
Illustrator CC



Presented By

LearnKey[®]

Illustrator CC

First Edition



LearnKey provides self-paced training courses and online learning solutions to education, government, business, and individuals world-wide. With dynamic video-based courseware and effective learning management systems, LearnKey provides expert instruction for popular computer software, technical certifications, and application development. LearnKey delivers content on the Web, by enterprise network, and on interactive CD-ROM. For a complete list of courses visit:

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Using this Workbook

Before starting any of the projects in this manual, please visit <http://www.learnkey.com/admin/files/illustratorcc.zip> and http://learnkey.com/admin/files/illustratorcc_project.zip and download the Illustrator CC Project Files that accompany this manual (you may need to scroll to the bottom of the page for the link).

The exercises in this manual serve as a companion to LearnKey's training and are organized by session to match the presented concepts. Within each session, exercises are arranged from easiest to most challenging. In the Introduction section of each session, you will find outlines of the training and sample lesson plans which will give you an overview of the training content and help you to structure your lessons. The following sections are included for each session of training:

Skills Assessment: The skills assessment will help you and your students to gauge their understanding of course topics prior to beginning any coursework. Each skill listed is tied directly to an exam objective. Understanding where your students feel less confident will aid you in planning and getting the most from the training.

Objective Mapping and Shoot File Links: The objective mapping provides a quick reference as to where in the training a specific certification exam objective is covered. The Files column lists the name of the Course Support files (Excel spreadsheets, Photoshop files, etc.) that are used and demonstrated during the training. The files will typically have a starting file containing all data necessary to begin the demonstrated skill, as well as a completed file which shows the final result.

Keyboard Shortcuts & Tips: The keyboard shortcuts and tips provide a reference of product-specific keyboard shortcuts and helpful hints to make working more efficient.

Short Answer and Matching: The short answer questions facilitate a recall of the basic training concepts to further aid in retention of the course topics and information in preparation for the training's Pre-Assessments, Post Tests, and MasterExam. The matching exercise provides additional learning reinforcement of terms and concepts found throughout the training in the course's glossary.

Projects: The projects in this manual are organized by session to match the concepts presented in the LearnKey training. Each project is assigned a difficulty level of either beginner, intermediate, or advanced. Some projects will be noted as "beginner-intermediate" or other range. Within each session, projects are arranged from easiest to most challenging. Each project includes a description of the task as well as steps required for successful completion. Note that the steps may not indicate each required action but will provide the expectation of what is required, leaving the action to the student. References to the concepts demonstrated in the LearnKey training that are required for successful completion of the project are also included. Each project will also indicate the files and software used to complete the tasks. Some projects may only include a file named "ProjectTitle_End." Projects only including an end file typically begin with a new file which is indicated in the first step. The "ProjectTitle_End" file is included to illustrate a possible correct result. Other projects may include a file named "ProjectTitle_Start" or other files. Projects with a "ProjectTitle_Start" file begin with that file instead of a new file. "Start" files typically contain data required for the project pre-inserted to focus the project on concepts versus data entry.



Best Practices Using LearnKey's Online Training

LearnKey offers video-based training solutions which are flexible enough to accommodate the private student, as well as educational facilities and organizations.

Our course content is presented by top experts in their respective fields and provides clear and comprehensive information. The full line of LearnKey products have been extensively reviewed to meet superior standards of quality. The content in our courses has also been endorsed by organizations, such as Certiport, CompTIA®, Cisco, and Microsoft. However, it is the testimonials given by countless satisfied customers that truly set us apart as leaders in the information training world.

LearnKey experts are highly qualified professionals who offer years of job and project experience in their subjects. Each expert has been certified in the highest level available for their field of expertise. This provides the student with the knowledge necessary to also obtain top-level certifications in the field of their choice.

Our accomplished instructors have a rich understanding of the content they present. Effective teaching encompasses not only presenting the basic principles of a subject, but understanding and appreciating organization, real-world application, and links to other related disciplines. Each instructor represents the collective wisdom of their field and within our industry.

Our Instructional Technology

Each course is independently created, based on standard objectives provided by the manufacturer for which the course was developed.

We ensure that the subject matter is up-to-date and relevant. We examine the needs of each student and create training that is both interesting and effective. LearnKey training provides auditory, visual, and kinesthetic learning materials to fit diverse learning styles. The following are three levels of implementation:

Standard Training Model

The standard training model allows students to proceed through basic training, building upon primary knowledge and concepts to more advanced application and implementation. In this method, students will use the following toolset:

Pre-assessment: The pre-assessment is used to determine the student's prior knowledge of the subject matter. It will also identify a student's strengths and weaknesses, allowing the student to focus on the specific subject matter he/she needs to improve most. Students should not necessarily expect a passing score on the pre-assessment as it is a test of prior knowledge.

Video training session: Each course of training is divided into sessions that are approximately two hours in length. Each session is divided into topics and subtopics.

Post test: The post test is used to determine the student's knowledge gained from interacting with the training. In taking the post test, students should not consult the training or any other materials. A passing score is 80 percent or higher. If the individual does not pass the post test the first time it is taken, LearnKey would recommend the incorporation of external resources, such as the workbook and additional customized instructional material.

AI

Intermediate Training Model

The intermediate training model offers students additional training materials and activities which allows for better retention, review, and interaction. This model includes not only the standard model material, but also includes the following toolset:

Study guides: Study guides are a list of questions missed which can help students recognize areas of weakness and necessary focus. They can be accessed from either the pre-assessment or post test.

Labs: Labs are interactive activities that simulate situations presented in the training. Step-by-step instructions and live demonstrations are provided.

Workbooks: Workbooks have a variety of activities, such as glossary puzzles, short answer questions, practice exams, research topics, and group and individual projects, which allow the student to study and apply concepts presented in the training.

Master Training Model

The master training model offers the student an additional opportunity to prepare for certification by further examining his/her knowledge. This model includes the materials used in the standard and intermediate models, as well as the MasterExam.

MasterExam: The MasterExam draws from a large pool of questions to provide a unique testing experience each time it is taken. LearnKey recommends a student take and pass the exam, with a score of 80 percent or higher, four times in order to prepare for certification testing. Study guides can also be accessed for the MasterExam.



Illustrator CC Introduction

LearnKey's new Illustrator CC course provides a visual and intuitive interface for users to learn about the graphic editing capabilities of Illustrator CC. Join LearnKey expert Lee Wiley as he teaches you to effectively use the new Illustrator CC software. Learn about the new features in Illustrator CC such as Live Shapes, Windows GPU acceleration, Typekit, missing fonts, workflow, and much more!

Benefits:

- Learn how to navigate and master new Adobe CC features
- View your online courseware anytime and anywhere
- Put your skills to the test with hundreds of Pre/Post test questions, labs, and MasterExams



Skills Assessment

Instructions: Rate your skills on the following tasks from 1-5 (1 being needs improvement, 5 being excellent).

