



# Indesign Skill Sets

Small Details to Boost up Speed and Quality

# Pathfinder



TITLE PAGE

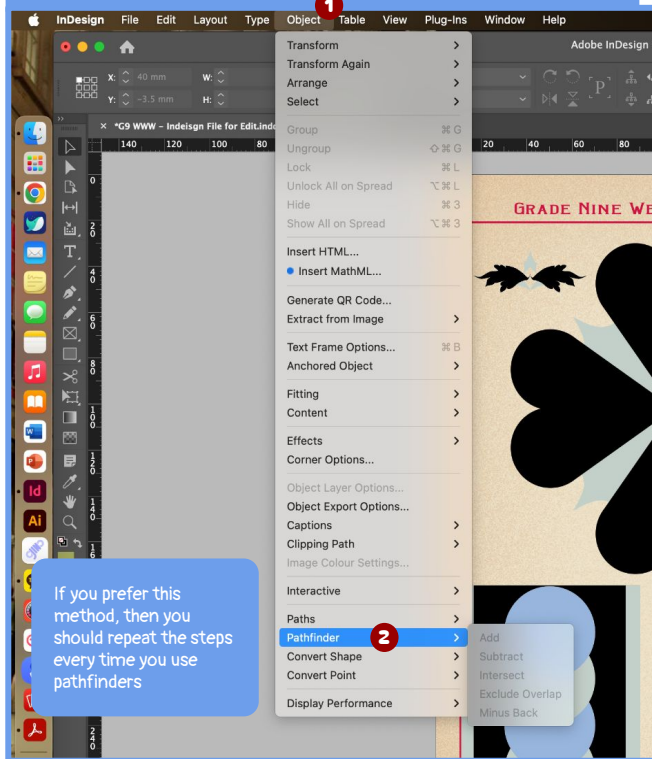
1. Tool Locations
2. Group is consisted of...
  - a. Path & Pathfinder
  - b. Convert Shape & Convert Point

# 1. Tool Locations

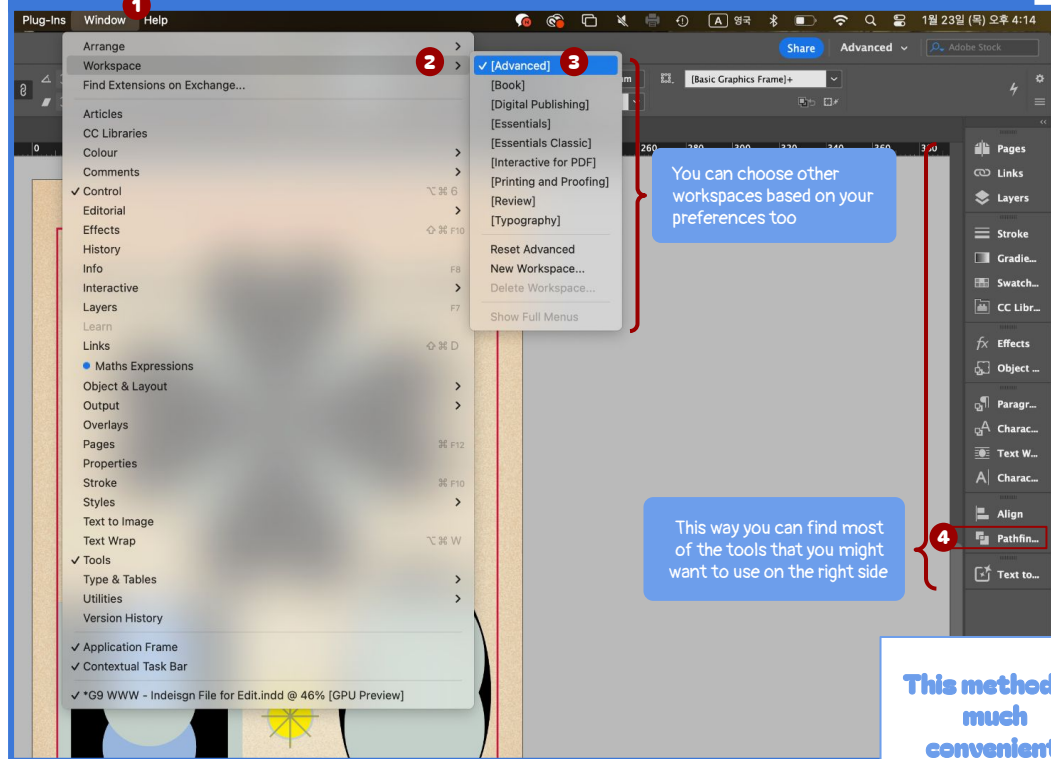
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## App Menus > Object > Path ~ Convert Point



