

GRC 20 Desktop Publishing

(Formerly Printing Technology 20)

3 units, 2 lecture 3 lab

Overview of the desktop publishing process as it relates to the printing industry. Terminology, input/output considerations, current trends and hands-on projects using each of the three major types of software; illustration, page layout, and image adjustment.

- I. Introduction, Policies, Procedures
- II. Methods of Graphic Communications
 1. Print
 2. Internet, Web
 3. Multimedia
- III. Computer Terminology
- IV. Overview of Draw Programs
- V. Hard Disk Maintenance
- VI. Overview of Image Adjustment Software
- VII. Scanning/Digital Images
- VIII. Page Layout Software
- IX. Output Considerations
- X. Printing Related Issues
 1. Margins
 2. Bleeds
 3. Ghosting
 4. Trapping