Skills	1	2	3	4	5
Identify the purpose, audience, and audience needs for preparing graphics.					
Demonstrate knowledge of standard copyright rules for artwork, graphics and graphic use.					
Demonstrate knowledge of project management tasks and responsibilities.					
Communicate with others (such as peers and clients) about design plans.					
Demonstrate knowledge of design principles, elements, and graphic composition.					
Demonstrate knowledge of graphic resolution, graphic size, and graphic file format for web, video, and print.					
Demonstrate knowledge of typography.					
Demonstrate knowledge of the use of symbols and representative graphics.					
Understand key terminology of graphics.					
Identify elements of the Illustrator user interface and demonstrate knowledge of their functions.					
Use non-printing design tools in the interface.					
Demonstrate an understanding of and select the appropriate features and options required to manage color, pattern, and gradient swatches.					
Demonstrate an understanding of vector drawing concepts.					
Demonstrate knowledge of how to work with brushes, symbols, graphic styles, and patterns.					
Demonstrate knowledge of layers and masks.					
Import, export, and save files.					
Demonstrate knowledge of how to create documents.					
Demonstrate knowledge of how to use drawing and shape tools.					
Demonstrate knowledge of how to use type tools.					
Demonstrate knowledge of how to use scanned or photographic images.					
Demonstrate the ability to create realistic graphics.					
Demonstrate knowledge of how to modify and transform objects.					
Demonstrate knowledge of preparing graphics for web, print, and video.					

Illustrator CC Time Tables

Session 1	Actual Time
Design Principles	00:06:58
Digital Art Terminology	00:14:55
Document and Interface	00:10:59
Tools, Swatches, and Color Panels	00:24:46
Total Time	00:57:38

Session 1	Training Time
Design Principles	00:10:27
Digital Art Terminology	00:22:22
Document and Interface	00:16:58
Tools, Swatches, and Color Panels	00:37:09
Total Time	01:26:27

Session 2	Actual Time
Vector Drawing Tools	00:12:29
Symbols	00:22:31
Layers and Masks	00:26:15
Import and Export	00:27:28
Total Time	01:28:04

Session 2	Training Time
Vector Drawing Tools	00:18:43
Symbols	00:33:46
Layers and Masks	00:39:22
Import and Export	00:41:12
Total Time	02:13:04

Session 3	Actual Time
Shapes and Symbols	00:18:53
Charts and Graphs	00:15:57
Text	00:13:48
3D Tools	00:23:52
Total Time	01:12:30

Session 3	Training Time
Shapes and Symbols	00:28:19
Charts and Graphs	00:23:55
Text	00:20:42
3D Tools	00:35:48
Total Time	01:48:45

Illustrator CC



Session 1

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Session 1 Fill-in-the-Blanks

Instructions: While watching Session 1, fill in the missing words according to the information presented by the instructor. [References are found in the brackets.]

Design Principles

1. A line can be straight, rectilinear, or curved. Lines define _____. [Lines, Shapes, Form, Texture, Color]
2. Texture is a term that refers to the _____ surface or tactile surface of an object. [Lines, Shapes, Form, Texture, Color]
3. A _____ is often a visually-uncomfortable distance. [Emphasis, Contrast, and Balance]
4. If there is one _____ point, then the composition is drawn in one-point perspective. [Perspective]
5. Visual hierarchy is the _____ in which our eyes perceive things. [Visual Hierarchy]

Digital Art Terminology

6. The two most common color modes are RGB and _____. [Color Modes]
7. Gamut relates to color depth or _____ depth. [Gamut, Color Depth, Blending Modes]
8. Resolution refers to how many pixels are contained within an image and really only applies to _____ images. [Resolution, Path, Stroke, Fill, Gradient]
9. PNG is a great format because it can be absolutely _____. [Raster File Formats]
10. SVG is a newer file format. It combines _____ image information with code. [Vector File Formats, Video File Formats]
11. Navigation apps use _____ to represent words and numbers. [Representative Graphics]
12. Kerning refers to the _____ that is between the characters in a font. [Typography, Kerning, Tracking, Leading]
13. When starting a project, it is important to think about what the _____ of the project is and who the audience is. [Brainstorm and Critique]
14. When working on a client project, it is important to establish a _____. [Project Management]
15. From a _____ point of view, intellectual property is a complicated term. [Copyright Considerations]

Document and Interface

16. In Adobe Illustrator CC, you can open a new document by clicking New in the _____ menu or pressing Cmd+N. [New Document]
17. Panels can be _____ and expanded in Adobe Illustrator CC. [Tools, Menus, Panels, Workspace Switcher]
18. In Illustrator CC, preferences can be accessed from the _____ menu. [Layers, Swatches, Preferences]
19. In Preferences under _____ Interface, you can adjust the brightness of the interface. [Interface Brightness, New Artboard]

Tools, Swatches, and Color Panels

20. The Tools panel contains Selection, Drawing, Type, Symbol, _____, and Graph tools. [Tools Panel]
21. The various draw modes in Illustrator CC can be found on the _____ panel. [Draw Normal, Draw Behind, Draw Inside]
22. Along with right-clicking to hide and show rulers, you can go to the _____ menu to show and hide them as well. [Rulers, Guides]
23. In the View menu, you can activate one-point, _____-point, and three-point perspective grids. [Grid, Perspective Grid]
24. Bleed gives you area for an _____ to run off of the page so that when you are printing, that color runs right up to the edge. [Document Bleed]
25. Color modes can be altered after document creation from the File menu under _____ Color Mode. [Colors]
26. Swatches can be viewed in _____ and thumbnail view modes. [Swatches and Colors]
27. _____ and Patterns can be created from scratch or from premade templates in Illustrator CC. [Pattern Swatches]
28. Gradient swatches can be altered from the _____ panel. [Gradient Swatches]
29. There are two types of gradients, Linear and _____. [Gradient Tool]
30. Swatch libraries can be made _____, which means Illustrator CC will always keep that library open. [Swatch Libraries]

Design Principles

Description:

There are many design principles associated with the Adobe Illustrator CC program. When it comes to applying these principles, it is important to have at least a basic knowledge of principles such as perspective, alignment, and visual hierarchy.

In this worksheet, you will determine whether statements are true or false using your knowledge of design principles learned in Session 1 of the Illustrator CC course.

Steps for Completion:

1. Use the worksheet on the next page and answer the questions as directed.

Reference:

LearnKey's Illustrator CC Training, Session 1:

Design Principles: Lines, Shapes, Form, Texture and Color Theory, Emphasis, Contrast, Proximity, Alignment, Balance, Repetition, White Space, Perspective, Visual Hierarchy

Project File: N/A

Difficulty: Beginner ●

Required Materials: Illustrator CC



Objectives:

2.0 Identifying design elements used when preparing graphics

2.1 Demonstrate knowledge of design principles, elements, and graphic composition.

2.1a Demonstrate knowledge of basic design principles and elements.

2.1b Demonstrate knowledge of perspective theory.

2.1c Demonstrate knowledge of techniques to create visual hierarchy.

