

## Create a symbol

1. Select the artwork you want to use as a symbol.

### **Note:**

While creating Dynamic Symbols, do not include text, placed images, or mesh objects.

2. Do one of the following:

- Click the New Symbol button in the Symbols panel.
- Drag the artwork to the Symbols panel.
- Choose New Symbol from the panel menu.

### **Note:**

By default, the selected artwork becomes an instance of the new symbol. If you don't want the artwork to become an instance, press Shift as you create the new symbol. In addition, if you don't want the New Symbol dialog box to open when you create a new symbol, press Alt (Windows) or Option (Mac OS) as you create the symbol and Illustrator will use a default name for the symbol, such as New Symbol 1.

3. In the Symbol Options dialog box, type a name for the symbol.
4. Select the symbol type as Movie Clip or Graphic.
5. Select the type of symbol you want to create - Dynamic or Static. The default setting is Dynamic.
6. Select the Align to Pixel Grid option to apply the pixel-align property to the symbol. For more information, see [Aligning symbols to pixel grid](#).

## Place a symbol

1. Select a symbol in the Symbols panel or a symbol library.
2. Do one of the following:

- Click the Place Symbol Instance button ➤ in the Symbols panel to place the instance in the center of the current viewable area of the document window.
- Drag the symbol to the artboard where you want it to appear.
- Choose Place Symbol Instance from the Symbols panel menu.

**note:** A single symbol placed anywhere in your artwork (as opposed to existing only in the panel) is called an instance.

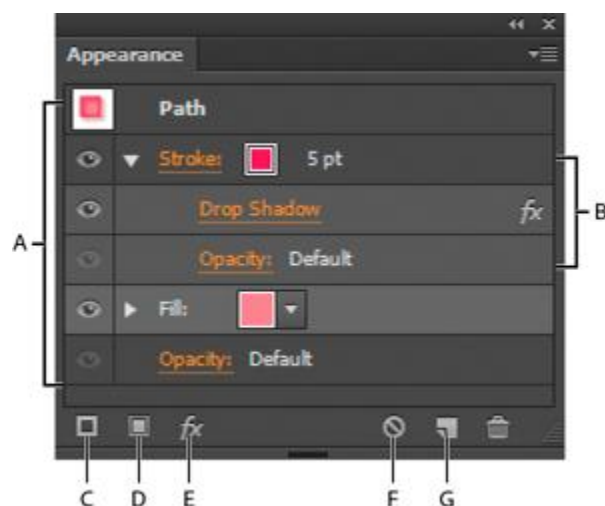
2<sup>nd</sup>

## About appearance attributes

Appearance attributes are properties that affect the look of an object without altering its underlying structure. Appearance attributes include fills, strokes, transparency, and effects. If you apply an appearance attribute to an object and later edit or remove that attribute, it does not change the underlying object or any other attributes applied to the object.

## Appearance panel overview

You use the Appearance panel (Window > Appearance) to view and adjust the appearance attributes for an object, group, or layer. Fills and strokes are listed in stacking order; top to bottom in the panel correlates to front to back in the artwork. Effects are listed from top to bottom in the order in which they are applied to the artwork.



Appearance panel listing attributes of a grouped object

**A.** Path with stroke, fill, and drop shadow effect **B.** Path with effect **C.** Add New Stroke button **D.** Add New Fill button **E.** Add Effect button **F.** Clear Appearance button **G.** Duplicate Selected Item button

## Reveal additional items in the Appearance panel

When you select items that contain other items, such as a layer or group, the Appearance panel displays a Contents item.

1. Double-click the Contents item.

## Turn an attribute on or off for selected object

- To turn an individual attribute on or off, click the eyeball icon next to the attribute.
- To turn all hidden attributes on, choose Show All Hidden Attributes from the Appearance panel menu.

## Edit an attribute

- Click in the attribute row to display and set values.
- Click the underlined text and specify new values in the dialog box that appears.