WHERE ARE THE LESSON FILES?

Purchase of this Classroom in a Book in any format gives you access to the lesson files you'll need to complete the exercises in the book.

1. Go to adobepress.com/CreativeCloudCIB.
2. Sign in or create a new account.
3. Click Submit.

4. Answer the questions as proof of purchase.
5. The lesson files can be accessed through the Registered Products tab on your Account page.
6. Click the Access Bonus Content link below the title of your product to proceed to the download page. Click the lesson file links to download them to your computer.

**Note** If you encounter problems registering your product or accessing the lesson files or web edition, go to adobepress.com/support for assistance.

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BONUS LESSON 1  FUNDAMENTALS OF DESIGN WITH ADOBE EXPRESS ONLINE

BONUS LESSON 2  LIVE PERFORMANCE CAPTURE WITH CHARACTER ANIMATOR ONLINE
GETTING STARTED

Adobe Creative Cloud is a massive collection of professional desktop and mobile applications and web-based services. The software is updated continually throughout each year, receiving new features, performance improvements, and other modifications. Additional connective services like Libraries, file sync, and cloud documents tie everything together in a way that is just not possible through standalone applications.

Whether you’re designing with industry-standard applications like Photoshop or After Effects or experimenting with new offerings like XD or Dimension, Adobe Creative Cloud provides everything you need to express yourself creatively across all media.

About Classroom in a Book

Adobe Creative Cloud Classroom in a Book is part of the official training series for Adobe. The lessons are designed so that you can learn at your own pace. If you’re new to Creative Cloud design applications, you’ll learn the fundamental concepts and features you’ll use to design for a wide variety of media. The structure of the book and order of the lessons is derived from my experience teaching these applications to thousands of creative advertising and media design students at the University of Colorado Boulder.

This book also touches on various design principles and concepts using individual lessons as a point of focus. Keep these principles in mind as you work through the lessons and consider how you can apply them across the different applications.

Prerequisites

Before you begin using Adobe Creative Cloud Classroom in a Book make sure your system is set up correctly and that you’ve installed the required software and hardware. You can view updated system requirements here:

helpx.adobe.com/creative-cloud/system-requirements.html

You should have a working knowledge of your computer and operating system. For example, you should know how to use the mouse or trackpad and standard menus and commands. You should also know how to open, save, and close files. If you need to review these techniques, see the documentation included with your macOS or Windows system.

It’s not necessary to have a working knowledge of design applications concepts and terminology.
Installing Creative Cloud

You must purchase an Adobe Creative Cloud subscription, or obtain a trial version, separately from this book. For system requirements and complete instructions on installing the software, visit helpx.adobe.com/support.

You can purchase Adobe Creative Cloud by visiting www.adobe.com/creativecloud. Follow the onscreen instructions.

The first lesson in this book delves into everything you need to know to install and manage the Creative Cloud Desktop software.

Using the lesson files

The lessons in this book use supplied source files, including photos, design assets, video clips, audio recordings, project files, and more. To complete the lessons in this book, copy all the lesson files to your computer’s storage drive.

Before getting started, you’ll need to download the lesson files. You can find instructions for doing so on the first page of the ebook, in the section “Where are the lesson files?,” as well as in the “Online content” section.

Important

The media files provided with this book are practice files, provided for your personal, educational use in these lessons only. You are not authorized to use these files commercially or to publish, share, or distribute them in any form without written permission from Adobe Inc., and the individual copyright holders of the various items. Do not share projects created with these lesson files publicly. This includes, but is not limited to, distribution via social media or online video platforms such as YouTube and Vimeo. You will find a complete copyright statement on the copyright page at the beginning of this book.

Any original media such as photographs, videos, and audio recordings referenced in or distributed as part of this book are copyright © 2022 by Joseph Labrecque. Certain additional design assets referenced are derived from direct use of online resources such as Adobe Express or as distributed in applications such as Adobe Character Animator.

How to use these lessons

The lessons in this book include step-by-step instructions. Each lesson stands alone but many build on concepts and workflows from previous lessons. For this reason, the best way to learn from this book is to proceed through the lessons in their written order.
The lessons begin with an overview of a particular piece of design software and how to create a new project in that application. We then proceed by introducing concepts and workflows that are common to the individual application until the project is complete.

