Adobe InDesign
Syllabus

» Course Overview

This course introduces students to Adobe InDesign and prepares students to take the Adobe Professional Certification for InDesign. Students will get an insight into what it is like working in the print and digital media publishing industry. Over 10 modules, students will learn everything from absolute basics like navigating InDesign to performing complex tasks like creating multi-page documents, applying effects, and even creating original artwork. The course contains guided tutorials, do-it-yourself projects, and great resources that will help students practice and learn how to work in InDesign.

» Course Outline by Module

Module 1	Working in the Design Industry Part I	**Module 6**	Creating and Modifying Visual Elements Part I
Module 2	Working in the Design Industry Part II	**Module 7**	Creating and Modifying Visual Elements Part II
Module 3	Project Setup and Interface Part I	**Module 8**	Creating and Modifying Visual Elements Part III
Module 4	Project Setup and Interface Part II	**Module 9**	Creating and Modifying Visual Elements Part IV
Module 5	Organizing Documents Part	**Module 10**	Publishing Digital Media

» Module Overview and Learning Objectives

| Module 1. Working in the Design Industry Part I

Working in the design industry is more than just knowing how to use graphic design tools. There are crucial design, legal, and technical aspects that you must take into consideration when you work on any design project. Another key factor is working with colleagues and clients, and how well you are able to communicate your ideas and design visions.

In this module, students will learn critical skills to recognize what their audience needs, and how to communicate with colleagues and clients about design plans. They will also learn the legal ramifications of copyright, permissions, and licensing when using digital content.

Learning Objectives: In this module, students will:

- Understand the Adobe Creative Suite and the role of the various applications.
- Determine whether the content is relevant to the purpose, audience, and audience needs.
- Demonstrate knowledge of techniques for communicating about design plans with peers and clients.
- Demonstrate knowledge of project management tasks and responsibilities.
- Determine the type of copyright permissions and licensing required to use specific content.

| Module 2. Working in the Design Industry Part II

A strong foundation of design principles and concepts is essential before you start to learn about any design program. In this module, students will learn about key terms related to publications and multi-page layouts. They will learn all about the basic building blocks of design, that is color, typography, layouts, templates, and more. Students will also gain an insight into some of the principles of design and common design and composition techniques.

Learning Objectives: In this module, students will:

- Demonstrate knowledge and understanding of key terms related to publication and multi-page layouts.
- Demonstrate knowledge of how color is created in publications.
- Demonstrate knowledge of elements and principles of design and common design techniques.
- Identify and use common typographic adjustments to create contrast, hierarchy, and enhanced readability.
- Define common photographic/cinematic composition terms and principles.

| Module 3. Project Setup and Interface Part I

The InDesign Interface is a treasure trove of useful tools and settings. As beginners, students will first need to get acclimatized with the interface so they can begin to identify the different sections and tools available. Students will learn how to get started with InDesign by creating a new document. They will also get an overview of all the elements of the InDesign interface and their functions. Finally, students will learn how to customize the InDesign workspace and preferences in a way that is both convenient and efficient.

Learning Objectives: In this module, students will:
- Create a document with appropriate settings for web, print, and mobile.
- Identify and manipulate elements of the InDesign interface.
- Navigate, organize, and customize the application workspace.
- Navigate a document.
- Use rulers, grids, guides, views, and modes to work efficiently.

| Module 4. Project Setup and Interface Part II

InDesign is a pioneer in the digital publishing world and allows you to create beautiful designs and layouts using rich and vibrant colors and text. This module will introduce students to different ways in which they can import assets into InDesign. They will learn about various ways in which they can select, use, and modify background colors, gradients, and swatches in InDesign. They will also learn how to manage paragraph, character, and object styles in InDesign.

Learning Objectives: In this module, students will:

- Import assets into a project.
- Manage colors, swatches, and swatch libraries.
- Create and customize gradients.
- Manage paragraph, character, and object styles.

| Module 5. Organizing Documents Part

Layers can help you manage all of the design elements of your document. They give you the flexibility to work on individual elements and adjust them as required. In this module, you will learn all about the Layers panel and how you can use it to create and modify layers. You'll learn the mechanics of working with multiple layers on complex projects. You will also learn how to modify layer visibility and printability. Finally, we'll go over how you can create, edit and customize pages in InDesign.

***Learning Objectives*:** In this module, students will:

- Use the Layers panel to modify layers.
- Employ best practices to effectively manage multiple layers and complex projects.
- Modify layer visibility and printability.
- Create pages in a document.
- Edit and customize pages.

| Module 6. Creating and Modifying Visual Elements Part I

InDesign is a haven for the creative mind. In this module, you will explore various tools and features that will allow you to place and layout visual elements of your document. Students will also learn how to add and manipulate text using various typographic settings in InDesign.

***Learning Objectives*:** In this module, students will:
- Use core tools and features to lay out visual elements.
- Use a variety of type tools to add typography to a design.
- Use appropriate character and paragraph settings in a design.
- Convert text to graphics and manage text flow across multiple text areas.
- Use tools to add special characters or content.

| Module 7. Creating and Modifying Visual Elements Part II

When you are designing documents for digital or print publication, just inserting objects onto your document is not enough. You need a way to select different objects, modify, refine, and transform them in different ways to make your designs creative and unique. In this module, students will learn how to make and refine selections using various tools and methods. They will also learn how to rotate, flip and transform different elements of their documents.

Learning Objectives: In this module, students will:

- Make selections using a variety of tools.
- Modify and refine selections using various methods.
- Modify frames and frame content.
- Rotate, flip, and transform individual frames or content.
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| Module 8. Creating and Modifying Visual Elements Part III

InDesign is not just a layout program, it gives you many tools and features to manipulate, enhance, and modify the appearance of all of the elements on your documents. In this module, students will learn how to use different tools to repair project content. They will also learn how to adjust the appearance of objects and use the Story Editor to edit the text in a project. Finally, students will learn to modify the appearance of design elements using effects and styles.

Learning Objectives: In this module, students will:

- Use various tools and auto-correction methods to repair project content.
- Use the Story Editor to edit the text within a project.
- Use effects to modify images or frames.
- Create, edit, and save object styles.

| Module 9. Creating and Modifying Visual Elements Part IV

InDesign is a powerhouse tool that allows you to add fun interactive elements to your documents. In this module, students will learn how to add interactive buttons and other objects to their documents. They will learn how to embed rich-media and multimedia assets. Students will also learn how they can easily add and edit tables in InDesign.

***Learning Objectives*:** In this module, students will:

- Add interactive elements and behaviors.
- Demonstrate knowledge of how to embed rich-media objects.
- Identify and assign triggers for multimedia assets.
- Create a table to display data.
- Edit tables and cells.

| Module 10. Publishing Digital Media

InDesign gives you multiple ways and formats in which you can export your documents, images, and designs for digital use, printing, publishing, or for further processing in other tools or programs. In this module, students will learn how to prepare documents for publishing and save their files in the correct format. Students will also learn about saving project elements in appropriate formats, printing proof copies, and packaging an InDesign project. Finally, we'll go over the structure and test prep students will need for the ACA InDesign Certification Exam.

***Learning Objectives*:** In this module, students will:

- Prepare documents for publishing to the web, print, and other digital devices.
- Save in the native file format for InDesign (.indd).
- Save in appropriate formats for print or screen.
- Print proof copies before publishing.
- Package an InDesign project.
- Understand the structure and test prep necessary for the Adobe Certified Professional credential.