

Ref: EWEN26IND

# InDesign 2026

## Tools and Methods to Master

### Goal

By the end of this e-learning course, you will be able to use InDesign 2026 to design, organize, and finalize professional documents for print and digital distribution. You will learn how to structure layouts, manage pages, frames, text, images, colours, and styles, prepare files for output, use AI-powered features, and develop practical working habits to continue exploring InDesign with confidence.

| Target audience | Prerequisites                                                                                                 | Estimated time<br>to study the essential modules |
|-----------------|---------------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| Users           | No prior knowledge of InDesign is required. Hands-on practice with the software may help you progress faster. | Duration of the videos: 5h14                     |

## Educational content

### ► The essential modules

#### InDesign2026 - Mastering the basics

|                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
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| <br>Video | This module provides educational videos of a total duration of... 5h14                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|                                                                                              | <ul style="list-style-type: none"> <li>• <b>Getting started</b> <ul style="list-style-type: none"> <li>- Interface overview and customisation</li> <li>- Document or book: choosing your architecture</li> <li>- Creating your first document</li> <li>- Zooming and navigating the page</li> <li>- Document preview (Shift+W)</li> <li>- Margins, columns and bleed</li> <li>- Using guides</li> <li>- Using the grid</li> <li>- Contextual task bar</li> </ul> </li> <li>• <b>Document organisation</b> <ul style="list-style-type: none"> <li>- Managing pages</li> <li>- Organising your content with layers</li> <li>- Creating and editing a parent page</li> <li>- Applying a parent page</li> <li>- Releasing and resetting a parent page item</li> <li>- Page numbering, special characters and dynamic text variables</li> </ul> </li> <li>• <b>Frames and layout</b> <ul style="list-style-type: none"> <li>- Creating, moving and resizing frames</li> <li>- Frame types</li> <li>- Drawing with the Pen tool</li> <li>- Fill and stroke</li> <li>- Transparency and blending modes</li> <li>- Scaling and rotating</li> <li>- Copying and duplicating</li> <li>- Aligning, distributing and using the Gap tool</li> </ul> </li> </ul> |

- Stacking order
- Grouping
- Locking
- Anchored frames
- Merging and subtracting frames with Pathfinder
- Adding effects
- **Colour**
  - Colour modes (CMYK, RGB)
  - Creating and managing colours with the Swatches panel
  - Creating and organising colours
  - Copying and applying attributes with the Eyedropper
  - Global vs local colours
  - Tints
  - Gradients
  - Finding and replacing a colour
- **Typography**
  - Creating a text frame and inserting placeholder text
  - Threading text frames
  - Columns within a text frame
  - Formatting characters
  - Formatting paragraphs
  - Drop caps
  - Bullet and numbered lists
  - Typographic effects
  - Text on a path
  - Text wrap
  - Special Characters
  - Footnotes
  - Spell check and language settings
  - Find/Change for text
- **Styles**
  - Difference between character and paragraph styles
  - Creating a paragraph style
  - Creating a character style
  - Managing styles
  - Generating a table of contents
- **Importing and managing visuals**
  - Importing an image
  - Frame vs content: the two-level selection
  - Fitting options and cropping
  - Importing multiple images at once
  - Transforming the frame and the image
  - Managing linked files
  - Checking display quality and resolution
  - Working with Illustrator files
  - Extracting colours and shapes from an image
  - AI in InDesign
- **Export and finalisation**
  - Preflight
  - Package and archiving
  - Exporting for print
  - Screen and interactive PDF export
  - Other export formats
  - Sharing a document online for review
  - Converting a PDF into an editable InDesign document