Many pages contain additional “sidebar” information boxes that explain a particular technology or offer alternative workflows. It’s not necessary to read the content in these sidebars or to follow the workflows, but you may find the content interesting and helpful as it will deepen your understanding and often provide additional context.

By the end of these lessons, you’ll have a good understanding of what each Creative Cloud software application does and how to start a new project, and you’ll be able to design competently with the particular application each lesson explores.

Nearly every lesson also includes an overview of a relevant design principle. It is good to keep these principles in mind when you’re designing, balancing out the technical aspects of the application with a functional understanding of basic design concepts.

Although we only scratch the surface of what you can accomplish with each Creative Cloud application, you won’t be left with nowhere to go if you want to learn more. At the close of each lesson, you will find suggestions of where to look next to go deeper with the application we have focused on in that lesson.

Online content

Your purchase of this Classroom in a Book includes online materials provided by your Account page on adobepress.com. These include the following.

Lesson files

To work through the projects in this book, you will need to download the lesson files by following the instructions in “Accessing the lesson files and Web Edition.”

Web Edition

The Web Edition is an online interactive version of the book that provides an enhanced learning experience. Your Web Edition can be accessed from any device with a connection to the Internet, and it contains the following:

- The complete text of the book
- Hours of instructional video keyed to the text
- Interactive quizzes

Note If you encounter problems registering your product or accessing the lesson files or web edition, go to www.adobepress.com/support for assistance.
Accessing the lesson files and Web Edition

You must register your purchase on adobepress.com in order to access the online content.

1. Go to adobepress.com/CreativeCloudCIB.
2. Sign in or create a new account.
3. Click Submit.
4. Answer the question as proof of purchase.
5. The lesson files can be accessed from the Registered Products tab on your Account page. Click the Access Bonus Content link below the title of your product to proceed to the download page. Click the lesson file link(s) to download them to your computer.
6. The Web Edition can be accessed from the Digital Purchases tab on your Account page. Click the Launch link to access the product.

Additional resources

Adobe Creative Cloud Classroom in a Book is not meant to replace documentation that comes with the software or to be a comprehensive reference for every feature. Only the commands and options used in the lessons are explained in this book. For comprehensive information about application features and tutorials, refer to the following resources.


For inspiration, key techniques, cross-application workflows, and updates on new features, go to the Creative Cloud tutorials page: helpx.adobe.com/creative-cloud/tutorials.html.

Additionally, you will find links to similar online resources for each application we cover at the conclusion of the relevant lessons.

Adobe Community: Tap into peer-to-peer discussions, questions, and answers on Adobe products at the Adobe Support Community page at community.adobe.com. Click the links for the specific application to visit the corresponding communities.

Adobe Creative Cloud Discover: This online resource offers thoughtful articles on design and design issues, a gallery showcasing the work of top-notch designers and artists, tutorials, and more. Check it out at creativecloud.adobe.com/discover.
Resources for educators: adobe.com/education and edex.adobe.com offer a treasure trove of information for instructors who teach classes on Adobe software. Find solutions for education at all levels, including free curricula that use an integrated approach to teaching Adobe software and that can be used to prepare for the Adobe Certified Professional exams.

Adobe Authorized Training Centers

Adobe Authorized Training Centers offer instructor-led courses and training on Adobe products, employing only Adobe Certified Instructors. A directory of AATCs is available at learning.adobe.com/partner-finder.html.
Lesson overview

In this lesson, you’ll learn how to do the following:

• Understand what Adobe Creative Cloud is and how it is used.
• Navigate the Creative Cloud Desktop application.
• Install, uninstall, update, and manage desktop software versions.
• Access mobile apps, Creative Cloud Libraries, and the sync folder.
• Browse and manage Adobe Fonts.
• Get familiar with the Behance network and Portfolio services.

This lesson will take less than 1 hour to complete.

To get the files used in this lesson, download them from the web page for this book at www.adobepress.com/CreativeCloudCIB. For more information, see “Accessing the lesson files and Web Edition” in the Getting Started section at the beginning of this book.
The Adobe Creative Cloud Desktop application functions as a gateway to installing and managing your desktop-based creative applications, accessing related mobile apps, and working with Creative Cloud services, all through a single interface.
Note: If you have not already downloaded the project files for this book to your computer from your Account page, make sure to do so now, as we’ll be using these files in upcoming chapters. See "Getting Started" at the beginning of the book.