Design Principles Worksheet

Instructions: After watching Session 1, answer the questions below as either TRUE or FALSE according to the information presented by the instructor.

1. _____ Lines define shape.
2. _____ A shape can be a circle, square, rectangle, or triangle, and by definition is two-dimensional.
3. _____ Form and shape in art design are the exact same principle.
4. _____ When using tint, white is added to color.
5. _____ Contrast defines the spatial relationship between the objects in a composition.
6. _____ Alignment refers to the visual weight that is being shown in a piece of work.
7. _____ White space often refers to Gestalt which means a “unified whole.”
8. _____ Vanishing points are used to give a composition a sense of depth and are directly related to perspective.
9. _____ Emphasis is a design principle that refers to the order in which a viewer’s eyes perceive things.

Digital Art Terminology

Description:

There is a lot of terminology that you will become familiar with as you dive into Illustrator CC. These terms become increasingly important the more time you spend in Illustrator CC.

In this worksheet, you will demonstrate your knowledge of some of these terms.

Steps for Completion:

1. View the worksheet on the next page and answer the questions about digital art terminology.

Reference:

LearnKey's Illustrator CC Training, Session 1:

Digital Art Terminology: Color Modes; Gamut, Color Depth, Blending Modes; Resolution, Path, Stroke, Fill, Gradient; Raster File Formats; Vector File Formats, Video File Formats; Typography, Kerning, Tracking, Leading

Project File: N/A

Difficulty: Beginner ●

Required Materials: Illustrator CC



Objectives:

- 2.0 Identifying design elements used when preparing graphics
 - 2.2 Demonstrate knowledge of graphic resolution, graphic size, and graphic file format for web, video, and print.
 - 2.2a Demonstrate knowledge of appropriate color and format settings for web, print, and video.
 - 2.2b Identify appropriate graphic formats for web, video, print, PowerPoint, and Word.
 - 2.3 Demonstrate knowledge of typography.
 - 2.3a Demonstrate knowledge of how background graphics can affect text.
 - 2.3b Demonstrate knowledge of how font classification, size, type, and color can affect graphic design.
 - 2.3c Demonstrate an understanding of how fonts can be manipulated for a variety of situations.
 - 2.5 Understand key terminology of graphics.
 - 2.5a Demonstrate knowledge of key terminology of digital graphics and images.

Digital Art Terminology Worksheet

Instructions: After watching Session 1, match each term with its correct definition according to the information presented by the instructor.

- | | | |
|--------------------------|---------------|-------------|
| A. Color Depth/Bit Depth | F. Leading | K. Stroke |
| B. Gamut | G. Path | L. SVG |
| C. Gradient | H. PNG | M. Tracking |
| D. JPG | I. Raster | N. Vector |
| E. Kerning | J. Resolution | |

- _____ Commonly referred to as color, this term denotes a specific set of colors or a color range.
- _____ A term related to gamut, this term defines the number of bits that are used to create each color.
- _____ The amount of detail that an image holds.
- _____ Very versatile lines with points that can be edited, making the line rigid or curved.
- _____ The outline of a shape.
- _____ These are used to gradually transition from one color to another.
- _____ A type of image that uses pixels to create an image.
- _____ Probably the most common image file format for images on the web. It can be compressed in many ways while maintaining a good quality.
- _____ An image file format that can be completely lossless. This means that it will not compress or alter your image from its original appearance.
- _____ A type of image that uses mathematics to create imagery.
- _____ A newer image file format, it combines both vector image information with what is essentially code.
- _____ This term refers to the space that is between each character in a font.
- _____ This term is about the consistent adjustment of spacing between every letter or character in a block of text.
- _____ This term refers to the distance between each line of text.

The Illustrator CC Workspace

Description:

Your workspace in Illustrator CC is the backbone of any project. It is important to know where to find important elements like the Tools panel and the Workspace Switcher.

In this project, you will identify elements of the Adobe Illustrator CC workspace.

Steps for Completion:

1. Use the worksheet on the next page and answer the questions as directed.

Reference:

LearnKey's Illustrator CC Training, Session 1:

Document and Interface: Tools, Menus, Panels, Workspace Switcher

Project File: N/A

Difficulty: Beginner ●

Required Materials: Illustrator CC



Objectives:

3.0 Understanding Adobe Illustrator

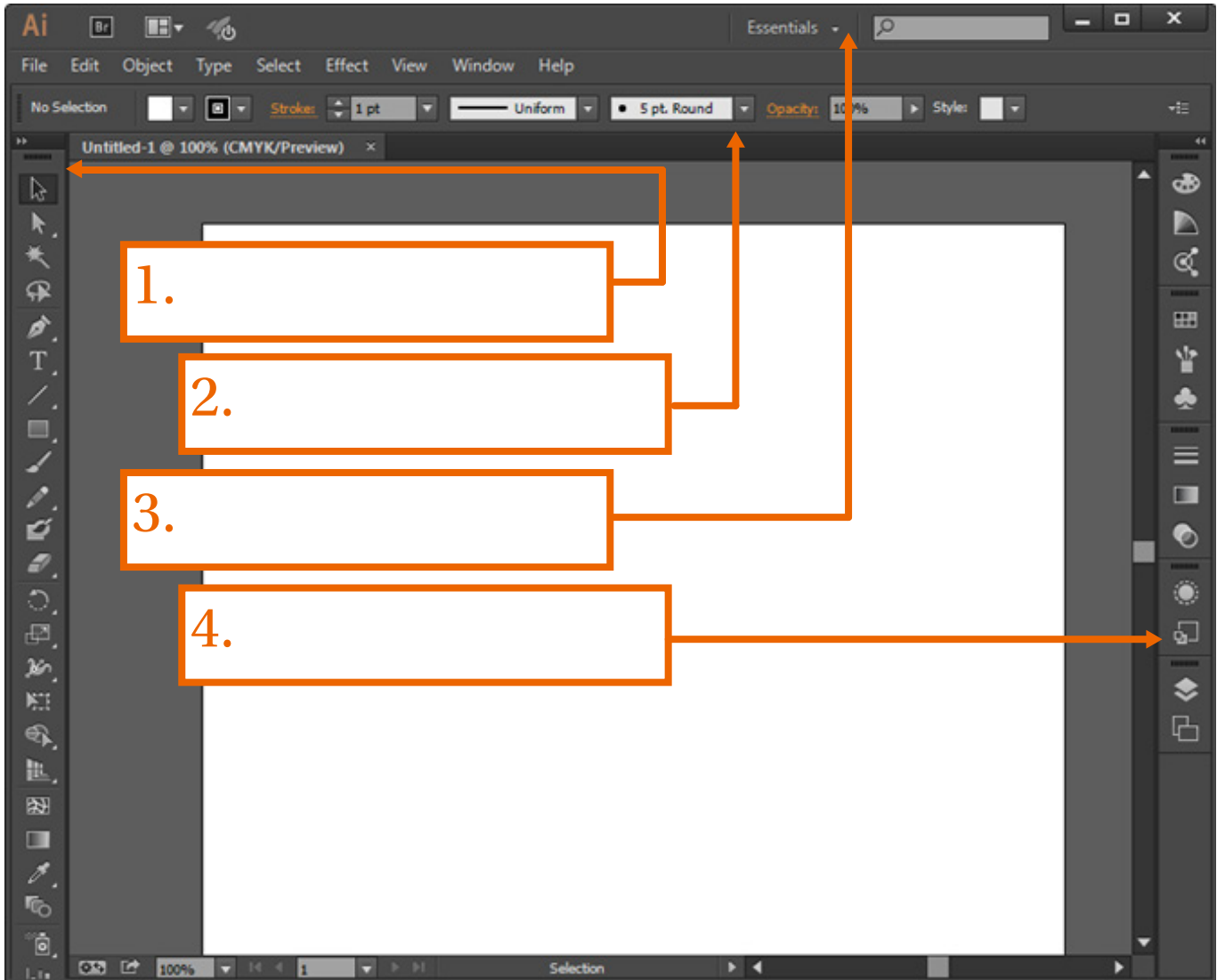
3.1 Identify elements of the Illustrator user interface and demonstrate knowledge of their functions.

