

InDesign in a Day

Learn the fundamentals of InDesign, including page layout, typography, and image manipulation, in this accelerated class. Perfect for beginners or those looking to refresh their skills, this class will give you a solid foundation in InDesign.

Group classes in Live Online and onsite training is available for this course. For more information, email onsite@graduateschool.edu or visit: <https://sdfm.graduateschool.edu/courses/indesign-1day>



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Course Outline

Section 1

Letter Creation

- Setting Preferences
- The Control Panel
- Text Frames
- Basic Text Attributes
- Basic Keyboard Shortcuts

Large Type Letter

More Text Attributes

More Text Styling

- Baseline Shift
- Small Caps
- Line Tool
- Making Proper Fractions

Magazine Ad

- Setting Up a Document Bleed
- Placing Images
- Combining Text and Images
- White Type on a Black Background

Advanced Word Processing/Formatting

- Paragraph Spacing
- Tabs

Section 2

Kerning/Tracking

- Optical vs. Metric Kerning
- Kerning vs. Tracking
- Manual Kerning

2–Page Magazine Ad

- Facing Pages
- Color Swatches
- Defining Colors

Sporktown Brochure

- Placing Text, Photos, & Illustrations
- Gradient Swatches
- Drop Shadows
- Alignment
- Text Wrap

Outputting Files

- Exporting PDFs
- Packaging Files to send to a printer