Design and Objects

▷ Designing a Static Form

▷ Designing a Dynamic Form

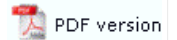**Objects**

⊞ Creating Objects

▷ Deleting Objects

⊟ Arranging Objects

  ▷ Duplicating Objects

  ▷ Grouping Objects

  ▷ Changing Objects Order

  ▷ Multiple Object Sizing

  ▷ **Multiple Object Properties**

  ▷ Using the Nudge Tool

  ▷ Using the Alignment Tools

  ▷ Examples

Page Elements

⊞ Creating Page Elements

▷ Deleting Page Elements

⊞ Arranging Page Elements
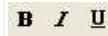
Arranging Objects

PDF version

Tool for Color

Font up one point size, Font down one point size

Bold (or not bold), Italic (or not italic), Underlined (or not underlined)

Arial | 12 | **Font and Point size**

Multiple Object Properties

Changing the properties of individual objects can be time consuming, particularly if you have a large number of objects that you need to make the same change to on your form. FTDesign allows you to change the font and color properties of multiple objects using the toolbar.

To change the properties of multiple objects simultaneously:

- Select the objects you wish to modify by holding down the **SHIFT** key and clicking each object or by drawing a marquee around them.
- Use the **Properties** toolbar to modify the properties of the selected objects:
  - If you have selected text and barcode objects you can change the **Font**, **Font Size**, **Font style** or **Color** using the tools on the **Properties** toolbar.
  - If you have selected other objects such as lines, boxes and ellipses you can change the color using the **Color** tool on the **Properties** toolbar.

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