Adobe InDesign CS

InDesign is a layout and design program for creating, managing and publishing *print* documents. You can use it to create newsletters, posters, brochures, books and many other types of publications including interactive PDF documents. InDesign gives you very precise control over layout, placement of images, positioning and appearance of text and editing the integration of all the elements of a document.

The CS version of InDesign is tightly integrated with other programs in the Adobe Creative Suite.

You will find that the tool bar is very similar to the ones found in Photoshop and Illustrator. The tool bar has many of the same tools found in other Creative Suite programs.

Images can be used directly from Illustrator and Photoshop in native .ai and .psd formats.

Documents can be saved directly as Acrobat .pdf files.

You can create a "portable" package containing all the elements of a document including the text, images, formatting and fonts. This package can be printed without changes from another computer or sent to a printing bureau for publication.
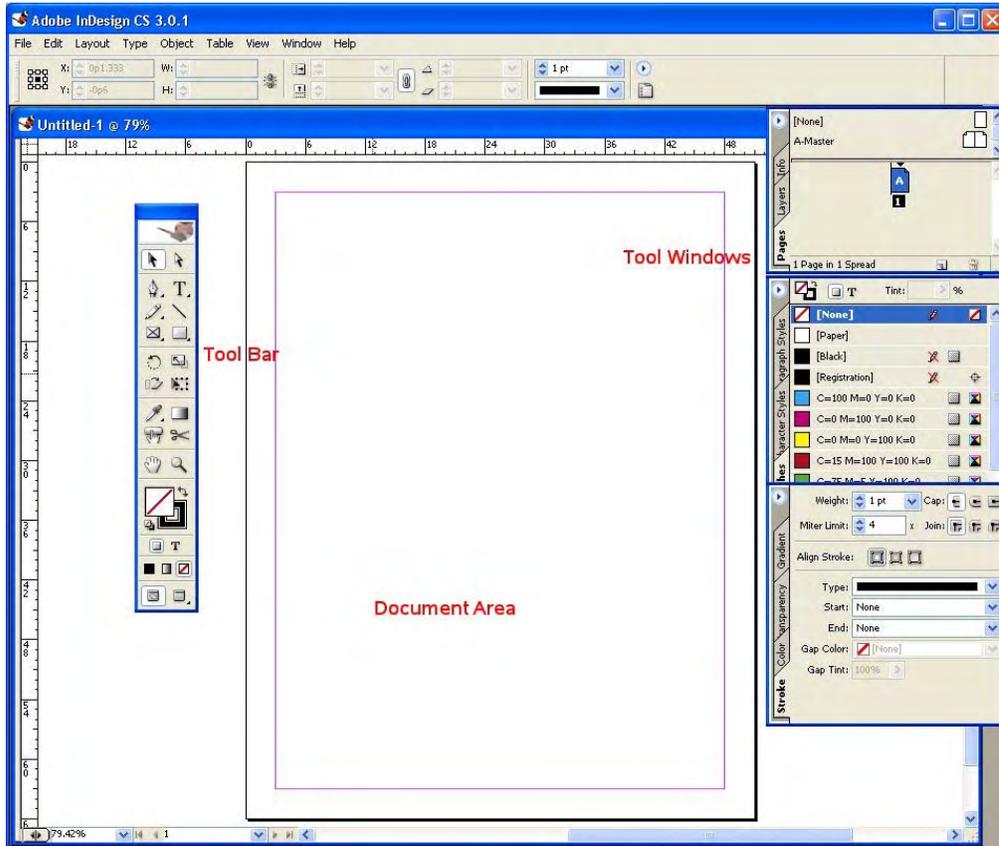
The InDesign Program Window

InDesign has a file menu with items similar to other programs. The InDesign window also contains a number of moveable tool bars and windows that can be opened and closed as you need them.

The Document area shows the actual area of the document and the Tool Windows on the right side of the program can be expanded using the Window menu and docked on the right side of the program window or closed when not needed.

The Pasteboard are around the document provides a temporary space for "parking" elements (images or text) until you are ready to use them.

Beginning a New Document

Select the **File > New > Document** on the File menu. This will bring up the **New Document** dialog box. In this box, specify the number of pages in your document. Facing pages should be checked in cases where the document will be printed double-sided. The page size is specified here and the page orientation. The number of columns on the page is set with **Gutter** used to describe the space between columns. The Margins on all four edges of the page are set.

InDesign defaults to using picas (a print measurement) with 6 picas equal to 1 inch. If you prefer to work in inches go to **Edit > Preferences > Units & Increments** and set the units to inches before you begin working with your document.

