

OVER 100,000
100,000
COPIES IN PRINT

Covers CorelVENTURA

轻松学会

CorelDRAW! 5

MARTIN S. MATTHEWS & CAROLE BOGGS MATTHEWS

MADE
EASY

The Basics & Beyond!

More than an
Introductory Guide

Provides Coverage
of the Full Range of
CorelDRAW! 5 Features

学苑出版社



微机新软件系列丛书

轻松学会 CorelDRAW! 5

(中国大陆版)

Martin S. Matthews
Carole Boggs Matthews 著

(京)新登字 151 号

内 容 提 要

本书用深入浅出的方法全面地介绍了 CorelDRAW! 5。全书分为五个部分,第一部分介绍了 CorelDRAW! 5 的概念、基本图元和正文对象的生成、选择、移动和安置对象、轮廓线及其填充功能;第二部分介绍了转换对象、调整图元和正文、裁剪、拷贝和粘贴对象、对象链接和嵌入(OLE)、图像处理与打印、特殊效果和综合使用 CorelDRAW! 5 等高级功能;第三部分介绍了怎样使用 CorelVENTURA;第四部分介绍了 CorelDRAW! 5 的其它组件:CorelCHART、CorelPHOTO—PAINT、CorelMOVE 和 CorelSHOW;附录部分介绍了怎样安装 CorelDRAW! 5 及怎样引入和导出文件。本书对从事计算机图形、图像和动画应用与开发的科技人员是一本难得的好书。

欲购本书的用户,请直接与北京 8721 信箱联系,电话 2562329,邮码 100080。

版 权 声 明

本书英文原版由 McGraw-Hill 出版公司出版,版权归 McGraw-Hill 所有。本书中国大陆版由 McGraw-Hill 授权北京希望电脑公司和学苑出版社独家影印出版,并限于中国大陆发行。未经出版者书面许可,本书的任何部分均不得以任何形式或任何手段复制或传播。

CorelDRAW! 5 Made Easy; The Basics and Beyond!
International Editions 1994

Exclusive rights by McGraw-Hill Book Co. Singapore for manufacture and export. This book cannot be re-exported from the country to which it is consigned by McGraw-Hill.

This book is exclusively distributed in China by Xue Yuan Press & Hope Computers Co., Ltd.
Academia Sinica. Not for sale outside of China.

When ordering this title, use ISBN 0-07-113514-6
Printed in China.

微机新软件系列丛书

轻松学会 CorelDRAW! 5 (中国大陆版)

著 者: Matins S. Matthews
 Carole Boggs Matthews

责任编辑:甄国宪

出版发行:学苑出版社 邮政编码:100036

社 址:北京市海淀区万寿路西街 11 号

印 刷:北京市地质矿产局印刷厂印刷

开 本:787×1092 1/16

印 张:52.125 字数:1181 千字

印 数:1~3000 册

版 次:1994 年 8 月北京第 1 版第 1 次

ISBN7-5077-0976-0/TP·35

本册定价:86.00 元

学苑版图书印、装错误可随时退换

ACKNOWLEDGMENTS

A number of people provided much appreciated assistance for this edition of ***CorelDRAW! Made Easy***. The original authors, Emil and Sybil Ihrig of VersaTech Associates are not only ever-present through their tremendous initial work but they also did a superb job of technically reviewing this edition, adding not only to the accuracy of the work but also a number of tips, notes, and cautions. Erik Poulsen is responsible for the excellent work on the CorelVENTURA chapters and John Cronan is responsible for updating the CorelCHART, CorelPHOTO-PAINT, and CorelMOVE chapters. The acquisitions team assembled by Osborne/McGraw-Hill was superbly lead by Scott Rogers with invaluable and long-suffering support from Kelly Vogel. The Osborne editorial team was lead by Wendy Rinaldi who not only made sure the book was very readable but also provided a foundation of common sense and understanding in the maelstrom of nonfunctional software and impossible schedules. All of these people put out a considerable amount of effort in a short period of time along with more than a little of themselves to produce an excellent product. Their effort and the results are greatly appreciated.

