



BOAZ INTERNATIONAL SCHOOL

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Curriculum- Mastering Adobe InDesign

1.0 Introduction

This curriculum provides a structured approach to learning the skill, covering foundational concepts/principles, practical skills, leading from beginner to intermediary, mastery until advance levels. Adjustments can be made based on the specific goals, learning pace, and level of expertise of the students. Practical projects and hands-on exercises are essential to reinforce learning and prepare students for real-world scenarios in the field of web design.

2.0 Course Overview

This course provides comprehensive training in Adobe InDesign, focusing on both fundamental and advanced techniques. Students will learn to create professional-quality layouts for print and digital media, enhancing their design skills and preparing them for industry demands.

3.0 Learning Objectives

By the end of this course, students will be able to:

1. Understand the interface and basic tools of Adobe InDesign.
2. Develop skills in creating and managing documents, pages, and layers.
3. Apply advanced techniques for typography, styles, and graphics.
4. Enhance soft skills such as creativity, attention to detail, and project management.
5. Prepare for Professional Readiness by completing real-world projects.

4.0 Learning Outcome

At the end of study, the students will be equipped with a range of knowledge, skills, and competencies necessary to succeed in the field. The expected outcomes or goals to be achieved include:

Knowledge and Understanding:

- Explain the core functions and features of Adobe InDesign.
- Identify best practices for layout design and typography.

Skills Development:

- Create and manage complex documents with multiple pages and layers.
- Utilize advanced tools for text formatting, styles, and graphics integration.

Practical Application:

- Design professional-quality brochures, magazines, and digital publications.
- Implement feedback to refine and improve design projects.

Soft Skills Enhancement:

- Demonstrate creativity and innovation in design projects.
- Exhibit strong attention to detail and organizational skills.

Professional Readiness:

- Complete a portfolio of design projects showcasing a range of skills.
- Prepare for industry certifications and job applications.

5.0 Course Outline

Module 1: Introduction to Adobe InDesign

- Overview of the interface and basic tools
- Creating and managing documents

Module 2: Working with Text and Typography

- Text formatting and styles
- Advanced typography techniques

Module 3: Graphics and Images

- Importing and editing images
- Working with vector graphics

Module 4: Advanced Layout Techniques

- Master pages and templates
- Layers and object management

Module 5: Interactive Documents

- Creating interactive PDFs and digital publications
- Adding multimedia elements

Module 6: Final Project and Portfolio Development

- Real-world project completion
- Portfolio creation and presentation

6.0 Assessment Methods

- Quizzes and Tests: To evaluate understanding of key concepts and tools.
- Assignments: Practical tasks to apply learned skills.
- Projects: Real-world design projects to demonstrate proficiency.
- Portfolio Review: Compilation and presentation of completed works.
- Peer Reviews: Feedback from classmates to improve designs.

7.0 Course Prerequisites

- Basic knowledge of graphic design principles.
- Familiarity with other Adobe Creative Suite tools (e.g., Photoshop, Illustrator) is beneficial but not required.

8.0 Course Duration

- Total Duration: 12 weeks
- Weekly Commitment: 3 hours of instruction + 2 hours of practice

9.0 Certification

- Upon successful completion of the course, students will receive a Certificate.

10.0 Enrollment Information

- Course fee: **KSH 53,500**
- Enrollment deadline: []
- Start date: []

Appendices on Adobe InDesign

Menu Tabs and Sub-Menus on Adobe InDesign Software Interface

1. **File**
 - **New:** Create a new document (Ctrl+N / Cmd+N)
 - **Open:** Open an existing document (Ctrl+O / Cmd+O)
 - **Save:** Save the current document (Ctrl+S / Cmd+S)
 - **Export:** Export the document in various formats (Ctrl+E / Cmd+E)
 - **Print:** Print the document (Ctrl+P / Cmd+P)

2. **Edit**
 - **Undo:** Undo the last action (Ctrl+Z / Cmd+Z)
 - **Redo:** Redo the last undone action (Ctrl+Shift+Z / Cmd+Shift+Z)
 - **Cut:** Cut the selected item (Ctrl+X / Cmd+X)
 - **Copy:** Copy the selected item (Ctrl+C / Cmd+C)
 - **Paste:** Paste the copied item (Ctrl+V / Cmd+V)
 - **Preferences:** Access various settings (Ctrl+K / Cmd+K)

3. **Layout**
 - **Margins and Columns:** Set margins and columns for the document
 - **Create Guides:** Create guides for layout alignment
 - **Pages:** Manage pages and spreads

4. **Type**
 - **Font:** Change the font of the selected text
 - **Size:** Adjust the size of the selected text
 - **Character:** Access character formatting options (Ctrl+T / Cmd+T)
 - **Paragraph:** Access paragraph formatting options (Ctrl+Alt+T / Cmd+Option+T)

5. **Object**
 - **Transform:** Scale, rotate, and move objects
 - **Arrange:** Change the stacking order of objects
 - **Group/Ungroup:** Group or ungroup selected objects (Ctrl+G / Cmd+G)

6. **Table**
 - **Insert Table:** Insert a new table
 - **Table Options:** Access various table settings
 - **Cell Options:** Customize individual cell settings

7. **View**

- **Screen Mode:** Change the screen mode (Normal, Preview, etc.)
- **Zoom In/Out:** Zoom in or out of the document (Ctrl++ / Cmd++ and Ctrl± / Cmd±)
- **Grids & Guides:** Show or hide grids and guides

8. **Window**

- **Tools:** Show or hide the Tools panel
- **Control:** Show or hide the Control panel
- **Workspace:** Manage and switch between different workspaces

Essential Tools and Their Functions on Adobe InDesign Software Interface

- **Selection Tool (V):** Selects entire objects.
- **Direct Selection Tool (A):** Selects points or path segments within objects.
- **Type Tool (T):** Creates text frames and allows text editing.
- **Line Tool (L):** Draws straight lines.
- **Pen Tool (P):** Draws paths with anchor points.
- **Rectangle Frame Tool (F):** Creates placeholder frames for images.
- **Rectangle Tool (M):** Draws rectangles.
- **Ellipse Tool (L):** Draws ellipses.
- **Polygon Tool:** Draws polygons.
- **Scissors Tool:** Cuts paths at specified points.
- **Free Transform Tool (E):** Scales, rotates, or skews objects.
- **Eyedropper Tool (I):** Samples color or type attributes.
- **Gradient Tool (G):** Adjusts gradients within objects.
- **Hand Tool (H):** Moves the document within the window.
- **Zoom Tool (Z):** Zooms in or out of the document.