

CoreIDRAW

Course Level : Introduction

Course Duration : 2 Days

Prerequisites : Nonrequired

▼ Course Content

- Course Objectives
- What is CoreIDRAW!?
- Loading CoreIDRAW!
- Discussing some terminology
 - Choose
 - Dimmed
 - Select
 - Unselect
- Using Help
 - Help Contents
 - Search for help
- The CoreIDRAW! Screen
 - Menu Bar
 - Scroll Bars
 - Colour Palette
 - Tool Box
 - Title Bar
 - Roll-Ups
 - Dialog Boxes
- The CoreIDRAW! Toolbar
 - Selection Tool
 - Shape Tool
 - Zoom Tool
 - Pencil Tool
 - Rectangle Tool
 - Ellipse Tool
 - Text Tool
 - Outline Tool
 - Fill Tool
- CoreIDRAW! Document Control
 - Opening a document
 - Page Setup
 - Multiple Pages
 - Moving Around a document
 - Saving a document
 - Printing a document
- Files and filenames
 - valid and invalid characters
 - invalid names



- Drawing in CoreIDRAW!
 - Dimension Lines
 - Freehand Pencil
 - Bezier Pencil
- Selecting Objects
 - Click Object
 - Double clicking
 - Select All
 - Selection Marquees
 - Shift-Clicking
 - Deselecting
 - Tab Key
 - Group and Ungroup
 - Ctrl-Click
- Moving, Copying & Deleting
 - Constrained Movement
 - The Move Dialog Box
 - Direction Keys
 - Copy dragging
 - Duplicate command
 - Clone command
 - Cut and Paste
 - Copy and Paste
 - Delete Key
- Outlining Objects
 - Outline Tool
 - Outline/Pen Roll Up
 - Outline Pen Dialog Box
 - Calligraphic outlines
 - Arrowheads
 - Changing line colour
- Transforming Objects
 - Rotate/Skew
 - Stretch
 - Scale
 - Mirror
- Shaping Objects
 - Shape Tool
 - Editing Nodes and Segments
 - Using the Node Edit Roll-Up
- Arranging Objects
 - To Front
 - To Back
 - Group/Ungroup
 - Combine
 - Space Align
- Grid/Guides
 - Grid Setup
 - Snap to Grid
 - Snap to Guides

CorelDRAW

- Guides in Front command
- Snap to Objects
- Working with a scale
- Working with Text
 - Text Tool
 - Formatting Text
 - Column Text
 - Tabs
 - Straighten Text command
 - Spell checker/Thesaurus
 - Find/Replace
- Special Effects
 - Fitting text to a path
 - Convert to Curves command
 - Perspective
 - Envelopes
 - Blending Objects
 - Extruding an object
- Working with Bitmaps
 - Import Command
 - Tracing
 - Cropping a bitmap
 - Colouring a bitmap
- Workshop

