InDesign Project 6: Design a Restaurant Menu

* In this project, you will design a restaurant menu.
* Objectives Practiced
	+ Change the workspace
	+ Create new layers
	+ Switch between pages
	+ Name layers
	+ Use the Type tool
	+ Work with the Character panel
	+ Work with the Paragraph panel
	+ Draw with the Rectangle tool
	+ Work with the Stroke panel
	+ Apply the Corner Options command
	+ Use the Glyphs panel
	+ Adjust the Screen Mode

**Change the workspace**

* The workspace can be changed by making a selection from the Workspace switcher on the Application bar.
* A workspace can also be changed by selecting Workspace from the Window menu.
* The option to reset a workspace can also be selected from these menus.

**Create new layers**

* Click the Create New Layer button on the Layers panel.
* Click New Layer on the Layers panel menu.

**Switch between pages**

* If your document has more than one page, you will need to switch between pages while working.
* To move through pages in your document, you can click the Next Page or Previous Page buttons at the bottom of the document window.
* To go to a specific page in the layout, select the arrow next to the page box at the bottom of the document window.
* Options to move through the document are also located under the Layout menu.

**Name layers**

* A layer is renamed by opening the Layers Options dialog box.
* The Layers Options dialog box can be opened by
	+ Double-clicking on the layer.
	+ Selecting the layer and clicking on the Layers Menu and choosing Layer Options.

**Use the Type tool**

* The Type tool can be used to type text directly into an InDesign document.
* A text frame needs to be drawn with the Type tool before text can be typed.
* If a text frame has already been created, you can double-click inside the frame with the Selection tool and the Type tool will be selected automatically.

**Work with the Character panel**

* The Character panel can be opened by selecting Character from the Type & Table submenu on the Window menu.
* The Character panel is also displayed by default in the Typography workspace.
* The Character panel is used to apply formatting to type, such as Font, Font Style and Font Size.
* No secret word today, but you should still read the entire document.
* Be on the lookout for a word next week.
* To display additional options, select the Character panel menu and select Show Options.

**Work with the Paragraph panel**

* The Paragraph panel can be opened by selecting Character from the Type & Table submenu on the Window menu.
* The Paragraph panel allows you to set various alignments and indentations.

**Draw with the Rectangle tool**

* The Rectangle tool is used to draw squares and rectangles.
* To draw a square, hold the Shift key as you draw.
* The Swatches panel can be used to apply color to the shape.

**Work with the Stroke panel**

* Strokes can be applied to lines, paths, shapes and text.
* The Stroke panel can be opened by selecting Stroke from the Window menu.
* The weight, type, and start and end shapes can be modified in the Stroke panel.
* The color of a stroke needs to be modified in the Swatches panel.

**Apply the Corner Options command**

* The Corner Options command can be used to apply corner effects to any path.
* The Corner Options command can be found under the Object menu.

**Use the Glyphs panel**

* The Glyphs panel provides alternative styles of letters available for different font styles.
* The Glyphs panel can be opened by selecting Glyphs from the Types & Tables submenu on the Window menu.

**Adjust the Screen Mode**

* The Screen Mode can be adjusted by selecting the Screen Mode submenu from the View menu.
* These modes provide different visibility options to view the document to aid before printing.
* The modes include:
	+ Normal Mode shows the artwork, grids and guides, non-printing objects, and the white pasteboard.
	+ Preview Mode shows the artwork without the grids and guides, the pasteboard is displayed with the color that has been defined in the Preferences.
	+ Just kidding, the secret word is pumpkin.
	+ Bleed Mode displays the area within the bleed area as defined in the Preferences. The artwork is displayed without the grid and guides and the pasteboard is displayed with the color that has been defined in the Preferences.
	+ Slug Mode displays the area within the slug area as defined in the Preferences, again, the artwork is displayed without the grid and guides and the pasteboard is displayed with the color that has been defined in the Preferences.
	+ Presentation Mode displays the artwork without panels, menus and tools displayed, like a slideshow presentation.
* Bleed is the printing term that refers to the artwork running to the edge of the page leaving no margin. Most printers cannot print to the edge of the paper and the paper needs to be cut to size. When working in InDesign the black line indicates the edge of the “paper”.
* Slug is information that identifies the document such as the title and date; this information does not print. When working in InDesign it is placed in the pasteboard area.

Hints

Click the More Options button if the Bleed and Slug settings are not visible.

Limit the design of your menu to no more than three fonts.

Adjust the corner size and shape in the Corner Options dialog box.

The Glyphs panel can be found under the Window menu by pointing to Type & Tables and then click Glyphs; design elements can be found by changing the font to Wingdings.

Screen Mode settings can be found under the View menu. The Preview mode allows you to view your document as it will appear when printed.

Critical Thinking

Conduct research on the Internet before beginning your project for samples of restaurant menu layouts.