



Adobe InDesign Bootcamp

INDESIGN BOOTCAMP COURSE SYNOPSIS

This class provides you with the concepts and skills to use Adobe InDesign effectively. You get hands-on practice working with basic through advanced techniques including publishing to tablets and ebooks. You will learn type controls, graphics file management, layers and document setup. Whether you are a designer, pre-press professional or just a beginner, you will find InDesign to be a powerful but intuitive page layout application.

PREREQUISITES FOR THIS INDESIGN BOOTCAMP

Knowledge of your operating system and basic computer navigation is required for all classes. We also recommend that you have the Adobe InDesign software before starting the class. You can purchase the software or obtain a trial version of it from the Adobe website.

WHAT YOU WILL LEARN IN THIS INDESIGN BOOTCAMP TRAINING COURSE

- Navigating within InDesign
- Creating and Formatting Text
- Working with Layers
- Adding Graphics
- Working with Color
- Working with Master Pages
- Formatting with Styles
- Creating and Editing Tables
- Output and PDF Exporting
- Advanced Style Sheet Tips
- XML and InDesign
- Scripting in InDesign

INDESIGN BOOTCAMP TRAINING COURSE LENGTH AND TIME

This class is 5 days long. Class time is 9:00 a.m.- 4:00 p.m. Breaks are scheduled throughout the day and lunch is typically scheduled 12-1. Students provide their own lunch.

LOCATIONS FOR THIS INDESIGN BOOTCAMP TRAINING COURSE

We have training centers in Atlanta, Houston, Chicago, Denver, San Diego and Washington DC. We also offer classes at a network of rental facilities. We offer private onsite training and instructor-led, live online training. If coming to a rental facility, please double-check the location of your class with our office to make sure you get to the right location.

GOALS FOR THIS INDESIGN BOOTCAMP TRAINING COURSE

Sterling Ledet and Associates realizes the importance of education and we take pride in being able to offer you classes that are more custom fit to your needs. Call us at (877) 819-2665 if you have any special questions or e-mail us at sales@ledet.com.

INDESIGN BOOTCAMP - ENROLLMENT

Please see our Enrollment Page (<http://www.ledet.com/enroll>) for our enrollment form.

MULTI-CLASS PACKAGES

This bundle/workshop provides a significant discount off of our regular pricing. Our standard policy for all bundled workshops is that once one of the classes in the bundle, package or workshop is attended, no refunds are available for unused portions of the bundle. Student rescheduling is available under our regular policies.

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LESSON 1 - INTRODUCING THE WORKSPACE

Looking at the workspace
Working with panels
Customizing the workspace
Changing the magnification of a document
Navigating through a document
Using context menus
Using panel menus
Modifying Interface preferences
Exploring on your own

LESSON 2 - GETTING TO KNOW INDESIGN

Viewing guides
Preflighting as you work
Adding text
Working with styles
Working with graphics
Working with objects
Working with object styles
Viewing the document in Presentation mode
Exploring on your own

LESSON 3 - SETTING UP A DOCUMENT AND WORKING WITH PAGES

Creating and saving custom document settings
Creating a new document
Switching between open InDesign documents
Working with master pages
Applying master pages to document pages
Adding new document pages
Rearranging and deleting document pages
Changing the size of pages
Adding sections to change page numbering
Overriding master page items on document pages and placing text and graphics
Viewing the completed spread
Exploring on your own

LESSON 4 - WORKING WITH OBJECTS

Working with layers
Creating and modifying text frames
Creating and modifying graphics frames
Adding metadata captions to graphics

frames
Placing and linking graphics frames
Changing the shape of a frame
Wrapping text around a graphic
Modifying the shape of frames
Transforming and aligning objects
Selecting and modifying grouped objects
Creating a QR code
Finishing up
Exploring on your own

LESSON 5 - FLOWING TEXT

Flowing text into an existing frame
Flowing text manually
Creating text frames while flowing text
Creating threaded frames automatically
Flowing text automatically
Applying paragraph styles to text
Adjusting columns
Adding a jump line page number
Exploring on your own

LESSON 6 - EDITING TEXT

Finding and changing a missing font
Entering and importing text
Finding and changing text and formatting
Checking spelling
Editing text by dragging and dropping
Using the Story Editor
Tracking changes
Exploring on your own

LESSON 7 - WORKING WITH TYPOGRAPHY

Working with fonts, type styles, and glyphs
Fine-tuning columns
Changing paragraph alignment
Creating a drop cap
Adjusting letter and word spacing
Adjusting line breaks
Setting tabs
Adding a rule above a paragraph
Working with paragraph shading
Exploring on your own

