



DDC x SKILLSHARE
NO. 05

ITEM NO. DDC-SS5
SECT. 01

PROJECT CHECKLIST

“BEFORE”

- DIAL IN YER WORKSPACE PALETTES.
- START FROM NEW DOCUMENT PROFILE.
- CUSTOMIZE YER COLORS. ADDITIONS?
- MAX OUT YER SYMBOLS PALETTE.
- IF NEEDED, START FROM A TEMPLATE.
- ORGANIZE: GOOD FOLDER STRUCTURE!
- ORGANIZE: LOGICAL/CLEAN FILE NAMES!

“DURING”

- AIRDROP YER IMAGES TO DRAW OVER.
- TO “EMBED” VS. “LINK” AN IMAGE?
- DESIGN BY SUBTRACTION! TRICK IT!
- BUILD ORDERLY COLOR MIXES.
- CHECK YOUR BLACKS: “RICH” VS. “100K”
- KEEP YER ITERATIONS CLEANED UP.
- CHECK THOSE SPOT COLORS!

“AFTER”

- CLEAN OUT UNUSED COLOR SWATCHES.
- ORGANIZE YOUR LAYERS. CLEAN ‘EM UP!
- MANAGE YOUR ARTBOARDS.
- CONVERT TYPE TO OUTLINES.
- DISSECT YER VECTORS. TIGHT-N-RIGHT!
- SAVE IT OUT INTO A CLEAN DOCUMENT.
- ENCRYPT YER PDF BEFORE YOU SEND IT!



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