VedantSri Computer Institute

Varanasi, Uttar Pradesh

DTP (DESKTOP PUBLISHING) COURSE SYLLABUS

Course at a Glance

Course Name	DTP - Desktop Publishing
Duration	3 Months
Mode	Classroom training with daily hands-on practical sessions
Eligibility	10th pass or above. No prior computer knowledge required.
Software Covered	Adobe Photoshop, CorelDRAW, Adobe PageMaker / InDesign, Adobe Illustrator
Certificate	Course completion certificate from VedantSri Computer Institute

About the Course

Desktop Publishing (DTP) is the skill of designing and preparing printed and digital material such as posters, banners, visiting cards, brochures, newspapers, magazines, books and social media creatives using computer software. This course takes a complete beginner from computer basics to preparing print-ready designs, with a practical project after every module.

Detailed Syllabus

Module 1: Computer Fundamentals and DTP Basics — Week 1

- Introduction to computers and Windows basics
- File and folder management, pen drive and printer use
- Keyboard practice and typing in English and Hindi
- Hindi fonts, Unicode and Kruti Dev basics
- What is DTP and where it is used
- Page sizes, orientation, margins and bleed
- Colour modes: RGB, CMYK, Grayscale
- Resolution, DPI and image formats (JPG, PNG, TIFF, PDF)
- Basic design principles: layout, balance, contrast, typography

Module 2: Adobe Photoshop — Weeks 2 to 4

Software: Adobe Photoshop

- Workspace, tools and panels overview
- New document, canvas size and image size
- Selection tools, move, crop and transform
- Layers, layer styles, blending modes and masks
- Brush, eraser, clone stamp and healing tools
- Photo retouching and colour correction
- Levels, curves, hue/saturation, brightness/contrast
- Text tools, character and paragraph panels
- Filters and special effects
- Background removal and photo editing
- Passport photo and photo frame making
- Designing posters, banners and social media posts
- Saving, exporting and print settings

Module 3: CorelDRAW — Weeks 5 to 7

Software: CorelDRAW

- CorelDRAW workspace, toolbox and property bar
- Page setup and drawing basic shapes
- Shape tool, node editing and curves
- Pen, Bezier and freehand drawing
- Fill and outline: colour, gradient and pattern fills
- Interactive tools: blend, contour, envelope, extrude, shadow
- Artistic text, paragraph text and text on a path
- Weld, trim, intersect and combine objects
- Working with bitmap images and PowerClip
- Trace bitmap and vectorizing logos
- Visiting card, letterhead and envelope design
- Flex banner, pamphlet and flyer design
- Wedding card, sticker and label design
- Preparing files for press and printing

Module 4: Adobe PageMaker / InDesign — Weeks 8 and 9

Software: Adobe PageMaker / Adobe InDesign

- Workspace, toolbox and master pages
- Document setup, columns, margins and guides
- Text handling: typing, importing and text flow
- Threading text between frames and columns
- Styles palette and paragraph formatting
- Placing images, graphics and wrapping text
- Tables, lines, boxes and borders
- Page numbering, header and footer
- Table of contents and index
- Designing newspaper, magazine and book layouts
- Brochure, booklet and calendar design
- Exporting to PDF and print

Module 5: Adobe Illustrator — Weeks 10 and 11

Software: Adobe Illustrator

- Interface, artboards and basic tools
- Vector drawing with Pen tool and shapes
- Pathfinder, align and transform panels
- Colour swatches, gradients and live paint
- Typography and type on a path
- Logo designing and brand identity basics
- Icons, illustrations and infographics
- Image trace and symbols
- Exporting for print and web

Module 6: Printing, Output and Final Project — Weeks 12 and 13

- Types of printing: offset, digital, screen and flex
- Colour separation, trapping and overprint
- Paper types, sizes and printing costs basics
- Packaging and PDF/X settings for press
- Portfolio preparation
- Final project: complete design work (brochure, logo and magazine page)
- Freelancing basics: getting clients, pricing and delivery
- Practical test and viva

Practical Projects

- Passport photo sheet and photo restoration (Photoshop)
- Visiting card, letterhead and wedding card (CorelDRAW)
- Flex banner and poster for a shop or event (CorelDRAW / Photoshop)
- Four-page newsletter and magazine page (PageMaker / InDesign)
- Company logo and brand kit (Illustrator)

Career Opportunities After This Course

DTP operator, graphic designer, flex and banner designer, printing press and publishing house operator, newspaper and magazine layout designer, social media creative designer, freelancer and own design shop or digital printing business.

Assessment

- Practical assignment at the end of every module
- Final practical test and project presentation
- Certificate awarded on successful completion

Contact and Admission

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Open Monday to Saturday, 7 am to 8 pm.