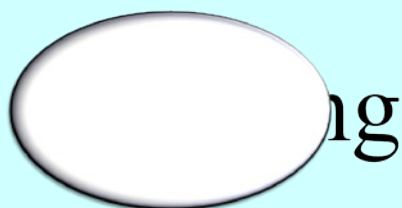


By the end of this task I should know...

- 1) how to change the order of shapes and text
- 2) why several objects are often grouped together
- 3) how to move and resize a grouped object

Arranging Shapes and Text

You may have noticed by now that objects (such as shapes and text) in Drawplus are often in the wrong order. The example on the left happened because the ellipse (oval) was drawn after the text.



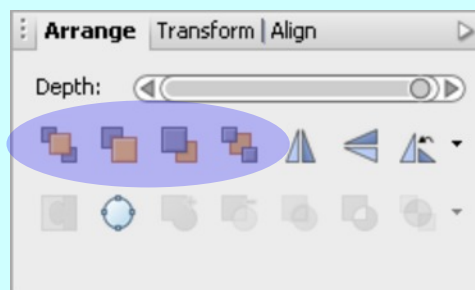
Step 1 Open a new A4, portrait page and add the text "Heading" and then the ellipse (oval) as shown above.

Step 2 The *Arrange tab* is used to change the order of objects.

Click on the ellipse with the pointer.

Now find the *arrange tab* and hold the mouse over the four icons shown on the right. After a second or two DrawPlus will tell you what each icon does.

To move it behind the text click on the *Back One* icon.



Try - Look carefully at the order of the shapes and text on the right. Try and work out which are at the front and which are at the back. Now try and draw the shapes.



Grouping Objects

Step 1 Open a new A5, portrait page and draw the shield design shown.

Note that the design was drawn using...

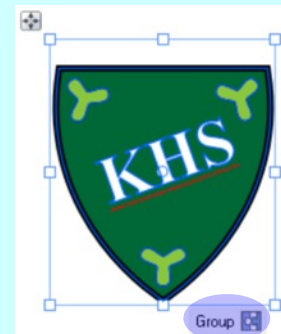
- the shield shape
- the text tool
- the petal shape
- fill, line and text colours
- line thickness
- the rotate option



Step 2 We group objects so that they can be used as one shape. This makes it easier to move the objects around the page or re-size them.

Use the pointer tool to draw a box around your shield design. Make sure all of the five objects in the shield design are selected.

To group the five objects together click the small *group icon* at the bottom of the objects.



Step 3 If you have grouped your shield design correctly you should now be able to drag it about the page with the pointer tool. Try moving the shield to the top left-hand corner of your page.

Step 4 Once your shield has been grouped you can *scale* it by using the pointer tool to drag the small corner squares.

Scale means to make a graphic bigger or smaller.



Try - Draw your own shield design using your name as the text.
Use group and scale to create a smaller version of the shield.
Copy and Paste the shield to create other copies.
Move the copies to the corners of your page.