

Creating Long Documents
Using Adobe InDesign

Creating Long Documents Using Adobe InDesign

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to the San Diego STC

Creating Long Documents Using Adobe InDesign

What Is InDesign?

- InDesign is a page design application rather than a word processing application.
- InDesign is geared toward quick-to-print publications like magazines and newspapers.
- InDesign offers powerful workflow and single-source functions.

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Differences between

Word Processing and Page Layout

Word Processing




- e.g., Microsoft Word or Adobe FrameMaker
- Medium to long documents
- Text-intensive documents with few graphics
- Documents that require little layout of text and graphics

Page Layout

- e.g., QuarkXPress or Adobe InDesign
- Documents that require advanced typographic adjustments
- Documents that require accurate color management
- Documents that require precise layout of text and graphics

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Comparing Tools

	 Microsoft Office Publisher 2007	 Adobe FrameMaker 9	 Adobe InDesign CS4
OpenType support	Basic	Basic	Advanced
PDF export	•	•	•
TOCs and indices		•	•
Footnotes		•	•
Books		•	•
XML import/export		•	•
EPS image support		•	•
Variable support		•	•
Ligatures			•
Color separation for prepress			•
XHTML support			•

What InDesign Can Do

- Handle documents with a large number of pages
- Generate tables of contents and indices
- Autonumber pages and elements
- Check spelling using multiple dictionaries
- Create dynamic footnotes
- Import information from databases

What's New in InDesign

- Variables (CS3)
- Running headers and footers (CS3)
- Conditional text (CS4)
- Smart text reflow (CS4)
- Cross references (CS4)

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Master Pages

Master pages contain elements that appear on multiple pages, including:

- Page numbers
- Chapter numbers
- Running headers and footers
- Logos

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Master Pages

- Use master pages to create page templates.
- Add multiple master pages to a document to handle different types of pages within your document (e.g., front matter, title pages, TOC, indices)
- Import master pages from preexisting documents.

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Layers

- Use layers to organize objects on the page.
- Using “Send to front” and “Send to back” in a complicated layout will drive you to drink.
- Use layers for conditional formatting for multiple document outputs (e.g., *TechniScribe* uses layers to create color and grayscale versions).

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Text Frames

- All text must be contained within a text frame.
- Select the Type Tool, click the page, and drag to draw a text frame.
- Select the Type Tool and click within a graphic frame or path turn those objects into text frames.
- *Type your text on a path, be it a circle, square, or line.*

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Variables

Use variables to easily maintain information that changes frequently within your documents:

- Publication date
- Product names
- Department names
- Titles

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Styles

Use styles to maintain the consistency of your publications by controlling the appearance of elements:

- Paragraphs
- Characters
- Tables

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Graphics

As a Creative Suite application, Adobe InDesign plays well with Photoshop and Illustrator:

- Place native PSD and AI files.
- Place files through Adobe Bridge.
- Import clipping paths.
- Rely on Adobe's color management system to preserve your colors throughout your workflow.

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Tables of Contents

- List chapters or headings.
- List any other collection of any paragraph style to create a table of figures, list of contributors, list of advertisers, etc.
- Styles control the appearance of the TOC.
- TOC update is not live; you must remember to click Layout and select Update Table of Contents.

