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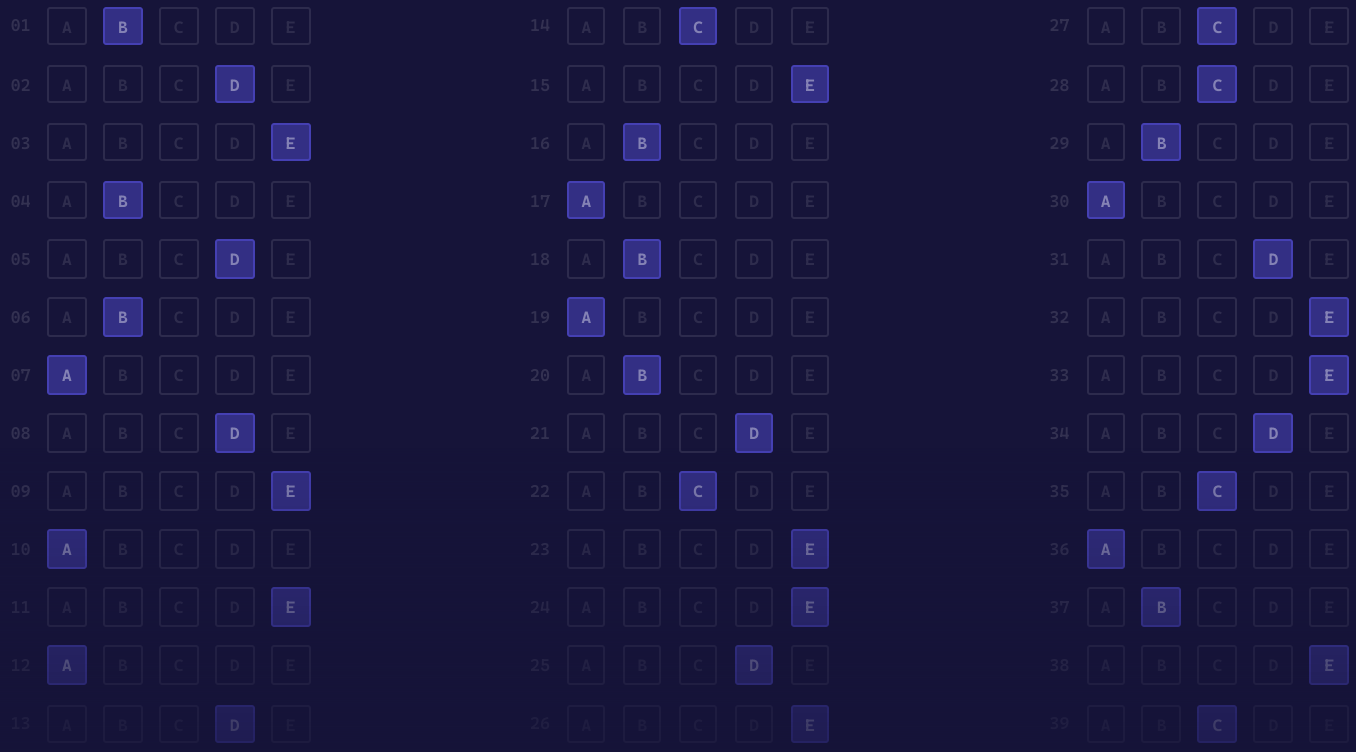

PRACTICE QUESTIONS

Isograd – TOSA Certification

INDEN

Tosa InDesign (EN)

EDITION	QUESTIONS	FORMAT
Demo	9	Limited Edition PDF

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Before you begin

What this is

9 practice questions for Isograd – TOSA Certification `INDEN`, each with its answer key and an explanation. Answer a question before you read its key — the explanation is worth more once you have committed.

If something looks wrong

Send us three things and we will check it:

- the exam code, `INDEN`
- the question number
- the email address on your order

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QUESTION 1 MULTIPLE CHOICE

A designer is building a multi-page magazine layout and needs the body text to flow from one page to the next as the article continues. Which two actions in InDesign will thread text between separate text frames so it flows continuously? (Choose two.)

A **Select the Type tool, click the out port of the source frame, then click the in port of the destination frame.**

B Select the source text frame with the Selection tool and choose 'Create Linked Article' from the Articles panel.

C **With the Type tool, place the insertion point inside the source frame, then choose Type > Thread Text and click the destination frame.**

D Choose Object > Path > Join to connect two selected text frames into a single threaded frame.

ANSWER **A · C**

WHY In InDesign, threading (linking) text frames is done using the Type tool. Clicking the out port (the small blue arrow on the right side of the frame) and then clicking the destination frame (A) is the standard clicking method. The Type > Thread Text command (C) performs the same threading action for users who prefer the menu. 'Create Linked Article' (B) relates to articles for export, not text flow. Object > Path > Join (D) connects the paths of two selected frames into one shape and does not thread text content.

