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Placed Images

A PAGE LAYOUT JUST wouldn't be a page layout without including some placed images. To add visual interest to a design, you'll probably want to include a few photographs. And even though you can create custom-drawn logos and shapes in InDesign, you may also want to add images created in other vector-based drawing programs, such as Adobe Illustrator.

In this chapter we'll explain how to import images of all types into your InDesign documents, including TIFFs, EPS files, layered and multipage PDFs, and native file formats such as AI (Adobe Illustrator format) and layered PSDs (Photoshop Documents). We'll also explain how to manage links and embed images using the Links palette, and how to apply, create, and edit clipping paths.

12.1 Importing a Graphic Image

Shortcuts

Place
Mac: Cmd+D
Win: Ctrl+D

Copy to Clipboard
Mac: Cmd+C
Win: Ctrl+C

Paste from Clipboard
Mac: Cmd+V
Win: Ctrl+V

Links palette
Mac: Shift+Cmd+D
Win: Shift+Ctrl+D

Selection tool
Mac and Win: V

Tip

You can drag and drop multiple images at once from a folder on your system into an InDesign document.

You can import graphics using the File **>** Place command (Mac: Cmd+D, Windows: Ctrl+D). When the Place dialog opens, browse to a graphic image on your system and click the Open button. With the loaded Place cursor, you can then click on an existing frame, draw a frame, or click once anywhere on the page for InDesign to draw a frame for you. In all three scenarios, the image is automatically placed in the frame.

The loaded Place cursor

The loaded Place cursor positioned over a frame

The loaded Place PDF cursor

The loaded Place PDF cursor positioned over a frame

To import a graphic image as you would in QuarkXPress, select an existing frame and choose the Place command. In the resulting dialog, browse to the image and click the Open button. The image appears at 100% of its size in the graphic frame. You can then resize the image or apply one of the fitting commands, from the Object **>** Fitting submenu.

1. Select a frame.

12.1 Importing a Graphic Image *(continued)*

2. Choose File **>** Place to access the Place dialog and browse to the image.
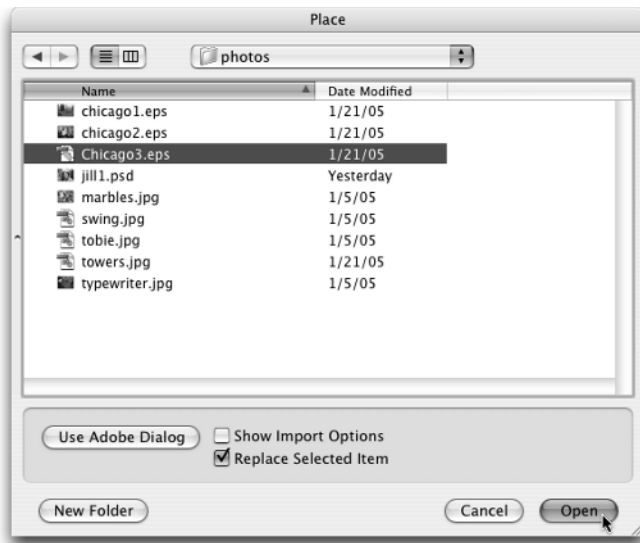
3. Click Open to Place the image at 100% of its size (below left).

4. Apply the Fill Frame Proportionally command (Object > Fitting **>** Fill Frame Proportionally) (below right).

For additional options, click Show Import Options in the Place dialog, or press the Shift key as you click Open. It is also possible to import graphic images by dragging and dropping them from a folder on your system into a document window. You can even drag an image onto an existing frame to place it inside the frame.

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Related Tasks

7.1   Frame/Shape Overview

7.2   Selection Tool vs. Direct Selection Tool

11.5   Creating and Applying Object Styles

12.4   Object Layer Options and Placed PSDs

12.5   Copying to and from Adobe Illustrator

12.6   Resizing Placed Images

14.2   Color-Managing Imported Graphics

Shortcuts

Direct Selection tool
Mac and Win: A

Fit content proportionally
Mac: Opt+Shift+Cmd+E
Win: Alt+Shift+Ctrl+E

Fill frame proportionally
Mac: Opt+Shift+Cmd+C
Win: Alt+Shift+Ctrl+C

Fit content to frame
Mac: Opt+Cmd+E
Win: Alt+Ctrl+E

Fit frame to content
Mac: Opt+Cmd+C
Win: Alt+Ctrl+C

Tip

Dragging a graphic over a palette or document title bar cancels the import.

12.2 Setting Import Options

Tip

You can access import options by holding down Shift as you click Open in the Place dialog.

