths

Where Text Meets Graphics
Inline Graphics
Creating Type Outlines
Text Wrap Options
Using Transparency

Importing and Exporting Adding Excel or Word
Tables
Import Text Options
Import Graphic Options
PDF Styles
Export Options

Long Documents
Adding Indexes
Using Table of Contents
Numbering & Section Options

The XML Factor
What is XML?
Adding Structure with XML
Exporting to XML
Mapping Styles to Tags
Tips for Working with XML
Libraries for Efficient XML Production

Color
Using the Eyedropper to Create New Swatches
Spot or Process?

Printing
Using Printer Styles
Color Separations
Understanding the Print Menu
The Transparency Flattener
Preflight and Package

Scripting
Using the Script palette
Editing the Scripting Label

