Tutorial: Workspace tour

Welcome to Corel PHOTO-PAINT, a powerful bitmap image-editing application that lets you retouch existing photos or create original graphics.

In this tutorial, you'll use the tools provided by Corel PHOTO-PAINT to create a Web page banner. You'll save the final project as a GIF file with a transparent background.

Click here to view what your final project should look like.

What you will learn

This tutorial introduces you to the workspace of Corel PHOTO-PAINT. The application window contains elements that help you access the tools and commands you need to view and edit images. Application commands are accessible through the menu bar, toolbox, property bar, toolbars, or Docker windows/palettes.

As you practice creating a Web page banner, you'll learn how to use the following tools:

- menu bar
- toolbox
- flyouts
- property bar
- Docker windows/palettes
- Help

You'll also learn to perform complex tasks by using combinations of tools and commands.

Using the menu bar

The menu bar is an area containing drop-down menus with commands grouped by category. These commands let you open, edit, and save projects.

First, you'll use the **File** menu to open the sample file used in this tutorial. Then, you'll use the **Image** menu to access the **Cutout** dialog box and cut out the red car from the sample file.

To open the sample file

1. Click **File** menu ▸ **Open**.
2. Choose the folder where Corel PHOTO-PAINT is installed.
3. Choose the folder **Corel Graphics 11\Tutorials\Sample files**.
4. Double-click the filename **car.tif**.

To cut out a foreground image area

1 Click **Image** menu ▸ **Cutout**.

You can resize the **Cutout** dialog box to increase the workspace area.

2 In the **Cutout** dialog box, click the **Highlighter** tool .

3 In the **Nib size** box, type **5**.

If necessary, you can resize the nib at any time during the procedure. You can use the **Zoom in** and **Zoom out** buttons to zoom in and out of specific areas of the image. You can also use the **Hand** tool to pan to another area of the image.

4 In the image window, draw a line along the edges of the red car.

The line should slightly overlap the surrounding background. If you make a mistake, you can correct it using the **Eraser** tool .

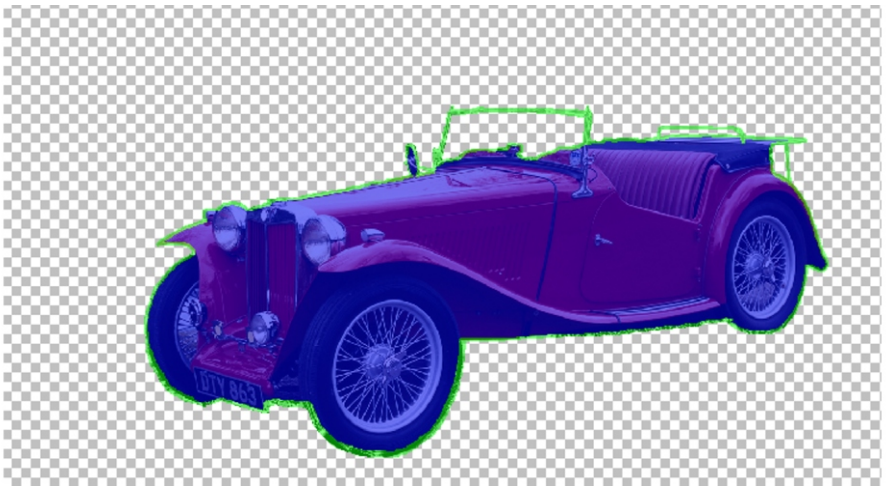
5 Click the **Inside fill** tool , and click inside the image area.

6 Click **Preview**.

If you want to switch between the original and cut-out view of the image, choose a view from the **View** list box.

7 Click **OK**.

The red car displays in the image window as a floating object.



Using the Objects Docker window/palette to rename objects

A Docker window/palette provides access to additional commands and image information. Some Docker windows/palettes provide a visual display area. They contain the same controls found in dialog boxes, such as buttons, options, and list boxes, and offer another convenient way to edit graphics. However, unlike most dialog boxes, you can keep Docker windows/palettes open as you work.

Giving a name to each object you create makes it easier to perform tasks in the **Objects** Docker window/palette. Follow this procedure every time you need to give a meaningful name to a new object that you created.

1 In the **Objects** Docker window/palette, click **Object 1**.

If the **Objects** Docker window/palette is not open, click **Window** menu ▸ **Dockers** / **Palettes** ▸ **Objects**.

2 Click the flyout button , and click **Object properties**.

3 In the **Object properties** dialog box, click the **General** tab.

4 In the **Name** box, type **Red car**.

5 Click **OK**.

Using a flyout to correct jagged edges

When you work in Corel PHOTO-PAINT, you'll often use tools in flyouts. A flyout displays when you hold down a tool that has a small black triangle in the bottom right corner.

In the procedure below, you'll smooth some jagged edges by painting over them. You'll access the necessary tools by using the **Brush** flyout.

1 In the image window, click the **Maximize** button in the top right corner (Windows) or the plus sign in the top left corner (Mac OS).

