

Using the Objects Inspector to Manage Objects, Layers and Pages

In this tutorial you will learn how to use the Objects Inspector to easily find and manipulate any element of your design.

Step 1: Navigating the Objects Inspector

To open the **Objects** inspector, go to **Window > Inspectors > Objects**.

In the inspector, by default you'll find a list of every element in your document, sorted by Group, Layer, and Page. You can change your view to see only Layers and Objects, or only Pages.

Use the thumbnails to easily locate and select any element. Click the arrows to access objects contained by groups. Even similar looking objects can be easily identified by the orientation of their thumbnails.



If you make changes to an object on your page, it's thumbnail will instantly update in the inspector, as well.

You can change the size of the thumbnails by using the slider at the bottom of the inspector. Use the buttons next to the slider to create new **Layers**, new **Master Layers**, and **Delete** selections from the inspector.

Step 2: Selecting Objects

If you select an element in the inspector, it will be selected in your document as well. If you select an element on a different page, CorelDRAW will automatically navigate to it.

Hold **Shift** to select multiple consecutive objects or hold **Command** to select multiple objects out of order, as long as the objects are all on the same page.



Right-click on elements in the inspector to bring up **Context Menus**, which will differ between Pages, Layers, and Objects.

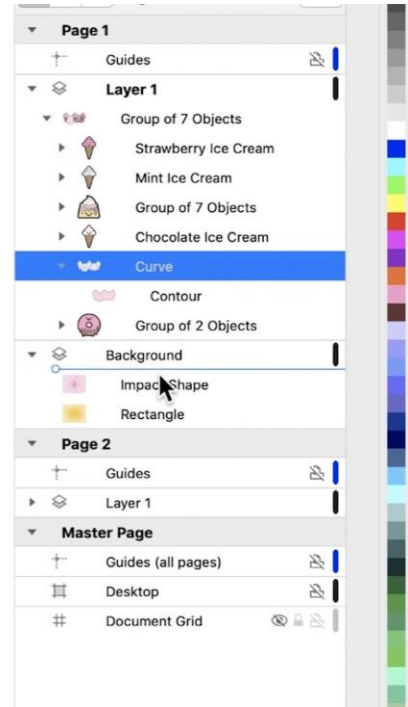
Step 3: Naming and Searching

Right-click elements in the inspector and choose **Rename** to assign an appropriate name. Then you can utilize the search bar at the top of the inspector to quickly pull up elements from complex designs.



