

Trainer Profile



Chai Koh Kiew graduated with a Bachelor Degree in Media Technology from Andrew University, USA in 1989. He then worked for Graphics Etc., one of the biggest Prepress Company in Washington DC, as an imagesetter operator and pre-press advisor for a year.

In 1990, he came back to Malaysia and worked for Epal Computer in Johor. His duties were to assist salesperson to promote Apple computers and conduct onsite trainings on Adobe desktop publishing softwares. Majority of the customers are in offset printing.

In 1992, he quited the consultancy jobs and left to Singapore to become a computer lecturer at Nanyang Academy of Fine Art (NAFA). He trained and instructed students in computer operations for 4 years. Softwares taughts are Adobe Illustrator, Photoshop, Director and Freehand.

In 1996 he set up his own computer business - Princeton Computer. The company is mainly dealing with selling Apple Macintosh and Microsoft Windows PC compatible computers and accessories, providing repair services and conducting inhouse and public training.

He is now also a qualified HRDF trainer since 2012. He is skillful to teach individuals how to use computer applications such as spreadsheets, database, accounting, desktop publishing programs, or computer network systems software.

Short Term Computer Training Courses

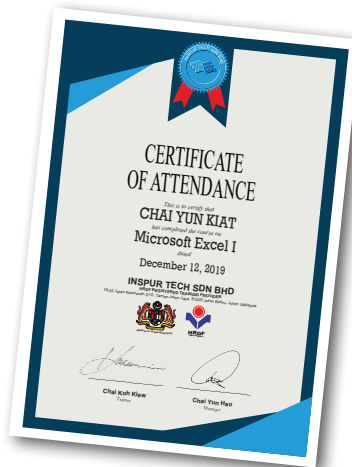
HRDF SBL Claimable Computer Courses:

Essential

• Adobe InDesign CC Essential Training	14 Hr	10001208330
• Adobe Illustrator CC Essential Training	14 Hr	10001210749
• Adobe Acrobat Essential Training	7 Hr	10001404645
• Microsoft Excel Essential Training	7 Hr	10001297166
• Autodesk Autocad Essential Training	7 Hr	10001297247
• Adobe Photoshop CC Essential Training	7 Hr	
• Microsoft Power Point Essential Training	7 Hr	
• Montax Essential Training	7 Hr	
• Esko Deshpak Essential Training	14 Hr	
• ArtiosCad Essential Training	14 Hr	
• Autocount Essential Training	7 Hr	

Intermediate

• Adobe Illustrator CC Intermediate Training	7 Hr	10001558858
• Microsoft Excel Intermediate Training	14 Hr	10001558144
• Adobe Photoshop CC Intermediate Training	7 Hr	
• Adobe InDesign Intermediate Training	7 Hr	



Certificate

All participants will receive a Certificate of Completion from Tertiary Courses after achieved 100% attendance.

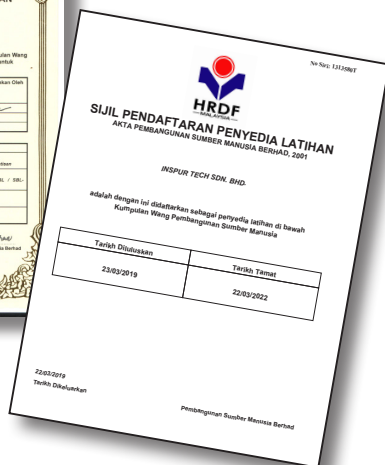


Adobe InDesign CC Intermediate Training (Page Layout I)

INSPUR TECH SDN BHD

38 & 38-2 Jalan Austin Perdana 2/24,
Taman Austin Perdana, 81100 Johor Bahru,
Johor, Malaysia

018-769 3621 (Yun Hao)
012-7218849 (KK)
012-72388499 (Jess)



Adobe InDesign CC Intermediate Training

In this Intermediate Adobe InDesign training course, you will build on your existing InDesign skills by using sophisticated controls for working with text and graphics and gain practical experience of creating re-usable and sharable assets. Master techniques for designing and formatting tables and how to automate complex document design.

Learn valuable tips on how to optimise your designs for print and digital distribution from industry experts. This course will give you the skills and techniques to create professional-grade layouts using Adobe InDesign.

This course is designed for Designers, Clerks, Officers, Executives, Supervisors, Administrators, Managers of all levels; and personnel who already know and understand and want to further enhance their knowledge and practical uses of Adobe InDesign.

Day 1: (9:00am to 12:30pm)

- Document Setup
 - Facing Pages
 - Bleed
- Insert Pages
 - Allow Document to Shuffle
 - Allow Selected Spread to Shuffle
- Master Pages - New Parent
- Insert Special Character
 - Symbol, Markers, Hyphens and Dashes, Quotation Marks
- Place Multiple Photos
- Paste into
- Gap Tools
- Make Compound Path
- QR Code
- Text Flow - Semi vs Auto Flow
- Page Panel
- Paragraph Style
- Character Style
- Insert Break Character
 - Column Break, Frame Break, page Break, Odd Page Break, discretionary Line Break
- Drop Cap
- TextWrap
- Insert Footnote
- Insert Endnote
- Table of Content
- Index
- Content Collector
- Content Placer
- Text Variable - Running Header
- Section Number

DAY 1 (1:30pm - 5:00pm)

- Data Merge for Text
- Data Merge for Photos
- Global Character Style
- Global Paragraph Style
- Drop Cap
- Nested Style
- GREP Style
- Symbol
- Marker
- Hyphen and Dashes
- White Space
- Quotation Marks
- Break Character
- Variable
- Other
- Wildcard
- Locations
- Repeat
- Match

Training Lessons

