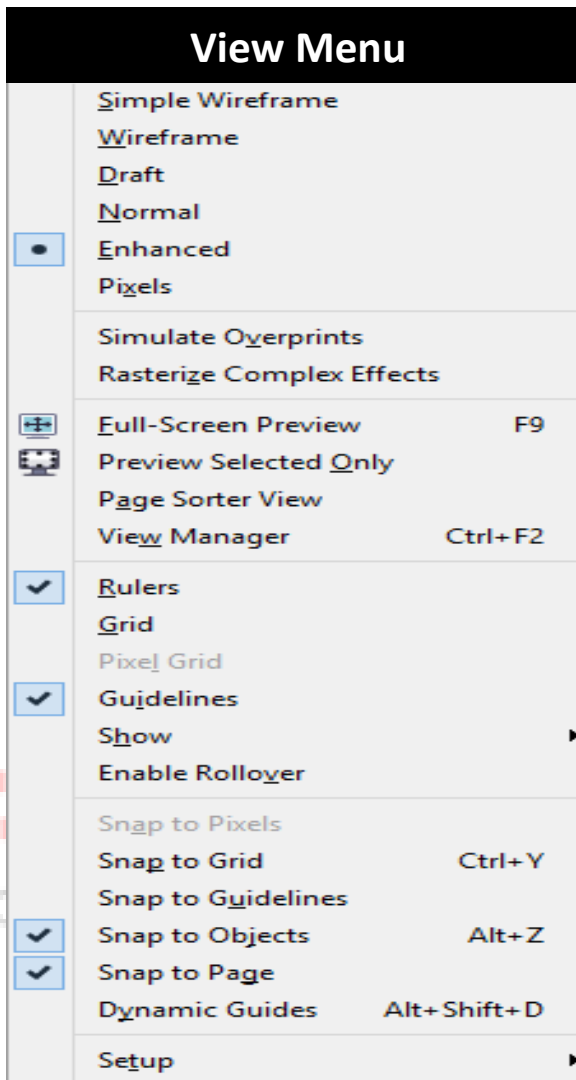


## Lesson no. 14: Corel Draw Menu Bar

### View Menu- Drop Down list



**Simple Wireframe** - To view the documents using wire from in which you can only see the out lines of the objects.

**Wireframe** - It works just like the simple wireframe.

**Draft** - To view the document with colors low quality.

**Normal**- To view the document with colour in good quality.

**Enhanced**- To view the document with colour in very good quality.

**Full screen:** - To view the documents on the full screen. (**Shortcut-** F9)

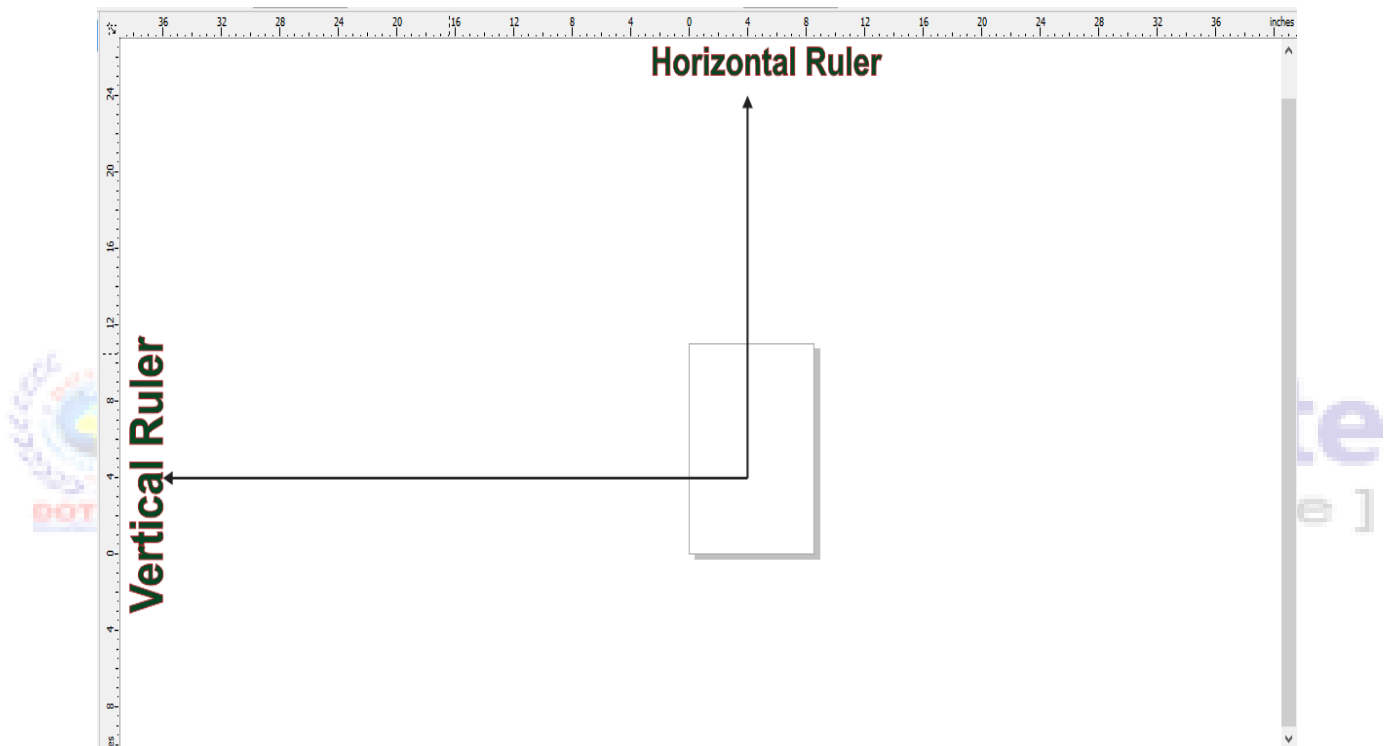
