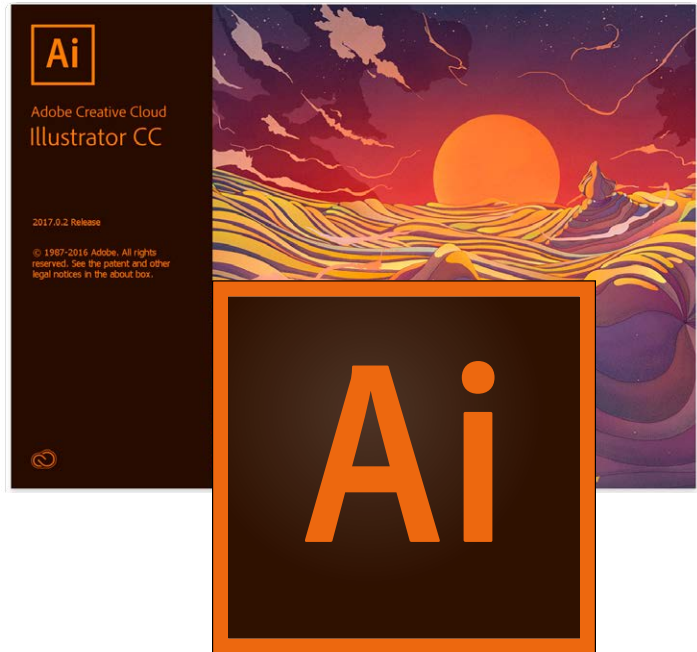


ADOBE ILLUSTRATOR CC 2017

a complete tour of preferences

also showing all
tool preferences
and how to change
the typesetting
defaults and how to
change document
defaults



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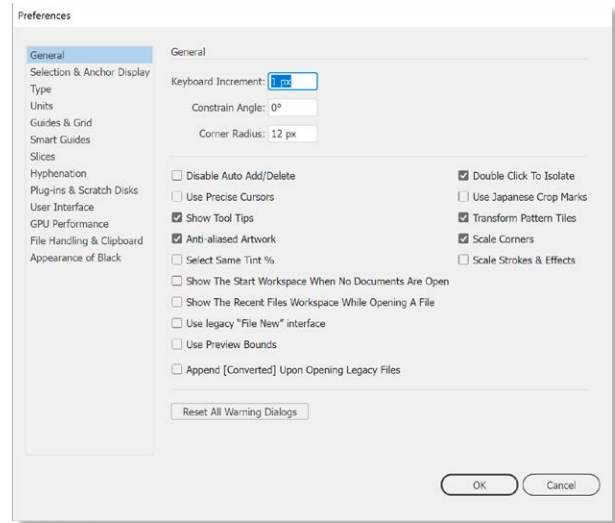
1 General Preferences

Illustrator > Preferences (Cmd+K, Mac) or Edit > Preferences (Ctrl+K, Win). This is the first pane of the Preferences sections.

In the General preferences, Keyboard Increment is for setting the distance moved when using the arrow keys to move an object. The Constrain Angle is the angular degree an object snaps to when holding down the Shift key. The Corner Radius is the default size of the rounded rectangle tool.

New is the Use legacy File New interface. You can use choose to switch on the legacy version if you prefer the older New Document interface.

The Disable Auto Add/Delete when disabled means you have to use the Add Anchor Point tool and Remove Anchor Point tool to add and remove anchor points on a path. You might prefer to turn off the Append [Converted] Upon Opening Legacy (older) Files, especially if you like to name files your own way. For ones who don't like Isolation Mode, you can switch off Double Click to Isolate. Scale Strokes & Effects is also available in the Transform panel, among other places.



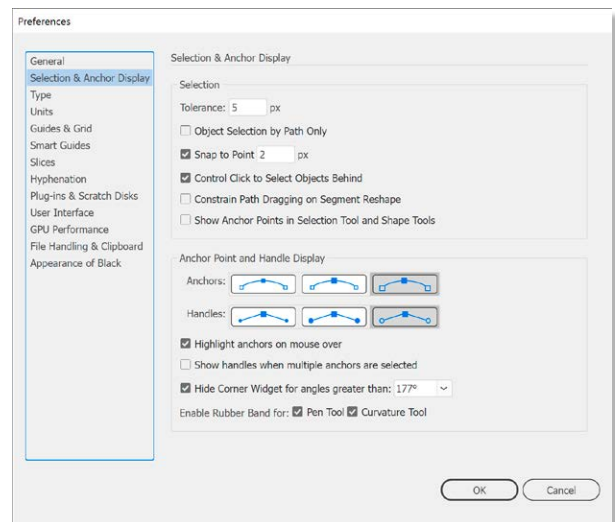
2 Selection & Anchor Display Preferences

Illustrator > Preferences (Cmd+K, Mac) or Edit > Preferences (Ctrl+K, Win) and click on the Selection & Anchor Display pane; the third pane of the Preferences sections.

