



CIN
U74999DL2016PTC302872

immense
INSTITUTE OF TECHNOLOGY & MANAGEMENT

Regd. Under the Companies Act, 2013 Ministry of Corporate Affairs, Govt. of India.

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Desk Top Publishing

Duration: Three Months

Module 1: Basic Computer

1. Fundamentals
2. MS-Windows 7

Module 2: Adobe PageMaker

1. Basics of PageMaker
2. Grids Rulers and Guides
3. Working with Text, Formatting Text
4. Working with Graphics and Layers
5. Working with Color
6. Layers
7. Importing Text Features
8. Publishing and Printing
9. Project Work
10. Basic Terminology
11. Text Basics
12. Advanced Topics
13. Transforming Objects
14. Locking Objects
15. Importing, Linking and Exporting



Module 3: CorelDraw

1. Work in Wireframe View
2. CorelDraw Total Text Control
3. All About CorelDraw Outlines
4. All About CorelDraw Pattern Fills
5. Vectors and Bitmaps, Set View
6. CorelDraw Basic Toolbox
7. Line & Character Spacing
8. Create Column
9. Photoshop Textures & Patterns

Module 4: Photoshop

1. Photoshop Learning Tools
2. Artistic Effects
3. Black & White
4. Photoshop Text Effects
5. Photoshop Web Buttons
6. Photo Shop Basics
7. Photoshop Image Effects
8. Photo Retouching
9. Photoshop Focus Effects
10. Photoshop Frames & Borders
11. Photoshop Textures & Patterns

Module 5: Project