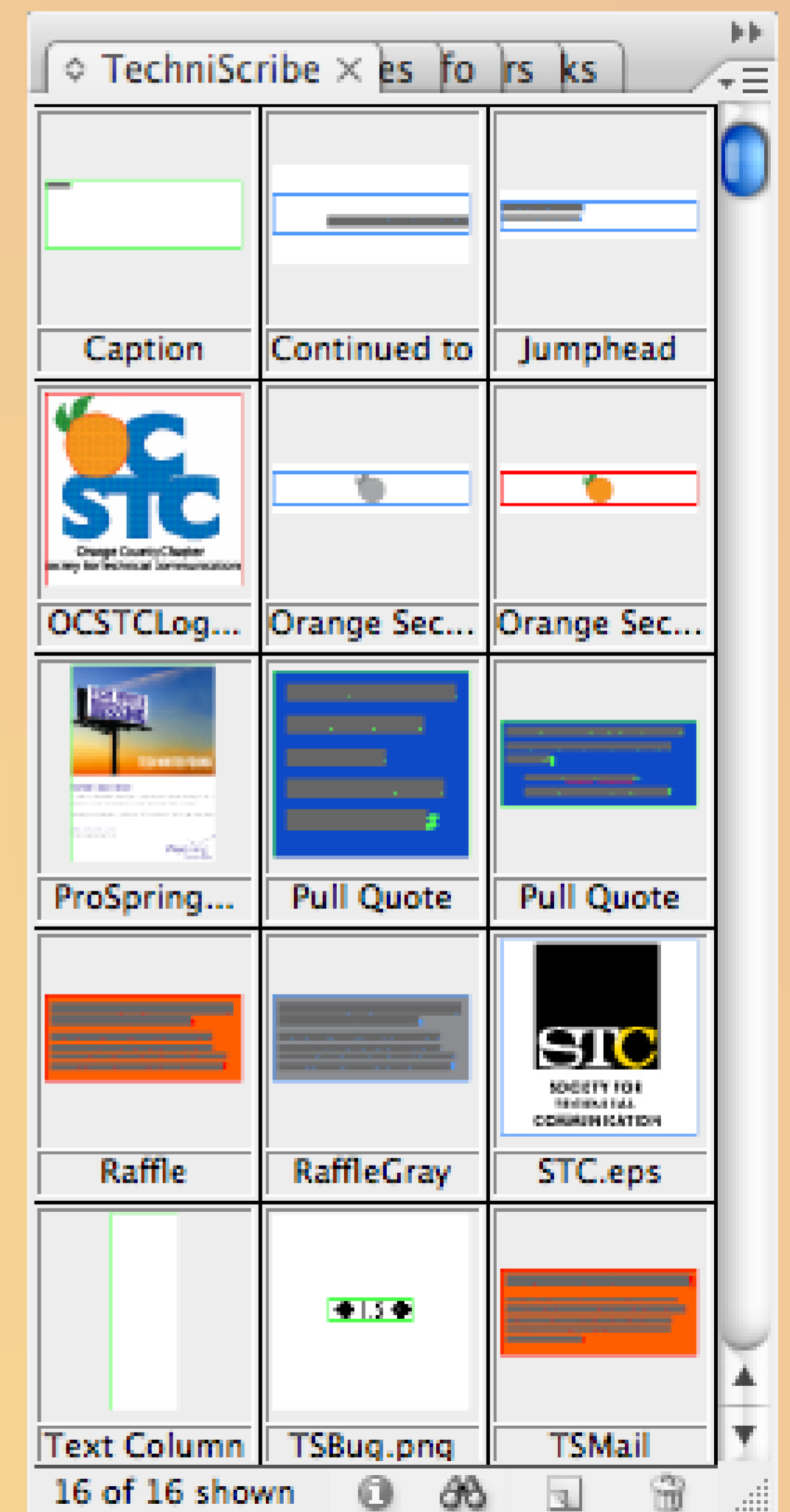
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Indices

- List keywords or concepts.
- InDesign indices seem to fall between the complexities of FrameMaker and simplicities of Word.
- Styles control the appearance of the index.
- TOC update is not live; you must remember to regenerate the index from the Generate Index window.

Creating Long Documents Using Adobe InDesign Libraries

- Create a Library to store frequently used page elements, graphics, text frames, etc.
- The Library is a separate file from your InDesign document
- A single Library can be used in multiple documents.



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InDesign/InCopy Workflow

- Typical linear production process is long and costly, often involving multiple reviews and pieces of paper with editorial notes passed from writer, to editor, to designer, to proofreader, back to the designer, back again to the proofreader....
- InDesign is geared toward quick-to-print publications like newspapers and magazines, and it's focus is reducing this workflow.

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InDesign/InCopy Workflow

- InCopy reduces the need to buy more expensive InDesign licenses. Only the designer or senior writer needs InDesign; writers, editors, and proofreaders can use the less expensive InCopy.
- InCopy improves the publication workflow, playing to the users' strengths, allowing writers and editors to focus on text and designers to focus on page layout.
- Users can be anywhere in the world where they can access the files on the network server.
- Using InCopy with InDesign requires little more than a shared file server where users can access files.

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XML Import/Export

- Importing XML into InDesign allows you to use content for a variety of other sources, including databases.
- Exporting XML allows you to repurpose your content
- InDesign's use of XML is particularly useful for documents with repeating types of elements like dictionaries, indices, catalogs, newspapers, and magazines.

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Your Questions

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Additional Resources

- *A Designers Guide to Adobe InDesign and XML* by James Maivald and Cathy Palmer (2007)
- *InDesign Type: Professional Typography with Adobe InDesign CS2* by Nigel French (2006)
- *Real World Adobe InDesign CS3* by Olav Martin Kvern and David Blatner (2007)
- Lynda.com: Online Training Library, CD-ROMs, and Books at <http://www.lynda.com>
- Michael Opsteegh: octechwriter@yahoo.com