



# Corel Draw Graphics Suite 2021 Software User Guide

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**Corel Draw Graphics Suite 2021 Software**



## Keyboard shortcuts

### File

- **New** ⌘ N
- **Open** ⌘ O
- **Save** ⌘ S
- **Save As** ⇧ ⌘ S
- **Import** ⌘ I
- **Export** ⌘ E
- **Print** ⌘ P

### Edit

- **Undo** ⌘ Z
- **Redo** ⇧ ⌘ Z
- **Repeat** ⌘ R
- **Cut** ⌘ X
- **Copy** ⌘ C
- **Paste** ⌘ V
- **Delete** ⌫
- **Duplicate** ⌘ D
- **Find and Replace** } Find Objects ^ F
- **Step and Repeat** ^ D

### View

- **Full-Screen Preview** ^ ⌘ P
- **Alignment Guides** ⇧ ⌘ A

- **Dynamic Guides** ⤴ ⌘ D
- **Snap to } Document Grid** ⤴ ⌘ Y

## Object

- **Symbols } Symbol Manager** ^ ⤴ S
- **Align and Distribute**
- **Align Left** ⤴ L
- **Align Right** ⤴ R
- **Align Top** ⤴ T
- **Align Bottom** ⤴ B
- **Align Centers Horizontally** ⤴ C
- **Align Centers Vertically** ⤴ E
- **Center to Page** ⤴ P
- **Align & Distribute** ^ A
- **To Front of Page** ^ ⇧ ⌘]
- **To Back of Page** ^ ⇧ ⌘[
- **To Front of Layer** ⇧ ⌘]
- **To Back of Layer** ⇧ ⌘[
- **Forward One** ⌘]
- **Back One** ⌘[
  - **Group } Group Objects** ⌘ G
  - **Group } Ungroup Objects** ⌘ U
  - **Combine** ⌘ L
  - **Break Apart** ⌘ K
  - **Convert to Curves** ^ Q
  - **Object Properties** ^ ⤵
  - **Convert Outline to Object** ^ ⤴ Q

## Effects

- **Adjust } Brightness/Contrast/Intensity** ⌘ B
- **Adjust } Color Balance** ⤴ ⌘ B
- **Adjust } Hue/Saturation/Lightness** ⤴ ⌘ U
- **Contour** ^ ⤴ C
- **Envelope** ^ ⤴ E
- **Lens** ^ ⤴ L

## Text

- **Effects Text** ^ ⤴ T
- **Glyphs** ^ G
- **Insert Formatting Code**
- **Non-breaking Hyphen** ⌘ ⤴ –

- **Convert** ⌘ ↑ ⌘ T
- **Align to Baseline** ⌘ ↑ ⌘ B
- **Writing Tools** } **Spell Check** ⌘ ↑ ⌘ S

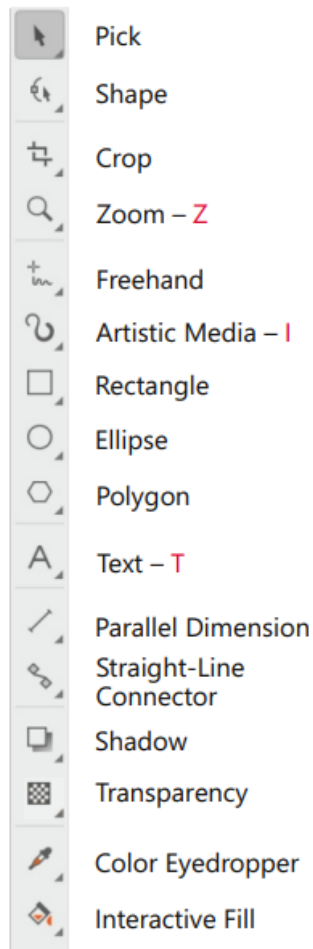
## Window

- **Close Window** ⌘ ⌘ W
- Inspectors**
- **Properties** ^ ⌘
- **Object Styles** ^ S
- **Symbols** ^ ↑ S
- **Effects** } **Contour** ^ ↑ C
- **Effects** } **Envelope** ^ ↑ E
- **Effects** } **Lens** ^ ↑ L
- **Align and Distribute** ^ A
- **Step and Repeat** ^ D
- **Text** } **Text** ^ ↑ T
- **Text** } **Glyphs** ^ G
- **Color Styles** ^ C
- **Views** ^ V

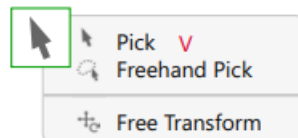
## Other

- **Nudge Arrow** keys
- **Super Nudge** ⌘ Arrow Keys
- **Micro Nudge** ⌘ Arrow Keys
- **Scroll** ⌘ Arrow Keys
- **Select Fill Color** Left click the swatch from the palette
- **Select outline Color** ^ Left click the swatch from the palette

