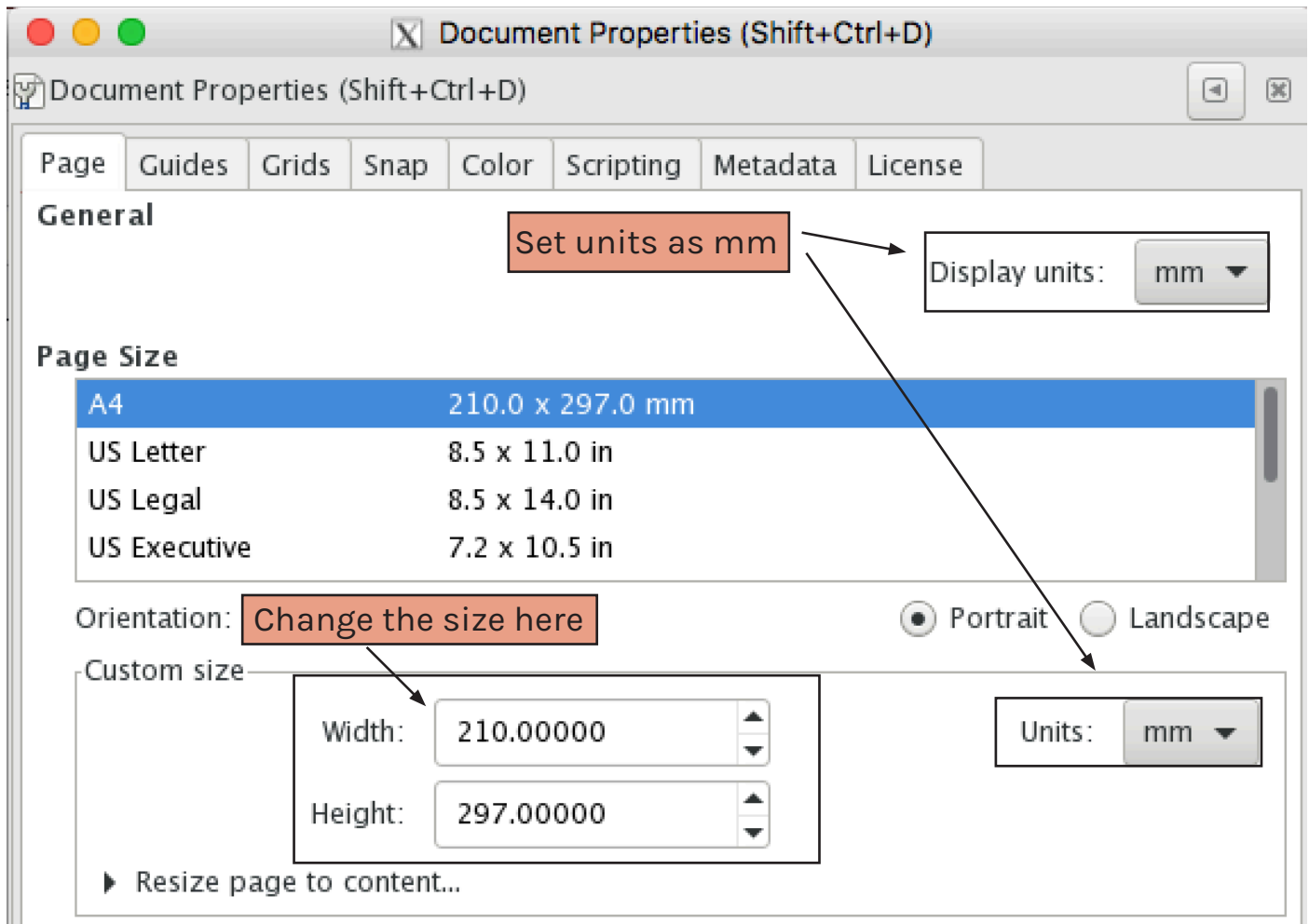


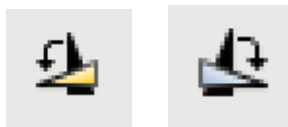
TOOLS & TIPS: NAVIGATING INKSCAPE

FILE SET UP: PAGE SIZE & DISPLAY UNITS

Go to the File Menu and choose Document Properties



BUTTON SHORTCUTS



Rotate 90°
clockwise / anti-clockwise

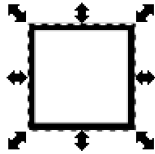


Flip
horizontally / vertically

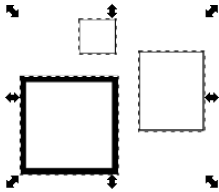
KEYBOARD SHORTCUTS


Zoom in **+**
Zoom out **-**
Copy **ctrl C**
Paste **ctrl V**
Duplicate **ctrl D**

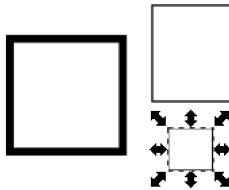
SELECT, MOVE, RESIZE & ROTATE WITH SELECTION TOOL (BLACK ARROW)



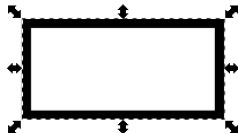
To **select** click once on the outline or filled area of a shape



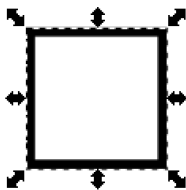
To **select more than one object** hold **shift**  as you click



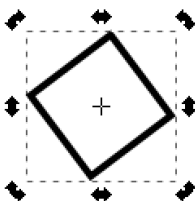
To **move an object** click and drag to a new position



To **resize** click and drag the scaling arrows around the edge



To **maintain the ratio** as you resize hold **alt** on your keyboard



To **rotate** click twice to show the rotational arrows and turn

FILL & STROKE

FILLED SHAPES AND OUTLINES

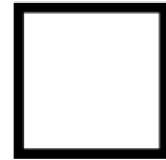
Fill
(filled in area)




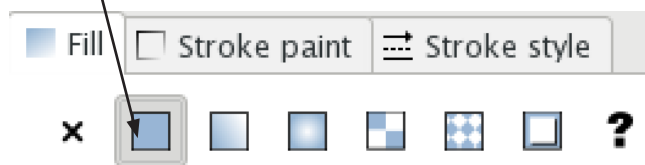
Stroke paint
(outline)




Stroke style
(outline thickness)

