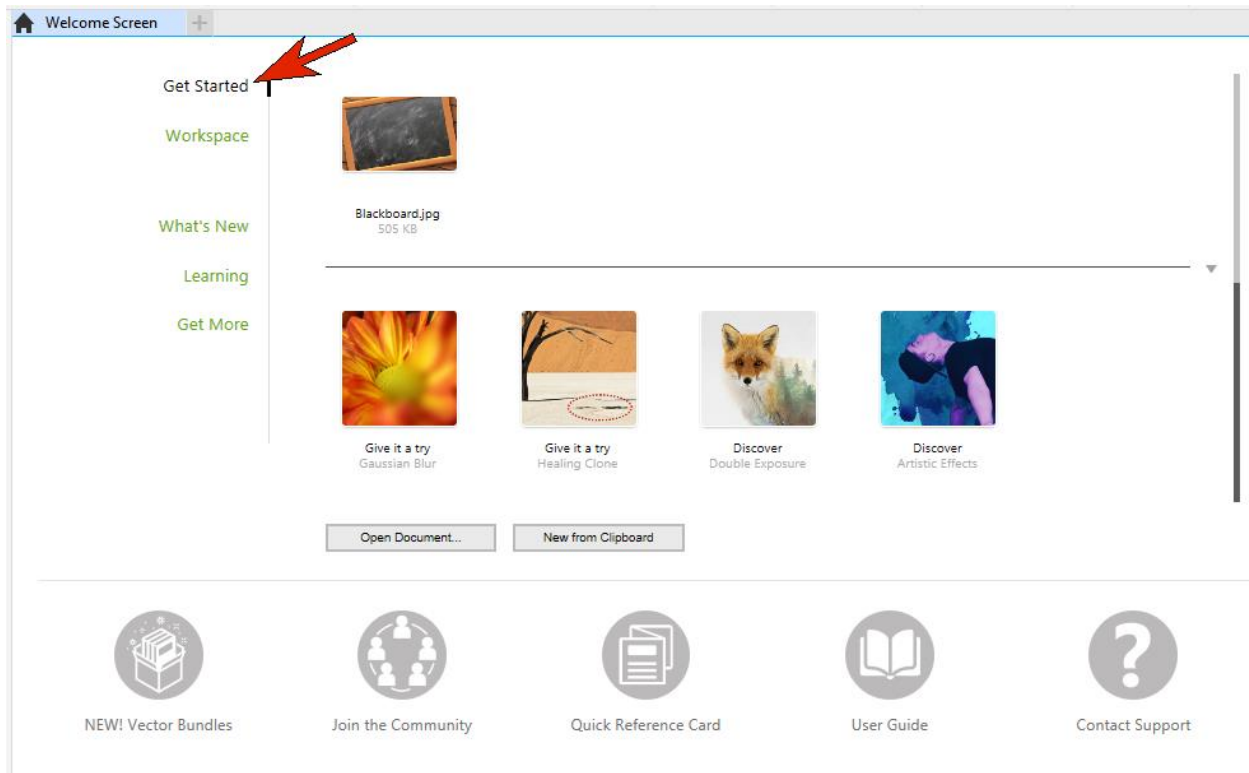


# Introduction to Corel PHOTO-PAINT

This tutorial will review the PHOTO-PAINT workspace and highlight the key tools and features.

## The Welcome Screen

When you first open PHOTO-PAINT, you're brought to the **Welcome Screen**. The **Get Started** tab shows recent documents and enables you to create a new document or open an existing document. There are also some discovery files that you can use to try out new and popular features. At the bottom are links to special offers, user forums, documentation, and support.

