
SECTION HEADING

ADSA 1136: Desktop Publishing

Description

Desktop Publishing is designed to introduce the student to the concepts, terminology, techniques, and applications of desktop publishing. The student will integrate text and graphics to produce professional-quality publications.

Credits

2

Prerequisite

None

Corequisite

None

Topics to be Covered

1. Designing and creating newsletters, brochures, flyers, letterheads, and Web pages, applying graphics and enhanced text.

Learning Outcomes

1. Describe features of desktop publishing software using desktop publishing terminology
2. Create basic publications
3. Create a newsletter including imported data from other sources
4. Create brochure using additional editing and formatting features
5. Create flyer using editing and formatting features
6. Enhance a publication with graphics, enhanced text, and linked text boxes
7. Apply drawing features to objects
8. Prepare business stationery and business card
9. Format objects and images using advanced graphic features for publication
10. Create other publications with templates and without templates
11. Create Web pages
12. Prepare publication for commercial printing

Credit Details

Lecture: 1

Lab: 1

OJT: 0

MnTC Goal Area(s): None