



Enhanced Network Solutions Group

Systems Integration • Learning Solutions • CIO Consulting
Managed Outsourcing • Healthcare Solutions • Security Solutions

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InDesign CS4: Advanced

AD-ID-ADV-AX Rev 07.09

2 days

Description

This ILT series course builds on the fundamentals taught in InDesign CS4: Basic, ACE Edition. 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.

Prerequisites

- *Windows XP: Basic or Windows Vista: Basic*
- *InDesign CS4: Basic*
- *Previous experience with a word processing application is recommended*

Course Outline

Unit 1: Efficient layout

Topic A: Document setup
Topic B: Tint and gradient swatches
Topic C: Object libraries and snippets
Topic D: Item spacing

Unit 2: Vector paths

Topic A: Creating vector paths
Topic B: Vector paths and pictures
Topic C: Vector paths and type

Unit 3: Typography

Topic A: Manual type resizing
Topic B: Quick Apply
Topic C: Automated styles
Topic D: Graphics in typography
Topic E: Precise leading control
Topic F: Composition, hyphenation, and justification
Topic G: Horizontal spacing
Topic H: Typography shortcuts

Unit 4: Graphics

Topic A: Layer comps
Topic B: Transparency
Topic C: Object styles
Topic D: Transforming objects

Unit 5: Tables

Topic A: Creating tables
Topic B: Changing table structure
Topic C: Formatting tables

Unit 6: Text editing

Topic A: Story Editor
Topic B: Special characters
Topic C: Column, frame, and page breaks

Unit 7: Long documents

Topic A: Sections
Topic B: Tables of contents
Topic C: Indexes and cross-references
Topic D: Books
Topic E: Footnotes

Appendix A: ACE exam objectives map

Topic A: Comprehensive exam objectives



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