InDesign CC: Advanced

This course will bring your InDesign skill to the advanced level. You will be introduced to complex topics such as managing spot & tint colors, clipping paths, as well as creating anchored graphics. You will also learn how to check for printing problems within InDesign and creating complex documents. If you have attended our InDesign CC: Essentials or have been using the software for some time and is seeking to upgrade your InDesign skill, then this course is recommended for you.

**Target Audience:** Intermediate Users  |  **Prerequisite:** Basic experience in InDesign

**Duration**  |  1 Day
**Hours**  |  9am to 6pm

**Also Consider:** Illustrator CC: Essentials & Photoshop CC: Essentials

### Working With Long Documents
- Dividing an InDesign document into sections for advanced layout requirements
- Discovering advanced pagination features such as running footer
- Learning about text variables and when to use them
- Creating a gate-fold with the Page tool
- Adding and formatting a footnote
- Adding a cross-reference
- Understanding and using story jumps
- Rotating the page or spread view for easy editing
- Creating a straddle head across a multiple columns layout
- Balancing multiple columns for a more streamlined layout

### Creating A Table Of Contents
- Creating a list of chapters and topics
- Preparing the paragraph styles for the Table of Contents
- Setting up the Table of Contents
- Updating the Table of Contents

### Data Merge
- About data merger
- Basic steps for merging data
- About data source files
- About target documents

### Indentations & Tabs Settings
- Learning about paragraph indentation for advanced formatting
- Managing tabs settings
- Learning the four types of tabs
- Using leader lines with tabs

### Advanced Graphics Handling
- Adding graphics from other programs
- Understanding the difference between a linked and embedded graphic
- Comparing vector and bitmap graphics
- Knowing when to use vector or bitmap graphics
- Understanding the different types of graphic filename extensions
- Managing links to imported files
- Viewing information about linked files
- Finding linked files in InDesign documents
- Working with clipping paths
- Removing white background from images
- Creating an anchored graphic frame

### Preflighting Files
- Detecting printing problems with Live Preflight
- Learning how to preflight an InDesign file
- Defining your own preflight profiles
- Implementing other preflight profiles

**Also Consider:** Illustrator CC: Essentials & Photoshop CC: Essentials

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