4TH NATIONAL ABILYMPICS – 2014 CHANDIGARH

VOCATIONAL SKILLS CONTEST   **ABOVE 15 YRS.**

V09 – ENGLISH DESKTOP PUBLISHING

1. **OBJECTIVE**

   The objective is to judge the knowledge and professional skills in desktop publishing.

2. **TASK**

   a. Design a *desk calendar* for year 2015 showing monthly details from January to December having good layout

   b. Design a square grid for each month with weekly days, i.e., Monday to Sunday in top row and bottom rows showing 1-30 or 31 days of the month as the required. Days should be correctly placed, for e.g., 01 January 2015 placed in the box below Thursday.

   c. Put Holiday list for each month on respective page

   d. Add picture after adding photoshop effects

   e. Add subsequent and previous month calendar in smaller size on each page, i.e., January 2015 calendar will show December 2014 and February 2015 in smaller sizes

3. **SPECIAL INSTRUCTIONS**

   A spiral bound desk calendar is to be designed showing months of year 2015. The calendar pages can be flipped back to show new months and after june page, july month calendar will be placed behind June so that July to December starts to show sequentially behind Jan-June. The desk calendar should have logo, monthly table, pictures, quotes (if provided) and background design. The candidate will have to correctly design and place the days and numbers of each month. Candidates can create or insert any other relevant designs to give a professional look if required. The formatting should fit the area with adequate margins. The contestants may also add the following:

   1. Cut size: 9 x 6 inches in landscape mode

   2. Use proper alignment and justification and pleasant colours

   3. Heading font may be used for quotes or captions if given

   4. All photos to be converted to CMYK from RGB format and then inserted and special effects may be added

5. After designing the calendar, file is to be exported as pdf and in pdf file, proper sequencing/arrangement of pages is to be done so that on flipping of pages correct months are shown after taking duplex printout.

4. **SOFTWARE**

The following software will be available:

1. MS Word, Illustrator CS5, Indesign CS5 version or Coreldraw X-5
2. Adobe Photoshop CS5 & above for pictures and clipart and modifying
3. Corel draw X-5 for diagrams and clipart and cover design, logo, etc. if required

Note: **Quotations, list of holidays for 2015 in the word document and photos may be provided**

5. **WORK ENVIRONMENT**
PCs will be placed on computer tables. In case of a special requirement, the same should be intimated 24 hrs. prior to the contest. A printer for black and white duplex printing will be provided.

6. **ALLOCATED TIME**
Maximum time 3 hrs.

7. **EVALUATION CRITERIA**
Assessment of the skill of the participants will be based on the final work produced.

Items to be Evaluated	Maximum Marks Allotted
Overall arrangement of all pages and sequencing	20
Creation of correct monthly calendar without day/date errors	20
Design of pages: 1. Page format, layout, spacing, selection of readable text 2. Creativity or ingenuity (background design/logo, etc) 3. Modifying photos, giving special effects 4. Overall design, colour correction and presentation	15 15 10 10
Creation of PDF of calendar	10
Total Marks	**100**