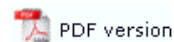**FormTrap**
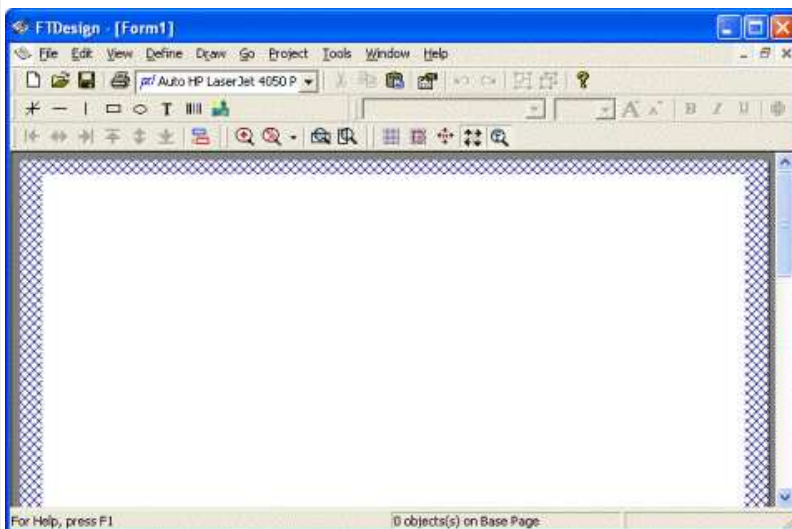
Tools and Options

- ■ **Design Window**
  - ▷ Using the Zoom Tools
  - ▷ Using the Grid Tools
- ■ Design Options

Design Window

When you launch FTDesign, you are presented with a blank workspace. The workspace is the area in which all your form design takes place. This includes placing all your graphic and text objects, variable and constant. FTDesign is a windows environment, so everything appears in your workspace exactly as it does on the final output.

The blue cross-hatched area around the edges of your workspace represents the unprintable area of the page and can be customized as part of the Base page preferences.
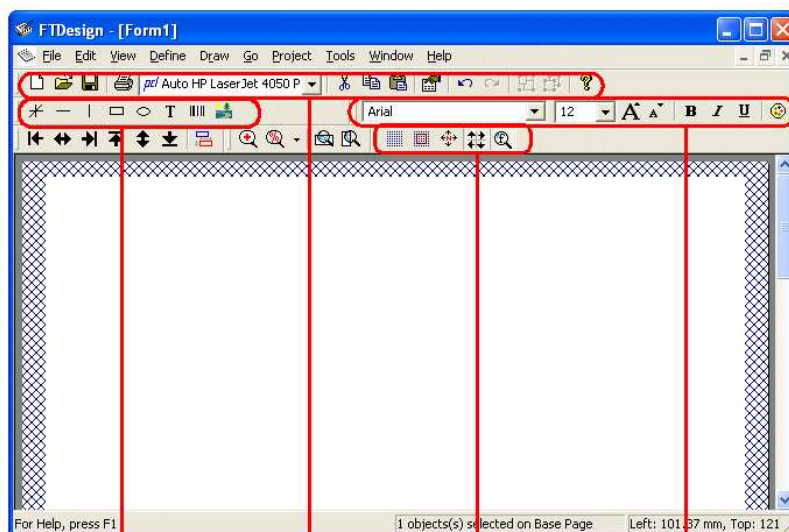
Design Window

Standard toolbar contains the options common in most Windows programs such as file saving, printing and opening.

Drawing toolbar contains the tools used to create the objects that make up the framework of your form design including text, lines, boxes, ellipses, images and barcodes.

Properties toolbar contains the tools used to modify the properties of the objects that make up the framework of your form design including text, lines, boxes, ellipses, images and barcodes.

Tools toolbar contains icons for all of the special formatting tools used to make the form design process easy, fast and accurate.

| Drawing Toolbar | Standard Toolbar | Tools Toolbar | Properties Toolbar |

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