



SKILL DEVELOPMENT PROGRAMS

OFFICIAL STUDY MATERIAL

SKILL COURSE

GRAPHIC DESIGN & POST PRODUCTION

SKILL SYLLABUS

- ▶ **PHOTOSHOP SYLLABUS**
- ▶ **ADOBE ILLUSTRATOR SYLLABUS**
- ▶ **COREL DRAW SYLLABUS**
- ▶ **AFTER EFFECTS SYLLABUS**
- ▶ **PREMIERE PRO+EDIUS FULL SYLLABUS**
- ▶ **CINEMA 4D SYLLABUS**

PHOTOSHOP SYLLABUS

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Course Overview

This course covers all essential Photoshop tools, creative techniques, and professional workflows. Students learn everything from basic navigation to advanced design — including layers, masking, typography, color correction, compositing, retouching, effects, and final project exporting. By the end of the course, learners will be able to create posters, banners, social media creatives, photo corrections and complete professional real-world design projects confidently.

Detailed Class Breakdown

Class 1 – Photoshop Introduction & Artboard Basics

- Interface tour, panels, and tools
- File types, resolution, canvas setup
- Hands-on: Create a basic design using shapes and text
- Q&A + Tips (saving presets, customizing workspace)

Goal: Become comfortable navigating

Class 2 – Layers, Selection & Masking

- Layers overview (types, folders, blending)
- Selection tools + feathering
- Masking basics (layer mask, clipping mask)
- Practice: Cut out an object & place it on a new background

Goal: Understand how to isolate, move,

Class 3 – Text, Shapes & Layer Styles

- Working with Type Tool (character/paragraph settings)
- Creating vector shapes and custom shapes
- Layer styles: shadows, strokes, glow, bevel
- Practice: Create a stylized banner or quote image

Goal: Create professional-looking text-

Class 4 – Color Adjustments & Enhancements

- Auto adjustments (auto tone, contrast, color)
- Manual edits: Curves, Levels, Hue/Saturation
- Adjustment layers & non-destructive editing
- Practice: Enhance a dull photo

Goal: Make images stand out with color grading and tonal

Class 5 – Compositing & Effects

- Blending modes and smart objects
- Advanced masking + edge refinements
- Add effects: fog, shadows, color overlays
- Practice: Create a fantasy-style or double exposure image

Goal: Combine images into creative and cinematic

Class 6 – Retouching & Repairing Photos

- Spot Healing, Patch Tool, Clone Stamp
- Skin smoothing & blemish removal
- Removing unwanted objects
- Practice: Retouch a portrait image

Goal: Clean up and perfect photos for a polished

Class 7 – Final Project & Exporting

- Review of all tools and techniques
- File formats for print vs web (JPEG, PNG, PSD, PDF)
- Final project: Poster, social media ad, or cover design
- Exporting, organizing layers, feedback

Goal: Apply all skills and complete a full professional

ADOBE ILLUSTRATOR SYLLABUS SKILL DEVELOPMENT PROGRAMS

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Course Overview

This course covers the complete workflow of vector-based designing in Adobe Illustrator, including shapes, typography, gradients, pen-tool drawing, masks, color systems, and export settings. By the end of the course, students will be able to create logos, posters, social media creatives, and professional vector illustrations with industry-standard design methods.

Detailed Class Breakdown

Class 1 – Introduction & Workspace

- What is Adobe Illustrator?
- Workspace overview
- Toolbars, Panels, Artboards
- Navigation tools (Zoom, Pan)
- How to create a new document

Tools Focus: Selection Tool, Zoom Tool, Artboard Tool

Class 2 – Shapes & Pathfinder

- Basic Shape Tools: Rectangle, Ellipse, Polygon, Line
- Stroke vs Fill
- Transform Options: Rotate, Reflect, Scale
- Pathfinder: Unite, Minus Front, Intersect, Exclude
- Arrange & Align tools

Tools Focus: Shape Tools, Pathfinder, Align Panel

Class 3 – Typography & Text Tools

- Type Tool (Point Text vs Area Text)
- Font style, size, spacing (Kerning / Leading / Tracking)
- Convert text to outlines
- Type on a Path
- Warp Text (Envelope Distort)

Tools Focus: Type Tool, Character & Paragraph

Class 4 – Color & Gradients

- Fill & Stroke color
- Swatches panel
- Creating & saving custom colors
- Gradient Tool (Linear, Radial)
- Transparency & Opacity
- Adobe Color Themes intro

Tools Focus: Color Picker, Gradient Tool,

Class 5 – Pen Tool & Custom Drawing

- Pen Tool basics (anchor points, curves)
- Convert Anchor Point Tool
- Drawing custom shapes
- Shape Builder basics
- Smooth Tool & Eraser Tool