Selecting anchors and handles with the white Direct Selection tool and the Pen tool and the Convert Anchor Point tool can be difficult. If you miss a click you get a dialog box that essentially says that you missed. By changing the Tolerance up from a default of 3 pixels to 4 or 5 pixels, you will find that selecting anchor points becomes noticeably easier.

Some power users prefer to switch on the Object Selection by Path Only. This makes selecting an object in a busy artboard somewhat easier because you are required to only click on path edges; never the fill region.

Another adjustment that makes anchor points easier to select is choosing the third button for Anchors and the third button for direction point handles. These third choices make for larger onscreen anchor sizes, and thus make anchors and handles easier to select.



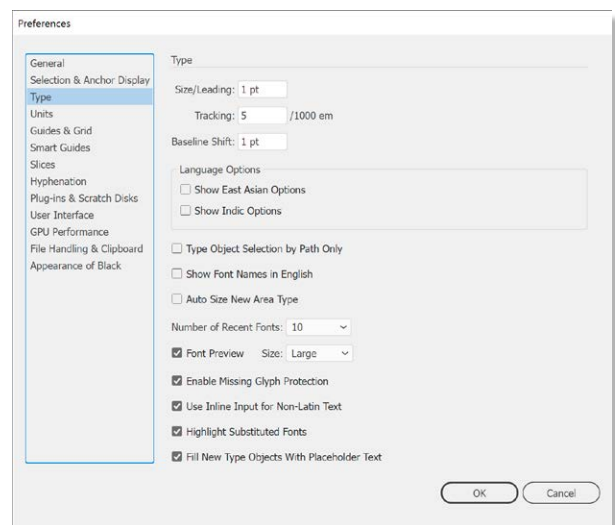
3 Type Preferences

Illustrator > Preferences (Cmd+K, Mac) or Edit > Preferences (Ctrl+K, Win), and click on the Type pane; the fourth pane of the Preferences sections.

The preferences for type are keyboard shortcuts. Adjust Size/Leading to change by 1 pt when you press Cmd/Ctrl+Shift+< or >. Tracking should change by 5/1000ths em (some prefer 1/1000th em) for fine adjustments to the spacing between two or more letters when you press Opt/Alt+◀ or ▶ arrow. Baseline shift might be reset to .5 or 1 pt in order to give finer up and down baseline shifting when you press Opt/Alt ▲ or ▼ arrow.

The Picas measurement system has points as a sub-unit of measure. Six picas to the inch; and 12 points in each pica. An em is a physical unit of measure equal to the nominal point size, and is usually used horizontally.

You may find it helpful to set the Number of Recent Fonts to 10 in order to show your favorite fonts; and also make sure the Font Preview Size is set to Large when the typeface menu is showing samples of type. Otherwise, it can be hard to see the difference among typeface samples.

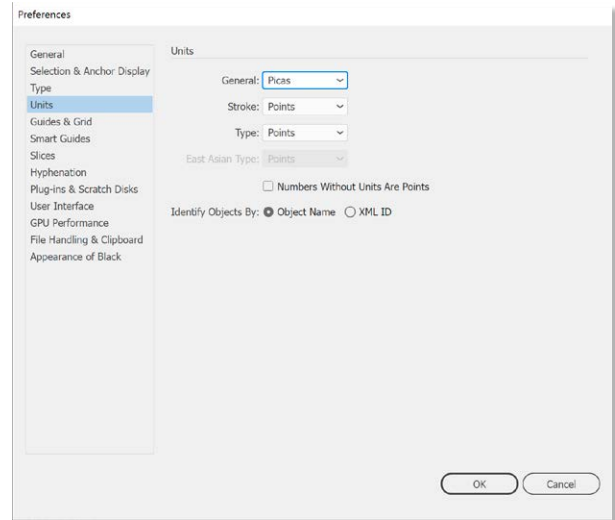


4 Units Preferences

Illustrator > Preferences (Cmd+K, Mac) or Edit > Preferences (Ctrl+K, Win) and click on the Units pane; the fifth pane of the Preferences sections.

Preferences for units of measure include setting the General default measurement system. Choose from Points, Picas, Inches, Millimeters, Centimeters, or Pixels (for web-oriented projects). My favorite measurement system is Picas, which also includes points as its sub-unit of measure. I generally have Stroke and Type measuring in points, but notice that you can choose inches: good for large lettering on signage.

The Variables panel displays the names of dynamic objects as they appear in the Layers panel. If you save the template in SVG format for use with other Adobe products, these object names must conform to XML naming conventions. Illustrator assigns a valid XML ID to every dynamic object you create. To view, edit, and export object names using XML IDs, choose Edit > Preferences > Units (Win) or Illustrator > Preferences > Units (Mac), and select XML ID.