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QUESTION 2 MULTIPLE CHOICE

An editor needs the company logo to appear on every page of a 20-page catalog. Which two actions will achieve this in InDesign? (Choose two.)

A **Place the logo on the document master spread so it automatically appears on all pages based on that master.**

B Select all 20 pages in the Pages panel and paste the logo into each page individually.

C **Create a master page containing the logo and apply that master to each page in the document.**

D Place the logo in the Layers panel with the layer set to 'Always on Top'.

ANSWER **A · C**

WHY Master pages in InDesign are the canonical way to repeat elements across pages. Placing artwork on a master spread (A) automatically reflects it on every applied page. The same goal is reached by creating a dedicated master with the logo and applying that master to each document page (C). Pasting onto each page individually (B) defeats the purpose of masters and is labor-intensive. Layer display options (D) only affect visibility, not replication across pages.

QUESTION 3 SINGLE CHOICE

A designer wants every paragraph that uses the 'Body' paragraph style to automatically update when the 'Body' style definition is changed. What must the designer do so the document paragraphs follow changes to the style?

A Reapply the style manually to each paragraph after editing the style.

B **Paragraphs already using the style will update automatically when the style is edited.**

C Clear Overrides from every paragraph using the style before editing it.

D Convert the style to an Object style before editing it.

ANSWER **B**

WHY In InDesign, paragraph styles and character styles are live: any change made to the style definition in the Paragraph Styles or Character Styles panel is automatically applied to all paragraphs or characters already using that style. No manual reapplication is required (A is unnecessary, C is unrelated to live updating, and D confuses style categories).

QUESTION 4 SINGLE CHOICE

Where in InDesign can a designer see whether an image is stored as a link or embedded, and update it if the source file changes on disk?

- A **In the Links panel.**
- B In the Swatches panel.
- C In the Pages panel.
- D In the Effects panel.

ANSWER A

WHY The Links panel lists every placed external file along with its status, file path, and modification date. From this panel a designer can update a placed graphic to reflect changes in the original file, relink to a different source, or embed the asset. The Swatches, Pages, and Effects panels do not manage external file links.

QUESTION 5 SINGLE CHOICE

Which setting in InDesign controls the vertical spacing between lines of text within a paragraph?

- A Tracking
- B Kerning
- C **Leading**
- D Baseline Shift

ANSWER C

WHY Leading is the typographic term for the vertical distance between the baselines of consecutive lines of text. Tracking adjusts uniform letter spacing across a range of characters, kerning adjusts the space between specific character pairs, and baseline shift moves characters above or below their baseline without affecting line height.

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QUESTION 6 SINGLE CHOICE

Before sending an InDesign document to a commercial printer, a designer wants to verify that all fonts are embedded, all images are at the correct resolution, and no errors exist. Which InDesign feature is designed for this pre-output check?

A **Preflight**

B Package

C Book

D Index

ANSWER **A**

WHY The Preflight feature in InDesign checks the document for common output problems such as missing fonts, low-resolution images, overset text, and RGB color in a print workflow. Package collects fonts and links for delivery but does not perform an exhaustive error check. Book and Index are unrelated features.

QUESTION 7 SINGLE CHOICE

A designer creates a new swatch in the Swatches panel by mixing CMYK values. Which dialog box allows precise numerical entry of Cyan, Magenta, Yellow, and Black percentages for this new swatch?

A **Swatch Options**

B Color Picker

C New Color Mode

D Gradient Options

ANSWER **A**

WHY Double-clicking a swatch opens the Swatch Options dialog, where the designer can choose Color Mode and enter exact CMYK, RGB, or Lab values. The Color Picker is used for sampling colors directly, but the Swatch Options dialog is the dedicated place to define a swatch numerically. Gradient Options applies to gradient swatches specifically.

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QUESTION 8 SINGLE CHOICE

Which statement describes the difference between a shape and a frame in InDesign?

A A shape cannot be selected with the Selection tool.

B A shape can contain text or images; a frame cannot.

C A shape is a vector path with fill or stroke; a frame is a container that can hold text or images.

D There is no difference: shapes and frames are identical objects in InDesign.

ANSWER C

WHY In InDesign, a shape is a vector path that can have a fill and stroke but does not act as a content container. A frame is a special object designed to hold text or images; an empty frame looks like a shape but can receive placed content. Shapes can be converted to frames using Object > Convert > [Shape] to Frame.

QUESTION 9 SINGLE CHOICE

Two overlapping rectangles sit on a document page and the rectangle drawn first is hidden behind the second. Which command sends the back rectangle to the very top of the stacking order?

A Object > Arrange > Bring to Front

B Object > Arrange > Bring Forward

C Object > Arrange > Send to Back

D Object > Arrange > Send Backward

ANSWER A

WHY Object > Arrange > Bring to Front moves the selected object above all other objects on the page. Bring Forward moves it up one position only. Send to Back and Send Backward move objects lower in the stacking order, which is the opposite of what is needed here.

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