InDesign accepts all graphic file formats used for prepress including TIFF, EPS, PDF, DCS, as well as native file formats such as AI (Adobe Illustrator format), and PSD (Photoshop document).
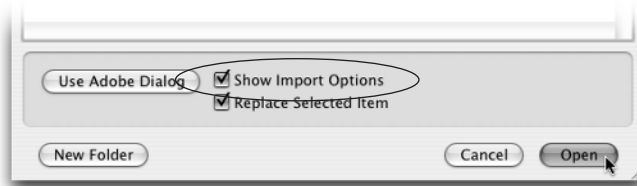
To access additional import options, click Show Import Options in the Place dialog, or press Shift as you click Open.

Import options vary depending on selected file type. PDFs and EPS files have their own options dialogs, while all other file types are handled with the Image Import Options dialog.
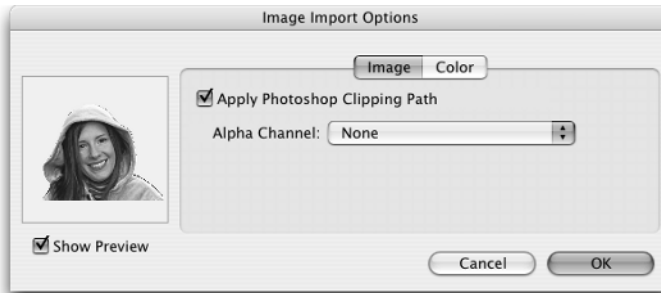
Clipping paths and alpha channels allow you to extract an image from a photograph. If the image you are importing contains a Photoshop clipping path or alpha channel, the Image panel of the Image Import Options dialog allows you to apply and edit the path in InDesign. To do so, check the Apply Photoshop Clipping Path box or choose an alpha channel from the menu. You can apply this option later if you decide to leave it off during import.


In the Color panel, you can tell InDesign how you would like to color-manage the image you are importing. Select and apply a color profile and rendering intent.

12.2 Setting Import Options *(continued)*

Shortcuts

Direct Selection tool
Mac and Win: A

**Fit content
proportionally**
Mac: Opt+Shift+Cmd+E
Win: Alt+Shift+Ctrl+E

**Fill frame
proportionally**
Mac: Opt+Shift+Cmd+C
Win: Alt+Shift+Ctrl+C

Tip

The following graphic
file formats are not rec-
ommended for pre-
press work: BMP, GIF,
PCX, PNG, PICT, WMF,
and low-res JPEG.

The Layers panel only appears when importing a native Photoshop PSD. In the Show Layers section of the dialog, an eye icon appears next to each layer's name; click the icon to turn a layer's visibility on or off. If the image contains Photoshop layer comps, you can choose to display one in InDesign by selecting it from the Layer Comp drop-down menu. When editing a placed PSD in Photoshop and then updating in InDesign, you have the option to keep the layer visibility overrides chosen upon import, or to view layers as they are saved in the PSD; select either option from the When Updating Link drop-down menu.

EPS Import Options Dialog
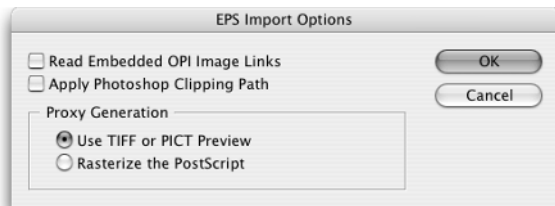
Read Embedded OPI Image Links: An Open Prepress Interface (OPI) workflow allows you to place low-res EPS images that are used to reference high-res versions from an OPI server during output. Enable this option to allow InDesign to act as an OPI server.

Apply Photoshop Clipping Path: If the EPS image you are importing contains a Photoshop clipping path, the EPS Import Options dialog allows you to apply it in InDesign. Unlike with a clipping path applied to a TIFF or PSD, you cannot edit a Photoshop path applied to an EPS file in InDesign.

Proxy Generation: To use the preview embedded in the EPS image, select Use TIFF Or PICT Preview. To create a preview in InDesign, select Rasterize The PostScript.

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Shortcuts

Fit content to frame
Mac: Opt+Cmd+E
Win: Alt+Ctrl+E

Fit frame to content
Mac: Opt+Cmd+C
Win: Alt+Ctrl+C

Place PDF Dialog
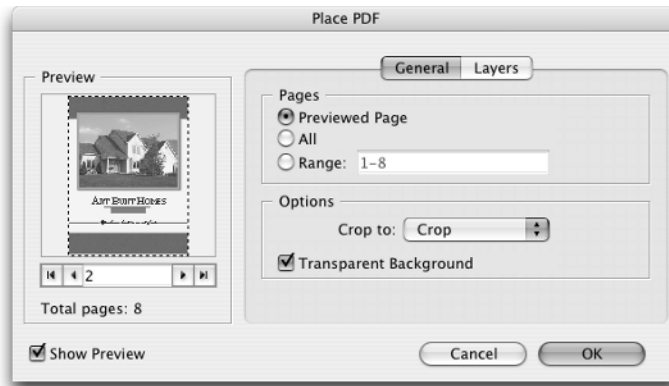
Pages: You can choose to import a specific page, all pages, or a range of pages from a PDF document into InDesign. It is also possible to select which page you would like to import by entering a page number or clicking the left/right arrows under the preview window and selecting the Previewed Page option.

