

Illustrator + InDesign CC

Linked Image

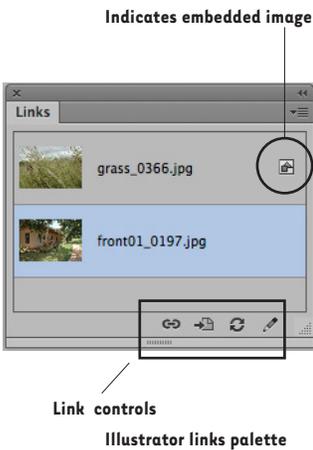
PRO The image is linked to the Illustrator file, therefore you can quickly open the file in Photoshop by clicking a button in Illustrator. This makes changing or editing the image in Photoshop quick and easy. *This is the best way to work.*

CON Because the image is linked it is not encoded in the Illustrator file. In other words, if you move the Illustrator file to another folder or another disk, you must also move the linked image file.

Embedded Image

PRO Unlike a linked image, an embedded image becomes part of the Illustrator file. The image file you embed into Illustrator may be deleted or moved to a new location on the hard drive with no effect on the Illustrator file. Because the image is part of the Illustrator file, the Illustrator file will increase in size.

CON The downside of embedding is that the image file is difficult to access from Illustrator. This slows down workflow because editing images in Photoshop requires more steps and takes more time.



Placing Images

01. Placing Text

AI + ID

- Place the cursor in a text box and go to File > Place, navigate to text file and select. Text will be automatically placed in text box.
- Or copy and paste from file into the text box
(Note: if you copy and past text from a Word.doc that also has footnotes, the footnotes will not be imported. You must use the "Place" command to import footnotes.)

02. Placing Photoshop Images

AI

Linking vs. Embedding

1. Go to File > Place...
2. Locate and select a Photoshop file.
3. Before clicking OK, see options located at the bottom of Place dialogue box
 - **Link:** If selected, the image will be linked to the Illustrator file, if not selected, the image will be embedded in the Illustrator file.
 - **Template:** If selected, the image will be placed on new layer in a template. The image layer will be "grayed out" which is good for tracing; you trace on top of the layer.
 - **Replace:** If selected, the new image will replace a previously placed image in Illustrator if that image is actively selected upon importation of the new file.

09. Using the Links Palette

AI + ID

The links palette shows a list of all the images that are either linked or embedded in the file.

From the links palette you can perform several functions to images: Find an image in the document, replace an image with another, or open a linked image in Photoshop to edit it.

10. Placing Images (2 options)

ID

Use the place command from menu

To place an image with Place command:

1. Go to > File > Place
2. Find file and click OK
3. Position the cursor over the place on the page where you want the image to appear and click.

Use keyboard shortcut Cmd + D

1. With the Selection Tool active (black arrow)
2. Click in document where you want the image to be located
3. Use the keyboard shortcut Cmd + D; this opens a navigation dialogue box
4. Navigate to image file on your hard drive and select it.

11. Using the Links Palette

ID

To view Links palette go to > Window > Links

Editing images from the links palette is the same as in Illustrator