

# The Drawing Tools

(Shapes Toolbar: Second Row)

The Shapes Toolbar has many shapes for drawing tools as well as freehand drawing tools.



- 1. Draw Freehand:** There are two freehand drawing tools. A line appears as the cursor is moved across the workspace:

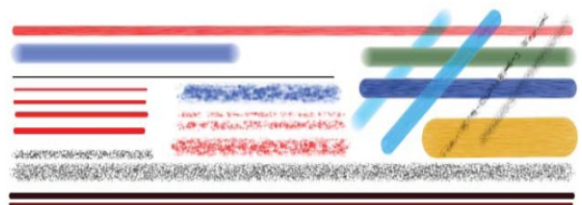
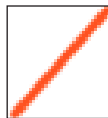
### a. Free-hand Drawing Tool:

This is the most commonly used drawing tool. It creates a smooth free-hand line. Use the Nib Size feature on the Shapes Toolbar to change the width of the line.

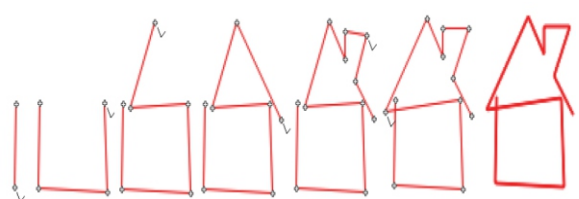


- 2. Draw Lines:** There are three ways to draw straight lines.

- a. Line Tool:** To draw a straight line with the Line Tool, place the cursor on the workspace, left-click and hold the mouse, drag the cursor across the workspace and to complete the line and release the mouse.

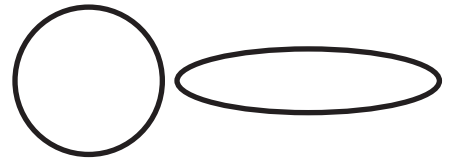


- b. Polygon Tool:** A figure polygon is a closed shape figure with straight sides. The Polygon Tool can be used to create a series of connected lines.



**3. Draw Circles, Ellipses, Squares and Rectangles:** There are four Drawing Tools to make circular or four-sided shapes:

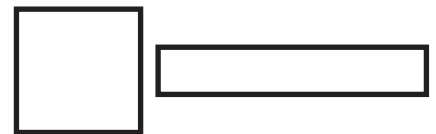
**a. Ellipse or Circle Tool:** Draws outlines of circles or ellipses. Left-click and hold the mouse, drag the cursor to form the shape, and release the mouse to complete the shape.



**b. Filled Ellipse or Circle Tool:** Draws filled images of circles or ellipses. Left click and hold the mouse, drag the cursor to form the shape, and release the mouse to complete the shape.



**c. Rectangle or Square Tool:** Draws outlines of squares or rectangles. Left-click and hold the mouse, drag the cursor to form the shape, and release the mouse to complete the shape.



**d. Filled Rectangle or Square Tool:** Draws filled images of squares or rectangles. Left-click and hold the mouse, drag the cursor to form the shape, and release the mouse to complete the shape.



**4. Draw Regular Polygons and Stars:** A regular polygon is a closed shape where each side has the same length. There are two Drawing Tools for drawing regular polygons:

**a. Regular Polygon Tool:** Draw outlines of regular polygons. Select the number of vertices with the Vertices Counter.



**b. Filled Regular Polygon Tool:** Draws filled images of regular polygons. Select the number of vertices (or sides) with the Vertices Counter. Left-click and hold the mouse, drag the cursor to form the shape, and then release the mouse to complete the shape.



**c. Star Tool:** Draws outlines of stars. Select the number of points on the star with the Vertices Counter. Left-click and hold the mouse, drag the cursor to form the shape, and release the mouse to complete the shape.

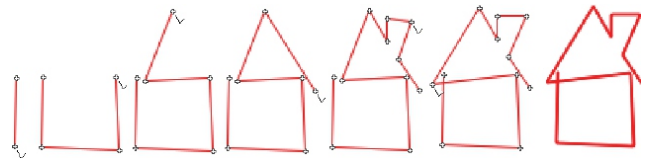
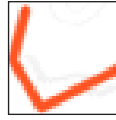


**d. Filled Star Tool:** Draws filled images of stars. Select the number of points on the star with the Vertices Counter. Left-click and hold the mouse, drag the cursor to form the shape, and release the mouse to complete the shape.

