

Spoken Tutorial LibreOffice Draw Working with Objects

**Script and Narration by
DesiCrew Solutions Pvt.Ltd.**

Talk to a Teacher Project

<http://spoken-tutorial.org>

National Mission on Education through ICT

<http://www.sakshat.ac.in>

21 October 2011



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Learning Objectives



Learning Objectives

- **Position objects using Grids and Guide lines**



Learning Objectives

- ▶ **Position objects using Grids and Guide lines**
- ▶ **Use Snap functions**



Learning Objectives

- ▶ **Position objects using Grids and Guide lines**
- ▶ **Use Snap functions**
- ▶ **Customize lines and arrowheads**



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Learning Objectives

- ▶ **Duplicate objects**



Learning Objectives

- ▶ Duplicate objects
- ▶ Re-size objects exactly



Learning Objectives

- ▶ **Duplicate objects**
- ▶ **Re-size objects exactly**
- ▶ **Distribute objects**



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Learning Objectives

- ▶ Duplicate objects
- ▶ Re-size objects exactly
- ▶ Distribute objects
- ▶ Combine, Merge, Subtract and Intersect Objects



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System Requirements



System Requirements

- ▶ **Ubuntu Linux version 10.04**



System Requirements

- ▶ **Ubuntu Linux version 10.04**
- ▶ **LibreOffice Suite version 3.3.4**



Grids



Grids

- **Grids aid to position objects**



Grids

- ▶ **Grids aid to position objects**
- ▶ **Accurately on the Draw page**



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What are Guides?

- **Guides are helper lines**



What are Guides?

- ▶ **Guides are helper lines**
- ▶ **Extensions of the edges of the objects**



What are Guides?

- ▶ **Guides are helper lines**
- ▶ **Extensions of the edges of the objects**
- ▶ **That are displayed when it is moved**



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Snap Lines

- ▶ **Snap Lines help us position two or more objects**



Snap Lines

- ▶ **Snap Lines help us position two or more objects**
- ▶ **within an area that is defined**



Snap Lines

- ▶ **Snap Lines help us position two or more objects**
- ▶ **within an area that is defined**
- ▶ **Snap lines and Snap points are created by the user**



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Snap Lines

- ▶ **Snap Lines help us position two or more objects**
- ▶ **within an area that is defined**
- ▶ **Snap lines and Snap points are created by the user**
- ▶ **Snap lines run vertically and horizontally**



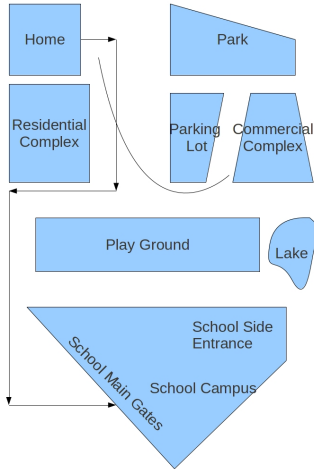
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Snap Lines

- ▶ **Snap Lines help us position two or more objects**
- ▶ **within an area that is defined**
- ▶ **Snap lines and Snap points are created by the user**
- ▶ **Snap lines run vertically and horizontally**
- ▶ **and appear as dashed lines**



Figure One



Snap Lines

- ▶ **Create as many Snap Lines as you want**



Snap function



Snap function

- ▶ **Snap to Grid - position an object exactly on grid points**



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Snap function

- ▶ **Snap to Grid** - position an object exactly on grid points
- ▶ **Snap to Snap lines** - position an object exactly on a snap line



Snap function

- ▶ **Snap to Grid** - position an object exactly on grid points
- ▶ **Snap to Snap lines** - position an object exactly on a snap line
- ▶ **Snap to Page margin** - position an object exactly on the page margin