3.1a Identify and label elements of the Illustrator interface.

3.1b Demonstrate knowledge of how to organize and customize the workspace.

The Illustrator CC Workspace Worksheet

Instructions: Using the screen shot below, identify the Tools panel, the Control panel, the panel dock, and the Workspace Switcher button.



- A. Control panel
- B. Panel dock
- C. Tools panel
- D. Workspace Switcher

Artboards

Description:

Each new document created in Illustrator CC allows you to select a profile which tailors the document to the type of artwork you will be creating. Whether your artwork is destined for the web, video, print, or elsewhere, you will be able to make the most appropriate choices for that artwork. In addition, utilizing artboards inside of Illustrator CC allows you to create multiple renditions of your artwork as well as multiple different types of artwork in the same document.

Steps for Completion:

1. View the worksheet on the next page and answer the questions as directed.

Reference:

LearnKey's Illustrator CC Training, Session 1:

Document and Interface: New Document; Tools, Menus, Panels, Workspace Switcher; Layers, Swatches, Preferences; Interface Brightness, New Artboard

Project File: N/A

Difficulty: Beginner ●

Required Materials: Illustrator CC



Objectives:

3.0 Understanding Adobe Illustrator

3.1 Identify elements of the Illustrator user interface and demonstrate knowledge of their functions.

3.1f Demonstrate knowledge of navigating graphics, artboards, and using pan and zoom.

3.2 Use non-printing design tools in the interface.

3.2d Demonstrate knowledge of how to add, delete, arrange, view and edit artboards.

4.0 Create graphics using Adobe Illustrator

4.1 Demonstrate knowledge of how to create documents.

4.1a Demonstrate knowledge of how to create a new document and select the appropriate New Document Profile for print, web, and video.

4.1b Demonstrate knowledge of how to adjust the Document Profile settings.

5.0 Archive, export, and publish graphics using Adobe Illustrator

5.1 Demonstrate knowledge of preparing graphics for web, print and video.

5.1b Demonstrate knowledge of the elements of graphics that need to be set up, checked, or confirmed prior to print publishing.

Artboards Worksheet

Instructions: After watching Session 1, answer the questions below as either TRUE or FALSE according to the information presented by the instructor.

1. _____ Graphics created within Illustrator CC are always vector graphics.
2. _____ The Profile option in the New Document dialog box allows you to set up a document for a specific end product, such as Print or Web.
3. _____ The presets in the New Document dialog box cannot be changed once the document is created.
4. _____ Creating a new document in Illustrator CC automatically creates an artboard.
5. _____ An artboard is another name for a page.
6. _____ You can create multiple artboards inside an Illustrator CC document.
7. _____ Artboards can be renamed within the Artboards panel by double-clicking on the name.
8. _____ The Rectangle tool allows you to modify the current artboard.
9. _____ To duplicate an artboard, hold down the Option/Alt key while dragging the mouse from the original artboard.
10. _____ The lightning bolt icon will delete the selected artboard in the Artboards panel.
11. _____ Rearranging artboards in the Artboards panel does not necessarily rearrange them in the document.
12. _____ Dragging an artboard to a new position will automatically rearrange the artboard layers in the Artboards panel.
13. _____ You can modify the organization of your artboards from the Rearrange Artboards option located on the Artboards panel drop-down menu.

Viewing Artwork for Efficiency

Description:

Being able to navigate and view your work in various ways will speed up the time it takes for you to get your task accomplished. When you understand how to view your artwork in different ways and how to save different views, you can take advantage of the power of Illustrator CC to save artwork the way you want.

Follow the directions in this project to get used to the available zoom and view techniques.

Steps for Completion:

1. Open the project file entitled `Ruffmouse_views_start.ai`.
2. Use the following methods to practice zooming in and out primarily with the Zoom tool:
 - a. Click to zoom in incrementally. `Alt/Option+click` to zoom out incrementally.
 - b. Click and drag around a specific area to zoom in on.
 - c. Use the Hand tool while zoomed in to click and drag around, looking at other areas of the document.
 - d. Use the keyboard shortcuts `Ctrl/Cmd+Plus Sign` to zoom in and `Ctrl/Cmd+Minus Sign` to zoom out.
 - e. Press `Ctrl/Cmd+0` to fit the document to the window.
3. Open the Navigator panel and use its available features:
 - a. Use the slider bar in the Navigator panel to zoom in and out of the document.
 - b. Move the red square around in the Navigator panel to view parts of the document.
4. Create a second window for your document and zoom into the eyes in one of the windows. This allows you to zoom in and out by switching windows if needed to work more efficiently. Close the second window.
5. Zoom into the eyes again and create a new view named Glasses. Then zoom into the upper-left corner, create a new view, and name it Gold Character. Switch between the two views using the View menu. This is another way to switch between magnifications more efficiently.
6. View the artwork as outlines. Use the keyboard shortcut `Ctrl/Cmd+Y` to switch between Outline view and Preview.
7. View the document in a pixel-based preview to see what it might look like rasterized on the web.

Reference:

LearnKey's Illustrator CC Training, Session 1:

Document and Interface: New Document; Tools, Menus, Panels, Workspace Switcher; Layers, Swatches, Preferences; Interface Brightness, New Artboard

Project File: `Ruffmouse_views_start.ai`

Difficulty: Beginner ●

Required Materials: Illustrator CC



Objectives:

3.0 Understanding Adobe Illustrator

- 3.1 Identify elements of the Illustrator user interface and demonstrate knowledge of their functions.
 - 3.1c Demonstrate knowledge of the functions of tools on the Tools panel.
 - 3.1d Demonstrate knowledge of the functions of various panels.
 - 3.1f Demonstrate knowledge of navigating graphics, artboards, and using pan and zoom.