INTRODUCTION

Since its initial release in January of 1989, CorelDRAW! has become the most talked-about graphics software package for IBM-compatible PCs. It is easy to understand why the program has received many major industry awards and so much favorable attention. Quite simply, no other drawing package offers so many powerful drawing, text-handling, autotracing, color separation, and special effects capabilities in a single package. CorelDRAW! 5 continues this tradition by adding a greatly enhanced CorelVENTURA to its already significant desktop publishing capabilities as well as a large number of enhancements to its existing applications and utilities.

About This Book

CorelDRAW! 5 Made Easy is a step-by-step training guide to CorelDRAW! that leads you from elementary skills to more complex ones. Each chapter contains hands-on exercises that are richly and clearly illustrated so that you can match the results on your computer screen.

This book makes few assumptions about your graphics experience or computer background. If you have never used a mouse or worked with a drawing package, you can begin with the exercises in the early chapters and move forward as you master each skill. On the other hand, if you have experience in desktop publishing, graphic design, or technical illustration, you can concentrate on the chapters that cover more advanced features or features that are new to you. Even the basic chapters contain exercises that

stimulate your creativity, so it is worth your while to browse through each chapter in order to gain new knowledge and ideas.

How This Book Is Organized

CorelDRAW! 5 Made Easy is designed to let you learn by doing, regardless of whether you are a new, intermediate, or advanced user of CorelDRAW!. You begin to draw right away and as the book proceeds, you continue to build on the skills you have learned in previous chapters.

The organization of this book is based on the philosophy that knowing how to perform a particular task is more important than simply knowing the location of a tool or menu command. The body of the book, therefore, contains step-by-step exercises that begin with basic drawing skills and then progress to advanced skills that combine multiple techniques.

The organization of each chapter will help you quickly locate any information that you need to learn. Each section within a chapter begins with an overview of a particular skill and its importance in the context of other CorelDRAW! functions. In most chapters, every section contains one or more hands-on exercises that allow you to practice the skill being taught.

Conventions Used in This Book

CorelDRAW! 5 Made Easy uses several conventions designed to help you locate information quickly. The most important of these are

- ◆ Terms essential to the operation of CorelDRAW! or the understanding of this book appear in ***italics*** the first time they are introduced.
- ◆ The first time an icon or tool in the CorelDRAW! toolbox or interface is discussed, it often appears as a small graphic in the margin beside the text.
- ◆ You can locate the steps of any exercise quickly by looking for the numbered paragraphs that are indented from the left margin.
- ◆ Keypress names appear in small capital letters, which set them off from the regular text, for example, ENTER.
- ◆ Text or information that you must enter using the keyboard appears in *****boldface*****.

CONTENTS at a GLANCE

I ■■■■■ Introducing CorelDRAW! 5	
1 ■■■■■ Getting Acquainted with CorelDRAW!	3
2 ■■■■■ Drawing and Working with Lines and Curves	37
3 ■■■■■ Drawing and Working with Rectangles and Ellipses	75
4 ■■■■■ Adding Text	95
5 ■■■■■ Selecting, Moving, and Arranging Objects	135
6 ■■■■■ Defining the Outline Pen	173
7 ■■■■■ Defining Outline and Fill Color	207
II ■■■■■ Using Advanced Features of CorelDRAW! 5	
8 ■■■■■ Transforming Objects	257
9 ■■■■■ Shaping Lines, Curves, Rectangles, and Ellipses	293
10 ■■■■■ Shaping and Editing Text	339
11 ■■■■■ Cutting, Copying, Pasting, and Object Linking and Embedding (OLE)	365
12 ■■■■■ Printing and Processing Your Images	393
13 ■■■■■ Creating Special Effects	437
14 ■■■■■ Combining CorelDRAW! Features	495