Assignment



Assignment

- Explore all the Grid options
Tools >>Options >>LibreOffice
Draw >>Grid



Assignment

- ▶ Explore all the Grid options
Tools >>Options >>LibreOffice
Draw >>Grid
- ▶ Check what happens to objects
when you snap to



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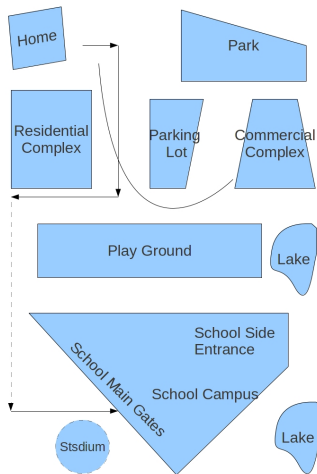
Assignment

- ▶ Explore all the Grid options
Tools >>Options >>LibreOffice
Draw >>Grid
- ▶ Check what happens to objects
when you snap to
- ▶ snap to Grid, Snap lines and Page
margins



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Figure Three



Assignment

- ▶ **Draw various shapes, using the Drawing tool bar**



Assignment

- ▶ **Draw various shapes, using the Drawing tool bar**
- ▶ **Check if you can apply Corner radius to all shapes**



Distribution

- ▶ **Select at least three objects**



Distribution

- ▶ **Select at least three objects**
- ▶ **To use the Distribution option**



Distribution

The Distribution option



Distribution

The Distribution option

- ▶ does not distribute



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Distribution

The Distribution option

- ▶ does not distribute
- ▶ the objects



Distribution

The Distribution option

- ▶ does not distribute
- ▶ the objects
- ▶ horizontally or vertically



Horizontal Distribution

The Horizontal option distributes



Horizontal Distribution

The Horizontal option distributes

- ▶ **The right and left edges**



Horizontal Distribution

The Horizontal option distributes

- ▶ **The right and left edges**
- ▶ **The horizontal centers**



Horizontal Distribution

The Horizontal option distributes

- ▶ **The right and left edges**
- ▶ **The horizontal centers**
- ▶ **The spacing of the objects**



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Vertical Distribution

The Vertical option distributes



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Vertical Distribution

The Vertical option distributes

- ▶ **The top and bottom edges**



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Vertical Distribution

The Vertical option distributes

- ▶ **The top and bottom edges**
- ▶ **The vertical centers**



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Vertical Distribution

The Vertical option distributes

- ▶ **The top and bottom edges**
- ▶ **The vertical centers**
- ▶ **The spacing of the objects**



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Grouping and combining objects?



Grouping and combining objects?

- ▶ **When we group objects, we just put together a number of objects**



Grouping and combining objects?

- ▶ **When we group objects, we just put together a number of objects**
- ▶ **When we combine objects, we create a new object**



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Summary I

- ▶ **Use Grids, Guides and Snap lines to align objects accurately**
- ▶ **Duplicate, Resize and Distribute objects**
- ▶ **Create new line styles**



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Summary II

- ▶ **Create new objects using**
 - ▶ **Combine**
 - ▶ **Merge**
 - ▶ **Subtract**
 - ▶ **Intersect**



About the Spoken Tutorial Project



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- ▶ Watch the video available at http://spoken-tutorial.org/What_is_a_Spoken_Tutorial
- ▶ It summarises the Spoken Tutorial project



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- ▶ If you do not have good bandwidth, you can download and watch it



Spoken Tutorial Workshops

The Spoken Tutorial Project Team

- ▶ Conducts workshops using spoken tutorials
- ▶ Gives certificates to those who pass an online test
- ▶ For more details, please write to contact@spoken-tutorial.org



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Acknowledgements

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- ▶ It is supported by the National Mission on Education through ICT, MHRD, Government of India
- ▶ More information on this Mission is available at

<http://spoken-tutorial.org/NMEICT-Intro>



About the contributor

- ▶ This tutorial has been contributed by **DesiCrew Solutions Pvt.Ltd.**
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