Perspective

Description:

Illustrator CC has powerful capabilities for drawing artwork in perspective as well as moving existing artwork onto a perspective grid. You can customize the perspective grid to match the idea and concept you have in mind. Whenever you need to show artwork in 1, 2, or 3-point perspective, Illustrator CC can get the job done.

In this project, you will try your hand at creating a perspective grid and positioning shapes therein.

Steps for Completion:

1. Open a new document in Illustrator CC.
2. Select the Perspective Grid tool and adjust the grid as you see fit.
3. Draw a star on the grid and give it a fill color.
4. Use the Perspective Selection tool to move the star around the grid. Use the grid widget to move the star to a different plane on the grid.

Reference:

LearnKey's Illustrator CC Training, Session 1:
Tools, Swatches, and Color Panels: Grid, Perspective
Grid

Project File: N/A

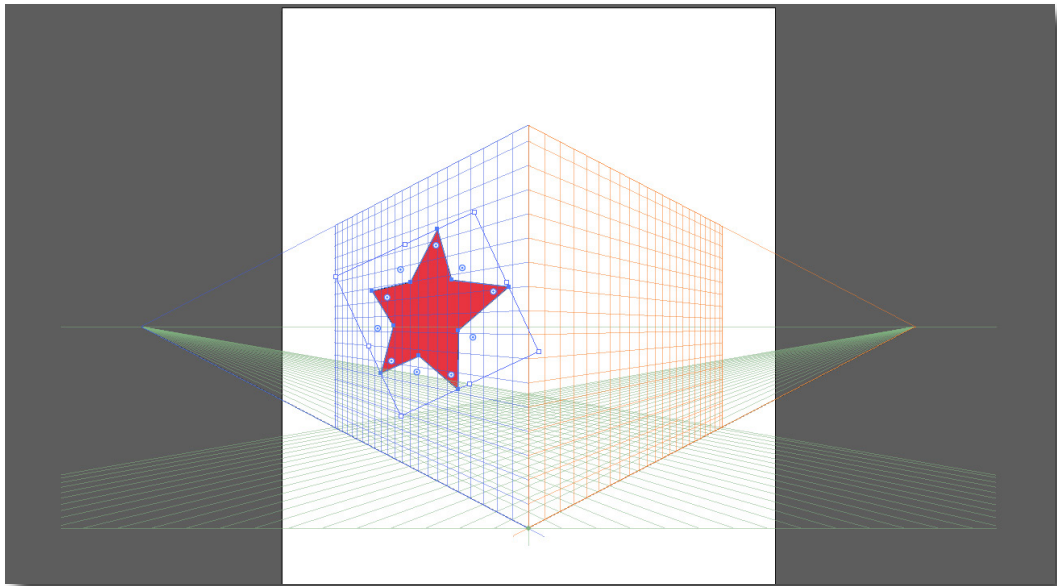
Difficulty: Intermediate ●

Required Materials: Illustrator CC



Objectives:

- 2.0 Identifying design elements used when preparing graphics
 - 2.1 Demonstrate knowledge of design principles, elements, and graphic composition.
 - 2.1a Demonstrate knowledge of basic design principles and elements.
 - 2.1b Demonstrate knowledge of perspective theory.
 - 2.5 Understand key terminology of graphics.
 - 2.5a Demonstrate knowledge of key terminology of digital graphics and images.
- 3.0 Understanding Adobe Illustrator
 - 3.1 Identify elements of the Illustrator user interface and demonstrate knowledge of their functions.
 - 3.1c Demonstrate knowledge of the functions of tools on the Tools panel.



Working with Swatches

Description:

Adding color to your artwork creates visual interest. There are many ways to do this and advantages and disadvantages to each. One is by creating and adding swatches. By creating swatches from the colors that you use in your artwork, you can easily reuse those colors throughout your project and even share them with other users and applications.

Practice working with swatches in Illustrator CC.

Steps for Completion:

1. Open the project file entitled Swatches_start.ai.
2. Select one of the objects in the upper corners and create swatches from its colors.
3. Make one of the swatches global and the other one non-global.
4. Add the rest of the colors from the artwork to the Swatches panel all at once.
5. Add the PANTONE+ Solid Coated color 300 C to your Swatches panel.
6. Import the swatches from the project file entitled Symbol_start.ai, and add some of its swatches to your swatch library.
7. Save your swatch library as an Adobe Swatch Exchange file.
8. Complete the worksheet on the next page.

Reference:

LearnKey's Illustrator CC Training, Session 1:

Tools, Swatches, and Color Panels: Tools Panel; Draw Normal, Draw Behind, Draw Inside; Rulers, Guides; Grid, Perspective Grid; Document Bleed; Colors; Swatches and Colors; Pattern Swatches; Gradient Swatches; Gradient Tool; Swatch Libraries

Project File: Swatches_start.ai; Symbols_start.ai

Difficulty: Intermediate ●

Required Materials: Illustrator CC



Objectives:

3.0 Understanding Adobe Illustrator

- 3.1 Identify elements of the Illustrator user interface and demonstrate knowledge of their functions.
 - 3.1d Demonstrate knowledge of the functions of various panels.
- 3.3 Demonstrate an understanding of and select the appropriate features and options required to manage color, pattern, and gradient swatches.
 - 3.3b Demonstrate an understanding of swatches and knowledge of how to create, duplicate, merge, and delete swatches.
 - 3.3c Demonstrate knowledge of how to manage swatch libraries.

Working with Swatches Worksheet

Instructions: After watching Session 1, match each term with its definition according to the information presented by the instructor. Each term may be used more than once.

Part I. Match each term to its definition.

A. Global swatch

B. Spot color

C. Non-global swatch

1. _____ Any changes made using this type of swatch will only be made to that selected object.
2. _____ Indicated by a small white triangle with a black dot in its center.
3. _____ Any changes made using this type of swatch will automatically be reflected in any artwork using that swatch color. Indicated by a small white triangle in lower left corner.

Part II. Match each term to its image.

A. Global swatch

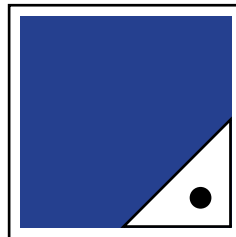
B. Spot color

C. Non-global swatch

1. _____



2. _____



3. _____



Working with Gradients

Description:

Another way to add color to your artwork is by creating gradients. Gradients allow you to create transitions between two or more colors and customize them.

In this project, you will learn how to create and modify gradients and save them as a swatch.

Steps for Completion:

1. Open the project file entitled Swatches_start.ai.
2. Select one of the objects in the upper corners and create a gradient swatch using a radial gradient with any colors other than black and white.
3. Save the gradient as a swatch.
4. Modify the gradient in the object with the Gradient Annotator.
5. Apply the gradient to the stroke of the object.