III ■■■ Using CorelVENTURA	
15 ■■■ Getting Acquainted with CorelVENTURA	525
16 ■■■ Importing Text and Using Style Sheets	541
17 ■■■ Using Frames and Importing Graphics	577
18 ■■■ Integrating CorelDRAW! and CorelVENTURA	601
IV ■■■ Using Other Corel 5 Components	
19 ■■■ Using CorelCHART	633
20 ■■■ Introducing CorelPHOTO-PAINT	663
21 ■■■ Introducing CorelMOVE	689
22 ■■■ Introducing CorelSHOW	713
23 ■■■ Tracing Bitmap Images	727
V ■■■ Appendixes	
A ■■■ Installing CorelDRAW! 5	751
B ■■■ Importing and Exporting Files	759
Index	775

TABLE of CONTENTS

<i>Acknowledgments</i>	<i>xxiii</i>
<i>Introduction</i>	<i>xxv</i>

I ■■■ Introducing CorelDRAW! 5

1 ■■■ Getting Acquainted with CorelDRAW!	3
The CorelDRAW! 5 Package	4
Starting CorelDRAW!	5
The CorelDRAW! Screen	7
CorelDRAW! Menus	10
Dialog Boxes	13
Roll-up Windows	16
Ribbon Bar Buttons	17
The CorelDRAW! Toolbox	18
Drawing Tools	19
Editing Tools	21
Tools for Customizing the CorelDRAW!	
Screen	22
Using Magnification and View Selection	23
The Zoom-In Tool	24
The Zoom-Out Tool	27

Viewing at Actual Size	28
Viewing a Selected Object	29
Fitting a Graphic in a Window	30
Viewing an Entire Page	32
Quitting CorelDRAW!	33
2 Drawing and Working with Lines and Curves	37
Freehand Versus Bézier Mode	38
Drawing Straight Lines	38
Using the Status Line to Improve Precision	39
Erasing Portions of a Line	41
Constraining a Line to an Angle	41
Clearing the Screen	42
Drawing Multisegment Lines	43
Drawing a Polygon	44
Straight Lines in Bézier Mode	44
Drawing Single Lines in Bézier Mode	45
Drawing a Polygon in Bézier Mode	46
Drawing Curves in Freehand Mode	47
Erasing Portions of a Curve	48
Drawing Multisegment Curves	49
Closing an Open Path	49
Full Color Versus Wireframe Modes	50
Drawing Curves in Bézier Mode	51
The Dimension Lines Feature	55
Setting the Drawing Scale	55
Using Dimension Lines	56
Using Callouts	58
Increasing Precision	60
Setting the Grid and Displaying Rulers	60
Joining Lines and Curves Automatically	62
Adjusting the AutoJoin Threshold	63
Creating a Drawing Using Lines, Curves, and Polygons	65
Saving Your Work	69
Retrieving a File	71
3 Drawing and Working with Rectangles and Ellipses	75
Drawing a Rectangle	76
Drawing a Rectangle from Any Corner	76

Drawing a Rectangle from the Center Outward	78
Drawing a Square	78
Drawing a Square from Any Corner	79
Practicing with the Grid	80
Creating a Drawing Using Rectangles and Squares	82
Drawing an Ellipse	85
Using the Rim as a Starting Point for an Ellipse	85
Drawing an Ellipse from the Center Outward	86
Drawing a Circle	87
Using the Rim as a Starting Point for a Circle	87
Creating a Drawing Using Ellipses and Circles	88
4 Adding Text	95
Entering Text	96
Selecting the Text Tool	96
Artistic and Paragraph Text	97
Selecting an Insertion Point	98
Edit Text Dialog Box	99
Using the Keyboard and Mouse	101
Entering Text	101
Entering Text in the Edit Text Dialog Box	102
Using the Keyboard to Move Around	102
Using the Mouse	103
Entering Text Directly on the Printable Page Area	103
Aligning Text	105
Left Alignment	105
Center Alignment	106
Right Alignment	106
No Alignment	106
Selecting a Type Size	108
Selecting a Font	109
Different Fonts	109
Selecting a Style	112
Adjusting Text Spacing	114
Adjusting and Comparing Spacing	117
Working with Paragraphs	117
Extracting Text from CorelDRAW!	120

