

MODULE 4

Working with the Text Tool

In this tutorial you'll get a proper introduction to the features of the Text Tool and Text Properties docker in CorelDRAW, through the creation of a label design for food products. Get to know how to alter horizontal type, type and edit on a curved path, and type within various shapes. I'll also give you an overview of the various options to further edit text. Fire up CorelDRAW and let's get baking!

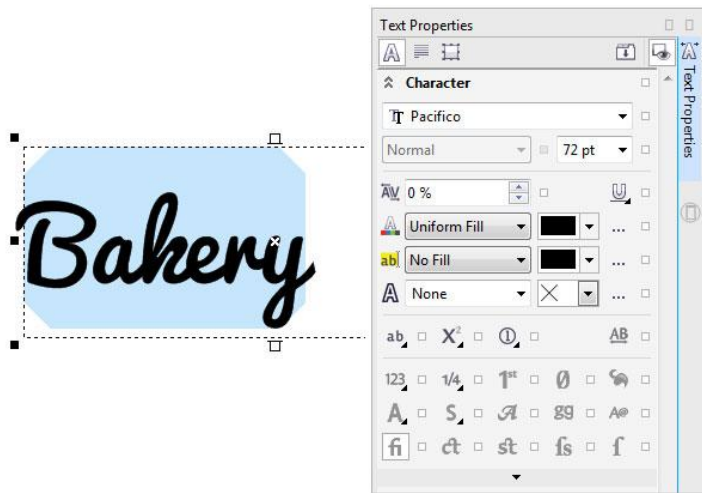
- The Text Tool
- Creating Artistic Text
- Editing Text
- Formatting Text
- Setting Text Options
- Creating Paragraph Text
- Choosing Paragraph Options
- Setting Indents Using the Ruler
- Importing Text
- Using the Spell Checker

1. The Text Tool

Step 1

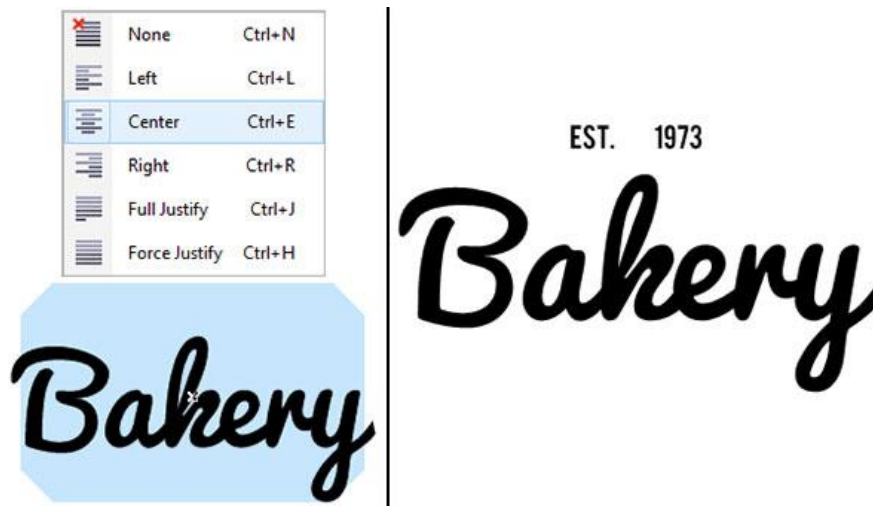
This is the easiest function of the **Text Tool (F8)**: typing on a horizontal line or within a rectangular box. Open a **New Document** and let's take it for a spin. Grab the **Text Tool** from the **Toolbox**, drag out a rectangle, and type out the word "Bakery". I opted for the script font [Pacifico](#).

In the **Text Properties (Control-T)** docker, set the size of the font to something large, like **72 pt**. You'll also see a lot of options for fills, outlines, highlights, and various style settings. For now, we're going with default settings.



Step 2

Select your text and either in the **Property Bar** or the **Text Properties** docker, set the paragraph alignment to **Center**. Repeat the previous step with a small sans-serif font to give your imaginary bakery a date of establishment. I chose the font **Bebas** for this step.



Step 3

While we're playing with tools in **CorelDRAW**, take the **Basic Shapes Tool** for a spin. You'll find it under the **Polygon Tool** in the **Toolbox**. I chose to draw a small heart in the center of my date of establishment. At this point you're free to select text objects and perfect shapes in the **Object Manager** and **Convert to Curves** (**Control-Q**).

