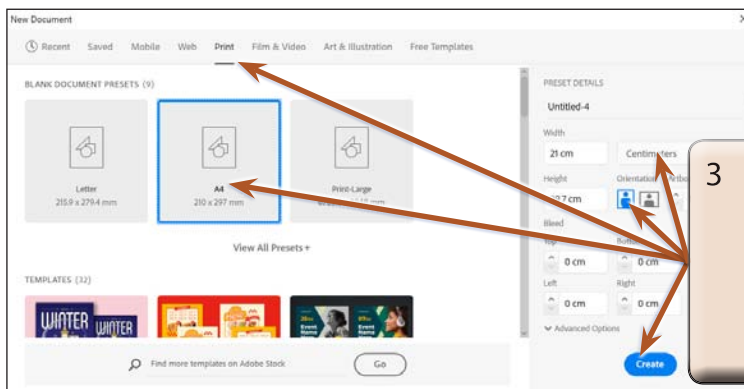


# Images and Symbols

Photos and predrawn graphics can be inserted into Adobe Illustrator documents or symbols that Illustrator provides can be inserted. These items can then be edited.

## Starting a New Document

- 1 Load Adobe Illustrator or close the current document.
- 2 Select NEW FILE from the WELCOME screen or NEW from the FILE menu to start a new document.



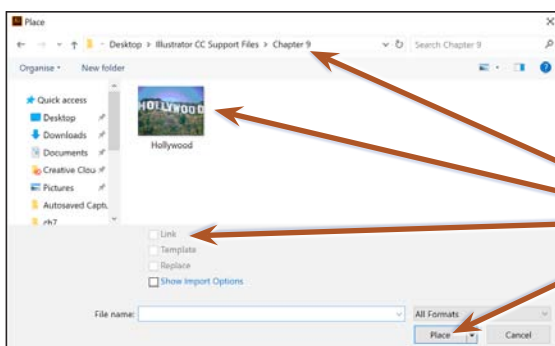
- 3 Select the PRINT profile followed by the A4 preset (or the paper size your printer uses), set the UNITS to CENTIMETRES, the ORIENTATION to PORTRAIT and select CREATE.

## Using Images

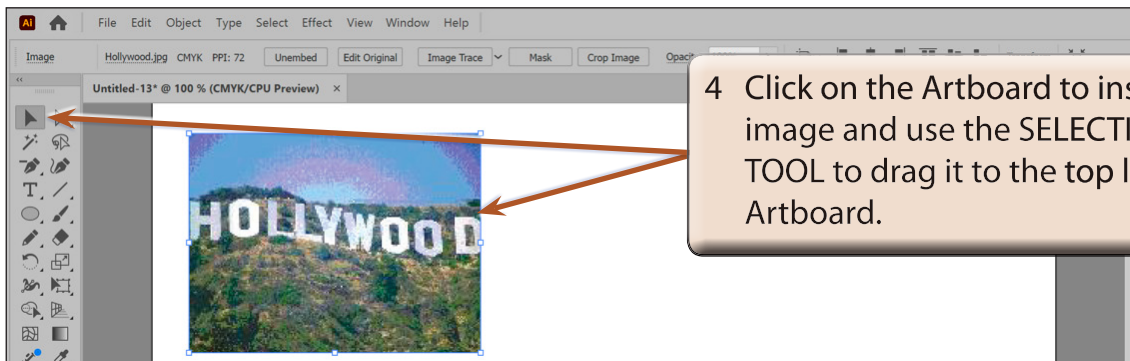
### A Importing the Image

An image has been prepared for you and it needs to be imported.

- 1 Display the FILE menu and select PLACE.
- 2 Access the ILLUSTRATOR SUPPORT FILES.



- 3 Open the CHAPTER 9 folder, select the HOLLYWOOD image, check that the LINK box is turned off and click on PLACE.

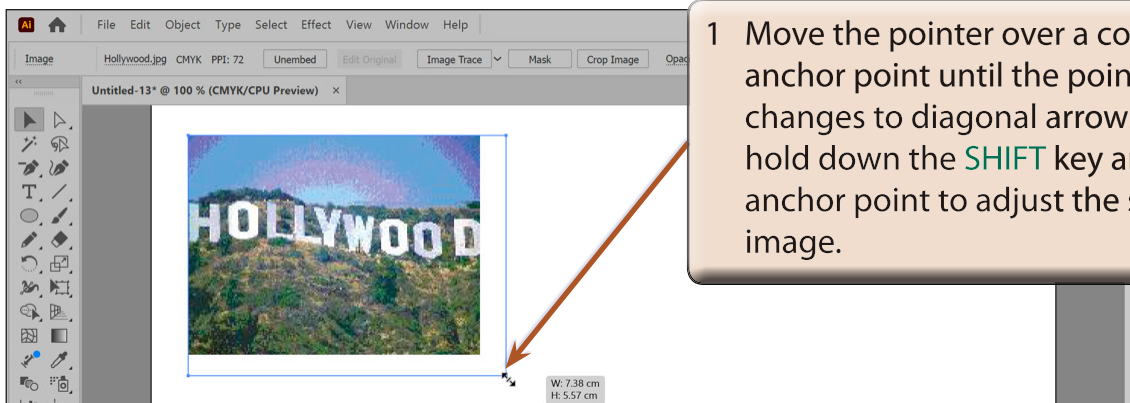


4 Click on the Artboard to insert the image and use the SELECTION TOOL to drag it to the top left of the Artboard.

**NOTE:** If LINK is selected when PLACING images, the image is not part of the document, just a link to the original image is recorded.