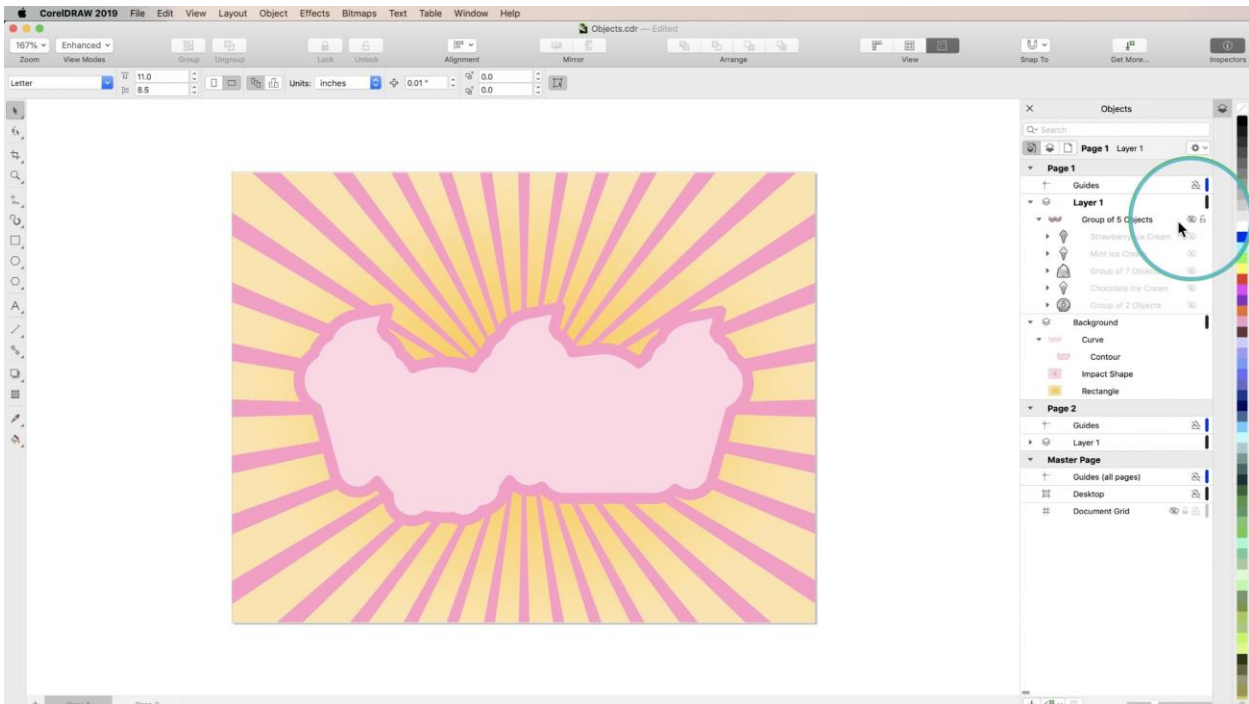
Step 4: Moving Elements

Drag and drop elements within the inspector to reorder them on the page, or assign them to different Groups, Layers, or Pages.



Step 5: Hide, Lock, & Print

Hover over objects to reveal the button to **Hide** them on your page.



Next to Hide is the **Lock** button. Use this to lock objects' position and dimensions.

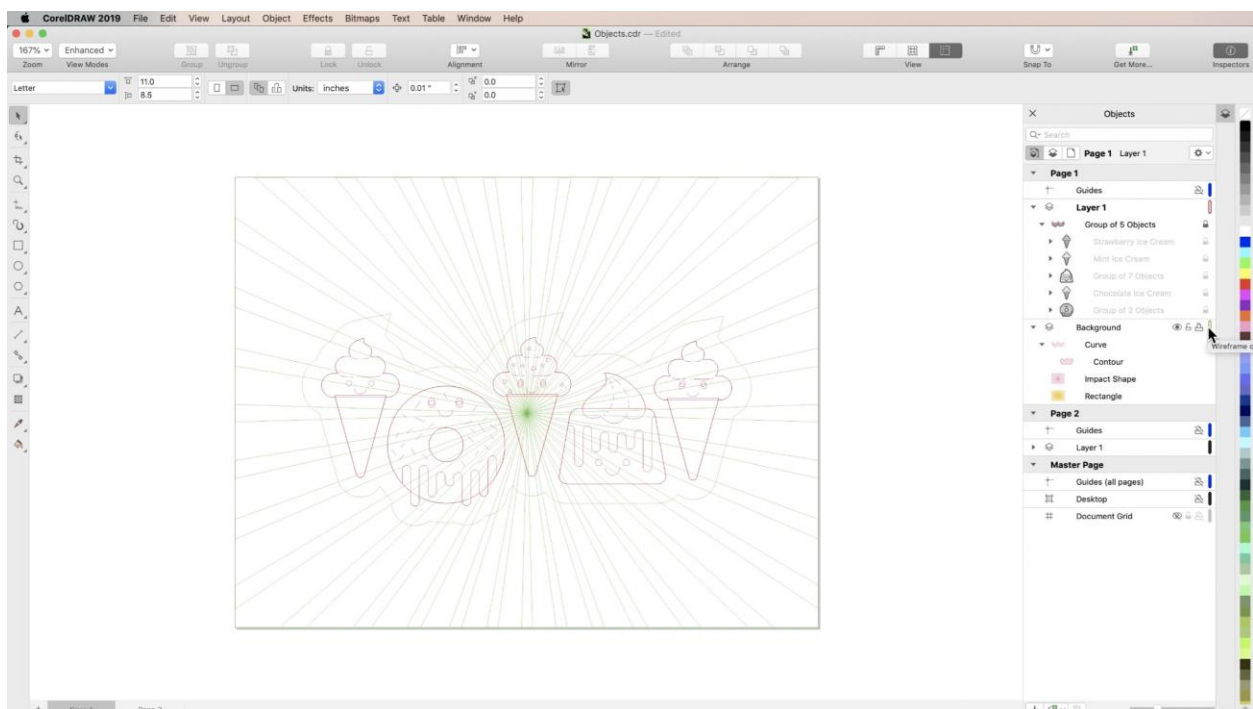
If you hover over a Layer or over Guides, you will see a **Print** icon. This icon determines whether or not these elements will be included when you print. By default, it will be **on** for Layers and **off** for Guides, which you usually do not want included in a print job.

Step 6: Wireframe Colors

On the far right of each layer in the inspector, you will find a small bar that displays the color of that layer's wireframes.

Click on the bar to change its color. Changing wireframe colors can help you differentiate between layers in **Wireframe** view, and an easy way to ensure that all your objects are on the correct layers.

Easily switch individual layers to **Wireframe** view by **Command-clicking** the color bars.



And those are the basics of the **Objects Inspector**!