**TEXT WRAP, LAYERS, AND EFFECTS**

**TOTAL CONTROL**

Pat yourself on the back—you have mastered text wrap and layers, effects, and new features in InDesign CS6! Just for kicks, look back at the projects in Chapter 1 and see how far you’ve come! Those projects were so difficult when you were first starting out—now they would be quite easy. You’ve come a long way!

**CHAPTER GOALS**

- Apply text wrap
- Manage document layers
- Apply effects
- Set fractions
- Use the Gap tool
- Apply corner effects

**TERMINOLOGY**

<table>
<thead>
<tr>
<th>Text wrap</th>
<th>Proximity</th>
<th>Invert</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wrap object</td>
<td>Contour wrapping</td>
<td>No text wrap</td>
</tr>
<tr>
<td>Wrap around bounding box</td>
<td>Wrap around object shape</td>
<td>Jump object</td>
</tr>
<tr>
<td>Jump to next column</td>
<td>Document layer</td>
<td>OpenType</td>
</tr>
<tr>
<td>Transparency</td>
<td>Opacity</td>
<td>Display performance</td>
</tr>
<tr>
<td>Feathering</td>
<td>Preview mode</td>
<td>Offset fields</td>
</tr>
<tr>
<td>Target</td>
<td>Visibility control</td>
<td>Disclosure triangle</td>
</tr>
<tr>
<td>Current drawing layer</td>
<td>Stacking order</td>
<td>Fraction</td>
</tr>
<tr>
<td>Corner effects</td>
<td>Effects</td>
<td>Drop shadow</td>
</tr>
<tr>
<td>Bevel and emboss</td>
<td>Suppress text wrap when layer is hidden</td>
<td></td>
</tr>
</tbody>
</table>

**KEYBOARD SHORTCUTS**

<table>
<thead>
<tr>
<th>Function</th>
<th>Mac</th>
<th>Windows</th>
</tr>
</thead>
<tbody>
<tr>
<td>Text wrap panel</td>
<td>Cmd+Option+W</td>
<td>Ctrl+Alt+W</td>
</tr>
<tr>
<td>Layers panel</td>
<td>F7</td>
<td>F7</td>
</tr>
<tr>
<td>Create new layer</td>
<td>Click New Layer icon on Layers panel</td>
<td>Click New Layer icon on Layers panel</td>
</tr>
<tr>
<td>New layer Dialog box</td>
<td>Option+Click New Layer icon on Layers panel</td>
<td>Alt+Click New Layer icon on Layers panel</td>
</tr>
<tr>
<td>Swatches panel</td>
<td>F5</td>
<td>F5</td>
</tr>
<tr>
<td>Effects panel</td>
<td>Shift+Cmd+F10</td>
<td>Shift+Ctrl+F10</td>
</tr>
<tr>
<td>Draw object from center</td>
<td>Option+Drag</td>
<td>Alt+Drag</td>
</tr>
<tr>
<td>Preview mode (when not in active text frame)</td>
<td>W</td>
<td>W</td>
</tr>
<tr>
<td>Ellipsis</td>
<td>Option+; (semicolon)</td>
<td>Alt+; (semicolon)</td>
</tr>
<tr>
<td>Group</td>
<td>Cmd+G</td>
<td>Ctrl+G</td>
</tr>
</tbody>
</table>

**production tips**

- **Ignore Text Wrap** is found under Text Frame Options. Check **Ignore Text Wrap** in Text Frame Options to override the text wrap on an object for a specific text frame.
- Place guides on the bottom layer when making a document. Then you can simply hide the layer to hide the guides.
- Specify whether bleeds and crop marks print in the Marks and Bleed page of the Print dialog box.
- Go to View>Display Performance>High Quality Display to change view resolution.
- Create fractions (when using OpenType) by selecting OpenType>Fractions from the Control panel options menu.

**PROJECTS**

07A Hooks & Ladders Poster
07B Hooks & Ladders Invitation
07C Hooks & Ladders Raffle Ticket
07D Stock Market
Student Essay Contest

Support the People who work hard to keep you safe. Contest is open to area students ages 10-18. Essays must be typed and delivered to City Hall by May 18, 4:00 PM.

What does courage mean to your Write about it in 200 words or less. Winners will receive a $100 savings bond and tickets to this year’s Firefighters’ Dance.

