



Duration: 1 day

This course for Adobe PageMaker is designed to give proficiency in the advanced features for applying colours, publishing publications, and printing publications. The manual is filled with interactive exercises that help ensure student success. On completion of the course, students will be able to:

- Use the story editor to check spelling, find and replace text, delete extra spaces and returns, change text attributes, use typography techniques to adjust line length, select a typeface, and use hyphenation and justification
- Set up and change the preferences of a Colour Management System, select image profiles, and set and use trapping techniques
- Use scripts to automate PageMaker processes and use plug-ins to create and perform advanced PageMaker processes
- Import an HTML file to PageMaker, create a PDF document, set the PDF options, create a hyperlink, convert a publication to an HTML document, and use the Layout Adjustment option to adjust page elements.

Students should be confident in using standard features of PageMaker gained through experience or attendance on a PageMaker Intermediate course .

Proofing publications

- Working with the story editor
- Using typography techniques

Working with colours

- Using colours
- Using colour libraries
- Adding colours to objects

Managing colours

- Using the Colour Management System
- Using trapping techniques

Working with scripts and plug-ins

- Working with scripts
- Working with plug-ins

Importing and publishing documents

- Importing HTML files
- Creating PDF documents
- Creating documents for the Web

Advanced printing

- Performing prepress processes
- Using printer styles

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