



CorelDRAW™

99designs' guide to our favorite shortcuts in CorelDRAW.

Ramp up the speed of your design - these shortcuts will help you on your way to truly professional looking design in no time.

TOOLS

Tools we use to make the design

ACTION	SHORTCUT
Spiral	A
Grid	D
Add to a fill object	G
Hand	H
Strokes	I
Mesh Fill	M
Create objects by sketching	S
Eraser	X
Polygon	Y
Freehand Tool	F5
Rectangles	F6
Ellipses and Circles	F7
Add text	F8
Select nodes	F10
Toggle between eyedropper and paintbucket	Shift
Toggle between current tool and pick tool	Space Bar

ALIGNMENT

Tools we use to make the design

ACTION	SHORTCUT
Align Top	T
Align Bottom	B
Align Left	L
Align Right	R
Align Centers Vertically	C
Align Centers Horizontally	E
Center to Page	P

SHORTCUT CHEAT SHEET: CorelDRAW

FILE

Basic functions dealing with the program

ACTION	SHORTCUT
New	Control & N
Open	Control & O
Save As	Control & Shift & S
Export	Control & E
Print	Control & P
Exit	Alt & F4

EDIT

Basic functions concerning the design

ACTION	SHORTCUT
Cut	Control & X
Copy	Control & C
Paste	Control & V
Duplicate	Control & D
Undo	Control & Z
Redo	Control & Shift & Z
Replicate	Control & R

VIEW

How we see the design on the screen

ACTION	SHORTCUT
Zoom In	F2
Zoom Out	F3
Fit In Window	F4
Rulers	Control & Shift & R
Grid	Control & Shift & E

ADJUST

Adjusting the image and colors of the design

ACTION	SHORTCUT
Tone Curve	Control & T
Brightness/Contrast/Intensity	Control & B
Hue/Saturation/Lightness	Control & Shift & U
Color Balance	Control & Shift & B

MASK

Working with Masks

ACTION	SHORTCUT
Select All	Control & A
Mask From Object	Control & M
Paint on Mask	Control & K

OBJECT

Working with objects in the design

ACTION	SHORTCUT
Duplicate	Control & D
Group	Control & G
Feather	Control & Shift & F

Coreldraw Quick Reference

Steve Bain



Coreldraw Quick Reference:

Excel for Windows Quick Reference Sharel McVey,1991 Essential Excel 3 spreadsheet features are quickly accessed in this popular reference format All commands are alphabetically listed with simple tips and examples The book is perfect for users who need fast information

Windows 3.1 Quick Reference Timothy S. Stanley,1992 The quick and easy reference to all Windows commands Alphabetical listings are task oriented Includes tips and cautions and provides step by step procedures for major Windows features

LapLink III Quick Reference Vernon D. Holmberg,1991 Quicken 5 for Windows for Dummies Quick Reference Steven L. Nelson,1995 The quick and friendly way to remember Quicken for Windows features and commands This reference shows that Quicken is more than just a computerized checkbook by explaining features like budget planning reconciling reports and much more It will help users take their overall financial picture and make the outlook the best it can be

CorelDRAW! Made Easy Emil Ihrig,Sybil Ihrig,1990 Through step by step illustrated instructions Corel Draw Made Easy developes an integrated approach to teaching The book is task oriented rather than reference oriented however it does include a guide to menus keyboard shortcuts and clip art

CorelDRAW(r) 10: The Official Guide Steve Bain,2000-12-18 Including a 16 page full color insert this helpful guide contains not only technical information on using the software but also instruction and learning techniques not found in other books

CorelDRAWTM 10: The Official Guide Steve Bain,2001-01-08 Including a 16 page full color insert this helpful guide contains not only technical information on using the software but also instruction and learning techniques not found in other books