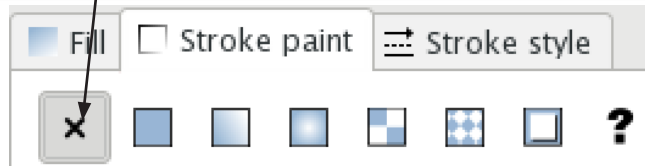


Click  (Flat color) to turn fill or stroke **on**



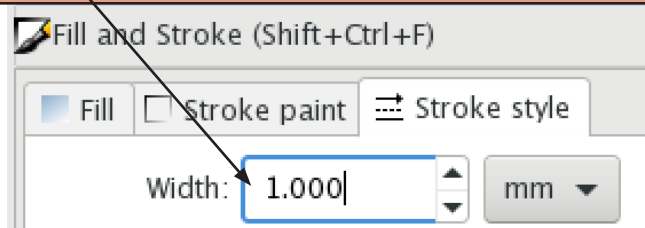
Flat color

Click  (No paint) to turn fill or stroke **off**



No paint

Enter stroke (outline) width in mm



MENU BAR

File: Save your work
Edit: Copy & paste
View: Change your display mode

SNAP CONTROLS

Turn snapping to points on or off

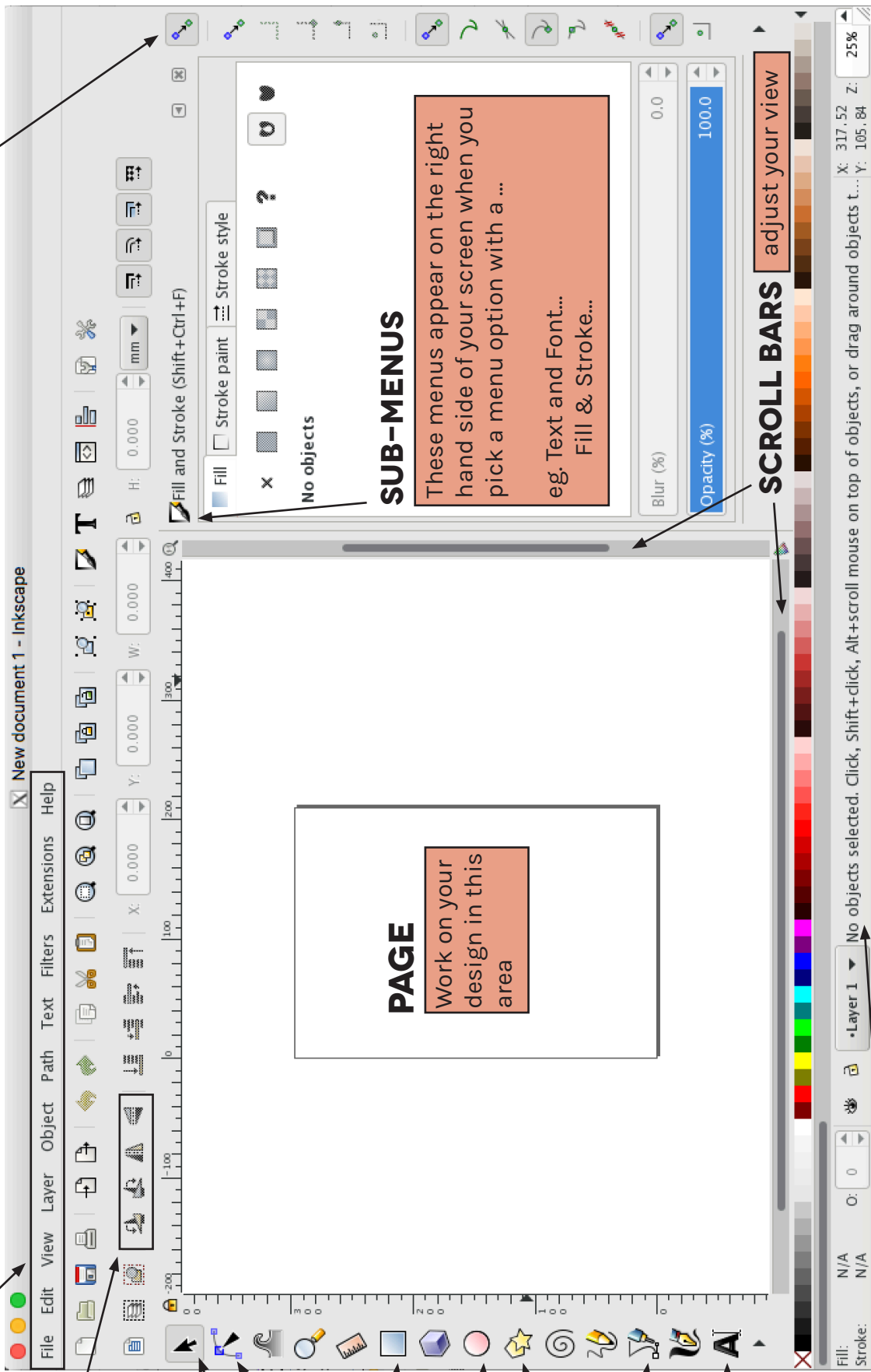
TOOL CONTROLS

SHORTCUT BUTTONS

Shortcut buttons to rotate 90° or reflect objects

TOOLBOX

- Select objects
- Select points
- Draw a square or rectangle
- Draw a circle or ellipse
- Draw a star or polygon
- Draw lines and curves
- Write text



STATUS BAR

Check if your design contains groups, text or paths - this will help ensure your Path menu functions work correctly