Lesson no. 9: InDesign Toolbox

InDesign Tool Box and Function Working with Toolbox:-
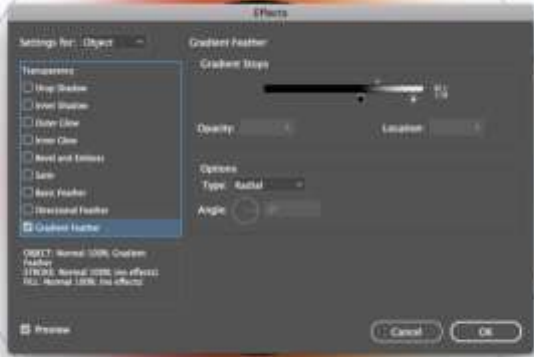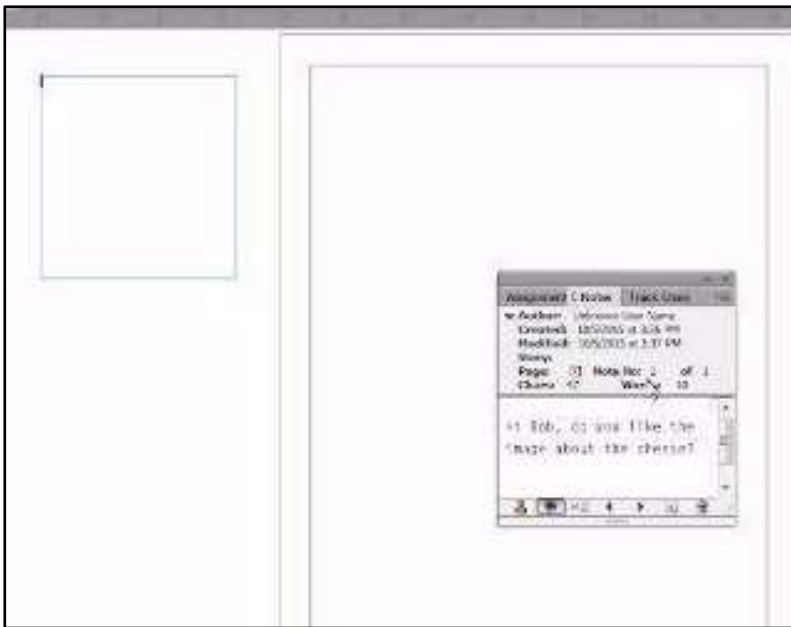
27 <u>**GRADIENT FEATHER TOOL (Shift+G)**</u> Just like the Gradient Swatch Tool, the Gradient Feather Tool creates a gradient. But rather than ending in the background color, it ends in transparency. You can also rotate a selected.