InDesign provides **Guides** that allow you to more precisely place elements in a document. You can add guides by pulling them from the rulers on the top and left sides of the document window. Guides can be placed precisely by typing in their exact x (for vertical guides) or y (for horizontal guides) value on the menu.

 When you have these measurements set to your satisfaction it is good to save and name your new document by going to **File > Save**.

Adding Text to an InDesign Document

To add text to an InDesign Document you first have to create an area in the document to hold the text. One way to accomplish this is to select the **TypeText** tool from the tool bar, click in the document where you want to place your text, drag out a rectangle to hold your text and begin typing.

A single click inside the text box will create an insertion point where you can add new text. A double-click will select the word while a triple click will select the sentence.

Unusual shapes like ellipses, polygons or irregular shapes can be set up to contain your text.
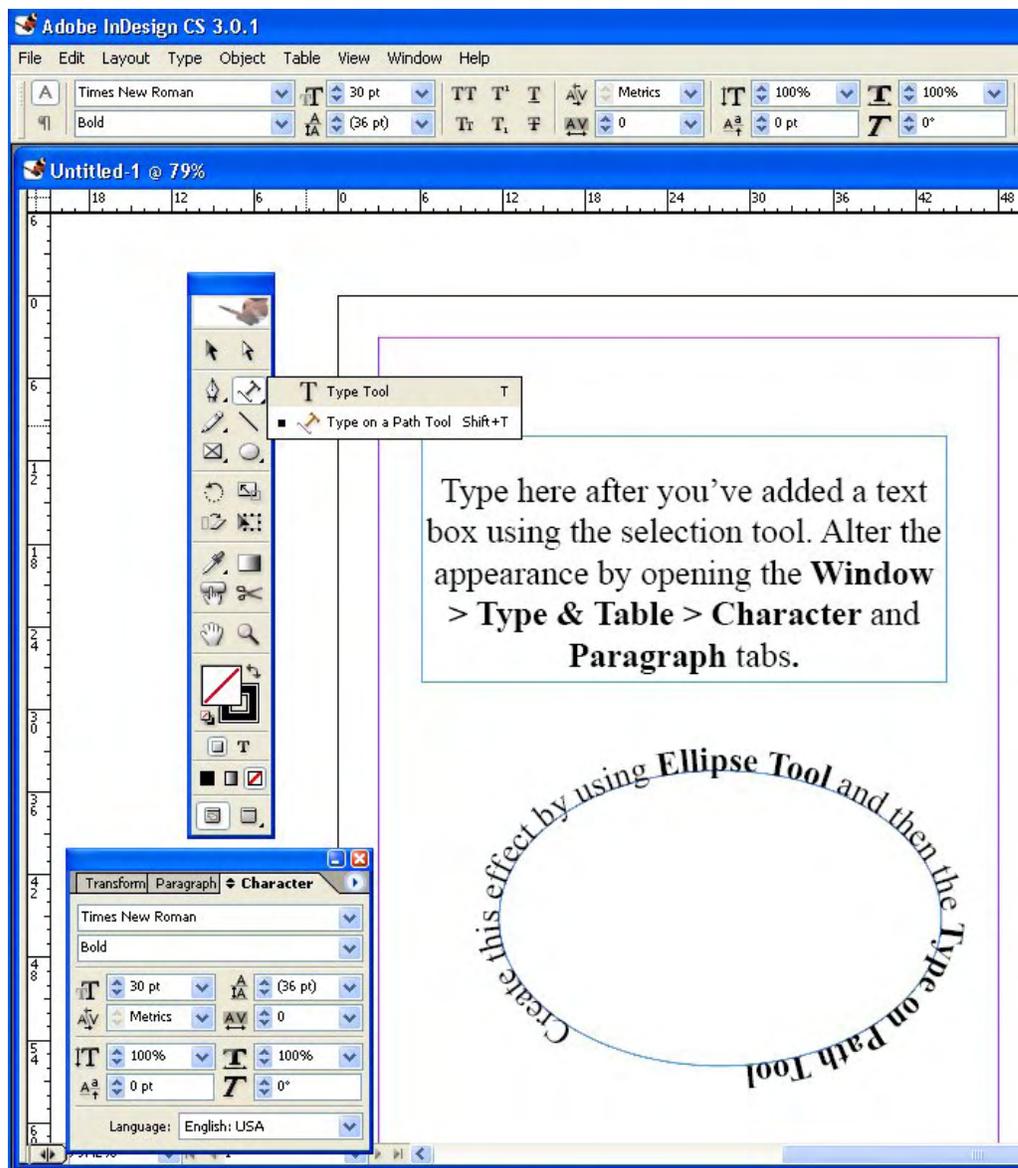
You can use the **Type Text on Path** tool to create interesting effects.

