

# Adobe FrameMaker – Basic Course

Course code: ADOFRM1

The course is designed for regular users who want to use Adobe FrameMaker. Participants will understand the basic rules of creating documents, spreadsheets and anchoring graphics, will be familiar with the processes used in creation of technical documents, publications and printed materials. Adobe FrameMaker is a solution for the preparation of documents from unstructured, structured and XML content and publishing. The content is easily processed in an advanced user interface with tools based on industry standards. It is also possible to cooperate and make corrections or revisions and publish using Adobe FrameMaker Server into various channels including PDF, HTML and XML.

Affiliate	Duration	Course price	ITB
Praha	2	7 800 Kč	0
Brno	2	7 800 Kč	0
Bratislava	2	340 €	0

The prices are without VAT.

## Course terms

Date	Duration	Course price	Type	Course language	Location
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The prices are without VAT.

### For whom is the course for

The course is designed for regular users, who want to learn to create documents in Adobe FrameMaker.

### What you will learn

- basic concepts of setting
- control Adobe FrameMaker
- create simple documents, creating a group of linked documents - the book
- create master pages, reference pages and pages of the document
- work with paragraphs, characters and styles
- create tables
- define the colors
- create anchored frames
- work with XML / DITA data
- print and export the document to different formats

### Course outline

#### Basic concepts

- working environment of program
- unstructured and structured environment
- tools, panels, workspace customization
- saving and opening documents
- preferences
- shortcuts
- rulers, guides
- display Modes

#### Creating documents

- creating a new document
- document properties
- pages and spreads

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# Adobe FrameMaker – Basic Course

- masters
- masters of structured documents

## Working with text and composition

- text frames
- text frames options
- text editing
- inserting spaces, special characters
- text flow, unstructured import / xml document
- using fonts, missing fonts, font substitution

## Text formatting

- local character formatting
- local paragraph formatting
- character styles
- paragraph styles
- tabs
- lists

## Colors

- color palette
- viewable - printable
- fill
- stroke

## Graphics

- simple drawing in Adobe FrameMaker
- transforming objects
- anchored frames

## Tables

- creation of tables
- formatting and editing tables

## Outputs from Adobe FrameMaker

- prepress
- export to PDF, XML

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