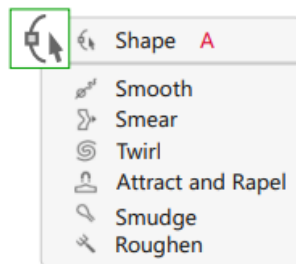
## Toolbox



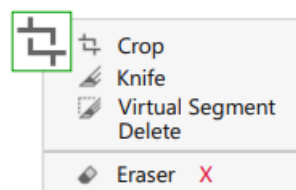
## 1. Pick



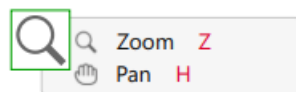
## 2. Shape Edit



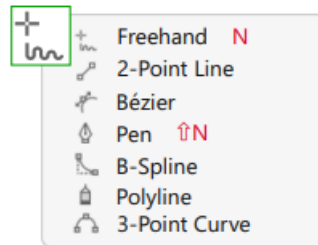
## 3. Crop



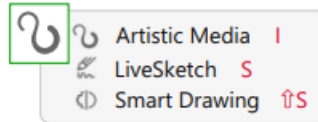
## 4. Zoom



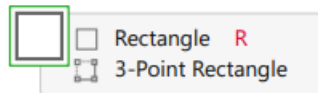
## 5. Curve



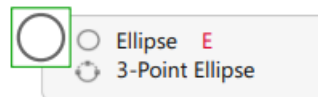
## 6. Artistic Media



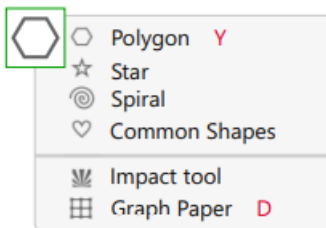
## 7. Rectangle



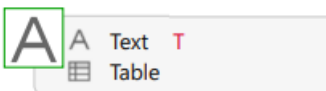
## 8. Ellipse



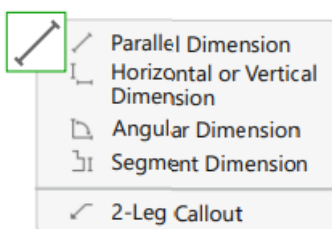
## 9. Polygon Tools



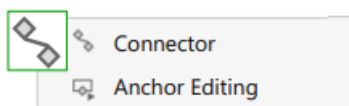
## 10. Text



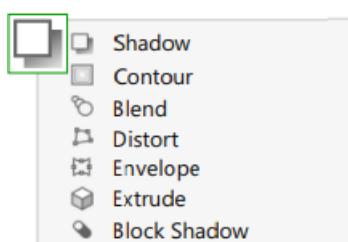
## 11. Dimension



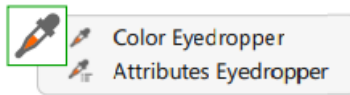
## 12. Connector



## 13. Interactive



## 14. Eyedropper



## 15. Interactive Fill



## Keyboard shortcuts

### File

- **New** ⌘ N
- **New From Clipboard** ⇧ ⌘ N
- **Open** ⌘ O
- **Close Window** ⇧ ⌘ W
- **Save** ⌘ S
- **Save As** ⇧ ⌘ S
- **Import** ⌘ I
- **Export** ⌘ E
- **Print** ⌘ P

### Edit

- **Undo** ⌘ Z
- **Redo** ⇧ ⌘ Z
- **Repeat** ⌘ R
- **Cut** ⌘ X
- **Copy** ⌘ C
- **Copy Visible** ⇧ ⌘ C
- **Paste Special } Into Mask** ⇧ ⌘ V
- **Duplicate** ⌘ D

### View

- **Full-Screen Preview** ^ ⌘ P
- **Zoom In** ⌘ +
- **Zoom Out** ⌘ -
- **Fit in Window** ⌘ 2
- **Alignment Guides** ⇧ ⌘ A
- **Snap To } Grid** ⇧ ⌘ Y
- **Snap To } Guidelines** ⇧ ⌘ G

### Adjust

- **Tone Curve** ⌘ T
- **Brightness/Contrast/Intensity** ⌘ B
- **Hue/Saturation/Lightness** ⇧ ⌘ U
- **Color Balance** ⇧ ⌘ B

## Effects

- **Repeat } Last Effect** ⌘ F

## Object

- **Create } Copy from Mask** ⌘ ⇧
- **Create } Cut from Mask** ⇧ ⌘ ⇧
- **Text } Fit Text To Path** ⇧ ⌘ F

### Arrange

- **Align and Distribute** ^ A
- **Group** ⌘ G
- **Ungroup** ⌘ U
- **Order } To Front** ⇧ ⌘ ]
- **Order } To Back** ⇧ ⌘ [
- **Order } Forward One** ⌘ ]
- **Order } Back One** ⌘ [

### Combine

- **Combine Objects Together** ⇧ ⌘ ↓
- **Combine Objects with Background** ⌘ ↓
- **Combine All Objects with Background** ⇧ ⌘ ↓
- **Feather** ⇧ ⌘ F
- **Objects** ^ O
- **Object Marquee** ⇧ ⌘ H

