AN OVERVIEW OF THE eDESIGN CURRICULUM
EIGHT LESSONS FOR LEARNING eDESIGN

TECH SUPPORT — 877.362.7750 | https://herff.ly/techsupport

START YOUR BOOK WITH A HEALTHY DOSE OF KNOWLEDGE

The eDesign curriculum consists of eight video-based lessons that walk staff members through sequential steps of learning to use eDesign. All eight lessons have PDF guided notes with fill-in-the-blank statements and practice activities. In addition to the curriculum, eDesign Help also has a large collection of tutorials on other topics, some for all staff members and some specifically for advisers and editors.

LESSON 1: NAVIGATING YOUR BOOK
1. Touring eDesign
2. Using eDesign in Multiple Tabs
3. Using Three Book Views
4. Using Jump To Page
5. Filtering the Ladder
6. Opening, Closing and Saving Pages
7. When and Why Pages are Locked and How to Unlock Them
8. Using Practice Pages

LESSON 2: USING THE IMAGE LIBRARY
1. Uploading Images and Art in the Library
2. Uploading from Google Drive
3. Tagging Images in the Library
4. Ways to View Images
5. Rotating and Deleting Images
6. Downloading Images
7. Searching and Filtering Images
8. Moving Items between Libraries

LESSON 3: WORKING IN PAGE DESIGN
1. Touring the Workspace
2. Understanding the Design Area
3. Using Grids
4. Zooming and Navigating
5. Using Sticky Notes
6. Using Spread History
7. Using the Preview Panel in Page Design
8. Creating PDF Proofs

LESSON 4: WORKING WITH OBJECTS
1. Using the Shape Tools
2. Applying Stroke, Fill and Corner Radius
3. Working with Color Swatches
4. Flipping Objects
5. Rotating Objects
6. Arranging Objects
7. Grouping Objects
8. Locking Objects
9. Aligning Objects
10. Applying Spacing
11. Using Quick Copy
12. Applying Transparency and Drop Shadow
13. Creating Custom Shapes

LESSON 5: WORKING WITH IMAGES
1. Uploading in Page Design
2. Placing and Removing Images
3. Cropping Images
4. Understanding Image Resolution Warning
5. Using Find My Image
6. Swapping Images
7. Applying Filters and Effects in Canva
8. Removing Backgrounds from Images in Canva
9. Placing an Image in Text

LESSON 6: WORKING WITH TEMPLATES AND MODS
1. Placing Templates and Mods
2. Creating Templates and Mods
3. Flipping Layouts and Mods
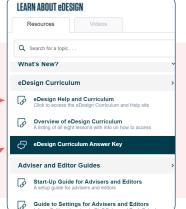4. Finding and Changing Colors

LESSON 7: WORKING WITH TEXT
1. Entering and Formatting Text
2. Working with Overset Text
3. Formatting Multiple Text Frames
4. Applying Character Styles
5. Using Spell Check
6. Using Name Check

LESSON 8: WORKING WITH BACKGROUNDS AND ART
1. Using the Background Tool
2. Creating Graphics and Art Using Canva
3. Creating Backgrounds Using Canva
4. Creating Infographics Using Canva
5. Creating Text Graphics Using Canva

THE CURRICULUM IS IN eDESIGN HELP

When you click on Help, the Help widget opens. Select **eDesign Help and Curriculum**. In the tab that opens, click **eDesign Curriculum**. Each lesson has link to download student guides. After you **download and save them**, you can print them to fill in the blanks by hand, or you can type answers into the blanks.

LEARN ABOUT eDESIGN

Resources | Videos

Search for a topic . . .

What's New?

eDesign Curriculum

eDesign Help and Curriculum
Click to access the eDesign Curriculum and Help site

Overview of eDesign Curriculum
A listing of all eight lessons with info on how to access

eDesign Curriculum Answer Key

Adviser and Editor Guides

Start-Up Guide for Advisers and Editors
A setup guide for advisers and editors

Guide to Settings for Advisers and Editors
Info on Settings (previously Staff Setup and Book Setup)

Advisers can access the answer key here.

eDESIGN