Getting started

Start by ensuring you have an active trial or subscription to Adobe Creative Cloud and have downloaded the exercise files we’ll be using later in this book.

1. Log in to your Adobe account using your Adobe ID to be sure you have an active trial or subscription. You can find this information by visiting https://account.adobe.com.


Creative Cloud Desktop

The Creative Cloud Desktop application is a management console for all of your Adobe desktop applications. It also acts as a gateway for you to access mobile software, web-based services, and learning resources.

The application interface

When you launch the Creative Cloud desktop application, you’ll be presented with an easy-to-understand interface that includes application management and links to additional mobile applications and web-based services.
You'll see a set of four views accessible from tabs along the top of the application interface. By default, the Apps view will be active. If it isn't, click the icon to activate this view.

The software interface is simple to navigate and includes the following primary sections in the Apps view:

- **Apps**: This shows a full list of installed and available applications across three categories: Desktop, Mobile, and Web. You can also access updates from the Apps section.
- **Categories**: Applications are grouped into categories. This is often the more direct way to access Creative Cloud applications for specific purposes rather than listing everything at once.
- **Resource Links**: Web-based services like Adobe Stock, Behance, Portfolio, and Adobe Fonts can be accessed here.
- **Current Page**: When you’re exploring the various sections of the desktop application, this area displays the sectional content you’ve chosen to navigate into.
You can also access additional content and services by switching the view along the top of the application interface from the Apps view to another by clicking the desired tab:

- **Files:** Here you’ll get direct access to cloud documents and Creative Cloud Libraries.
- **Discover:** Filter by application to discover learning content and other resources.
- **Stock and Marketplace:** This area provides access to Adobe Stock, Adobe Fonts, application plugins, and more.

You will also find quick access to a search, notification, and software preferences in the upper right.

**Creative Cloud on the web**

You can also access some of these same features on the web by visiting https://creativecloud.adobe.com and logging in with your Adobe ID.

Much of the interface and options are shared with the Creative Cloud Desktop application, but an important distinction is that you are initially taken to a Creative Cloud dashboard. This view presents you with suggested applications, recent files, and direct access to web-based applications like Adobe Express from the left sidebar.

**Managing application preferences**

The Creative Cloud Desktop application includes preferences that you can set for application updates, notifications, and syncing.

In the upper-right corner of the interface, you can access your Adobe account by clicking the circular photo or avatar shown there. An account overview overlay will appear.
Choose Preferences from the overlay menu to open the application preferences dialog box.

The dialog box has categories along the left side, and details for the selected category are displayed in the wider column to the right.

Here are a few items of note in each category that you will want to consider when setting up your preferences:

- **General**: This section displays how much storage you have remaining in the cloud. You can also choose whether to launch this application at system login and whether to keep the desktop app up to date automatically.

  At times, application updates will require that you keep the desktop app updated, so I highly suggest leaving this option activated.
• **Apps:** This is where you determine which applications to keep updated and specify the installation location on your computer for all your applications. Some applications will have advanced settings that determine whether to retain old versions and whether to import previous settings to newer installations.

• **Syncing:** This determines the location of your Creative Cloud files sync folder on your computer. You can also pause syncing or throttle download and upload transfer speed from this location.

• **Notifications:** This list of several notification types can be activated or deactivated depending on your personal preference.

• **Services:** Here you’ll specify the download location for assets and choose whether to enable Adobe Fonts.

  If you choose to disable Adobe Fonts, all fonts that have been previously downloaded will deactivate.

• **Appearance:** This changes the user interface appearance for the Creative Cloud Desktop application. You can switch between light and dark themes.

### Managing desktop applications

The primary use of Creative Cloud Desktop is to access and manage the various software applications that are part of your subscription.

### Installing software applications

Before you can use any of the Adobe desktop applications like Photoshop, Illustrator, Premiere Pro, and the rest, you must first install them to your computer.

1. On the Apps tab, click All Apps in the upper left of the interface.

A grid of applications appears.
2 Locate the application you want to install and click Install.

Creative Cloud will download the application and the installation process will begin. You can monitor the installation progress directly or proceed to install additional applications while this is happening.

Installing multiple applications will not affect the installation procedures at all.