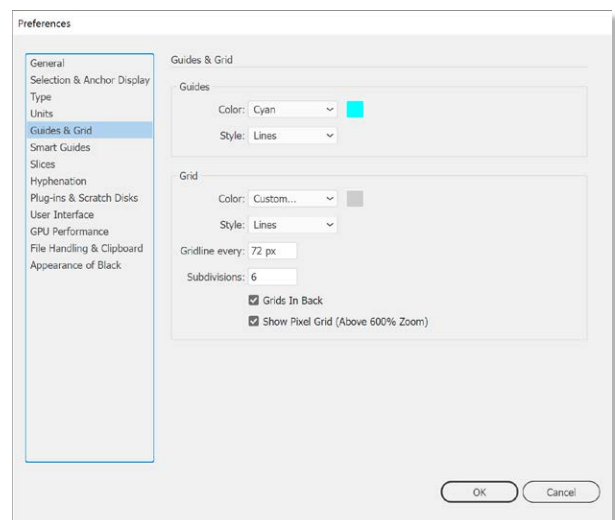


5 Guides & Grid Preferences

Illustrator > Preferences (Cmd+K, Mac) or Edit > Preferences (Ctrl+K, Win), and click on the Guides & Grid pane; the sixth pane of the Preferences sections.

Here you can customize the color of the guides. Not only can you choose your own color, but you can also choose whether the guides appear as solid or dotted lines. Likewise, you can customize the color and line style of grids, including the spacing distance of the major and minor divisions of the grid.

When designing web graphics, the Show Pixel Grid (Above 600% Zoom) helps you position art for crisp appearance. Pixel-aligned is an object level property, which enables an object to have its vertical and horizontal paths aligned to the pixel grid. The Align New Objects to Pixel Grid option is in the Advanced section of the New Document dialog box. To align an existing object to pixel grid, select the object and check the Align to Pixel Grid check box at the bottom on the Transform panel.

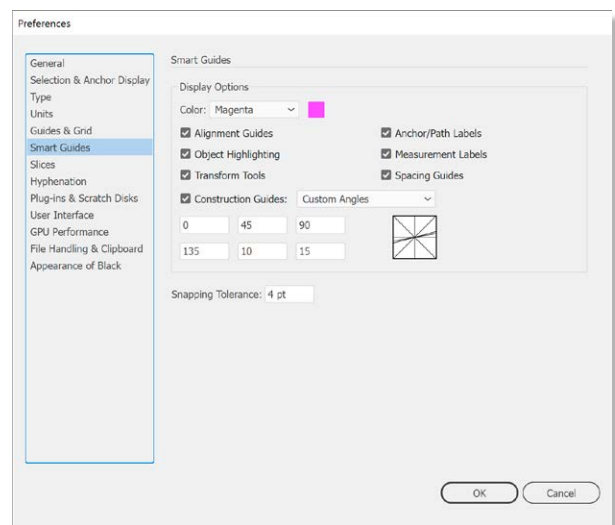


6 Smart Guides Preferences

Illustrator > Preferences (Cmd+K, Mac) or Edit > Preferences (Ctrl+K, Win) and click on the Smart Guides pane, the 7th pane.

Smart Guides are temporary snap-to guides that appear when you manipulate objects or artboards. They help you align and transform objects or artboards relative to other objects and artboards, by snap-aligning and displaying X, Y location and delta values.

Alignment Guides displays lines along the center and edges of shapes, artboard, and bleeds, displaying when you draw, move, and transform. Anchor/Path Labels displays when paths intersect and when centered on anchor point. Measurement Labels display the position of the cursor over an anchor, displaying the x/y delta from the object's original location. Press Shift in a drawing tool and the starting location appears. Object Highlighting of the object matches the layer color. Transform Tools displays info when you scale, rotate, and shear. Construction Guides displays as you draw new objects. Set up to six angles you want guidelines drawn from the anchor points of a nearby object. Snapping Tolerance is the distance from another object for Smart Guides to trigger.



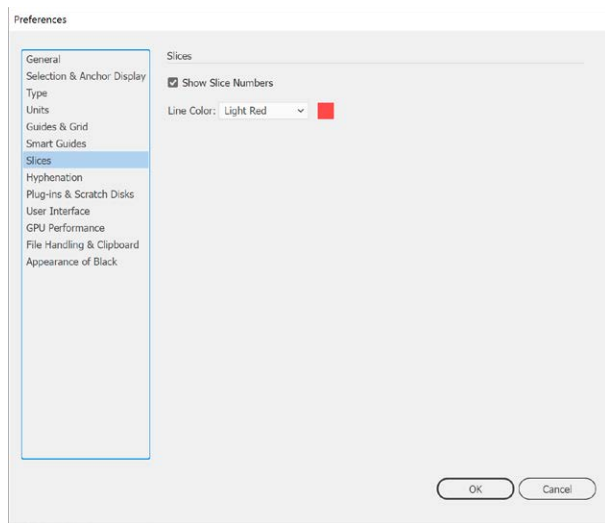
7 Slices Preferences

Illustrator > Preferences (Cmd+K, Mac) or Edit > Preferences (Ctrl+K, Windows), and click on the Slices pane; the eighth pane.

