

Colorado BMEF CTE Course – Scope and Sequence

Course Name	Adobe InDesign	Course Details	Credits = .5 (Semester)		
		Course = 0.50 Carnegie Unit Credit	Level 3		
Course Description	Introduces students to InDesign, a page layout program which integrates seamlessly with other Adobe design programs. InDesign delivers creative freedom and productivity to DTP. Class discussions and independent projects supplement hands-on classroom work.				
Note	This is a suggested scope and sequence for the course content. The content will work with any textbook or instructional resource. If locally adapted, make sure all competencies are covered. The course competencies align with (MGD 1013) of CCNS. Alignment is for Adobe InDesign certification competencies from Adobe InDesign exam objectives. Additional resources may be available through the Multimedia CTE Pathway. The appropriate Technology/IT/Multimedia Credential is required to teach this class in the BMEF pathway. Please contact your local community college for further information regarding opportunities for credit. This document was created using the Exam Objectives for Print & Digital Media Publication Using Adobe InDesign – June 2026				
SCED Identification # 11151		Schedule calculation based on 60 calendar days of a 90-day semester. Scope and sequence allows for additional time for guest speakers, student presentations, field trips, remediation, or other content topics.			
All courses taught in an approved CTE program must include Essential Skills embedded into the course content. The Essential Skills Framework for this course can be found at https://www.cde.state.co.us/standardsandinstruction/essentialskills					
Instructional Unit Topic	Suggested Length of Instruction	Course Learning Outcomes	Competency / Performance Indicator	Outcome / Measurement	CTSO Integration
Unit 1 Working in the Design Industry	2 Weeks	National Business Ed Standards: Document Production, Technology Applications	a. Identify purpose, audience & audience needs b. Communicate design plans with clients/colleagues c. Determine copyright, permissions & licensing d. Demonstrate knowledge of publication terminology	Students will analyze a design brief, identify target audience demographics, and produce a written design plan that identifies copyright requirements, color mode, and key terminology Assessed via written plan rubric and objective quiz.	FBLA: Graphic Design Visual Design Advertising Business Ethics Business Communication Introduction to Business Concepts Marketing

			e. Apply design principles & best practices		DECA: Integrated Marketing Campaign Events Marketing Communications Series Business Operations Research Entrepreneurship Series
Unit 2 Project Setup & Interface	3 Weeks	National Business Ed Standards: Career Development, Professional Portfolio	a. Create documents with appropriate settings (web, print, mobile) b. Navigate, organize & customize the workspace c. Use non-printing design tools d. Import assets into a project e. Manage colors, swatches & gradients f. Manage paragraph, character & object styles	Students will set up an InDesign document using correct specifications (bleed, margins, columns, color mode) for a given output type (print vs. digital), import linked assets, and configure a custom workspace Assessed via skills checklist and performance task.	FBLA: Computer Applications Graphic Design Visual Design Introduction to Information Technology Computer Problem Solving Management Information Systems DECA: Business Solutions Project Business Services Operations Research Integrated Marketing Campaign Entrepreneurship Series
Unit 3 Organizing Documents	2 Weeks	National Business Ed Standards: Document Production & Management	a. Use layers to manage design elements b. Manage and modify pages c. Create, edit & arrange pages d. Create & apply master pages	Students will build a multi-page document using layers, master pages, and page management tools Demonstrate proper layer naming/organization Assessed via project rubric evaluating layer structure and master page application.	FBLA: Graphic Design Visual Design Digital Animation Digital Video Production Introduction to Business Presentation DECA:

					Business Operations Research – Business Services Buying & Merchandising Operations Research Business Solutions Project Integrated Marketing Campaign Events
Unit 4 Creating & Modifying Document Elements	5 Weeks	National Business Ed Standards: Document Production, Typography, Digital Media	a. Use core layout tools (frames, graphics) b. Add & manipulate text with typographic settings c. Make, manage & edit selections d. Transform digital graphics & media e. Use editing & reconstructing techniques f. Modify appearance using effects & styles g. Add interactive/dynamic content & media h. Create & edit tables	Students will design a multi-page publication (e.g., brochure, newsletter, or magazine spread) demonstrating correct use of frames, type tools, typographic settings, object styles, effects, interactive elements, and tables Assessed via a comprehensive project rubric.	FBLA: Graphic Design Visual Design Digital Animation Digital Video Production Broadcast Journalism Social Media Strategies Introduction to Social Media Strategy Public Service Announcement Website Design Introduction to Business Presentation DECA: Integrated Marketing Campaign Events Marketing Communications Series (Sports & Entertainment Marketing Operations Research Buying & Merchandising Operations Research Entrepreneurship Series Innovation Plan

Unit 5 Publishing Documents	2 Weeks	National Business Ed Standards: Document Production, Technology Applications	a. Prepare documents for publishing (preflight, error checking) b. Save in native InDesign format (.indd, .idml) c. Export to PDF, EPUB, HTML, Publish Online d. Print proof copies e. Package InDesign projects	Students will preflight a provided InDesign document, resolve all preflight errors, then export to print-ready PDF and digital EPUB formats Package the project for handoff Assessed via checklist and completed exported files.	FBLA: Graphic Design Visual Design Computer Applications Digital Video Production Supply Chain Management Project Management Business Plan DECA: Business Operations Research Business Services Operations Research Business Solutions Project Integrated Marketing Campaign Events Buying & Merchandising Operations Research
Unit 6 Capstone: Portfolio & Certification Preparation	2 Weeks	National Business Ed Standards: Career Development, Professional Portfolio	All prior competencies synthesized into a comprehensive portfolio project Adobe Certified Professional exam readiness and test- taking strategies	Students will compile a professional portfolio of InDesign projects with written rationale for design decisions Complete a timed practice exam mirroring Adobe Certified Professional objectives Assessed via portfolio rubric and practice exam score.	FBLA: Career Portfolio Future Business Leader Graphic Design Visual Design Business Plan Job Interview Future Business Educator DECA: Career Development Project Business Operations Research Entrepreneurship Series Innovation Plan

					Independent Business Plan
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Academic Standards Alignment

Colorado CTE courses are required to integrate academic and essential skills into course content. The following academic standards have been identified as aligned to this course and should be integrated throughout instruction.

[CO CTE Academic Standards Resources](#) (Rubrics, integration strategies, etc)

[CDE Colorado Academic Standards Online](#) (Online standards lookup tool)

Reading, Writing, & Communicating

Standard 2: Reading for All Purposes

- **Prepared Graduate 4:** Read a wide range of informational texts to build knowledge and to better understand the human experience.
- **Prepared Graduate 5:** Understand how language functions in different contexts, command a variety of word-learning strategies to assist comprehension, and make effective choices for meaning or style when writing and speaking.

Standard 3: Writing and Composition

- **Prepared Graduate 7:** Craft informational/explanatory texts using techniques specific to the genre.

Standard 4: Research Inquiry and Design

- **Prepared Graduate 10:** Gather information from a variety of sources; analyze and evaluate its quality and relevance; and use it ethically to answer complex questions.

Note: Mathematics and Science standards will be added in the future. Visit the [Colorado Academic Standards](#) page for the most current version.