Reference:

LearnKey's Illustrator CC Training, Session 1:

Tools, Swatches, and Color Panels: Tools Panel; Draw Normal, Draw Behind, Draw Inside; Rulers, Guides; Grid, Perspective Grid; Document Bleed; Colors; Swatches and Colors; Pattern Swatches; Gradient Swatches; Gradient Tool; Swatch Libraries

Project File: Swatches_start.ai

Difficulty: Intermediate ●

Required Materials: Illustrator CC



Objectives:

3.0 Understanding Adobe Illustrator

3.3 Demonstrate an understanding of and select the appropriate features and options required to manage color, pattern, and gradient swatches.

3.3a Demonstrate an understanding of fill and stroke attributes.

3.3b Demonstrate an understanding of swatches and knowledge of how to create, duplicate, merge, and delete swatches.

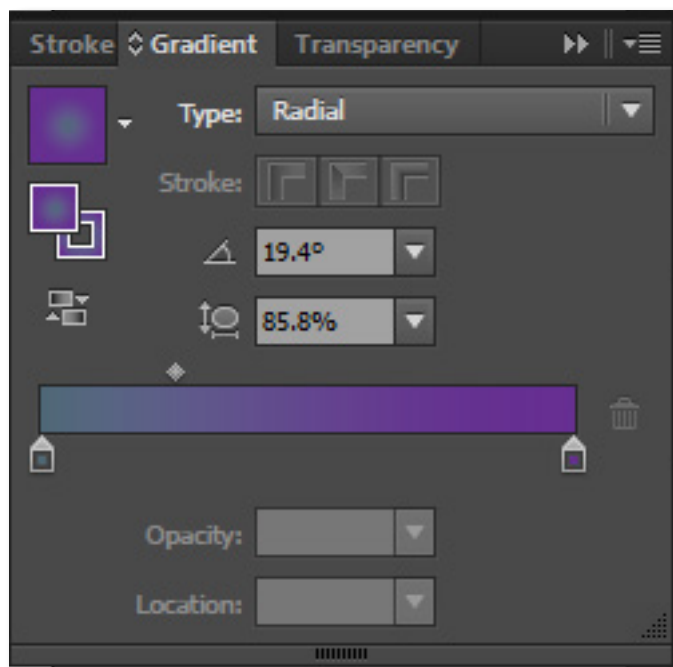
3.3c Demonstrate knowledge of how to manage swatch libraries.

3.3d Demonstrate knowledge of how to create and customize a gradient.

4.0 Create graphics using Adobe Illustrator

4.2 Demonstrate knowledge of how to use drawing and shape tools.

4.2c Demonstrate knowledge of how to add stroke and fill color to an object.



Color Groups

Description:

Creating a design project may be a daunting task at times. The creator of the project needs to consider meticulous details that affect the overall appearance of the project. Illustrator CC was designed to assist you in creating these projects by allowing you to more easily produce details that are consistent and aesthetic. Understanding the Color Picker, Color Guide panel, Swatches panel, and other assets in Illustrator CC is important if you wish to use it at its full potential.

Steps for Completion:

1. Open the project file entitled Illustrator2.1_startfile.ai.
2. Use the Fill tool to color one of the shapes with a color of your choice.
3. Use the Color Guide panel to select a harmony rule.
4. Save the newly created color group to the Swatches panel.
5. Use the new color group to fill in the colors of all the shapes.
6. Convert one of the shapes to grayscale.

Reference:

LearnKey's Illustrator CC Training, Session 1:

Tools, Swatches, and Color Panels: Tools Panel; Draw Normal, Draw Behind, Draw Inside; Rulers, Guides; Grid, Perspective Grid; Document Bleed; Colors; Swatches and Colors; Pattern Swatches; Gradient Swatches; Gradient Tool; Swatch Libraries

Project File: Illustrator2.1_startfile.ai

Difficulty: Beginner ●

Required Materials: Illustrator CC



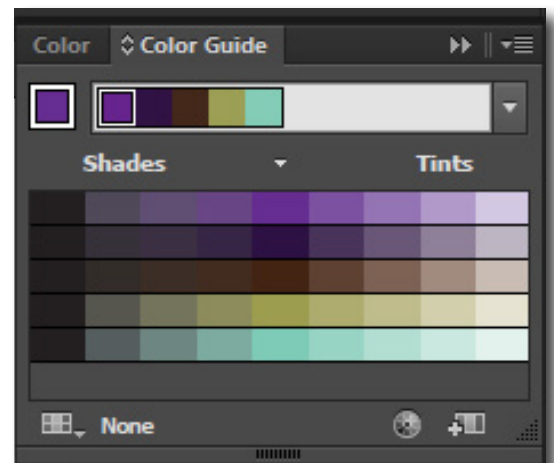
Objectives:

3.0 Understanding Adobe Illustrator

- 3.1 Identify elements of the Illustrator user interface and demonstrate knowledge of their functions.
 - 3.1a Identify and label elements of the Illustrator interface.
 - 3.1c Demonstrate knowledge of the functions of tools on the Tools panel.
- 3.3 Demonstrate an understanding of and select the appropriate features and options required to manage color, pattern, and gradient swatches.
 - 3.3b Demonstrate an understanding of swatches and knowledge of how to create, duplicate, merge, and delete swatches.
 - 3.3d Demonstrate knowledge of how to create and customize a gradient.

4.0 Create graphics using Adobe Illustrator

- 4.2 Demonstrate knowledge of how to use drawing and shape tools.
 - 4.2c Demonstrate knowledge of how to add stroke and fill color to an object.



Illustrator CC



Session 2

Presented By

LearnKey[®]

Session 2 Fill-in-the-Blanks

Instructions: While watching Session 2, fill in the missing words according to the information presented by the instructor. [References are found in the brackets.]

Vector Drawing Tools

1. Holding the _____ key while resizing an object will cause it to resize proportionally. [Pen Tool, Anchor Point Tool]
2. The Smooth tool is found in the subset of the _____ tool. [Smooth Tool]
3. Using the _____ tool, you can directly edit one point on a path. [Brush Tool]
4. The Expand Appearance feature will transform a _____ into a _____. [Expand Appearance]
5. You can adjust the size, _____, scatter, and rotation of a brush. [Create New Brush]

Symbols

6. The easiest way to create a symbol with Illustrator is to press _____. [Create Symbols]
7. 9-slice scaling is especially useful with _____ because the corners remain rounded and proportionate. [9-Slice Scaling]
8. As you move a shape, a(n) _____ guide can help with alignment. [Duplicate and Modify Symbol]
9. You can create a new graphic style by first _____ and then modifying a graphic style. [Graphic Styles]
10. A merged graphic style does not get rid of the _____ styles. [Merge and Modify Graphic Styles]
11. You can _____ your own library by dragging graphic styles to the Graphic Styles panel. [Graphic Styles Library]
12. You have the ability to save a swatch library as a(n) _____ file to be used in other Adobe programs such as Photoshop. [Swatches Library]
13. The Size Tile to Art option will allow you to _____ the objects in your pattern. [Create Pattern, Modify Pattern]

