



Projects Using Draw Tools

AppleWorks® is a Registered Trademark of Apple, Inc.

© 2001

Using AppleWorks 6

Vol. 208 Issue 2

Drawing Tools are useful for making many projects for teachers and students. Following are projects ideas that demonstrate the use of draw tools and features in AppleWorks version 6. Refer to Using and Working with Draw Tools before you start creating some of these projects.



Reference!

Autogrid and Graphics Grid are different.

Autogrid is invisible but causes object to snap to an invisible grid in quarter inch increments. When it is turned off, objects can be moved is very small increments.

The **Graphics Grid** shows on the page and helps to position objects. It doesn't show when page is printed. To remove from page, choose Options Menu, then Hide Graphics Grid.



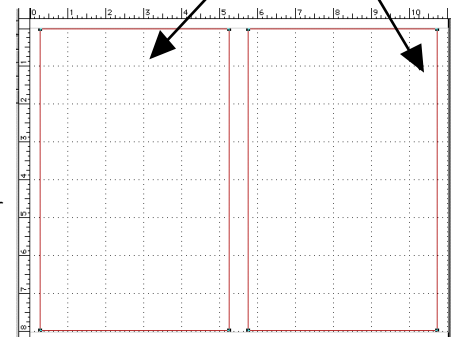
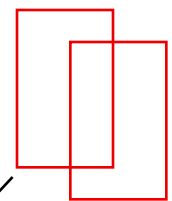
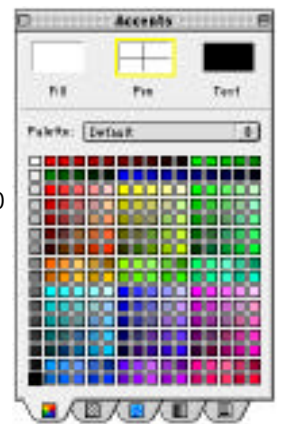
Check it out!

Need some refreshing on working with draw objects? Refer to the Using Draw Tools and Working with Draw Objects guides.

Note Paper

This project takes a standard 8.5 x 11 sheet and divides it in half to make casual note paper. When the final page is printed, duplicate and make a stack of creative notes.

1. Create a new Draw Document by clicking on the button bar.
2. Go to the **File** menu to Page Setup to landscape orientation.
3. Turn on the rulers. Go to the **Format** menu to Show Rulers.
4. Go to the **Options** menu to Turn Autogrid Off.
5. Go to the **Window** menu to Show Accents.
6. Go to the **Format** menu to Document and set the margin to .25 on all sides.
7. Make a 5 x 8 inch rectangle with rectangle tool. Go to the **Options** menu and size it with Object Size.
8. Make the rectangle transparent with a red outline and position the rectangle against the left quarter-inch margin
9. Duplicate the rectangle. Go to the **Edit** menu to Duplicate.
10. Position the second rectangle against the right margin.
11. Align the tops of both rectangles. There should now be a .5 inch space between the two rectangles. (**Arrange** menu to Align Objects)
12. When rectangles are in position, select them and lock in place. (Go to the **Arrange** menu to Lock.)



These two rectangles define the space that is available for 2 note paper designs.

The rectangles are unlocked and removed before printing. They only act as a guide for the note paper layout.