

Get familiar with CorelDRAW 12 - Lesson 1: Set up the drawing page

Since today, we began to introduce you to a popular graphics software, CorelDRAW. The basic guidelines for readers to learn and practice with this software will be posted weekly in the section Getting familiar with CorelDRAW 12.

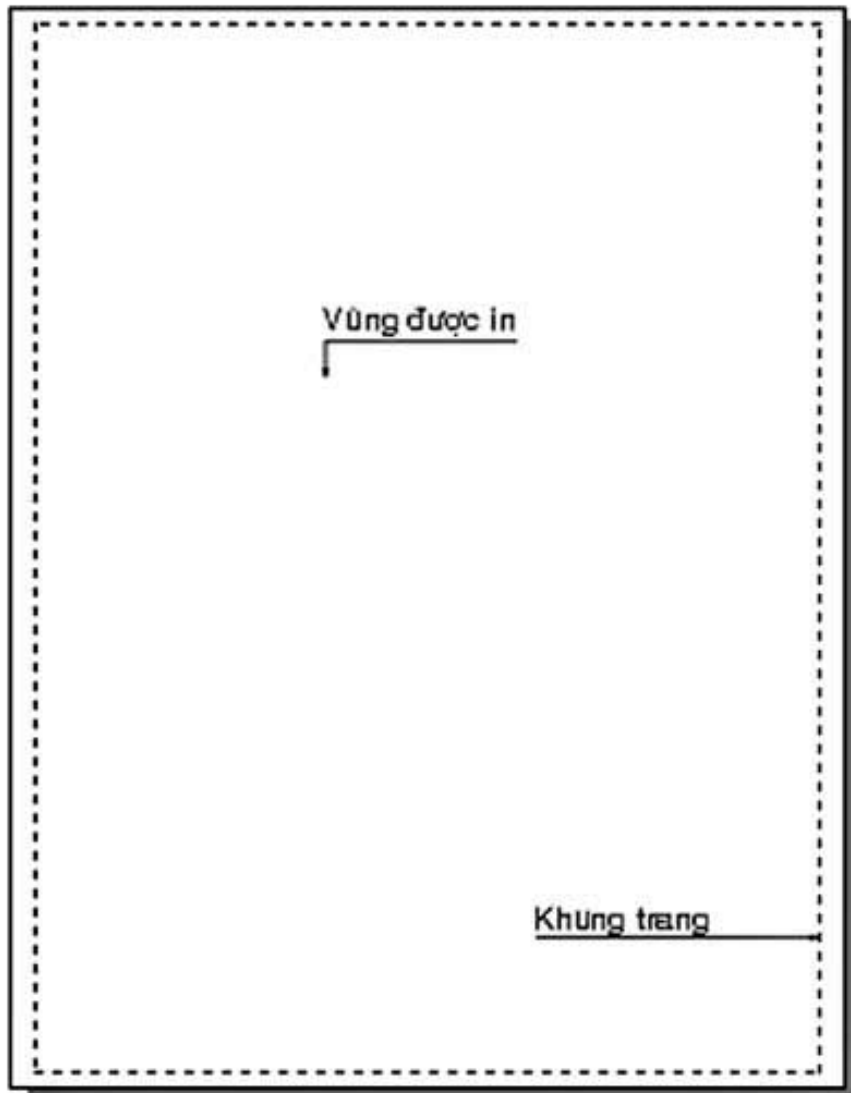


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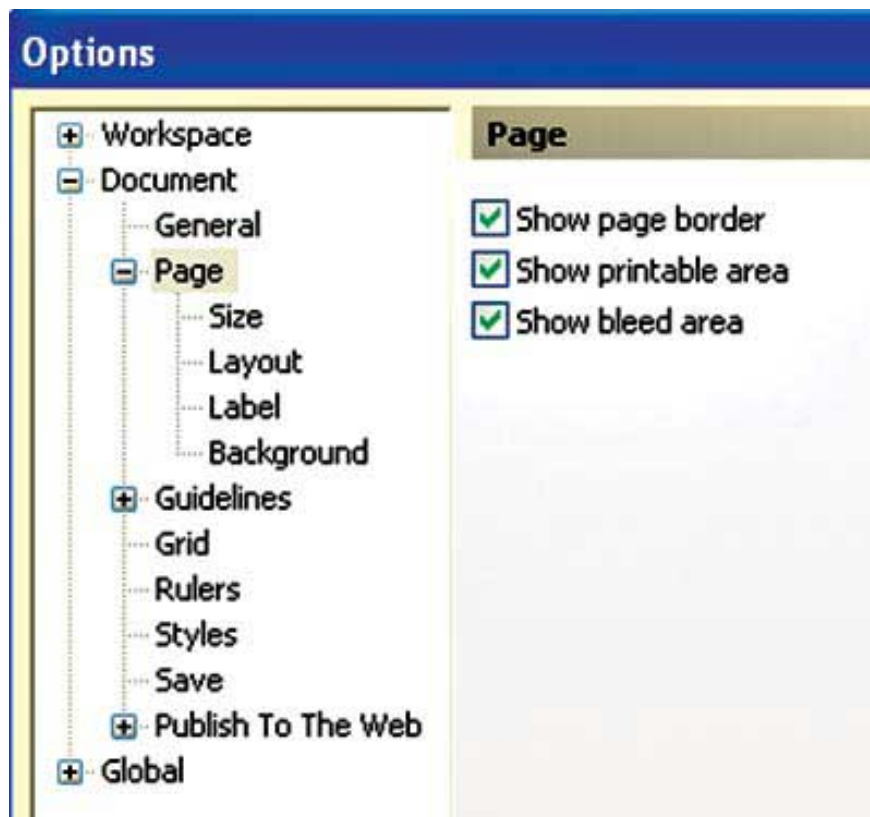
When opening a new file, CorelDRAW 12 working screen appears a rectangle on the screen that is Corel's drawing page.