**Preview Selected Only** : - If this option is selected you can view the objects on the full screen these are selected.

**Page sorter view** : - To view the pages of your document in a sorted order.

**Ruler**: - If this option is selected you can view rulers into your document.

There are two types Rulers in Corel Draw -;

- Horizontal
- Vertical



**Grid**: - To view the document with a graphed pattern.

**Guidelines**: - If this option selected you can view guidelines into your document..

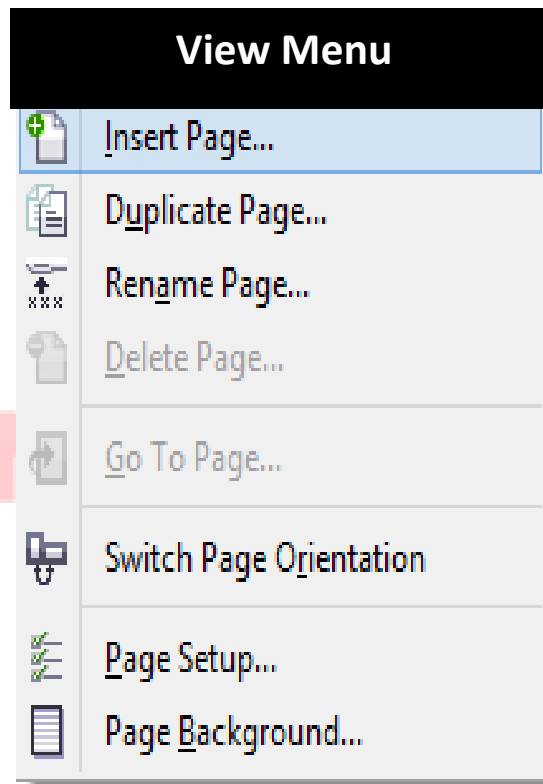
**Show**: - It contains various options from which you can set various views for your page in a document.