This preference turns slice numbers off or on and lets you choose a color for slice lines.

Illustrator can use slices to define the boundaries of different web elements in your artwork. When you save the artwork as a web page using the Save For Web command, you can choose to save each slice as an independent file with its own format, settings, and color table.

Slices in an Illustrator document correspond to table cells in the web page. By default, the slice area is exported as an image file that is enclosed in a table cell. If you want the table cell to contain HTML text and a background color instead of an image file, you can change the slice type to No Image. If you want to convert Illustrator text to HTML text, you can change the slice type to HTML Text.

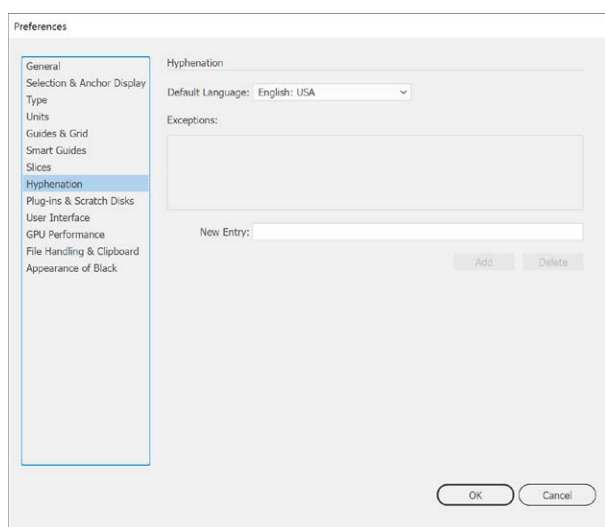


8 Hyphenation Preferences

Illustrator > Preferences (Cmd+K, Mac) or Edit > Preferences (Ctrl+K, Win) and click on the Hyphenation pane; the ninth pane of the Preferences sections.

Illustrator uses Proximity language dictionaries for both spelling and hyphenation. Each of the 39 language dictionaries contains many thousands of words with standard syllable breaks. You can assign a language to an entire document (in preferences) or apply a language to selected text in the Character or Character Styles panels. (Illustrator uses the same composition methods for line and word breaks that is used in Adobe InDesign.)

You can augment the dictionary with the Exceptions list. To add a word to the exceptions list, type the word in the New Entry box, and click Add. To remove a word from the exceptions list, select the word, and click Delete.



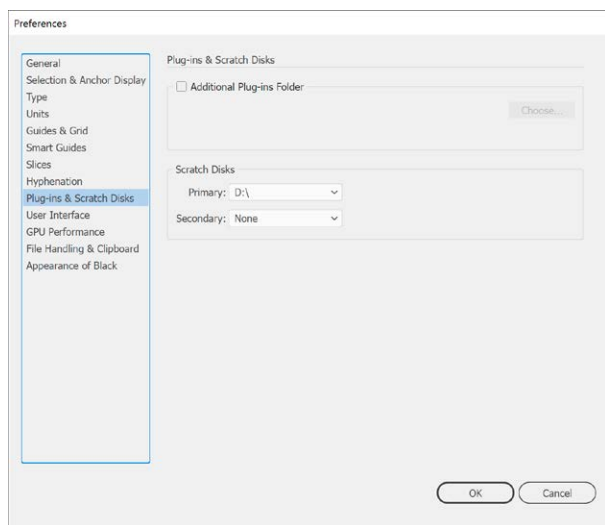
9 Plug-ins & Scratch Disks Preferences

Illustrator > Preferences (Cmd+K, Mac) or Edit > Preferences (Ctrl+K, Win), and click on the Plug-ins & Scratch Disks pane. This is the tenth pane of the Preferences sections.

Plug-in modules are software programs that add features to Illustrator. You can choose an additional folder where you would like to copy/install plug-ins. Then restart Illustrator for the plug-in to take effect.

Scratch space on the hard disk drive is space that is used for temporary storage. It is used when the program needs more memory, and the amount of available system RAM is insufficient. If your computer has a second physical disk drive, choose it as the Scratch Disk.

It is far more effective to have enough RAM to work with: currently 8–16 gigabytes is sufficient. With a generous amount of RAM, you generally don't need to be concerned with the slower Scratch Disk method.