EST. ♥ 1973

Bakery

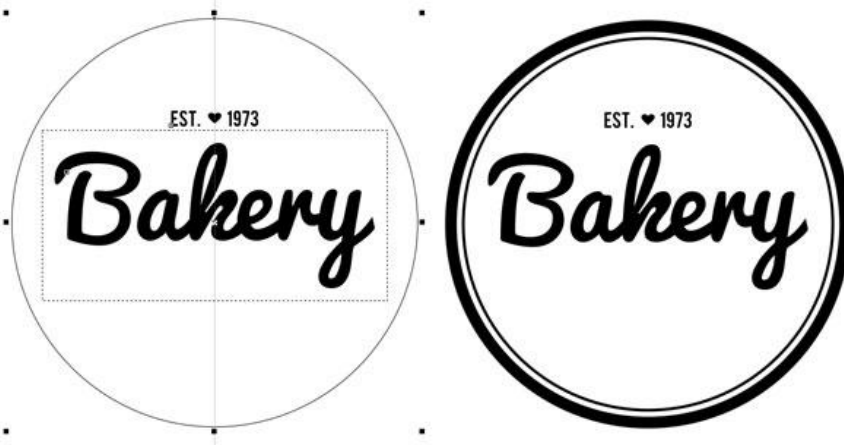
2. Typing on a Path

Step 1

Group (Control-

G) together the text you've drawn so far. Use the **Ellipse Tool (F7)** to draw a large circle around your text art. Draw a smaller circle within the first and **Align** the text group and two circles in the **Align and Distribute** docker to the **Horizontal Center**.

Set the **Outline** of the larger circle to **8 pt** (or something with a similar thickness in appearance depending on the size of your image) and the smaller circle to **2 pt**.



Step 2

Draw a third, even smaller circle in the center of your design. I set the **Outline** color to magenta so it's more easily seen. Keep the circle selected and use the **Text Tool** to select the circle's path.

Type out a phrase befitting a bakery, such as "Fresh Bread Baked Daily" or "Best Donuts in Town!" With the **Pick Tool**, you'll find that you can **Rotate** the text around the path, **Scale** the text to smaller and larger paths of the same shape, or **Move** the path in any direction.

Rotate the text along the path to the right so it's centered, and **Scale** it as needed so it fits into the negative space at the top of the label design.



Step 3

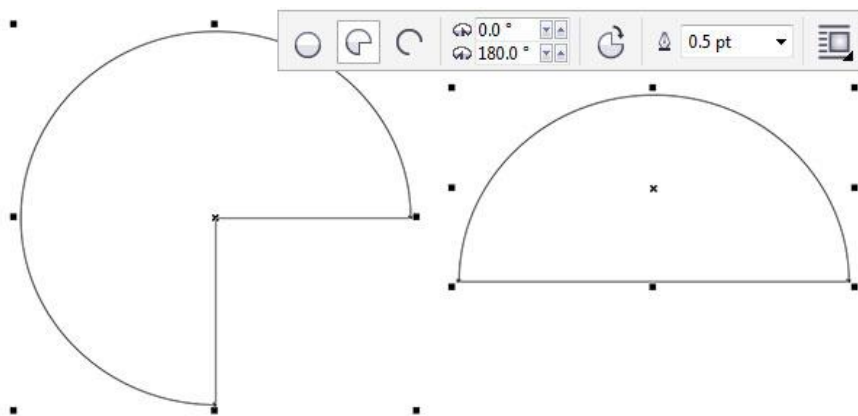
Change the font to Bebas once again (the same one we used for the date). Then **Rotate** and **Move** your text and make sure to **Convert to Curves** when you're satisfied with its placement and size. If you'd rather wait until the end of your design to **Convert to Curves**, feel free to do so.



3. Typing Within an Object

Step 1

Once again, draw a circle using the **Ellipse Tool**. In the **Properties Bar**, select **Pie** for the shape option. Set the **Starting and End Angles** to **0.0°** and **180°**. **Rotate**, **Scale**, and **Move** your half circle with the **Pick Tool** into the lower half of the label design.

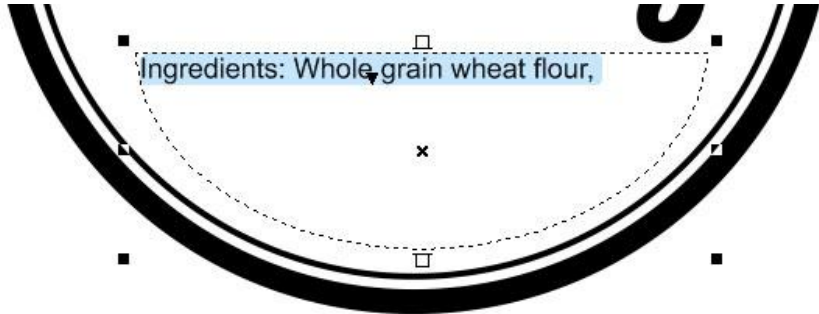


Step 2

Grab the **Text Tool** once more and, with the half circle object selected, select within the object itself. Begin typing out whatever you want your bakery item's ingredients to be. In the **Text Properties** docker, set the paragraph option to **Justify**, make the word "Ingredients" bold, and make sure that word is several points larger than the rest of the list.