2 In the toolbox, click the **Zoom** tool , and click the red car in the image window to zoom in.

3 In the **Objects** Docker window/palette, click the **New object** button .

4 Rename the new object to **Smooth edges**.

5 In the **Objects** Docker window/palette, drag **Smooth edges** below **Red car**.

The **Smooth edges** object displays behind the **Red car** object.

6 Open the **Brush** flyout , and click the **Paint** tool .

7 On the property bar, do the following,

- In the **Nib size** box Size 10 , type **10**.
- From the **Nib shape** list box Shape , choose the third nib from the left in the top row.

8 On the **RGB** color palette, click the **Black** color swatch.

If the **RGB** color palette is not open, click **Window** menu ▸ **Color palettes** ▸ **Default RGB palette**.

9 In the image window, paint over the jagged edges of the wheels.

This is an example of what the car wheels should look like before and after you've smoothed the edges.

10 Click **Object** menu ▸ **Select all**.

Both objects are selected.

11 Click **Object** menu ▸ **Combine** ▸ **Combine objects together**.

Adjusting the paper size

Here, you'll choose an appropriate paper size for the Web page banner by using the menu bar.

1 Click **Image** menu ▸ **Paper size**.

2 In the **Paper size** dialog box, do the following:

- From the list box above the **Background color** picker, choose **Pixels**.
- In the **Width** box of the **New** area, type **450**.
- In the **Height** box of the **New** area, type **100**.

3 Click **OK**.

The red car is larger than the Web page banner.

Using the toolbox to resize and reposition the red car

The toolbox is a detachable bar containing tools for editing, creating, and viewing images. The toolbox also contains a color control area that lets you select colors and fills.

Now, you'll resize and reposition the red car within the Web page banner.

1 Click the **Object pick** tool  .

Eight selection handles display around the object.

2 Drag a corner selection handle inward to reduce the size of the red car, so that it fits within the image window.

Dragging a corner selection handle lets you resize an object while preserving the same proportions.

3 Drag the red car up and to the right to position it as shown in the graphic below.

4 Press **Enter** to apply the transformations.

Using the toolbox and property bar to add and edit text

The property bar is a bar with commands that relate to an active tool in the toolbox. For example, when you click the **Text** tool, the property bar displays commands relevant to creating and editing text.

In the procedure below, you'll add some text, and then you'll edit it by using the commands available on the property bar.

1 In the toolbox, click the **Text** tool  .

2 On the **RGB** color palette, click the **Red** color swatch.

3 On the property bar, do the following:

- From the **Font list** list box 

, choose **AvantGarde Bk BT**.
- From the **Font size** list box 

, choose **36**.

4 Click in the top left corner of the image window, and type **Lorem Ipsum Facto**.

The text displays as a new object at the top of the objects list in the **Objects** Docker window/palette.

5 Select the text using the **Object pick** tool.

6 In the image window, drag the text so that it slightly overlaps the red car as shown in the graphic below.

Using a flyout to spray images

Here, you'll use the **Brush** flyout to access the **Image sprayer** tool, which lets you load one or more images and spray them over your image.

1 Click the **Zoom** tool, and drag around the word **Ipsum** in the image window to zoom in.

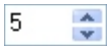
2 In the **Objects** Docker window/palette, click the **New object** button.

3 Rename the new object to **Small flames**.

4 Open the **Brush** flyout, and click the **Image sprayer** tool  .

5 On the property bar, do the following:

- From the **Brush type** list box 

, choose **Fire**.
- In the **Size** box 

, type **5**.

6 Click and drag over each letter of the word **Ipsum** to cover them with small flames.

If necessary, drag back and forth over the letters to cover them almost completely.

7 In the **Objects** Docker window/palette, click the **New object** button.

8 Rename the new object to **Large flames**.

9 On the property bar, type **10** in the **Size** box.

10 Click randomly along the letters of the word **Ipsum** to add some larger flames.

If you make a mistake, press **Ctrl + Z** (Windows) or **Command + Z** (Mac OS) to delete the last flame you sprayed.

Using combinations of tools and commands

In the upcoming procedures, you'll use combinations of tools and commands to perform complex tasks.

You'll delete an object, apply an effect to an object, and add a shadow to an object.

To delete an object

1 In the **Objects** Docker window/palette, click the text.

2 In the toolbox, click the **Rectangle mask** tool , and drag around the word **Ipsum** to create a mask.

You can display the mask marquee only after hiding the mask overlay. Click **Mask** menu ▸ **Mask overlay**. No check mark beside **Mask overlay** indicates that the mask overlay is not visible.

3 Press **Delete**.

The word **Ipsum** is deleted from the text and only the flames remain.

4 On the standard toolbar, click the **Clear mask** button .

To apply an effect to an object

1 Click the **Object pick** tool.

2 In the image window, drag around the word **Ipsum** to marquee select both objects containing flames.

The **Small** and **Large flames** are selected.

3 Press **Ctrl + Alt + Down arrow** (Windows) or **Command + Alt + Down arrow** (Mac OS) to combine the two objects.

4 Rename the new object to **Flames**.

5 Click **Edit** menu ▸ **Copy**.

6 Click **Edit** menu ▸ **Paste** ▸ **Paste as new object**.

A new object containing a copy of the flames is created on top of the old one. The new object displays highlighted at the top of the object list in the **Objects** Docker window/palette.