10 User Interface Preferences

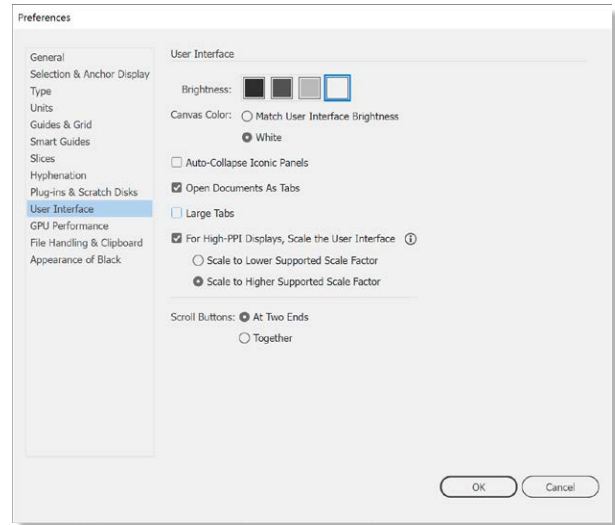
Illustrator > Preferences (Cmd+K, Mac) or Edit > Preferences (Ctrl+K, Windows) and click on the User Interface pane. This is the eleventh pane of the Preferences sections.

Here you can choose the Brightness (in gray shades) of Illustrator's user interface. I generally set it to Light gray. The Canvas Color is the interface area past the edge of the artboard.

You can choose to auto-collapse the panels in the dock interface. You can choose to have multiple document windows to open as tabs or as separate floating windows.

If you have a large 4K (or similar) monitor, scale the UI so that the tool panels, control panel, and the docked panels appear larger.

Finally, you can control where the scroll arrows show up in the scroll bar interface on the right and bottom sides of the document window: either at the Two Ends or showing up together.



11 GPU Performance Preferences

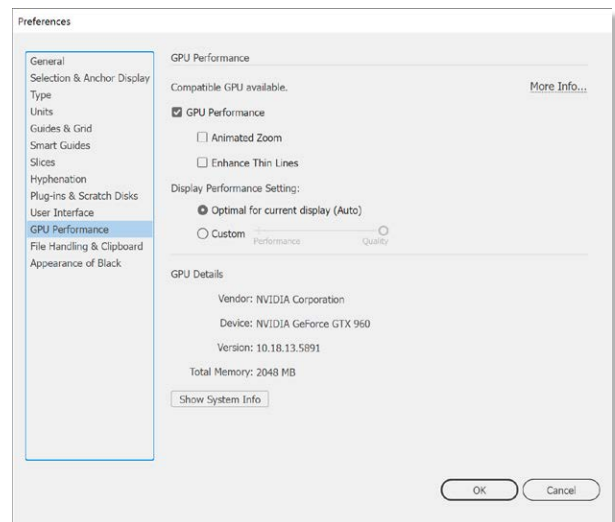
Illustrator > Preferences (Cmd+K, Mac) or Edit > Preferences (Ctrl+K, Windows) and click on the File Handling & Clipboard pane. This is the twelfth pane of the Preferences sections.

If Illustrator is crashing, consider switching off the GPU Performance. Many older computers will not be able to make use of the GPU performance possibilities. Windows needs to be at least version 8, while both Win and Mac needs a minimum of 2GB VRAM.

Select the Animated Zoom check box to make zoom actions smooth and animated.

Click the Show System Info button to open the System Info panel, which displays information about the software and hardware environment for Illustrator.

Select the Enhance Thin Lines check box (NVIDIA only) if, at low zoom levels, thinner strokes in your artwork appear faint or invisible.

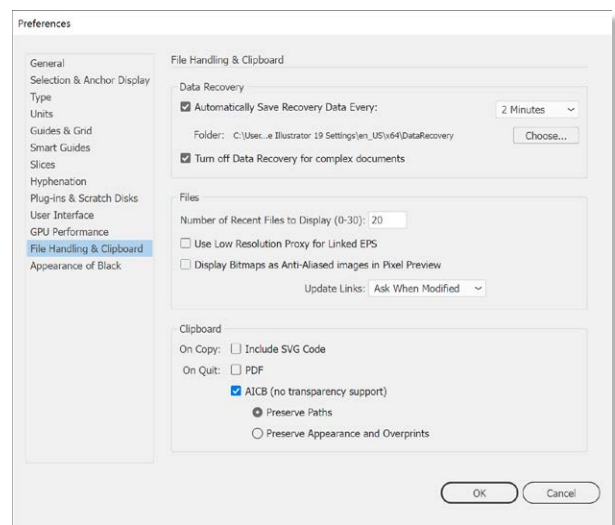


12 File Handling & Clipboard Preferences

Illustrator > Preferences (Cmd+K, Mac) or Edit > Preferences (Ctrl+K, Windows) and click on the File Handling & Clipboard pane. This is the twelfth pane of the Preferences sections.