## B Adjusting the Image

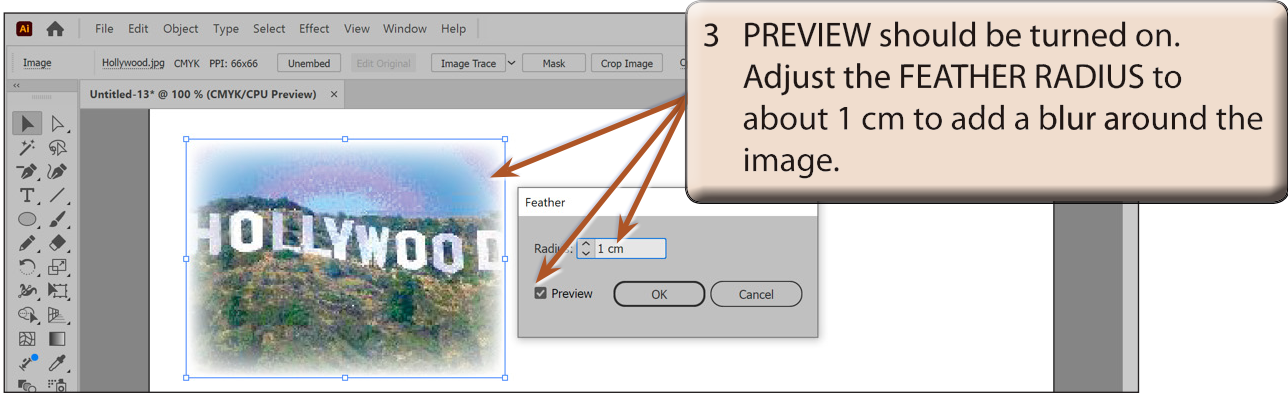
The image can be moved, resized, rotated or have effects applied to it just like any other object in Illustrator.



1 Move the pointer over a corner anchor point until the pointer changes to diagonal arrows then hold down the SHIFT key and drag anchor point to adjust the size of the image.

**NOTE:** The SHIFT key ensures that the proportions of the image are maintained in the resize.

- 2 Display the EFFECT menu, highlight STYLIZE in the top section of the menu and select FEATHER.

