

DESKTOP PUBLISHING, PUBLISHING TOOLS & MULTI MEDIA (DTP) (Distribution of Papers)

Semester	Paper No	Paper Name	Class Duration (in Hours)	Examination Hours	Marks
I	DTP-101 (T)	Publication Layout and Design	40	2	50
	DTP-101 (P)	Publication Layout and Design	30	3	50
II	DTP-201 (T)	Image Processing and Graphic Design	40	2	50
	DTP-201 (P)	Image Processing and Graphic Design	30	3	50
III	DTP-301 (T)	2D Animation and Video Editing	40	2	50
	DTP-301 (P)	2D Animation and Video Editing	30	3	50

T= Theory ; P = Practical

1st Semester

DTP-101 (T): PUBLICATION, LAYOUT AND DESIGN

The Objective: The objective of this paper is to make the student proficient with the principles and methods of Desk Top Publishing by familiarizing the student with a Page Layout Software. The specific software that has been chosen for the purpose is **Adobe InDesign**. The emphasis is expected to be on doing rather than on theoretical knowledge.

Adobe InDesign CS4 is a robust and easy-to-use design and layout program. With it, the students can create documents of many types, from single-page advertisements to complex multi-page colour publications. It helps to create text frames and also use master pages and guides to design a document's layout. The students will be able to wrap text around graphics, apply transparency effects to graphics, and create sophisticated tables. This software will also prepare documents for hand-off to commercial printers and create Acrobat PDF files.

DTP-101 (T): PUBLICATION, LAYOUT AND DESIGN

UNIT I :

- **In Design Environment:** InDesign interface, Preferences & Shortcuts, Global vs document defaults, Basic Concepts and Techniques, Document Navigation, File Information, Smart Cursors.
- **Basic Documents:** Document Setup, Bleed and Slug setup, Document presets, Adding pages, Targeting pages Spread view rotation, Margins, columns, grids, Smart Guides and Guides, Frame based grids Smart Dimensions and Smart Spacing
- **Saving & Exporting:** Difference between Document & Template, Saving File (Copy, Revert, Version), Export file formats, Browsing Bridge

UNIT II:

- **Graphic Placement:** Placing and Manipulating Graphics, Integration with Adobe Photoshop, Illustrator, PDF and other graphic formats, Placing Multiple Files, Links Panel, Fast Frame Fitting.

- **Page Elements:** Create and use graphic & text placeholders and containers, Item Duplication, File Formats. Alignment, Arrangement & Selections, Find & Change, Applying Fills and Strokes to Frames and Type, Custom Strokes, Quick Applying of Attributes
- **Importing and Threading Text**
Importing Text (Word, Excel, PDF, other), Threading Text & Splitting Text, Changing Text Threads. Word Count Facility.
- **Spelling & Custom Dictionaries**
Spelling, Auto Correct, Create a User Dictionary, Import a Word List into a User Dictionary. Manage Text.

UNIT III:

- **Colors, Swatches, and Gradients:** Colors, Swatches, and Gradients, Select Colors Using the Color Picker, Load and Save Swatches Using the Swatches Panel, Exchanging Swatches between Applications
- **Shapes & Frames**
Drawing Shapes and frames, Pathfinder and compound paths, Path Manipulation, Modifying and resizing objects, Corner effects and Converting Shapes, Bezier Shapes, Bezier Paths, Compound Paths, Clipping Paths
- **Master Pages & Templates**
Difference between Masters & Templates, Creating and Applying Masters, Basing Master Pages on Existing Master Pages, Applying Master Pages to Multiple Document Pages, Overriding Master Page items.

UNIT IV:

- **Layers.** Creating layers, Viewing & locking layers, Stacking & rearranging layers, Selecting, copying, merging & flattening layers.
- **Effects:** Applying Transparency Effects and Blending Modes, Applying Effects eg. Drop Shadows and Feathering, Editing Effects.
- **Text Manipulation:** Open Type Fonts, Glyphs Panel, Special Characters, Inserting white spaces, Breaks. Text Wrap, Type on path, Auto Page Numbering, Bullets & Numbering
- **Formatting Type:** Character Formatting (Tracking, Kerning, Sizing, Leading, Case Position, Skew, Scale, Underline). Paragraph Formatting (Alignment, Indenting, Drop Cap, Paragraph spacing).
- **Story Editor vs. Story Panel,** Tabs, Composition, Hyphenation, and Justification.
- **Inline Graphics:** Creating Character & Paragraph Styles, Local Overrides in Styles, Basing One Style on Another. Importing and Redefining Styles.
- **Using Tables.** Creating Tables, Formatting Tables, Importing tables from Excel, Creating and applying Named Ranges
- **Creating Acrobat PDF Files:** PDF Files for the Web and Email, PDF Presets, PDF Files for Printing.
- **Output and the Print Dialog Box:** Exploring the Print Setup Options, Output preview, Print Presets, Color Separation Print Settings

DTP 101(P) : Publication, Layout and design (Adobe In Design)

PRACTICALS

A student will be expected to reproduce laid out pages from books, brochures, magazines etc, which may contain graphics, tables etc.

DTP 101(P) : Publication, Layout and design (Adobe In Design)			
Unit	Title	Class Hours	Marks
I To IV (refer to syllabus of DTP 101 (T))	1. Design document's layouts, wrap text around graphics, apply transparency effects to graphics, and create sophisticated tables. 2. Reproduce laid out pages from books brochures, magazines etc, which may contain graphics, tables etc.	30	50

The Practical paper: One set of questions are to be set as Part A and Part B. In each part, there will be two questions carrying 25 marks each. The student will have to choose one question from each part. The practical examination should be so designed as to test the ability of a student to design a publication neatly, professionally and artistically.

Marks for the practical paper will be awarded under the following categories

Completion of the project : 30%

Overall visual impact : 40%

Tools, techniques and shortcuts employed : 30%

For judging the last aspect, the examiner should orally examine each student as he/she is working on the practical project.

Recommended Reading

1. Real World Adobe In Design CS by Olav Martin Kvern and David Blatner (Peach pit Press), 1st Edition, 2010
2. In Design CS for Macintosh & Windows Visual Quickstart Guide by Sandee Cohen (Peach pit Press), 1st Edition, 2010
3. Moving to InDesign by David Blatner, et al. (Peach pit Press), 2004, 1st edition

2nd Semester

DTP-201 (T): Image Processing and Graphic Design

Objective: The objective of this paper is to introduce the student to tools essential for image processing and editing; and for graphic design in the form of illustrations. This will equip the student to handle the publishing environment where ability to deal with images are vital. The course is essentially practical oriented and meant as an introduction to the tools used for image processing and editing (Photoshop) and graphic design (Corel DRAW).

The Question Paper: The paper will consist of two parts: Part A (Image Processing) and Part B (Graphic Design). Part A will have questions from Unit I and Unit II. Part B will have questions from Unit III and Unit IV. Each part will carry 25 marks.

DTP-201 (T): Image Processing and Graphic Design

Part A: Image Processing (Adobe Photoshop)