

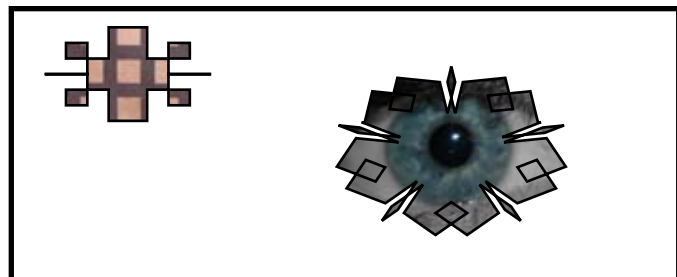
Advanced InDesign Tips and Tricks



CREATE OUTLINES - Create a text box and write text in a bold font. The use your selection tool to select the text box. Once selected, go to “Type” in your control panel and choose “Create Outlines”. Then use your direct select tool (white arrow) to click on the text. You will see the text now has little nodes. Click on a node and drag to modify the text. The text is now a graphic and no longer editable as text.



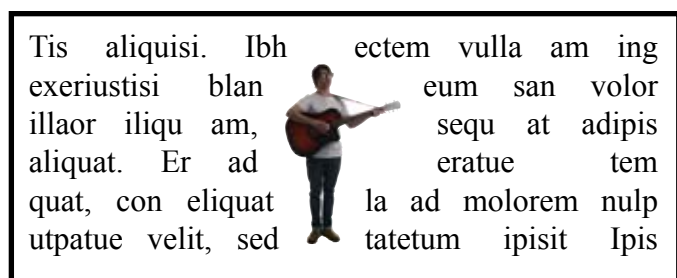
ADD PHOTO TO TEXT - Start by doing the steps above to “Create Outlines”. Once you can see the little nodes go to your control panel and choose “Edit” - “Paste”. This will create a pop up menu when you can select a photo to place into your text. Use the direct select tool (white arrow) to move the photo around inside the frame. Once again your text is now a graphic and no longer editable as text.



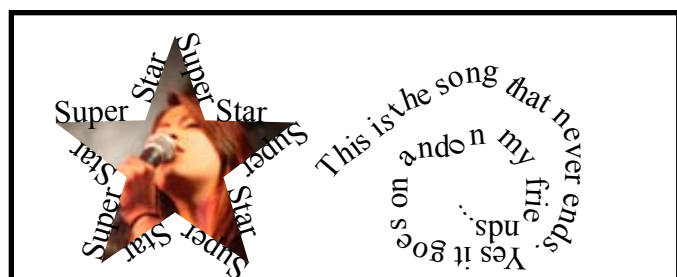
CORNER OPTIONS - If you want to give your photos a cool edge you can create and fill a photo box. Once to do this click on it with your selection tool (black arrow) and go to “Object” - “Corner Options” in your control panel. This is not an option when you right click. Check the preview box and change the size and effects to see what shapes you can make.



EYE DROPPER TOOL - Having a full color book can look very messy if you do not use colors that work together. One easy way to do this well is using the colors that exist in your photos for your text. To do this, write out your text and highlight it. (Make sure you have fill selected.) Then choose the eyedropper and click on a color in a photo on your spread. You can also create a swatch of this color for later use.



TEXT WRAP - Use this to move your text around a graphic. This effect is applied to the graphic and not the actual text. To do this create a text box. Then create a photo box with an image and use the selection tool to select it. Once selected, choose which text wrap option you would like from the control panel on the top or by going to “Window”-”Text Wrap”. Place the image on the text box and watch your text move around it as you type.



TYPE ON PATH - This effect can go around any edge, frame or line. You can get the Type on Path tool by holding down the text tool. The tool looks like a tilted T. You can also use the Shift-T shortcut. Select a photo frame, text box or like by clicking on the edge once you see a little plus sign appear. Then start typing.

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GRADIENTS - These can be used on text fill, text strokes, box fills or box strokes. Gradients can be radial or linear. To create a gradient in your text fill make sure the fill is selected. Highlight your text and then click on the gradient tool and drag a line across the text. You will see a gradient when you let go. To add color go to the gradient pallet and you will see a line that goes from white to black. At the ends there are little boxes with triangles on top. Click on one of those and then go to your color pallet (choose CMYK from the fly out if you only see gray) and pick a color. Go back to the gradient box and click on the other small box and repeat. To add more colors click anywhere just below the line and you will see more little boxes appear that you can fill with color. To get rid of a box click on it and drag it off the line. To create a radial gradient choose radial from the drop down "Type" menu at top right of gradient pallet. .

