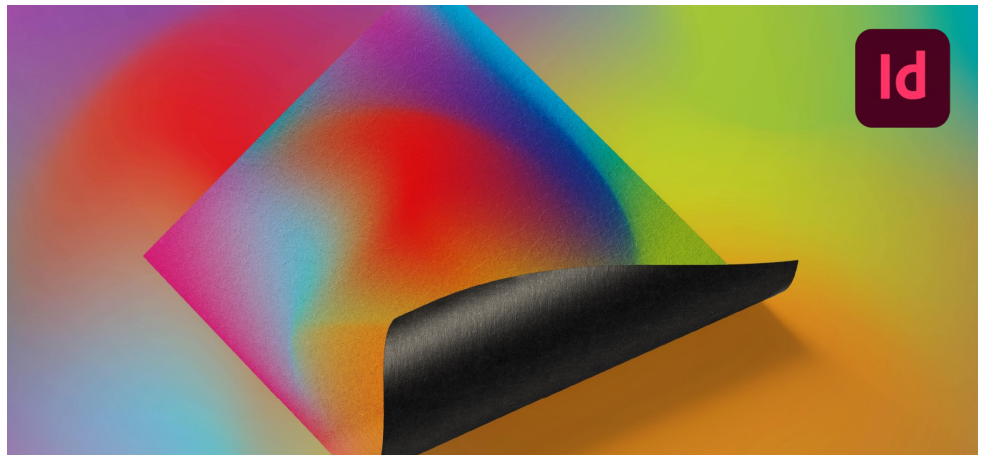


# Advanced InDesign

## Training course outline

This course has been designed for existing Adobe InDesign users who want to take their use to power-level.



### Course summary

In this course, we delve deeper to explore various powerful but seldom discussed features that will prove invaluable whether you are a layout artist or a graphic designer.

The techniques you will learn include:

- Handling colour with confidence.
- Harnessing the power of stylesheets.
- Streamlining your workflow and improving productivity, to get a greater return on investment.

Whilst we have a standard syllabus for this course (see over), as far as possible we tailor the training to focus on the techniques of interest to the delegates in attendance. Our trainer discusses this with the group at the start of the course.

At the end of the course, we run an open session looking at topics requested by delegates, answering any questions you have and looking at areas you're having problems with.

### Duration

One day.

### Who should attend?

Existing InDesign users who wish to build on their skills and become more productive using InDesign.

Delegates should be familiar with the fundamentals of InDesign, i.e. have attended *Introduction to InDesign* training or have equivalent knowledge.

### In-class or live online

You can attend course in-person at any of our centres, or participate online from your place of work or home.

To read about our approach to online training, see [armada.co.uk/live-online-training](http://armada.co.uk/live-online-training).

### General information

Armada is an Adobe Authorised Training Centre (AATC), and our *Advanced InDesign* course is accredited by Adobe.

Advanced InDesign training is hosted by Adobe Certified Instructors (ACIs) with vast experience of using InDesign professionally.

Whilst attending training at our centres, you'll have the use of a computer running licensed InDesign software to practice the techniques taught. Refreshments and lunch are provided.

Course fees can be paid by card or bank transfer. We accept purchase orders from UK-registered companies and public sector organisations.

If you're self-funding your training, you can pay in staged payments, interest-free, over 12 months.

### Course materials and Certificate

Delegates receive an e-certificate (PDF) confirming successful completion of Adobe-accredited *Advanced InDesign* training.

### Method of delivery

Training is designed for the busy professional, being short and intensive and combining lecture and demonstration. Practical exercises carried out under guidance help you learn the techniques taught.

You have ample opportunity to discuss specific requirements with the trainer.

### After course support

Following InDesign training, you're entitled to 30 days' email support from your trainer.

### Further information

See [armada.co.uk/course/advanced-adobe-indesign-training](http://armada.co.uk/course/advanced-adobe-indesign-training).

### Course syllabus

See over.



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# Course syllabus

Topics	Sub-topics
<b>Colour Management</b>	Introduction - principles of colour management Calibration and Profiling Colour management policies
<b>Typesetting</b>	'Keep with' - controlling line breaks Baseline grids - aligning text to grids Hyphenation and justification Glyphs OpenType fonts
<b>Stylesheets</b>	Overview of styling Nesting character styles inside paragraphs Applying sequential styles to multiple paragraphs List feature - creating multi-tier lists Using quick apply
<b>Images</b>	Anchoring techniques Adjusting Photoshop import options
<b>Captions</b>	Creating captions - using image metadata
<b>Drawing</b>	Pen tool - drawing and modifying Cutting and Transforming shapes Pathfinder - combining shapes Outlining type
<b>Using Adobe Bridge</b>	Organise, browse, locate and view creative assets Centralise access to project files, applications and settings Tag files with metadata and other labels for easy searching
<b>Colour</b>	Mixing colours Overprinting Overprint preview Flattener preview Viewing Separations

Topics	Sub-topics
<b>Find/Change</b>	GREP searches - advanced find replace features
<b>Automation</b>	Data merge - merge text and images from database to create pages XML - reusing content to automate layout (overview)
<b>Long document features</b>	Book - combining documents into a 'book' to arrange, control and output Control styling Page and chapter numbering Table of Contents Indexing
<b>Object libraries</b>	Working with an object library Changing the library display Cataloguing objects
<b>Interactive PDFs</b>	Creating Buttons and Links Interactive forms
<b>Preflighting, packaging and output</b>	Using the preflight command to check the integrity of a document Examining the PDF output flow and print commands
<b>Open session</b>	Mixture of topics according to delegates' requests. Topics typically covered include: The eye dropper Scissors and gradient tools Using step and repeat Controlling guides and grids Dragging and dropping text Pre-written scripts