**Symbols** are elements, predefined shapes that can be used in Illustrator. Listed in the Symbols panel, these shapes can have

multiple occurrences in a document. It is possible to modify them or create new ones easily.

**Symbol libraries-** To open a symbol library, click the icon in the lower left corner

of the panel and choose a theme. A new panel with many

symbols will then appear.

How to create new symbol –

1. To switch to Edit mode, double-click the instance of the symbol

on the artboard

1. You will then see a tab appear along

with a green line indicating that you are now working in Edit

mode

3. To exit Edit mode and return to normal mode, simply

click the arrow.

4. To change the occurrence without affecting the symbol itself,

you must break the link between the occurrence and the symbol.

Use of appearance panel to change property of panel—

1. Appearance panel indicates that the shape includes an orange outline of

6 pt and a blue background, both elements having an opacity

adjustment by default

2. To change the opacity of any of the elements, click the Opacity

Label

3. To change the colors, all you have to do is click the color

square to choose a different shade.

4. click the Contour label to display the options and

make the desired adjustments.