

Adobe InDesign CS2 Advanced

Who	The Adobe InDesign Advanced course is suitable for those who have attended the introductory level course, or have an equivalent level of knowledge. Familiarity with the operating system and the keyboard is a course prerequisite.
Why	You have experience using the basic features and capabilities of InDesign, but are looking to enhance your publications by applying more advanced creative techniques. In this course, you will expand your InDesign skill set with new techniques for applying master pages, styles, text control, sectioning, and XML. The cost of the course includes a Tips and Tricks book, 3 months telephone support, a certificate, refreshments and lunch.
Length	1 day

Style sheets

- Creating object styles
- Applying object styles
- Editing object styles
- Style palette changes:
 - Using the clear overrides button
- Applying the Basic Paragraph style option
- Setting up the Next Style option to automate the application of styles sheets
- Using the Quick Apply feature for character and paragraph styles
- Selectively loading styles
- Mapping styles on import
- Saving a mapping set as a preset
- Delete styles remap

Objects

- Using the Transform Again feature
- Anchored Objects:
 - Inserting an anchored object
- Snippets:
 - Creating a Snippet
 - Creating a database using Snippets
 - Building a page layout using a Snippet

Graphics features

- Control over PSD and PDF layers
- Using Photoshop comp layers in InDesign
- Multi-page PDF place
- Position tool
- Fill Frame Proportionally

- Drop Shadow noise
- Reveal Link in Finder/Explorer
- Converting Shapes and Paths
- Adding all Items to the Library
- Lock Column Guides
- JPEG Export
- Loading Custom Swatches between Adobe applications
- Grouped Object display

Text features

- Adding footnotes
- Using the Word and RTF import options dialog
- Frame-based grids
- Setting the Hyphenate last word option
- Last Line Right Indent option
- Dynamic Spell Check
- Text AutoCorrect
- Drag and Drop
- Automatic Bullets and Numbering
- WYSIWYG Fonts
- Turning off WYSIWYG Fonts in Preferences
- Saving files backwards using the .INX format
- Looking at the vertical depth ruler in the Story Editor
- Adding and removing spaces
- Unformatted Paste
- Using the Move Pages feature
- Working with multiple dictionaries

Transparency

- How transparency works
- Considerations for output
- Transparency blending modes
- Creating transparency knockouts
- Using Transparency Flattener styles
- Using layers for accurate output
- Using PDF export styles

Working with long documents

- The Book feature
- Using the Book file with a style source
- Creating a Table of Contents
- Creating an Index
- Preflighting the Book file

Hyperlinks

- Adding navigation aids to the document
- Creating PDF links from a table of contents

Managing colour

- The Overprint Preview
- The Ink Manager
- Parent and child tint swatches

Essential shortcuts

- Selecting shortcuts
- Navigating shortcuts
- Tips and tricks