WORKING WITH SHAPES AND FRAMES

This lesson consists of the tutorial videos listed below. After watching each tutorial, complete the guided notes questions. Then switch to InDesign and perform the exercise steps.

VIDEO TUTORIAL: USING THE DOCUMENT GRID

1. Where do you activate the document grid? _____
_____

2. Name two benefits of using the document grid. _____
_____

EXERCISE STEPS

☐ Open this file: Exercise files > InDesign Files > Lesson 2 Starter File.
☐ Ensure the document grid is turned on and that "Snap to Document Grid" is activated.
☐ Choose File > Save As and save the file with your name in the location designated by your adviser. For instance, save it as "John Smith - Exercise File."

VIDEO TUTORIAL: DRAWING FRAMES AND SHAPES

1. What is a pica? What is its equivalent in inches? _____
_____

2. How many points are in a pica? _____

3. How would you write two picas and eight points? How about four and a half picas? _____
_____

EXERCISE STEPS

☐ Use the Rectangle Frame tool to draw the large image frame as shown in the tutorial. The frame should cover most of the spread with just a two-pica margin around the outside. Use the document grid as a guide. After you draw the frame, you can use the Selection tool to move or resize the frame.
☐ Use the Rectangle tool to draw the horizontal bar as shown in the tutorial. Set the height to 11p. Use the Selection tool to position it three picas above the bottom margin.
☐ When you have completed these steps, save the file.

VIDEO TUTORIAL: FILL AND STROKE SETTINGS

1. What is Fill? _____

2. What is Stroke? _____

3. What does the Paper swatch do when applied? _____

_____

SUGGESTED PRACTICE
- ☐ Select the large background frame created in the previous tutorial. Change the fill color to 25% black. Set the stroke color to None.
- ☐ Select the smaller horizontal shape created in the previous tutorial. Change the fill color to Paper and the stroke color to None.
- ☐ When you have completed these steps, save the file.

VIDEO TUTORIAL: WORKING WITH COLOR

1. What is the color space used by your computer monitor? _____

2. What is the color space used for printing? _____

3. What is the most important thing to remember about this difference? _____

_____

4. What does the Tint slider do? _____

EXERCISE STEPS
- ☐ There are no exercise steps associated with this tutorial.
- ☐ You may experiment with applying fill and stroke colors in the InDesign file, but do not save any changes.

VIDEO TUTORIAL: DUPLICATE AND ALIGN

- What are two ways you can make a copy of an object? _____

_____

EXERCISE STEPS:
- ☐ Create the image frame as shown in the tutorial. Set the size to 15p wide and 9p high. Set the fill color to 25% black.
- ☐ Place the frame 2p from the outside margin and centered vertically in the white bar as shown in the tutorial.
- ☐ Create four duplicates of the image frame. Position them as shown in the tutorial.
- ☐ Duplicate the white bar. Resize it to 21p wide and 32p high. Position it on the page as shown in the tutorial.
- ☐ When you have completed these steps, save the file.

VIDEO TUTORIAL: ARRANGE COMMANDS

1. What does it mean to say that InDesign has a "stacking order"? _____

_____

2. Where do you find the Arrange commands? _____

SUGGESTED PRACTICE:
- ☐ Open this file: Exercise Files > InDesign Files > Arrange Commands
- ☐ Overlap the shapes to see how they are arranged.
- ☐ Use the arrange commands to change the stacking order of the shapes.
- ☐ You do not need to save this file when you have completed your practice.

VIDEO TUTORIAL: LINES AND STROKE SETTINGS
- When drawing a line, how can you constrain it to be at a 90 degree angle? _____

_____

EXERCISE STEPS:
- ☐ Draw the vertical line to the right of the five image frames as shown in the tutorial. Set the stroke width to be 12p and set the stroke color to Smashing Scarlet.
- ☐ Draw the vertical line beside the white box as shown in the tutorials. Set the stroke weight to 1p. Set the stroke color to Black.
- ☐ When you have completed these steps, save the file.