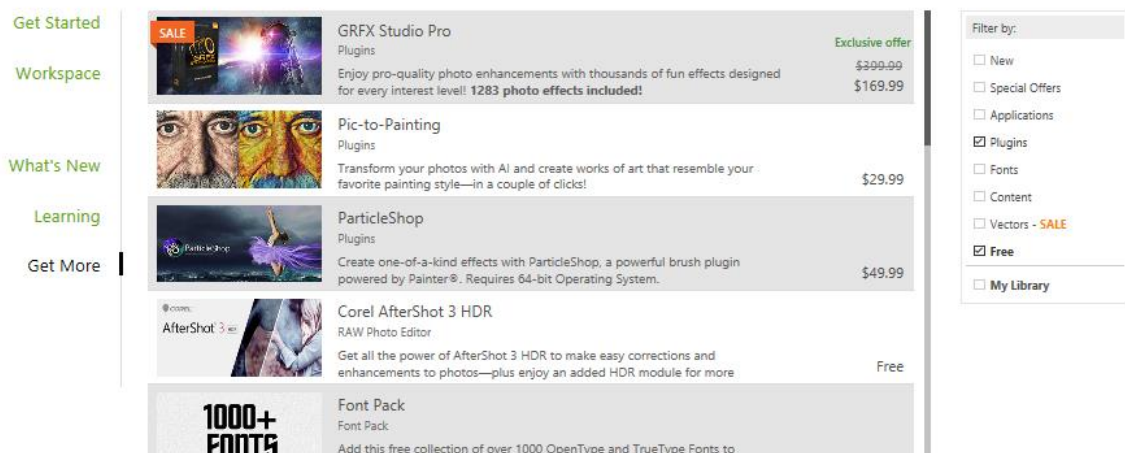


The second tab is **Workspace**, and there are several options to choose from:

- **Standard – Default** for users who are familiar with CorelDRAW or other vector graphics software.
- **Standard – Lite** offers a simplified workspace that is easy to explore for users who are just getting started.
- **Touch** is optimized for users working on touch-enabled devices.
- **Specialty** – Adobe Illustrator has a look and feel to help Illustrator users get started quickly.



The **What's New** tab is updated regularly with new and exciting content like contests, blog posts, tutorials, webinars and more. The **Learning** tab provides a wide range of tutorials, and the **Get More** tab helps you find additional content such as plugins or fonts. You can use the filters on the right to display specific types of content, such as fonts, vectors or free content, or choose the **My Library** filter to see the content you've already installed.



## Creating a New Document

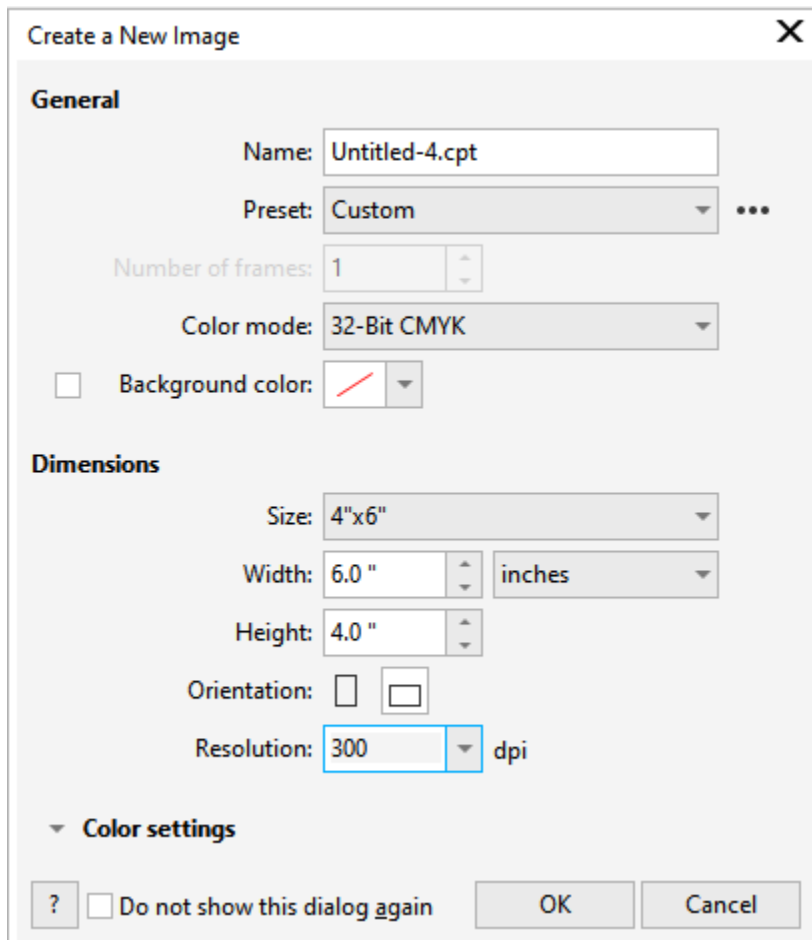
There are many ways to create a new document. To open a photo, go to **File > Open**. This creates, in a new tab, a document with the photo's original dimensions. You can choose **View > Rulers** to see the photo size.

