



InDesign CS6 onscreen characters spaces • hyphens • breaks • markers

White Space Characters	Onscreen Symbol	Shortcut
Spacebar Space	ab initio	
Em Space (relative to point size)	ad hoc	Sh+Cmd+M
En Space (fixed)	post hoc	Sh+Cmd+N
Third Space	sans serif	
Quarter Space	quo, vixis	
Sixth Space	ad idem	
Thin Space (fixed)	a priori	Opt+Sh+Cmd+N
Hair Space (fixed)	carpe diem	
Nonbreaking Space	et tu	Opt+Cmd+K
Nonbreaking Space (fixed width)	cul bone	
Punctuation Space	et alia	
Flush Space	et luxor	

Other Special Characters	Onscreen Symbol	Shortcut
End Nested Style Here	gratias	
End of Story Marker	quorum	
Indent to Here	et ut	Cmd+L
Non-Joiner (prevents ligature)	fi	
Right Indent Tab	terra	Sh+Tab
Tab	cognita	Tab

Options	Onscreen Symbol	After Edit	Shortcut
Auto Hyphen	none	annum	
Discretionary Hyphen	prima	prima	Sh+Cmd+H
Hard Hyphen	cul pa	culpa	
Non-breaking Hyphen	so la	none	Opt+Cmd+H

Text Flow Breaks	Onscreen Symbol	Shortcut
Paragraph Break (Return)	per	Return
Column Break	novus	Num Enter
Frame Break	vita	Sh+Num Enter
Page Break	la	Cmd+Num Enter
Odd Page Break	vololet	
Even Page Break	para	

Line Breaks	Onscreen Symbol	At Line End	Shortcut
Discretionary Line Break	citato	dictum	
Forced Line Break	none	ipso facto	Sh+Return

Markers	Onscreen Symbol	After Edit	Shortcut
Anchored Object, Custom	Valia	C&Valia	
Conditional Text	quo	quo	
Conditional Text, Hidden	null	C&null	
Cross-Reference Source	page 2	-page 2 -	
Cross-Reference Destination	pro	C&pro	
Footnote	sic	sic footnote	
Hyperlink	sum	+SUM+	
Index Marker	nos	FORnos	Cmd+7
Inline or InCopy Note	autas	autas note	Cmd+F8
Position Marker (InCopy only)			Sh+Cmd+J
Table	none	+T+T	Sh+Opt+Cmd+T
Text Anchor	cus	FORcus	
Text Variable	del/2012	[Date: 12/2012]	
XML Tagged Text	xml	+xml+	

Mac version for InDesign CS6 - CS5. Most may apply to InCopy CS6 - CS5.

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Indesign Csuser Guide

Andy Gardiner



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Comprehensive Indesign Cc Jeff L. Hutchinson,2017-08-15 Part 1 InDesign CC Creating Brochures This manual will be used to help design artwork for brochures printing or displaying on the web InDesign is perfect for illustrations brochures and single page artwork In this course students will work with tools and features for the creation of high quality precision design layouts and use selection capability to manipulate frames and objects within frames Two very important tools used to adjust the image and the frames are the Selection and the Direct Select tools Other important aspects are the Master Pages that can be used to create headers footers watermarks or any object placed on the design to appear on multiple pages During

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The Non-Designer's InDesign Book Robin Williams, 2011-09-28 Many designers and photographers own the entire suite of Adobe's creative products but they manage to learn only one or two of the applications really well. If Adobe InDesign CS5.5 is the one app in the suite that makes you feel like you're entering a foreign country where you don't speak the language, Robin Williams provides the perfect travel guide and translator in this new edition to the best-selling Non-Designer's series. This fun, straight-forward, four-color book includes many individual exercises designed specifically to teach InDesign CS5.5 to beginners in such a way that you can jump in at any point to learn a specific tool or technique. Along the way, Robin offers design tips for making your work communicate appropriately and beautifully. Whether you need to create your own marketing materials for a small business or organization or you want your student or business papers to be perceived as more professional or you want to become more proficient with the design tools you already use, this book is the fastest and most efficient path to mastering basic tasks in InDesign. In this non-designer's guide to InDesign CS5.5, you'll learn:

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- How to use InDesign's typographic tools to make your work look professional.
- How to use style sheets so every job is easier to create and work with.
- How to use tabs and indents with confidence and predictability.
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Adobe InDesign CS4 How-Tos John Cruise, Kelly Kordes Anton, 2009-02-09 InDesign CS4 is more than just a page layout tool; as part of Adobe's new Creative Suite 4, it's a key component of an overall design workflow that lets users work seamlessly among all of their graphics applications to create spectacular layouts. Work faster, create more: that's what Adobe wants users to do with InDesign, and this info-packed guide lets users get right down to doing just that by focusing on the InDesign CS4 features they're most likely to use and showcasing each in a stand-alone tip complete with a relevant hint or two and a graphic example. In this fashion, readers learn as they go, exploring the program in a way that makes sense to them. Before they know it, users will be using the Bridge to manage their files, object styles to format their images, and snippets to save layout parts for reuse. Features new to InDesign CS4 that are covered include live preflight, customizable Links panel, conditional text, cross references, interactive document capability, with

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