

Indesign CS

Day Two

Creating Tables

- Importing and formatting a table
- Formatting borders and alternating row colors
- Using graphics within tables
- Placing graphics and table cells
- Formatting text within a table
- Applying character styles to text in a table
- Dragging to adjust column size
- Working with tables within existing text frames

Drawing Vector Graphics

- Setting up the document grid
- Applying color to a path
- Drawing with the pencil tool
- Drawing curved segments with the pen tool
- Drawing combinations of curved and straight segments
- Changing the shape of existing segments
- Creating a compound path
- Creating a perfect semicircle
- Slicing a path with the scissor tool
- Adding an end shape to an open path
- Creating a texture effect using colored image
- Creating and adding an inline graphic

Working with Transparency

- Applying transparency settings
- Changing the opacity of solid-color objects
- Applying the multiply blending mode
- Applying feathering to margins of an image
- Adjusting the transparency settings for EPS images
- Creating a drop shadow

Creating Interactive Documents

- Bookmarks
- Hyperlinks
- Adding a navigational button
- Adding a movie
- Adding a button w/ rollover & down states
- Adding a play movie action to a button
- Exporting the final document as a PDF

Combining Files into Documents

- Defining a book
- Creating a book file
- Setting the order a pagination
- Adding the table of contents
- Maintaining consistency across files
- Synchronizing book documents
- Updating the table of contents
- Indexing the book

Printing and Print Preparation

- Preflight
- Package
- Transparency flattener preview
- Printing a laser or inkjet proof

Exporting a PDF

- Selecting PDF quality
- Create PDF for emailing or web posting
- Viewing the PDF created from Indesign
- Creating a PDF file with layers
- Viewing a layered PDF
- Creating and applying a PDF preset

Ensuring Consistent Color

- Color management: An overview
- Setting up color management
- Color-managing imported graphics
- Setting up color management in Photoshop

