

**PART I**

***CorelDRAW 10 Quick  
Start Guide***

## CHAPTER 1

# *Installing CorelDRAW and Finding Help*

Whether you're a new CorelDRAW user or a longtime fan, you're likely to find CorelDRAW 10 to be a powerful, feature-packed graphics suite. The term *graphics suite* has become somewhat overused in the graphics industry; but in the case of CorelDRAW, the term fits perfectly. In addition to the legendary vector editor and page layout program, the CorelDRAW 10 suite also includes Corel PHOTO-PAINT, Corel R.A.V.E., Corel CAPTURE, Corel TEXTURE, Corel TEXTURE BATCHER, Corel TRACE, Corel BARCODE WIZARD, Microsoft Visual Basic for Applications 6.2 (an optional programming tool used to extend and automate features in CorelDRAW), Bitstream Font Navigator 4.0, and Canto Cumulus LE 5.0.

As you proceed through the installation process, you may install the entire suite of programs, or conserve disk space by installing only those programs and features that you require. Should you ever need to update your installation in the future, insert the CD-ROM, and the Setup Wizard will walk you through the process of adding or removing programs and features to suit your individual needs.

## Before You Install

If you're new to CorelDRAW, you may find the installation procedure to be a refreshing change from that of typical new programs. Corel's Setup Wizard enables you to have complete control over the entire installation process. You choose which programs you want to install and which features of those programs you want to install, while the Setup Wizard keeps you constantly updated on the amount of disk space that your options will require.

The most important things to consider before you install are whether you'd like to go with a full installation of all programs (definitely the best option if you have the disk space) and whether your system has sufficient resources for a complete installation.

## Windows Requirements

Corel recommends the bulleted items in the following list as minimum requirements for installing CorelDRAW 10.

- *Windows 98, Windows Me, Windows NT 4.0, or Windows 2000*  
CorelDRAW 10 is also available for the Macintosh OS. The Windows and Macintosh versions are sold in separate packaging.

- *64MB RAM (128MB recommended)* This may be a somewhat conservative estimate as to the amount of RAM you'll need, depending upon how you plan to use CorelDRAW. If you're going to be making Web graphics in CorelDRAW, or scanning and retouching photographs in Corel PHOTO-PAINT, 64MB of RAM may be fine. As you probably already know, if you plan to do high-resolution print work in CorelDRAW or video editing in Corel PHOTO-PAINT, you'll need 128MB or more RAM.
- *Pentium 200 processor* When dealing with processors and graphics, the more processor speed you have, the smoother things will run. AMD and Cyrix chip users will be happy to know that there are no known issues of CorelDRAW 10 running improperly on non-Pentium systems.
- *2X CD-ROM drive* Actually, a 1X CD-ROM drive would probably still work, but the installation process would be slowed down. In general, a 16X (or faster) CD-ROM will make for a smoother installation.
- *Mouse or tablet* Of course, a drawing tablet is not required, but it can make a nice option.
- *SVGA display* Although it's not a requirement, a video card with 8MB or more video RAM is always a plus when working with graphics.
- *Minimum 128MB hard disk space* The hard disk space needed can vary widely, depending upon which programs you plan to install. A typical installation takes up about 300 MB of disk space. If you're installing the entire CorelDRAW suite with all options, you'll need 400MB of disk space. The amount of additional space that you'll need for the Windows swap file will vary depending on how you use CorelDRAW. In general, you'll want *at least* 64MB to 128MB of free space available after installation. The need for additional free space will be lowest for Web imaging and typical desktop publishing, and much higher for high-resolution printing and for video editing.
- *Optional 28.8 or higher modem* Although a modem isn't an official option, it's one you may want to consider. With the release of CorelDRAW 10, and in particular with the introduction of Corel R.A.V.E. to the CorelDRAW suite, Corel has leapt ahead of the competition in terms of providing a fully Web-capable graphics creation and editing environment.

