

# InDesign CS4: Advanced, ACE Edition

2 days

## Description

This ILT series course builds on the fundamentals taught in InDesign CS4: Basic, ACE Edition. Students will start by learning how to create complex document structures, create tint and gradient swatches, and use object libraries and snippets to work more efficiently. Students will then learn how to create vector paths and wrap type on a path. Students will also learn advanced typography and composition techniques. In addition, students will work with graphics, object styles, tables, special characters, and the Story Editor. Finally, students will learn how to manage long documents.

## Prerequisites

InDesign CS4: Basic, ACE Edition or equivalent experience

## Course Outline

### ***Unit 1: Efficient layout***

Topic A: Document setup  
Topic B: Tint and gradient swatches  
Topic C: Object libraries and snippets  
Topic D: Item spacing

### ***Unit 2: Vector paths***

Topic A: Creating vector paths  
Topic B: Vector paths and pictures  
Topic C: Vector paths and type

### ***Unit 3: Typography***

Topic A: Manual type resizing  
Topic B: Quick Apply  
Topic C: Automated styles  
Topic D: Graphics in typography  
Topic E: Precise leading control  
Topic F: Composition, hyphenation, and justification  
Topic G: Horizontal spacing  
Topic H: Typography shortcuts

### ***Unit 4: Graphics***

Topic A: Layer comps  
Topic B: Transparency  
Topic C: Object styles  
Topic D: Transforming objects

### ***Unit 5: Tables***

Topic A: Creating tables  
Topic B: Changing table structure  
Topic C: Formatting tables

### ***Unit 6: Text editing***

Topic A: Story Editor  
Topic B: Special characters  
Topic C: Column, frame, and page breaks

### ***Unit 7: Long documents***

Topic A: Sections  
Topic B: Tables of contents  
Topic C: Indexes and cross-references  
Topic D: Books  
Topic E: Footnotes