



## Adobe InDesign Training Course - Advanced

*In this advanced InDesign class you'll learn to master the application, improve your skills, and increase your productivity. Focus is on advanced template building, long document features, XML capabilities, and creating interactive documents for online distribution.*

### What you'll learn in this training course

- Enhance productivity using shortcuts, styles and snippets
- Helpful preferences for text reflow, wrap, streamlining workflow
- Building templates to quickly and easily create documents
- Advanced color techniques and preparation
- Working efficiently with long documents
- Using XML and merge documents
- Using InDesign to create interactive documents

### Audience for this training course

This advanced Adobe InDesign training course is designed for individuals who understand the basics of InDesign and want to master the application, improve your skills, and increase your productivity.

### Training course duration

This class is two days in length, with course time running from 0800 until 1630 on both days of the class. Lunch break occurs from approximately 1200 to 1300 each day.

### Training course curriculum

You will receive a comprehensive course manual for this class developed by the Adobe Certified instructor.

### Enrolling in this Adobe InDesign - Advanced training course

You can register for this training class on line at <https://amananet.com/training/adobe-training> or by calling 866-592-7840.

### Locations for this Adobe InDesign - Advanced training course

You can attend classes on-line.

### Private and customized training course options

This training course can be offered as a private class for groups or individuals, and the content can be customized to meet your specific needs. You can call to speak with a training representative at 866-592-7840 to discuss training course customization.

### Goals and objectives for this training course

AmanaNet is focused on providing high-quality training courses for your professional development. We provide regularly scheduled small group courses along with private or customized training.

## Adobe InDesign Training Course - Advanced topics:

### Lesson 1: Productivity enhancers

- Customizing keyboard shortcuts
- Using Smart Guides
- Importing and pasting text
- Using the Eyedropper on text
- Applying styles efficiently
- Nested and next styles
- Updating styled text
- Using libraries and snippets
- Enabling Layout Adjustment
- Proportionally placing graphics

### Lesson 2: Helpful preferences

- Applying leading to entire paragraphs
- Enabling Smart Text Reflow
- Controlling text wrap
- Setting up a baseline grid
- Changing units and increments
- Choosing the appearance of black
- Viewing & changing the baseline grid
- Restoring preferences and defaults
- Resetting warning boxes
- Clipboard Handling

### Lesson 3: Building templates

- Advantages of template use
- Creating a template layer
- Loading swatches
- Loading styles
- Creating master pages
- Basing masters
- Override & detach master objects
- Creating styles
- Basing styles
- Clearing style overrides

### Lesson 4: Color and transparency

- Adjusting gradients
- Using the Eyedropper with colors
- Copying swatches between documents
- Previewing color separations
- Connecting effects and transparency
- Feathering graphic margins
- Blending mode options
- Solving printing issues
- Transparency flattener options
- Understanding stitching

### Lesson 5: Working with long documents

- Combining files into books
- Setting the page order
- Creating a table of contents
- Specifying a style source
- Synchronizing long documents
- Creating an index
- Adding topics and cross-references
- Generating an index
- Exporting a book file
- Print Booklet

### Lesson 6: Harnessing xml

- Viewing XML
- Importing XML tags
- Applying tags to text
- Applying tags to graphic
- Using the Structure pane
- Exporting a document to XML
- Importing XML data
- Mapping tags to styles & styles to tags
- Understanding DTD files
- Validating XML structure

### Lesson 7: Using merge data

- Merging steps
- Choosing a data source
- Inserting a text data field
- Adding image fields
- Previewing records
- Updating data fields
- Removing data fields
- Replacing data fields
- Merging records
- Using data fields on master pages

### Lesson 8: Creating interactive documents

- Add TOC bookmarks
- Arrange, group and sort bookmarks
- Creating a hyperlink
- Creating a button
- Action types
- Changing button appearance
- Adding a movies or sound
- Choosing a poster frame
- Changing movie options
- Selecting an Acrobat format