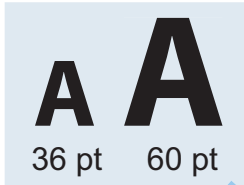


The Character Window

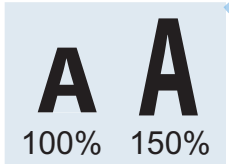
Choose **Type>Character...**
or hit **Command+T**



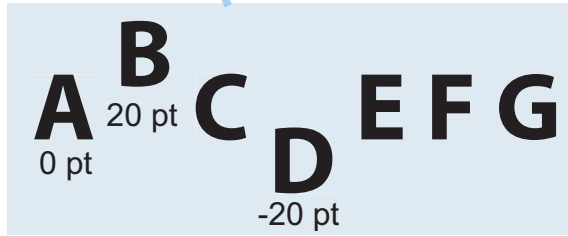
Type Size
Increase or reduce point size of type.



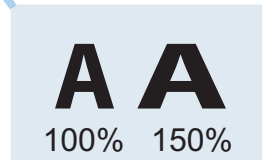
Kerning
Increase or reduce space between a character pair.



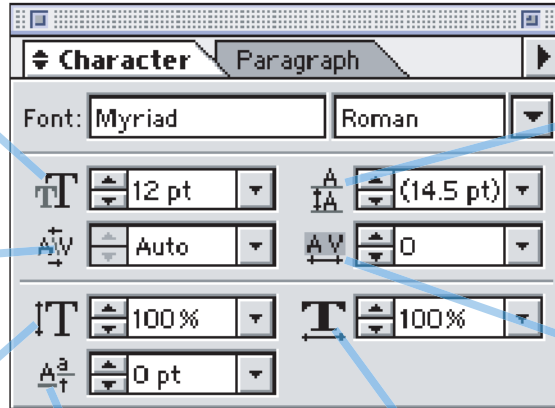
Vertical Scale
Increase or reduce character height.



Baseline Shift
Shift character above (+) or below(-) baseline.



Horizontal Scale
Increase or reduce character width.



Leading is the space from baseline to baseline.
12 pt. type — 14 pt. leading

Leading is the space from baseline to baseline.
12 pt. type — 24 pt. leading

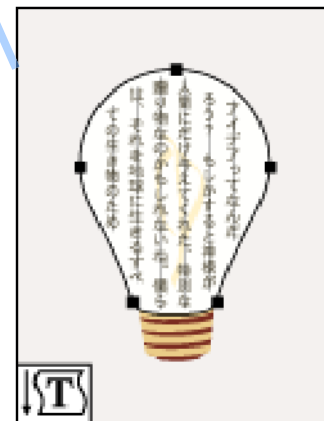
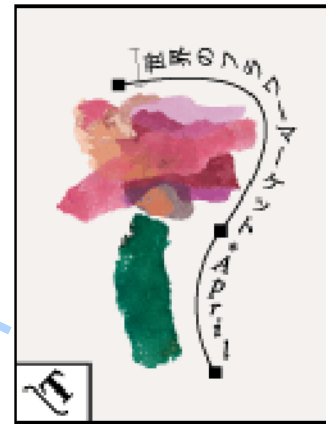
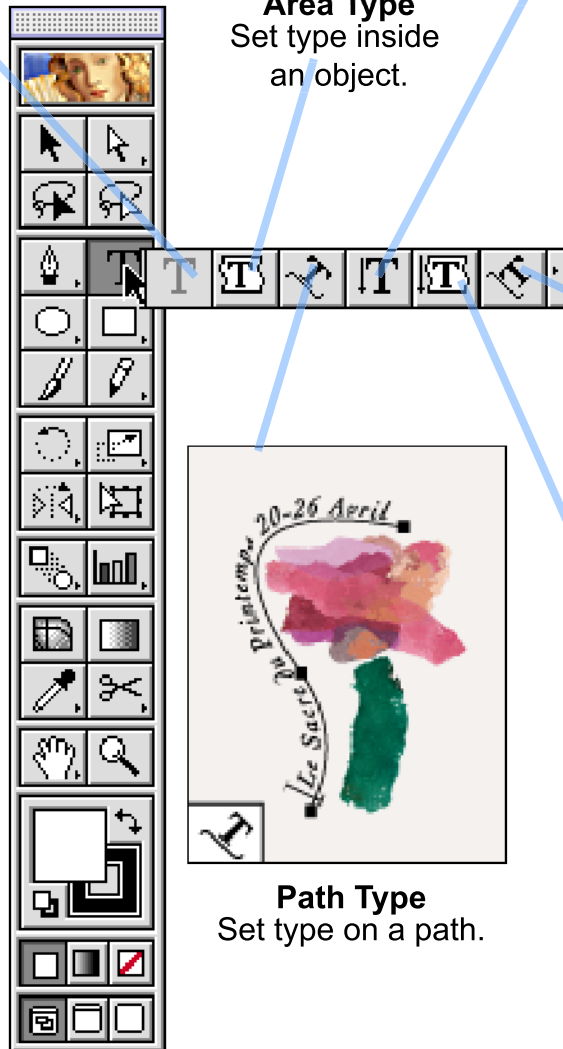
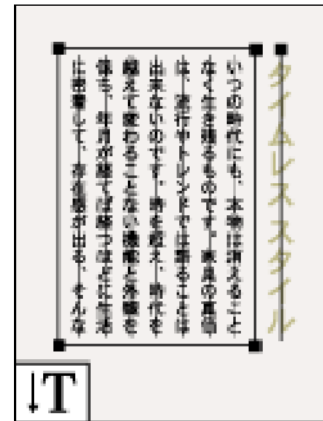
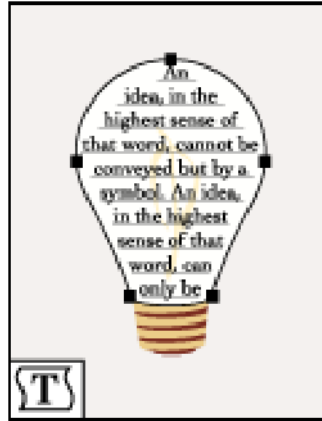
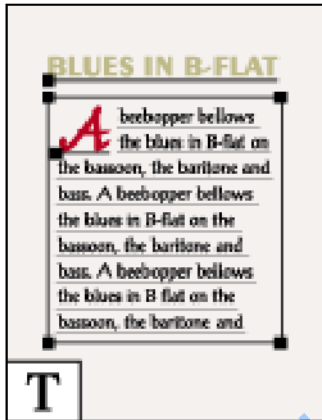
Leading
Increase or reduce space between lines.