Tools Focus: Pen Tool, Anchor Point Tools, Shape Builder

Class 6 – Layers & Masking

- Layers panel overview
- Grouping vs Ungrouping
- Lock / Hide objects
- Clipping Mask
- Opacity Mask (basic)

Tools Focus: Layers Panel, Clipping Mask,

Class 7 – Final Design Workflow & Export

- Poster / Logo / Social Media layout workflow
- Export for Print (PDF, CMYK)
- Export for Web (PNG, JPG, SVG)
- Artboard management
- Asset Export Panel

Tools Focus: Export for Screens, Save for Web, Export

COREL DRAW SYLLABUS

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Course Overview

This course covers the complete workflow of vector designing, print layout creation, typography, color work, page setup, image editing, and professional export functions in CorelDRAW.

By the end of the course, students will be able to design logos, visiting cards, brochures, posters, social media graphics, and full print-ready artwork with industry standards.

Detailed Class Breakdown

Class 1: Introduction to CorelDRAW & Workspace Overview

- What is CorelDRAW? Use & Industry Relevance
- Interface Tour (Toolbox, Menu, Property Bar, Docker)
- Creating & Saving New Files
- Units, Page Setup & Guidelines
- Practice: Create a Basic Poster Frame

Class 2: Drawing Basic Shapes & Tools

- Rectangle, Ellipse, Polygon, Star, Spiral
- Freehand, Bezier, Pen Tool
- Using Shape Tool for Corner Editing
- Practice: Basic Logo Design using Shapes

Class 3: Working with Colors & Fills

- Fill Tool (Uniform, Fountain, Pattern)
- Outline Tool & Stroke Editing
- Color Palettes, Eyedropper Tool
- Practice: Design a Colorful Badge

Class 4: Typography in CorelDRAW

- Text Tool: Artistic vs Paragraph Text
- Font Management, Character Formatting
- Text Wrapping, Fit to Path, Convert to Curve
- Practice: Typography Poster / Quote Design

Class 5: Object Manipulation

- Group, Ungroup, Align, Order (Forward/Backward)
- Transform: Rotate, Resize, Mirror
- PowerClip / Clipping Inside Shapes
- Practice: Social Media Banner using Images + Text

Class 6: Working with Images

- Import, Resize, Crop
- Adjust Brightness/Contrast
- Bitmap to Vector (Trace Bitmap)
- Transparency Tool, Drop Shadow
- Practice: Image-based Flyer Design

Class 7: Advanced Shape Editing

- Weld, Trim, Intersect, Combine
- Creating Custom Shapes & Icons
- Practice: Custom Logo using Shape Tools

Class 8: Layers & Page Management

- Understanding Layers & Objects Docker
- Locking, Hiding, Naming Layers
- Working with Multi-page Documents
- Practice: E-book or Brochure Layout

Class 9: Real-life Design Projects

- Visiting Card Design
- Letterhead / Invoice Layout
- Social Media Post Design
- Practice: Complete 1 Real Project

Class 10: Exporting & Final Touch

- Exporting Formats (JPG, PNG, PDF, CDR)
- Print Settings, Bleed, Crop Marks
- Shortcut Keys Recap
- Practice: Final Portfolio Project Design

AFTER EFFECTS SYLLABUS

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Course Overview

This course provides a complete foundation in Adobe After Effects for motion graphics, TV graphics, news channel packaging, promos, intros, transitions, and professional animation workflows. Students will learn layers, keyframes, effects, 3D, audio sync, rendering, and real broadcast-style graphics such as flaps, lower thirds, L-bands, sponsor backgrounds, transitions, promos, and full channel intro design.

Detailed Class Breakdown

Class 1: Introduction to After Effects

- Interface Overview
- Understanding Panels (Project, Timeline, Composition, Preview)
- Creating First Composition
- Importing Footage
- Basics of Timeline and Layers

Class 2: Working with Layers & Keyframes

- Types of Layers (Solid, Text, Image, Audio, Video)
- Layer Properties (Position, Scale, Rotation, Opacity)
- Introduction to Keyframes
- Simple Animation with Keyframes

Class 3: Text Animation Basics

- Adding and Styling Text
- Animating Text Properties
- Using Preset Text Animations
- Fade In/Out & Typewriter Effects

Class 4: Shape Layers & Masks

- Creating Shape Layers (Rectangle, Circle, Custom)
- Animating Shape Layers
- Introduction to Masks
- Mask Animation Techniques

Class 5: Motion Graphics Techniques

- Anchor Point Control
- Motion Blur & Graph Editor Basics
- Looping Animations
- Using Null Objects for Control

Class 6: Effects & Presets

- Applying Effects (Glow, Blur, Drop Shadow, etc.)
- Understanding Effect Controls
- Using Presets from Animation Presets
- Combining Multiple Effects

