

Desktop Publishing

w/ Adobe InDesign: Design and Production Tools

INSTRUCTOR: Mr. M. H. Colvin, Director of Technology

**BOOKS &
SUPPLIES:**

Text: InDesign CS: For Macintosh & Windows, by: Sandee Cohen
Note Book & Folder w/Pocket(s)

COURSE:

The Desktop Publishing course will focus on two areas; 1) designs for some of the more popular type of publications and media, like signs, brochures and books to name a few. And 2) the Adobe InDesign software package, which is a powerful design and production tool that offers precision, control and seamless integration with other professional graphic applications.

Both the Macintosh and Windows operating systems will be addressed. All hands on exercises and class assignments will be completed with in the Macintosh OS.

GRADING:

A = 90 to 100	B = 80 to 84	C = 70 to 74	F = 64 and below
B+ = 85 to 89	C+ = 75 to 79	D = 65 to 69	

Tests {based on : text, notes, & computer}

Quizzes {usually unannounced}

Class Participation & Preparation

Homework {reading & written}

Computer Exercises

MAKE - UP:

All missed assignments must be made up and handed in the first day returned to class, including **tests, quizzes and all class work**. There will be **NO EXCEPTIONS** unless it has been discussed with the teacher ahead of time {*NOT during class time*}.

This is the students responsibility, not the teachers!!!

HELP:

Any extra help may be received from the instructor during the school day or by appointment.

CHEATING:

Anyone caught cheating, will be given a **0%** grade for that assignment and the School Administration will be notified.