

# Adobe InDesign Bootcamp

Take your work to the next level using the most essential and sought-after skills in InDesign. Create advanced text styles, use XML, manage color profiles, and more!

**Group classes in NYC and on-site training is available for this course.**  
For more information, email [contact@nyimtraining.com](mailto:contact@nyimtraining.com) or visit:  
[training-nyc.com/courses/indesign-bootcamp](http://training-nyc.com/courses/indesign-bootcamp)



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## Course Outline

### Section 1

#### Letter Creation

- Setting preferences
- The Control panel
- Text frames
- Basic text attributes
- Basic keyboard shortcuts

#### Large Type Letter

More text attributes

#### More Text Styling

- Baseline shift
- Small caps
- The Line tool
- Making proper fractions

#### Magazine Ad

- Setting up a document bleed
- Placing images
- Combining text & images
- White type on a black background

#### Advanced Word Processing/Formatting

- Paragraph spacing
- Tabs

### Section 2

## **Kerning/Tracking**

- Optical vs. metric kerning
- Kerning vs. tracking
- Manual kerning

## **2-Page Magazine Ad**

- Facing pages
- Color swatches
- Defining colors

## **Sporktown Brochure**

- Placing text, photos, & illustrations
- Gradient swatches
- Drop shadows
- Alignment
- Text wrap

# **Section 3**

## **Professional Typesetting Techniques**

- Bulleted lists
- Hanging bullets
- Hyphenation
- Discretionary hyphens
- Special break characters

## **Drawing Bézier Curves**

- The Pen tool
- Segments, anchor points, & curves

## **Multiple Column Ad with Text Wrap**

- Multiple text columns
- Drop caps
- The baseline grid
- Text wrap

## **Magazine Cover**

- Placing transparent art
- Defining & using color swatches
- Type on a path

# **Section 4**

## **Style Sheets in a Magazine Article**

- Paragraph styles
- Character styles
- Nested styles

## **Tables**

- Placing Excel tables (with their formatting)
- Table headers
- Formatting tables (fills, strokes, etc.)
- Reordering table cells

### **Anchored Frames**

- Anchoring frames so they reflow with text
- Positioning anchored objects

## **Section 5**

### **Leaders Magazine: Master Pages & 1st Article**

- Master pages
- Spanning columns
- Step & repeat
- Paragraph & character styles

### **Leaders Magazine—Libraries & More**

Libraries

### **Leaders Magazine: Searches & Spell Check**

- Spell checking
- Find/change

## **Section 6**

### **The Lawyer Joke Book: Setup**

- Master pages
- Automatic page numbering
- Automatic text flow
- Running heads

### **The Lawyer Joke Book: Styling the Text**

- Paragraph rules
- The baseline grid
- Find/change with paragraph formatting

### **Creating a Table of Contents**

- Defining & building a table of contents
- Formatting & updating a table of contents

### **Books: Creating**

- Using multiple files to create a book
- Synchronizing files

### **Books: Auto Page Numbering**

Auto page numbering across files