## Mask

- **Select Entire Image** ⌘ A
- **Invert Mask** ⇧ ⌘ I
- **Remove** ⇧ ⌘ R
- **Paint On Mask** ⌘ K
- **Mask Marquee** ^ H

## Window

- **Minimize** ⌘ M

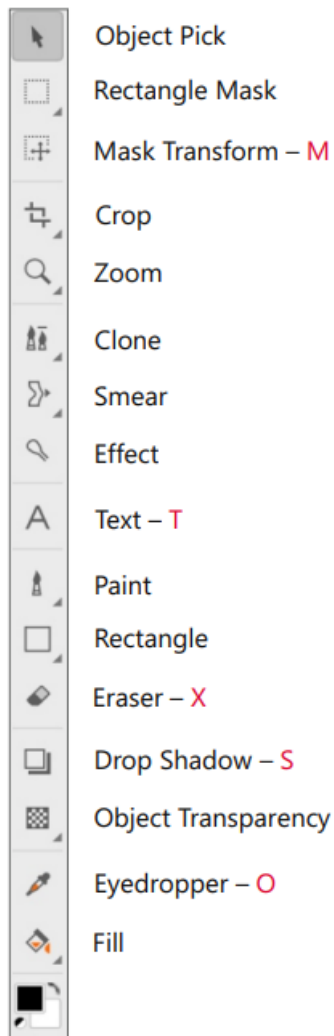
### Inspectors

- **Objects** ^ O
- **Channels** ^ C

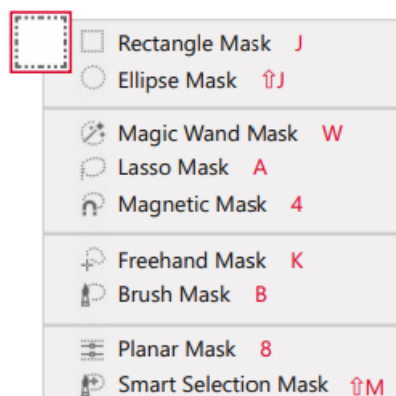


- **Information** ^ N
- **Align and Distribute** ^ A
- **Artistic Media** ^ S
- **Brush Settings** ^ B
- **Color** ^ ↑ C
- **Slices** ^ ↑ S
- **Movie** ^ ↑ A

## Toolbox



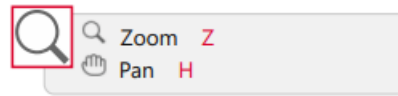
## • Mask



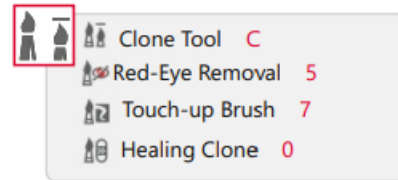
## • Crop



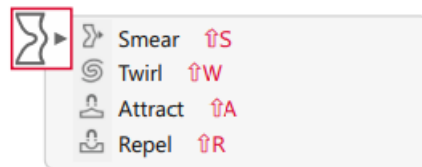
- Zoom



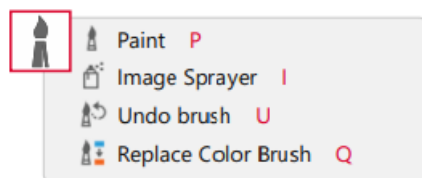
- Touch-Up



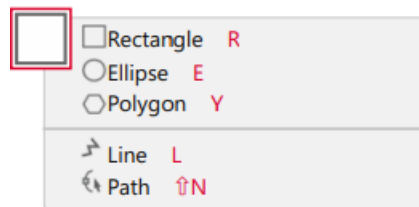
- Smear



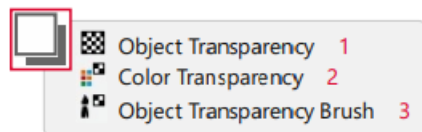
- Brush



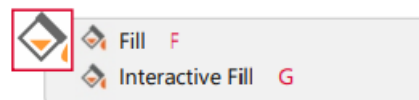
- Rectangle



- Transparency



- Fill



- Paint Tools Preset

|                                                                                     |                  |
|-------------------------------------------------------------------------------------|------------------|
|     | Art Brush        |
|    | Airbrush         |
|    | Spray Can        |
|    | Pencil           |
|    | Ballpoint Pen    |
|    | Calligraphic Pen |
|    | Felt Tip         |
|    | Marker           |
|    | Hi-liter         |
|    | Chalk            |
|    | Crayon           |
|    | Charcoal         |
|    | Pastel           |
|   | Watercolor       |
|  | Artistic         |

## Documents / Resources

|                                                                                     |                                                                                                                                                                                                                                                                          |
|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <p><a href="#">COREL Corel Draw Graphics Suite 2021 Software</a> [pdf] User Guide</p> <p>Corel Draw Graphics Suite 2021, Software, Corel Draw Graphics Suite 2021 Software, Draw Graphics Suite 2021 Software, Graphics Suite 2021 Software, 2021 Software, Software</p> |
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## References

-  [CorelDRAW Community](#)