If your document will contain a large amount of text, it is often easier to create your text in a word processor such as Word, format it and import it into InDesign. InDesign understands formatting from Word and a number of other text processing programs. It is a good idea to review the Help Index information on importing text when you start using this feature.

Adding Graphics in InDesign

InDesign is a very powerful tool for combining text and graphics; grouping, overlaying and integrating various elements to produce professional quality documents. Images created in Photoshop, Illustrator or other programs can be imported into an InDesign document easily.

Importing Images

Your images should be prepared in your favorite program before you construct you InDesign document. To import an image you need a frame (placeholder) for the image in the document. You can create a frame and then place an image in it. Select the ellipse tool and draw an oval in the center of your page.
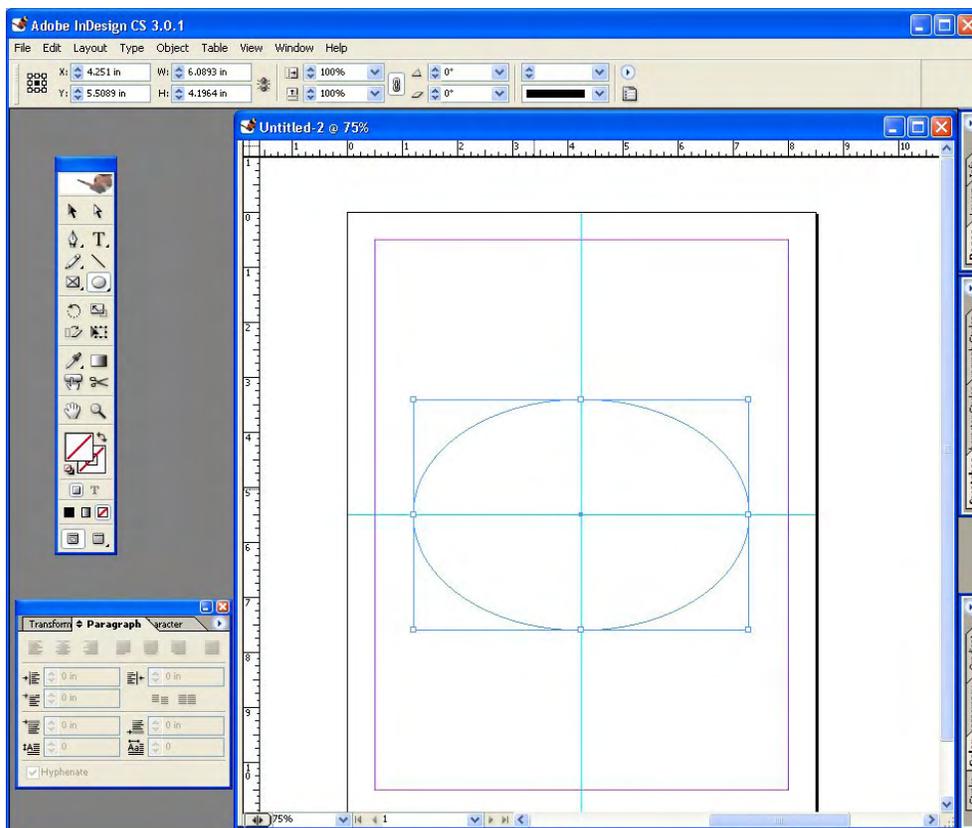
Once you have a place for your image, go to the **File > Place** menu. A browser window will open and allow you to select the image you want to import into your document. Imported images can be placed in the frame you have drawn but the frame is not automatically resized to fit your image.
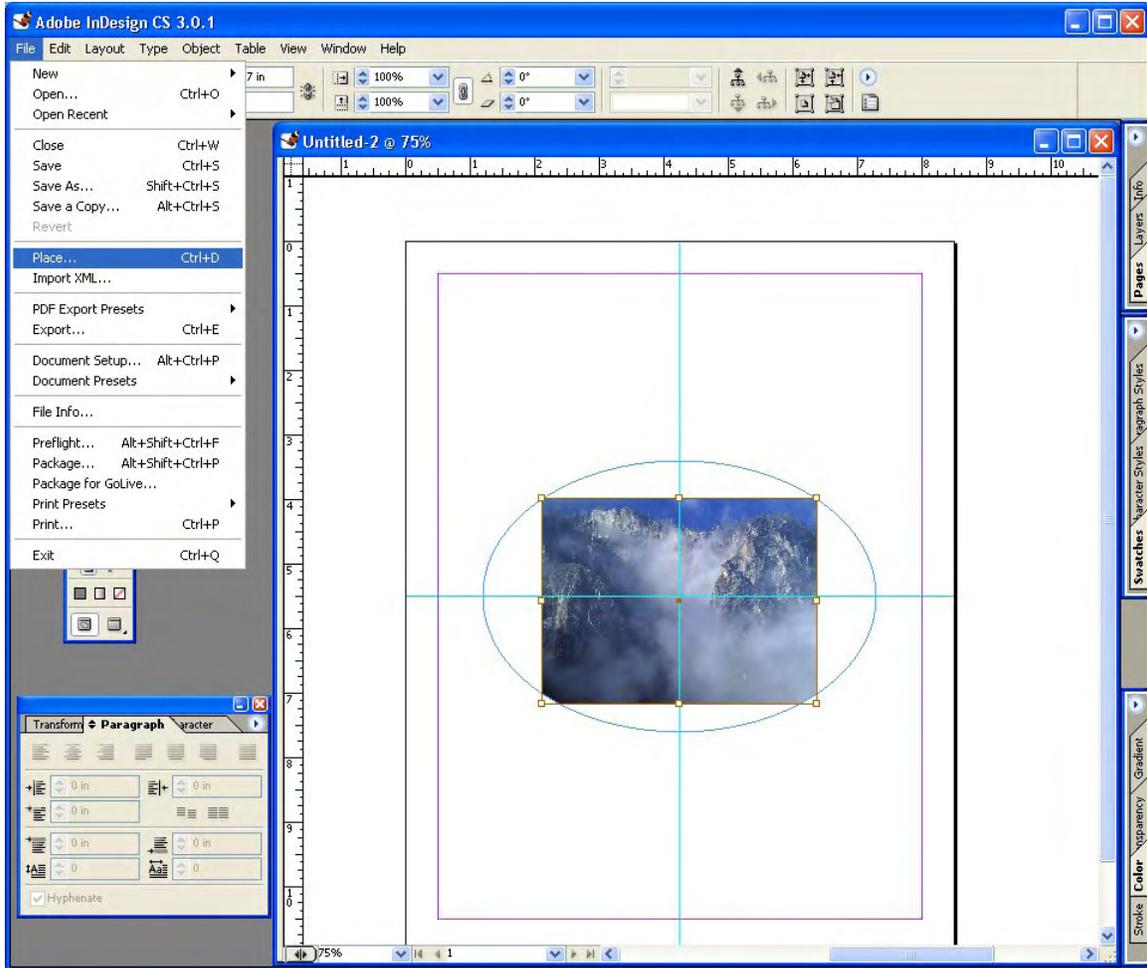

