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Moving from QuarkXpress to InDesign

Duration: 2 Days

Overview:

Aspect Training's Moving from QuarkXpress to InDesign training course has been designed to provide a seamless transition from QuarkXPress to InDesign CS4, Adobe's widely acclaimed desktop publishing application.

Our course will transfer your existing skills to the new InDesign environment as well as providing a comprehensive, practical understanding of the wide range of features in InDesign CS4. You will also explore InDesign's superb integration with both Illustrator and Photoshop.

Prerequisites:

This course is suitable for delegates transferring from QuarkXpress to InDesign

Course Topics:

Key terms

Differences in terminology between InDesign and QuarkXPress

Setting defaults and preferences

Setting application preferences
Setting document preferences
Customising the toolbox
Setting tool defaults
Creating document defaults
Customising shortcuts

Interface differences

Using palettes, tools and menus
Introducing the Control panel
Saving the workspace
Tips for managing panels
The N-up view

Navigation and display

Controlling display preferences
Using the Navigator panel
Multiple document previews
Dynamic graphics preview
Dynamic text preview
Overprint preview
Separations preview

Continued over.....



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Creating objects and building pages

Creating a new document
Picture and text boxes
Linking text boxes
Introducing layers
Selecting frames and contents
Smart guides and smart spacing
Using the Pages panel
Creating and editing Masters
Overriding Master Objects
Reapplying Master Objects

Text and typography

Placing and flowing text
Selecting and editing text
Handling missing fonts
Working with glyphs
Drag and drop text

Formatting characters

Character-level formatting
Introducing Open Type fonts
Using optical kerning
Creating character styles
Working with Style Groups

Formatting paragraphs

Paragraph-level formatting
Choosing a composer
Introducing nested styles

Working with graphics

Placing graphics
Scaling objects vs contents
Introducing the Links panel
Manipulating graphics
Understanding Fitting options
PSD and PDF layer options

Combining text and graphics

Wrapping text around graphics
Introducing snippets
Creating inline graphics
Converting text to outlines
Image import options
Images with clipping paths
Creating a new clipping path

Laying out pages accurately

Using rulers, grids and guides
Using the Info panel

Finessing text content

Threading/unthreading frames
Document baseline grids
Frame-based baseline grids
Using special characters

Introducing transparency

Creating drop shadows
Feathering edges
The Flattener Preview panel

Introduction to tables

Creating basic tables
Modifying tables
Importing tables

Editing copy

Using the Story Editor
Using Find/Change

Understanding colour

Loading swatches
Using stroke and fill options
Sampling colours from images

Preflight, package, PDF and printing

Exporting as a PDF
Using Live PreFlight to check files
Packaging files for handoff

Opening Quark documents

Tips for opening QuarkXPress documents