KOENIG SOLUTIONS · COURSE OUTLINE

Adobe Certified Instructor for Creative Cloud Design & Layout Solutions

5
MODULES

31
TOPICS

LEARNING OBJECTIVES

- Apply non-destructive editing techniques such as smart filters
- Identify common document and system problems in Creative Cloud
- Compare file formats and application support for import and export
- Apply retouching tools such as Spot Healing Brush and Clone Stamp
- Manage layers and color in Illustrator, including swatches and gradients
- Format long documents in InDesign using master pages and styles
- Apply interactive elements such as hyperlinks and page transitions
- Prepare files for commercial printing and Creative Cloud collaboration

COURSE SYLLABUS

5 Modules, 31 Topics

01

30%

Cross-product Technologies

TOPICS

- The successful candidate will be able to employ non-destructive editing techniques when creating layer styles, smart filters, adjustment layers, effects, graphic styles, object styles, text and tables, and blending and opacity
- The candidate will be able to give a rationale for using non-destructive editing techniques
- The successful candidate will understand minimum system requirements for various platforms and determine whether the system is adequate and enabled for minimum software requirements
- Given a scenario with a specific problem, the successful candidate will be able to identify the problem. Possible problems include, but are not limited to: missing fonts, missing links, using the correct view mode, lost work recovery from Cloud Documents and from Creative Cloud.
- The successful candidate will recognize the different file formats and which applications support which formats and import options
- The successful candidate will share settings and properties between documents and applications including, but not limited to using: CC library assets, colors, styles and graphics
- The successful candidate will be able to filter and activate Adobe Fonts (previously known as Typekit)
- The successful candidate will be able to effectively search, download preview, save to CC Library, license and work with Adobe Stock assets and templates
- The successful candidate will be able to produce their work as print or digital output using the appropriate file formats based on intended use; be able to implement additional options for showcasing work via Behance, Portfolio, and Spark
- Be familiar with methods for repurposing content for use in ePub for eBooks, XD for prototyping, and Dimension for 3D

02

16%

Photoshop Features

TOPICS

- Using Artboards, the candidate will be able to create, duplicate, manipulate, import, export, and incorporate into a workflow with other applications
- Differentiate between embedded and linked assets
- The successful candidate can articulate the relationships between selections, masks, and channels and employ them wisely
- The successful candidate will be able to explain how to use the retouching tools: Spot Healing Brush, Healing Brush, Patch tool, Liquify, Content Aware Move/Extend tool, Red eye, Camera Raw filter, Lens Correction, Vanishing Point, Clone Stamp Tool, Content Aware (extended feature), Puppet Warp, Perspective Warp
- The successful candidate will understand when and how to use Layers

03

18%

Illustrator Features

TOPICS

- The successful candidate will be able use layers and manage design elements, including, but not limited to: Create layers for organization, Group objects, Sub layers, Release to Layers, Copy and Paste Layers to Another Document, Layers to Artboard function, Navigate Isolation Mode
- The successful candidate will be able to manipulate colors, including, but not limited to: Difference between Global Color and Non Global Color, Working with PMS colors for print, Creating swatches for exchange and CC Libraries, Best practices for recoloring art work, Gradients, Gradient Meshes, and Patterns
- The successful candidate will be able to use a variety of tools and techniques to create, edit and transform paths and objects
- The successful candidate is able to create, edit, and work with different text structures, including, but not limited to: Point text, Area Text, Text on a path, Vertical Text, Touch type and Threaded Text Boxes
- The successful candidate is able to choose the most appropriate method of save or export based upon an intended purpose

04

26%

InDesign Features

TOPICS

- **The successful candidate can make adjustments to layouts:** including adjusting cropping on imported art, resizing pages, moving, resizing, and re-threading text boxes, adjusting and disabling text wrap for objects, adding and adjusting anchored objects, adjusting tables
- The successful candidate can set up new documents for various projects (print vs. digital delivery, setting up document templates, etc.).
- The successful candidate will be able to create long documents employing the efficiencies provided by Master Pages, Book Files, Automatic Table of Contents, Index, Text Variables, Cross References, Footnotes, Endnotes
- The successful candidate will be able to use tables to organize content, including but not limited to: creating, applying, and editing styles, and importing data
- The successful candidate will be able to import multiple types of content, and be able to transform and apply styles and effects to images
- The successful candidate will be able to format text in the most efficient manner using Paragraph Styles including: GREP Styles, Nested Styles, Nested Line Style; Formatting Text; Character Styles; Hyphenation Settings; Justification Settings; and Auto-numbered and bulleted lists
- Candidate will be able to apply interactive elements to a layout, including animation, hyperlinks, bookmarks, buttons and forms, multi-state objects, media, page transitions, timing

05

10%

Workflow

TOPICS

- The successful candidate will be able to use Object Layer Options create, import and manipulate Layer Comps for use in (Illustrator and/or) InDesign
- The successful candidate can articulate a rationale for using a particular application--specifically the benefits of its use over a different CC application, given the user's intended goal
- The successful candidate will be able to choose the appropriate settings for sharing and collaborating using Creative Cloud files
- Prepare a file for commercial printing

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.

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