Gradient Feather tool lets you fade an object into the background.
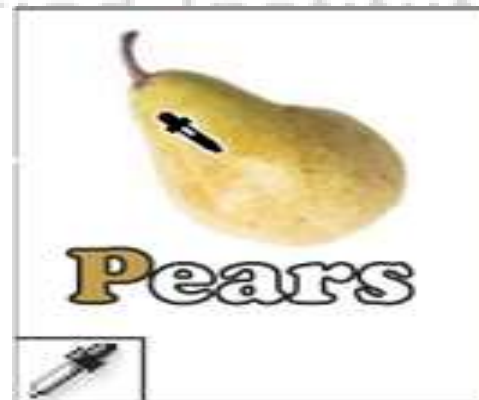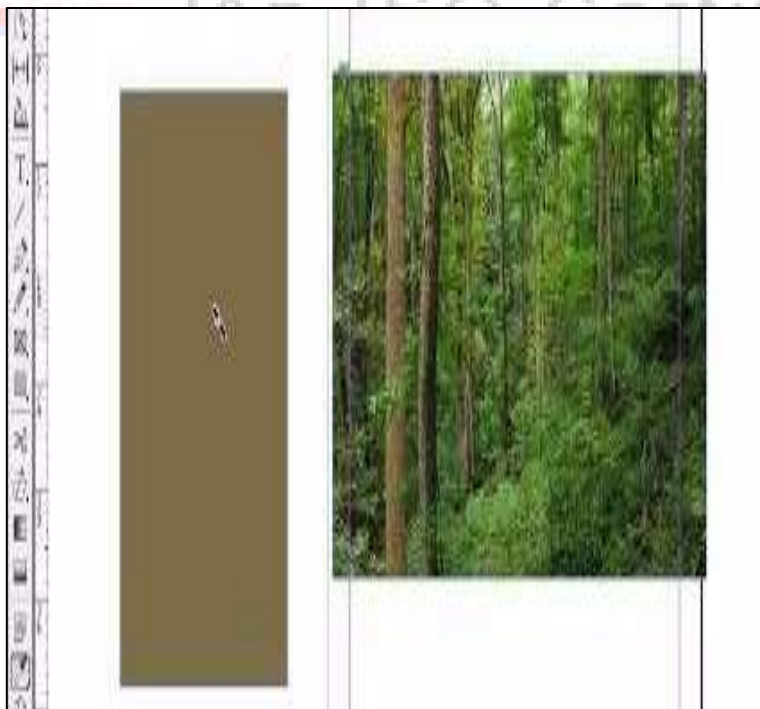
28 <u>**NOTE TOOL-**</u> The note tool is super helpful if you've got multiple people working on the same file. You simply click with the note tool and a note icon shows up. Type whatever you need to in the note palette and everyone can view it! It's also helpful if you have to stop a project before you're done. You can leave yourself a note with what your next plans were.
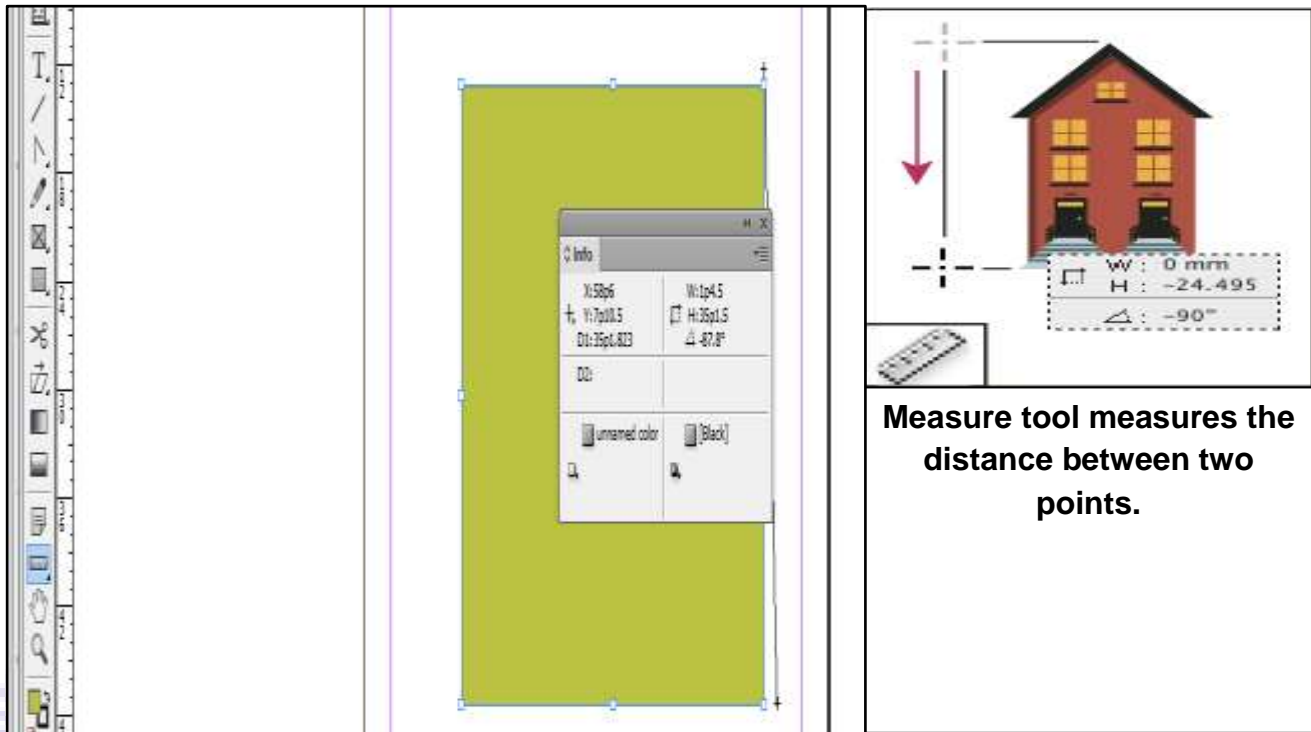
Note tool lets you add comments.