## App Menus > Window > Workspace > Advanced > Setup on the right end



# 2 a. Path & Pathfinder

## Paths:



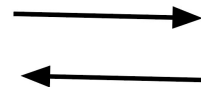
Join Path: connects two endpoints



Open Path: Opens a closed path

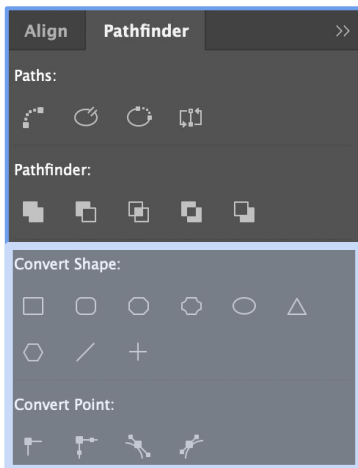
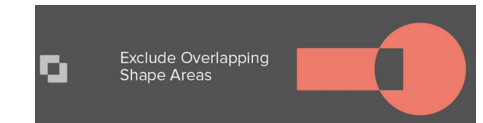
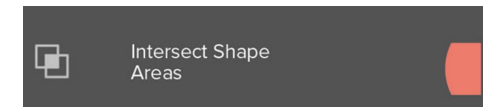
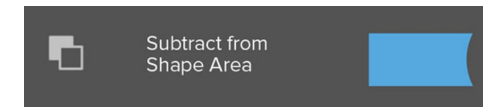
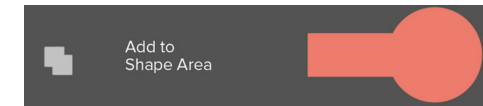


Close Path: Closes an open path

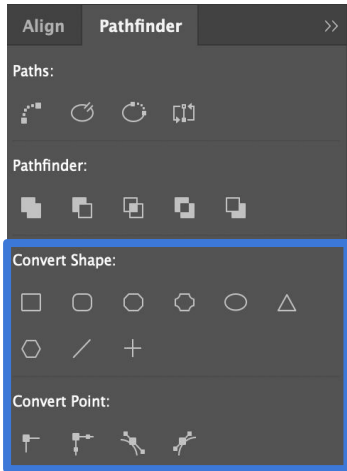


Reverse Path: Changes the direction of a path

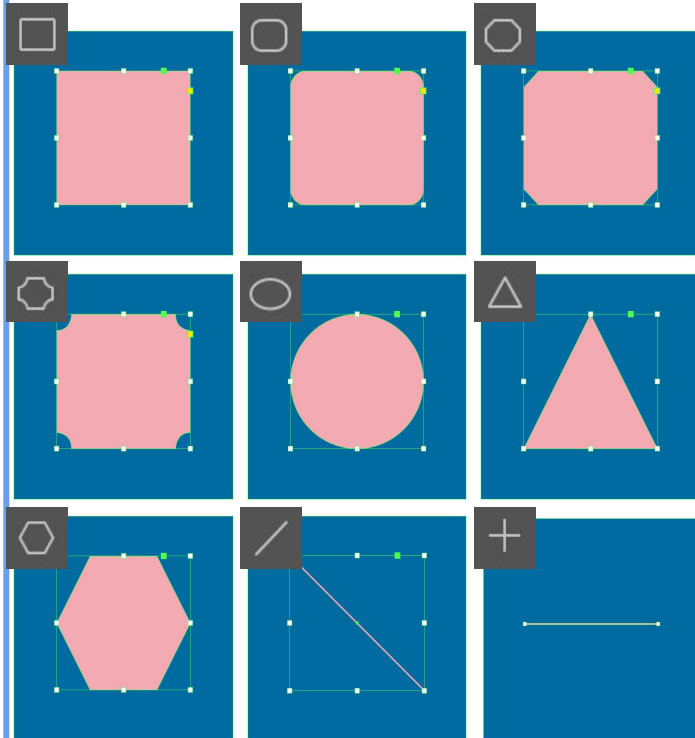
## Pathfinder:



