Adobe InDesign is a Desktop Publishing Program that can be used to create a vast array of documents, such as; Newsletters, Letter Heads, Compliment Slips, Business Cards and Brochures. Essentially desktop publishing is all about the combination of text and images. Our InDesign courses take you through all the stages of design, from creating a basic printed menu through to multiple layered multi page documents.

Adobe InDesign: Introduction

Course Title: Introduction to Publishing | Duration: 1 Day | Level: Introduction | Code: ITG10

The course begins with an overview of the program, description of publishing terminology and navigation of the screen. By the end of the course delegates will be able to produce a variety of single page designs utilising text and images.

Adobe InDesign: Advanced

Course Title: InDesign Advanced | Duration: 1 Day | Level: Advanced | Code: ITG11

This course will guide you through the advanced tools of the InDesign package. This course will give delegates the ability to hone their skills and move their knowledge of Adobe InDesign to an advanced level.

*BESPOKE COURSE | Course Duration, Level & Duration: Depends On Content & Individuals
Note: So courses run effectively we ask all participants to examine the course content closely to determine which stage most suits their requirements and abilities. Pre-course questionnaires are available on request.

Adobe InDesign: Introduction

Adobe InDesign: Introduction to Publishing
Course Code: ITG10 | Duration: 1 Day | Level: Introduction

Course Description:

The course begins with an overview of the program, description of publishing terminology and navigation of the screen. By the end of the course you will be able to produce a variety of single page designs utilising text and images.

Course Requirements:

This level assumes no prior knowledge of InDesign. The course would be ideal for beginners or for people who are self-taught and just wish to brush up on their existing skills.

Course Content:

- Overview (Course Outline / Features)
- The Work Area (Preferences / Menus / Toolbar / Keyboard Shortcuts / Palettes / Saving Workspace)
- Document (Creating Document / Page Layout / Grids & Guides / Columns / Navigating Pages / Adding Pages / Magnifications & Scrolling)
- Type (Tools/ Type Menu / Frames / Placing Text / Placeholder Text / Linking Text / Highlighting Text / Paragraph Control Palette / Paragraph Styles / Character Styles / Glyphs / Type on Path Tool)
- Graphics (Placing / Resizing / Image Control Palette / Text Wrap / Imbedding Images / Library / Converting Text into Objects)
- Colours (Swatches & Colours / Customising & Deleting Swatches / Gradients & Mesh / Background Colour / Transparency)
- Multiple Pages (Add, Shuffle & Delete Pages / Numbering / Master Pages / Book)
- Tables (Creating / Modify / Format)
- Saving & Printing (Save Preset / Preflight / Package / Exporting / Saving as PDF document)

Follow On Courses:

Adobe InDesign: Advanced

Additional Information:

- 100% Free Re-Sit: Within 12 months of attending the course
- Free Telephone & email support
- CD Reference guide & exercise notes all included
- PCS Certificate of Achievement
- This Training course can also be run on request as a One to One or a Classroom Booking

*BESPOKE COURSE | Course Duration, Level & Duration: Depends On Content & Individuals

Adobe InDesign: Advanced

Course Title: InDesign Advanced
Course Code: ITG11 | Duration: 1 Day | Level: Advanced

Course Description

This course will guide you through the advanced tools of the InDesign package. This course will give delegates the ability to hone their skills and move their knowledge of Adobe InDesign to an advanced level.

Course Requirements:

This course is intended for delegates with an intermediate knowledge of Adobe InDesign, or have completed the previous stages.

Course Content:

- Arranging Objects (Stacking Order / Pasting / Hide & Lock Commands / Creating & Managing Layers / Moving Objects Between Layers / Expanded Layers / Targeting / Aligning / Distributing/Grouping)
- Transforming Objects (Rotating / Scaling / Reflecting / Shearing / Free Transform Tool / Transform & Control Palettes / Envelope Tool / Liquefy Tool / Live Tool)
- Paths (Pen Tool / Scissors / Average / Join / Knife Tool / Pathfinder & Shape Modes / Clipping Masks / Blending Paths)
- Colours (Modes & Models / Spot & Global Process / Using Pantone / Creating Tints / Appearance Attributes / Transparency / Live Paint)
- Graphs (Creating / Graph Data Palette / Editing Data / Changing Graph Attributes)
- Filters (Pucker & Bloat / Roughen Filter / Stylize / Effects / 3D)
- Workshop

Additional Information:

- 100% Free Re-Sit: within 12 months of attending the course
- Free Telephone & Email Support
- CD Reference Guide & Exercise Notes all included
- PCS Certificate of Achievement
- This Training course can also be run on request as a One to One or a Classroom Booking

*BESPOKE COURSE | Course Duration, Level & Duration: Depends On Content & Individuals