

THE TEXAS PRINTING INSTITUTE

FALL '99

COURSE DESCRIPTIONS AND SCHEDULE

ELECTRONIC PREPRESS COURSES

Texas Printing Institute Electronic Prepress courses are taught in the UH Graphic Technology Laboratory using Power Macintosh computers. All students are assigned their own machines. Class sizes are small to insure lots of one-on-one attention from the instructors. The course fee includes books, where applicable, and a Zip disk.

All software programs taught by TPI on Macintosh computers cross-platforms—skills learned on the Macs can be transferred to the same programs running on Windows-based machines.

INTRODUCTION TO MACINTOSH

This course is designed to familiarize students with the Macintosh computer. Students will learn how to start applications, work with menus, organize the desktop, and other common techniques. Students will learn about the Macintosh architecture and system software, including System 8.5, as well as additional applications. Students will also install new system and application software. This course is a prerequisite for all other electronic publishing courses, unless the student is computer literate.

This course is offered on five Saturdays beginning August 28, 1999 from noon–3:00 pm.

TUITION\$240

QUARKXPRESS I

This course introduces the student to the capabilities of QuarkXPress 4. Students learn to prepare simple one-page layouts, place text, illustrations, and photos, and to use QuarkXPress' basic commands. Spot color techniques, including trapping and output considerations, are also covered. A working knowledge of the Macintosh or Windows is a prerequisite for this course.

This course is offered on five Saturdays beginning October 9, 1999 from noon–3:00 pm.

TUITION\$315

QUARKXPRESS II

This course builds upon the skills learned in QuarkXPress I. Students learn to prepare complex layouts in multiple colors. Special emphasis is given to the creation and use of: style sheets

and tags; creating, moving, and modifying elements; linking and unlinking text blocks; master-page strategies; working with photographs; and the use of dialog boxes and palettes. QuarkXPress I, or permission of the instructor, is a prerequisite for this course.

This course is offered on five Saturdays beginning November 13, 1999 from noon–3:00 pm.

TUITION\$315

ADOBE PHOTOSHOP I

This course introduces students to the use of Photoshop 4 & 5 for print production purposes. Students will learn to use Photoshop's tools to retouch black and white line illustrations, perform tone and color corrections, and prepare halftones for printing. A working knowledge of the Macintosh or Windows is a prerequisite for this course.

This course is offered on five Saturdays beginning August 28, 1999 from 9:00–noon.

TUITION\$315

ADOBE PHOTOSHOP II

This course introduces students to the use of Photoshop 4 & 5 for graphic design purposes. Students will learn to use Photoshop's tools to create and touch-up images, use layers, channels, and paths, work with type, use filters, and perform special effects. Photoshop I is the prerequisite for this course.

This course is offered on five Saturdays beginning October 9, 1999 from 9:00–noon.

TUITION\$315

PREPARING DIGITAL FILES FOR OUTPUT (PREFLIGHTING)

Houston-area printers note that up to 97% of the electronic files they receive from clients are flawed—some of them fatally! Learn how to prevent problems before they happen. Topics covered include: problems with layering in illustration programs, fonts, scanned-image file size, outputting to imagesetter and Imation Rainbow proofer, working with PC users, and the Printing Industries of the Gulf Coast Prepress Guidelines. This course is useful for art directors and production managers as well as technicians.

This course is offered on five Saturdays beginning November 13, 1999 from 9:00–noon.

TUITION\$315

PUTTING GRACoL TO WORK SEMINAR

Do you wish that your customers and your production people could learn to speak the same language? Using GRACoL is one of the best ways to help people involved in the printing industry communicate more effectively. GRACoL (General Requirements for Applications in Commercial Offset Lithography) is a set of guidelines that facilitate better customer-supplier communication and a more effective exchange of information and materials between designers, print buyers, and commercial offset printers.

This one-day GRACoL seminar covers: planning, design, image capture, page layout, preflighting, output (analog and digital), and press work. The seminar emphasizes the sources of variability that may occur in each step of production and provides an understanding of how decisions made early in the creative process can influence what happens on press. The seminar provides an in-depth treatment of difficult subjects such as preparing files and materials, understanding press characteristic compensation, and color control according to the GRACoL directives. Furthermore, the seminar covers important industry definitions, the use of several GRACoL reproducible worksheets and checklists, and technical detail on key areas that all print professionals should know. Participants receive a copy of GRACoL and a program booklet. Participants who successfully complete a test will receive a certificate of completion.

