

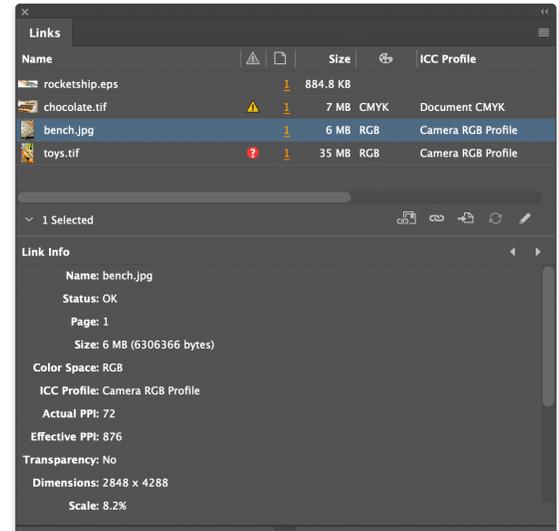
# week::two

## Working with Image Links & Color

### Managing Image Links

#### The Links Panel

- Window > Links (Command-Shift-D)
- The Links panel displays a list of all images contained in the current document.
- The panel display both images that are linked to and images that are embedded.
- **All placed imagery is *linked* by default.**
  - Linking to an image is almost always preferred over embedding an image.
- Linking allows you to update an image outside of InDesign without re-replacing it into your layout.
- The Links panel also displays the page number where that instance of a graphic is used.
  - Click on the *Go To Link...* icon (  ) to jump to that image within the document.

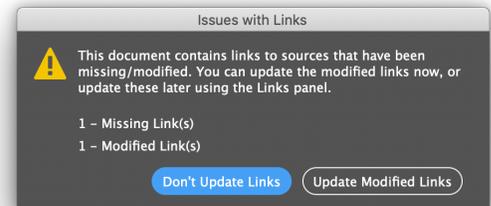


#### Updating Links

- The Links panel displays a **yellow caution icon** when an image has been updated outside of InDesign.
- To update the link, select it from the Links panel, then select Update Link from the panel submenu (or click on the Update Link icon [  ]) The caution icon should disappear.
- When you open a document, InDesign will check the document links and ask you if you want to update any links that are out-of-date.

#### Fixing Broken Links

- A **red stop icon** indicates that InDesign cannot find the linked graphic.
- The linked graphic is required for the image to print at a high resolution.
- To find the missing image, select it from the Links panel, then select Relink... from the panel submenu (or click on the Relink... icon (  ) in the bottom of the panel). Navigate to and select the correct linked image.
- When opening a document, InDesign will check the document links and ask you if you want to find any missing images.
- When you point InDesign to one missing file, all other missing files located in that directory will be automatically updated.



*Don't ignore this dialog box!*

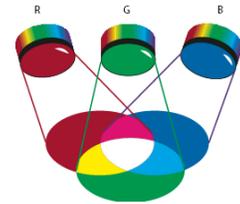
#### Embedding Images

- There are certain, rare circumstances that you might embed an image in InDesign.
- An embedded image is displayed with this icon (  ) in the Links panel.
- To embed an image, open the Links panel, select the image you wish to embed, and select Embed File from the panel submenu.

## Color Systems Basics

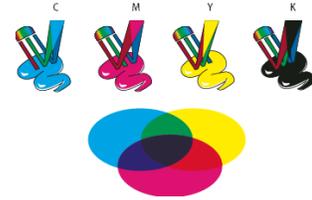
### Additive System

- **RGB** (Red, Green, Blue)
  - Used in photography, computer imagery, TV, theater lighting, video
- Light + Light + Light = White
- “Off” color is black (absence of light)



### Subtractive Systems

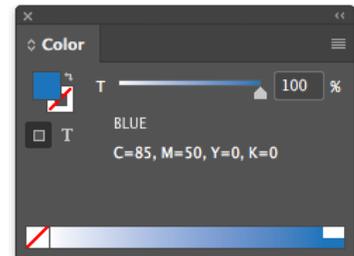
- **CMYK** (Cyan, Magenta, Yellow, black)
  - Used for professional printing
- **RYB** (Red, Yellow, Blue)
  - Used in paints and pigments
- Color + Color + Color = Black (but not always)
- “Off” color is the color of the printed-upon medium.



