

TECHNOLOGY-12/13

SELECTIVE UNIT 8 (S08)

(Desktop Publishing)
(July 2017)

Unit Statement: The student will engage in solving a timely and relevant problem (see suggested projects below). The student will work independently to produce a project. Prior to this, the student will learn basic desktop publishing skills. This unit is best completed using the Adobe InDesign. The InDesign part of the course combines basic desktop publishing skills and graphics design principles with the specifics of how to use Adobe InDesign to create visual communications. Note: InDesign is one of the current industry standards used for yearbooks.

Essential Outcomes: (must be assessed for mastery)

1. The Student Will work with the Basics of Adobe InDesign.
2. TSW use [the Work Area, Tools, Palettes](#)
3. TSW demonstrate how to [Set Up Documents in InDesign CS](#)
4. TSW demonstrate how to [Work With Colour in InDesign CS](#)
5. TSW use the [Selection, Drawing, Type, Frame, and Shape Tools](#)
6. TSW execute the [Transform, Eyedropper, Gradient, Scissor, Zoom Tools](#)
7. TSW create a real-world project. Examples: 1) a tri-fold brochure to promote the upcoming student play 2) a folder to be use as part of a conference packet 3) a yearbook spread.

Suggested Materials and Web Links:

(the list below connects with TSW's above)

TSW 1 Each lesson consists of 1 or more multi-part tutorials and self-study tips. Some lessons include an assignment for posting in the DTP Classroom forum.

[InDesign Course Overview: Adobe InDesign Basics](#)

This overview describes the focus of the InDesign application and includes details on the instructor(s), format of the lessons, versions covered, etc. There is also an outline of the application which links to the lessons.

TSW 2 [the Work Area, Tools, Palettes](#)

In the first lesson of the Adobe InDesign Basics unit, the student will review the Work Area, Tools, and Palettes that make up the main screen. Learn how to navigate the lessons and how to get the most out of this lesson and the entire course.

TSW 3 [Set Up Documents in InDesign CS](#)

The Document area is where you'll set up your document and start creating your knock-out publications, get an overview of the parts in this lesson of the Adobe InDesign Basics unit and find out what your assignment is.

TSW 4 [Work With Colour in InDesign CS](#)

The Color, Swatches, and Gradient Palettes are the three areas of Adobe InDesign where you specify the colors to use in your document. Learn how to use each of these palettes as well as the basics of using color in desktop publishing.

TSW 5 [Selection, Drawing, Type, Frame, and Shape Tools](#)

In Lesson 4 of the Adobe InDesign Basics class, learn the basics of using the selection, type, drawing, frame, and shape tools. Select objects. Draw lines with the pen, pencil, and line tools. Create image and text frames.

TSW 6 [Transform, Eyedropper, Gradient, Scissor, Zoom Tools](#)

In this lesson of the Adobe InDesign Basics class we'll explore the basics of the rotate, scale, shear, freehand transform, eyedropper, measurement, gradient, button, scissor, hand, and zoom tools.

Adobe CS6 InDesign:

<http://www.marquette.edu/ctl/e-learning/documents/InDesignTutorial.pdf>

<http://www.dummies.com/how-to/computers-software/graphics-animation/Graphic-Design/Adobe-Creative-Suite-6/Indesign-CS6.html>

Destiny Webpath Express (found on QSI schools Library site) use this search engine to find age-appropriate websites that align with this unit.

Recommended software:

Adobe CS6 InDesign

ASSESSMENT RUBRICS FOUND ON FOLLOWING PAGES.....

Assessment Rubric – S08 – Desktop Publishing

Student Name: _____ Date: _____

**To receive a ‘B’ the student must show ‘B’ level mastery on ALL Essential Outcomes. (TSW’s)
To receive an ‘A’, the student must show ‘A’ level mastery on ALL available and ‘B’ level mastery on all remaining TSW’s.**

TSW	‘A’ Level Mastery	‘B’ Level Mastery	‘P’ Comments
1. The Student Will work with the Basics of Adobe InDesign.	Works to create a theme that is consistent throughout the project and is aesthetically pleasing to the eye.	Work with the Basics of Adobe InDesign.	
2. TSW use the Work Area, Tools, Palettes	Has an exceptional understanding of all the tools and uses them to enhance the final product.	Use the Work Area, Tools, Palettes	
3. TSW demonstrate how to Set Up Documents in InDesign CS.		Demonstrate how to Set Up Documents in InDesign CS	
4. TSW demonstrate how to Work With Colour in InDesign CS		Demonstrate how to Work With Colour in InDesign CS	
5. TSW use the Selection, Drawing, Type, Frame, and Shape Tools		Use the Selection, Drawing, Type, Frame, and Shape Tools	
6. TSW execute the Transform, Eyedropper, Gradient, Scissor, Zoom Tools		Execute the Transform, Eyedropper, Gradient, Scissor, Zoom Tools	
7. TSW create a project such as a tri-fold brochure to promote the upcoming student play, a folder to be use as part of a conference packet, a yearbook spread.	Create a multipage spread. The final project should have central theme and be consistent in color scheme and tone.	Create a project such as a tri-fold brochure to promote the upcoming student play, a folder to be use as part of a conference packet, a yearbook spread.	

Suggested Rubric to evaluate project.

Desktop Publishing Project Selective Unit S08 (end of unit project evaluation)

CATEGORY	‘A’ Evaluation	‘B’ Evaluation	‘P’ In Progress	‘D’ Not ready yet
Mechanics	No miss-spellings or grammatical errors.	Three or fewer misspellings and/or mechanical errors.	Four misspellings and/or grammatical errors.	Many miss-spelled words
Requirements set by the teacher	All requirements are met and exceeded.	All requirements are met.	One requirement was not completely met.	More than one requirement was not completely met.
Content	Covers topic in-depth with details and examples. Subject knowledge is excellent.	Includes essential knowledge about the topic. Subject knowledge appears to be good.	Includes essential information about the topic but there are 1-2 factual errors.	Content is minimal OR there are many factual errors.
Originality	Product shows a large amount of original thought. Ideas are creative and inventive.	Product shows some original thought. Work shows new ideas and insights.	Uses other people's ideas (giving them credit), but there is little evidence of original thinking.	Uses other people's ideas.
Visuals/graphics/ follow given design principles	Attracts readers attention to important information using graphic cues/ avoid white spaces/ use pictures to convey info.	used graphic cues / used irrelevant pictures mostly /avoided white spaces	lots of white spaces/ no graphic cues/too many pictures	no visuals/ graphics/ white spaces
Format	Differentiate text size and font from title and content. Don't over used text styles . Match text styles and background color	Used different text size and font from title and text . slightly overused text styles. Didn't match background color to text.	Didn't use different text size and font for title and content. Overused text styles. Didn't match background color to text.	Used same size text and font through out work. and background text or too many text styles