To fit your image in the frame either click on a corner of the image and resize or right click on the image and select **Fitting > Fit Content to Frame** or **Fit Frame to Content**. The image above was resized below by selecting **Fit Content to Frame**.
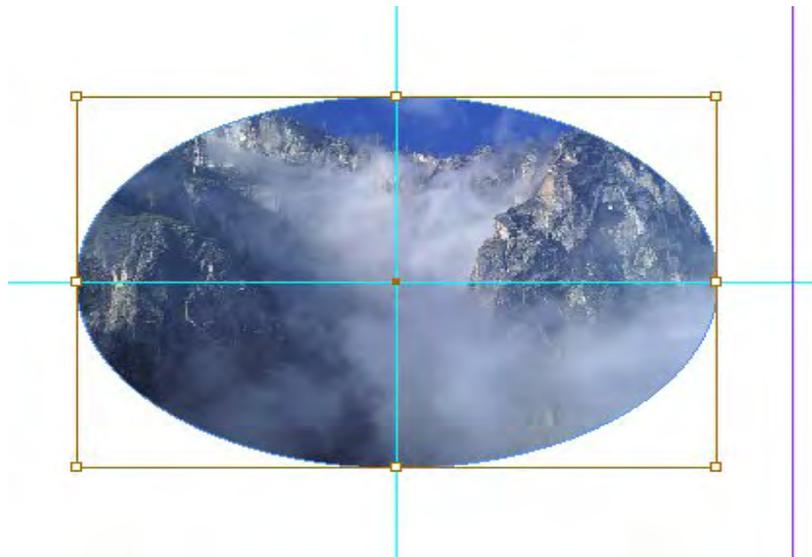
Another option is to go to File > Place and import your image and then draw a frame for it and then place the image on your page.

