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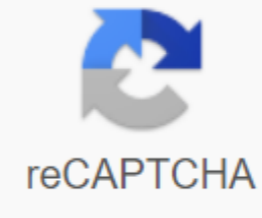
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Design and photography codify the Design Studio. Chris Converse posted on 05-23-2018 Improving the reading of your PDF files by adding bookmarks and table content. Learn to use the Content Table feature in InDesign to create both bookmarks and hyperlinks that will help your readers quickly find information in PDF files. It all starts with Paragraph Styles, speaking at Adobe MAX conferences, I'm often referred to as InDesign's most style app in Creative Cloud. InDesign styles range from paragraphs and character styles for text to objects and frames, and can include tables and table cells, anchor objects, GREP statements, nested styles, hyperlinks - and you can use this list. However, paragraph styles are key to the Content Table (TOC) feature. Typically, the styles used for titles work best for TOC. To create a paragraph style, start by opening the Paragraph Styles panel from the Window and Styles menu. Next, select the header characters in the layout. With the text still selected, click on the icon to create a new style in the bottom right corner of the Paragraph Style panel. This will create a style based on the properties of the text you choose. To rename your style or make changes to style, double-click the new paragraph style in the list to open the style options dialog. Once you're done editing your style, assign the style to the title by selecting the characters of your title, and then selecting the paragraph style from the list of styles in the Paragraph Styles panel. Extended tip If you hold option (Mac) or Alt (Windows) key when you click on a new style icon, the property dialog window will immediately open from the Paragraph Styles panel, allowing you to edit the new style right away. Throughout the InDesign document, be sure to apply paragraph Style to all the headlines. This will not only allow you to make faster design changes, but will also help us add bookmarks and interactivity to the PDF file. Creating a Content Table Content Table Content Table collects the contents and page numbers of specific paragraph styles to provide a list of the content included in the publication. This content is created automatically and can be updated as the document is edited. While this provides very useful text information regarding content search, this same information can also be used to make your document interactive when exported to PDF. To start creating TOC, find the place in the document where you want to have TOC. Next, select a table of content from the Layout menu. We will install several properties in this dialog field, starting with installing the name simply content. In the Styles section of the content table, we'll choose the paragraph style for our column and click Add a button. The Content Table Dialog Option section includes the Create PDF Bookmarks option. Checking this option will result in a PDF file that includes bookmarks that refer directly to the relevant content of the document. This feature also leads to a more structured and searchable PDF file. Bonus! Once completed, click OK to return to the document with the downloaded text cursor. Click to add a new story to your document that includes all the TOC information. Update the content table Because the TOC is automatically generated, making changes involves revising the content table of the dialog window. To do this, select the TOC text frame in the layout, and then select the content table from the Layout menu. Continue to make changes to this dialog field, including title changes, included paragraph styles, and various variations, and then press OK. The selected text frame will be updated with new settings. You can update the content table as often as you like. Once you've finalized the document, you'll want to update TOC records and page numbers. Just like we've done before, select the TOC text frame and then select a content update table from the Layout menu. This will update TOC content based on all the parameters we have identified previously. Exports interactive PDF Now that we have added to the TOC to our document, we need to make sure that we are checking bookmarking and hyperlink options in the PDF export dialog field. InDesign provides several ways to export a PDF file. If you have created PDF presets in any Creative Cloud app, they will be available in the File and Adobe PDF Presets menu. You can also use one of two pre-set pre-installed formats located in the File and Export menu. These presets are called Adobe PDF (print) and Adobe PDF (interactive). In the Export Adobe PDF dialog field, be sure to check bookmarks and hyperlinks. These options are automatically checked when selecting the Adobe PDF (interactive) option. The resulting PDF file will now contain a TOC hyperlink, as well as an appropriate tab for each TOC record. See these features in action Join Chris Converse