Back in the Welcome Screen, there's also an option called **New from Clipboard**, which creates a new document that contains whatever is in your copy buffer - in other words, whatever you've copied or cut from another application.

There are several ways to create a blank document:

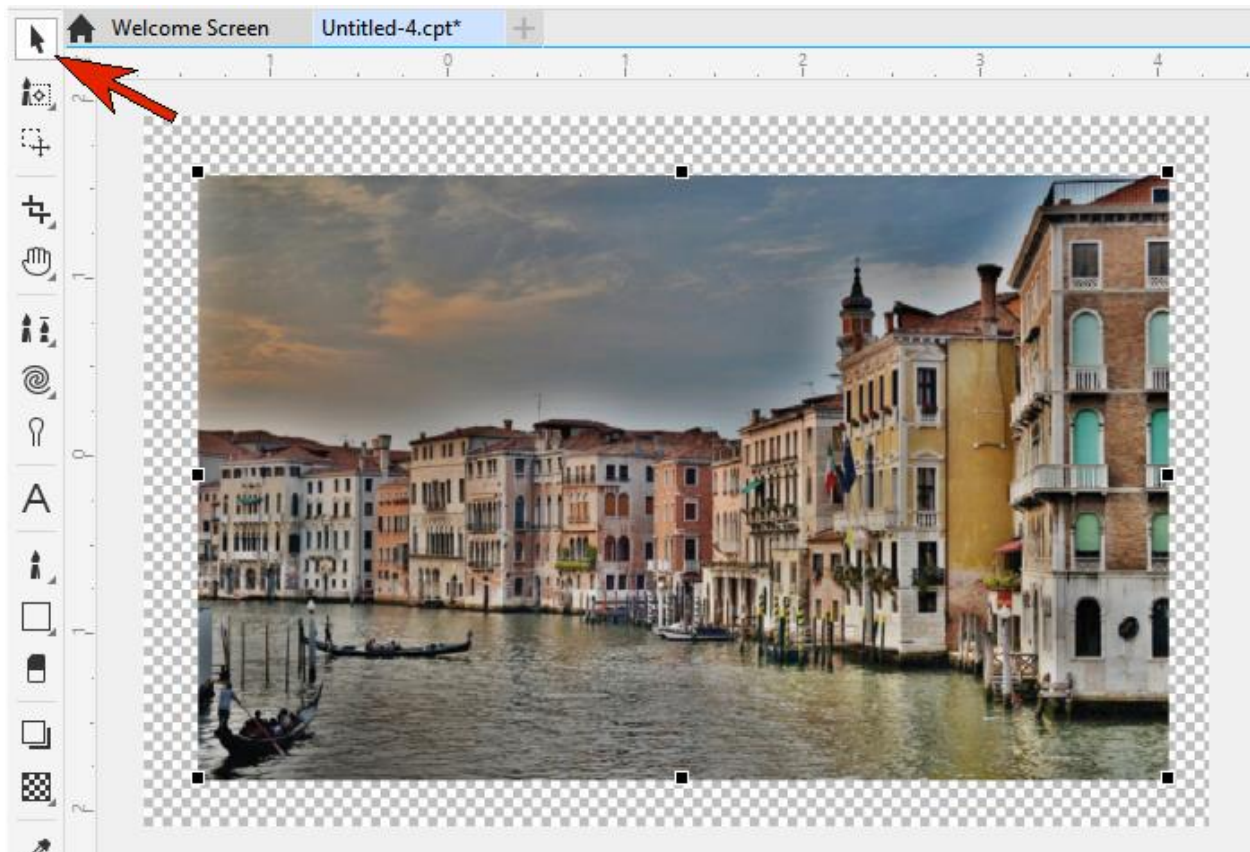
- click **New Document** on the **Get Started** tab of the **Welcome Screen**
- click on the **New Document** icon on **Standard** toolbar
- go to **File > New**
- use keyboard shortcut **Ctrl + N**

In the **Create a New Image** window there are a number of document type presets that you can choose, which will automatically adjust some of the document properties such as **Color Mode**, **Units of Measure** and **Resolution**. You can also enter a custom size and change any of the settings as you wish.