## Registering Your Software

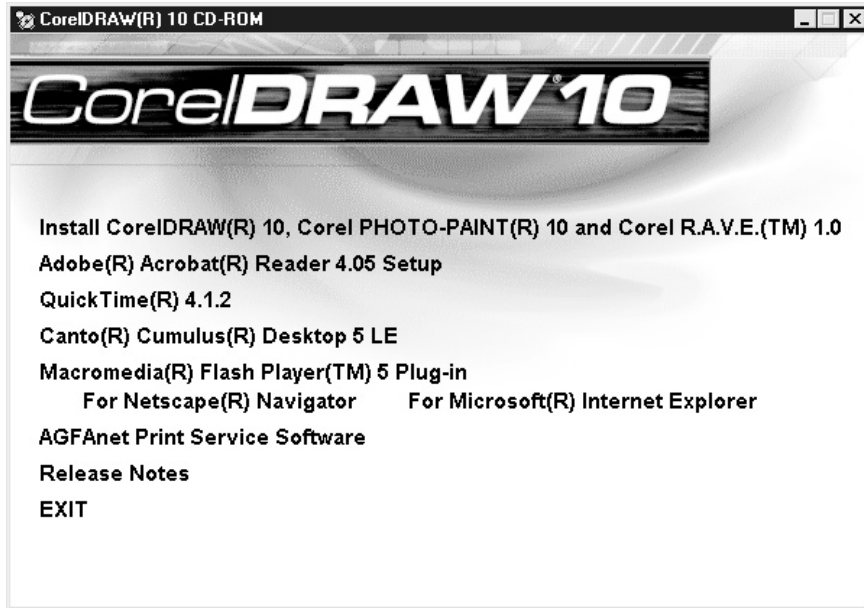
Registering your software is an essential step for receiving technical support and for being kept advised of program upgrades. Should patches or bug fixes be required, Corel will notify you of their availability and make them available via free downloads from the Internet and nominally priced CD-ROMs.

You'll be prompted near the end of the installation process to register your new software. Online registration via the registration Web site is the fastest and easiest registration method. However, if you'd prefer to mail in your registration, you may use the postcard included with CorelDRAW. You may also print your registration form and fax it to Corel.

## Slipping in the Disc

To begin installing CorelDRAW 10, just place the CD in your CD-ROM drive. On most systems, the CD will begin running the Setup Wizard automatically. You'll have eight options when the wizard begins (see Figure 1-1).

- *Install CorelDRAW 10, Corel PHOTO-PAINT 10, and Corel R.A.V.E 1.0*  
The way this is worded implies that it can only be used to install the three listed programs. Actually, this option is the correct one to choose to install CorelDRAW, and any or all of the other Corel programs on the CD. Unless you want to install one of the non-Corel programs (such as the Acrobat reader), this is the option you should select.
- *Adobe Acrobat Reader 4.05 Setup* This option installs Acrobat, an optional program used to view items such as tutorials or manuals that may be found on the CorelDRAW CDs. Adobe Acrobat files may be identified by the .PDF file extension.
- *Quicktime 4.1.2* This option installs Apple's Quicktime software for Windows. By default, Corel R.A.V.E. exports animation in the Flash, GIF, and AVI formats; and Corel PHOTO-PAINT exports in the GIF and AVI formats. Installing Quicktime enables the additional option of exporting Quicktime movies from both Corel R.A.V.E. and Corel PHOTO-PAINT.
- *Canto Cumulus Desktop 5 LE* This option installs Canto Cumulus, an optional program used to catalog your digital media (such as images, page layouts, and videos) into a convenient searchable database.
- *Macromedia Flash Player 5 Plug-in for Netscape Navigator and Microsoft Internet Explorer* If you use a Web browser, it's very likely that you



**FIGURE 1-1** Main installation screen for CorelDRAW 10

already have the Macromedia Flash plug-in installed. (It's currently installed on over 90 percent of all Web browsers.) If you'd like to ensure that you have the latest version of the Flash plug-in installed, you may select this option. The Flash plug-in may be installed for Microsoft Internet Explorer and Netscape Navigator.