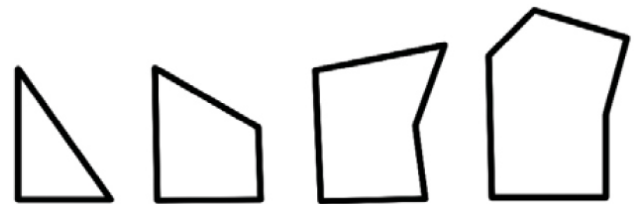
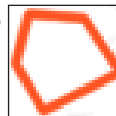


**5. Draw Irregular Polygons:** An irregular polygon is a straight-sided closed shape where the sides are not all equal in length. There are three Drawing Tools that can be used to draw irregular polygons:

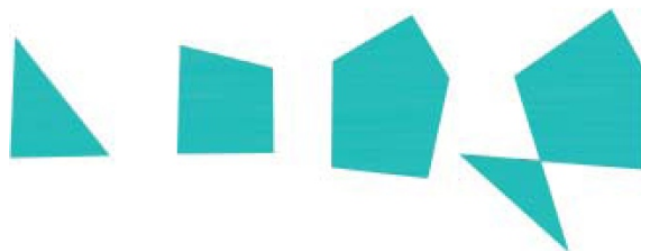
**a. Polygon Tool:** Draws a series of lines and connect the lines to form a polygon. Use left-clicks of the mouse to add line segments. To complete a drawing with any of the three Polygon Tools, right-click the mouse or select another Drawing Tool or Brush.



**b. Closed Polygon Tool:** Draws outlines of polygons with control over side length. Unlike drawing with the Polygon Tool where a polygon is created by making consecutive sides, the Closed Polygon Tool creates a triangle and each subsequent left-click of the mouse adds another side.

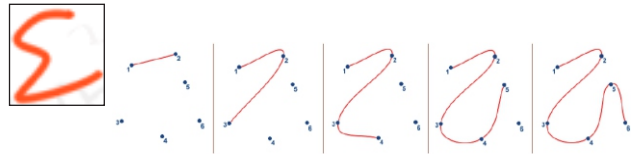


**c. Filled Closed Polygon Tool:** Draws filled images of polygons. The Filled Closed Polygon Tool draws a filled triangle and each subsequent left-click of the mouse adds another side and keeps the interior filled with color.



**6. Draw Curved Lines and Shapes:** There are three tools for drawing curved lines and curved shapes:

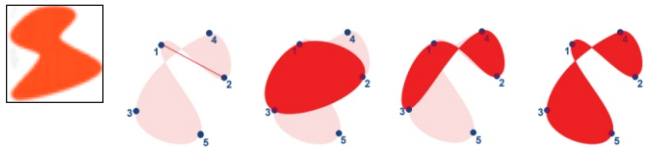
**a. Spline Tool:** Draws a curved line in segments. The Spline Tool creates a line that can be left-clicked on and dragged to form a curved line.



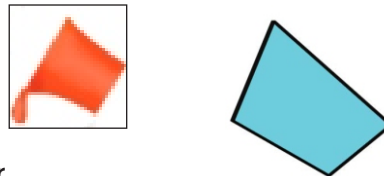
**b. Closed Spline Tool:** Draws outlines of closed curved shapes. The curvature can be adjusted by clicking on a line and dragging it.



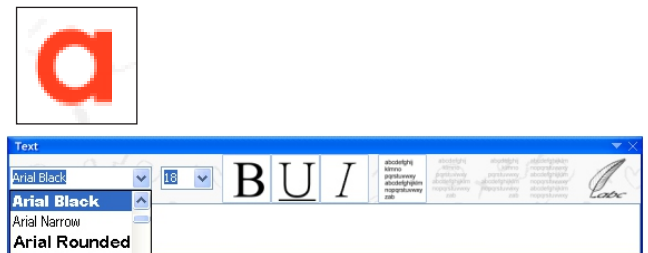
**c. Filled Spline Tool:** Draws images of filled curved shapes. The curvature can be adjusted by clicking on a line and dragging it.



**7. Fill Tool:** Fills a space with color. If the space is closed, the fill will stay within the closed space. Select a color, then click on the area to fill it. If the space is not closed, the fill will leak out into other areas.



**8. Text Tool:** Adds labels, headings and full text to your work. You can select from a wide range of fonts and use standard text formatting features such as bold, italics and underlining. Text color will reflect your brush selection but can be changed to any color you wish.



**9. Nib Size:** The Nib Size setting ranges between 1 and 100 pixels. The appearance of Nib size will be affected by the type of Brush selected.

