KOENIG SOLUTIONS · COURSE OUTLINE

Adobe InDesign CC Fundamentals

Learn to set up InDesign documents, work with pages and objects, and create interactive PDF forms.

4
MODULES

19
TOPICS

COURSE OVERVIEW

This course introduces the InDesign workspace, including its panels and interface preferences. It then covers setting up documents, managing pages and overriding master page items with text and graphics. Learners also work with text and graphics frames, text wrap and QR codes. The course finishes with creating Adobe PDF files that include form fields, tab order, a submit button and interactive export.

WHO THIS COURSE IS FOR

- **Graphic Designers**
- **Desktop Publishers**
- **Print Production Specialists**
- **Marketing Professionals**
- **Document Designers**

LEARNING OBJECTIVES

- Identify the InDesign workspace and configure panels and preferences
- Create and save custom document settings and new documents
- Rearrange, delete and resize document pages
- Apply master page items to document pages with text and graphics
- Create and modify text frames and graphics frames
- Wrap text around a graphic and insert a QR code
- Add form fields and set their tab order in a PDF
- Export an interactive Adobe PDF file with a submit button

COURSE SYLLABUS

4 Modules, 19 Topics

01

Introduction the Workspace

TOPICS

Getting Started · Looking at the Workspace · Working the Panels · Modifying Interface preferences

02

Setting Up a Document and Working with Pages

TOPICS

- Creating and Saving Custom Document Settings
- Creating a new document
- Re-arranging and deleting documents pages
- Changing the Size of Pages
- Overriding master page items on document pages and placing text and graphics

03

Working with Objects

TOPICS

Creating and Modifying text Frames · Creating and Modifying Graphics Frames · Wrapping Text around a graphic · Creating a QR code · Finishing Up

04

Create Adobe PDF Files with Form Fields

TOPICS

Adding Form Fields · Adding a description to a form field · Setting the tab order of the fields · Adding a button to submit the form · Exporting an Interactive Adobe PDF file

WHAT IS INCLUDED

Everything You Need to Succeed

- Koenig course material for every module
- Delivery by certified instructors and subject matter experts
- Hands-on exercises throughout the course
- Course completion certificate from Koenig

ABOUT KOENIG

Who We Are

Established in 1993, Koenig Solutions is a globally recognised training provider with 35+ technology partnerships, 5,000+ training programmes and a network of certified instructors and subject matter experts, supporting individuals and enterprise teams worldwide.

FLEXIBLE DELIVERY

Learn the Way That Suits You

Classroom Training | Live Online Classes (ILO) | Fly-Me-A-Trainer (FMAT) | Flexi (Self-Paced) | 1-on-1 Training

Ready to Get Started?

Talk to a learning advisor about schedules, group training and customised delivery.

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