Crop To: Choose how much of the page you would like to import. From the Crop To drop-down menu, select Bounding Box, Art, Crop, Trim, Bleed, or Media.

Transparent Background: Enable this option to allow imported PDFs containing transparent backgrounds to remain transparent in InDesign.

With the exception of layer comps, the Layers panel of the Place PDF dialog has the same functionality as the Layers panel of the Image Import Options dialog.

12.3 Object Layer Options and Placed PSDs

Clipping paths are great for extracting images from placed photographs. The downside is that they can take a long time to draw, and their edges often appear too sharp. To get around this, try extracting your images in Adobe Photoshop and then placing transparent PSDs in InDesign CS2. It's quicker and easier, and produces better-looking images overall. Plus, you can take advantage of InDesign's new Object Layer Options dialog, which allows you to control layer visibility in placed PSDs—including layer comps.

1. Open the photograph in Photoshop CS2.

2. Extract the image using the Extract filter.

3. Create some effects using layers. You can also save your favorite layer effect combinations as layer comps. When you've finished, save the file as a PSD and close it.
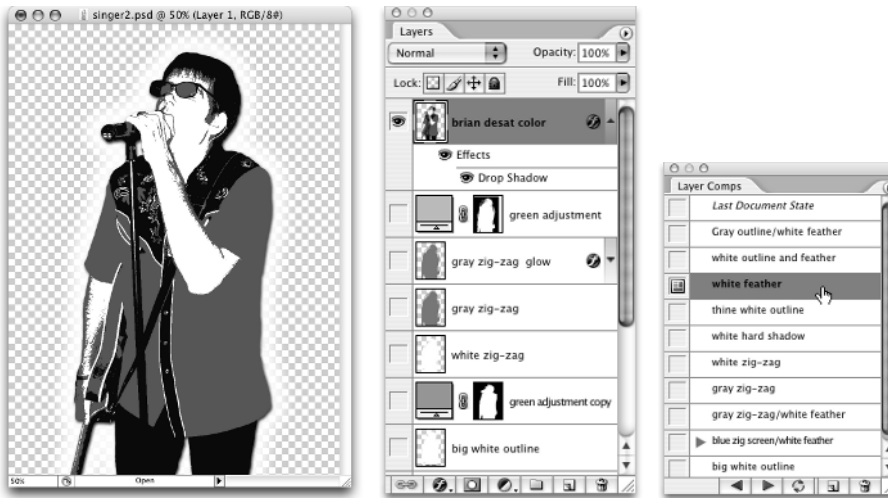
4. Import the PSD into your InDesign document using the File **>** Place command (Mac: Cmd+D, Windows: Ctrl+D). To access the Image Import Options dialog, enable Show Import Options before clicking Open.

Related Tasks

2.3 File Menu

3.3 Selection Tool

3.4 Direct Selection and Position Tools

4.10 Links Palette

4.14 PageMaker Toolbar

Shortcuts

Place
Mac: Cmd+D
Win: Ctrl+D

Links palette
Mac: Shift+Cmd+D
Win: Shift+Ctrl+D

Tip

The Object Layer Options dialog also allows you to control layer visibility for placed PDFs.

Shortcuts

**Selection tool**
Mac and Win: V

Tip

Changing PSD layer
visibility or layer comps
in InDesign does not
alter the original
Photoshop file.

5. Click the Layers tab at the top of the dialog to access the Layers panel. In the Show
Layers section, choose which layers to display by clicking the eye icons that appear
next to each layer's name, or choose a layer comp from the menu. Any layer comp
comments saved in the PSD are displayed in the window beneath the Layer Comp
drop-down menu.

