



InDesign CC: Advanced

This course will bring your InDesign skill to the next level. You will be introduced to complex topics such as creation of a table of contents, managing spot & tint colors, as well as creating anchored graphics. You will also learn how to check for printing problems within InDesign and creating complex documents. If you have attended our InDesign CC: Essentials or have been using the software for some time and is seeking to upgrade your InDesign skill, then this course is recommended for you.

Target Audience: : Intermediate Users **Prerequisite:** Basic experience in InDesign

Duration 1 Day

Hours 9am to 6pm

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Working With Long Documents

- Dividing an InDesign document into sections for advanced layout requirements
- Discovering advanced pagination features such as running footer
- Learning about text variables and when to use them
- Creating a gate-fold with the Page tool
- Adding and formatting a footnote
- Adding a cross-reference
- Understanding and using story jumps
- Rotating the page or spread view for easy editing
- Creating and centralizing a straddle head across a multi-columns layout
- Balancing multiple columns for a more streamlined layout

Working With Spot Colors

- Understanding the basics of color management
- Creating a spot color
- Creating a tint

Indentations & Tabs Settings

- Learning about paragraph indentation for advanced formatting
- Managing tabs settings
- Learning the four types of tabs
- Using leader lines with tabs

Creating A Table Of Contents

- Creating a list of chapters and topics
- Preparing the paragraph styles for the Table of Contents
- Setting up the Table of Contents
- Updating the Table of Contents

Data Merge

- About data merger
- Basic steps for merging data
- About data source files
- About target documents

Advanced Graphics Handling

- Adding graphics from other programs
- Understanding the difference between a linked and embedded graphic
- Comparing vector and bitmap graphics
- Knowing when to use vector or bitmap graphics
- Understanding the different types of graphic filename extensions
- Managing links to imported files
- Viewing information about linked files
- Finding linked files in InDesign documents
- Creating an anchored graphic frame

Preflighting Files

- Detecting printing problems with Live Preflight
- Learning how to preflight an InDesign file
- Defining your own preflight profiles
- Implementing other preflight profiles

Also Consider: Illustrator CC: Essentials & Photoshop CC: Essentials