7 Rename the new object to **Flames copy**.

8 In the **Objects** Docker window/palette, click **Flames**.

This lets you apply effects to the flames hidden under the copy that you just created.

9 Click **Effects** menu ▸ **Blur** ▸ **Motion blur**.

10 In the **Motion blur** dialog box, do the following:

- Move the **Distance** slider to **13** pixels.
- In the **Direction** box, type **90**.
- In the **Off-image sampling** area, enable the **Sample nearest edge pixel** option.

11 Click **OK**.

12 Press the **Up arrow** two (2) times to nudge the blur.

To add a shadow to the text

1 Click the **Object pick** tool.

2 In the image window, drag around the text and flames to marquee select all.

In the **Objects** Docker window/palette, the three (3) objects are highlighted.

3 In the **Objects** Docker window/palette, click the **Combine objects together** button.

A new object displays.

4 Rename the new object to **Text**.

5 Click **Mask** menu ▸ **Create** ▸ **Mask from object(s)**.

6 In the **Objects** Docker window/palette, click the **New object** button.

7 Rename the new object to **Shadow**.

8 Click **Edit** menu ▸ **Fill**.

9 In the **Edit fill and transparency** dialog box, click the **Fill color** tab.

10 Enable the **Current fill** option.

11 Click **Edit**.

12 In the **Uniform fill** dialog box, choose **Black** from the **Name** list box.

13 Click **OK**.

14 In the **Edit fill and transparency** dialog box, click **OK**.

15 Press **Ctrl + R** (Windows) or **Command + R** (Mac OS) to clear the mask.

16 In the **Objects** Docker window/palette, drag **Shadow** below **Text**.

17 Press the **Down** and **Right arrows** two (2) times each to nudge the shadow.

The shadow becomes visible.

Using the Help to save your project

Corel PHOTO-PAINT has extensive Help that you can use when you are unsure how to perform a task.

In this procedure, you'll use the Help to get instructions on how to save your project to different formats. You may want to choose a file format that will allow you to edit the project later. Such file formats are: Corel PHOTO-PAINT (CPT) and Adobe Photoshop (PSD).

1 Click **Help** menu ▸ **Help topics**.

2 Do one of the following:

- (Windows) Click the **Index** tab. In the box, type the word **saving**.
- (Mac OS) In the box, type **saving format**, and click **Ask**.

3 Do one the following:

- (Windows) Click the index entry **to different file formats** ▸ **To save an image to a different file format**.
- (Mac OS) Click the topic **To save an image to a different file format**.

The procedure **To save an image to a different file format** displays.

4 Follow the step-by-step instructions.

5 Close the Help.

This is what the image should look like.

Saving the image with a transparent background

In the procedure below, you optimize the image for the Web, and save it with a transparent background.

1 Click **Image** menu ▸ **Paper size**.

2 In the **Paper size** dialog box, click the **Background color** picker , and choose a color closest to your Web page background color.

To make the background transparent, it must be a single, solid color that is not used elsewhere in the image. White was used in the sample project.

3 Click **OK**.

4 Click **Object** menu ▸ **Combine** ▸ **Combine all objects with background**.

5 Click **File** menu ▸ **Web image optimizer**.

6 In the **Web image optimizer** dialog box, click the **Maximize** button .

7 In the top right corner of the **Web image optimizer** dialog box, click the **Double-vertical preview pane display** button .

Make sure that the **Preview** button in the bottom left corner of the dialog box appears pressed.

8 From the **Zoom** list box at the top of the dialog box, choose **To fit**.

9 From the **File type** list box Gif below the right preview pane, choose **Gif**.

10 Click **Advanced** below the right preview pane.

11 In the **Convert to paletted** dialog box, do the following:

- Move the **Smoothing** slider to **0**.
- From the **Palette** list box, choose **Adaptive**.
- From the **Dithering** list box, choose **None**.
- In the **Colors** box, type **256**.

12 Click **OK**.

The **GIF export** dialog box opens.

13 In the **GIF export** dialog box, enable the **Image color** option.

14 Click the **Eyedropper** button , and click the background of the **Original** image.

The **Eyedropper** button appears pressed.

15 Click **Preview** to see the result.

The transparent background displays as a checkered area.

16 Click the **Eyedropper** button to disable it.

17 Click **OK**.

18 In the **Web image optimizer** dialog box, choose a speed from the **Connection speed** list box, for example 

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This lets you check the file download time for a particular connection speed. The download time displays in the bottom-right corner of the dialog box, for example 

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19 Click **OK**.

The **Save** dialog box opens.

20 In the **File name** box (Windows) or **Save as** box (Mac OS), type a filename.

21 Click **Save**.

From here ...

This tutorial introduced you to the Corel PHOTO-PAINT workspace and basic tools. You can continue to explore the application on your own, or you can choose another tutorial to create a different project and learn about other tools.

For more information about the topics and tools presented in this tutorial, you can refer to the user guide or the Help. To access Corel PHOTO-PAINT Help, click **Help** menu ▸ **Help topics**.