

InDesign J101 Part 1 Wrapping Images Around Text

1. Create a new document, just one page
2. Go to File then Place and browse for an image to import. (find an image via Google images or your G drive)
3. Click on the area you want the image to place.
4. Use the Free Transform tool to resize if needed.
5. Using the Type Tool create a type area that overlays the image in some way.
6. Using the Pen tool outline part of the image that you don't want the text to overlap making sure to close the outline. (i.e. a face or a body, ask for help if needed here).
7. Right click and select "Fill With Placeholder Text" or find some text and paste it here. Make sure some of it overlaps the image.
8. Hit "Control Alt and W" and the Text Wrap box should appear. Play with the selections on this box as well as the parameter of the outline you created with the Pen tool. The idea is to have the text wrap around the image.
9. Spend some time manipulating the text as well- color, size, etc.
10. If you are able to get this far, find additional images and open them in Photoshop. Use the Magic Wand and Erase tool to isolate images that you want to "float". Work with at least three images.
11. If the programs allow it (depends on the type of image, you can also try to use the Adobe Bridge for this) drag the images into a new document. Otherwise save them in Photoshop and open them using the Place function. You can also play around with creating boxes and filling them with color at this point. Find the color you want from the Swatches on the right and drag it into your box. Right click and select Arrange- Back if needed (if the box is covering up the text).
12. Lay out the three images as before. Use the Pen tool to outline the areas to exclude text. Create various text boxes on the page. Use the Text Wrap to force the text around the images. You can create a poster for your favorite band, a magazine cover, whatever you want.
13. Explore additional functionality if you have time, impress me!
14. Export what you've done as a PDF and email it to me at jebbanner@gmail.com

InDesign Part 2- Creating a Book and using the Master functionality

1. File- New- Document and then when the New Document box opens up change the page count to 6 pages.
2. Once you click OK you should see a blank page and then on the right the "Pages" box. If you don't see this box then go to Windows- Page and it should appear.
3. In the Page box you should see the 6 pages laid out, scroll down to see them all, above them you will see "A Master". Double click on this text so that both pages to the right are highlighted in blue. You should now see two blank pages.
4. Now using the Rectangle tool create a box on one of these pages. On the right you should see the Swatches box, if not go to Window- Swatches, select a color to fill the box. Repeat this on both pages until you have an interesting design on these two pages.
5. After you have finished placing objects on this page go back to the Page and then right click on A-Master. Select "Apply Master to Pages". When the box pops up enter 1-6 in the Pages field. After you click ok the template will have been created for all the pages. Double click on the pages to see how the template lays out on the different pages.
6. Now that you have learned to add content to the Master template feel free to add some

additional content like text and images if you want them to be in the template. Extra points for figuring out how to add Auto Page Numbers to the pages. I can help you with this if you want to figure it out.

7. Now we are going to start filling the individual pages with unique content within the template. If you want to use the Wrap Text tool you will need to create the text box first, fill with text and then bring the image in on top of that. Use the pointer tool and select a layer and right click to arrange a layer forward or back if the text is not visibly wrapping. Make sure your wrap settings are correct.
8. Once you have finished creating your book go to File- Export and then choose Adobe PDF from the drop down. Name the file and click ok. You will have to click ok to some settings after that. Email the book to me at jebbanner@gmail.com. Don't upload to the FranklinPSJ.com.