To view the properties and set the rendering of the drawing page, select *File - Document Setup - Page Setup* , the *Options* dialog box opens.

Page section with 3 options (Figure 1, 2):



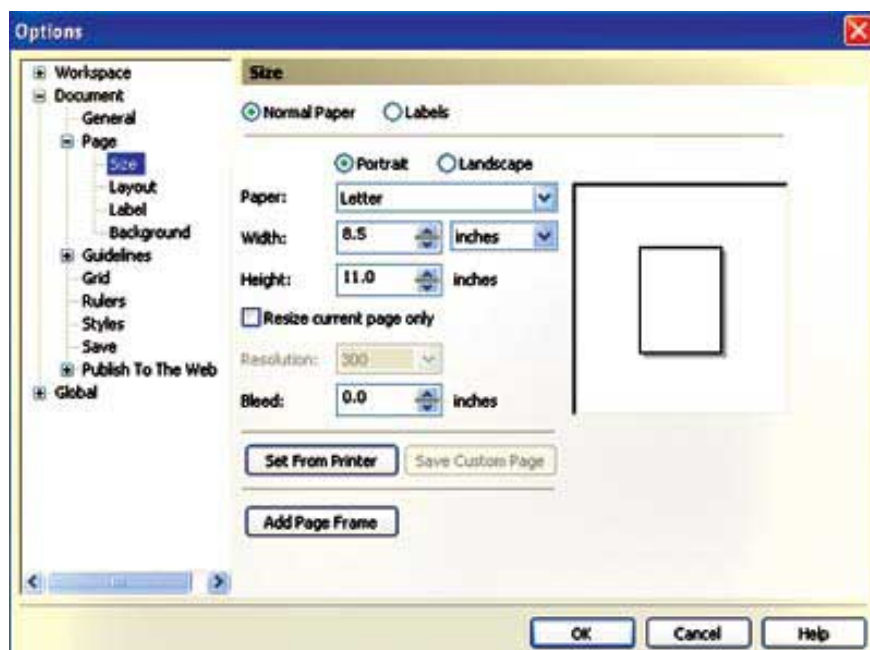
- *Show page border*: mark this option to display the page frame



- *Show printable area*: mark this option to inform the printer print range and print page size

- *Show bleed area*: the area helps to avoid errors due to details spilling out of the edge of the finished product

Item Size (Figure 3):