Merging, Importing, and Pasting Text into CorelDRAW!	123
Putting Text in Columns	124
Paragraph Attributes	124
Using the Spelling Checker	126
Thesaurus	128
Find and Replace	129
Using the Symbol Library	130
Entering Special Characters	131
5 Selecting, Moving, and Arranging Objects	135
Selecting and Deselecting Objects	136
Single Objects	137
Multiple Objects	140
Selecting All Objects in a Graphic	143
Cycling Through Objects	143
Moving Objects	145
Moving a Single Object	146
Moving Multiple Objects	147
Moving at a 90-Degree Angle	147
Moving Objects with the Keyboard (Nudge)	149
Positioning an Object Using Precise Measurements	149
Copying an Object While Moving It	151
Arranging Objects	153
Reordering Superimposed Objects	153
Grouping and Ungrouping Objects	156
Combining and Breaking Objects Apart	157
Aligning Objects	160
Layers	164
Layer Features	165
Weld, Intersection, and Trim	168
6 Defining the Outline Pen	173
Defining Outline Pen Attributes	174
Using the Outline Pen	174
Creating Objects with Default Attributes	176
Customizing Outline Pen Defaults	182
Selecting a Preset Outline Pen Width	184

Editing Outline Pen Attributes of Existing Objects	185
Outline Pen Hints	202
Defining an Outline Pen for Text	202
Varying Your Calligraphic Style	203
Copying Outline Styles	204
7 ■■■ Defining Outline and Fill Color	207
Defining an Object's Outline Color Attributes	209
Outlining with Spot Color	210
Setting New Outline Color Defaults	210
Assigning Spot Color Outlines	213
Setting New Spot Color Outline Pen Defaults	215
Using the Pen Roll-Up for Outline Color	217
Outlining with PostScript Halftone Screen Patterns	218
Selecting Halftone Screen Patterns	218
Outlining with Process Color	220
Defining a New Color and Adding It to the Custom Palettes	223
Outlining with Black, White, or Gray	225
Copying Outline Color and Pen Styles	227
Defining Fill Color Attributes	228
Filling an Object with Uniform Spot Color	229
Filling an Object with PostScript Halftone Screen Patterns	234
Custom Fountain Fills	237
Defining Linear Fountain Fills	237
Defining Radial Fountain Fills	241
Defining Conical and Square Fountain Fills	245
Bitmap and Vector Fill Patterns	246
Using Bitmap Fill Patterns	246
PostScript Texture Fills	252
Fill Roll-Up	253
Fill Tool Hints	253
Copying Fill Styles	253
Using Fountain Steps to Enhance Previews and Printing	254

II ■■■ Using Advanced Features of CorelDRAW! 5

8 ■■■ Transforming Objects	257
The Transform Roll-Up	258
Sizing an Object	259
Sizing Horizontally	260
Sizing Vertically	262
Sizing with the Transform Roll-Up	265
Scaling an Object	267
Precise Scaling with the Transform Roll-Up	269
Sizing and Scaling from the Center	270
Creating a Mirror Image	271
Creating a Diagonal Mirror Image	273
Mirroring an Object with the Transform	
Roll-Up	274
Rotating an Object	275
Rotating with the Transform Roll-Up	281
Skewing an Object	282
Skewing with the Transform Roll-Up	285
Repeating a Transformation	286
<i>CorelDRAW! in Action: Redlake</i>	291
9 ■■■ Shaping Lines, Curves, Rectangles, and Ellipses	293
About the Shape Tool	294
Shaping Lines and Curves	294
Selecting Lines and Curves with the Shape	
Tool	295
Selecting Nodes of a Line or Curve	297
Moving Nodes and Control Points	301
Editing Nodes	307
Working with the Node Edit Roll-Up	307
Shaping Rectangles and Squares	326
Rounding the Corners of a Rectangle	326
Stretched, Rotated, or Skewed Rectangles and	
Squares	328
Converting a Rectangle to a Curve Object	329
Shaping Ellipses and Circles	330
Creating an Open Arc	330
Creating a Pie Wedge	331