3 Once the application is installed, click Open to launch it.

**Note** If you see a warning icon when attempting to install an app, clicking the icon will provide detailed information as to why the software cannot be installed. Normally, this is because you must update your operating system for compatibility.

**Note** You can also locate installed applications in the normal ways in which you locate and launch applications in your operating system of choice. Opening them via the Creative Cloud Desktop application is simply a convenience.

**Tip** If you can’t find a specific piece of software, you can click the search icon at the top right of the interface to locate and install it.
Software applications to install

When working through this book, you’ll want to install the following desktop applications:

- **Adobe Lightroom**: Photography management and editing
- **Adobe Photoshop**: Raster image design
- **Adobe Illustrator**: Vector graphic design
- **Adobe InDesign**: Multipage layout for digital and print
- **Adobe XD**: Screen layout and prototyping
- **Adobe Dimension**: Scene-based 3D layout design
- **Adobe Audition**: Audio recording, editing, and mixing
- **Adobe Premiere Pro**: Video sequencing
- **Adobe After Effects**: Motion graphics, video compositing, and effects
- **Adobe Character Animator**: Live, performance-based character animation
- **Adobe Animate**: Multiplatform animation, motion graphics, and interaction design
- **Adobe Media Encoder**: File transcoding and conversion

If you don’t have room on your computer to install everything at once, you can always install only what you are using at a given time, removing software that you no longer currently need. As you’ll see soon, the Creative Cloud Desktop application makes these actions relatively painless.

Updating software applications

One of the major benefits to Adobe’s cloud-based distribution model is that it makes updates available on a regular basis. Some provide important new features and UI improvements, and others are more akin to stability and security updates. In either case, it is a good idea to keep your software updated at all times.

Updates may be installed automatically depending on any preferences you have set. You can also check for updates manually.

1. In the left-hand column of the Apps tab view, choose Updates.

**Tip** You will also see an application called Lightroom Classic. That is not the application we will be using in this book.

**Note** Creative Cloud will install Media Encoder automatically when you install Premiere Pro, After Effects, Animate, or any other application that relies on it for media output.
Creative Cloud displays the number of updates currently available in a badge to the right.

2 On the Updates screen, click Check For Updates.

Creative Cloud Desktop will check for any available updates to your installed software applications.

3 If updates are available, they will be listed below, and they often include information detailing what the update contains.

4 Click the Update button to download the update and install it to your system. You can also choose Update All to update everything with a single click.

5 Monitor the update process. Sometimes you will receive a prompt that asks you whether you’d like to import settings to the updated version, depending on your chosen preferences.

Once the update completes, you can launch the application and make use of the updated version.

**Uninstalling software applications**

From time to time, you may need to completely uninstall an application if you no longer use it regularly, or perhaps if you want to free up space on your computer.

While you can do this on the operating system level, it is best to uninstall through the Creative Cloud Desktop application.
1 On the Apps tab, your installed applications are listed in the All Apps sidebar. Click the More Actions option at the right of any installed application to access an overlay menu and select Uninstall.

This menu will show more or fewer actions reflecting the chosen application and what is available.

2 Depending on the application being uninstalled, you may get an overlay asking whether you would like to keep or remove preferences during the uninstall process. If you think you might reinstall the application in the future, click Keep to retain your preferences.

Creative Cloud removes the application from your computer, but you can reinstall it whenever you like.
Installing other versions

By default, installing a software application will install the latest version. If you want to install a specific version of most applications, you have to access them through the More Actions menu.

1. On the Apps tab, under All Apps, click the More Actions *** option at the right of any installed application to access an overlay menu and choose Other Versions.

   ![Overlay Menu](image)

   An additional overlay appears. Here you can choose specific versions of the software to install.

2. In the overlay, you can see the latest version highlighted at the top and older versions listed below. Locate the version you want to install and click the Install button associated with that version of the software.

   ![Version List](image)

   The version you selected is downloaded and installed.

3. Click Done to exit the overlay.

### Note

For most applications, you can install full-release versions side by side and they will coexist just fine. For instance, Photoshop version 23.4 and Photoshop 22.1 can exist together but versions 23.4 and 23.1 cannot. Other applications do not allow for this.
Desktop software not covered in this book

While this book does cover the major desktop applications available in Creative Cloud, it doesn't include everything that's available.

