



# Adobe Creative Cloud Introduction

Participants on this 2 day Adobe Creative Cloud Introduction course will gain an understanding of the fundamental principles of the three main Adobe Creative Cloud programs, Illustrator, InDesign and Photoshop. You will gain a solid foundation of skills in each package upon which to build.

The course is aimed at those who need to pick up work created by others, such as Ad Agencies, and make changes to files, saving time on having to wait for the agency to make the amendment.

This course assumes no prior knowledge of any Creative Cloud package.

## Course Details

Skill Level:	<b>Beginner</b>
Duration:	<b>Two Day</b>
Time:	<b>9:00am – 4:00pm</b> (approx)
Class Size:	<b>10 students</b> (max)

## Course Content

### The Creative Cloud

- Understanding Workspaces
- Understanding Panels
- Displaying and Hiding Panels
- Working with the Control Panel
- Navigating with the Hand Tool
- Navigating the Document
- Using the Zoom Tool

### Essential Techniques

- The Selection Tool
- Understanding Smart Guides
- Moving, Copying & Deleting Objects
- Grouping and Ungrouping
- Locking and Unlocking Objects
- Alignment and Distribution

### Applying Colour

- Colour Modes
- Applying Colour to Objects
- Spot vs Process Colour
- Managing Swatches

### Document Setup

- New Document Options
- Creating Print & Web Document
- Saving Documents
- Grids, Guides and Rulers

### Drawing with Vectors

- Drawing Paths
- Tips for Drawing Curves
- Editing, Manipulating and Modifying Paths
- Adding and deleting Anchor Points
- Splitting Cutting and Erasing Paths

### Working with Layers

- Building a Multi Layered Document
- Adding Transparency
- Moving, Scaling and Rotating Layers
- Locking and Protecting Layers

### Printing and Saving

- Printing from the Program
- The Save for Print and Web
- Image Compression and Optimisation

### Working with Graphics

- Different File Formats
- Placing Multiple Graphics

**“ This was a great course, it help introduce me to three of the main Adobe package that I need to use. I can now go away and build on what I have learnt. I hope to come back again.**

S. Wright

# Adobe Creative Cloud Introduction

## Adobe Illustrator

### Illustrator Essentials

- The Illustrator Interface
- Exploring Panels & Workspaces
- Useful Shortcuts

### Organising your Artwork

- Introducing Multiple Artboards
- Editing the Artboard Size

### Artwork Components

- Rulers, Guides & Grids
- Intuitive Smart Guides
- Paths, Point and Handles

### Creating Basic Shapes

- Using the Shaper Tool
- Creating Primitive Shapes
- Creating Polygons, Stars and Spirals
- Drawing Lines

### Working with Type

- Using Type Tools
- Using the Character and Paragraph Panel
- Creating Outlines from Text
- Type on a Path

## Adobe Photoshop

### Photoshop Essentials

- The Photoshop Interface
- Exploring Panels & Workspaces
- Useful Shortcuts
- The History Panel
- Snapshots

### Starting with Images

- Creating New Documents
- Cropping & Rotating
- Changing Image Sizes
- Upsampling & Downsampling Images

### Working with Selections

- Lasso and marquee Tools
- Quick Selection and Magic Wand Tools

### Correcting Images

- Understanding Image Histograms
- Using the Levels Command

### Retouching Techniques

- The Clone Tools
- Healing Brush Tools

## Adobe InDesign

### InDesign Essentials

- The InDesign Interface
- Exploring Panels & Workspaces
- Useful Shortcuts

### Laying Out Pages

- Creating a New Document
- Adjusting Margins & Columns
- Using Rulers, Grids and Guides

### Working with Text

- Placing text
- Selecting and editing text
- Handling missing fonts
- Character Level Formatting
- Paragraph Level Formatting

### Placing Text in InDesign

- Threading and unthreading frames
- The Auto-Fit text function
- Flowing text through frames

### Working with Graphics

- Placing Multiple Graphics
- Wrapping Text Around Images
- Understanding Fitting Options