I prefer to set Update Links to Automatically. I feel that saves me time and attention in Illustrator, and I do not have to visit Links panel often.

What if you copy and paste from Illustrator to InDesign? Only do this if you need vectors to edit further in InDesign. In the Clipboard Handling pane of InDesign's Preferences dialog, make sure you have turned off Prefer PDF When Pasting. In Illustrator Preferences, make sure you have turned on the AICB option, and turn off Copy as PDF. If you want the look preserved, you'll also need to ensure that Preserve Appearance and Overprints is selected. Not everything in Illustrator will copy over to InDesign. If the art is too complex, it will simply refuse to work; so keep it simple. Live text won't copy to InDesign except as shape outlines.



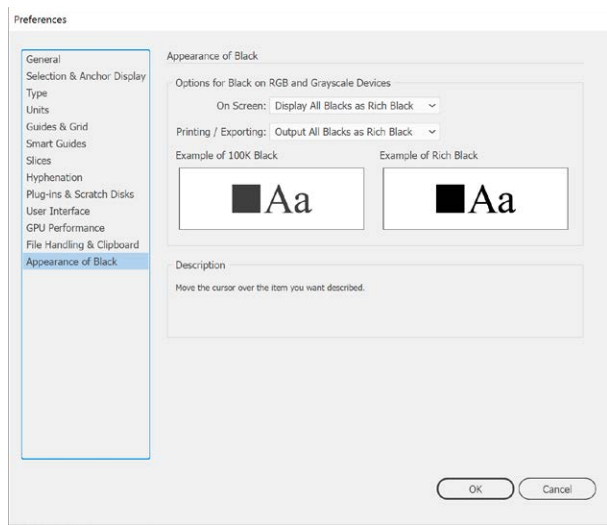
13 Appearance of Black Preferences

Illustrator > Preferences (Cmd+K, Mac) or Edit > Preferences (Ctrl+K, Windows) and click on the Appearance of Black pane. This is the thirteenth pane of the Preferences sections.

The options for On Screen give you the view of Black as either a rich, dense black, or showing 100% black ink as slightly gray. It has no effect on printing; only on what the monitor shows you.

The option for Printing and Exporting only applies to printing to an RGB printer driver or an RGB-flavored PDF. You can either output all black inks as Rich Black, or you can output all black ink swatches accurately. Thus you can have both a 100% application of black ink that images only on the black ink plate, and also have a build of a Rich Black, where it will also include ink from the other process printing plates.

Note that this has no effect on making a CMYK-flavored PDF!



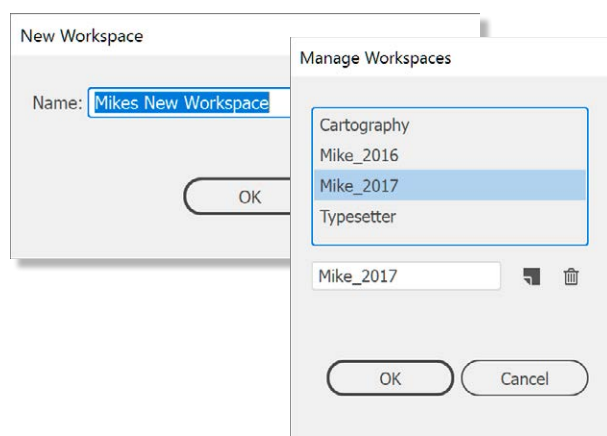
14 Customized Workspaces

Illustrator > Window > Workspace > New Workspace, and type in a name and click OK. This remembers the position of your panels.

Any arrangement of panels, bars, and windows is called a workspace. You can adapt Illustrator to the way you work by selecting from several preset workspaces or by creating one of your own. The Application bar above the Control Panel contains a workspace switcher, where you can choose different arrangements by name.

You can also select these options: Keyboard shortcuts: Saves the current set of keyboard shortcuts. Menus or Menu Customization: Saves the current set of menus.

To rename or duplicate or delete a workspace, choose Window > Workspace > Manage Workspaces. To rename a workspace: select it, and edit the text. To duplicate a workspace, select it, and click the New button. Clicking OK completes the changes.



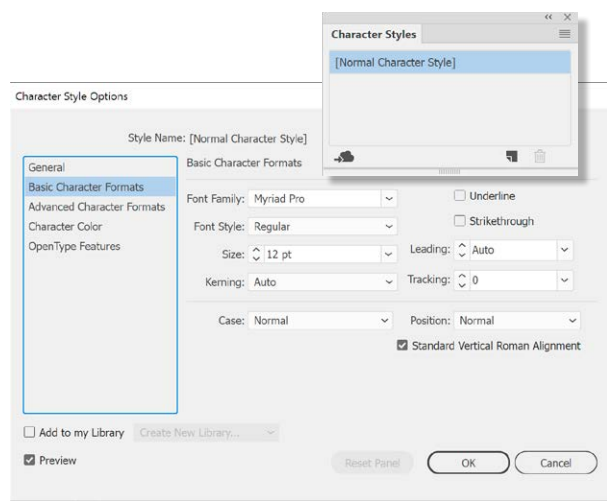
15 How to set global type preferences

Open directly (File > Open; not File > New...) a New Document Profile from the folder location listed below. While in the open .AI file, edit Normal Character Style in the Character Style panel. Repeat this for any of the New Document Profiles that you use.