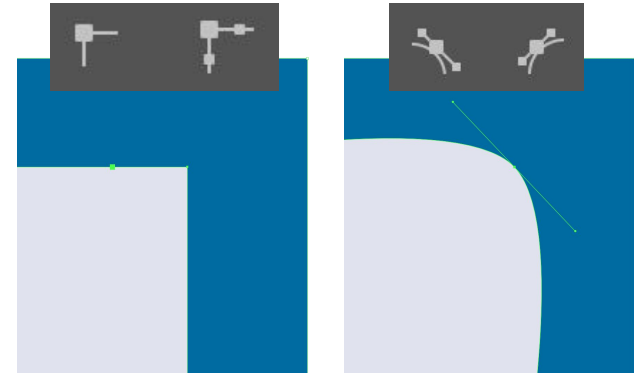
# 2 a. Path & Pathfinder



## Convert Shape:



## Convert Point:



Plain

Changes selected points to have no direction points or lines



Smooth

Changes selected points to be a continuous curve with connected direction lines



Corner

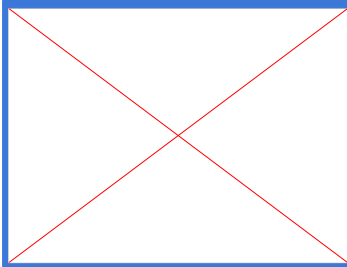
Changes selected points to have independent direction lines



Symmetrical

Changes selected points to smooth points with equal length direction lines

Convert Shape Video Guide if You Need!

