

## **Desktop Publishing**

---

This course provides participants a working knowledge desktop publishing. This course will introduce participants to the WYSIWYG (What You See Is What You Get) page layout where inserting body text, images, and other visual elements are trouble-free.

**Pre-requisite:** Knowledge in Windows

**Target Audience:**

This course is designed for individuals who are a designer, prepress professional or just a beginner. Also for graphic professionals who need an essential understanding of page layout using a Desktop Publishing software application.

They work as:

- Professional photographers
- Graphic and Web design professionals
- Educators
- Technical image editors

In:

- Web and graphic design departments and studios
- Prepress service bureaus and commercial printers
- Ad agencies
- Magazines and newspapers (photo journalism)
- The Academe

**Software Used:**

- Microsoft Publisher or
- Adobe InDesign
- Scriber (Freeware)

**General Outline:**

- Introduction to Desktop Publishing (DTP)
- The DTP Working Environment
- Inserting Texts and Images
- Formatting
- Using the Tools
- Printing the Finished Publication

**No. of Hours: 12 Hours**