



## UNIVERSITI TEKNOLOGI MARA

### ADE111: INTRODUCTION TO DESKTOP PUBLISHING

<b>Course Name (English)</b>	INTRODUCTION TO DESKTOP PUBLISHING <b>APPROVED</b>
<b>Course Code</b>	ADE111
<b>MQF Credit</b>	3
<b>Course Description</b>	This course will give an overview of major theories and application of the advancement of today's computer technology. The students will also develop their understanding and skills on how to operate the computer professionally. To equip students with the knowledge of producing manual Graphic Design process to digital process.
<b>Transferable Skills</b>	Demonstrate the ability to create layout design in desktop publishing software, skillful in tracing vectors, perseverance and positivity in multi-tasking and autonomous life-long learning skill.
<b>Teaching Methodologies</b>	Lectures, Blended Learning, Studio, Tutorial, Computer Aided Learning, Project-based Learning
<b>CLO</b>	CLO1 Explain the fundamental knowledge for commercial application in desktop publishing and designing for digital platform. CLO2 Show desktop publishing skills in creating design CLO3 Perform autonomous learning in desktop publishing projects.
<b>Pre-Requisite Courses</b>	No course recommendations
<b>Topics</b>	
<b>1. Introduction to Syllabus</b> 1.1) Entrance Survey 1.2) Class Overview 1.3) Course Description 1.4) Course Objectives 1.5) SLT 1.6) Project Overview 1.7) Marking Scheme	
<b>2. Introduction to Desktop Publishing (DTP)</b> 2.1) Definition 2.2) Terminology 2.3) Function / types of graphic work 2.4) Tools, hardware & software 2.5) Design Process : Research, Thumbnail & Comprehensive Sketches 2.6) 2.7) Understanding Vector and Bitmap Graphics (What it is used for)	
<b>3. Introduction to Vector Software (Adobe Illustrator) (Work Area &amp; Pen Tool)</b> 3.1) WORK AREA 3.2) Menu bar 3.3) Toolbox 3.4) Option Bar 3.5) Palettes 3.6) 3.7) USING PEN TOOL 3.8) Draw straight line, curve. 3.9) Add / Delete Anchor point, Convert point	

<p><b>4. Introduction to Vector Software (Adobe Illustrator) : Demonstration</b></p> <p>4.1) Setup New Document  4.2) Create Basic Shape  4.3) Using Selection Tools  4.4) Saving Document</p>
<p><b>5. Introduction to Vector Software (Adobe Illustrator) : Using Color</b></p> <p>5.1) Understanding stroke &amp; fill  5.2) Understanding color mixer  5.3) Understanding gradient.</p>
<p><b>6. Introduction to Vector Software (Adobe Illustrator) : Moving Around</b></p> <p>6.1) Place Objects  6.2) Using Zoom Tools  6.3) Hand Tools  6.4) Minimize &amp; Maximize</p>
<p><b>7. Introduction to Vector Software (Adobe Illustrator) (Transform &amp; Type)</b></p> <p>7.1) TRANSFORM OBJECTS  7.2) Scale  7.3) Rotate  7.4) Align  7.5) Pathfinders  7.6)  7.7) USING TYPE TOOLS  7.8) Insert type, using character &amp; paragraph, type on path.  7.9) Add / Delete Anchor point, Convert point</p>
<p><b>8. Introduction to Bitmap Software (Adobe Photoshop)</b></p> <p>8.1) Menu Bar  8.2) Toolbox  8.3) Option Bar  8.4) Palettes  8.5)  8.6) Moving Around:  8.7) Open / Import files, Using Zoom Tools, Hand Tools, Minimize &amp; Maximize</p>
<p><b>9. Introduction to Bitmap Software (Adobe Photoshop) : Demonstration</b></p> <p>9.1) Setup New Document  9.2) Copy &amp; Paste Technique  9.3) Move Tool  9.4) Scale &amp; Rotate  9.5) Saving Document</p>
<p><b>10. Understanding Layers Selection (Image Manipulation)</b></p> <p>10.1) Crop, Scale, Rotate, Align  10.2) Healing, Patch, Clone, Adjustments and Filters</p>
<p><b>11. Using Type Tools:</b></p> <p>11.1) Horizontal &amp; Vertical  11.2) Using Character &amp; Paragraph  11.3) Masking Type  11.4)  11.5) Using Colours:  11.6) Colour palette  11.7) Colour mixer  11.8) Swatches  11.9) Gradient.</p>
<p><b>12. Design Elements &amp; Principles</b></p> <p>12.1) Design &amp; Communication  12.2) Form &amp; Content  12.3) Elements; Type, Photography, Illustration, Color  12.4) Principles; Contrast, Scale, Repetition etc.</p>
<p><b>13. Design: Structure</b></p> <p>13.1) What is Layout?  13.2) Format, ISO paper format  13.3) Page Elements; Column, Gutter etc.</p>
<p><b>14. Design: Organizing</b></p> <p>14.1) Using Grid  14.2) Hierarchy of information  14.3)  14.4) Final Execution  14.5) Discussing on the idea  14.6) Rechecking the layout composition</p>

Assessment Breakdown		%	
Continuous Assessment		100.00%	

  

Details of Continuous Assessment	Assessment Type	Assessment Description	% of Total Mark	CLO
	Assignment	Trace basic shapes (geometric, organic & etc.) and fill in colors	30%	CLO1
	Assignment	Produce Vector	30%	CLO2
	Final Project	Develop layout design for poster	40%	CLO3

  

Reading List	Recommended Text	Reference Book Resources
	<ul style="list-style-type: none"> <li>• Joan Oleck 2011, <i>Graphic Design and Desktop Publishing</i>, 1 Ed., The Rosen Publishing Group [ISBN: 9781435894259]</li> <li>• Lisa Graham 2002, <i>Basics of Design: Layout and Typography for Beginners</i>, Delmar, Thompson Learning [ISBN: 0788813622]</li> <li>• David Dabner 2003, <i>Design and Layout: Understanding and Using Graphic Design</i>, Page One Publishing Ltd Singapore [ISBN: 9812450009]</li> <li>• Caldwell, Cath 2019, <i>Graphic Design For Everyone: Understand the Building Blocks so You can Do It Yourself</i>, DK (GB) [ISBN: 9780241343814]</li> <li>• Dabner, David / Stewart, Sandra / Vickress, Abbie 2020, <i>Graphic Design School : The Principles and Practice of Graphic Design (7th)</i> John Wiley &amp; Sons Inc (GB) [ISBN: 9781119647119]</li> <li>• Ambrose, Gavin / Harris, Paul 2021, <i>Grids for Graphic Designers (Basics Design) (3rd)</i>, Ava Pub Sa (GB) [ISBN: 9781474254779]</li> <li>• Niemeyer, Kevin 2007, <i>Introduction to Desktop Publishing with Digital Graphics (Student)</i>, Glencoe/McGraw-Hill School Pub (US) [ISBN: 9780078729133]</li> <li>• 2008, <i>Introduction to Desktop Publishing : Teacher's Resource Manual [Paperback]</i>, Glencoe/McGraw-Hill School Pub (US) [ISBN: 9780078760457]</li> </ul>	<ul style="list-style-type: none"> <li>• 2007, <i>Making and breaking the grid : a graphic design layout workshop</i>, Singapore: Page One, 2007. [ISBN: 9789812453013]</li> <li>• 2020, <i>Principles for Good Layout Design: Commercial Design</i>, Sendpoints Publishing Company Limited, 2020 [ISBN: 9887928372]</li> </ul>

  

Article/Paper List	This Course does not have any article/paper resources
Other References	This Course does not have any other resources