

# An Advanced Workshop in Adobe InDesign CS3

- Course Title :** Adobe InDesign CS3 Advanced Workshop
- Duration :** 1 Day
- Pricing :** Basic: 1 person \$750, 2 people \$830 - [see web for full details](#)
- Pre-requisites :** Introduction to Adobe InDesign or equivalent experience. Strong working knowledge of InDesign.
- For Whom:** The course is intended for people who use InDesign and wish to extend their knowledge and skills in InDesign's more advanced features.

**Course Objectives:** At the conclusion of the training participants will be able to -

- Set up Master Pages, Spreads and sections
- Set advanced typographic controls
- Control transparency in graphics
- Handle colours
- Combine documents into books
- Create Tables of Contents
- Prepare documents for printing

**Course Design:** This workshop is part of our FastTrack Training scheme.

Training is undertaken in a one-on-one situation, or with a small group from the same workgroup. Throughout the course, the instructor will fully demonstrate and explain each new concept. This demonstration and explanation, coupled with plenty of practical exercises ensures that participants are able to meet the course objectives.

Participants are encouraged to bring samples of their work, both hard copy and on disk to the workshop, as well as a list of questions.

Notes are provided to each participant to take away at the conclusion of the training and each participant will have the exclusive use of a computer for the duration of the course.

# Course Outline

ADOBE INDESIGN CS3 - 1 DAY ADVANCED WORKSHOP

## PAGE SETUP AND LAYOUT

- Bleed and Slug options
- Document Presets
- Pages, sections and numbering
- Adding a page continuation note
- Stacking order and layers
- Libraries
- Running Headers and Footers
- Text variables

## TYPOGRAPHY & TEXT

- Hyphenation and justification
- Dictionary and language
- Single-line, multi-line compositors
- Hanging punctuation
- Leading and baseline grid
- Small caps and ligatures
- Style sheets
- Anchored objects
- Footnotes
- Applying sequential styles

## COLOUR

- Out of gamut colours
- Colour separation and registration
- Imported EPS and PDF spot colours
- Spot to process colours
- Trapping
- Basic Colour management
- Using advanced gradient techniques

## TRANSPARENCY

- Blending Options
- Preserving Transparency on imports
- Overprint Preview
- Flattener Styles
- Clipping Paths and Alpha Channels

## OBJECTS

- Transforming objects
- Adjusting frames and content
- Duplicating objects
- Step and repeat
- Object Styles

## ILLUSTRATION/DRAWING

- Text to paths
- Compound paths
- Layers and Layer comps in PSD and PDFs

## PRINTING

- Imaging
- Preflight and package
- Advanced page control
- Scale, fit, page marks

## LAYERS

- Creating
- Attributes
- Copying Objects between layers

## BOOKS

- Creating Book files
- Hyperlinks and Markers
- Tables of Contents
- Creating an Index

## IMPORT AND EXPORT

- Exporting rich PDF
- Exporting PDF layers
- Placing PDF files
- Linked and embedded images
- Exporting for Web

## PREPARING DOCUMENTS FOR HIGH-RES PRINTING

- Separations Preview
- Performing a preflight check before printing
- About trapping
- Booklets
- Working with black objects
- Overprinting a varnish
- Creating a bleed
- Setting paper options
- Creating colour separations
- Adding page marks
- Packaging files for handoff

COMPUTER  
**WorkGroup**  
TRAINING

 **Adobe**  
Solutions Network  
Authorised Training Centre