



## Adobe InDesign CS6, Advanced

*This advanced Adobe InDesign course is designed for experienced InDesign users who want to master the application, improve their skills, and increase their productivity. Focus is on advanced template building, long document features, XML capabilities, and creating interactive documents for online distribution.*

### Productivity Enhancers

- Customizing keyboard shortcuts
- Using Smart Guides
- Importing and pasting text
- Using the Eyedropper on text
- Applying styles efficiently
- Nested and next styles
- Updating styled text
- Using libraries and snippets
- Enabling Layout Adjustment
- Proportionally placing graphics

### Helpful Preferences

- Applying leading to entire paragraphs
- Enabling Smart Text Reflow
- Controlling text wrap
- Setting up a baseline grid
- Changing units and increments
- Choosing the appearance of black
- Viewing and changing the baseline grid
- Restoring preferences and defaults
- Resetting warning boxes
- Clipboard Handling

### Building Templates

- Advantages of template use
- Creating a template layer
- Loading swatches
- Loading styles
- Creating master pages
- Basing masters
- Overriding and detaching master objects
- Creating styles
- Basing styles
- Clearing style overrides

### Using Color and Transparency

- Adjusting gradients
- Using the Eyedropper with colors

- Copying swatches between documents
- Previewing color separations
- Connecting effects and transparency
- Feathering graphic margins
- Blending mode options
- Solving printing issues
- Transparency flattener options
- Understanding stitching

### Working with Long Documents

- Combining files into books
- Setting the page order
- Creating a table of contents
- Specifying a style source
- Synchronizing long documents
- Creating an index
- Adding topics and cross-references
- Generating an index
- Exporting a book file
- Print Booklet

### Harnessing XML

- Viewing XML
- Importing XML tags
- Applying tags to text
- Applying tags to graphic
- Using the Structure pane
- Exporting a document to XML
- Importing XML data
- Mapping tags to styles and styles to tags
- Understanding DTD files
- Validating XML structure

### Using Data Merge

- Merging steps
- Choosing a data source
- Inserting a text data field
- Adding image fields
- Previewing records



## **Adobe InDesign CS6, Advanced** *(continued)*

- Updating data fields
- Removing data fields
- Replacing data fields
- Merging records
- Using data fields on master pages

### **Creating Interactive Documents**

- Adding TOC bookmarks
- Arranging, grouping and sorting bookmarks
- Creating a hyperlink
- Creating a button
- Action types
- Changing button appearance
- Adding a movies or sound
- Choosing a poster frame
- Changing movie options
- Selecting an Acrobat format