

**CS 72.11B Course Outline as of Fall 2018****CATALOG INFORMATION**

Dept and Nbr: CS 72.11B Title: ADOBE INDESIGN 2

Full Title: Adobe InDesign 2

Last Reviewed: 8/28/2017

| Units   | Course Hours per Week |                   | Nbr of Weeks |      | Course Hours Total |       |
|---------|-----------------------|-------------------|--------------|------|--------------------|-------|
| Maximum | 4.00                  | Lecture Scheduled | 4.00         | 17.5 | Lecture Scheduled  | 70.00 |
| Minimum | 4.00                  | Lab Scheduled     | 0            | 6    | Lab Scheduled      | 0     |
|         |                       | Contact DHR       | 0            |      | Contact DHR        | 0     |
|         |                       | Contact Total     | 4.00         |      | Contact Total      | 70.00 |
|         |                       | Non-contact DHR   | 0            |      | Non-contact DHR    | 0     |

Total Out of Class Hours: 140.00

Total Student Learning Hours: 210.00

Title 5 Category: AA Degree Applicable

Grading: Grade or P/NP

Repeatability: 00 - Two Repeats if Grade was D, F, NC, or NP

Also Listed As:

Formerly: CIS 73.41B

**Catalog Description:**

Further study of the principles and applications of desktop publishing using Adobe InDesign. Advanced techniques in layout, text formatting, graphics, styles, libraries, and frames are applied to books, tables, booklets, and Portable Document Format (PDF) files.

**Prerequisites/Corequisites:**

Course Completion of CS 72.11A

**Recommended Preparation:**

Eligibility for ENGL 100 or ESL 100

**Limits on Enrollment:****Schedule of Classes Information:**

Description: Further study of the principles and applications of desktop publishing using Adobe InDesign. Advanced techniques in layout, text formatting, graphics, styles, libraries, and frames are applied to books, tables, booklets, and Portable Document Format (PDF) files. (Grade or P/NP)

Prerequisites/Corequisites: Course Completion of CS 72.11A

Recommended: Eligibility for ENGL 100 or ESL 100

Limits on Enrollment:  
Transfer Credit: CSU;  
Repeatability: Two Repeats if Grade was D, F, NC, or NP

## **ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:**

|                      |                      |                        |           |
|----------------------|----------------------|------------------------|-----------|
| <b>AS Degree:</b>    | <b>Area</b>          | Effective:             | Inactive: |
| <b>CSU GE:</b>       | <b>Transfer Area</b> | Effective:             | Inactive: |
| <b>IGETC:</b>        | <b>Transfer Area</b> | Effective:             | Inactive: |
| <b>CSU Transfer:</b> | Transferable         | Effective: Spring 2003 | Inactive: |
| <b>UC Transfer:</b>  |                      | Effective:             | Inactive: |

### **CID:**

#### **Certificate/Major Applicable:**

Both Certificate and Major Applicable

### **Approval and Dates**

|                         |                           |                          |             |
|-------------------------|---------------------------|--------------------------|-------------|
| Version:                | 08                        | Course Created/Approved: | 10/7/2002   |
| Version Created:        | 2/6/2017                  | Course Last Modified:    | 6/5/2021    |
| Submitter:              | Sujan Sarkar              | Course last full review: | 8/28/2017   |
| Version Status:         | Approved (Changed Course) | Prereq Created/Approved: | 8/28/2017   |
| Version Status Date:    | 8/28/2017                 | Semester Last Taught:    | Spring 2021 |
| Version Term Effective: | Fall 2018                 | Term Inactive:           |             |

## **COURSE CONTENT**

### **Student Learning Outcomes:**

Upon completion of the course, students will be able to:

1. Assemble InDesign documents into a series of booked documents and create a table of contents and index.
2. Design complex InDesign documents using advanced text formatting, path and frame techniques, the book panel, and advanced workspaces.
3. Manage the workflow from idea to printed book.

### **Objectives:**

Upon completion of this course, students will be able to:

1. Design different types of documents, including templates, books, booklets and slideshows.
2. Output a document with advanced printing options and submit a PDF book to an online publisher.
3. Create a complex layout with multiple master pages and sections.
4. Apply advanced text composition using the full set of paragraph and character formatting features and styles.
5. Create and format tables, anchored objects and nested frames.
6. Create and edit paths and compound paths using the Pen tools and Pathfinder.
7. Enhance an InDesign workflow using glyph sets and snippets.
8. Customize InDesign and set custom defaults.