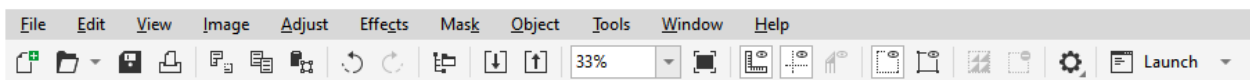
A new image takes up the entire workspace, but you can use the mouse scroll wheel to zoom out.

To add a photo to a document, go to **File > Import**, browse and select the file, then click **Import**. Click and drag to place the photo on the page. Because the **Pick** tool is active by default, you can move the photo around on the page, or drag a corner node to resize.

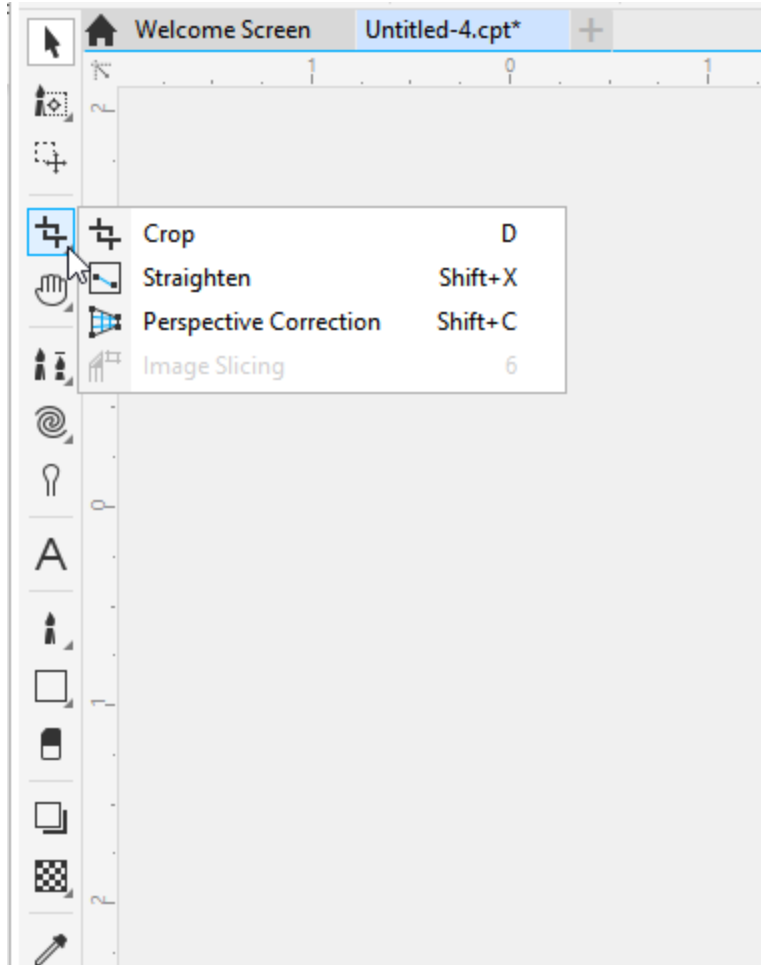


## Exploring the Standard - Default Workspace

At the top, the **Standard** toolbar includes familiar commands such as New, Open, Save and Print; Cut, Copy and Paste; Undo and Redo; and Zoom. There are also icons for displaying rulers, accessing the application options, and launching plugins or other Corel programs.



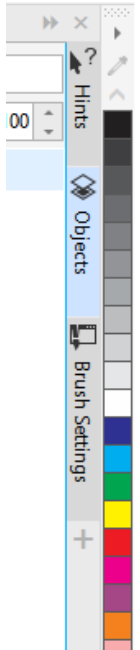
The toolbar down the left side is the **Toolbox**, which contains all of the drawing and editing tools. A small arrow on a tool icon means that the tool is part of a tool group, and clicking on the arrow opens the group.