As they meet their field of honor, our fierce fighters face the fiery flames. They persevere until the final moment.
07A HOOKS & LADDERS POSTER

1. Document size: 10” x 8” (Landscape). All margins: 0.5”. Bleed: 0.125” all sides.

2. Create 4 layers, named:
   - Layer 1: Photo
   - Layer 2: Hooks and Ladders
   - Layer 3: Text
   - Layer 4: Badge

3. Place 07A Firefighter.psd from the 07 Artwork & Resources folder, onto Layer 1, as shown. Open the Drop Shadow window and change the defaults as shown below. Rotate the direction of the light by rotating the bar in the Angle circle to a vertical position. In Options, increase the Size to 0.25 in. Lock the layer.

4. Layer 2: Type the words Hooks and Ladders in individual text frames: Minion Pro Regular, 104 pt. Use tracking and kerning to adjust the letter spacing. Move the position of the frames so that the words align like the example shown. Highlight the word, Hooks. On the Tools panel, make sure Fill is on top of Stroke. Select the Eyedropper tool and click on the suspenders hanging over the boot. Hooks should now be filled with the red from the suspenders. Add a 1-pt Black stroke to the word.

5. With the Type tool, highlight the word, Ladders and make sure Fill is active on the Tools panel. Select the Eyedropper tool and click on the yellow stripe on the ax handle. The word should now be filled with yellow. Add a 1-pt Black stroke.

6. Select both text frames with the Selection tool. Open the Effects dialog box.
7. In the upper left corner of the Effects panel, choose settings for Text. Select Bevel and Emboss and enter these values in the window:

8. Draw another text frame. Type an ampersand in Adobe Caslon Pro Italic, 180 pt., Color: Black. Tint: 35% Position the text frame on top of Hooks and Ladders as shown. The position of the letter is very important, so work carefully.

9. Click on the ampersand frame with the Selection tool and Copy the frame. Now, send the ampersand to the back.

10. Draw a small text frame on top of the H as shown below, left. Use the Paste Into command to paste a portion of the image in the new frame, creating the illusion of a wrapping letter as shown below, right.

11. Draw a text frame next to the K as shown below.

12. We’re going to use the Pencil tool to select the next area of type. Double-click the Pencil tool to open the tool preferences. Change the preferences as shown below.

13. The end of the ampersand should now look like it’s wrapping in front of the other letters. Draw a marquee around all the text frames and Group the elements. Add a drop shadow to the ampersand components. Reposition the group against the upper and left margins. Lock the Hooks and Ladders layer, and move to the Text layer.
14. Go to Layout>Create Guides and create 2 columns with a 0.5 in. gutter. Fit the guides to the margins. Draw a 4.25 in. square text frame in the right column.

15. Make the text frame 2-columns, with a 0.1875 in. gutter. Type “Volunteer Fire Department” and “Student Essay Contest.” Place 07A Text. Format the copy: Adobe Caslon Pro Italic with Swashes from the OpenType menu, Myriad Pro and Minion Pro. Apply Span ALL to the first two lines. Adjust point size, leading, dashes, ragged lines, and space after. Notice that pm is in small caps. Use the Eyedropper tool to choose color from the photo for the red type. Insert your cursor at the column break and press Enter on the number pad, or simply shorten the text frame to push the copy from one column to the next at the appropriate spot. Lock this layer.

16. On the Badge layer, draw a rectangle and fill it with a red from the suspenders. Apply a Thin-Thick Black stroke. Open the Stroke panel and align the stroke to the outside and fill the stroke gap with Paper.

17. Option+Click (Mac) or Alt+Click (Windows) to open Corner Options from the Control panel. Deselect Make All Settings the Same. Choose Bevel for the upper left and right corners, and Rounded for the lower left and right corners. Adjust the size until the badge’s shape is similar to the one shown below. (Note: the size values for your shape will probably be different.)

18. Open the Effects panel and select Drop Shadow. Accept the default settings. Open Bevel and Emboss and enter the settings shown below:

19. Draw a small text frame that will fit inside the lower part of the badge. Open the Glyphs panel and select Chaparral Pro. Show Ornaments, and select the campfire symbol. Center it, and fill it with Yellow. Open the Effects panel and open Bevel and Emboss. Apply these settings.

