

## Adobe InDesign CC - Part 1

### Overview

---

This course has all the tools you need to elevate the look of your document and get it out to the people who need to see it, whether it be in print or on the web.

### Course Objectives

---

In this course, you will use Adobe InDesign CC to create and deliver professional looking printed and interactive documents.

Students will:

- Navigate the InDesign interface.
- Create a new document.
- Customize a document using color, swatches, gradients, and styles.
- Manage page elements.
- Add tables.
- Prepare documents for deployment.

### Course Outline

---

#### 1 - Getting Started with InDesign

Identify Components of the InDesign Interface  
Customize the InDesign Interface  
Apply the Navigation Controls and Set Preferences

#### 2 - Designing a Document

Establish Project Requirements  
Apply Design Principles  
Create a New Document  
Add Text to a Document  
Add Graphics to a Document

#### 3 - Customizing a Document

Format Characters and Paragraphs  
Apply Colors, Swatches, and Gradients  
Create and Apply Styles

#### 4 - Working with Page Elements

Arrange and Align Objects  
Apply Layers  
Transform and Manipulate Objects  
Thread Text Frames  
Edit Text

#### 5 - Building Tables

Create and Modify a New Table  
Format a Table

#### 6 - Preparing a Document for Delivery

Resolve Errors in a Document  
Export Files for Printing and for the Web

---