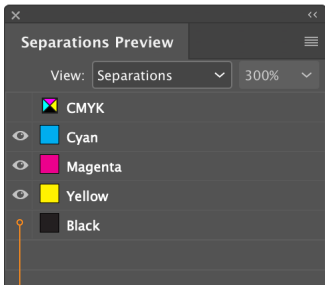


## InDesign–Swatches

### Checking Inks

Sometimes an RGB Swatch or the Registration Swatch gets applied to type that should be black. You can use the Separations Preview panel to check your document.

1. Open the Separations Preview panel (**Window > Output > Separations Preview**) to check the inks in your document. Unless your job prints with a spot color or spot varnish, you should only see CMYK inks in the Separations Preview panel.



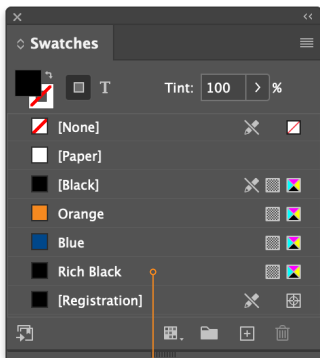
Small type and line art containing Black ink should not contain Cyan, Magenta or Yellow inks.

Click the eyeball icon to toggle the visibility of the Black plate.

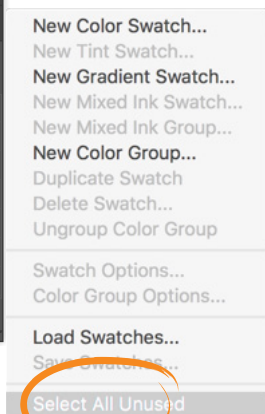
### Swatches Panel

The Swatches panel lets you create and name colors, gradients, or tints and quickly apply them to your document. Swatches make it easier to modify color schemes without having to locate and adjust each individual object. Keeping your Swatches panel clean, helps avoid picking the wrong swatches.

1. Open the Swatches panel (**Window > Color > Swatches**) and **Select All Unused** from the flyout menu.
2. Delete the unused swatches by clicking on the trash icon at the bottom of the Swatches panel.



50 C  
40 M  
40 Y  
100 K



**TIPS** You can't delete the Registration Swatch, but you can drag it down to the bottom of the swatches panel so it makes it harder to accidentally apply it to text or objects.

Rich Black contains Black, Cyan, Magenta, and Yellow inks. This allows you to achieve a deeper, more saturated tone for large areas compared to using just Black ink.