20. Create another text frame inside the upper part of the badge. Type Fire Department Volunteer in Myriad Bold. Color the type Paper. Group the elements. If you need to resize the badge, it should be grouped. Press Shift+Cmd (Mac) or Shift+Control (Win) to proportionately resize all the grouped elements.
1. Document size: 5" x 7". All margins: 0.25". Number of pages: 2. Create 2 layers: Layer 1: Photo, Layer 2: Text.

2. Pull a guide down to Y: 3.5". This will be the fold line. The invitation folds down from the top. Do not draw fold lines on your document!

3. Outside: The cover is created on the bottom half, below the horizontal guide. Place 07B Firefighter.psd on Layer 1. Scale, crop, and add a drop shadow, as in example above.

4. Move to the Text layer. Type Hooks [En space] Ladders in Minion Pro, 42 pt. Track and kern as needed. Pick up fill colors from the photo. Add a 0.5 pt. Black stroke around the letters. Draw another text frame for the ampersand. Adobe Caslon Pro Italic, 64 pt, 35% black tint fill, 0.5 pt Black stroke. Send the ampersand to the back.

5. Select both text frames with the Selection tool and group them. Open the Effects panel and enter these values in the Bevel and Emboss window.

6. Type the bottom line in a separate text frame. Minion Pro, 18 pt. All small caps. Be sure to use the correct ellipsis, Opt+; (Mac) or Alt+; (Windows).
7. On page 2, pull a guide down to Y: 3.5". Draw a text frame from 0.25" below the fold line and from margin to margin. Place 07B Text.doc and format the type as in the sample, breaking lines with soft returns. Use Minion Pro Italic and Regular, and Adobe Caslon Italic for the ampersand. Match the weights as shown in the example. The type is vertically justified. Size the type so it is like the example. The Flying Dutchmen is in small caps, not italic. Be sure to check spelling.

8. Open your Poster document created earlier, and select the badge with the Selection tool. Copy and paste it onto the top half of the invitation. Center it horizontally.

6. Proof carefully, then print centered on the page with Printer’s marks.

The Mayor, the City Council, and the Firefighters invite you to attend the annual
Hooks & Ladders Dance
Friday, May 24
7:00-11:30 PM
City Community Center
Music provided by The Flying Dutchmen
$5 donation per person
### 07C Hooks & Ladders Raffle Ticket

<table>
<thead>
<tr>
<th>Name</th>
<th>Name</th>
<th>Name</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>Address</td>
<td>Address</td>
<td>Address</td>
</tr>
<tr>
<td>City</td>
<td>City</td>
<td>City</td>
<td>City</td>
</tr>
<tr>
<td>State _____ Zip</td>
<td>State _____ Zip</td>
<td>State _____ Zip</td>
<td>State _____ Zip</td>
</tr>
<tr>
<td>Phone</td>
<td>Phone</td>
<td>Phone</td>
<td>Phone</td>
</tr>
</tbody>
</table>

---

End of Document
07C HOOKS & LADDERS
RAFFLE TICKET

1. Document size: 8.5" x 11", landscape orientation.
   All margins: 0.25"
   Bleed all edges: 0.25"

2. Create guides.
   4 rows, 0 gutter
   2 columns, 0 gutter
   Guides calculated from margins
   Add additional vertical guides at X: 2.25" and X: 7.5".

3. Make trim and perforation marks. Draw a vertical
   0.5-pt., Black line in the upper left corner on the margin
   guide. The line should begin from the bleed area and end
   in the margin area (before the image area).

4. Duplicate the line and place it on each of the vertical
   guides across the top of the document (see example
   on right). Change the styles of the lines on 2.25" and
   7.5" guides to Dashed. The dashed lines will indicate a
   perforation. Select the trim and perforation marks and
   Opt+Drag (Mac) or Alt+Drag (Windows) them to the
   bottom of the document, in the area between the bleed
   and the margins.

5. Draw a horizontal, 0.5-pt., Black line on the upper
   left margin mark, extending from the bleed into the
   margin area. Use Step and Repeat (Cmd+Opt+U) or
   (Ctrl+Alt+U). Repeat count: 4, Horizontal Offset: 0,
   Vertical Offset: 2". Repeat this process on the right side to
   create another set of trim marks. You have now created
   the shell for the document, with trim marks going all
   around the perimeter of the document. Lock this layer.
6. Make a new layer called Photo/text. Begin to build the raffle ticket. Make the first setup ticket perfectly, because you will duplicate this sample ticket for the whole page. Make a 2” square text frame with left and right insets of 0.125” and a bottom inset of 0.3125”. Bottom align the text. The top part of this stub end is larger to hold a staple when the tickets are assembled into packets. Type the tabbed information, using Myriad Pro Condensed. Adjust the point size and spacing so that a person can actually fill in the blanks! When it is tweaked perfectly, rotate it 90° counter-clockwise and center it exactly between the margin and perf guide in row one.