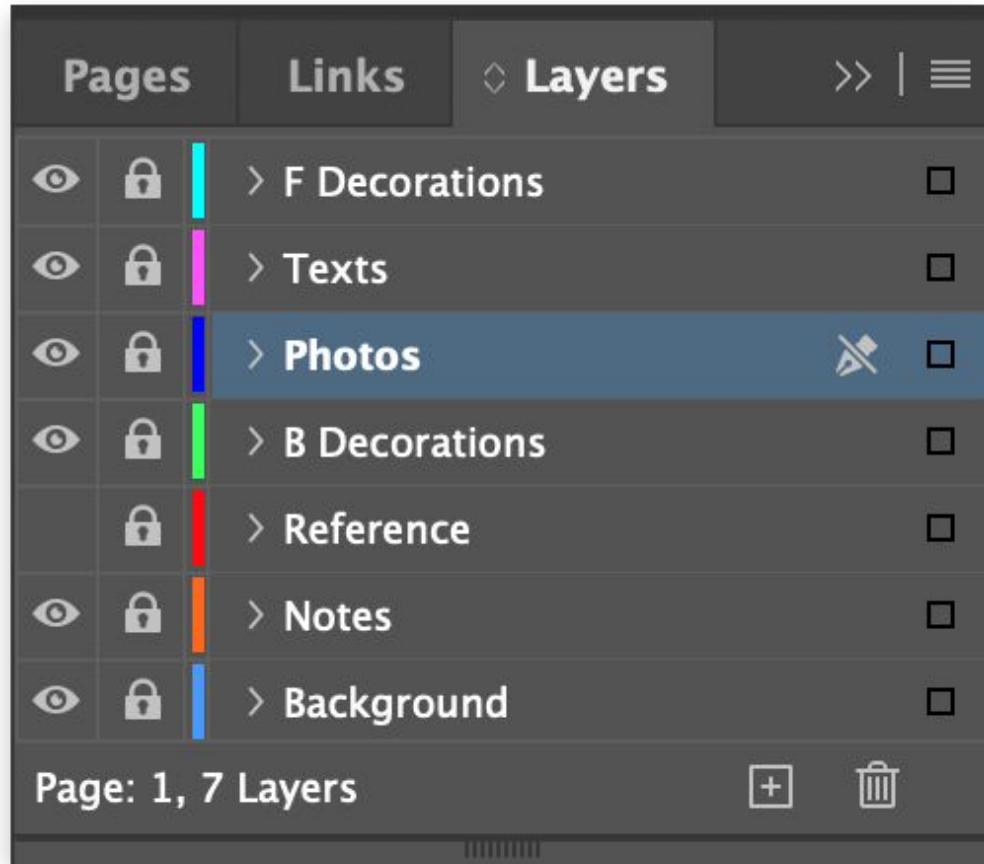


# Layers

1. [Recommended organisation method](#)
2. [Add / Remove](#)
3. [Groups Within Layers](#)

# 1. Recommended organisation method

Id



Paths that will come above the text

Title, student names, faculty names, etc.

Layer with all photos and frames

(unnecessary) Add if you need multiple separated layers

Separate references from your works

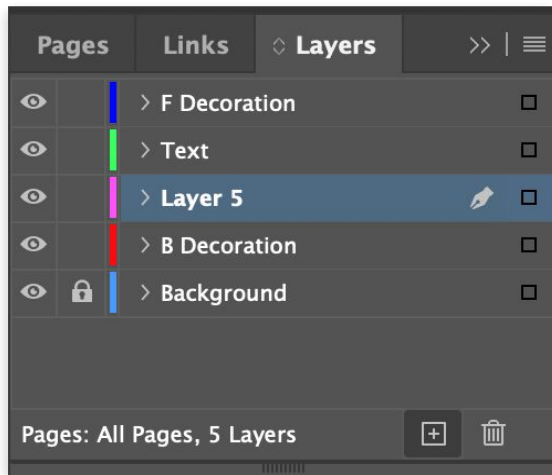
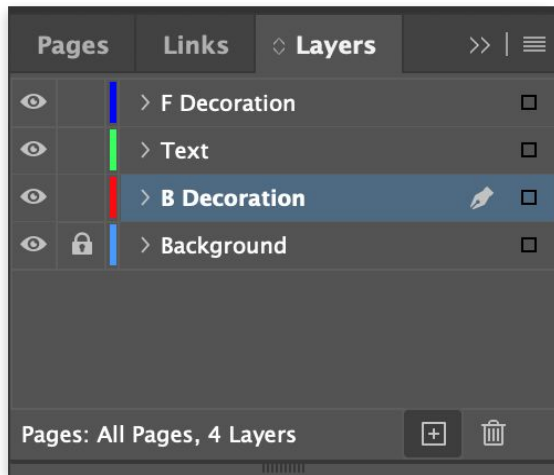
Path that will go

Paper foundational colour (grains, gradients, etc. if needed)

**This is just a proposal, and  
you can organize however  
way you want!**

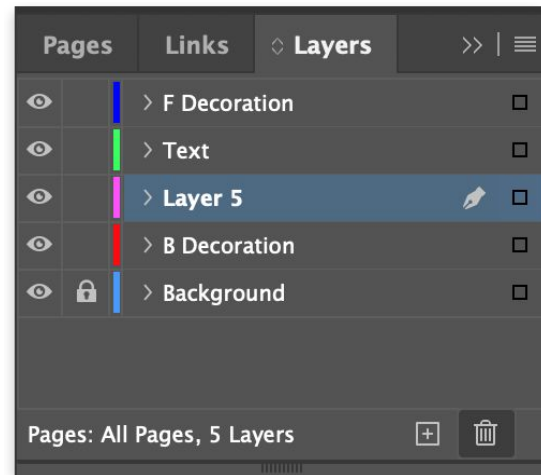
## 2. Add / Remove

Layers > + Button



- The layer will be created right above the selected layer
- Guideline colour will be given based on the default order
- Name is given regarding the order of creation