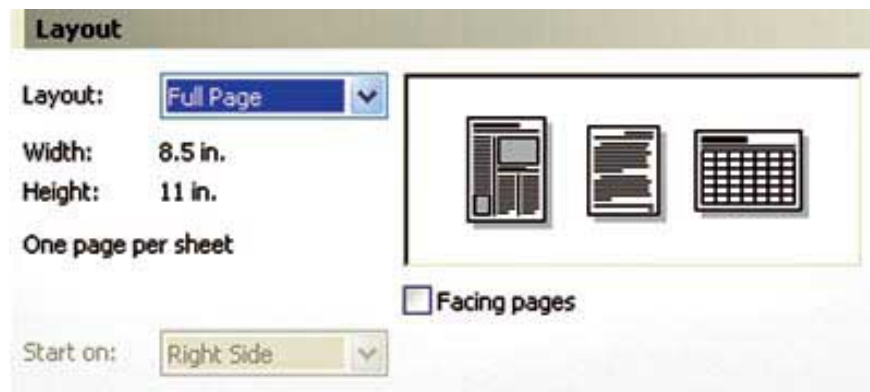
- *Portrait* and *Landscape* icons allow you to choose the orientation of a vertical or horizontal page

- *Paper*: the size of the drawing page

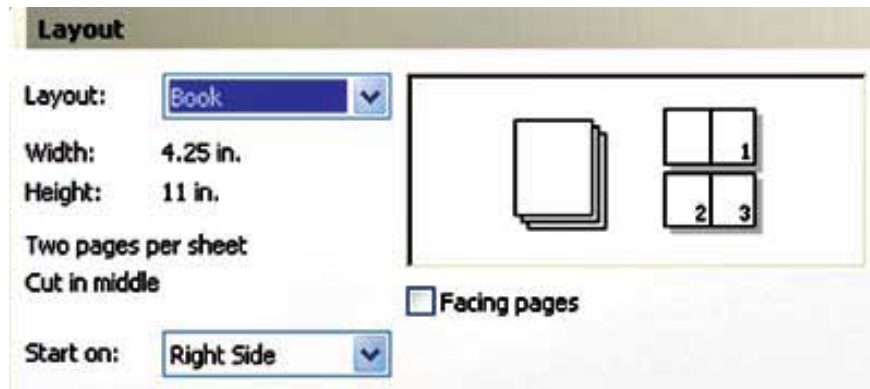
- *Width* and *Height* : indicates the length and width of the drawing page, corresponding to the paper size selection of the drawing page

Section *Layout* : there are 6 types of page layout, depending on the purpose of use, we choose the corresponding layout.

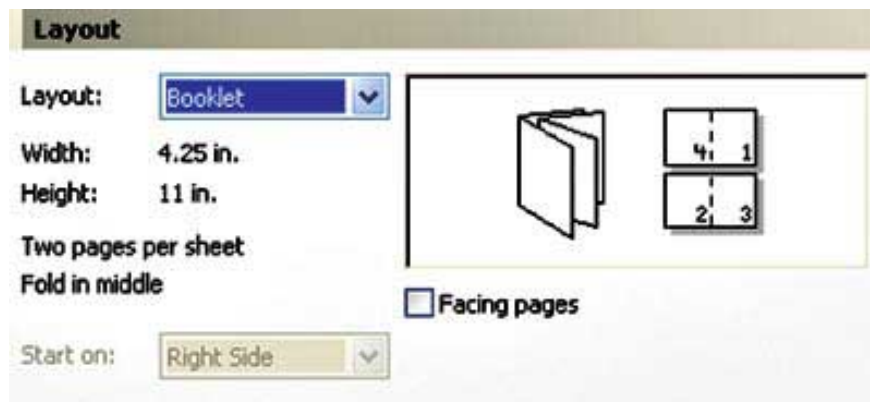
- *Full Page*: default page layout (Figure 4)



