



Software Learning Centers

1645 SE. Port St. Lucie Blvd

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## CorelDRAW® 11: Level 3 (Windows)

### Course Specifications

Course number: 078834

Course length: 1 day

Software: CorelDRAW 11

### Course Description

This course is designed for students who are familiar with CorelDRAW® 11 and would like to use more advanced features to create professional documents. Students will use advanced drawing tools and advanced text features to create a professional, multi-page brochure.

**Prerequisites:** To ensure your success, we recommend you first take the following Element K course or have equivalent knowledge:

- *Windows XP: Introduction*
- *CorelDRAW® 11: Level 1*
- *CorelDRAW® 11: Level 2*

**Delivery Method:** Instructor-led, group-paced, classroom-delivery learning model with structured, hands-on activities.

**What's Next:** Students wishing to enhance their CorelDRAW skill set with more advanced techniques can move on to the next course in the series, *CorelDRAW® 11: Level 4*.

### Hardware/Software Requirements

You will need:

- A Pentium II processor, 200 MHz or higher.
- A minimum of 128 MB of RAM (required for Windows XP).

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- A minimum of 200 MB of hard disk space for CorelDRAW 11, after Windows XP is installed.
- Either a local CD-ROM drive or access to a networked CD-ROM drive.
- A mouse or tablet.
- A monitor with 1024 x 768 screen resolution.
- A Typical installation of Windows XP Professional.
- A Typical installation of CorelDRAW® Graphics Suite 11.
- A color printer is required for some tasks in the “Advanced Output Options” lesson.

## Performance-Based Objectives

- Use the components of the Master Page to set up a new drawing environment.
- Create a technical drawing using the Bezier Tool, the Dimension Tool, the Callout Tool, the Spiral Tool, and the Graph Paper Tool, among others.
- Work with paragraph text frames, as well as create columns of text, bulleted lists, and use the Envelope and PowerClip features.
- Import, crop, and convert bitmap images.
- Publish a document to PDF format and use the Prepare For Service Bureau Wizard to gather files for a professional printing service.

## Course Content

### Lesson 1: Working with Layers

Topic 1A: Examining a Master Page

Topic 1B: Creating a Master Layer

Topic 1C: Working with Layers

### Lesson 2: Using Advanced Tools to Create a Technical Drawing

Topic 2A: Creating a Technical Drawing Using Advanced Tools

Topic 2B: Using Brush Tools and Adding Objects

Topic 2C: Working with Interactive Tools

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**Lesson 3: Using Advanced Techniques for Text Manipulation**

Topic 3A: Working with Paragraph Text

Topic 3B: The PowerClip Feature and the Envelope Tool

Topic 3C: Creating Bulleted Lists

**Lesson 4: Working with Vector and Bitmap Graphics**

Topic 4A: Converting Vector Objects to Bitmaps

Topic 4B: Working with Bitmap Graphics

Topic 4C: Introduction to CorelTRACE

**Lesson 5: Advanced Output Options**

Topic 5A: Preparing a Document For Printing

Topic 5B: Other Printing Options

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