6. Click OK to place the PSD.
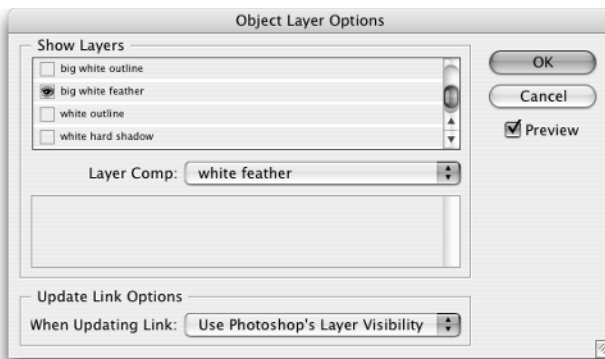
12.3 Object Layer Options and Placed PSDs (continued)

7. To adjust layer visibility after the PSD is placed, choose Object **>** Object Layer Options. In the resulting dialog, choose to show or hide different layers or select a different layer comp from the menu. Check the Preview option to view your changes in the document as you make them. When you've finished, click OK to close the dialog and apply your changes.
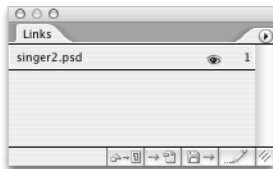
InDesign places an eye icon next to the link's name in the Links palette, indicating that the image now contains layer visibility overrides.

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12.4 Copying to and from Adobe Illustrator

Shortcuts

Place
Mac: Cmd+D
Win: Ctrl+D

Copy to Clipboard
Mac: Cmd+C
Win: Ctrl+C

Paste from Clipboard
Mac: Cmd+V
Win: Ctrl+V

Tip

An Illustrator graphic must be saved in layered PDF format in order to adjust its layer visibility in InDesign using the Object Layer Options dialog.

In addition to placing native .AI (Adobe Illustrator format) files, you can copy/paste or drag and drop Illustrator objects into an InDesign document. With the proper settings enabled, it is possible to edit simple objects in InDesign that have been copied from Illustrator, and vice versa.
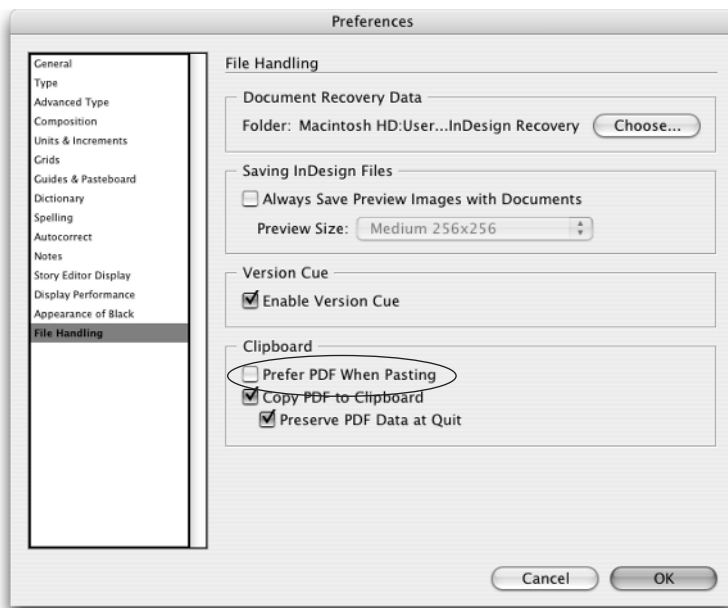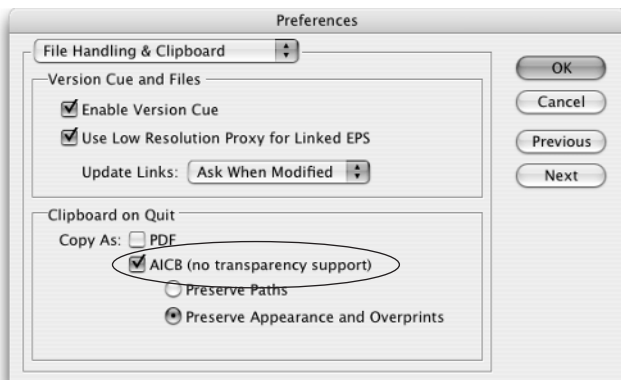
To edit Illustrator objects in InDesign, you must enable the AICB option—Adobe Illustrator Clipboard—in Illustrator's File Handling & Clipboard preferences (top), and disable the Prefer PDF When Pasting option in InDesign's File Handling preferences (right). Once these preferences are set, you can edit Illustrator paths using InDesign's drawing tools.

12.4   Copying to and from Adobe Illustrator *(continued)*

Related Tasks

Shortcuts

Ungroup
Mac: Shift+Cmd+G
Win: Shift+Ctrl+G

Links palette
Mac: Shift+Cmd+D
Win: Shift+Ctrl+D

Selection tool
Mac and Win: V

Direct Selection tool
Mac and Win: A

Tip

Objects copy/pasted from Illustrator into InDesign are not treated as links, and therefore do not appear in the Links palette.

