

# CorelDraw

## What do I need?

Learners should be comfortable in the Windows environment and be able to use Windows to manage information. Learners should have completed *Introduction to Windows* or possess equivalent knowledge prior to attending this course.

## How long is the course?

3 Days

## Who should attend?

This course is designed for students who have little or no experience using CorelDraw, but desire to know the basic features of CorelDraw X5 and use it to create engaging and dynamic drawings.

## What will be Covered?

### Getting Started with CorelDraw X3

- Explore the CorelDraw Interface
- Customise the Command Bars
- Manage Workspaces
- Obtain Help

### Create Graphical Objects

- Set up the Drawing Page
- Draw Shapes
- Draw Lines
- Add Text to Objects

### Formatting Objects

- Work with Fills
- Draw Shapes
- Draw Lines
- Add Text to Objects

### Manipulating Text

- Format Artistic Text
- Fit Text to a Path
- Create Paragraph Text
- Wrap Paragraph Text
- Modify OCR Text
- Insert Special Characters

### Enhancing the Drawing

- Modify Objects
- Add Graphics
- Add Clipart
- Spray Objects

### Managing Styles, Templates and Symbols

- Work with a Text Style
- Work with Templates
- Create Symbols

### Working with Advanced Printing Options

- Edit a Print Style
- Merge Text with Drawings

### Working with Layers

- Explore a Master Page
- Create a Master Layer
- Work with Layers

### Creating a Technical Drawing using Advanced Tools

- Create a Road Map in the Brochure
- Add Objects to a Road Map
- Enhance the Front Page of the Brochure

### Using Advanced Techniques for Text Manipulation

- Import Text to a Brochure
- Enhance the Text
- Work with the Title

### Working with Vector and Bitmap Graphics

- Convert Vector Objects to Bitmap Graphics
- Work with Bitmap Graphics
- Work with PowerTRACE

### Simplifying Tasks using VBA Macros

- Create a VBA Macro
- Work with a VBA Macro

### Using Advanced Output Options

- Prepare a Brochure for Printing
- Use Other Printing Options

### Working with Photos

- Modify Photos
- Add Rollovers

### Finalising the Brochure for the Web Page

- Organise a Web Page
- Publish a Brochure to the Web