29 <u>EYEDROPPER TOOL(I)-</u> The eyedropper tool is super helpful for grabbing whatever color you want from the image and making it the foreground color. But it's also useful for copying the stroke and text settings from one object or piece of text onto another. Simply highlight an object or piece of text, select the eyedropper tool, and click on the text or object style you want.

Eyedropper tool lets you sample color or type attributes from objects and apply them to other objects.

30 MEASURE TOOL (K)- The measure tool is used to (surprise!) measure the image.
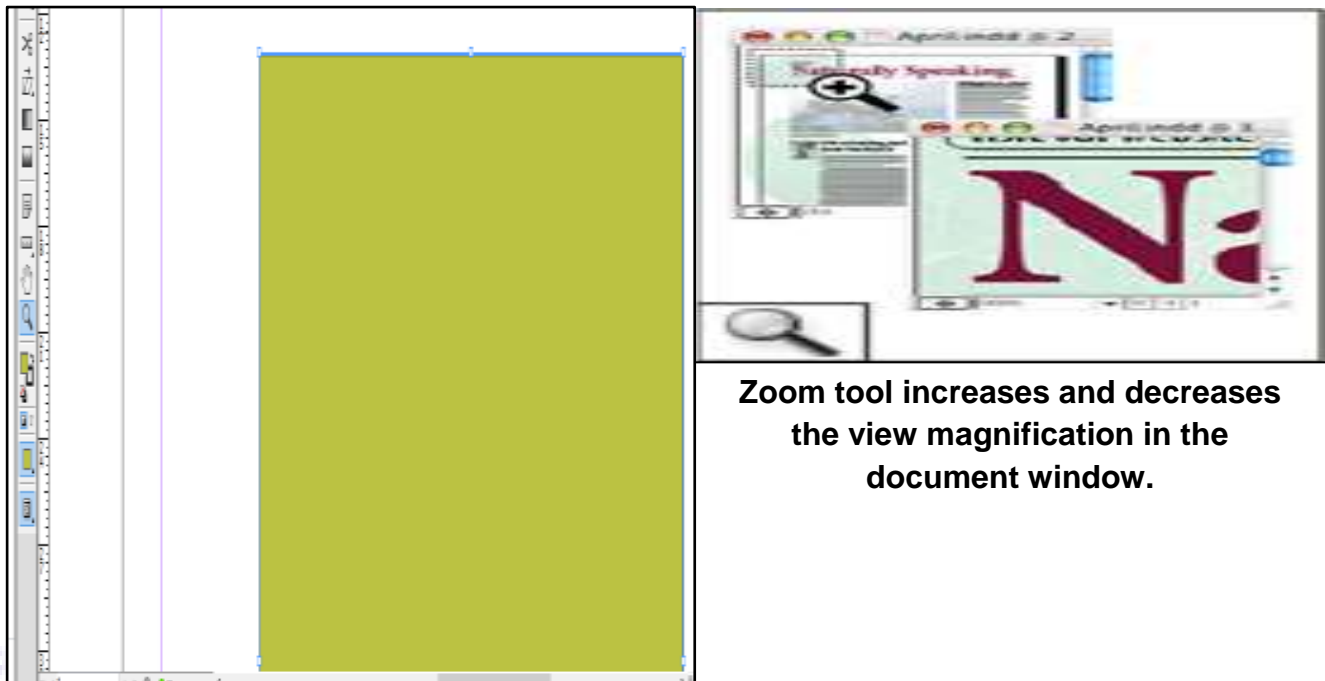

Measure tool measures the distance between two points.

31 HAND TOOL (H)- This tool allows you to click and drag your art board around.

Hand tool moves the page view within the document window.

32 <u>**ZOOM TOOL (Z) -**</u> This tool allows you to zoom in or out of your art board. You can either click once to zoom in, or you can click and drag to zoom into a specific section.

Zoom tool increases and decreases the view magnification in the document window.

33 <u>**COLOR PALETTE -**</u> The Color Palette is where you determine your object or text's fill and stroke colors. The fill color is automatically highlighted, but the stroke can be highlighted simply by clicking on the bottom box. Double click on whichever box you'd like to change and a color picker will appear. For simplicity, the "no fill, black stroke" setting is included as a button below the color palette to easily reset it.