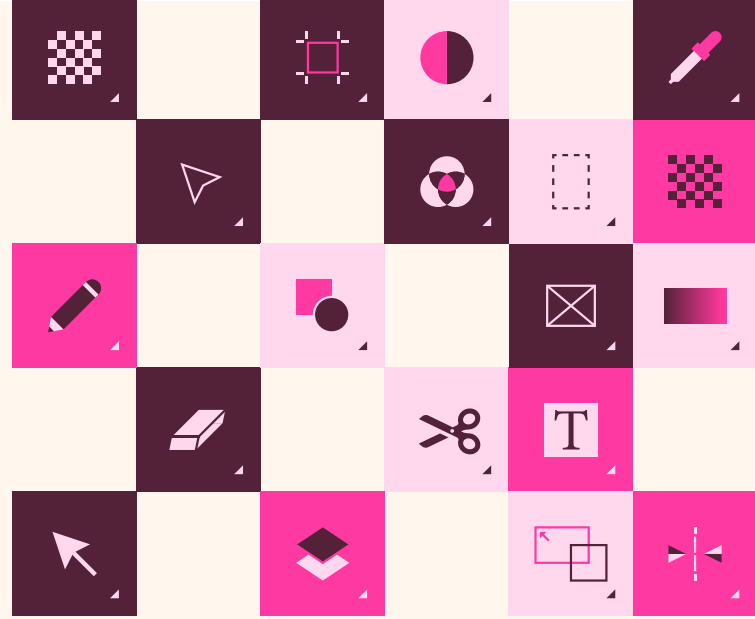


One-day InDesign course

InDesign Essential Skills



Gain the skills you need to successfully create exceptional print and digital materials in InDesign. This one-day information-packed session is presented by the instructors at [American Graphics Institute](#), who have written over 10 books on Adobe InDesign, and have over 20 years experience teaching and using Adobe InDesign.

What you'll learn:

- Understand InDesign workspace and tools
- Building single and multiple page documents
- Using Master Pages
- Working efficiently with text, type, and styles
- Using graphics and colors in your documents
- Sharing and distributing your documents

Audience:

This is an introductory Adobe InDesign workshop for professionals with little to no prior knowledge of using Adobe InDesign, or for those who have never had any formal InDesign training. InDesign is used in marketing, communications, and even UX roles, and information covered in this session is applicable to all roles. This workshop uses the latest version of InDesign CC.

Training course curriculum

Training course participants receive lesson files and content from the InDesign Digital Classroom, which was written and created by the instructors at the American Graphics Institute. Participants receive a full digital version of this book as part of the course.

When:

Offered monthly

9:30 am -4:30 pm

Lunch-on your own from 12-1 pm

Where:

American Graphics Institute,

also available as a live online course

Cost:

\$495 includes all materials

and use of computer if at AGI classroom

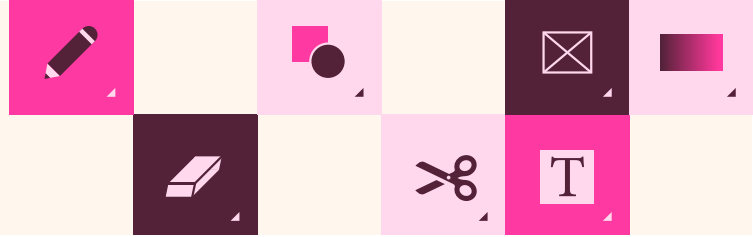
Register

You can register for this training class online at agitraining.com/id-workshop or by calling AGI at 781-376-6044.



Part of a 3-session
workshop series from

[American Graphics Institute](#)



Topics Covered in this Workshop:

Lesson 1: Essential skills

- Working with InDesign tools and panels
- Discovering the InDesign workspace
- Using the document window
- Using guides
- Taking advantage of viewing modes
- Saving your workspace
- Working with the Control panel
- Navigating through a document

Lesson 2: Master page Basics

- Planning your document
- Formatting master pages
- Adding layout pages
- Adding images & text to master pages

Lesson 3: Text and type

- Creating a text frame
- Changing character attributes
- Changing paragraph attributes
- Finding and changing text
- Checking and correcting spelling
- Using the Glyphs panel
- Flowing text and threading text between frames

Lesson 4: Styles

- Defining and applying paragraph styles
- Defining and applying character styles
- Updating and loading styles
- Organizing styles into groups
- Creating and applying object styles

Lesson 5: Graphics

- How InDesign handles graphics
- Locating missing images
- The Links panel and Link badge
- Creating a graphic frame
- Adding graphics
- Repositioning graphics
- Fitting graphics to frames
- Wrapping text around graphics

Lesson 6: Color Essential

- Applying color to text and frames
- Creating and saving a new swatch
- Creating a tint reduction
- Updating and editing colors

Lesson 7: Creating PDFs and printing

- Packaging your document
- Creating a PDF
- Using Adobe PDF Presets