No Feather



Basic Feather w/ noise



FEATHERING - This can give a photo a very nice soft edge so it can fade into the background or another photo. To do this create a photo box and place a photo in it. Make sure your photo fills the whole frame. Then right click and choose "Effect" - "Basic Feather" or "Gradient Feather". You can decide how faded the edges are and if there is noise that comes into the photo.

No Drop Shadow



Drop Shadow



DROP SHADOW - This gives the photo a 3D look. The photo pops off of the page because of the way it casts the shadow below it. You can apply Drop Shadow to photos or text. To do this use your selection tool to select the photo or text then right click and choose "Effects" - "Drop Shadow" or go to "Object" - "Effects" - "Drop Shadow" and you can choose how strong the shadow is, where it comes from etc.

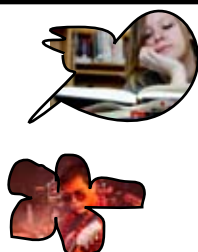
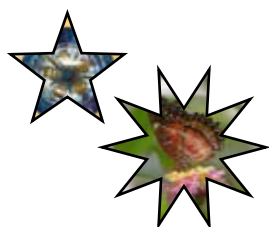
No Clipping Path



Clipping Path

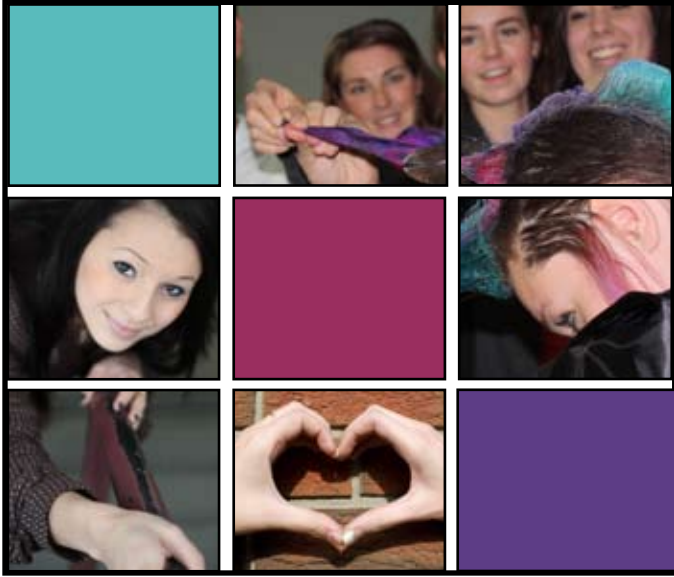


CLIPPING PATH - This effect works best with photos or objects that have a solid, non-distracting background behind them. It will do a basic removal of the background around your subject. Photoshop is best for intricate work, but this helps. To do this, place a photo in a photo box and then with the selection tool to choose the frame. Then go to "Object" - "Clipping Path" in your control panel. You will get a pop up. Change the drop down menu to "Detect Edges" and check the preview option. Play with the toggles until it looks as close as possible.



FUN PHOTO OR TEXT FRAMES - Photos and text can go in any size or shape frame. You can create frames using the box with the X in it on the tool bar, with your pen tool or with your pencil tool. To make polygon shapes or circles hold down your rectangle frame tool and you will see more options. To make a star, select the polygon frame tool. Then double click on it and a pop up will appear. Choose 5 sides and 50% for the inset. If you draw a frame, make sure the circuit is complete and then select it with the selection tool.

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PATHFINDER - To share a photo in more than one frame you can use this effect. You can add, subtract, intersect, exclude overlap, and minus back in pathfinder. To do this select the frames you want to fill with your selection tool while holding down the shift key. Then go to “Object”- “Pathfinder” and choose the option you want. Once this is done go to “File”- “Place” to choose the photo you want and then use your direct select tool to position the photo where you want it.

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COMPOUND PATHS - Shapes and letters will appear to have transparent cut outs in them when you use this effect. The items must be the same color for this to work. For text you must select each text box separately and **CREATE OUTLINES** for them. (“Type” - “Create Outlines”) Place the text or shape where you want it and then select them all and go to “Object” - “Make Compound Paths”