No Tracking +100 Tracking -100 Tracking

Tracking
Increase or reduce space between selected characters.

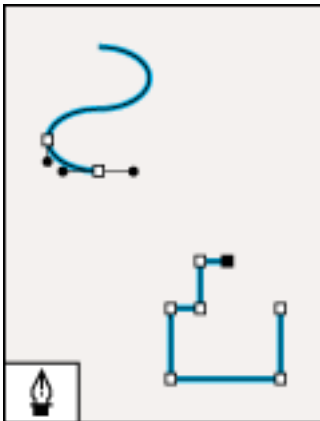
The Pop-up Type Tool

Holding down on the type tool opens a pop-up window containing the optional type tools. This window may be dragged off the tool box to another location on the screen.

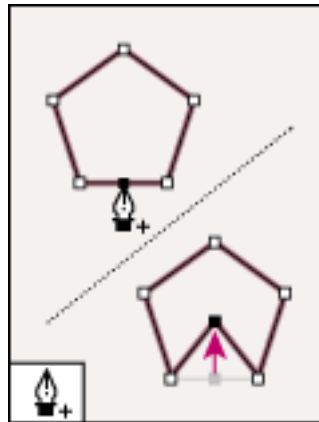


The Pen Tool

Holding down on the pen tool opens a pop-up window containing the optional pen tools. This window may be dragged off the tool box to another location on the screen.



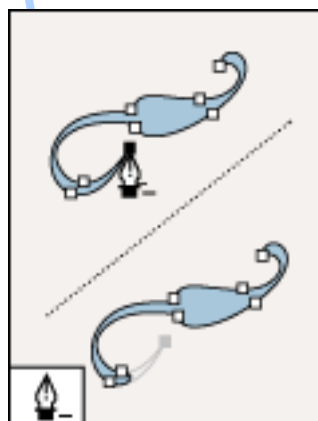
The pen tool draws straight and curved lines to create objects.



The add-anchor-point tool adds anchor points to paths.



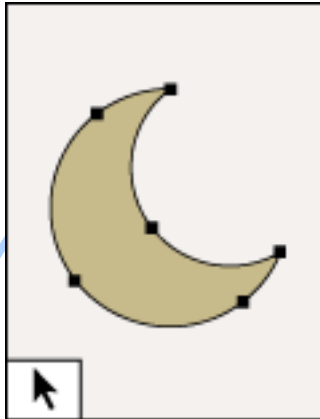
The convert-anchor-point tool changes smooth points to corner points and vice versa.



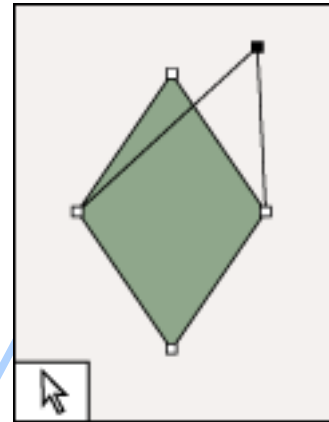
The delete-anchor-point tool deletes anchor points from paths.

The Selection Tools

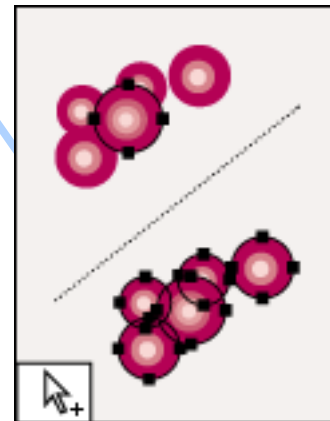
There are three selection tools which have distinctly different functions.



The selection tool
selects entire objects



The direct-selection tool
selects points or path
segments within objects.



**The group-
selection tool**
selects objects and
groups within
groups.