



**OKLAHOMA**  
**CareerTech**

## Badge Details

<b>Name</b>	4158 – Desktop Publishing I
<b>Description</b>	This one-semester course provides skill development in the electronic procedures of producing and editing publications. Students will create, format, illustrate, design, edit/revise, and print publications. Improved productivity of electronically produced newsletters, flyers, brochures, reports, advertising materials, and other publications is emphasized. Proof reading, document composition, and communication competencies are also included.

<b>Criteria</b>	<p><b><i>Candidates receiving this certification will take an exam with the following criteria:</i></b></p> <p>The exam is composed of 48 questions.</p> <ol style="list-style-type: none"><li>1. Document Planning 10%</li><li>2. Design Principles 15%</li><li>3. Typography 37%</li><li>4. Color 7%</li><li>5. Images 28%</li><li>6. Relationship with Images &amp; Text 3%</li></ol>
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