



**Software Learning Centers**  
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### ***CorelDRAW® 11: Level 2 (Windows)***

#### **Course Specifications**

Course number: 078832  
Course length: 1 day  
Software: CorelDRAW 11

#### **Course Description**

*CorelDRAW® 11: Level 2 (Windows)* is designed for students who are already familiar with the CorelDRAW® 11 application package on an introductory level and want to move up to the next level. Students will use their knowledge of the basic features of CorelDRAW, in conjunction with new, more advanced techniques, to create even more engaging and dynamic drawings.

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

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

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

**What's Next:** Students wishing to learn even more advanced CorelDRAW techniques can move on to the next course in the series, *CorelDRAW® 11: Level 3*.

#### **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).
- 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.
- A monitor with 1024 x 768 screen resolution.
- A 14.4 Kbps or higher modem. An Internet connection with access to the World Wide Web is necessary to complete a portion of the "Using Clipart, Special Characters, and Symbols" lesson. (Note: Internet access may require payment of a separate fee to a service provider; local charges may also apply.)
- A Typical installation of Windows XP Professional.
- A Typical installation of CorelDRAW Graphics Suite 11.

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## **Performance-Based Objectives**

- Customize the CoreIDRAW environment.
- Create and edit paragraph text.
- Create and modify styles and templates.
- Draw and modify advanced objects.
- Work with clipart, special characters, and symbols.
- Set advanced printing options.

## **Course Content**

### **Lesson 1: Customizing the Environment**

Topic 1A: Customizing the Menu Bar and Standard Toolbar  
Topic 1B: Working with Workspaces

### **Lesson 2: Working with Paragraph Text**

Topic 2A: Creating and Modifying Paragraph Text  
Topic 2B: Finding and Replacing Text  
Topic 2C: Fitting Text  
Topic 2D: Importing and Editing OCR Text

### **Lesson 3: Creating and Modifying Styles and Templates**

Topic 3A: Creating and Editing a Text Style  
Topic 3B: Working with Templates

### **Lesson 4: Drawing and Modifying Objects**

Topic 4A: Drawing and Editing Curves and Lines  
Topic 4B: Using Three-point Tools

### **Lesson 5: Using Clipart, Special Characters, and Symbols**

Topic 5A: Inserting and Editing Clipart from the Web  
Topic 5B: Inserting Special Characters  
Topic 5C: Creating Symbols

### **Lesson 6: Using Advanced Printing Options**

Topic 6A: Creating and Editing a Print Style  
Topic 6B: Using the Print Merge Wizard

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