When you're copy/pasting or dragging and dropping an Illustrator graphic into InDesign, paths are automatically grouped. Ungroup to edit them with InDesign's drawing tools.

Of course, there are some limitations to the kinds of objects you can copy/paste and the kinds of edits you can make. For example, InDesign converts any editable text copied from Illustrator into objects that can be transformed but not edited with the Type tool. InDesign also does not accept compound shapes or applied transparency (such as blend modes and drop shadows).

However, colors and simple gradients copied from Illustrator *can* be edited in InDesign using the Color and Gradient palettes.

To copy/paste or drag and drop editable paths from InDesign into Illustrator, enable the Copy PDF To Clipboard option in InDesign's preferences.

12.5 Resizing Placed Images

Shortcuts

Links palette
Mac: Shift+Cmd+D
Win: Shift+Ctrl+D

Selection tool
Mac and Win: V

Direct Selection tool
Mac and Win: A

Scale tool
Mac and Win: S

Free Transform tool
Mac and Win: E

Transform palette
Mac and Win: F9

To resize a placed image within a frame, you must select it with the Direct Selection tool, and then perform any one of the following actions:

■ Drag any one of the image bounding box nodes. Press the Shift key to constrain your image to its original proportions as you drag.
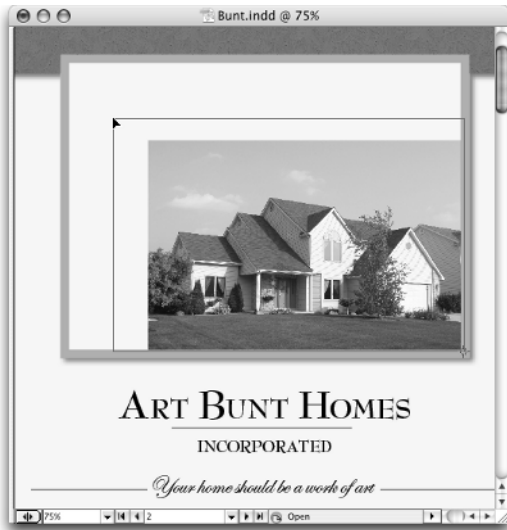

■ Enter new Scale X and Y Percentages or new Width and Height values in either the Transform palette or Control bar.
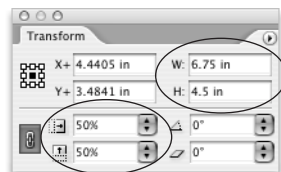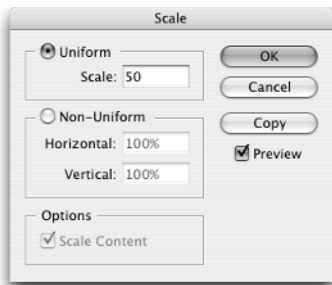
12.5 **Resizing Placed Images** *(continued)*

■ Press S to access the Scale tool, then click and drag. Press the Shift key to constrain your image to its original proportions or to limit the scale to one axis.

■ Access the Scale dialog by choosing Object **>** Transform **>** Scale. Enter values for Uniform or Non-Uniform scaling and click OK.

■ Press E to access the Free Transform tool and click and drag one of the image bounding box nodes. Press the Shift key to constrain your image to its original proportions.

■ Use either of the keyboard shortcuts for incremental resizing (1% or 5%).

To resize a placed image and its frame container at the same time, select the frame with the Selection tool and use any of the resizing methods described above while holding the Command key (Mac) or the Ctrl key (Windows).

You can also resize an image within a frame by selecting it with the Direct Selection tool and applying one of the commands from the Object **>** Fitting submenu: Fit Content To Frame, Fit Content Proportionally, Fill Frame Proportionally.

Related Tasks

4.10   Links Palette

4.11   Object and Layout Palettes

7.1   Frame/Shape Overview

7.2   Selection Tool vs. Direct Selection Tool

8.2   Resizing Objects

Shortcuts

Increase/decrease size of selected object by 1%
Mac: Cmd+> (increase)/ Cmd+< (decrease)
Win: Ctrl+> (increase)/ Ctrl+< (decrease)

Increase/decrease size of selected object by 5%
Mac: Opt+Cmd+> (increase)/Opt+Cmd+< (decrease)
Win: Alt+Ctrl+> (increase)/Alt+Ctrl+< (decrease)

Fit content to frame
Mac: Opt+Cmd+E
Win: Alt+Ctrl+E

Fit frame to content
Mac: Opt+Cmd+C
Win: Alt+Ctrl+C

Tip

You can apply Fitting, commands to a graphic selection by using the buttons located on the far right of the Control bar.