LESSON 8 - WORKING WITH COLOR

Managing color
Defining printing requirements
Creating colors
Applying colors

Working with tint swatches
Working with gradients
Working with color groups
Exploring on your own

LESSON 9 - WORKING WITH STYLES

Creating and applying paragraph styles
Creating and applying character styles
Nesting character styles inside paragraph styles
Creating and applying object styles
Creating and applying table and cell styles
Globally updating styles
Loading styles from another document
Exploring on your own

LESSON 10 - IMPORTING AND MODIFYING GRAPHICS

Adding graphics from other programs
Comparing vector and bitmap graphics
Managing links to imported files
Updating revised graphics
Adjusting display quality
Working with clipping paths
Working with alpha channels
Importing native Adobe graphics files
Using an InDesign library to manage objects
Using Adobe Bridge to import graphics
Exploring on your own

LESSON 11 - CREATING TABLES

Creating a table
Converting text to a table
Changing rows and columns
Formatting a table
Adding graphics to table cells
Creating a header row
Creating and applying table and cell styles
Exploring on your own

LESSON 12 - WORKING WITH TRANSPARENCY

Importing and colorizing a grayscale image
Applying transparency settings
Adding transparency effects to imported vector and bitmap graphics
Importing and adjusting Illustrator files that use transparency
Applying transparency settings to text

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Working with effects
Exploring on your own

LESSON 13 - PRINTING AND EXPORTING

Preflighting files
Packaging files
Creating an Adobe PDF proof
Previewing separations
Previewing how transparency effects will be flattened
Previewing the page
Printing a laser or inkjet proof
Using the Ink Manager
Exploring on your own

LESSON 14 - CREATING ADOBE PDF FILES WITH FORM FIELDS

Adding form fields
Exporting an interactive Adobe PDF file
Exploring on your own

LESSON 15 - CREATING A FIXED-LAYOUT EPUB

Creating a new document for fixed-layout export
Adding animation
Adjusting the timing of animations
Adding multimedia and interactive elements
Exporting an EPUB file
Exploring on your own

LESSON 16 - MANAGING YOUR WORKSPACE

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

LESSON 17 - PAGE LAYOUT

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

LESSON 18 - ADVANCED STYLE SHEET TIPS

Managing Long Documents
Indexing
Table of Contents
Text Gradients
Hyphenation and Justification
Tracking and Kerning

LESSON 19 - DRAWING

Mastering the Pen Tool
Pen Tool Shortcuts
Compound Paths

LESSON 20 - WHERE TEXT MEETS GRAPHICS

Inline Graphics
Creating Type Outlines
Text Wrap Options
Using Transparency

LESSON 21 - IMPORTING AND EXPORTING

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

LESSON 22 - LONG DOCUMENTS

Adding Indexes
Using Table of Contents
Numbering & Section Options

LESSON 23 - 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

LESSON 24 - COLOR

Using the Eyedropper to Create New Swatches
Spot or Process?

LESSON 25 - PRINTING

Using Printer Styles

Color Separations
Understanding the Print Menu
The Transparency Flattener
Preflight and Package

LESSON 26 - SCRIPTING

Using the Script palette
Editing the Scripting Label

LESSON 27 - INTRODUCTION TO CREATING EBOOKS WITH INDESIGN

What Is an EPUB?
Other Applications Used in the Course
Creating a New InDesign Document with EPUB in Mind

LESSON 28 - WORKING WITH TEXT

Understanding Style Mapping
Importing Text and Applying Character Styles
Adding Paragraph Styles
Working with Footnotes
Working with Tables

LESSON 29 - CREATING HYPERLINKS AND CROSS-REFERENCES

Adding Hyperlinks
Adding Cross-References

LESSON 30 - WORKING WITH GRAPHICS

Adding Graphics
Converting Graphics Created in InDesign to External Linked Files

LESSON 31 - DEFINING THE READING ORDER OF THE EPUB

Using an InDesign Story to Define the Reading Order
Using the Articles Panel to Define the Reading Order

LESSON 32 - CREATING THE TABLE OF CONTENTS

Adding Metadata

LESSON 33 - EXPORTING TO EPUB

General Export Options
Image Export Options

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Content Export Options

LESSON 34 - CUSTOMIZING AN EPUB

What's Inside an EPUB Archive?
Working with the CSS File
CSS Tags in the EPUB
Working with the XHTML Code
Previewing the eBook