

1/E-79 (i) (Syllabus-2015)

2018

(October)

**DESKTOP PUBLISHING, PUBLISHING
TOOLS AND MULTIMEDIA**

(Elective)

(For the Students of DTP, MCVP and
Media Tech.)

(Publication Layout and Design)

[DTP-101 (T)]

Marks : 38

Time : 2 hours

*The figures in the margin indicate full marks
for the questions*

1. Answer the following questions briefly : 2×5=10

(a) What are some of the ways to add pages to a document in InDesign? What is the difference between a selection tool and a direct selection tool?

(b) What is a master page? What is the difference between Margins and Columns?

- (c) Explain the steps required to place multiple pictures in a document. What is the gap tool?
- (d) Explain the steps for saving and exporting a document as PDF.
- (e) Name five controls in the paragraph formatting control panel.

2. What are text frames? What is a jump line page number? How can we set up the page numbering sequence for a document through its master page? $2+2+3=7$

Or

What is a column break? How can we change the corners of a rectangle shape? Explain the steps required to create a star shape in InDesign. $2+2+3=7$

3. What are styles and its different types? How can we create drop caps? What is a baseline grid? $4+2+1=7$

Or

How can we apply colours to objects and texts? How can we create and apply a gradient swatch? What is a tint? $3+3+1=7$

4. What are the different types of text wrapping in InDesign? What are the different types of paragraph indentation? What is clipping path? $3+3+1=7$

Or

How can we make InDesign check for spelling mistakes in a document? What is the purpose of the Find/Change command? What is a story editor? $3+3+1=7$

5. How can we change the number of rows and columns in a table? How can we add graphics in a table cell? How can we specify headers and footers in a table? $3+2+2=7$

Or

Write short notes on the following : $3+2+2=7$

- (a) Leading and Horizontal Scale
- (b) Layers
- (c) Eye Dropper Tool

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