12.6 Updating Missing and Modified Links

Shortcuts

Links palette
Mac: Shift+Cmd+D
Win: Shift+Ctrl+D

Selection tool
Mac and Win: V

Direct Selection tool
Mac and Win: A

Go To Link
Mac: Opt-double-click
filename in Links palette
Win: Alt-double-click
filename in Links palette

Tips

You can select all of the
filenames in the Links
palette at once by
Command/Ctrl-double-
clicking any one of them.

To locate where a link
is placed in a docu-
ment, select it in the
Links palette and click
the Go To Link button.

To locate a link on
your system, select
it in the palette and
choose Reveal In
Finder (Mac), Reveal In
Explorer (Windows), or
Reveal In Bridge from
the palette menu.

The Links palette is similar to the Picture Usage feature in QuarkXPress in that it allows you to update and relink modified and missing links. When a link is edited outside InDesign, it is considered "modified." When a link is moved from its previous location on your system, it is considered "missing." In either scenario, InDesign displays a missing or modified icon next to the link name in the palette.


When the Sort By Status option is enabled in the Links palette menu, missing and modified links always appear at the top of the palette list. You can also choose to sort by name or by page.
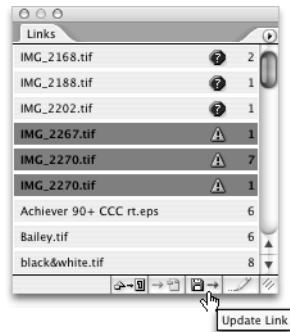
To update a modified link, select it in the Links palette and click the Update Link button located in the palette footer controls, or choose Update Link from the palette menu. You can also select and update several modified links at once.

To relink a missing item, select it in the palette and click the Relink button, or choose Relink from the palette menu. When the Locate File dialog opens, browse to the link on your system and then click Open. It is also possible to select and relink several missing items at once.
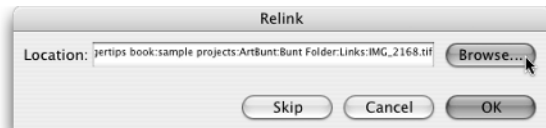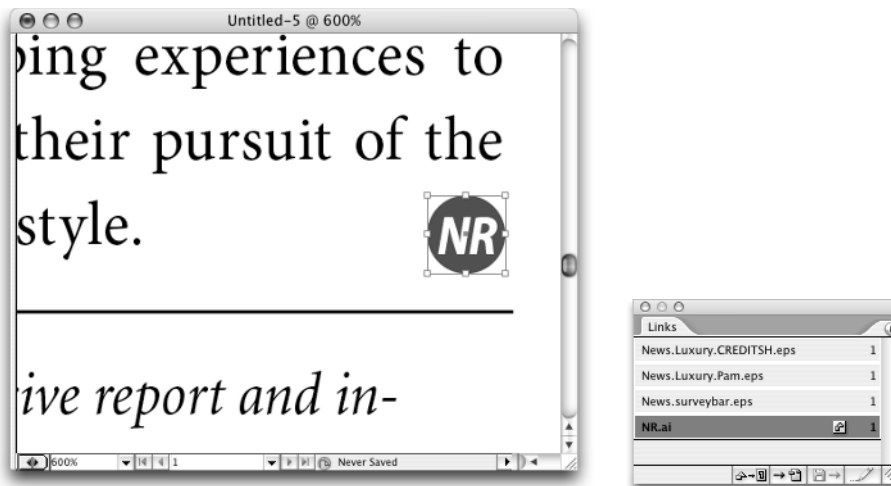

When opening a document containing missing or modified links, InDesign gives you the option to update and/or relink immediately. To do so, click the Fix Links Automatically button or click Don't Fix to update later.

12.7 Emdedding Images

The more pages you add to a document, the more images you are going to place. As the links add up, keeping track of all of them on your system grows increasingly harder. It's the nature of the beast, unfortunately. However, there is something you can do to make it a little easier: *embed* the smaller links in the document.

When you embed an image it becomes part of the document, thereby eliminating the need to refer to a separate file on your system. However, embedding images adds to a document's file size, which is why it is best to only embed smaller graphics such as end mark icons and small vector graphics.

To embed an image, select it in the document or click the link name in the Links palette and choose Embed File from the palette menu. You can also select and embed several links at once.

Shortcuts

Links palette
Mac: Shift+Cmd+D
Win: Shift+Ctrl+D

Selection tool
Mac and Win: V

Direct Selection tool
Mac and Win: A

Go To Link
Mac: Opt-double-click filename in Links palette
Win: Alt-double-click filename in Links palette

Tip

To embed a text link, select the filename in the Links palette and choose Unlink from the palette menu. The filename is removed from the Links palette.

Once you embed a file, an Embedded icon appears in the palette next to the link name.