Layers and Masks

14. You may want to _____ a layer so you do not mess it up while editing another layer. [Reorder Layers, Lock Layers, Arrange]
15. You can _____ one layer into another to nest it. [Copy Layer, Nest Layer]
16. The _____ layer will become the mask layer. [Create Clipping Mask]
17. An _____ mask allows you to adjust the amount of transparency within your mask by using black and white. [Make Release Clipping Mask]
18. Where the _____ is in an opacity mask, it becomes transparent. [Edit Opacity Mask]
19. If you _____ an object, it will take you into Isolation Mode. [Isolation Mode]
20. Kuler automatically starts picking _____ based on an uploaded image. [Upload to Kuler Panel, Save Kuler Theme]

21. _____ appearance means there are multiple fills and strokes applied to an object. [Appearance Panel]

Import and Export

22. A file remains a _____ file until you click Embed. [Embed File]

23. Verify your _____ mode before you print a document. [Prepare Documents to Export]

24. The _____ output mode allows you to print an image in its respective four colors: cyan, magenta, yellow, and black. [Print]

25. Crop marks can be deleted in the _____ panel. [Save for Web]

26. Slicing allows you to _____ sliced images along with HTML that will place the images. [Slice Tool]

27. The CSS Properties panel will display the _____ code for a sliced object. [CSS Panel]

28. It is always a good idea to _____ your layers. [Export Document for Video]

29. Make sure the title does not extend past the first green bars so it does not touch the edges when displayed on a _____. [Title Safe, Document Size]

30. It is easy to import a _____ from Illustrator into Flash. [Document for another Adobe Application]

Learning the Pen Tool

Description:

The Pen tool is another quite powerful tool used to draw with inside of Illustrator CC. While also used for free form drawing, the Pen tool is more precise than the Pencil tool and is used for creating very specific paths within your document.

This project will show you some tips and tricks to working with the Pen tool.

Steps for Completion:

1. Open a new Illustrator CC document.
2. Use the Pen tool to create a straight-edged shape.
3. Deselect the path and create a new curved path. Use the Alt/Option key to modify individual directional handles.
4. Modify both paths by adding and subtracting, and repositioning anchor points.
5. Convert smooth points to corner points and vice versa.
6. Draw a perfect circle using the Ellipse tool and then modify its anchor points using the Pen tool.

Reference:

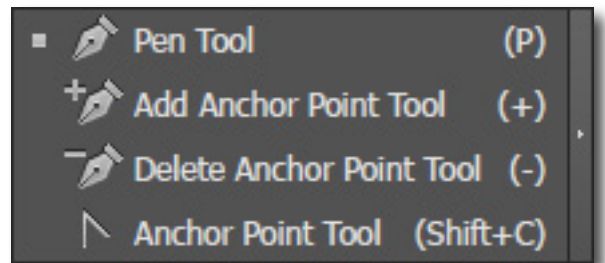
LearnKey's Illustrator CC Training, Session 2:

Vector Drawing Tools: Pen Tool, Anchor Point Tool; Smooth Tool; Brush Tool; Anchor Point Tools, Pencil, Blob Brush; Expand Appearance; Create New Brush; Brush Library, Delete Brush

Project File: N/A

Difficulty: Beginner ●

Required Materials: Illustrator CC



Objectives:

3.0 Understanding Adobe Illustrator

- 3.1 Identify elements of the Illustrator user interface and demonstrate knowledge of their functions.
 - 3.1c Demonstrate knowledge of the functions of tools on the Tools panel.
- 3.4 Demonstrate an understanding of vector drawing concepts.
 - 3.4a Demonstrate knowledge of the various tools used to draw vectors.
 - 3.4b Demonstrate knowledge of bezier curves.

4.0 Create graphics using Adobe Illustrator

- 4.2 Demonstrate knowledge of how to use drawing and shape tools.
 - 4.2a Demonstrate knowledge of how to draw using pen, pencil, paintbrush, and blob brush tools.
- 4.6 Demonstrate knowledge of how to modify and transform objects.
 - 4.6b Demonstrate knowledge of how to add, delete, and convert anchor points to modify existing vector objects.

The Pencil Tool

Description:

One tool used to draw free form shapes in Illustrator CC is the Pencil tool. The job of the Pencil tool is to allow you to draw free form shapes by simply clicking and dragging in the path of the desired shape you would like to create. Wherever you drag the mouse, it will create a path that follows along.

This project will help you further understand the Pencil tool and its features.

Steps for Completion:

1. Open a new Illustrator CC document.
2. Use the Pencil tool to draw a free form line.
3. Extend the line by dragging a bit before where you left off.
4. Use the same method to make a curve in the line smaller or larger.
5. Continue drawing to wrap the line around and connect it with the starting point. Press the Alt/Option key to connect the anchor points.
6. Use the Smooth tool to smooth out your path.
7. Use the Path Eraser tool to delete anchor points.

Reference:

LearnKey's Illustrator CC Training, Session 2:

Vector Drawing Tools: Pen Tool, Anchor Point Tool; Smooth Tool; Brush Tool; Anchor Point Tools, Pencil, Blob Brush; Expand Appearance; Create New Brush; Brush Library, Delete Brush

Project File: N/A

Difficulty: Beginner ●

Required Materials: Illustrator CC



Objectives:

3.0 Understanding Adobe Illustrator

3.4 Demonstrate an understanding of vector drawing concepts.

3.4a Demonstrate knowledge of the various tools used to draw vectors.

4.0 Create graphics using Adobe Illustrator

4.2 Demonstrate knowledge of how to use drawing and shape tools.

4.2a Demonstrate knowledge of how to draw using pen, pencil, paintbrush, and blob brush tools.

4.6 Demonstrate knowledge of how to modify and transform objects.

4.6b Demonstrate knowledge of how to add, delete, and convert anchor points to modify existing vector objects.

Paint

Description:

While improving the aesthetics of a design, seemingly small matters may surprisingly impact the overall project. Utilizing Paint and Fill properties, and understanding how to convert strokes to compound paths will be important while attending to the details in the design.

This project will provide more understanding of the Blob Brush and of strokes in general.

Steps for Completion:

1. Open the project file entitled Illustrator2.2_startfile.ai.
2. Use the Fill tool to apply a color to the star shape.
3. Swap the stroke and fill colors so the path of the star is colored rather than the inside of the star.
4. Increase the weight of the newly applied stroke to an appropriate size using the Stroke panel.
5. Convert the stroke from a property of the path to a filled object by creating an outline of the stroke.
6. Use the Blob Brush to make a circular shape that overlaps the star shape. Apply a color of your choice to the Blob Brush that is not the same color as the star.
7. Set the new shape created by the Blob Brush behind the star shape.
8. Adjust the size of the Blob Brush to a smaller size.
9. Fill the circle shape with a color of your choice, then use the Draw Inside drawing mode and the Blob Brush to add a different color to the edges of the circle.
10. Use the Width tool to widen one section of the path of the circle.
11. Add a new fill to the circle shape using the Appearance panel, and apply a unique color to the newly applied fill.
12. With the newly applied fill selected, apply a Scribble effect to the fill and adjust the effect in the Scribble Options panel.