Mac OS: user/Library/Application Support/Adobe/Adobe Illustrator 17/en_US/New Document Profiles/ Basic RGB.ai or Devices.ai or Print.ai or Video and Film.ai or Web.ai

Win7: C:\users\username\AppData\Roaming\Adobe\Adobe Illustrator 17 Settings\en_US\New Document Profiles\ Basic RGB.ai or Devices.ai or Print.ai or Video and Film.ai or Web.ai

Then, save the document profile over itself in this same folder. Thereafter, all new documents made via File > New... will have an updated default typesetting preferences.



16 How to reset Preferences

Unexpected behavior may be caused by damaged preferences. If you suspect damaged preferences, restore them to their default settings.

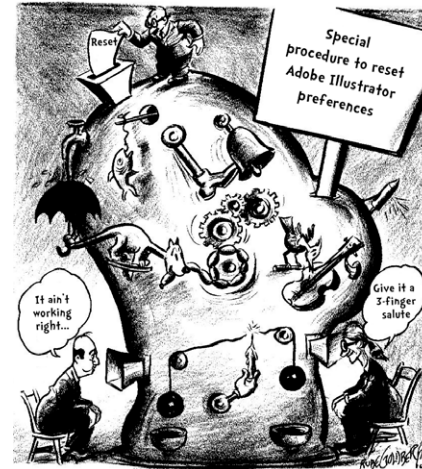
To reset the preferences files, start the application while holding down Ctrl+Alt+Shift (Win) or Cmd+Opt+Shift (Mac). Your current preferences file is deleted and will be regenerated when you restart Illustrator. Note: Using this shortcut, preference files for display, panel positions, tools, ruler units, and exporting information will all be reset to default.

You can manually delete: Adobe Illustrator Prefs found here: (You may need to enable your OS to show hidden files and folders.)

(Mac) /Users/<username>/Library/Preferences/Adobe Illustrator 21 Settings/en_US/Adobe Illustrator Prefs

(Win10,8,7) \Users\<username>\AppData\Roaming\Adobe\Adobe Illustrator 21 Settings\en_US\64\Adobe Illustrator Prefs

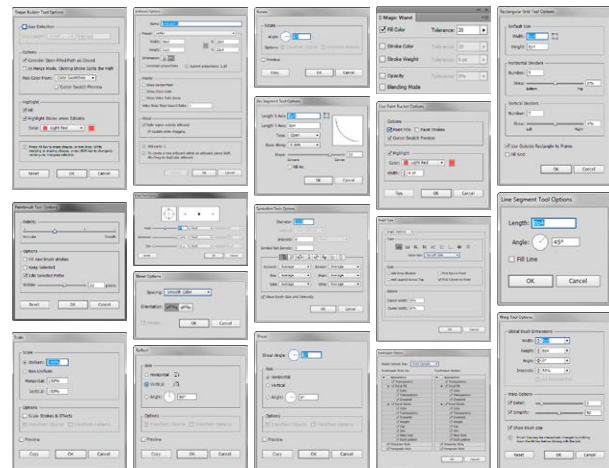
A more thorough reset strategy is to take the entire "Adobe Illustrator 21 Settings" folder and move it to the desktop; then restart Illustrator CC.



17 Double-clicking Tool options

The 47 of 81 tools that you can double-click in the toolbox that have optional settings are as follows: Magic Wand; Line Segment; Arc; Rectangular Grid; Polar Grid; Flare; Paintbrush; Pencil; Smooth; Blob Brush; Eraser; Rotate; Reflect; Scale; Shear; Warp; Shape Builder; Live Paint Bucket; Live Paint Selection; Perspective Grid tools; Eyedropper; Blend; Symbol Sprayer; Graph tools; and Artboard tool.

To select a tool, you can click a tool in the Tools panel. You can hold the mouse button to see a flyout of other tools. Another method is to press Opt/Alt and click the tool to cycle through and select other tools. The tools also have a shortcut that will display in the tooltip when you hover over the tool. Press the keyboard shortcut to activate the tool, but not when the Type tool is active in text. Having the Caps Lock key on causes the tools to show as a precise cursor; not the tool icon.



18 Paste Remembers Layers

An important switch that you should generally have on is found in the Layers panel menu button. The Paste Remembers Layers switch should be turned on so that when you copy and paste vector objects from one Illustrator document to another, it will also paste the named layer that the object is organized within.