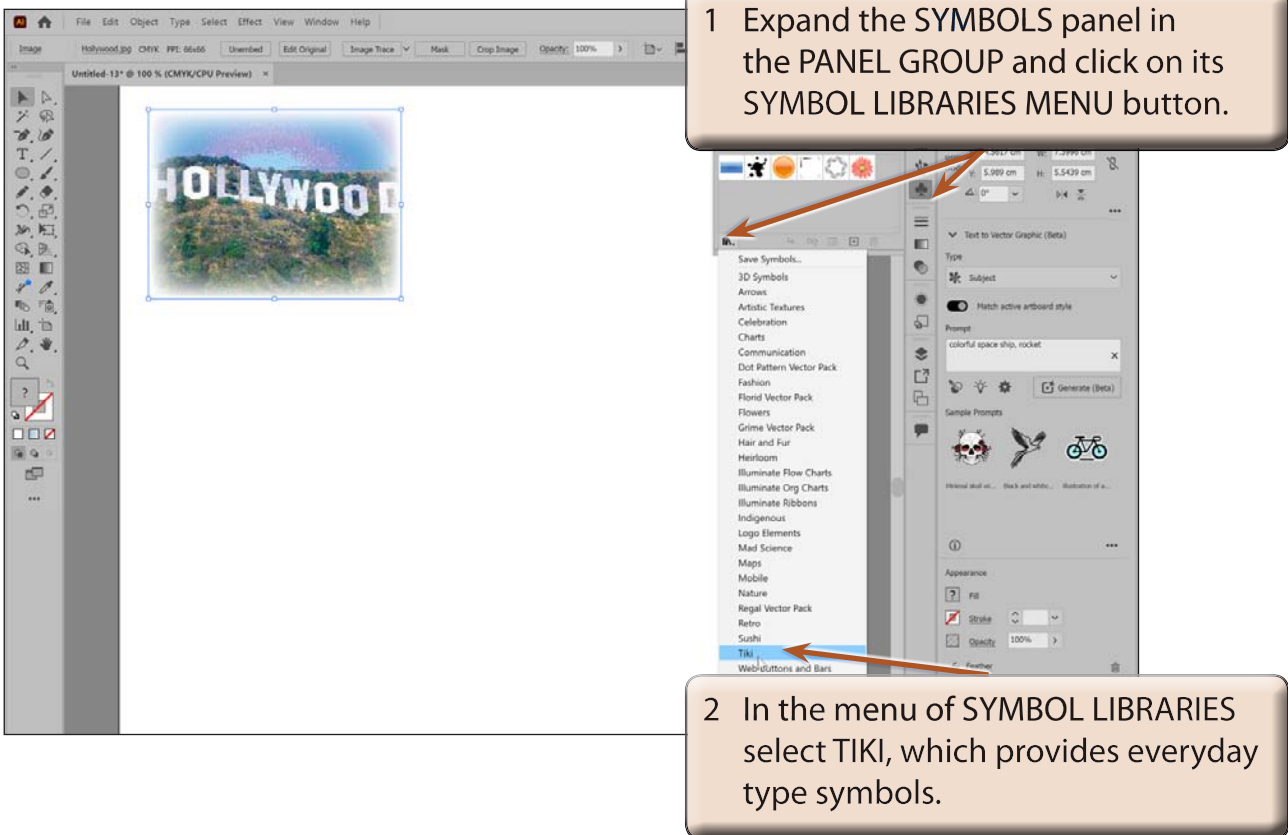


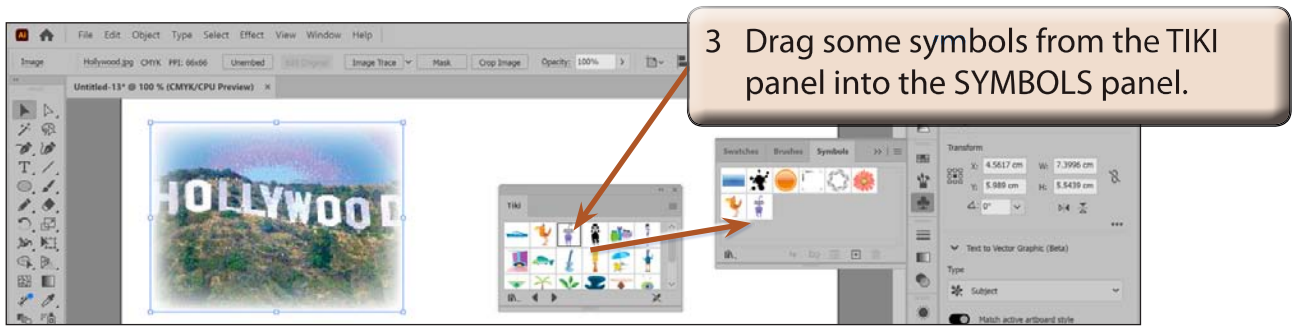
4 Select OK to complete the FEATHER effect.

## Using Symbols

Adobe Illustrator provides a wide range of pre-drawn images, called SYMBOLS, that can be used and manipulated within designs. These symbols are contained in the SYMBOLS panel.

### A The Symbols Library

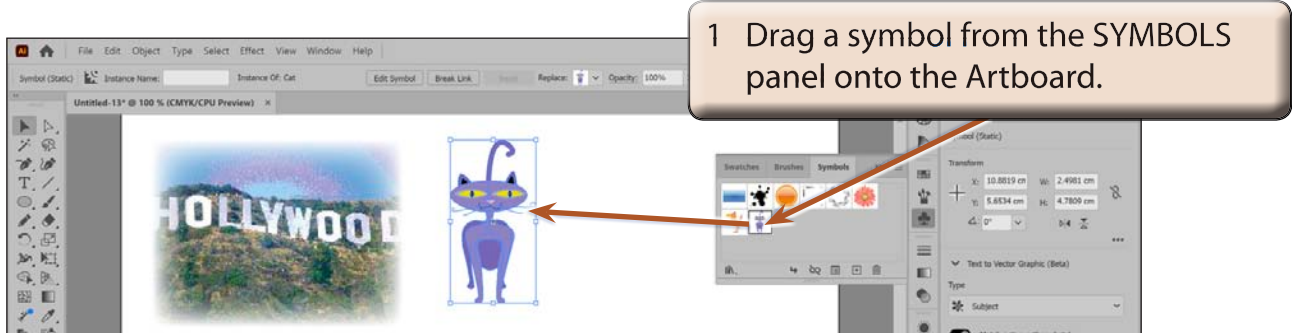




4 Close the TIKI panel by clicking on its CLOSE BOX (x).

**NOTE:** You can drag symbols directly onto the Artboard from SYMBOL LIBRARY panels. The SYMBOLS panel will store those symbols for the current document.

## B Adding Symbols to the Artboard



**NOTE:** You can also click on the PLACE SYMBOL INSTANCE button at the base of the SYMBOLS panel to insert a selected symbol on the Artboard.