Improve Your InDesign Skills

Training from the Book Publisher's perspective

A one day course for Designers

Delivered by Mark Bracey

As InDesign gains ground in the publishing world, it is becoming ever more important to take full advantage not only of the powerful features that InDesign offers, but also to exploit the potential to change the way of creating books in a more productive and creative manner.

This course is aimed at Designers already using InDesign, but who may have had no formal training. It intends to increase your skills by highlighting the features and ways of working that you may not have discovered, maximising your productivity.

Mark Bracey, the course trainer, has worked in book publishing for 18 years, guiding creatives in the creation of books for print. Mark understands how designers and editors work and what elements of the software are most relevant and useful to them. In 2005, Mark was involved in the migration to InDesign at DK and the Penguin Group and has since worked with many publishers both large and small, on their adoption of InDesign. An experienced presenter and trainer, Mark has worked with Adobe and has trained for Imago for the past 3 years. His easy, open and down to earth approach makes learning fun, fast and relevant.

The content of this course will be tailored to the candidates needs but as a guide, may include the following:

Workspaces

- Setting-up custom workspaces
  Setting Tool Preferences

Shortcuts

- Little-known but useful time-saving keyboard shortcuts such as: zooming in on Specific objects, Turning hyphenation on and off on the fly, 'Indent to here', locking to Baseline Grid with a keystroke, creating horizontal & vertical guides simultaneously, Increase or decrease kerning and tracking between characters and words, clearing unwanted kerning and tracking and re-setting to zero, inserting automatic page numbers, using the 3 different defaults for nudging page objects, alerting CMYK colour proportionately, selecting all objects on a layer

Text

- Taking full advantage of Character and Nested Styles
- Using Paragraph Rules to create graphic effects within text
- Using Style Sheets & Paragraph Rules with Object Styles
- Creating co-editionable faux coloured text
- Tabs and Tables
- Creating custom Glyph sets
- Type on a path and outlining text

Layouts

- Cut-down on your templates: changing margins and columns as you work

Layouts - continued

- Using Space/Align & Step and Repeat to create custom grids
- Automatic and semi-automatic flowing of text files, automatically adding linked boxes and/or adding pages
- Using 'Quick Apply' to find and apply Style Sheets and Object Styles
- Working with duplicate windows to monitor the knock-on effects of design and editorial changes
- Text Box independent baseline grids
- Creating and using InDesign page make-up libraries

Graphics

- Controlling PhotoShop layers and layer comps from within InDesign
- Accessing Photoshop paths and converting to frames
- Pathfinder and Align: Combining shapes and aligning objects
- Transparency and gradient effects

Miscellaneous

- Using the Eyedropper Tool to sample and apply colours, attributes and text styles

Output

- Exporting to PDF
- Importing and saving-out PDF export pre-sets to share with others
- Using the Ink Manager to control unwanted spot colours
- Checks and previews
- The limitations of using transparency effects in co-editionable workflows.

Time: 9.30 – 5.00pm
Venue: either in-house on company premises or in Central London training rooms

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