## Working with Color in InDesign

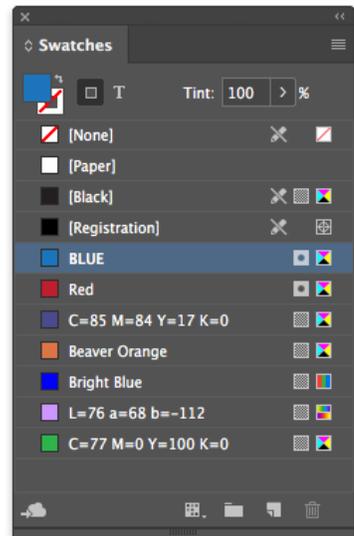
### Panels

- Window > Color (F6)
  - Use for “casual” color selection. Try to *not* use this method.
- Window > Swatches (F5)
  - Used for more “formal, methodical” color selections. This is the place to define and manage your colors in InDesign.



### Swatch Panel Iconography

- Swatches are either **Process** ( [ ] ) or **Spot** ( [ ] ) colors.
- They can be defined using the **CMYK** ( [ ] ), **RGB** ( [ ] ) or **LAB** ( [ ] ) color models.
- 99% of the time, **use CMYK**.
- The [ ] indicates the Registration color.
- When text or a text frame is selected, you can choose to color either the frame or the text ( [ ] T ).



### Special Swatch Entries

- These swatches have special functions within InDesign, and are denoted by the square brackets [ ].
- [None]
  - No fill or stroke applied.
- [Paper]
  - Note that by double-clicking on the [Paper] swatch, you can change the color of the paper as it appears in InDesign. Note that the color you pick will NOT print, however.
- [Black]
  - Just black ink.
  - You can control the appearance of black by selecting InDesign > Preferences > Appearance of Black
- [Registration]
  - All inks are outputted at the time of printing.
  - Do NOT used for artwork or text—only use for registration marks used to align printed artwork.

## Color Types & Tools

### Swatch Behavior

- Always apply color using defined swatches.
  - Do not use the color picker in the toolbar, nor the Color panel *without* defining created color first as swatches.
- Swatches are **automatically updated** throughout your artwork when you edit them.

### Process Color

- This type of printing uses four standard inks: **cyan**, **magenta**, **yellow** and **black**.
- Colors defined in CMYK are called *Process colors*.

### Tints

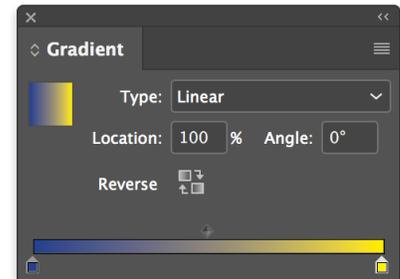
- A tint is a lighter version of an existing color.
- It's not transparent—it completely blocks out any objects beneath it.
- Tints are the best way to apply variations of an existing color swatch.
- Only use *Opacity* if you want an object to appear transparent; to see through it.

### Spot Color

- Spot colors are inks tinted to a specific color.
- This allows for a designer to add color to a document without using full-color offset printing.
  - For example, a newsletter might use black ink plus one Spot color (blue, dark green, etc.)
  - Spot colors also allow for the use of specialty inks, like metallic and fluorescent colors that cannot be re-created using Process colors.
- In the U.S., the primary color standard used for inks is the Pantone Color System.
  - Alas, due to a contract dispute Pantone color are no longer included by default (and free) within Adobe's programs—it's yet another subscription to add them back.

### Gradients

- Types:
  - Radial
  - Linear
- To add a color to a gradient, simply drag it from the Swatches panel onto a location along the sample in the Gradient panel.
- To modify the color of an existing stopper point using the Gradient panel, select the color point, then drag a new color from the Swatches panel onto it, or adjust it in the Color panel.
- You can apply and alter gradients using the Gradient Swatch (▣; G) tool.
- Gradients can be saved as swatches for application to other objects.
  - Drag the gradient from the panel to the Swatches panel, or right-click on the gradient preview and select Add to Swatches.
- You can also make an object fade from a solid to transparent using the Gradient Feather (▣; shift-G) tool.



### Color Theme Tool (🎨; Shift-I)

- Creates a color palette from the five most-frequently occurring colors in an image.
- Colors can be added to the Swatches panel individually or as a group.



### Adobe Color Themes

- Window > Color > Adobe Color Themes
- Provides a sophisticated (but sometimes clunky) color scheme creator, as well as connections to Adobe's online color community.