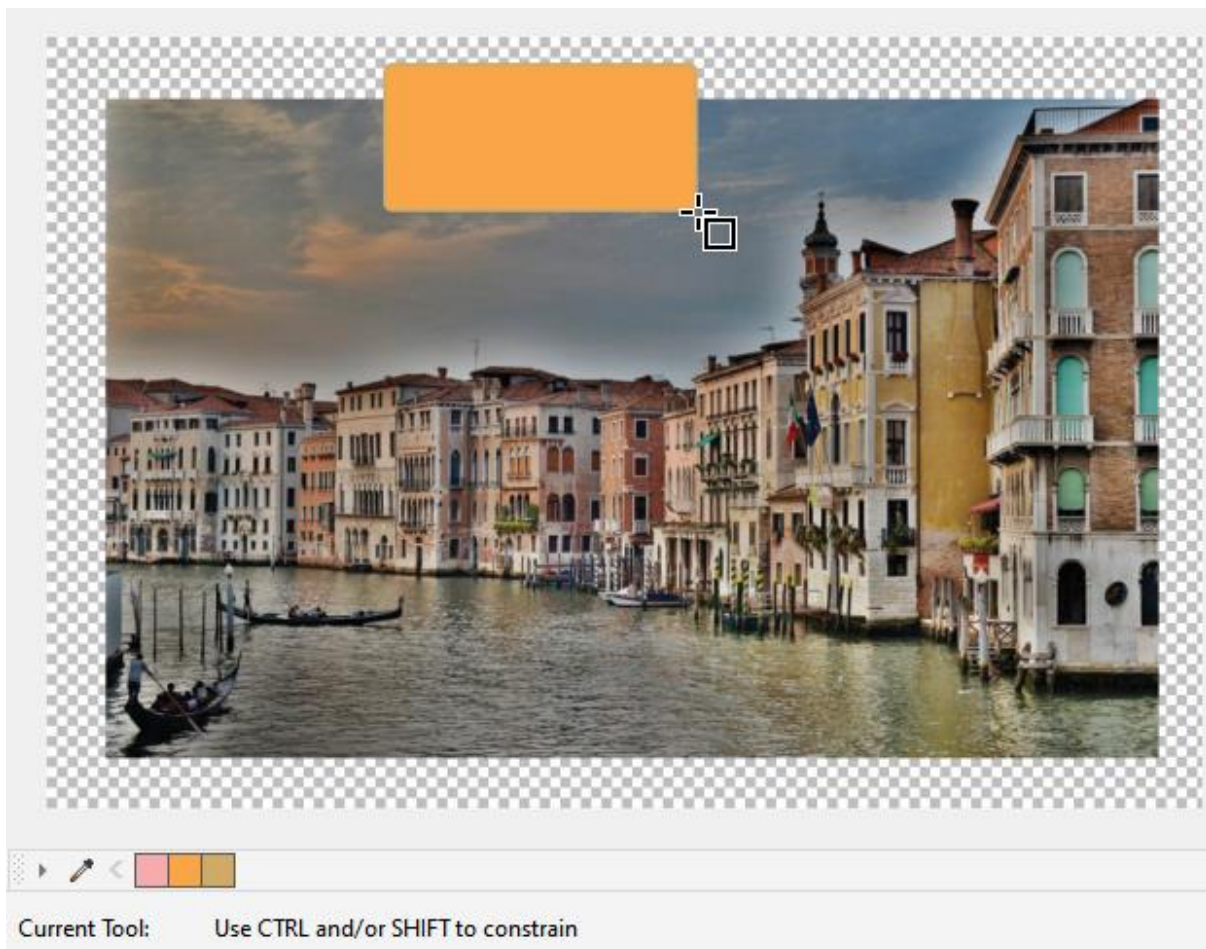
Just below the **Standard** toolbar along the top is the **Property** bar, which displays different commands depending on which tool you are using. For example, if the **Rectangle** tool is active, the **Property** bar includes options for fill, outline, corners, etc. You can click the plus sign at the right end of the **Property** bar to add or remove any icons.