**Snap to grid**: - The object will move according to grid, if this option is selected.

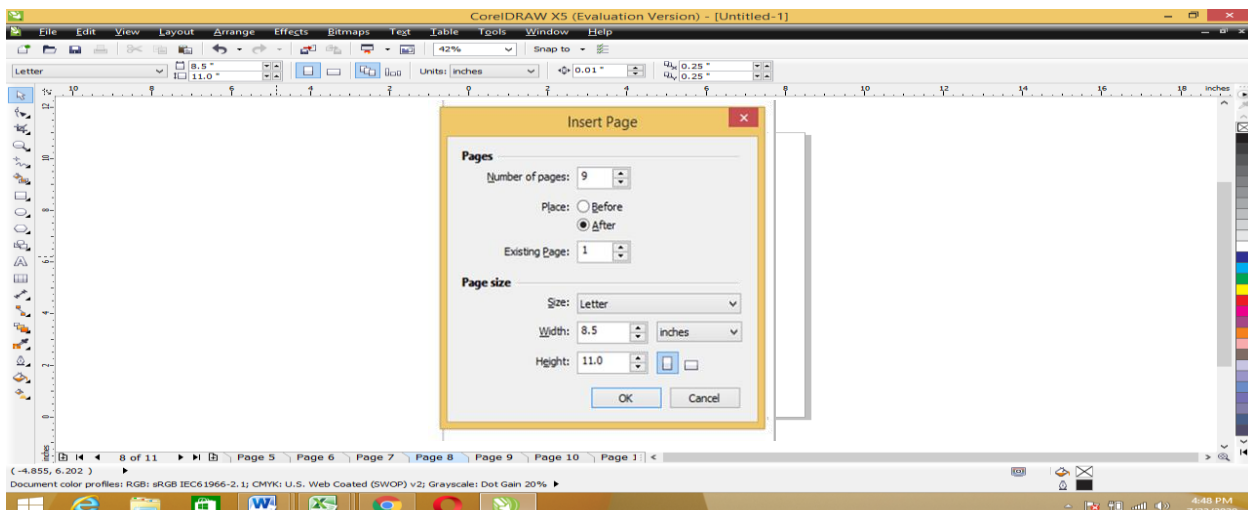
**Snap to guidelines** : - The object will attaches its self to the guidelines when it is moved near about it (if this option is selected)

**Snap to objects** : - The objects will attaches itself to another object, if it is moved near about it (if this option is selected).

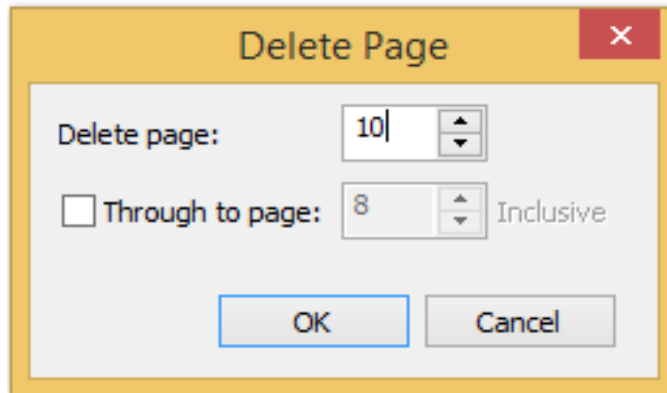
## **Layout Menu- Drop Down list**



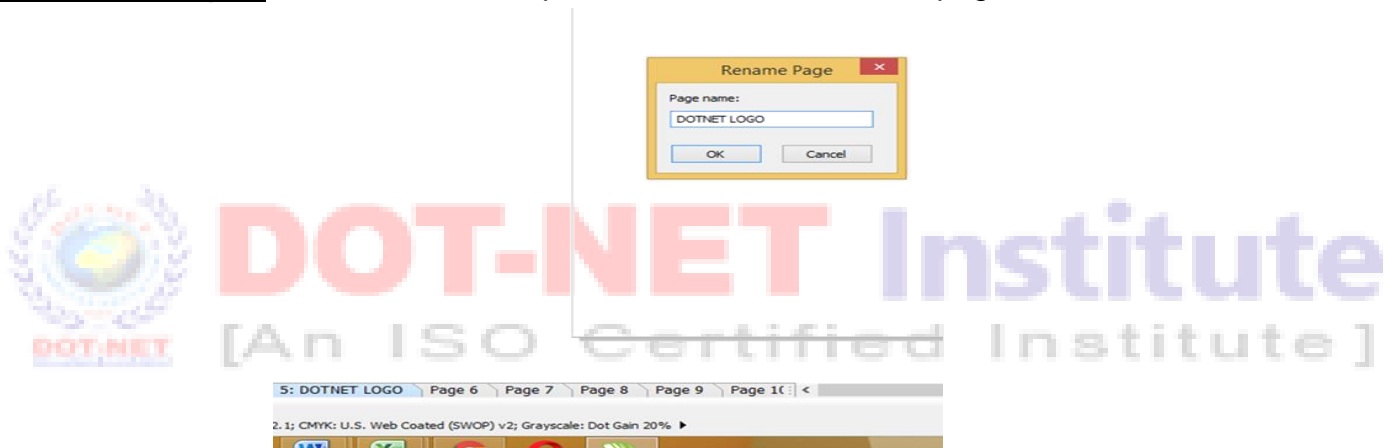
**Insert Page:** - We can use this option to insert number of pages into your document.



