

# **ELECTRONIC LAYOUT & PUBLISHING 1**

**COM 2025**

For this module you will be creating **4 projects**:

Assignment 1 – One page tabloid cover

Assignment 2 – Brochure (either tri-fold or single fold)

Assignment 3 – Two page magazine spread

Assignment 4 – One business card

For **each** of these assignments you must provide the following:

**1. A written plan that documents:**

- The message you are hoping to convey or the purpose of your design
- The audience you intend to reach
- The content you plan to include
- Graphics or images you will use
- A rough layout of your design incorporating in the elements and principles of design
- **\*\*\*Which of the required elements you have used for each assignment\*\*\*  
(required elements are listed below)**

**2. Creating your design:**

- You must research the actual size and dimensions of the project you are creating before starting. Set your document up accordingly.
- You will be using Adobe InDesign, Adobe Illustrator, or Microsoft Publisher to create your designs.
- For help with Adobe InDesign go to the following link:  
<http://tv.adobe.com/show/learn-indesign-cs5/>
- For help with Adobe Illustrator go to the following link:  
<http://tv.adobe.com/show/learn-illustrator-cs5/>

**3. \*\*\*Requirements\*\*\*:**

- **Each of the following criteria must be used at least once throughout the 4 assignments. Please indicate on a separate print out which elements are on which assignment.**
  - A variety of text (font types & sizes, text fit to a pathway, etc.)
  - Text box
  - Columns with justified text (aligned left, center, or right)
  - Text wrap
  - Bullets/numbering

- Table – must be modified and a style applied
- Apply gradient to text or an object
- Use transparency effects
- Appropriate/relevant graphics (imported in different formats and from different sources)

### **Handing in Your Work – READ CAREFULLY!!!**

Your completed assignments for this module must be saved in your Electronic Publishing 1 folder within your student folder on the Media Server.

You must complete an **Employability Skills Self-Assessment** and a **Personal Inventory** once you have completed all of the assignments in this module. Please ask your instructor for copies of these.

## **COM 2025 Electronic Layout & Publishing 1 MODULE CHECKLIST**

Written plans submitted to instructor for all 4 projects	
Each requirement fulfilled at least once in all projects	
All projects saved in your student folder on the Media Server	
CTS Employability Attitudes Self Assessment completed	
Personal Inventory completed	