

Las Positas College
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Course Outline for GDDM 64

INDESIGN I

Effective: Spring 2018

I. CATALOG DESCRIPTION:

GDDM 64 — INDESIGN I — 3.00 units

This introductory level course in page layout and design uses Adobe InDesign software. Students assemble a variety of pieces such as booklets, brochures, magazines, newspapers, newsletters, and other communication materials. Emphasis is on learning techniques used by graphics professionals to create full-color pieces integrating text, photos, and illustrations.

1.50 Units Lecture 1.50 Units Lab

Strongly Recommended

GDDM 50 - Graphic Design/Digital Media Fundamentals
with a minimum grade of C

GDDM 52 - Introduction to Typography
with a minimum grade of C

Grading Methods:

Letter or P/NP

Discipline:

- Graphic Arts

	MIN
Lecture Hours:	27.00
Lab Hours:	81.00
Total Hours:	108.00

II. NUMBER OF TIMES COURSE MAY BE TAKEN FOR CREDIT: 1

III. PREREQUISITE AND/OR ADVISORY SKILLS:

Before entering this course, it is strongly recommended that the student should be able to:

A. GDDM50

1. Create digital compositions that use the primary design principles of unity, variety, hierarchy (dominance), the supporting principles of scale, balance, rhythm, repetition, economy, and proximity; and the plastic elements of design as compositional content—i.e. shape, space, line, size, color, texture, and type
2. Write and speak using design terminology.
3. Identify the wide variety of vocational options in the visual communications field
4. Apply the elements and principles of design in finished digital images and time-based works
5. Safely handle and maintain digital imaging hardware and materials
6. Evaluate and critique digital images and time-based works utilizing relevant terminology and concepts

B. GDDM52

1. Describe how type is used in graphic design and the relationship between type and the visual message it conveys; Manipulate type for effect (e.g., to create a mood, to make an impact)
2. Identify and use terminology related to the "anatomy of letters", and describe how these elements are used to create and measure fonts in typography. Identify fonts by classification and their place in history;
3. Make compositional decisions using letterforms as design elements
 - a. Select typefaces appropriate to a project's design and communication goals
 - b. Work with a variety of high-contrast visual relationships
4. Design effective page layouts using appropriate typesetting techniques, paying special attention to typeface choice, size, spacing, line length, and page grid.

IV. MEASURABLE OBJECTIVES:

Upon completion of this course, the student should be able to:

- A. Create and modifying single and multiple page documents in different formats, such as brochures, newspapers, and books.
- B. Setup documents to effectively place, format, and edit text within various page layouts.
- C. Setup documents to effectively place and format images within various page layouts.
- D. Combine the use of text and images together in a single layout and prepare the document for output.

V. CONTENT:

- A. Setting up a new document
 - 1. Setting up proper bleed and trim settings
 - 2. Setting up correct page count and orientation, margins and columns
 - 3. Setting up Master pages
- B. Working with objects on the page
 - 1. Create basic shapes in the document and how to manipulate them
 - 2. Duplicate, resize, rotate objects
 - 3. Align and distribute multiple objects on the page
 - 4. Change shape properties such as decorative corners
 - 5. Basic fill and stroke attributes
- C. Text
 - 1. Flow text into the document and how to manage long text documents
 - 2. Work with threaded text and different ways to import text into InDesign
 - 3. Editing text: Word processing functions such as find and replace, spell check, custom dictionaries and editing marks
 - 4. Formatting text
 - a. Changes to the text's appearance, such as font choice and size, settings for leading, kerning
 - b. Paragraph formatting attributes such as space before and space after, hyphenation
 - c. Use of special characters (non breaking spaces, discretionary hyphens, ligatures, special glyphs)
- A. Working with Colors
 - 1. Different color models (RGB, CMYK, HSB, spot colors): explained in regards to print and web publishing
- B. Working with Styles
 - 1. How to unify the text within the publication by managing the appearance through the use of paragraph and character styles
- C. Working with graphics
 - 1. Major graphics file formats (PSD, AI, TIFF, EPS, JPGs, GIFs, PNGs, BMPs...etc.)
 - 2. Advantages and disadvantages for each file format in regards to publishing
 - 3. How to check images to see if it's okay to use for print or web publication (Color space, resolution)
- D. Outputting and exporting
 - 1. How to output to various destinations for print, PDF, web, etc.
 - 2. How to preflight files and ensure mechanical accuracy when packaging files
- E. Copyright Issues
 - 1. General issues regarding copyright
 - 2. Basic copyright law and where to find creative commons license images for use.

VI. METHODS OF INSTRUCTION:

- A. **Lecture** -
- B. **Demonstration** -
- C. **Discussion** -
- D. **Projects** -
- E. **Lab** -
- F. **Student Presentations** -
- G. **Critique** -

VII. TYPICAL ASSIGNMENTS:

- A. Single page layout using only text. Newspaper front page, flyers.
- B. Double page spread using only images. Magazine spread.
- C. Combined use of images and text in folded layout. Brochures.
- D. Combined use of images and text in multi page layout. Books.

VIII. EVALUATION:

A. **Methods**

- 1. Oral Presentation
- 2. Projects
- 3. Class Participation
- 4. Class Work
- 5. Home Work
- 6. Lab Activities

B. **Frequency**

- 1. Oral Presentation - at the end of major projects
- 2. Projects - 4-5 major projects throughout the semester
- 3. Class Participation - per class
- 4. Class work - lab time per class
- 5. Homework - as necessary
- 6. Lab activities - per class

IX. TYPICAL TEXTS:

- 1. Anton, Kelly, and John Cruise. *Adobe InDesign CC Classroom in a Book*. 1 ed., Adobe Press, 2016.
- 2. Padova, Ted. *Adobe InDesign Interactive Digital Publishing*. 1 ed., Apress, 2017.
- 3. French, Nigel. *InDesign Type: Professional Typography with Adobe InDesign*. 3 ed., Adobe Press, 2014.

X. OTHER MATERIALS REQUIRED OF STUDENTS:

- A. Required list of supplies to complete all of the assigned studies