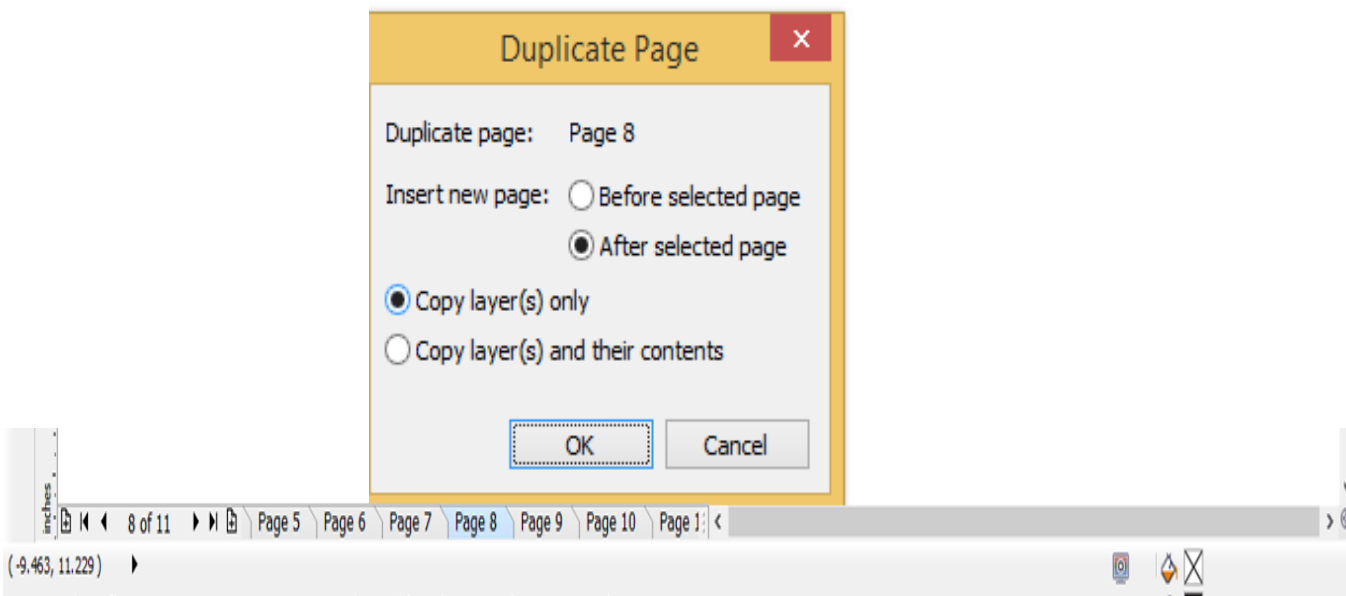
**Delete page:** - We can use this option to delete number of pages from your document.



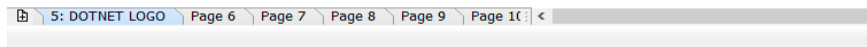
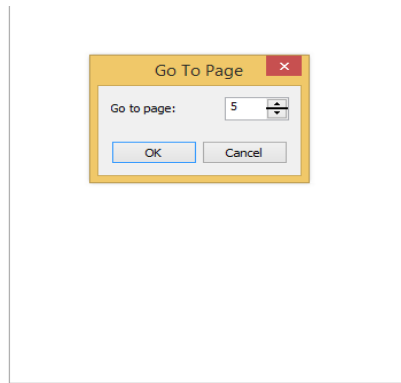
**Rename page :** - We can use this option the rename the active page into our document.