To relink an embedded file, select it and choose Unembed File from the palette menu. As with embedding, you can also select and unembed several links at once.
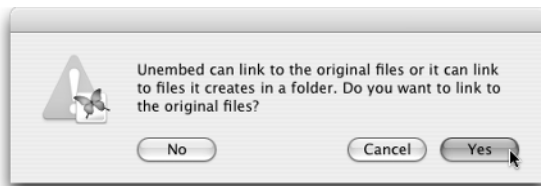
After choosing the Unembed File command, InDesign displays a dialog asking if you'd like to relink to the original file or create a new file. Click Yes to relink to the original and No if you'd like InDesign to create a new file.

Unless it has been moved to a new location on your system, InDesign remembers the original file location when relinking. When creating a new file, you must select a file location from the Choose A Folder (Mac) or Browse For Folder (Windows) dialog and click the Choose button.

12.8   Object-Level Display Settings

Shortcuts

Links palette
Mac: Shift+Cmd+D
Win: Shift+Ctrl+D

Selection tool
Mac and Win: V

Direct Selection tool
Mac and Win: A

Go to link
Mac: Opt-double-click filename in Links palette
Win: Alt-double-click filename in Links palette

Tip

Vector EPS images never preview well on screen. Thankfully in InDesign, you can change the display setting by selecting the image and choosing Object **>** Display Performance **>** High Quality Display.

InDesign allows you to apply settings from the Display Performance submenu not only to an entire document, but to individual objects as well. This means that you can override document-level display settings by applying the Fast Display, Typical Display, or High Quality Display setting to selected objects.

For example, if working with High Quality Display enabled slows down your computer, you may want to consider switching toTypical Display and then applying High Quality Display overrides to specific objects as needed.

To do this, you must enable the Allow Object-Level Display Settings option in the View **>** Display Performance submenu. With the document display set to Typical Display, select an object (or objects) with either selection tool and choose Object **>** Display Performance **>** High Quality Display.

You can also set object-level display settings through the contextual menu. Select an object (or objects) with either selection tool and Control-click (Mac) or right-click (Windows) to access the Display Performance commands.

You can change object-level display at any time by selecting the object(s) and choosing a different setting under the Object **>** Display Performance submenu. To clear local display settings for a selected object (or objects), choose Use View Setting.

To clear all object-level display overrides and display all images in the document with the chosen View setting, select View **>** Display Performance **>** Clear Object-Level Display Settings.

Fast Display setting   Typical Display setting   High Quality Display setting

12.9 Applying and Editing a Photoshop Clipping Path

If the TIFF, JPEG, or PSD you are importing contains a Photoshop clipping path, you can apply it via the Image panel of the Image Import Options dialog or the Clipping Path dialog. You can then edit the Photoshop path using InDesign's path editing tools. Any edits made to a Photoshop clipping path in InDesign are not applied to the original file—they only affect the image as it appears in InDesign. (InDesign does not allow you to edit Photoshop clipping paths applied to EPS files).

To apply a Photoshop path when placing an image, check the Apply Photoshop Clipping Path box in the Image Import Options dialog.

To apply a Photoshop path after the image has been placed, select it with either selection tool and choose Object **>** Clipping Path. At the top of the Clipping Path dialog, choose Photoshop Path from the Type menu. If the image contains more than one Photoshop path, you can select which one to apply in the Path menu below. To see the path as you are applying it, click the Preview check box.

To remove any extraneous black or white edges from the path, contract it by entering a value in the Inset Frame field. You can also invert a Photoshop path by clicking the Invert check box.

Shortcuts

Clipping path
Mac: Opt+Shift+Cmd+K
Win: Alt+Shift+Ctrl+K

Place
Mac: Cmd+D
Win: Ctrl+D

Links palette
Mac: Shift+Cmd+D
Win: Shift+Ctrl+D

Selection tool
Mac and Win: V

Direct Selection tool
Mac and Win: A

Pen tool
Mac and Win: P

Add Anchor Point tool
Mac and Win: =

Tip

To open and edit an image in Photoshop, select it and click the Edit Original button located at the bottom of the Links palette. Once you save and close the image in Photoshop, InDesign automatically updates it in the InDesign document.

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12.9 Applying and Editing a Photoshop Clipping Path *(continued)*

Shortcuts

Delete Anchor Point tool
Mac and Win: -

Convert Direction Point tool
Mac and Win: Shift+C

Pencil tool
Mac and Win: N

Scissors tool
Mac and Win: C

Temporarily select Convert Direction Point tool
Mac: Pen tool+Opt, or Direct Selection tool+Opt+Cmd
Win: Pen tool+Alt, or Direct Selection tool+Alt+Ctrl

Temporarily switch between Add/Delete Anchor Point tools
Mac: Opt
Win: Alt

Text Wrap palette
Mac: Opt+Cmd+W
Win: Alt+Ctrl+W

The original image

Applying a Photoshop clipping path

Once you've applied points, you can move them on the Photoshop path using the Direct Selection tool. You can also use the path editing tools included in the Pen and Pencil toolsets to add or delete points, or convert their direction, or you can cut the path using the Scissors tool.