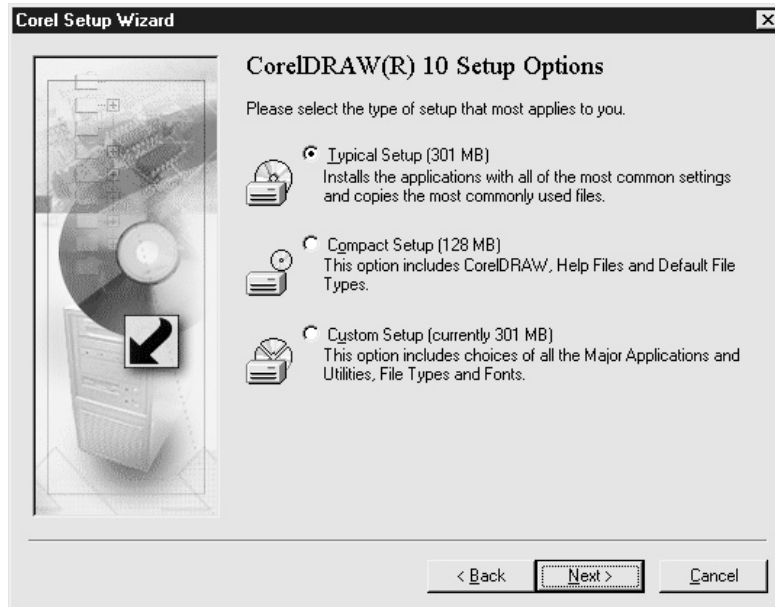
- *AGFAnet Print Service Software* You may find this option to be particularly useful if you own a digital camera. The AGFAnet software uses your Internet connection to locate a nearby photo processing bureau, transfer your images to the bureau, arrange payment, and have finished prints delivered to your door.
- *Release Notes* This option opens CorelDRAW's release notes in your default Web browser. Since the release notes file is stored on the CD, you do not have to be connected to the Internet to view the release notes.
- *EXIT* This option exits the Setup Wizard.

## Installation for the Typical User

For a typical installation, begin by selecting the first option. The other options may be installed at any time. Note that if the Setup Wizard does not start automatically, you may use My Computer or Windows Explorer to open the CD-ROM drive and double-click the Intro.EXE file. Alternatively, if you know you only want to install the Corel programs, you may click the Setup32.EXE file. Depending upon how your system is configured, the .EXE portion of the filename may not be visible.

## Navigating a Custom Installation

After you accept the Corel licensing agreement, the Setup Wizard will take you to the CorelDRAW 10 Setup Options screen. You'll have three installation options: Typical, Compact, and Custom (see Figure 1-2).



**FIGURE 1-2** The CorelDRAW 10 Setup Options screen

The Typical selection is the default selection and is the best choice for most users. This option installs CorelDRAW; Corel PHOTO-PAINT; Corel R.A.V.E.; Corel CAPTURE; Corel TRACE; and commonly used bitmap filters, file import and export filters, writing tools, and fonts.

If you plan to use only CorelDRAW, you may select the Compact option. Expert users may prefer to use the Custom option, since this selection may be used to install additional options, such as device profiles, non-English-language writing tools, and the Microsoft VBA (Visual Basic for Applications) programming interface.

## Choosing Utilities

When choosing a custom installation, you'll have complete control over which Corel programs are installed and which are not installed. Since you may not be familiar with every application in the CorelDRAW suite, here are their brief descriptions:

- CorelDRAW is Corel's legendary vector editing and page layout program.
- Corel PHOTO-PAINT is an award-winning bitmap creation and photo-editing program.
- Corel R.A.V.E. is a new and very welcome addition to the CorelDRAW suite. It's used to create vector animation, which may then be exported as Flash movies. It is used to create vector animation, which may then be exported as Flash movies.
- Corel CAPTURE is an advanced screen shot capturing utility.
- Corel TEXTURE is used to create natural-looking bitmap textures such as marble and wood.
- Corel TRACE is a powerful utility for converting bitmap images into vector images.

