



**AL MUSANNA COLLEGE OF TECHNOLOGY**  
**Educational Technology Center**  
**Short Term Courses - (AY2018 - '19)**

<b>Course Name : Adobe InDesign</b>	
<b>Pre Requisite</b> : Designing and lay-outing	Eligibility: Diploma, Advanced Diploma or Bachelor(any specialization with basic designing knowledge and creativity)
<b>Introduction:</b> Learn basic knowledge in publishing and typesetting software application using Adobe InDesign.	
<b>Objectives: End of this course, you should be able to</b>	
<ul style="list-style-type: none"> <li>➤ Understand the basic of InDesign</li> <li>➤ Build your own e-Magazine, unique brochure, posters, and flyers</li> </ul>	
<b>Topics</b>	<b>Methodologies</b>
<p><b>1. Introduction to InDesign:</b> The first session consists of an Introduction to InDesign – learning how we can control and customize the various panels and menu items that InDesign has to offer</p> <ul style="list-style-type: none"> <li>- A quick sampling of features</li> <li>- Having InDesign resources at your fingertips</li> </ul> <p><b>2. Workspace basics:</b></p> <ul style="list-style-type: none"> <li>- Setting up your own workspace</li> <li>- Bleed, slug and presentation</li> <li>- Recovery and undo</li> </ul> <p><b>3. Layout:</b></p> <ul style="list-style-type: none"> <li>- Setting up new documents</li> <li>- Ruler and setting up guides</li> <li>- Using grids</li> <li>- Rotating page view</li> <li>- Creating and using master pages</li> <li>- Varying the size of pages with the new page tool</li> </ul> <p><b>4. Frames and Objects:</b></p> <ul style="list-style-type: none"> <li>- Select object and moving object</li> </ul>	<p>Practical</p> <p>Practical</p> <p>Practical</p> <p>Practical</p>
<b>Software &amp; Hardware Tools:</b> Adobe InDesign, Adobe Photoshop and Computer	

<p><b>5. The basic of working with text:</b></p> <ul style="list-style-type: none"> <li>- Adding or placing text</li> <li>- Selecting and editing text</li> <li>- Check spelling</li> <li>- Change case (uppercase and lowercase)</li> </ul> <p><b>6. Importing and exporting:</b></p> <ul style="list-style-type: none"> <li>- Importing and exporting pdf format from your InDesign</li> <li>- Saving InDesign document as pdf</li> </ul>	<p>Practical</p>       <p>Practical</p>
<p><b>Software &amp; Hardware Tools:</b> Adobe InDesign, Adobe Photoshop and Computer</p>	