

Adobe **InDesign 1**

classroom
Cyndi Reese • Fall 2009

Workflow basics

This week is all about experiencing different workflows from InDesign. You will complete an exercise where you first receive a good, bad, and ugly workflow from me at the class website. Then, you will create different types of portable workflows for sending your finished work to someone (for review or printing) or sending to a different computer for continued editing in InDesign. The last task this week is to learn about your own printer and how close to the edge of the paper it can print. You will document your experiences in an InDesign document that you create.

Part 1: Instructor webcasts: review and sick days

If you ever need to review lecture material, a good reference is to review the webcast lectures I make for the online class. Instead of going to the InDesign 1 Live link, just visit the InDesign 1 Online link at the class website. There you will find links to various lectures — the same ones that I give “live”. If you are sick and cannot attend class, go “online” and watch the online class webcasts, then submit your work to me at CATE in PDF format. You’ll need to send me an email so that I’ll look for your homework at CATE, and it will not be considered late if submitted by the class deadline. Otherwise, remember that you can turn in 1 late lab or quiz with no deduction of points. After that, points will be taken off for late work.

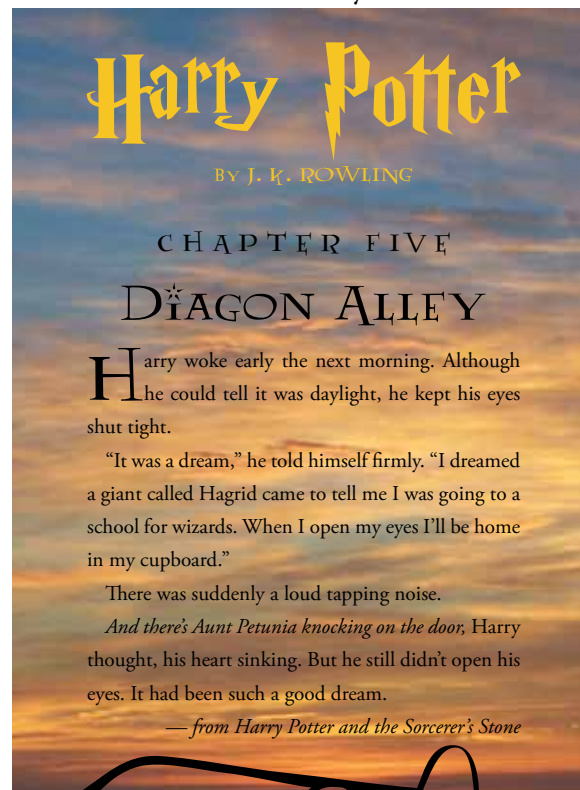
This week at the “live” class website, there are two webcasts that discuss how to install fonts for both Mac and Windows. This will be useful for students who work at home and at the office.

Part 2: Adobe TV

Adobe offers many instructional videos. In your favorite web browser, navigate to <http://tv.adobe.com>. Select the product InDesign in the upper right corner, or scroll down to the bottom and visit one of the featured shows. Caffè Fibonacci is my favorite.

Part 3: Workflow basics

Complete Exercise 4 Workflow basics on page 65 of Stepping Out With InDesign. Before you begin, read over Part 4 below. You will be create an InDesign document describing your workflow experiences. It will be handy to have the list of items required as you work through the exercise.



Part 4: Documentation

Create a simple InDesign document. It doesn't have to be fancy. If possible, use the free Harry Potter fonts. A warning about using HarryP — it will produce printed output but will not embed into a PDF as it is a protected font. Include the following information:

- Describe your experiences using the workflow provided in Part 1 of Exercise 4 in the book.
- Describe your experiences creating your own workflows in Part 2 of Exercise 4 in the book. Were you successful? Did you have any problems?
 - Include the file sizes of your package folder and the three PDFs.
 - How did the PDFs look on the screen? Any difference in quality when you change the magnification to 400%?
 - How did the PDFs look when printed? Any difference in quality?
 - Were you able to install the package fonts? How?
- What is the value of using PDFs? What is the value of a package?
- From Part 3 of Exercise 4 in the book, including the following information:
 - What kind of printer do you use? Inkjet? Laser? What brand?
 - Does your printer create borderless output? You'll probably find this information in the printer manual if it does have this feature. Some printers require that you use special paper when you print borderless, like glossy or matte paper. What does yours require?
 - If you do not have a borderless printer, how close can your printer go to the edge of the paper?

Part 5: Quiz

Take Quiz 2 at CATE. It covers lectures and labs from week 3 and week 4 in the schedule. Study pages 8-16 of Stepping Out With InDesign.

Checklist for week 4:

- Print out your Part 4 documentation from this lab describing your workflow experiences and printer information
- Print out the page where you determine how close to the edge of the paper your printer can output. If your printer doesn't print to the edge, include measurements on all 4 sides as to how close you should set margins in future documents
- Take Quiz 2 at CATE