## **Topics and Scope:**

### **I. Layout Techniques**

- A. Structuring special layouts and spreads
- B. Baseline and document grids
- C. Multiple master pages
- D. Section formatting
- E. Advanced layers

### **II. Working with Text**

- A. Cleaning up text and editing with the Story Editor
- B. Text composition and advanced formatting
- C. Advanced paragraph and character styles
- D. OpenType fonts and glyph sets
- E. Tables and table styles
- F. Conditional text

### **III. Path Creation and Editing**

- A. Direction Selection vs. Selection tools
- B. Pen tool
- C. Scissors tool
- D. Compound paths
- E. Creating objects from type

### **IV. Complex Objects**

- A. Nested frames
- B. Object styles and stroke styles
- C. Anchored objects

### **V. InDesign Document Creation**

- A. Designing and applying templates
- B. Multi-document books with table of contents and index
- C. Booklets

### **VI. Document Management**

- A. Bridge asset management
- B. Document recovery and customizing InDesign
- C. Managing multiple documents
- D. Preparing a document for high-end printing
- E. PDF creation for printshops and slideshows

### **VII. Other Topics**

- A. Customizing InDesign preferences
- B. Libraries and snippets

## **Assignment:**

1. Read between 10-20 pages per week from class notes, digital manuals, online references and recommended textbook
2. Redesign a flier and apply advanced paragraph and formatting techniques to fit the text to specified area of the page
3. Prepare a project proposal using OpenType fonts and glyph sets
4. Create a project timeline
5. Edit and clean up web based text with extraneous formatting for placement into a multiple page information piece
6. Prepare and format a table
7. Analyze and design a template, including the use of placeholders, master pages, styles and

- layers
8. Generate an automatic table of contents and index for a book of multiple chapters
  9. Submit a multi-document book in PDF format for professional printing
  10. Advanced project: design and create a multiple chapter project based on a template using the book panel
  11. Capstone semester project: plan, manage, design, layout, and publish a hard copy book by due date
  12. Take examinations, including at least two tests and a final exam

**Methods of Evaluation/Basis of Grade:**

**Writing:** Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

|  |                   |
|--|-------------------|
| None, This is a degree applicable course but assessment tools based on writing are not included because problem solving assessments and skill demonstrations are more appropriate for this course. | Writing<br>0 - 0% |
|--|-------------------|

**Problem Solving:** Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

|  |                             |
|--|-----------------------------|
| Assignments and projects (flier, project, table, booklet, template, font management) | Problem solving<br>30 - 60% |
|--|-----------------------------|

**Skill Demonstrations:** All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

|   |                                  |
|---|----------------------------------|
| Assignments, Advanced and Capstone Projects | Skill Demonstrations<br>30 - 50% |
|---|----------------------------------|

**Exams:** All forms of formal testing, other than skill performance exams.

|  |                   |
|--|-------------------|
| Take examinations, including at least two tests and a final exam | Exams<br>10 - 30% |
|--|-------------------|

**Other:** Includes any assessment tools that do not logically fit into the above categories.

|      |                          |
|------|--------------------------|
| None | Other Category<br>0 - 0% |
|------|--------------------------|

**Representative Textbooks and Materials:**

Real World Adobe InDesign CC. Kvem, Olav and Blatner, David and Bringhurst, Bob. Peachpit Press. 2013

## **OTHER REQUIRED ELEMENTS**

### **STUDENT PREPARATION**

|                                     |   |                                     |
|-------------------------------------|---|-------------------------------------|
| Matric Assessment Required:         | E | Requires English Assessment         |
| Prerequisites-generate description: | U | User Generated Text                 |
| Advisories-generate description:    | A | Auto-Generated Text                 |
| Prereq-provisional:                 | N | NO                                  |
| Prereq/coreq-registration check:    | Y | Prerequisite Rules Exist            |
| Requires instructor signature:      | N | Instructor's Signature Not Required |

### **BASIC INFORMATION, HOURS/UNITS & REPEATABILITY**

|                        |    |  |
|------------------------|----|--|
| Method of instruction: | 02 | Lecture                                  |
|                        | 72 | Internet-Based, Delayed Interaction      |
|                        | 71 | Internet-Based, Simultaneous Interaction |
| Area department:       | CS | Computer Studies                         |
| Division:              | 72 | Arts & Humanities                        |
| Special topic course:  | N  | Not a Special Topic Course               |
| Program status:        | 1  | Both Certificate and Major Applicable    |
| Repeatability:         | 00 | Two Repeats if Grade was D, F, NC, or NP |
| Repeat group id:       |    |  |

### **SCHEDULING**

|                        |      |                                   |
|------------------------|------|-----------------------------------|
| Audit allowed:         | N    | Not Auditable                     |
| Open entry/exit:       | N    | Not Open Entry/Open Exit          |
| Credit by exam:        | N    | Credit by examination not allowed |
| Budget code: Program:  | 0000 | Unrestricted                      |
| Budget code: Activity: | 0701 | Computer & Information Science    |

### **OTHER CODES**

|                                 |                              |  |
|---------------------------------|------------------------------|--|
| Discipline:                     | Computer Information Systems |  |
| Basic skills:                   | N                            | Not a Basic Skills Course  |
| Level below transfer:           | Y                            | Not Applicable   |
| CVU/CVC status:                 | Y                            | Distance Ed, Unknown if CVU/CVC Developed                                |
| Distance Ed Approved:           | Y                            | <a href="#">Exclusively online or other technology based instruction</a> |
| Emergency Distance Ed Approved: | N                            | None   |
| Non-credit category:            | Y                            | Not Applicable, Credit Course  |
| Classification:                 | Y                            | Career-Technical Education   |
| SAM classification:             | C                            | Clearly Occupational   |
| TOP code:                       | 0614.50                      | Desktop Publishing   |
| Work-based learning:            | N                            | Does Not Include Work-Based Learning                                     |
| DSPS course:                    | N                            | Not a DSPS Course  |
| In-service:                     | N                            | Not an in-Service Course   |