GRAPHIC DESIGNING

LEVEL 1

GRAPHIC DESIGNING − LEVEL 1

DURATION: 80 HOURS

COURSE CONTENT

ADOBE PHOTOSHOP	20 HOURS

MODULE 1: INTRODUCTION TO WORKSPACE

- ✓ Understanding Workspace, Pixel vs.
- ✓ Vector, File types, Selection Tools, Healing Tools
- ✓ Importing Files

MODULE 2: LAYERS

- ✓ Layers & Masking, How layers work,
- ✓ creating layers, blending modes, styles, renaming
- ✓ & grouping layers.

MODULE 3: TRANSITION EFFECT

- ✓ Effects & Filters, Camera Raw, Bridge,
- ✓ Rule of Thirds & Composition

MODULE 4: TITTLEING

- ✓ Text & Typography, Vector Shapes,
- ✓ Animated Gifs

MODULE 5: REVIEW

- ✓ Review Tools & Effects

MODULE 6: GETTING STARTING

- ✓ Page setting and colour mode

ADOBE ILLUSTRATOR — 20 HOURS

MODULE 1: ILLUSTRATOR WORKSPACE

- ✓ Menu bar (at the very top) shows the File, Edit, and other menus that give you access to a variety of commands, adjustments, settings, and panels.
- ✓ Tools panel (on the left) contains tools for creating and editing artwork. Similar tools are grouped together. You can access them by clicking and holding a tool in the Tools panel.
- ✓ Panels (on the right) include Properties, Layers, and other panels that contain a variety of controls for working with artwork. You can find a full list of panels under the Window menu.
- ✓ Document window (in the middle) displays the file you're currently working on. Multiple open documents appear as tabs in the Document window.

MODULE 2: ZOOM AND PAN

- ✓ The Zoom tool, located in the Tools panel, can be used to show you more detail of a document. To change from Zoom in to Zoom Out, press Alt (Windows) or Option (macOS).
- ✓ The Hand tool, also located in the Tools panel, allows you to pan across a document.

MODULE 3: CREATE A NEW DOCUMENT

- ✓ The Start screen appears when there are no documents currently open in Illustrator. It lists your recent files, libraries, and presets. You can also access various resources and search Adobe Stock from here.
- ✓ Choose File > New. In the New Document dialog box, start by choosing a preset. For example, the Print preset shows various sizes and document options you can set for a new document. The New Document dialog box is where you can access free and paid Adobe Stock templates, which are a great starting point for your designs.

MODULE 4: SAVE YOUR WORK

- ✓ Choose File > Save or File > Save As.
- ✓ Saving in Illustrator (AI) format retains layers, type, and other editable Illustrator properties. It's best to save your document in AI format while you're still working on it.
- ✓ The *Illustrator Options* dialog box appears when you first choose File > Save or File > Save As. This dialog box offers other options when saving an Illustrator document.
- ✓ Choosing File > Save As and choosing Adobe PDF saves as a file that can be shared, opened by free PDF readers, and posted online. When you're finished editing, save a copy in this format as well.

ADOBE INDESIGN	20 HOURS

MODULE 1: GETTING STARTED WITH INDESIGN

- ✓ Installing InDesign
- ✓ Showing and Hiding Panels
- ✓ Using the Tools and Control Panel
- ✓ Opening a Document
- ✓ Inserting Images or Text in a Document

MODULE 2: CREATING AND VIEWING A DOCUMENT

- ✓ Creating a New Document
- ✓ Creating a New Document Using Presents Changing the Display View
- ✓ Changing the View with the Zoom Tool Viewing and Using Rulers Using Guides
- ✓ Changing Guides & Pasteboard Options Using Smart Guides

MODULE 3: MANAGING PAGES

- ✓ Using the Pages Panel
- ✓ Inserting Navigating, Deleting and Moving Pages Working with Page Spreads Working with Master Pages
- ✓ Working with Page Numbers and Sections Changing the Page Size

MODULE 4: WORKING WITH TEXT

- ✓ Using Type Tools
- ✓ Creating Type in a Text Frame
- ✓ Creating Path Type
- ✓ Importing Text
- ✓ Flowing Imported Text
- ✓ Working with Overflow Text
- ✓ Copying and Moving Text
- ✓ Changing Fonts
- ✓ Changing Font Size
- ✓ Changing Text Leading
- ✓ Changing Text Kerning
- ✓ Changing Text Tracking
- ✓ Aligning Paragraphs
- ✓ Creating a Drop Cap
- ✓ Setting Text Frame Options

CORELDRAW   20 HOURS

MODULE 1: GETTING STARTED WITH CORELDRAW

- ✓ Introduction to Corel Draw
- ✓ Features of Corel Draw
- ✓ Corel Draw Interface
- ✓ Tool Box
- ✓ Moving from Adobe Illustrator to Corel Draw
- ✓ Common Tasks

MODULE 2: DRAWING AND COLOURING

- ✓ Introduction
- ✓ Selecting Objects
- ✓ Creating Basic Shapes
- ✓ Reshaping Objects
- ✓ Organising objects
- ✓ Applying colour fills and Outlines

MODULE 3: MASTERING WITH TEXT

- ✓ Introduction
- ✓ Text Tool
- ✓ Artistic and paragraph text
- ✓ Formatting Text
- ✓ Embedding Objects into text
- ✓ Wrapping Text around Object
- ✓ Linking Text to Objects

MODULE 4: APPLYING EFFECTS

- ✓ Introduction
- ✓ Power of Blends
- ✓ Distortion
- ✓ Contour Effects
- ✓ Envelopes
- ✓ Lens effects
- ✓ Transparency
- ✓ Creating Depth Effects
- ✓ Power Clips

MODULE 6: WORKING WITH BITMAP COMMANDS

- ✓ Introduction
- ✓ Working with Bitmaps
- ✓ Editing Bitmaps
- ✓ Applying effects on Bitmaps Printing

MODULE 7: COREL DRAW- WEB RESOURCES

- ✓ Introduction
- ✓ Internet Tool bar
- ✓ Setting your webpage
- ✓ Exporting files
- ✓ Creating buttons with rollover effects