## Installing Bitmap Filter Plug-Ins

Four sets of bitmap filter plug-ins are available for installation. These plug-ins are available in addition to over 80 plug-ins that are installed with CorelDRAW and Corel PHOTO-PAINT by default.



Plug-ins are essentially miniature programs that work within larger programs such as CorelDRAW and Corel PHOTO-PAINT. The following selections are available:

- **DigiMarc** This plug-in is used to apply a watermark to bitmap images. Watermarks are small, invisible digital signatures that can help identify your images if they're stolen and used without your permission.
- **Corel Fancy Plug-Ins** This is a set of two plug-ins, the Julia Set Explorer and Terrazzo. The Julia Set Explorer creates fascinating color patterns using fractal geometry, a math process based on naturally occurring energy patterns. Terrazzo is another program based on fractal geometry. It's used to create kaleidoscope-styled patterns and tiles from bitmap images.
- **Squizz** This plug-in is used for applying effects with a paintbrush tool, and for warping color patterns with a mesh warp.
- **Kai's Power Tools** This option installs three filters from Kai's Power Tools version 5: Shape Shifter, Smoothie, and FraxFlame. Shape Shifter is used for applying various bevel and bump map effects to images, Smoothie is used for smoothing out rough edges, and FraxFlame is used for creating and exploring mathematically created fractal patterns.

## Choosing Fonts

If you'd like to select which fonts to install with CorelDRAW 10, use the custom install option. This will enable access to a font selection dialog during the installation. You may preview the appearance of any font by clicking the font's name. Checking the box to the left of a font's name will tell the Setup Wizard that you want the font installed.

## Choosing Additional Features

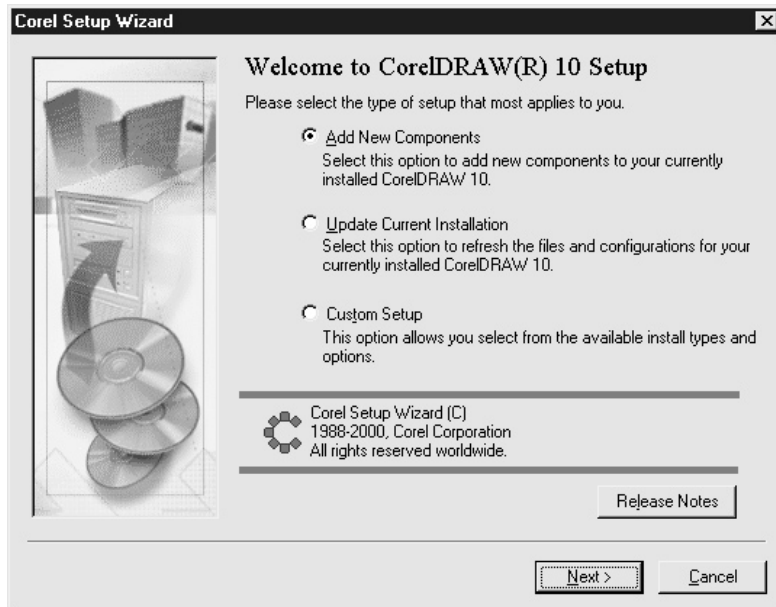
The CorelDRAW installation program will also enable you to select device profiles, which help match the colors in CorelDRAW and Corel PHOTO-PAINT to the colors available in your hardware devices. By default, generic monitor, scanner, printer, and digital camera profiles will be installed. You may select additional profiles to match your particular hardware by clicking the category name (such as monitor profiles), and then clicking the name and model number of your device. Don't be concerned if your devices aren't listed; the generic profiles are supplied just in case this happens.

## Adding and Removing Components

You may use the CorelDRAW installation CD to add components at any time. Place the CD in your CD-ROM drive to start the Setup Wizard, or open the drive via My Computer or Windows Explorer and click Intro.EXE.