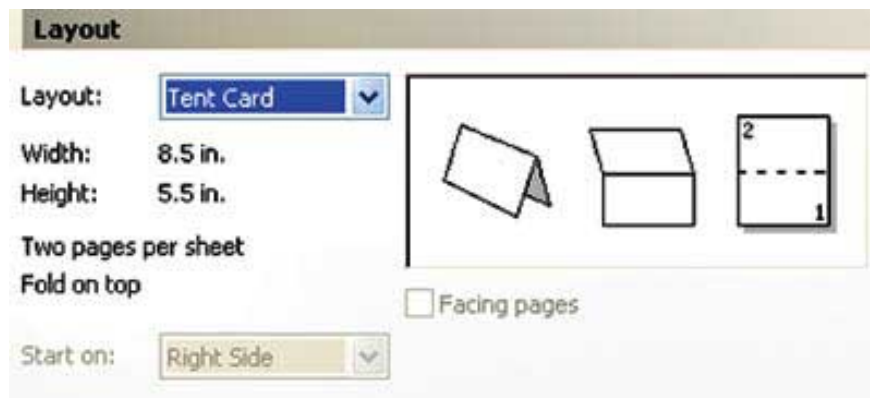
- *Book*: divide the page into two equal parts vertically. Each section is a separate page printed in two pages (Figure 5).



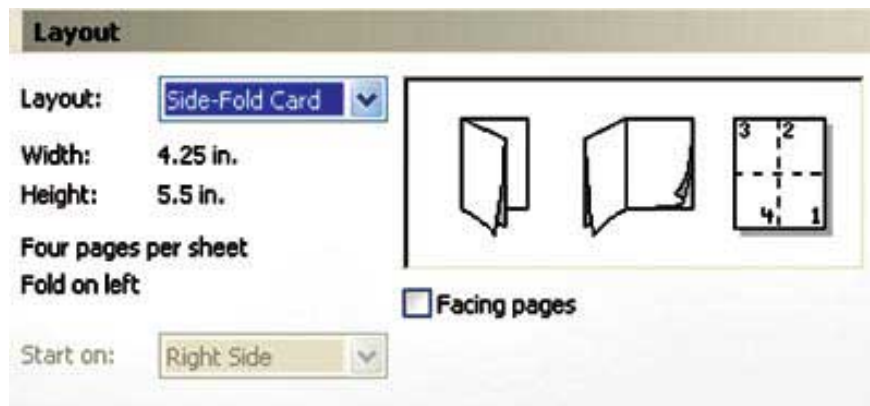
- *Booklet*: similar to Book style but when printing the grafted pages together to be able to close into a book (Figure 6)



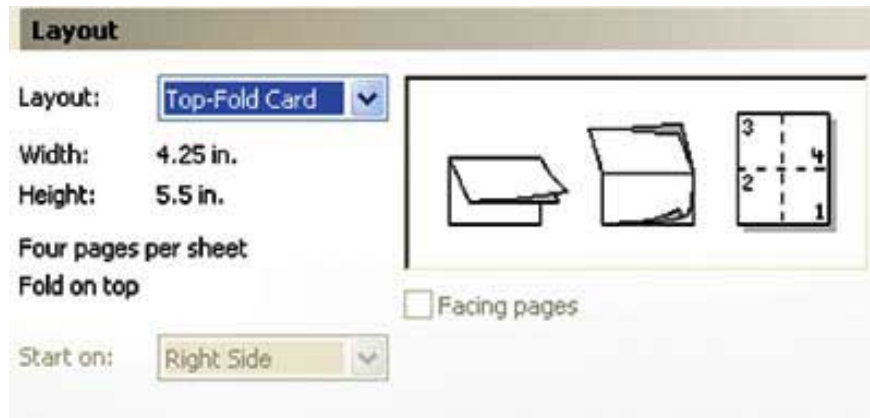
- *Tent Card*: divided into equal halves (Figure 7)



- *Side Fold Card*: divide the page into four sections horizontally and vertically. After printing, it will be folded horizontally first and vertically (Figure 8)



- *Top Fold Card*: same as Side Fold Card but folds vertically first and then horizontally (Figure 9)



Background items : there are 3 options

- *No Background* : does not display the background color
- *Solid Background* : Displays the background color as the uniform color for the drawing page
- *Bitmap* : use Bitmap image as background for drawing page

View drawing information: Select *File - Documents Info* .

The effect information, fill color, typeface . applied in the drawing are shown in this dialog box. You can view one or more information about *File , Documents , graphics Objects* . by selecting it. Select *Save As* to save this information as text (Figure 10).



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