



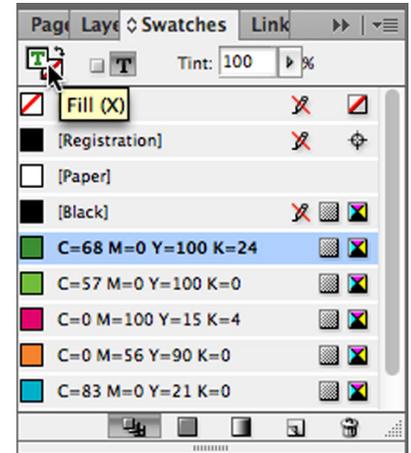
APPLY COLOR TO TEXT AND GRAPHICS IN ADOBE® INDESIGN®

When applying colors to text, objects or graphics, make sure to use process colors on four-color pages and spot colors on spot color pages. Do not add color to pages that will be printed in black & white only. If you are unsure what type of page you are working on, ask your yearbook adviser.

*Choose your colors from a Herff Jones Colors poster or a Pantone swatch book. Do not choose a color by viewing it on a computer monitor.

CHANGE TEXT OR ELEMENT COLOR

- Text:
 - Create text with **Type Tool**
 - Highlight the text with the **Type Tool**
- Element (shapes, lines, etc.):
 - Draw the element
 - Select the element with the **Selection tool**
- Open **Swatches** panel
- Click on the **Fill** icon to bring it to the front
- Click on a color in the palette
- The text or element will change to that color

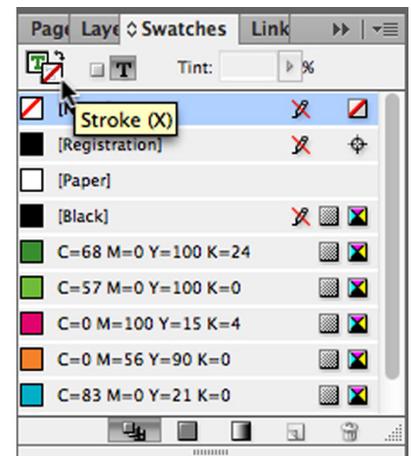


FOOTBALL



ADD A COLORED STROKE

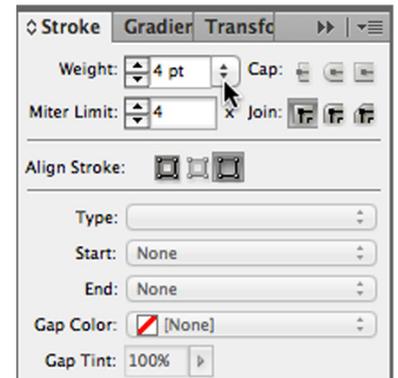
- Text:
 - Highlight the text with the **Type Tool**
- Element (shapes, lines, etc.):
 - Select the element with the **Selection tool**
- Open **Swatches** panel
- Click on the **Stroke** icon to bring it to the front
- Click on a color in the palette



FOOTBALL



- To change the stroke size, open the **Stroke** panel
 - **Weight:** Choose a stroke size from the pop-up menu



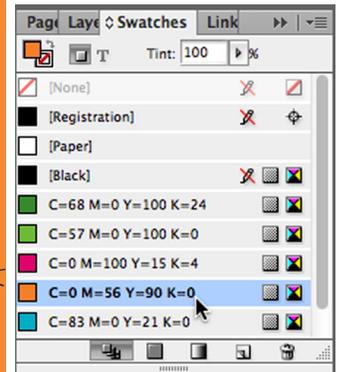
APPLY COLOR TO GRAYSCALE GRAPHICS OR PHOTOS



If your graphic is not in grayscale mode, use your graphics program to change it to grayscale. Save a photo or graphic as a TIFF file.

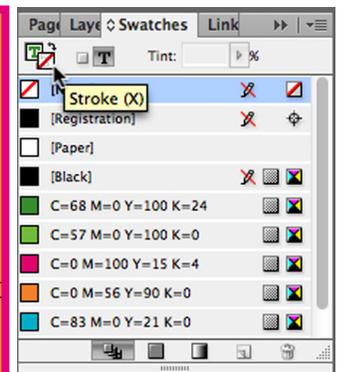
ADD A FRAME FILL COLOR

- Select the frame with the **Selection** tool
- Open **Swatches** panel
 - Click on the **Fill** icon to bring it to the front
 - Click on a color in the palette
- The background of the frame will change to that color



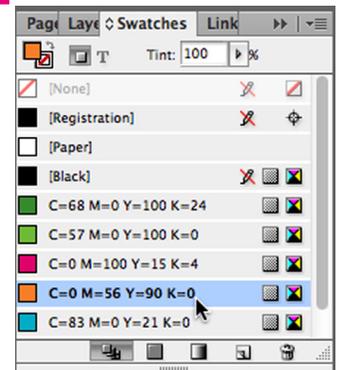
CHANGE THE FRAME STROKE COLOR

- Select the frame with the **Selection** tool
- Open **Swatches** panel
 - Click on the **Stroke** icon to bring it to the front
 - Click on a color in the palette
- To change the stroke size, open the **Stroke** panel
 - **Weight:** Choose a stroke size from the pop-up menu



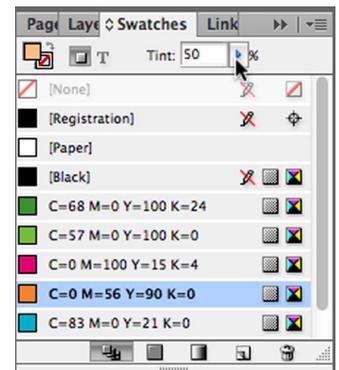
CHANGE THE GRAPHIC COLOR

- The graphic must be a grayscale graphic saved as a TIFF file
- Select the graphic with the **Direct Selection** tool (white arrow).
- Open the **Swatches** panel
- Click on the **Fill** icon to bring it to the front
- Click on a color in the palette
- The graphic will change to that color



TO USE A TINT OR SCREEN OF THE COLOR

- Click on the **Tint:** pop-up menu and select a value.



Grayscale photos saved as TIFF files can also be colored and the frame filled with a color.



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