

Course Name

Adobe Creative Suite Essentials

Course Duration

One Day

Course Objectives

This course has been developed for those who wish to understand the fundamentals of the applications that make up the Suite and to learn how they work together to produce various documents.

Course Content

- **Illustrator**
 - Basic Drawing Tools
 - Bezier Drawing
 - Pathfinder
 - Fill and Strokes
 - Working with Text
 - Layers
 - Effects
 - Live Paint
 - Live Trace
 - Saving as AI and PDF
- **Photoshop**
 - Cropping
 - Image Colour Modes
 - Rotate and Resize
 - File Formats
 - Enhancing Images
 - Using the TouchUp Tools
 - Effects
 - Basic Layers
 - Layer Masks
- **InDesign**
 - Document Setup
 - Formatting Text
 - Using Styles
 - Working with Columns
 - Linking Text Frames
 - Inset Spacing and Frames
 - Applying Colour
 - Multiple Pages
 - Master Pages
 - Page Numbering
 - General Layouts
 - Preparing for Print
 - Converting to PDF
- **Acrobat**
 - Using the Bookmarks Panel
 - Merging and Extracting Pages
 - Adding Hyperlinks
 - Basic Forms
 - Locking a PDF

Prerequisites

There are no prerequisites for this course.

Interested in this course?

Contact us today to see how Insight can tailor training to suit your needs. Call us on **08452 306 099** or visit our website **insighta.co.uk**