BCA Hons. Degree Part - II
Subject : Computer Graphics

Topic –DTP
Sub Topic – Steps in DTP

02-02-2024

Submitted by

Suraj Kumar

BCA, Purnea College, Purnia

The Steps in Desk Top Publishing

1. Create Text : This is generally done on a word processor, with the normal steps of entry, proof read, spelling check, edit, and correct.

The Steps in Desk Top Publishing

2. Prepare Illustrations: This may be done in one of the two ways – the normal photo graphics screening process or via a scanner. Image quality via scanner is improving all the time. Scanners can also assist in helping to position and crop pictures.

The Steps in Desk Top Publishing

3. Page Designed: The page layout is sketched out and a final design is arrived at. This process is more interactive with desktop publishing, as page design can be modified very easily on screen.

The Steps in Desk Top Publishing

4. Page Making: This is the process of electronically laying out the publication on screen. The flexibility of screen layout far surpasses that of manual layout. Desktop publishing allows columns to be changed, text style, and size to be modified, and additional pictures included o excluded, much more readily than the conventional approach.

The Steps in Desk Top Publishing

5. Publication Printed out: After any necessary screen changes and modifications, the publication is printed out on a laser printer. Note the major difference, here, between the conventional and desktop publishing. With conventional publishing, text hard copy occurs at the beginning f the process. With desktop publishing, text hardcopy only need occurs towards the end of the project.

The Steps in Desk Top Publishing

6. Final Check of Layout: Layout is checked, corrected and finally printed out.

thank you

Continue