Select Install CorelDRAW 10, Corel PHOTO-PAINT 10, and Corel R.A.V.E. to add any Corel component. The Setup dialog will open with several selections (see Figure 1-3). Choose the Add New Components option, and click Next. This will take you to the Components dialog, where you may select the components that you'd like to install. Note that a grayed selection box means that only parts of a selected component will be installed. For example, a grayed check box next to Productivity Tools means that at least one tool (such as Visual Basic for Applications) is being installed, while another tool (such as the Barcode Wizard) is not being installed. You may click the grayed check mark to select the component and all of its options, and click the check mark again to deselect the component and all of its options.

To remove components, click Start | Programs | CorelDRAW 10 | Setup and Notes | Corel Uninstaller. Place a check next to any component that you'd like to remove. Please note that you should never attempt to remove a component



**FIGURE 1-3** Adding new components to your CorelDRAW 10 installation

simply by deleting what appears to be its program folder. In order to cut down as much as possible on the amount of disk space needed to install the CorelDRAW suite, many Corel programs share files with other programs. If you accidentally remove one of these shared files, other programs that use the shared file will not work correctly, and may not be able to work at all.

## Refreshing Your CorelDRAW 10 Installation

Once you install CorelDRAW 10, you may occasionally need to refresh the installation. Accidentally deleting a CorelDRAW 10 file, problems with the Windows registry, and adding new software that erroneously changes CorelDRAW 10 settings, can all cause CorelDRAW 10 to operate incorrectly (or not at all).

If you need to refresh your current installation (without making any changes such as adding or removing components), select Update Current Installation from the Setup dialog (see Figure 1-3). Your installation will be updated using the same options you selected the last time you installed CorelDRAW.

## Using CorelTUTOR

CorelTUTOR contains a series of lessons on learning CorelDRAW. You may follow the lessons from beginning to end, or just select a particular lesson that interests you. The lessons provide hands-on training by both supplying sample images for you to work with and providing instructions to walk you through the entire learning process.

## Opening CorelTUTOR

There are two ways to access the CorelTUTOR: When first opening CorelDRAW, select CorelTUTOR from the splash screen; or, once in CorelDRAW, click Help | CorelTUTOR.

## Helping Yourself to Help

CorelDRAW ships with several features designed to make learning the application and finding Help a comfortable process. Unlike some competing applications, you'll find Corel's Help tools to be extremely well written, with access to Help only a mouse click away.

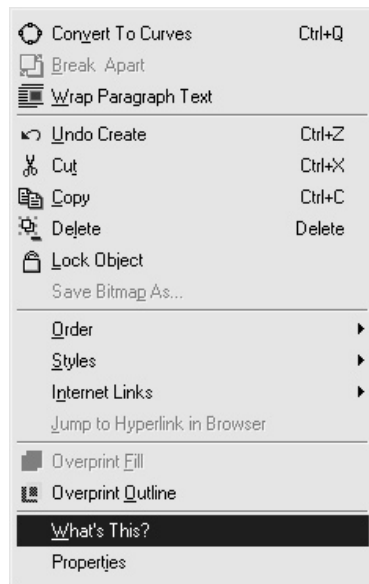
## Activating ToolTips

ToolTips are brief descriptions of the various parts of the CorelDRAW interface. ToolTips are available for virtually any icon and control in every toolbar, dialog, and docker window. To activate a ToolTip, place your cursor over the item you'd like to find out more about, and hold it there for a second or two. A ToolTip describing the item will automatically be displayed. If you find that ToolTips are not being displayed, click Tools | Options | Display, and make sure that Show ToolTips is checked.

## What's This?

Right-clicking virtually anywhere in the CorelDRAW interface will open a pop-up menu with a list of options, including What's This? Help. Clicking on What's This in the pop-up menu opens a small pop-up window that explains the item.

One of the truly unique features of Corel's What's This Help is that you can use it to learn more about how any image you open in CorelDRAW was created. You can try this feature by opening a clip art image from the CorelDRAW clip art CD. Right-click the image and click What's This, as shown here:



CorelDRAW will take a moment to analyze the image to see which features were used to create it, and then provide a pop-up menu with selections for learning

more about the features. You may click any of the menu items to learn more about the tool(s) used to create the image, as shown here:

An ellipse is selected.