Creating Shapes in InDesign

InDesign provides several tools for drawing and creating shapes including pens, pencils, lines and shape tools. These tools behave like similar tools in Photoshop and Illustrator. Double clicking on the polygon tool brings up dialog box that will allow you to create polygons with any number of sides. The star inset feature permits you to draw stars and sunbursts.
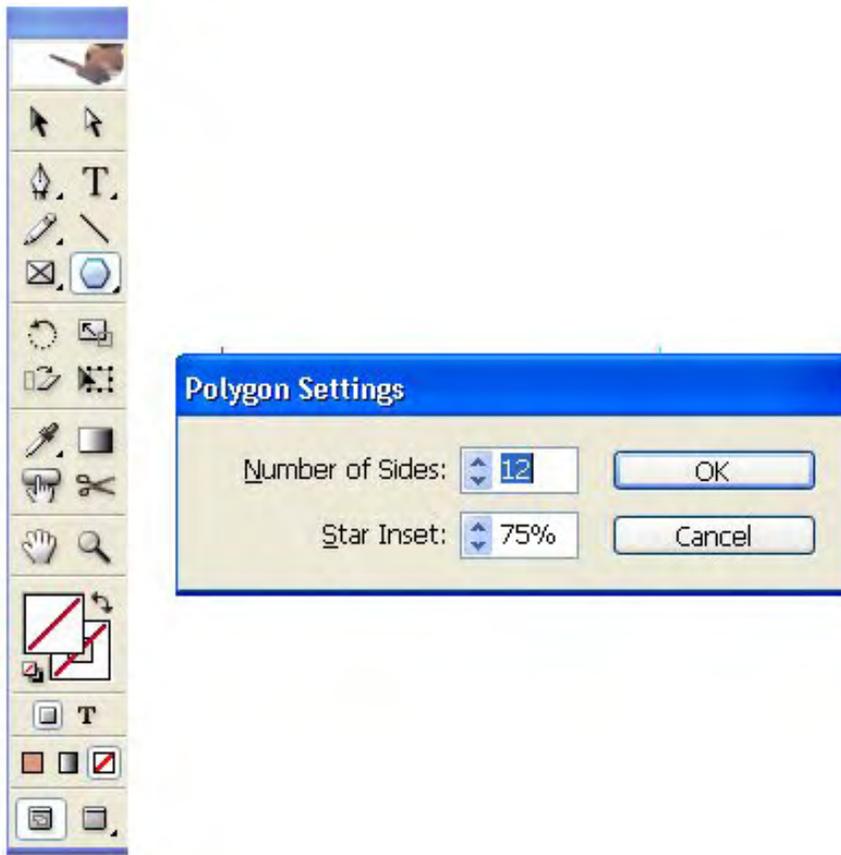
The values listed above produces the star shown below. Once you have created this shape you will probably want to color it. Select **Window > Color** and click on the arrow at the top of the color window. Since this is a print document, select **CMYK** colors and choose a color for the stroke and the fill from the color picker.
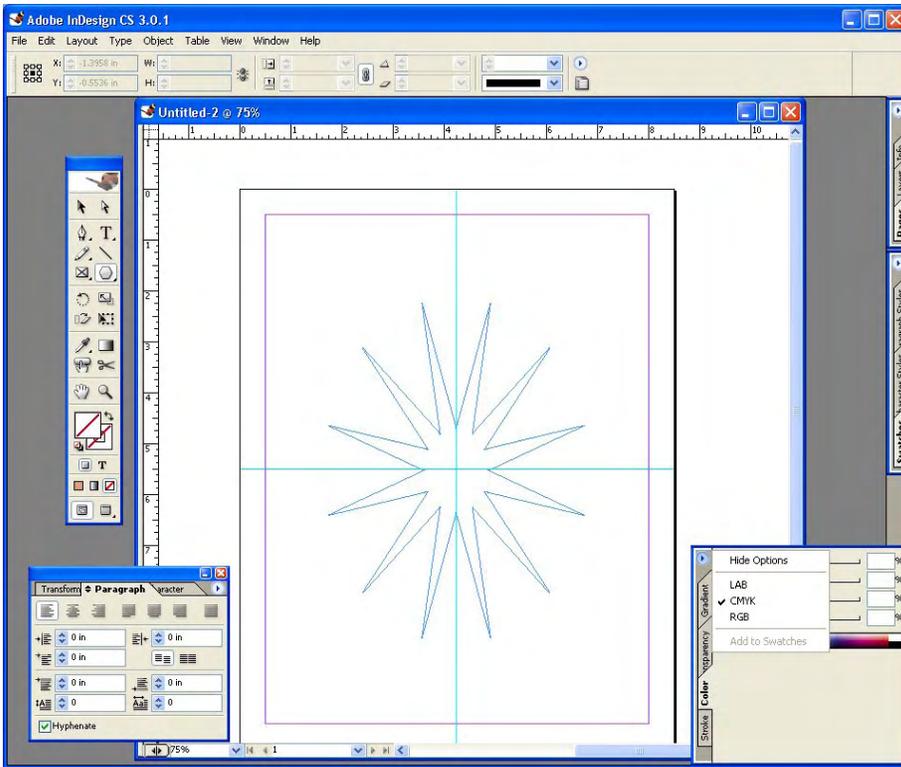
Select the Stroke Window and choose the size and type of stroke for the outline of the star you have drawn.
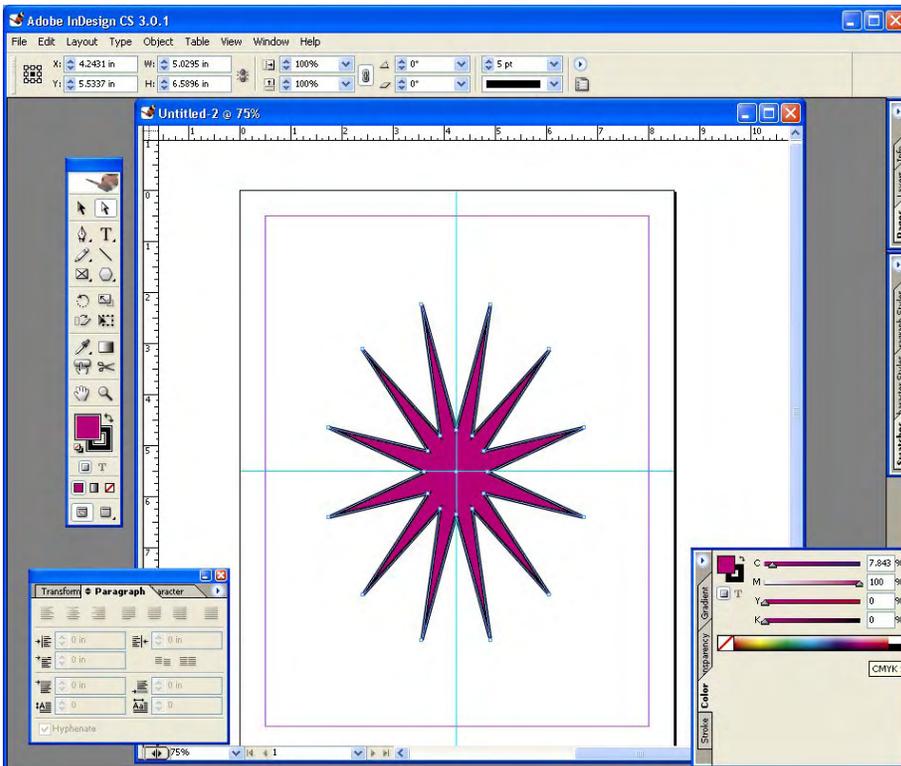
Printing from InDesign

You can print your document by selecting **File > Print**. InDesign prefers Postscript printer drivers.

The **Preflight** option on the **File** menu will check your document to insure that you have all of the appropriate Fonts and other resources for printing.

The **Package** option on the **File** menu creates a package of your document elements so that you can print from another computer or send your document to a commercial printer.

InDesign Tutorials

Amherst College – InDesign Basics
http://www.amherst.edu/it/software/Indesign/

Penn State – Video Introduction to InDesign
http://its.psu.edu/training/resources/qtutorials/

UMN tips page
http://training.micro.umn.edu/ShortCourses/resources/pdf/indesign.pdf

Rather complete InDesign Tutorial
http://www.let.leidenuniv.nl/English/B&P/indesign/indesign1.html

Integration of InDesign, Photoshop and Illustrator – basic tutorial including files
Computer Arts Magazine - Tutorials - Indesign 2.0 part 1

Adobe InDesign CS tutorials
http://www.adobe.co.uk/education/lessons/id_pm_tutorials.html