



Software School, Inc.  
135 Main St.  
Flemington, NJ  
08822  
908.788.7228  
Fax 908.788.7097  
www.swschool.com  
info@swschool.com



## Adobe InDesign CS3 topics

### **Managing the InDesign Environment**

- Explore the InDesign Environment
- Customize the Workspace
- Set General and Interface Preferences

### **Designing Documents**

- Create a New Document
- Add Text and Graphics
- Edit Text
- Thread Text Frames
- Convert Other Application Files to InDesign

### **Enhancing Documents**

- Apply Colors and Swatches
- Apply Fills, Gradients, and Strokes
- Format Characters and Paragraphs
- Create and Apply Styles
- Search and Replace Text and Characters
- Develop Layers
- Apply Transparency and Transparency Flattener Presets

### **Adding Tables**

- Create a Table
- Modify a Table Structure
- Format a Table
- Create Table and Cell Styles

### **Finalizing Documents**

- Check Documents for Problems
- Print a Document
- Package Files
- Prepare PDF Files for Web Distribution
- Export PDF Files for Printing