An ellipse is an oval-shaped, closed-plane curve which is drawn using the Ellipse tool. You can change an ellipse to an arc or a pie shape using the Shape tool. You can also create circles by holding down the CTRL key while drawing with the Ellipse tool.

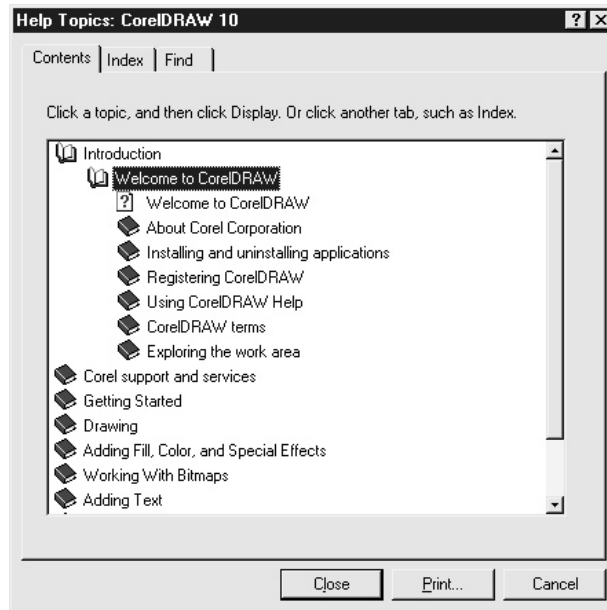
## Using Context-Sensitive Help

Context-sensitive Help is available from the main CorelDRAW screen and for most dialogs as well. To access context-sensitive Help from the main CorelDRAW screen, click the question mark on the right side of the main toolbar, and then click the item in question. To access context-sensitive Help from a dialog, click the question mark icon in the upper-right corner of the dialog, and then click the item in question. Corel's context-sensitive Help then displays an explanation of the item.

## Using CorelDRAW Help

Clicking Help and then clicking Help Topics opens the Corel help system (see Figure 1-4). The help system is divided into three categories: Contents, Index, and Find. The Contents menu works like a book's table of contents in that it displays broad subject matter topics that then contain subheadings with more detailed information. The Index tab works like an index at the back of a book, displaying individual words and phrases instead of the broad subject matter that you'll find in the Contents menu. To search for help on a topic, click the Find tab, and enter one or more search words. Results will appear as soon as the search is complete.

You may bookmark items that you've found helpful in order to find them quickly in the future. To bookmark an item, click Bookmark | Define. A default title will be given to the topic, but you may change this title to anything that you feel will assist you in locating the item in the future. When you're comfortable with the title, click OK. The item will then be added to the Bookmark menu, in much the same way that an item is added to the Favorites menu in your Web browser.



**FIGURE 1-4** The CorelDRAW 10 main Help window

To access a previously bookmarked item, click **Bookmark**, and then click the topic you'd like to view. To delete a bookmarked item, click **Bookmark | Define**, select the item you'd like to delete (from the lower portion of the dialog), and click **Delete**. When you're done, click **Cancel** to close the **Bookmark** dialog. The help topic itself will not be deleted, only your bookmark will be removed.

## Getting Technical Support

Corel provides complimentary and fee-based telephone technical support for the CorelDRAW suite. Classic technical support (free except for long distance charges) is available in the United States and Canada by calling (613) 274-0500, Monday through Friday, from 8:30 A.M. to 7:30 P.M., Eastern Time. This service is available for 30 days from the time you first call for assistance.

Priority support is available on a “pay per incident” basis at (877) 662-6735 and on a “pay as you go” basis at (900) 733-8780. However, in addition to

offering Classic technical support, Corel offers a wealth of other free support options, making it unlikely that you'd ever need to use fee-based support.