Quite happily, you'll find that your type conforms perfectly to the object's boundaries. So long as you haven't hit **Convert to Curves**, you can easily change the shape, position, and orientation of the half-circle text "box" to your liking.

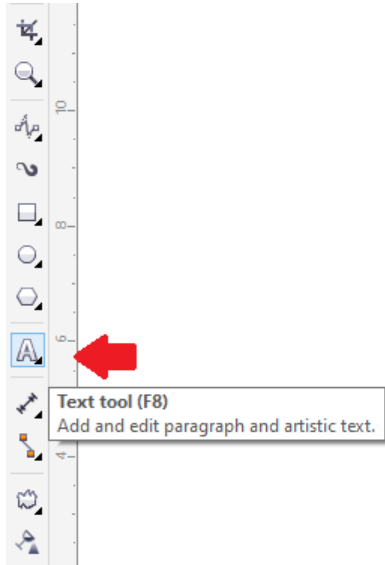
Additionally, select your text and hit **Caps > All Caps** in the **Text Properties** docker (it's below the fill options), and never worry about using Caps Lock again (in this program, anyway).



Formatting text in CorelDraw

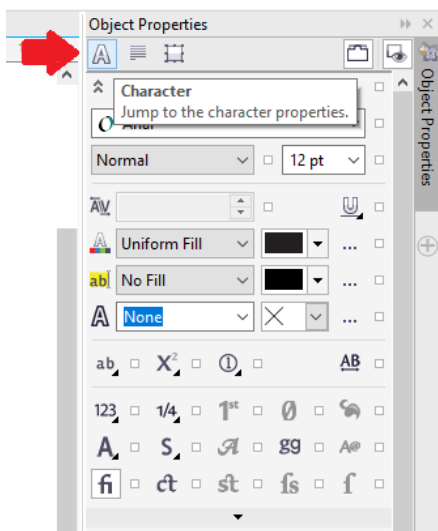
Step 1: To modify any font

Select the **Text** tool, and choose the text's block or character.



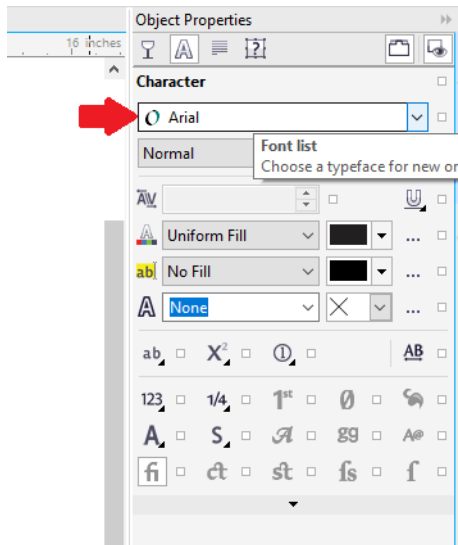
When the **Object properties** docker isn't open, press **Window > Dockers > Object properties**.

2. Within the **Object properties** docker, press the **Character** button for showing some character-related options.

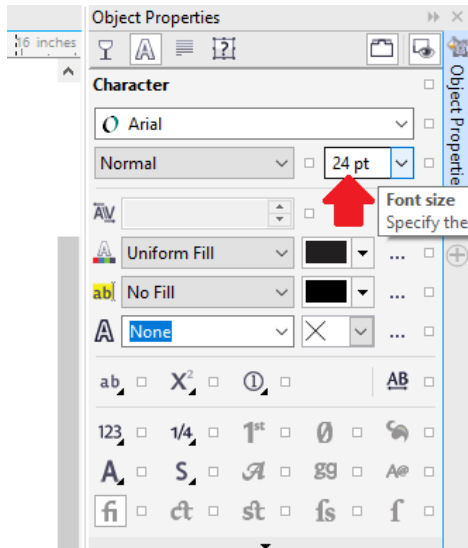


3. Within the **Object properties** docker's Character area, implement anyone task from the below:

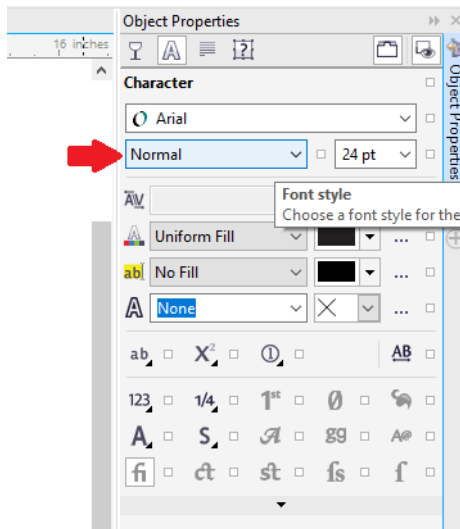
- Select the typeface through the **Font** list box to select the typeface.