Layers > button

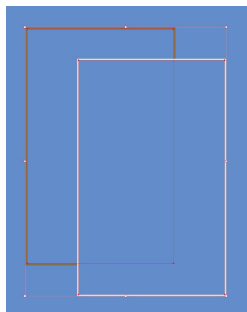


- Just be mindful that removing layer means deleting every work of yours on it

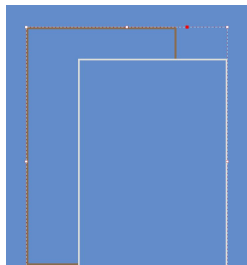
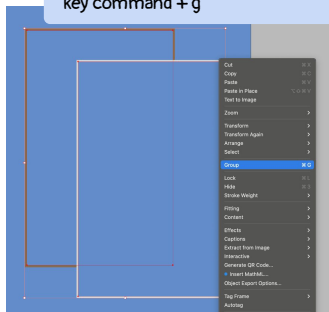
# 3. Group Within Layers

## Two fingers > Group / ⌘G

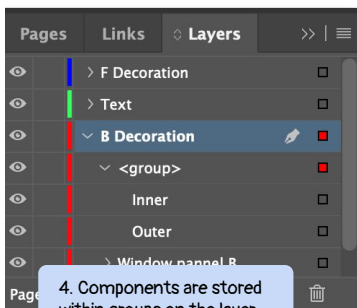
1. Select all objects



2. Two finger click > group, or hot key command + g

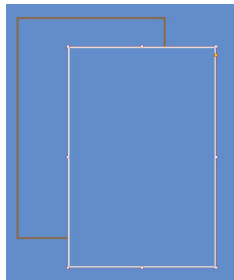


3. Surrounding guideline changes to white + guide-colour dotted line



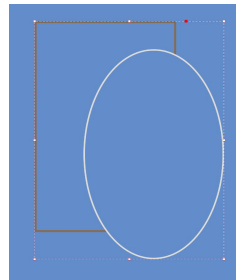
4. Components are stored within groups on the layer panel

## Component Manipulation

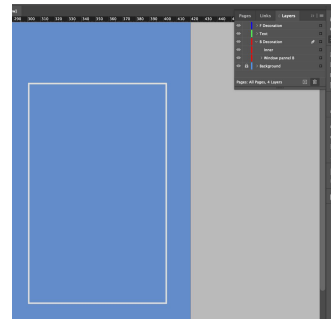


You can select components within groups individually

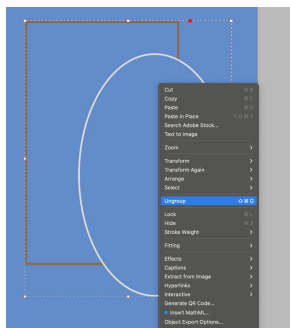
No matter what you do to them, the group remains



## Deleting within group

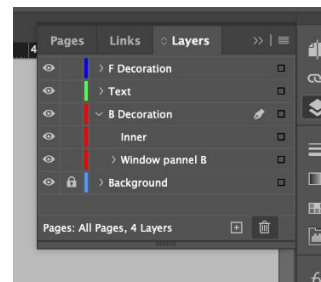


## Two fingers > Ungroup / ⌘⇧G



**Method 1 :**  
double finger click,  
Ungroup

**Method 2 :**  
Hot key command  
+ shift + g



**Group with =2 paths**  
If you delete one component within a group with only two components, the remaining component goes back to sole path

**Group with >2 paths**  
If there were more than 2, the group remains

# Further Skills

They will be linked to either YouTube, instagram, or pinterest tutorials in the future!