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EDITING TEXTS

This is just a short guide to make basic changes in Indesign document. To get advanced tips and more tutorials please visit :

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1. Choose a layer that contains the texts you want to change. Then click on the **Type Tool** in the left tool bar.



2. Click on text layer then block the texts with **Type Tool** cursor or press Ctrl+A (Command+A on Mac). Delete the selected texts in the text frame. Now you can type your own text

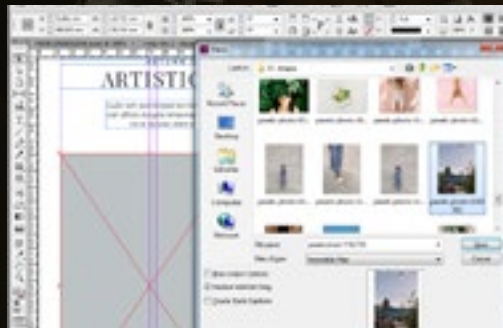
CHANGING THE IMAGES

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1. Select the layer you want to place the image.



2. Press Ctrl+D (Command+D on a Mac) to find the location of image. Choose an image from hard drive then click Open. Another way is by choosing an image in hard drive then drag it into selected layer directly.

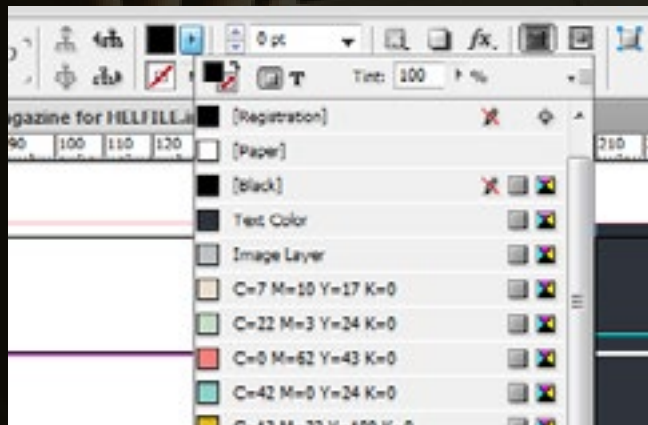


3. Now your image had placed in layer. To make the image look fit proportionally with the layer. Click the **Direction Tool** or (Press A) then click on the image layer to adjust it or you can scale the image by double clicking image layer then drag the corner and adjust the size. Don't forget to press and hold Shift in order that the image aspect ratio remains the same.

SWATCHING THE COLORS

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1. Choose a new color on **Swatches** panel menu. Check it in right side bar. If it doesn't appears, you can go to **Window --> Color --> Swatches** (or press F5).



2. You can modify the swatch by double clicking on the selected color. Then **Swatches Options** dialog box opens. To get the new colors you can adjust it with the CMYK slider or type the new numbers in CMYK box. Then click OK.

FONTS

Please download and install the fonts before opening the file with **Adobe Indesign**.

Orbitron

www.fontsquirrel.com/fonts/orbitron

Sanchez

www.fontsquirrel.com/fonts/sanchez

Kenyan Coffee

www.dafont.com/kenyan-coffee.font



THANK YOU SO MUCH

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