

QuarkXPress: Toolkit for Production

Training from the Book Publisher's perspective



A one day course aimed at Production

Delivered by Joanna Figg-Latham

In this full day's course you will acquire the knowledge to deal with typical file problems and how to identify and correct them. Using Quark 6.5, 7.3 or 8.0, sample files will be used during the training allowing you to develop your software skills and fully understand issues relating to origination and co-edition publishing. You will acquire the requisite skills to enable you to troubleshoot with confidence between your designers, suppliers and customers.

This course is aimed at those Production staff who do not use Quark on a day-to-day basis but need to understand how it is used to create the books and why errors occur in the files.

Following this course, you may want to consider Creating PDFs for CTP and Checking PDFs in Acrobat.

Joanna Figg-Latham, the course trainer, led the Dorling Kindersley DTP team for many years. She is an experienced trainer and her approachable style will ensure that you get the maximum out of your day.

<p>Essentials</p> <ul style="list-style-type: none">• Page layout and Navigation• Menus• Tools and the Measurements palette <p>Setting-up the document</p> <ul style="list-style-type: none">• Projects and layouts• File naming• Master pages and page set-up• Looking at file structure• Automatic folios• Page geometry: minimum allowances <p>Text</p> <ul style="list-style-type: none">• Text Black• Setting text up for co-edition printing• Style Sheets• Verifying text is assigned to the correct plate <p>Trapping</p> <ul style="list-style-type: none">• Understanding how Quark understands trapping• How to avoid unexpected four colour changes for co-editions• Trapping and tinted text• Looking at how trapping changes in PDFs <p>Colours</p> <ul style="list-style-type: none">• Specifying and setting-up colours for four colour printing• Colour Spaces• Correctly assigning to elements• Tints• Ink limits	<p>Image files</p> <ul style="list-style-type: none">• Formats• Picture usage and picture linking• Colour spaces• Resolution and image sizing• OPI files and relating them to your workflow <p>Fonts</p> <ul style="list-style-type: none">• Font usage and replacement• Font styling• Font formats and CTP <p>Setting elements</p> <ul style="list-style-type: none">• Settings for rules• Runarounds• Blank pages <p>Layers</p> <ul style="list-style-type: none">• Setting-up a layers for UK and US editions• Assigning elements to layers• Layers and application for PDF and CTP <p>Grouping and locking</p> <ul style="list-style-type: none">• Selection through grouped and locked items <p>Collect for Output</p> <ul style="list-style-type: none">• Producing a complete set of files ready for repro or print• How to use productively
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Time: 9.30am - 4.30pm

Venue: To be agreed

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