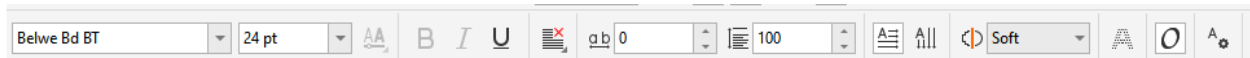
Along the right side of the interface is the **Color Palette**. Click on a swatch to select a fill color and right-click on a swatch to select the outline color.



Along the bottom of the interface is the **Status** bar, which offers hints about using the tool. Once you use a color, it's added to the **Image Palette** just above the **Status** bar.



When you activate the **Text** tool, the property bar has icons for font, size, alignment, spacing etc.

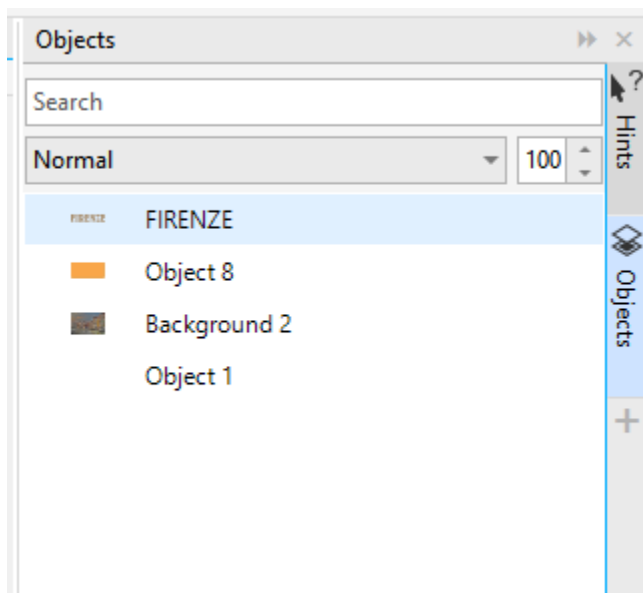


Left-click a color to set the font color, click where you want to place the text, and type what you want to appear. Click outside the text when finished.

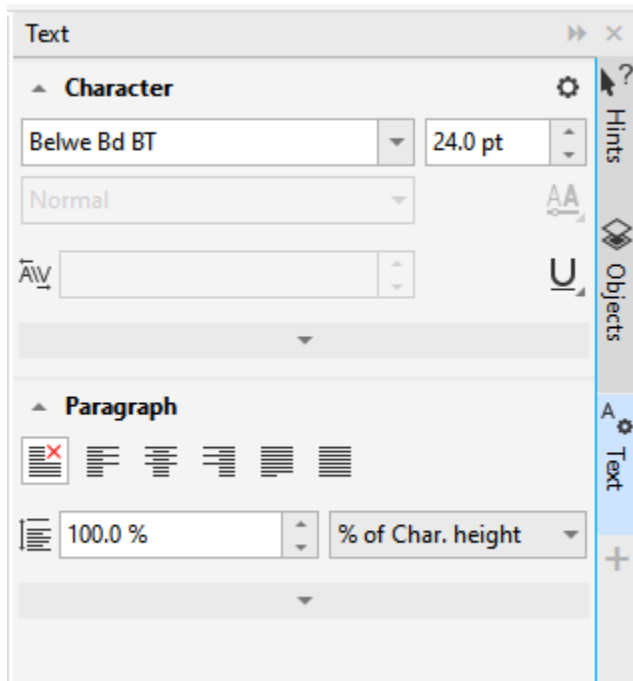


The tip in the **Status** bar for this tool lets you know that you can click inside text to change it.

Also on the right side are the dockers - separate windows that contain categories of tools and features. For example, the Objects docker lists all objects in the document.



And the **Text** docker displays properties for the selected text, which you can change.



You can open dockers by going to the **Window > Dockers** menu, or click the plus sign below the current docker tabs.

Finally, when working on a large photo, or at a large zoom, you can click and hold the **Navigation** icon, to pan to the spot in the document you want to work on.

