

QuarkXPress 8: Level 2

Course Length: 1.0 day

Course Description

As you begin this course, you may already have a basic understanding of how QuarkXPress works. You may be able to create simple layouts and perform basic tasks, but find that is not enough to effectively work within a more professional, fast-paced environment. You need to build on your existing skills to learn some of the more advanced features of QuarkXPress, as well as learn techniques that will allow you to improve your workflow. In this course, you will use QuarkXPress to produce more professional-looking layouts.

Course Objective:

You will work on existing layouts using techniques to present content effectively and attractively and make them more professional-looking.

Target Delegates:

This course is intended for beginners or junior level designers who know the basics of QuarkXPress, but want to learn how to use it more effectively. They should already have a basic understanding of layout techniques, but want to expand their skills, especially with regard to typography issues.

Prerequisites:

To effectively understand this course, we recommend that you take the QuarkXPress 8: Level 1 course offered by or have equivalent knowledge.

Performance-Based Objectives

Upon successful completion of this course, Delegates will be able to:

create graphic effects using Bézier paths, transparency, drop shadows, alpha masks, and picture effects.

create type effects so that body text and display type enhance the layout's design.

lay out pages efficiently.

control type color so that the densities of text blocks are modified as desired.

apply color management techniques so that colors on the screen and the output match as accurately as possible.

examine different techniques for managing long documents.

T R A I N I N G

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Course Content

Lesson 1: Creating Graphic Effects

- Topic 1A: Draw Bézier Paths
- Topic 1B: Reshape a Picture Box
- Topic 1C: Combine Bézier Shapes
- Topic 1D: Silhouette Pictures
- Topic 1E: Apply Transparency and Drop Shadow Effects
- Topic 1F: Apply an Alpha Mask
- Topic 1G: Apply Picture Effects

Lesson 2: Creating Type Effects

- Topic 2A: Create Drop Caps
- Topic 2B: Reverse Type with a Style Sheet
- Topic 2C: Typeset Numbers
- Topic 2D: Create a Type Mask
- Topic 2E: Flow Type on a Path
- Topic 2F: Create a Type Shadow

Lesson 3: Laying Out Pages

- Topic 3A: Organize Design Elements in Libraries
- Topic 3B: Share Content
- Topic 3C: Step-and-Repeat Items
- Topic 3D: Adjust Spacing Between Items
- Topic 3E: Manipulate Grouped Items
- Topic 3F: Layer Items

Lesson 4: Typesetting Layouts

- Topic 4A: Choose Appropriate Typefaces
- Topic 4B: Choose Appropriate Leading
- Topic 4C: Set Justification Options
- Topic 4D: Hyphenate Text
- Topic 4E: Track Type
- Topic 4F: Kern Type
- Topic 4G: Embed Fonts in EPS Files

Lesson 5: Applying Color Management

- Topic 5A: Determine the Usage of Color Management
- Topic 5B: Set Up Color Management
- Topic 5C: Change Image Profiles
- Topic 5D: Choose Color Settings for Output

Lesson 6: Managing Long Documents

- Topic 6A: Change Type Formatting Automatically
- Topic 6B: Section a Document
- Topic 6C: Create a List
- Topic 6D: Index Documents
- Topic 6E: Create a Book