- Type the value inside the **Font size** box to set the font size



- Select the style through the **Font style** list box to modify a font style.

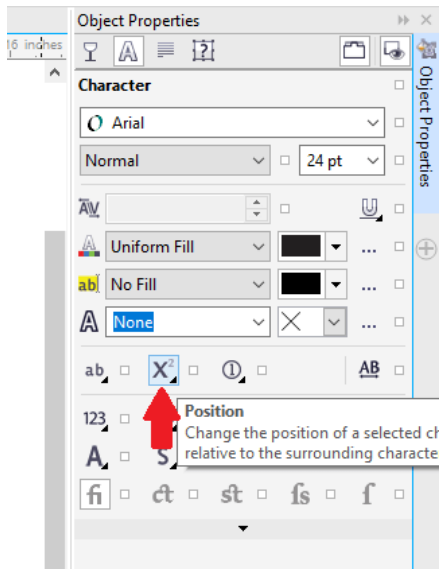


Formatting characters

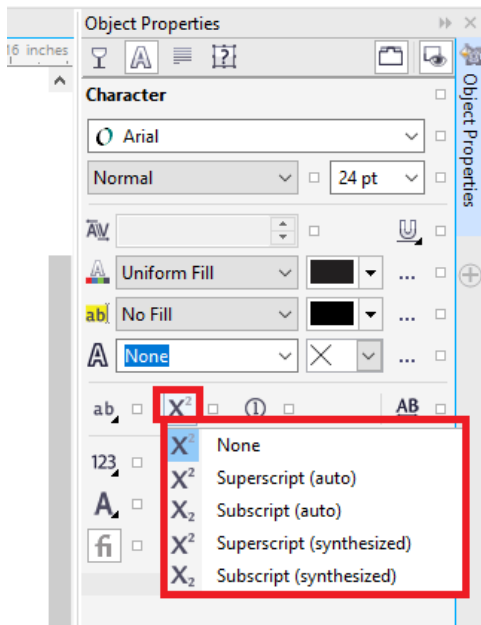
We can modify the appearance and position of characters by showing them as superscript or subscript, which is helpful in designs with some scientific notations. When we choose the OpenType font which supports superscripts and subscripts, we can use various OpenType features.

To add subscript and superscript text

1. Select the **Text** tool, and choose the text's block or character.
When the **Object properties** docker isn't open, press **Window > Dockers > Object properties**.
2. Within the **Object properties** docker, press the **Character** button for showing some character-related options.
3. Within the **Object properties** docker's Character area, press the **Position** button, and select any one option from the below:



- None
- Superscript (auto)
- Subscript (auto)
- Superscript (synthesized)
- Subscript (synthesized)



Change the text color

We can quickly modify both the outline and fill color of the text. We can modify the background, outline, fill color of the text. We can modify an individual character's color, every character, or text's block inside the text object.

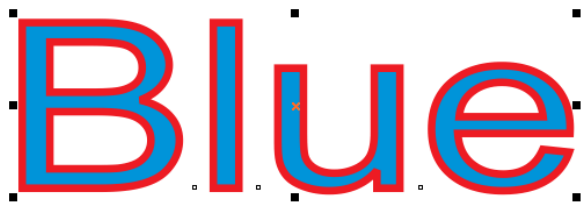
To quickly modify the text object's color

1. Select the **Pick** tool, and press the text object to choose it.
2. Implement the task through the following options:

Click a color swatch over the default color palette or drag any color swatch for the text object to fill some characters inside the text object along with a single color.



- Right-click a color swatch over the default color palette or drag any color swatch for a character's edge inside a text object to use the outline color to every character inside the text object.



Great Work, You're Done!

You've done an excellent job getting to know the Text Tool and some of its features. Change the colors of your design elements in the Object Properties docker, or, if you didn't Convert to Curves, you can alter your text in a variety of ways (applying various fills, outlines, highlights, and styles).

If you enjoyed this tutorial, want to brush up on your CorelDRAW knowledge, or are completely new to the program, check out some of these other tutorials aimed at breaking down the tools and their functions.