7. Place 07C Firefighter.psd, sizing and cropping, and adding a drop shadow, as shown in the example.

8. Create a text frame extending from the upper left corner, at the perforation mark, to the upper right guide and downward. Type the text as shown, using Minion Pro Regular and Adobe Garamond Pro Italic. Track, kern and fill with color, similar to the invitation created earlier. Add a 0.5 Black stroke to the copy, but no effects. Double check this first raffle ticket, fine tuning it as necessary. You will use the Step and Repeat function to duplicate the set up ticket for the rest of the document.

9. With the Selection tool, Shift+click the stub end, the photo frame, and the text frame. Group the elements, Cmd+G (Mac) or Ctrl+G (Windows). Opt+Drag (Mac) or Alt+Drag (Windows) a copy to the right side of the document, row one. Use Shift+click to select both tickets. Open Step and Repeat. Repeat Count: 3. Horizontal Offset: 0, Vertical Offset: 2”. The tickets should drop right into place. You have now made a document that is called 8-up, because eight tickets are printed on one sheet.
### U.S. Stock Market

<table>
<thead>
<tr>
<th>Market</th>
<th>Level</th>
<th>Change</th>
<th>Last Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>▼ djia</td>
<td>10488.07</td>
<td>-22.22/0.21%</td>
<td>1/30 16:03</td>
</tr>
<tr>
<td>▼ nasdaq</td>
<td>2066.15</td>
<td>-2.08/0.10%</td>
<td>1/30 17:16</td>
</tr>
<tr>
<td>▼ s&amp;p 500</td>
<td>1131.13</td>
<td>-2.98/0.26%</td>
<td>1/30 16:52</td>
</tr>
<tr>
<td>▲ russell 2000</td>
<td>580.76</td>
<td>090/0.16%</td>
<td>1/30 16:52</td>
</tr>
<tr>
<td>▼ dow transports</td>
<td>2885.95</td>
<td>-86.04/2.90%</td>
<td>1/30 16.04</td>
</tr>
<tr>
<td>▼ dow utilities</td>
<td>271.94</td>
<td>-0.67/25%</td>
<td>1/30 16:03</td>
</tr>
<tr>
<td>▲ composite</td>
<td>1197.17</td>
<td>2.41/0.20%</td>
<td>1/30 16:07</td>
</tr>
</tbody>
</table>

### 07D STOCK MARKET

1. Create a letter-size document. Make three 4” x 2” text frames. Place 07D Text.doc into each frame. Change the type to 10/12. Convert each text block to a table, using the defaults.

2. “Rough-in” the first table. Merge cells to create the title row, make column 1 narrower, and column 2 wider. Add the triangle glyphs as shown in the sample. You can find the triangles in Letter Gothic Std. When completed, highlight the triangles and Copy them. Highlight the Z’s in the second table and press Delete. With the cells still highlighted, Paste the triangles copied from the first table. Repeat process with third table.

3. Modify each individual table; matching the type, table and cell attributes, as shown in each example. You will need to use both Table Options and Cell Options. If you can do these tables with little problem, you can consider yourself a table whiz. When setting up strokes in tables, the trick to remember is: deselect the strokes (in the table proxy) you don’t want affected by the new settings you will specify in the stroke Style or Weight fields.
1. How can you change the color of selection marks on a layer?

2. What is the keyboard shortcut to open the Text Wrap panel?

3. When creating a new layer, what key do you press when clicking the Create new layer icon to bring up the New Layer dialog box used to specify the layer name and other options?

4. How do you view a higher-resolution image of your document on your monitor screen?

5. How do you make text flow inside an object?

6. What is the process for ignoring text wrap for text frames?

7. What is the process for opening the Corner Effects dialog from the Control panel?

8. Although they may look identical, how is a red, transparent box different from a red, tinted box?

9. What is the first step you need to take whenever you are applying an effect?

10. Which drop shadow default setting do you usually need to adjust?