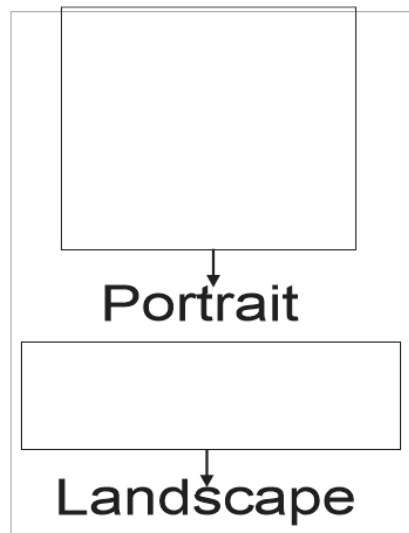
**Duplicate page:-** We can use this option for the Duplicate page.



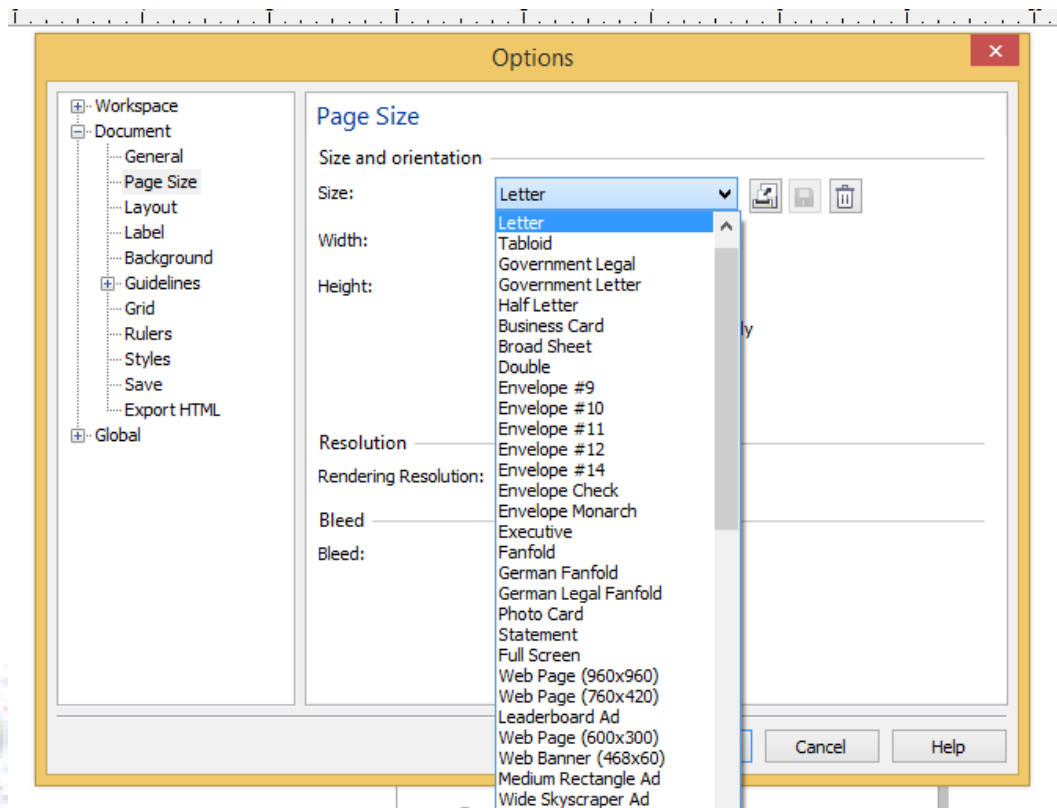
**Go to page** : - Using this option you can reach the specified page into your document.



**Switch page orientation** : - Using this option we can inter change between the pages layout (i.e. landscape or portrait).



**Page setup:** - We can use this option to set the. It is a most important option in Layout menu.



**Page background :** - By use this option we can page colour or bitmap images.