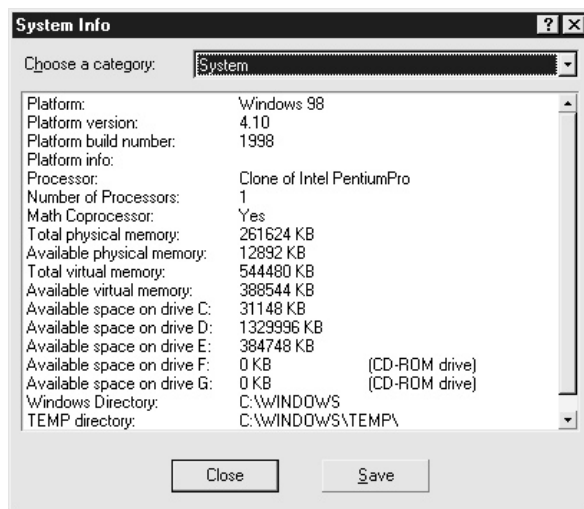
## Using Corel's IVAN Faxback Service

Corel's Interactive Voice Answering Network (IVAN) consists of answers to common support questions that you may listen to on your telephone or have sent to you via fax. The IVAN service is free for U.S. and Canadian users, and is available 24 hours a day, every day of the year, by calling (877) 42-COREL.

## Using About CorelDRAW

When contacting technical support, you'll need to provide your CorelDRAW version/build number, serial number, and possibly some additional information regarding your system's resources. To access this information, click Help, and then click About CorelDRAW. The version/build number is located just under the main window, as is your serial number and your PIN number (if one has previously been issued to you by Customer Service).

You may access information regarding your system setup—such as processor type, RAM, and video data—by clicking the System Info button to the right of the main window (see Figure 1-5).



**FIGURE 1-5** Accessing your system information from Help | About CorelDRAW

## Using Hints

Hints that describe the tools in CorelDRAW are provided on the status bar (located on the bottom of your screen). The left side of the status bar contains information on your cursor's current position in your document and information about the tool you're currently using. You'll also find your current fill and outline colors on the right side of the status bar. An X means that no fill or outline is currently selected.

## Getting Help on the Web

You'll find a great deal of information about CorelDRAW—including articles, tutorials, patches, and special offers—on Corel's World Wide Web sites. Web-based technical support and FTP file downloads are also available.

### Surfing Corel's Various Web Sites

Corel currently has three Web sites that can assist you in answering specific questions and finding general information on just about any CorelDRAW topic.

#### Designer.com

Designer.com is Corel's community site, where you'll find tips, secrets, articles, tutorials, and free downloads. The authors of *CorelDRAW 10: The Official Guide* are regular contributors to Corel's **Designer.com**.

#### CorelCity.com

**CorelCity.com** is a portal site that provides access to online services such as e-mail and instant messaging, along with world news and technology news.

#### Corel.com

This is Corel's home page. **Corel.com** provides access to Corel news, product information, support, events, and free downloads.

### Getting Web-Based Technical Support

You may access Corel Web-based technical support, including the Corel Knowledge Base and Corel e-mail support, via <http://www.corel.com/support/options/onlineserv.htm>. Corel also has a learning center located at <http://www.corel.com/learning/index.htm>.



## About Corel's FTP site

Corel's FTP site provides printer drivers, free patches, and other files via anonymous FTP logon. The address is **ftp.corel.com**. If you don't have an FTP (File Transfer Protocol) program, use your Web browser to access Corel's FTP site by typing the URL **ftp://ftp.corel.com/pub**.

## Corel Newsgroups

Newsgroups provide an interactive support environment where you may post questions for Corel's C-Tech volunteers and product users. The Corel newsgroup server is located at **cnews.corel.ca**. Many ISP news servers also carry some Corel newsgroups, such as **comp.graphics.apps.corel**, and groups in the "corelsupport." hierarchy.

Netscape's and Microsoft's e-mail programs both support newsgroup access. If you're not familiar with how to access newsgroups, try going to **http://www.corel.com/support/options/online\_newsgroups.htm** and clicking one of the newsgroup names. After taking a moment to download the information needed to access the news server, the newsgroup should open in your default e-mail viewer. The exact procedure for accessing newsgroups varies from program to program, but you can find the information you need by looking up "usenet" or "news server" in your e-mail program's Help file, or by contacting your Internet Service Provider.