Here are some applications we will not be detailing in this book:

- **Adobe Lightroom Classic**: Manage and edit photographs in a desktop application.
- **Adobe Bridge**: Preview, organize, edit, and publish your creative assets.
- **Adobe Acrobat**: View, create, manipulate, print, and manage PDF files.
- **Adobe Dreamweaver**: Design web pages using HTML, CSS, and JavaScript workflows.
- **Adobe InCopy**: Provide feedback and edits to InDesign documents.
- **Adobe Substance 3D Collection**: Create 3D art and augmented reality (AR) experiences using an entirely separate suite of software that isn't included in a Creative Cloud subscription but that is available separately.

We will touch upon this collection in more detail in Lesson 7.

Even though we will not be addressing these applications, that doesn't mean they are not important. Of course, you are free to install and use any application that is available as part of your subscription.

Accessing mobile applications

While the Creative Cloud desktop applications are generally the main focus for subscribers—and they are certainly the focus of this book—some of the mobile apps are valuable and should not be dismissed. In fact, you can use many of them effectively in tandem with their desktop counterparts.

Installing mobile applications

The Creative Cloud Desktop application allows you to easily browse and install Creative Cloud apps to your mobile device.

1. On the Apps tab, under All Apps, you may have noticed a set of three choices along the top center of the Current Page view: Desktop, Mobile, and Web. Switch to the Mobile view by clicking Mobile.
2 Choose a mobile app you would like to install, such as Adobe Express, and click Send Link.

An overlay appears asking that you enter a mobile phone number. This is because Adobe will send a link to install the mobile app to that phone in a text message.

3 Enter your mobile phone number, confirm it, and click Send Link.

**Note** You can choose to send the link over email by clicking the Email radio button.
4 Check your mobile device text messages and you will find a new message that includes a link to download and install the mobile app you’ve chosen from your mobile platform’s app store. Click this link.

Follow the instructions presented by the Apple App Store or Google Play Store to complete the installation.

**Recommended mobile applications**

When viewing the list of mobile apps available, you may feel a bit overwhelmed, since many are named similarly and not every app is as useful as some others. Here are the mobile apps that I believe are worth looking into for readers of this book:

- **Adobe Express**: Accessible graphic design for digital and print (iOS & Android).
- **Adobe Capture**: Used to capture colors, looks, shapes, materials, and more for use in other software through Creative Cloud Libraries (iOS & Android).
- **Adobe Fresco**: Cloud-based painting, sketching, and drawing application (iOS & Windows).
- **Adobe Lightroom**: Photograph management and editing across devices (iOS & Android).
- **Adobe Aero**: Augmented reality for creating and viewing AR experiences (iOS & Android).
• **Adobe Photoshop:** Cloud-based raster design for the iPad (iPadOS).
• **Adobe Illustrator:** Cloud-based vector design for the iPad (iPadOS).
• **Adobe Premiere Rush:** Cloud-based, short-form video editing and production (iOS & Android).
• **Adobe Photoshop Camera:** A camera app with specialized filters designed in the spirit of Photoshop compositional effects (iOS & Android).
• **Adobe Creative Cloud:** Access your Creative Cloud files and assets on mobile. Includes a set of useful quick actions to remove the background from an image, convert between file types, and so on (iOS & Android).
• **Adobe XD:** Companion app to view and interact with cloud-based prototypes on real hardware as opposed to software-only previews (iOS & Android).
• **Behance:** Access community content and creative livestreams on the Behance social network (iOS & Android).

### Creative Cloud services

A Creative Cloud subscription isn’t just about installed applications. You’ll get access to a number of useful services as well. Many of these work alongside the desktop and mobile software to improve your experience and workflows while others offer complementary services.

### Creative Cloud sync folder

When you install the Creative Cloud Desktop application, it creates a folder on your computer named **Creative Cloud Files**. When you place files in this folder, Creative Cloud will sync them to the cloud and across other computers that you are signed into using your Adobe ID.

#### Note

For simplicity, if iOS compatibility is indicated above, this will generally mean iPadOS is also supported.
This sync folder functions similarly to other file syncing services such as Dropbox, Microsoft OneDrive, or Google Drive. You add files to one machine, and they are synced to others that are connected by your Adobe ID.