CorelDRAW 12 Steve Bain,Nick Wilkinson,2004 The Only Authorized Reference on CorelDRAW 12 Create compelling graphics and vector animations for print and the Web using CorelDRAW 12 Inside this Corel approved guide expert author Steve Bain teaches you how to take full advantage of all the unique features this powerful application has to offer You ll learn to draw shapes work with text add color and effects create animations and much more Featuring hundreds of tips techniques and shortcuts plus a full color section showcasing the extraordinary results of various effects this is a must have resource for anyone wanting to create stunning artwork with CorelDRAW 12 Learn to use all the new and re engineered features in CorelDRAW 12 Master the latest drawing tools like the Smart Drawing Tool and the Virtual Segment Delete Tool Use object tools to create shapes draw lines and paths and arrange objects Take advantage of the new Dynamic Guides and Object Snap Modes Produce dazzling vector effects distortions contours blends transparency drop shadows and more Create 3D effects by adding perspective and extruding vector objects Discover all the bitmap filter commands and master print engine functions Create flawless Web and print graphics HTML pages rollovers and Corel R A V E animations Boost your efficiency with styles workspace customization and VBA scripting Learn all the program shortcuts using an 8 page special guide Includes 8 page color insert and tutorial images online Steve Bain is an award winning illustrator and well known author and teacher He has produced hundreds of expert design and illustration workshops is a regular contributor to educational publications and Web

sites and has evaluated application features for Corel Nick Wilkinson is an award winning technical illustrator and is well known for the many powerful scripts that he has contributed to the CorelDRAW community

DOS Programmer's Reference Terry R. Dettmann,1991 New edition to this bestselling programming guide Completely revised for MS DOS 5 Covers many previously undocumented DOS and BIOS functions Provides detailed interrupt comments to clearly illustrate the function s purpose and results

Q and A 4 QuickStart Que Development Group,1991 The easy learning guide to Q A Visual examples and illustrated instructions teach the Q A fundamentals With this visual approach users learn the Q A file write report and intelligent assistant modules for more efficient results

Que's Guide to Data Recovery Scott Mueller,Alan C. Elliott,1991 From the author of Que s bestselling Upgrading and Repairing PCs comes an expert guide explaining how to retrieve lost or damaged data implant system security and prevent and recover from computer viruses Introduces a variety of utility programs

InfoWorld ,1991-03-11 InfoWorld is targeted to Senior IT professionals Content is segmented into Channels and Topic Centers InfoWorld also celebrates people companies and projects

Introduction to Databases James J. Townsend,1992 The ideal guide to planning designing and building a database Teaches users how to create a working database Highlights terms a database user should know Written in an easy to understand format

BBSs for Dummies Beth Slick,Steve Gerber,1995 Walking the reader through logging on and moving around the top 40 BBSs in the United States this book takes the reader on a whirlwind tour that includes navigational tips helpful commands and real world use of concepts It focuses more on the unique BBSs and avoids the major on line services covered by other books

Quicken 6 For Macs For Dummies Stephen L. Nelson,1995-10-24 Keeping track of your money and your bills has become much easier over the past few years thanks to Quicken one of the most popular personal financial programs available To get the most out of Quicken s rich array of features however you need Quicken 6 For Macs For Dummies 2nd Edition Here you find explained all of Quicken s features including the TaxPlanner module the QuickReport feature and QuickMath Best of all with Quicken 6 For Macs For Dummies 2nd Edition you get the sound financial advice of author Stephen L Nelson so that you can be as savvy with your finances as you are with your computer

The Web After Work for Dummies Jill H. Ellsworth,Matthew V. Ellsworth,1996 Web surfers find their PC side companion with this updated guide to resources techniques and contacts for their favorite hobbies and interests Contains updated coverage of how to get started how to do searches sending email getting a home page and more

Windows 95 Networking SECRETS Kevin Stoltz,1996 Here is a comprehensive hands on guide that reveals the undocumented and little known aspects of networking with Windows 95 Beginning with secrets tips and techniques for installation configuration use and management Kevin Stoltz then moves on to provide insider tips for using Windows 95 with other networks and more The CD ROM contains powerful Windows 95 tools utilities and accessories

The Internet for Dummies John R. Levine,Margaret Levine Young,1996

Excel 97 Bible John Walkenbach,1997-01-24 Excel 97 has finally arrived putting in your hands more and better features than ever before Excel

97 Bible gets you up to speed with all of them quickly even if you've never used Excel before With Excel guru John Walkenbach to guide you you'll get the low down on everything from enhanced what-if analysis tools to the easy-to-use Internet Assistant which turns your spreadsheet into a Web page that others can view over the Internet or your organization's intranet Comprehensive and authoritative Excel 97 Bible is the indispensable all-in-one reference you need to unleash the power of the world's most popular spreadsheet application

Dummies 101 Peter Weverka, 1996 With this guide at their fingertips users get the instruction they need to learn Word for Windows *Dummies 101* Word for Windows 95 takes users through the basics of the operating system letting them clearly measure their progress as they go The book includes lots of tips and shortcuts for quickly getting up to speed

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