

# Publishing

## APP 244 - Course outline

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CONFIDENTIALITY LEVEL:

Public



### Target Group

The target group for the STEP Publishing course will be print professionals such as:

- DTP Operators.
- Solution Consultants.
- Publishing Professionals.
- Pre-Sales Teams.



### Pre-Requisites for Participation

Participants for the course will be expected to have:

- Working knowledge about Adobe InDesign, e.g. the program interface, methods and workspaces.
- Stibo Systems Academy courses (or equivalent knowledge acquired by other means)
  - MDM 101 - Solution Fundamentals.
  - APP 240 - Data Modeling.
- Practical experience with DTP and publishing.

In addition to the above, each participant must have the appropriate version of Adobe InDesign installed on their laptop to work with various practical exercises.



### Course Duration

The course duration is 4 days.



### Training Delivery Method

- ☒ In person classroom
- ☒ Virtual classroom
- ☐ Self-paced online

The course activities will be a combination of lectures, case studies in teams, problem solving exercises and presentations by the trainees.



## Course Purpose

In this course, you will learn to configure STEP to use STEP Publisher for creating and publishing publications.



## Course Objectives

Upon completion of this course, participants will be able to:

1. Build STEP Publisher templates.
2. Create publication configurations.
3. Produce publications using STEP Publisher.
4. Build tables in STEP.
5. Demonstrate how to setup a publication environment, including plug-ins and preferences.



## Learning Objectives

The objectives below describe precisely what is taught during the training: (please note that the learning objectives can belong to more than one course objective).



### Course Objective 1 - Build STEP Publisher templates.

#### Learning objectives:

- Locate Step Publisher plugin.
- Add STEP Publisher plugin to InDesign.
- Add assets file path to STEP preferences.
- Locate associated online help.



### Course Objective 2 - Build publication configurations.

#### Learning objectives:

- Explain the different elements of the publication hierarchy.
- Add templates to publication.
- Define new versions.
- Summarize purpose of commercial terms list.

> **Course Objective 3 - Build STEP Publisher templates.**

**Learning objectives:**

- Distinguish different template types.
- Apply STEP content tags to frames.
- Identify content for publication template.
- Identify content for product templates.
- Use paragraph / character styles in relation to Step Publisher.
- Manage templates in STEP.
- Explain flow of components in templates
- Apply template frame configurations.

> **Course Objective 4 - Build tables in STEP.**

**Learning objectives:**

- Distinguish the elements of a table.
- Use available tools to create new tables.
- Identify content for tables.
- Apply formatting to tables.
- Demonstrate how to add row shading transformation to a table.
- Apply table tag to product template.

> **Course Objective 5 - Produce publications using STEP.**

**Learning objectives:**

- Demonstrate how to mount / re-mount products using product template in InDesign.
- Apply pagination rules.
- Explain how to update content on pages.
- Demonstrate how to save / open InDesign documents to / from STEP.
- Produce PDF files.



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#### About Stibo Systems

Stibo Systems is a leading enabler of trustworthy data through AI-powered master data management. Built on a robust and flexible platform, our SaaS solutions empower enterprises around the globe to deliver superior customer and product experiences. Our trusted data foundation enhances operational efficiency, drives growth and transformation, supports sustainability initiatives and bolsters AI success. Headquartered in Aarhus, Denmark, Stibo Systems is a privately held subsidiary of Stibo Software Group, which guarantees the long-term perspective of the business through foundational ownership. More at [www.stibosystems.com](https://www.stibosystems.com).