You can access your local sync folder directly from the Creative Cloud Desktop application by switching to the Files tab view along the top of the interface and clicking the Open Sync Folder button at the bottom left of the interface.

Creative Cloud Libraries

Creative Cloud Libraries are organized repositories of creative assets that you can access from anywhere. The types of assets you can add to a Creative Cloud Library include colors, color themes, shapes, images, templates, stock photos, audio recordings, looks, materials, and even certain assets particular to specific desktop applications.

You can access your Creative Cloud Libraries directly through the Creative Cloud Desktop application by switching to the Files tab view along the top of the interface and choosing Your Libraries in the left column, or through individual applications that support Creative Cloud Libraries through their own interfaces.

You can gather most assets into a Creative Cloud Library by using the Capture mobile app to capture and organize assets from the world around you. You can also add assets to a Creative Cloud Library from the various desktop applications that directly support them. This is a great way to work with the same assets across multiple applications.
Adobe Fonts

One of the most useful aspects of a Creative Cloud subscription is the ability to browse through and activate thousands of professional typefaces through Adobe Fonts.

You can access Adobe Fonts directly through the Creative Cloud Desktop application by clicking the Adobe Fonts button in the upper right, or via a web browser by visiting https://fonts.adobe.com.

When you activate a font, it will sync across all computers that you are signed into with your Adobe ID and become available for use in any application on your computer—even those that are not part of Creative Cloud.

Activated fonts will even appear in certain web-based services that support them, such as Adobe Express.

Adobe Stock

By browsing the thousands of assets available on Adobe Stock, you can access royalty-free photos, vector illustrations, 3D assets, videos, audio recordings, templates, and more.

Generally considered a separate cost, Adobe Stock works on either a monthly credit pack plan or with a separate subscription plan. Most plans include access to all content capped at a certain number of assets a month, whereas credit packs are best for inconsistent stock needs as more of a pay-as-you-go model. Check out the Adobe Stock FAQ for more details: https://stock.adobe.com/plans#plans-faq.

Tip The Creative Cloud Desktop application does a good job of managing activated fonts. If you want to browse and activate new fonts, you will do so through the web interface, which includes a set of filters to locate fonts that match specific criteria.
Adobe has also introduced a free collection of assets through Adobe Stock that anyone with a standard Creative Cloud subscription can access and use without paying any additional cost. To access the free collection, simply choose the Free option from the search menu before performing a search for assets.

You can further refine your search in the results page to only search for free assets of a certain type, such as free images or free videos. It’s a great resource for inspiration or for actual use in your creative projects.

**Behance**

Behance is a social media platform maintained by Adobe expressly for creatives. Using Behance, members can share their creative work, get feedback from other members, appreciate the work of others, and participate in active livestreams. There is also a job-seeking component for those looking for work. It is a very engaging community!
You can access Behance directly from the Creative Cloud Desktop application by switching to the Apps tab view along the top of the interface and choosing the Behance option listed in the Resource Links in the lower-left corner or through the web browser directly at www.behance.net.

Adobe Portfolio

Portfolio is a professional portfolio website creation and publishing tool that makes it easy for creatives to build a public portfolio showcasing their work. You start with one of the many themes available and then customize it to your liking. You can create up to five multipage Portfolio websites and can even integrate your own domain name.

The Portfolio editor also has connections to Behance, enabling creatives to easily pull in work from their Behance profile to showcase as part of their portfolio of work.

You can access Portfolio directly from the Creative Cloud Desktop application by switching to the Apps tab view along the top of the interface and choosing the Portfolio option listed in the Resource Links in the lower-left sidebar or through the web browser directly at https://portfolio.adobe.com.

Next steps with Creative Cloud

To further explore the creative options that Creative Cloud has to offer, you can make use of Adobe’s help resources available at https://helpx.adobe.com/creative-cloud/user-guide.html.
Review questions

1. What is the Creative Cloud Desktop application primarily used for?
2. If a piece of software cannot be installed, what is the likely solution?
3. What is Adobe Capture used for?
Review answers

1. Creative Cloud enables you to install and manage creative desktop software.
2. You will likely need to update your operating system for compatibility.
3. Adobe Capture is a mobile app used to generate assets from the world around you to be placed in Creative Cloud Libraries for design application access.
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