Converting Ellipses and Circles to Curve Objects	332
<i>CorelDRAW! in Action: Leimaker in Moonlight</i>	337
10 Shaping and Editing Text	339
Editing Attributes for a Text String	340
Selecting and Editing Text with the Shape Tool	342
The Character Attributes Dialog Box	344
Reviewing the Dialog Box	345
Editing Font and Style	346
Editing Type Size	347
Horizontal and Vertical Shift	348
Creating Superscripts and Subscripts	349
Editing Character Angle	349
Kerning Text Interactively	350
Kerning Single Characters	351
Kerning Multiple Characters	353
Adjusting Spacing Interactively	354
Adjusting Inter-Character Spacing	354
Adjusting Inter-Word Spacing	356
Adjusting Inter-Line Spacing	357
Reshaping Characters	358
<i>CorelDRAW! in Action: Mogensen</i>	363
11 Cutting, Copying, Pasting, and Object Linking and Embedding (OLE)	365
About the Windows Clipboard	366
Copy, Cut, Duplicate, Clone, or Delete	367
Copying and Pasting Objects	367
Copying and Pasting Objects Within a Picture	368
Copying and Pasting Between Pictures	369
Cutting and Pasting Objects	370
Cutting and Pasting Within a Picture	371
Cutting and Pasting Between Pictures	372
Working with Different Applications	373
Clipboard Memory Limits	374
Transferring Objects to Other Applications	375
Transferring Objects from Other Applications	376
Object Linking and Embedding	376

Duplicating and Cloning Objects	380
Cloning an Object	384
Copying an Object's Attributes	385
<i>CorelDRAW! in Action: Cobra</i>	391
12 Printing and Processing Your Images	393
Output Devices	394
Preparing to Print	396
Printer Installation and Setup	396
Printer Timeouts	398
Disabling the Print Manager	399
The Print Setup Dialog Box	400
The Print Dialog Box	400
Selecting the Print Command	402
Checking Printer Setup	404
Number of Copies	404
Pages	404
Printing Only Selected Objects	404
Tiling a Graphic	406
Scaling an Image	408
Fitting an Image to the Page	409
Printing to a File	410
Using Print Options	412
Printing File Information with a Graphic	412
Color Separations, Crop Marks, and	
Registration Marks	415
Film Negative Format	421
Fountain Fill Steps	422
Flatness Setting for PostScript	423
Screen Frequency for PostScript	424
Using Type 1 Fonts with PostScript	425
Hardware-Specific Tips	426
PostScript Printers and Controllers	426
HP LaserJet Printers and Compatibles	428
HP DeskJet and PaintJet	428
Genuine HP and Other Plotters	428
Dot-Matrix Printers	428
Complex Artwork on PostScript Printers	429
Downloadable PostScript Error Handler	429
Printing PostScript Textures	430
Printing Complex Curve Objects	431

Printing Fountain Fills	431
300 DPI Printers Versus High-Resolution Imagesetters	432
<i>CorelDRAW! in Action: Imagination</i>	435
13 Creating Special Effects	437
Using an Envelope	441
Creating and Duplicating Text	443
Straight Line Envelope	443
Single Arc Envelope	445
Two Curves Envelope	446
Using CTRL and SHIFT with Envelopes	446
Unconstrained Envelope	448
Adding a New Envelope	450
Create From	451
Clearing an Envelope	453
Creating Perspective Effects	453
Using One- or Two-Point Perspective	453
Using the Vanishing Point	455
Adding a New Perspective	456
Copy Perspective From	457
Clearing a Perspective	457
Blending Objects	459
Blending Two Objects	459
Rotating the Blended Objects	460
Extruding Objects	464
Extrude Roll-Up Window	466
Extrusion Presets	467
Type and Depth	468
Clearing an Extrusion	471
3-D Rotation	472
Shading and Coloring	473
Applying Extrusions to Open Paths	476
Using Contours	476
Using PowerLines	479
Applying PowerLines to an Object	480
Varying the Nib	482
Using Pressure Lines	483
Using Lens	485
Using PowerClip	488
<i>CorelDRAW! in Action: Exploded Desk</i>	493