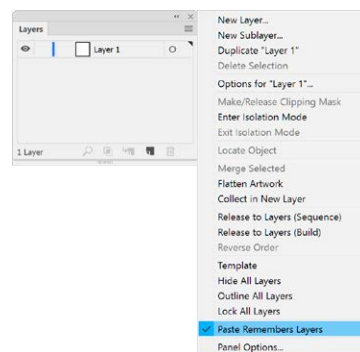
19 Change Document Defaults

If instead of clicking on File > New Document, you click on File > Open, and then browse to this folder:

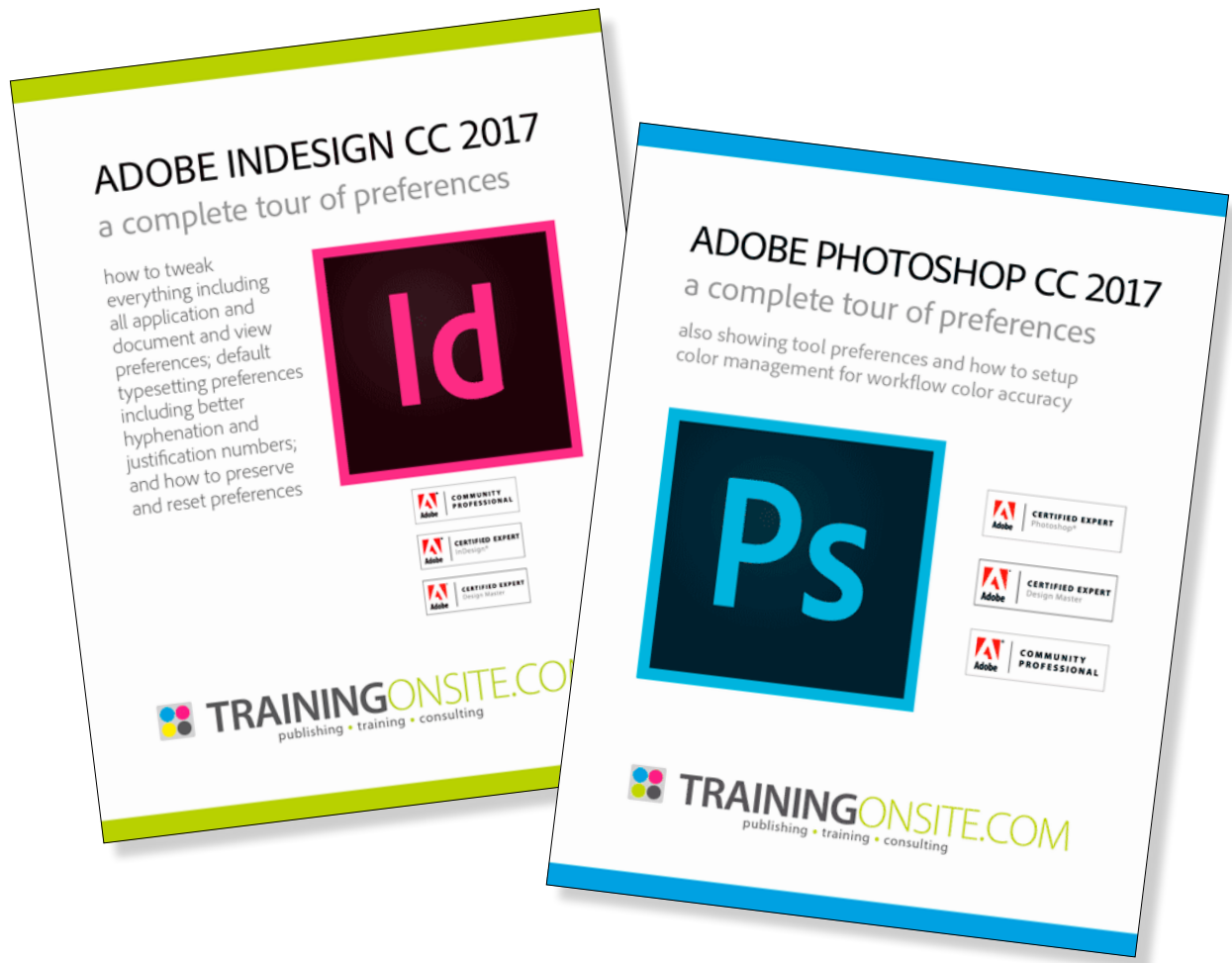
(Mac) /Applications/Adobe Illustrator CC 2017/Support Files/en_US/New Document Profiles

(Win 10, 8, 7) \Users\Mike\AppData\Roaming\Adobe\Adobe Illustrator 21 Settings\en_US\64\New Document Profiles

Opening and editing these original files will effect a change to all new files made from them; hence, a global default change.



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