

**Course synopsis**

This course provides participants with the hands-on experience to learn the features of InDesign quickly and easily. The focus of this course is on accelerating your productivity to help you produce pages with speed and precision.

You will discover good ideas and learn the most compelling solution to overcome your challenges during the course. Be ready to express yourself in exciting new ways!

**What you are going to learn**

**Getting Started with InDesign CS4**

- Getting to know the work area and customising your workspace
- Using spread rotation for viewing convenience
- Planning and setting up a new document
- Setting preferences to suit your needs

**Creating Documents**

- Setting up layout grids with columns, guides and margins
- Using masters to ensure consistency across all pages and documents
- Using frames to plan and shape the layout of your publication
- Setting running page numbers

**Handling Text and Typography**

- Using Story Editor to manage text
- Importing, threading and editing text
- Adding special character with glyphs
- Unlock the full potential of OpenType
- Applying typographic controls (kerning, tracking, leading and more)
- Styling blocks of text quickly and consistently with style sheets
- Wrapping text around objects

**Drawing and Applying Colours**

- Adding design elements with shapes and lines
- Working with swatches
- Using Smart Guides, Smart Dimensions and Smart Spacing

**Assets and File Management**

- Importing graphics from other programs
- Clearing distracting background from imported graphics
- Handling multiple artboard from Illustrator files
- Adding creative effects to spice up your layout
- Managing links for successful high resolution printing

**Getting Ready for Print**

- Understanding the digital printing process
- Identifying printing errors in real time
- Building profiles for Live Preflight
- Preparing the package to go for external printing
- Creating Adobe PDF files with the appropriate settings

**Duration**

2 days (9am - 6pm)

**Fee**

\$480 (before SDF funding)

**SAVE MORE WITH VALUE PACK**

**Save \$510** when you sign up for **Print Publishing Solution** package (includes InDesign, Illustrator, Photoshop, Acrobat & Bonus Print Project)

**Normal Fee:** \$4690    **Packaged Fee:** \$1180 (before SDF funding)

**WHY choose ACE?**

- You enjoy greater savings because ACE Training Pte Ltd is not GST registered
- The Top 20 companies that use Adobe products were trained by ACE
- You will receive unlimited email/phone support from your instructors



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