CONVERTING CLIPPING PATHS TO FRAMES

You can convert a clipping path (applied from Photoshop or created in InDesign) into a graphic frame. To do this, select the image with the Direct Selection tool, Control-click (Mac) or right-click (Windows) to access the contextual menu, and choose Convert Clipping Path To Frame. Once the command is applied, InDesign removes the clipping path and replaces it with a graphic frame of the same shape.

12.10 Creating and Editing an InDesign Clipping Path

One way to extract an image from a photograph is to create a clipping path—but be wary of the InDesign clipping path controls. They are clumsy and not very precise. It makes more sense to create a clipping path in Photoshop and apply it to the image in InDesign. However, if all you need to do is remove a simple solid-color background, an InDesign path will suffice.

To create an InDesign clipping path, select a placed image with either selection tool and choose Object **>** Clipping Path. At the top of the Clipping Path dialog, choose Detect Edges from the Type menu. You can then adjust the Threshold and Tolerance settings by entering values in the respective fields or dragging the sliders. To see the path as you are applying it, click the Preview check box.

The Threshold slider determines how close a color must be to white before it is removed. Apply lower values to drop a light color background and higher values to drop a dark one. The Tolerance slider determines how close a pixel must be to the Threshold value in order to be removed by the clipping path. Once the Threshold and Tolerance values are set, you can contract the resulting path and remove any black or white edges by entering a value in the Inset Frame field.

The original image

Shortcuts

Clipping path
Mac: Opt+Shift+ Cmd+K
Win: Alt+Shift+Ctrl+K

Place
Mac: Cmd+D
Win: Ctrl+D

Links palette
Mac: Shift+Cmd+D
Win: Shift+Ctrl+D

Tip

To eliminate the need to create a clipping path, try placing a transparent Photoshop file (.PSD) instead.

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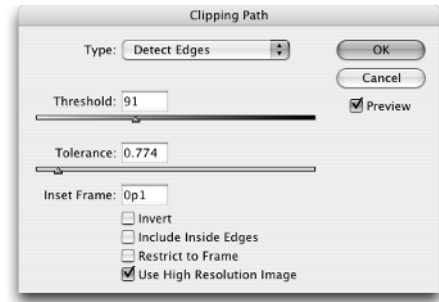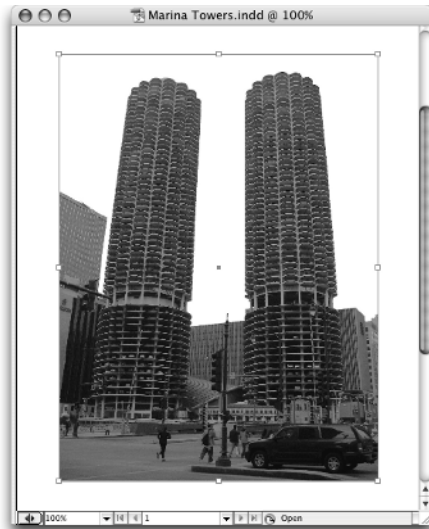GRAPHICS

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Shortcuts

Selection tool
Mac and Win: V

Direct Selection tool
Mac and Win: A

Text Wrap palette
Mac: Opt+Cmd+W
Win: Alt+Ctrl+W

Tip

InDesign also allows you to apply alpha channels embedded in a placed Photoshop image (.PSD). You can select and apply an alpha channel in the Import Options or Clipping Path dialog.

Dropping the sky area of the image by applying an InDesign clipping path

To allow the clipping path to recognize any areas inside of an image as defined by the Threshold and Tolerance settings, enable the Include Inside Edges feature. You can also invert an InDesign path by clicking the Invert check box.

Enabling the Restrict To Frame option limits the clipping path to include only the image areas within the graphic frame and not the areas cropped outside. With this option on, adjusting the crop means re-creating the path. Therefore, in most cases it is best to leave this option off.

You can edit the path later using the same dialog. To do so, select the image and choose Object **>** Clipping Path. Using the dialog, you can adjust the settings or turn off the path by choosing None from the Type menu.

You can also adjust an InDesign clipping path by selecting the image with the Direct Selection tool and editing the points using the various drawing tools, including the Pen toolset, the Pencil toolset, the Scissors tool, and the Direct Selection tool.