

ACE: InDesign CC 2015 Exam Guide



Certified Expert
INDESIGN® CC

Adobe Digital Learning Services provides this exam guide to help prepare partners, customers, and consultants who are actively seeking accreditation as Adobe Certified Experts (ACE). This guide, while designed to describe the exam in detail and provide as much information as possible, is not meant to be the sole means of exam preparation. Adobe Digital Learning Services offers courses that provide in-depth training on the exam content.

Hands-on experience with the Adobe product suite is also a critical element in preparing to pass any Adobe certification exam.

ACE: InDesign CC 2015 exam overview

The typical candidate can efficiently create and lay out an InDesign document for print or digital output. The candidate can manage the workflow for a team of entry-level production artists, can answer questions, and can suggest productivity enhancements. The candidate has 2+ years of page layout experience, is familiar with most aspects of the program, and also has some experience with Photoshop, Illustrator, and Acrobat Professional.

Exam description

The exam has two parts:

- 60 multiple-choice questions, covering a range of topics listed below
- A short survey that we use to gather information about your product experience

The exam has a time limit of 75 minutes, and includes a timer to mark the remaining time.

Exam scoring

All Adobe exams are reported on a scale of 300 to 700. The passing score for each exam is 550. For more information about scaled scoring, visit the [FAQs](#).

Scheduling exams

Our exams are delivered worldwide by PSI.

To register for the exam:

1. Visit Adobe's [credential management system](#).
2. If you have logged in before, use your email address or login ID and password to access the system and go to step 6.
3. If you have never logged into CertMetrics before, click "Never logged in before" to create an account and follow step 4 or 5.
4. **If you have previously taken an Adobe exam**, select "Click here if you have already taken an Adobe exam." You will be asked to enter the email address you last used to register for an exam. If you do not

remember which email address you used, you may also enter information from an exam score report to verify your identity. You will receive an email with your login ID and a link to reset your password.

5. **If you have never taken an Adobe exam before**, provide the required information to establish an account. Once you submit the form, you will receive an email prompting you to set up a login ID and password.
6. When you are logged into CertMetrics, click "Schedule your exam at PSI."
7. You will be directed to a new page within CertMetrics where you will click "Click here to log in to PSI."
8. Scroll through the list of exams and press the "Schedule Exam" button for your exam.
9. Select your exam language and location to see test center options in your area.
10. Select an available date and start time.
11. Confirm schedule details to receive a booking confirmation.
12. Proceed to payment.
13. After payment is successful, you will receive an email confirmation your registration details and a receipt.

Exam preparation

The following are typical tasks that you should already be able to perform:

- Navigate the InDesign user interface and document window
- Create short and long documents with both text and graphics
- Add basic interactive features to documents
- Export InDesign documents in the appropriate format for print and digital publishing
- Troubleshoot issues related to page layout
- Analyze and work with documents built by another user
- Work with Microsoft Word documents

Exam topics may include:

Laying out a Document

- Create a new document with appropriate settings
- Navigate and view documents
- Construct a flexible foundation for a multi-page document
- Precisely position objects on a page
- Modify and transform objects
- Ensure the consistency of object formatting throughout a document or publication
- Build a document with alternate layouts and page sizes
- Create a data-driven document

Work with Text

- Create and position text in a frame and on a path
- Manage text flow
- Import and edit text
- Insert special items
- Apply formatting manually and automatically
- Create tables
- Add long document features

Manage Graphics

- Place and alter graphics
- Work with linked files
- Adjust graphic formatting and display

Work with Color and Transparency

- Create and apply colors
- Work with gradients
- Apply transparency
- Color and ink management

Building Interactive Documents

- Add interactive objects and behaviors
- Adjust interactive behaviors
- Preview and export interactive documents

Prepare Documents for Print Output

- Preflight documents
- Export PDF for print output
- Print documents

Exam preparation checklist

- I have at least two years of experience with InDesign.
- I can create short and long documents with both text and graphics.
- I am familiar with and can navigate the InDesign user interface and document window.
- I can add basic interactive features to documents.
- I can export high quality PDF documents appropriate for print and interactive purposes.
- I can troubleshoot issues related to page layout.
- I can analyze and work with documents built by another user.
- I am familiar with Photoshop, Illustrator, and Acrobat Professional.
- I can complete the tasks outlined in the "Exam preparation" section without assistance.
- I have read and studied the topics listed in this exam guide.

Sample questions

1. A user created a 25-page document with one master page applied to all pages. The user needs to apply a new master page to pages 1-7 and pages 20-25 at one time.

Which method should be used?

- A. Drag the master page icon to the page icon for 1-7 & 20-25 in the Pages panel
- B. Drag the master page icon to a corner of the spread 1-7 & 20-25 in the Pages panel
- C. In the Pages panel, select the pages 1-7 & 20-25. Then press Ctrl (Windows) or Command (Mac OS) when clicking a master
- D. Choose Apply Master To Pages from the Pages panel menu, select a master for Apply Master, put in 1-7, 20-25 in the To Pages option, click OK

Answer: D

2. Which Contour Option should be chosen when placing an EPS logo for text wrapping?

- A. Detect Edges
- B. Bounding Box
- C. Alpha Channel
- D. Photoshop Path

3. Answer: A Which file format has the option to display layer comps when setting the import options?

- A. AI
- B. PSD
- C. PDF
- D. INDD

Answer: B

4. Which method allows pages to be added automatically until all text is flowed into the document?
- A. Click a text frame that is based on a Primary Text Frame
 - B. Shift-click a text frame that is based on a Primary Text Frame
 - C. Alt-click (Option-click) a text frame that is based on a Primary Text Frame
 - D. Shift+Alt-click (Shift+Option-click) a text frame that is based on a Primary Text Frame

Answer: B

5. A text article containing several URLs has been placed into a document. How can the user ensure that all URLs across the document will be clickable hyperlinks?
- A. Select Update Hyperlink
 - B. Select Auto Update URL status
 - C. Select New Hyperlink from URL
 - D. Select Convert URLs to Hyperlinks

Answer: D

6. What are two characteristics of preflight profiles? (Choose two.)
- A. Multiple profiles can be created and used.
 - B. The [Basic] profile flags incorrect page size.
 - C. By default, the [Basic] profile is applied to new and converted documents.
 - D. By default, the [Basic] profile can be edited or deleted with no document open.

Answer: A, C

7. A user created a document with Facing Pages turned off and Primary Text Frame selected and wants to add and remove pages automatically as the texts are being edited.

Which option under the Smart Text Reflow feature should be selected to do this?

- A. End of Document
- B. Delete Empty Pages
- C. Limit to Primary Text Frames
- D. Preserve Facing-Page Spreads

Answer: B

8. Which two file format import options contain the controls to choose which pages should be imported? (Choose two.)

- A. PDF from Bridge PDF from InDesign
- B. EPS from Photoshop
- C. PDF from Illustrator
- D. EPS from Illustrator

Answer: B, D

9. How should a user point to a selection of text using an anchor, after selecting the text from New Hyperlink dialog box?
- A. Choose File, then Select the path
 - B. Choose Blank, then Select the path
 - C. Choose Page, then Select the destination
 - D. Choose Text Anchor, then Select the destination

Answer: D

10. A user wants to export an InDesign document as PDF where all the fonts are embedded, and the grayscale images resolution is set to 300 ppi.

Which two preset options can be used from the Export Adobe PDF dialog box? (Choose two.)

- A. PDF/X-4
- B. PDF/X-5
- C. PDF/X-3
- D. PDF/X-1a

Answer: A, D



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08/16