



Adobe InDesign CS3: Level 2

Course Description

Using Adobe® InDesign®, you have created simple documents. Now, you may need to create huge documents that are attractive as well as can be accessed globally. In this course, you will deploy the advanced InDesign techniques to enhance the look and functionality of your documents.

Course Objective

You will use the advanced features of Adobe InDesign CS3 to create and design content for print and web.

Performance-Based Objectives

Upon successful completion of this course, students will be able to:

- manage styles.
- develop complex paths.
- handle page elements.
- import and export data to external files.
- work with XML.
- manage long documents.
- adjust print settings.

Course Content

Lesson 1: Managing Styles

- Topic 1A: Manage Style Overrides
- Topic 1B: Base One Style on Another
- Topic 1C: Apply Styles in a Sequence
- Topic 1D: Import Styles from a Microsoft® Word Document
- Topic 1E: Redefine Styles

Lesson 2: Developing Complex Paths

- Topic 2A: Create Bézier Paths
- Topic 2B: Create Compound Paths
- Topic 2C: Create Clipping Paths
- Topic 2D: Create Type Outlines

Lesson 3: Handling Page Elements

- Topic 3A: Place Inline Graphics
- Topic 3B: Manipulate Graphics
- Topic 3C: Handle Text Layout
- Topic 3D: Create Duplicate Items
- Topic 3E: Create Anchored Objects
- Topic 3F: Manage Libraries

Lesson 4: Administering External Files

- Topic 4A: Locate Assets Using Adobe® Bridge

Topic 4B: Merge Data

Topic 4C: Import Layered Files

Topic 4D: Export PDF Files

Topic 4E: Export XHTML Files

Lesson 5: Working with XML

Topic 5A: Integrate XML into a Document

Topic 5B: Import XML

Topic 5C: Export Documents as XML Files

Topic 5D: Create a Snippet

Lesson 6: Managing Long Documents

Topic 6A: Create Hyperlinks

Topic 6B: Insert Footnotes

Topic 6C: Insert Text Variables

Topic 6D: Create the Table of Contents

Topic 6E: Generate an Index

Topic 6F: Create Document Sections

Topic 6G: Create a Book

Lesson 7: Adjusting Print Settings

Topic 7A: Create Print Presets

Topic 7B: Preview Print Output

Appendix A: Adobe® Certified Expert (ACE) Program