Class 7: Transitions & Scene Changes

- Creating Smooth Transitions
- Using Alpha Mattes
- Simple Swipe / Slide / Zoom Transitions
- Precomposing and Nesting

Class 8: 3D Layer Introduction

- Enabling 3D for Layers
- Working with Cameras & Lights
- Basic 3D Animation
- Understanding Z-Axis Movement

Class 9: Audio Integration & Sync

- Importing and Editing Audio
- Syncing Audio with Animation
- Audio Spectrum & Waveform Visuals
- Audio Fade-In / Fade-Out

Class 10: Rendering & Final Output

- Composition Settings & Preview
- Export Using Adobe Media Encoder
- Choosing the Right Format (MP4, MOV, etc.)
- Tips for Quality Export & Optimization

Class 11: Flap Design (Static Layout)

Objective: Design a TV-style flap layout used for names or breaking news.

Class 12: Flap Motion (Animation)

Objective: Create and animate professional lower-third/title flap graphics.

Class 13: Lower Third / Name Aston

Objective: Create and animate broadcast-quality name straps and lower thirds.

Class 14: L-Band Design & Motion

Objective: Create L-shaped information bands for news/live shows.

Class 15: Show / Channel Intro Design

Objective: Build a 5–10 sec dynamic intro animation.

Class 16: Sponsor BG / Anchor BG / Location Band / Window Frame

Objective: Create multiple elements used in TV graphic packages.

Class 17: Sponsor BG / Anchor BG / Location Band / Window Frame

Objective: Create additional elements for a complete TV package.

Class 18: Promo Creation (Promo / Teaser / Ad)

Objective: Create a short promo or teaser video using After Effects.

Class 19: Promo Creation – Advanced

Objective: Create multiple variations of promo/teaser videos.

Class 20: Final Test – Best Graphics Designer Challenge

Objective: Final individual project to evaluate complete skills.

PREMIERE PRO+EDIUS FULL SYLLABUS

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Course Overview

This course provides a complete foundation in Adobe Premiere Pro and EDIUS for video editing, color grading, audio mixing, titling, transitions, chroma keying, and export workflows. Students learn professional editing structure, media management, timeline techniques, color correction, VFX basics, green screen, motion titles, and full project execution for YouTube, news, corporate, and events.

PREMIERE PRO (Class 1 – 10)

Class 1: Introduction to Premiere Pro

- Interface Overview
- Creating a New Project
- Importing Media
- Timeline Basics

Class 2: Organizing & Basic Editing

- Project Panel Organization
- Source Monitor vs Program Monitor
- Basic Trimming Tools
- Moving Clips on Timeline

Class 3: Working with Audio

- Audio Tracks
- Volume Adjustment
- Audio Fade In/Out
- Mixing Music and Voice

Class 4: Transitions & Titles

- Video Transitions (Cross Dissolve, Dip to Black)
- Transition Duration & Customization
- Essential Graphics Panel
- Creating Titles & Lower Thirds
- Simple Title Animations

Class 5: Creative Color Grading

- Applying LUTs and Looks
- Creative Adjustments (Tint, Vibrance, Vignette)
- Matching Colors Across Clips

Class 6: Color Correction Basics

- Applying Effects (Glow, Blur, Drop Shadow, etc.)
- Understanding Effect Controls
- Using Presets
- Combining Multiple Effects

Class 7: Speed Effects & Keyframes

- Speed/Duration Adjustments (Slow, Fast, Reverse)
- Reverse Playback
- Keyframing (Opacity, Scale, Position)

Class 8: Chroma Key Basics

- Introduction to Chroma Key (Green Screen)
- Ultra Key Effect Overview
- Basic Keying Process
- Adjusting Matte Generation & Transparency

Class 9: Advanced Chroma Key Techniques

- Fine-Tuning Key (Matte Cleanup, Spill Suppression)
- Using Garbage Mattes & Masks
- Adding Motion Backgrounds
- Matching Lighting & Color

Class 10: Exporting & Final Project

- Reviewing Timeline & Final Edits
- Export Settings (MP4, YouTube)
- Bitrate & Resolution Settings
- Archiving & Project Backup

EDIUS (Class 11 – 15)

Class 11: EDIUS Introduction & Interface

- EDIUS (Versions, Use Cases)
- Software Installation Overview
- Interface Tour: Bin Window, Timeline, Preview Monitor, Tools
- Creating a Project & Basic Settings
- File Import & Organize
- Clips Arrange on Timeline

Practical: Sample Project Setup & Clip Arrangement

Class 12: Basic Editing & Timeline Tools

- Timeline Deep Dive
- Trimming, Splitting, Ripple Edits
- Moving & Grouping Clips
- Basic Transitions (Dissolve, Wipe)
- Audio Track Basics
- Simple Color Correction