This seminar is offered on Saturday September 18, 1999 from 9:00–4:00 pm (1 hour lunch break—lunch included in tuition fee).

TUITION\$70



TO ENROLL, CALL 713-522-1066

GENERAL INFORMATION

ATTENDANCE

A minimum attendance of 80 percent of classes held is required for satisfactory completion of a course.

CERTIFICATION

A certificate of recognition will be presented to each student satisfactorily completing a course.

CLASS SIZE/CANCELLATIONS

Registrants are enrolled on a first-come, first-served basis. All courses have "class size" restrictions. The Institute retains the right to cancel any class due to insufficient enrollment or circumstances beyond its control. In the event a class is canceled, participants will be notified and their fees refunded in full.

LOCATION

All classes will be held at the College of Technology, Building T-1 Room 102A, on the University Park campus, 4800 Calhoun Road, Houston, Texas, unless otherwise notified.

PARKING

Campus parking permits are required for all vehicles using campus parking facilities on

weekdays. Permits are not included in the tuition fee. Students should arrive early for the first class session and obtain a parking permit by visiting the parking kiosk at Entrance 1 on Calhoun Road. No parking permits are required for Saturday courses. Covered parking is available in the Conrad N. Hilton College of Hotel and Restaurant Management for \$3.00 per eight hours.

CLASS HOURS

All classes meet on Saturdays from 9 a.m. to noon or noon to 3 p.m., unless otherwise noted in the course description.

REFUNDS

All refunds must be requested by letter. A student who finds it necessary to withdraw from a course must do so in writing. Merely ceasing to attend classes does not constitute official withdrawal, nor does notification by phone. Refunds are computed from the day on which written notice is received. A refund of 100 percent of tuition is granted to students who withdraw more than one week prior to the first class meeting. Students withdrawing within one week prior to the first class session will receive a 50% refund. No refunds will be granted after the first meeting of a course.

ENROLLMENT

Applicants must pre-register for all classes, using a registration form that can be obtained by calling (713) 522-1066. Applications must be received no later than one week before the first scheduled class. A confirmation letter will be sent or faxed to each registered participant.

PAYMENT OF TUITION

Payment in full is required by the first class session. Payment must be by credit card, check, or money order. There is a \$15 charge for returned checks.

NEED MORE INFORMATION?

If you have any questions or need further information, please contact Ms. Patty Eldridge at 713-522-1066.

COURSE INSTRUCTORS

All Texas Printing Institute courses are taught by practicing graphic arts professionals under the direction of Dr. Jerry Waite, curriculum coordinator of the graphic communications technology specialization at the University of Houston. All instructors have previously taught Institute courses and have received high ratings by students.

A UNIQUE PARTNERSHIP

The Texas Printing Institute is an educational activity of the Texas Printing Education Foundation. The Foundation was chartered, by the leaders of the Texas printing and publishing industry, in 1982 as a non-profit charitable foundation. Among its stated purposes are providing educational programs that offer training in printing methods, processes, techniques and systems.

The College of Technology of the University of Houston has as its goal the promotion of a broad understanding of technology among the general population. The college has attained national and international recognition for its accomplishments. The Department of Industrial Technology supervises the courses offered in this catalog.

These two entities, the Texas Printing Institute and the College of Technology, are engaged in a cooperative effort to provide the Texas printing and publishing industry with quality training programs to help meet the increasing demand for well-trained technicians, workers and managers.

EQUAL OPPORTUNITY

The Texas Printing Education Foundation, Texas Printing Institute and its sponsoring organization, Printing Industries of the Gulf Coast, do not discriminate with regard to enrollment or admission to courses, seminars or other events on the basis of race, color, national

origin, ethnic origin, age or handicap. The foundation and its sponsor(s) maintain racially non-discriminatory policies as required in Revenue Ruling 71-447, 1971-2 Cumulative Bulletin 231, and comply with all requirements of Revenue Bulletin 75-50, 1975-2 Cumulative Bulletin 587. An entrance ramp and spe-

cial restroom and other support facilities are available for persons confined to a wheelchair. The English language is the only language spoken and written in all courses, seminars and events, other than special foreign language educational events.

THE TEXAS PRINTING INSTITUTE

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FALL, 99

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