

InDesign CS4 Advanced

Description: This course builds on the fundamentals taught in InDesign CS4: Introduction. Students will start by learning how to create complex document structures, create tint and gradient swatches, and use object libraries and snippets to work more efficiently. Students will then learn how to create vector paths and wrap type on a path. Students will also learn advanced typography and composition techniques. In addition, students will work with graphics, object styles, tables, special characters, and the Story Editor. Finally, students will learn how to manage long documents.

Days: 1

Prerequisites: InDesign CS4 Introduction or equivalent experience

Unit 1: Efficient layout

Topic A: Document setup

- Setting up a multiple-page spread

Topic B: Tint and gradient swatches

- Creating tint swatches
- Creating gradients

Topic C: Object libraries and snippets

- Creating an object library and adding items to it
- Placing library items
- Creating and placing a snippet

Topic D: Item spacing

- Stepping and repeating items
- Aligning and distributing items

Unit 2: Vector paths

Topic A: Creating vector paths

- Drawing vector paths

- Editing vector paths

Topic B: Vector paths and pictures

- Creating clipping paths

Topic C: Vector paths and type

- Flowing type on a path

Unit 3: Typography

Topic A: Manual type resizing

- Resizing type interactively

Topic B: Quick Apply

- Using Quick Apply

Topic C: Automated styles

- Creating and applying a nested style
- Creating and applying a GREP style

Topic D: Graphics in typography

- Specifying text wrap based on image contours
- Creating a type mask

Topic E: Precise leading control

- Snapping text to a baseline grid
- Applying justified leading

Topic F: Composition, hyphenation, and justification

- Adjusting hyphenation
- Controlling hyphenation for specific words
- Setting justification

Topic G: Horizontal spacing

- Adjusting tracking
- Adjusting kerning

Topic H: Typography shortcuts

- Creating and using shortcuts

Unit 4: Graphics

Topic A: Layer comps

- Selecting layer comps in a PSD file

Topic B: Transparency

- Creating semi-transparent lighting effects
- Adjusting opacity

Topic C: Object styles

- Defining and using object styles

Topic D: Transforming objects

- Using the Pathfinder panel to transform objects
- Using the Transform Again command

Unit 5: Tables

Topic A: Creating tables

- Converting text to a table
- Generating a table from a Microsoft Word file

Topic B: Changing table structure

- Inserting a header and footer
- Merging table cells

Topic C: Formatting tables

- Changing the color in table cells
- Positioning text in table cells
- Changing stroke and border attributes
- Adjusting a table with the Table panel
- Adding editorial notes
- Creating a table style
- Applying a table style

Unit 6: Text editing

Topic A: Story Editor

- Editing with the Story Editor

Topic B: Special characters

- Adding special characters

Topic C: Column, frame, and page breaks

- Using break characters

Unit 7: Long documents

Topic A: Sections

- Dividing a document into sections
- Adding a running header

Topic B: Tables of contents

- Generating a table of contents
- Generating additional tables

Topic C: Indexes and cross-references

- Indexing a document
- Inserting a cross-reference

Topic D: Books

- Creating a book
- Exporting a book

Topic E: Footnotes

- Inserting and formatting footnotes

Upcoming Classes

Sorry, there are no upcoming classes. Feel free to contact us if you're interested in us putting a class together.