on a recorded web table and learn how features such as content table, hyperlinks, nested styles, and nested master pages to create a convenient interactive PDF for desktops and mobile devices. In this session you will learn: Creating a paragraph and character styles. Identify and update the table of contents of the document. Project documentation for better use. Use advanced styles for more control. Add interactive content such as hyperlinks. Adobe Creative Cloud E-Learning Series: Creating Interactive PDF Files from InDesign Creativity Products: InDesign Dedicated August 07, 2017 0 /t5/indesign/indesign-pdf-bookmarks-to-named directions/td-p/9280299 Aug 07, 2017 0 0 0 08 August 2017 0/t5/indesign/indesign-pdf-bookmarks-to-named-destinations/m-p/9280302-M62169 Aug 07, 2017 0/t5/indesign/indesign-pdf-bookmarks-to-named-destinations/m-p/9280301-M62168 This InDesign tip on the use of navigation bookmarks in InDesign documents was sent to Tip Tip of the Week subscribers on April 6, 2017. Sign up now and every week, you'll get a new tip, a keyboard shortcut, and a roundup of new articles, as well as exclusive offers sent straight to your inbox! Just scroll down to the bottom of this page, enter your email address, and click Go! We'll take care of the rest. Now, at the tip! When you work with very long documents, it can be a pain just to find the content you need to work on especially if you are unsure of the page number, and there are no section starts or other decals in the layers of page page sketches to help you. One thing that can help in this situation is bookmarks (Windows and Interactive bookmarks). Typically, you can use bookmarks to add navigation elements to an exported PDF, but they work just as well right inside InDesign. So the next time you're on a page that you think you might be having trouble finding a way back, put a bookmark there and give it a descriptive name. To go straight to this page, double-click the tab in the bar. You can also hover over the bookmark to see the page number. Bookmarks don't have to be in the same order as the pages they represent. Drag them to change them in order of priority, or a group of certain reminders, and so on. Just be sure not to include bookmarks in any export. One of the great things about InDesign Content Tables is that you can use it to automatically create bookmarks in documents. But sometimes you want bookmarks without actually including a content table anywhere in your file. Can do it! This article begins with the basic assumption that your paragraph styles are tuned properly for the content table, as described in these posts: First, go to Layout and the content table. Add your Level 1 header to the left side of the bar. My Level 1 headline is called SlideTitle, but yours will definitely be different. Then check the check box to include THE PDF bookmarks. Normally now that we'd start the tedious process of tweaking TOC style items and numbering, but if we exploit the content table to bookmark it to create abilities, we can just click OK. You will get a gun place loaded with a table of contents. Click on the side of the page somewhere, on the pasteboard. Now go to the Window and the Interactive Bookmark panel. Now you have to see the bookmarks. so what if you want multiple tabs levels? Go back to layout and the content table. Add your style to the level 2 paragraph. Then click on the More Options button. Options. You click on the buttons More options, you get an extended version of the content table dialog window. The large black box in the image below covers up all the tedious things that usually take so long when setting up a content table. But good news! For our purposes today, these options don't matter! There are only two things that we should be concerned about in this dialog box: PDF bookmarks should be checked by the second level of the title should have number 2 in the level text box. Now, it's worth noting here that Level 2 in this dialog field has nothing to do with how the content table will appear on the page. Level 2 means that this paragraph style will be second in the bookmark hierarchy. How so: So, back to the original goal: I want a bookmark, but not a table about the content. So for now, all you have to do is just leave the contents table on the pasteboard. Bookmarks already live happily inside the bookmark panel, and can be included when exporting PDF. You need to be sure to check turn on the checkbox when exporting the PDF. Now that you're browsing the PDF in Acrobat, you'll have bookmarks. The great thing about using a content table to create bookmarks in InDesign is that if your content changes, or your pages reflow, updating bookmarks is as easy as updating the content table and re-exporting the PDF. Pdf. indesign bookmarks. indesign bookmark template. indesign bookmarks not working. indesign bookmarks table of contents. indesign bookmark hyperlink. indesign bookmark anchor. indesign bookmarks epub. indesign bookmark pdf