„InDesign – typesetting and publication – advanced operations"

Course description:

Training InDesign – advanced operations is addressed to people who want to improve their knowledge of typesetting and publication not only DTP, it is for graphic designers, designers, advertisements specialists, creative department employees, editors and people who have previously worked with Adobe PageMaker or Quark XPress.
During the training we will mainly discuss in detail the issues related to advanced work with text, creating templates and creating complex layouts. During the course we will also talk through the graphic and artistic capabilities of the program, which form its large part.

Training Adobe InDesign , advanced operations – skills acquired during the training:

- setting the document parameters in the correct way according to their intended use,

- preparing material for digital printing,

- preparing material for offset printing and using different graphics formats,

- ability to co work with printing houses,

- workspace setting configuration,

- defining your own colour samples, gradients and other fillings,

- working with symbols and their library,

- using special effects,

- working on layers,

- advanced typesetting techniques

Training program:

KM Studio - szkolenia
Łódź, ul. Piotrkowska 125

Tel: 512-344-837
512-344-836

kmstudio@kmstudio.com.pl
www.kmstudio.com.pl

1. Advanced program preferences and interface settings

2. Effective use of the keyboard
Supporting key feature program using default and custom keyboard shortcuts

3. Theory of processes DTP
From a design to the print
Overview and characteristics of different methods of preparing publications for printing and printing technology

4. Grids and auxiliary lines
Professional techniques of elements arrangements on the page of the publication
Designing to a grid

5. Advanced typographic techniques Paragraphs formatting in documents with complex structures

6. Effective use of character and paragraph styles
Applying nested styles and creating styles sheets
Bullets and numbered lists
Moving styles between documents

7. Advanced techniques for creating and formatting tables using table and cell styles

8. Working with long documents
Collecting documents to form a book
Creating and editing complex tables of contents and indexes
Numbering pages and subsections

9. Effective combining graphics and text
Techniques of wrapping text around graphics based on paths, masks and alpha channels
Anchoring graphics objects to text
Basics of preparation for bitmap graphics in Adobe Photoshop

10. Creating and editing vector graphics by means of shape tools, paths, and raster effects

11. Controlling the transparency of objects

12. Colour management and the use of the colour in the process of typesetting
Colours CMYK, RGB and Pantone
Colours profiles
Creating trapping and avoiding fitting errors

13. Importing Microsoft Word and Excel files

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14. Fonts management in Windows / Mac OS X and Adobe, Quark**: system tools and additional tools**

15. Advanced function of search and replace mechanism

16. Preparing a document for publication on the Internet
Planning the structure of a document
Creating links, bookmarks, buttons
Embedding audio and video files
Creating multimedia PDF files

17. Structuring the contents of a file using XML
Accelerating and improving work on the document in the type of products catalog

18. Time saving functions and the ones that speed up the work
Libraries, snippets, templates, object styles
Anchored objects
Mechanism of quick application of styles and commands
Text variables

Methodology:
- PowerPoint mini lectures
- working on computers (each participant works on a separate computer)
- mini training videos

Organizational information:
Number of training hours: 14
Time of training 9:15-16:15
Place of training: Łódź, Piotrkowska 125 – KM Studio - trainings

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