Class 13: Titles, Graphics & Chroma Key

- Quick Titler Tool
- Lower Thirds & Rolling Titles
- Logo/PNG Overlay
- Chroma Key Introduction
- Keyer Effect Apply
- Color Range Selection
- Spill Suppression & Soft Edge

Class 14: Advanced Effects & Audio Editing

- Video Effects & Filters
- Speed Change (Slow Motion/Reverse)
- Stabilization Basics
- Audio Level Adjustment
- Audio Transitions (Fade In/Out)
- Voice-Over Import & Sync

Class 15: Exporting, Recap & Final Project

- Final Project Review
 - Format & Codec Selection (MP4, MOV)
 - Export Settings
 - Quality Optimization
 - Recap of All Tools & Best Practices
 - Q&A Session
 - Final Project Export
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CINEMA 4D SYLLABUS

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Course Overview

This Cinema 4D course covers the fundamental and advanced tools required for 3D modeling, text creation, animation, lighting, rendering, and MoGraph workflows. Students will learn splines, generators, deformers, dynamics, cameras, vector imports, materials, and complete scene building.

Detailed Class Breakdown

Class 1 – Introduction to Cinema 4D

Overview:

Introduction to Cinema 4D interface, navigation, and basic tools.

Topics Covered:

Interface & workspace overview

Navigation in 3D viewports

Object creation tools

Selection and transformation basics

Class 2 – Working with Objects and Hierarchies

Overview:

Understanding primitives, grouping, and parent–child hierarchies.

Topics Covered:

Primitive objects

Null objects and grouping

Object Manager organization

Parenting and hierarchy concepts

Class 3 – Modeling Basics

Overview:

Basics of polygon modeling and editable geometry.

Topics Covered:

Editable vs. parametric objects

Polygon modeling fundamentals

Knife, Extrude, Bevel tools

Creating simple custom models

Class 4 – Splines and Generators

Overview:

Creating shapes with splines and converting them into 3D objects.

Topics Covered:

Drawing and editing splines

Using Lathe, Sweep, Extrude, Loft NURBS

Creating 3D shapes from splines

Class 5 – Text Design & Extrusion

Overview:

Creating and animating professional 3D text.

Topics Covered:

Creating 3D text

Formatting fonts and kerning

Extrude object with text

Bevels and caps for text styling

Animating text extrusion

Class 6 – Importing Vectors and Illustrator Files

Overview:

Workflow for turning Illustrator vectors into 3D geometry.

Topics Covered:

Preparing vector artwork in Adobe Illustrator

Importing AI and SVG files

Converting imported splines

Creating 3D objects from vector paths

Class 7 – Deformers and MoGraph Introduction

Overview:

Introduction to deformers and MoGraph basic animation.

Topics Covered:

Applying deformers (Bend, Twist, Taper, FFD)

MoGraph Cloner basics

Simple animations with MoGraph

Combining deformers with text or vector objects

Class 8 – Materials and Texturing

Overview:

Creating and applying materials for 3D objects.

Topics Covered:

Standard material creation

Color, Reflection, Bump channels

Applying materials to text and extruded objects

Projection mapping methods

Class 9 – Lighting Techniques

Overview:

Learning all standard lighting tools in Cinema 4D.

Topics Covered:

Standard lights: Omni, Spot, Area

Shadows and falloff

Three-point lighting setup

Lighting text and reflective objects

Text and object extrusion basics

Class 10 – Cameras and Composition

Overview:

Camera creation and scene framing.

Topics Covered:

Creating and animating cameras

Framing scenes

Depth of field basics

Camera target tagging

Class 11 – Animation Fundamentals

Overview:

Basics of animation, keyframes, and timeline.

Topics Covered:

Keyframing properties

Timeline and F-Curve editor

Animating text extrusion and vector objects

Looping animations

Class 12 – MoGraph Advanced: Cloner & Effectors

Overview:

Advanced MoGraph techniques for animation and motion graphics.

Topics Covered:

Cloner modes (Grid, Radial, Linear)
Random, Plain, Step Effectors
Animating clones and text
Combining multiple Effectors

Class 13 – Dynamics and Simulation

Overview:

Using rigid/soft body simulations in Cinema 4D.

Topics Covered:

Rigid and Soft Body dynamics
Collider tags
Simulating falling text or objects
Caching simulations

Class 14 – Rendering Techniques

Overview:

Rendering high-quality outputs using Cinema 4D render engines.

Topics Covered:

Standard and Physical Renderer settings
Global Illumination and Ambient Occlusion
Multipass rendering
Preparing final renders

Class 15 – Final Project Workshop

Overview:

Create a complete Cinema 4D project using all skills learned.

Topics Covered:

Plan a complete scene with:

- Imported vectors
- 3D text extrusion
- Lighting and animation

Rendering the project

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