Reference:

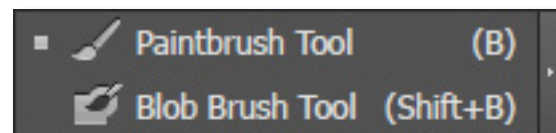
LearnKey's Illustrator CC Training, Session 2:

Vector Drawing Tools: Pen Tool, Anchor Point Tool; Smooth Tool; Brush Tool; Anchor Point Tools, Pencil, Blob Brush; Expand Appearance; Create New Brush; Brush Library, Delete Brush

Project File: Illustrator2.2_startfile.ai

Difficulty: Beginner ●

Required Materials: Illustrator CC



Objectives:

3.0 Understanding Adobe Illustrator

- 3.1 Identify elements of the Illustrator user interface and demonstrate knowledge of their functions.
 - 3.1e Demonstrate knowledge of how to utilize the three draw modes for different situations.
- 3.3 Demonstrate and understanding of and select the appropriate features and options required to manage color, pattern and gradient swatches.
 - 3.3a Demonstrate an understanding of fill and stroke attributes.
- 3.4 Demonstrate an understanding of vector drawing concepts.
 - 3.4a Demonstrate knowledge of the various tools used to draw vectors.
- 3.5 Demonstrate knowledge of types of how to work with brushes, symbols, graphic styles, and patterns.
 - 3.5a Demonstrate knowledge of types of and how to work with brushes.

4.0 Create graphics using Adobe Illustrator

- 4.2 Demonstrate knowledge of how to use drawing and shape tools.
 - 4.2a Demonstrate knowledge of how to draw using pen, pencil, paintbrush, and blob brush tools.
 - 4.2c Demonstrate knowledge of how to add stroke and fill color to an object.
- 4.6 Demonstrate knowledge of how to modify and transform objects.
 - 4.6c Demonstrate knowledge of how to use the distortion tools.
 - 4.6f Demonstrate knowledge of how to create a Live Paint group and use Live Paint on groups.

Brushes

Description:

An important part of utilizing Illustrator CC is applying the correct brush. Illustrator CC offers a variety of options regarding the proper use of specific brushes. To more fully enhance a project, you can customize a brush which enables you to create a wide variety of art. Understanding how to customize and use brushes will be beneficial while ensuring originality in a project.

Steps for Completion:

1. Open the project file entitled Illustrator2.3_startfile.ai.
2. Convert an artwork into a scatter brush by selecting the artwork on the board, and then dragging the artwork into the Brushes panel.
3. Using the newly created scatter brush, make a path across the board.
4. Decrease the size of the brush stroke to 80% using the Scatter Brush Options dialog box.
5. Convert artwork to an Art Brush. The same artwork used to create the scatter brush should be used to create the Art Brush.
6. Create a stroke on the board using the newly created Art Brush.

Reference:

LearnKey's Illustrator CC Training, Session 2:

Vector Drawing Tools: Pen Tool, Anchor Point Tool; Smooth Tool; Brush Tool; Anchor Point Tools, Pencil, Blob Brush; Expand Appearance; Create New Brush; Brush Library, Delete Brush

Project File: Illustrator2.3_startfile.ai

Difficulty: Beginner ●

Required Materials: Illustrator CC



Objectives:

3.0 Understanding Adobe Illustrator

3.3 Demonstrate an understanding of and select the appropriate features and options required to manage color, pattern, and gradient swatches.

3.3a Demonstrate an understanding of fill and stroke attributes.

3.4 Demonstrate an understanding of vector drawing concepts.

3.4a Demonstrate knowledge of the various tools used to draw vectors.

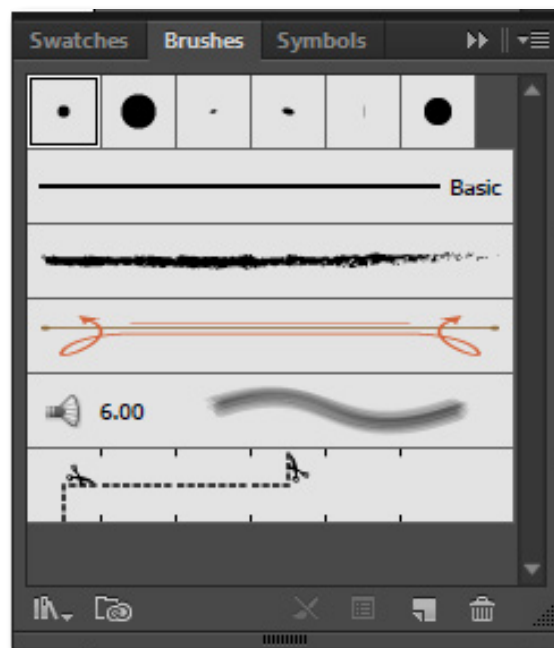
3.5 Demonstrate knowledge of how to work with brushes, symbols, graphic styles, and patterns.

3.5a Demonstrate knowledge of types of and how to work with brushes.

4.0 Create graphics using Adobe Illustrator

4.2 Demonstrate knowledge of how to use drawing and shape tools.

4.2a Demonstrate knowledge of how to draw using pen, pencil, paintbrush and blob brush tools.



Symbols

Description:

Symbols are a great way to repurpose artwork in multiple areas inside Illustrator CC, but they are also a great way to prepare artwork for use in other Adobe applications, such as Flash. Symbols provide a way for you to reuse common artwork elements in an efficient manner. Symbol instances always reference the symbol itself, making it easy to update those instances later on. Symbols are easy to create and fun to use when you take advantage of the Symbolism tools.

In this project, you will see how easy it is to create symbols, modify them, and use the Symbolism tools to spray them and modify them on your artboard.

Steps for Completion:

1. Open the project file entitled Symbol_start.ai.
2. Use the Symbols panel to convert the artwork to a symbol. Give it a name, App Symbol, and accept all other defaults.
3. Go into symbol editing mode and change the color of the symbol to green. Create another instance of the symbol and change its color to purple. Place both symbols on the artboard next to each other.
4. Create a third instance of the symbol and name it App Symbol 9 Slice. In symbol editing mode, position the guides so that the hand will get rescaled but the border will not. Exit symbol editing mode and scale the symbol 200%. Scale the original symbol 200%.
5. Add a butterfly symbol from the Nature symbols library to your Symbol panel.
6. Using the Symbol Sprayer tool, click and hold with the mouse to spray butterflies onto your artboard. Use the other Symbolism tool to manipulate the symbol group.

Reference:

LearnKey's Illustrator CC Training, Session 2:

Symbols: Create Symbols; 9-Slice Scaling; Symbols Panel, Delete Symbol; Duplicate and Modify Symbol; Symbols Library; Graphic Styles; Merge and Modify Graphic Styles; Graphic Style Library; Swatches Library; Create Pattern, Modify Pattern

Project File: Symbol_start.ai

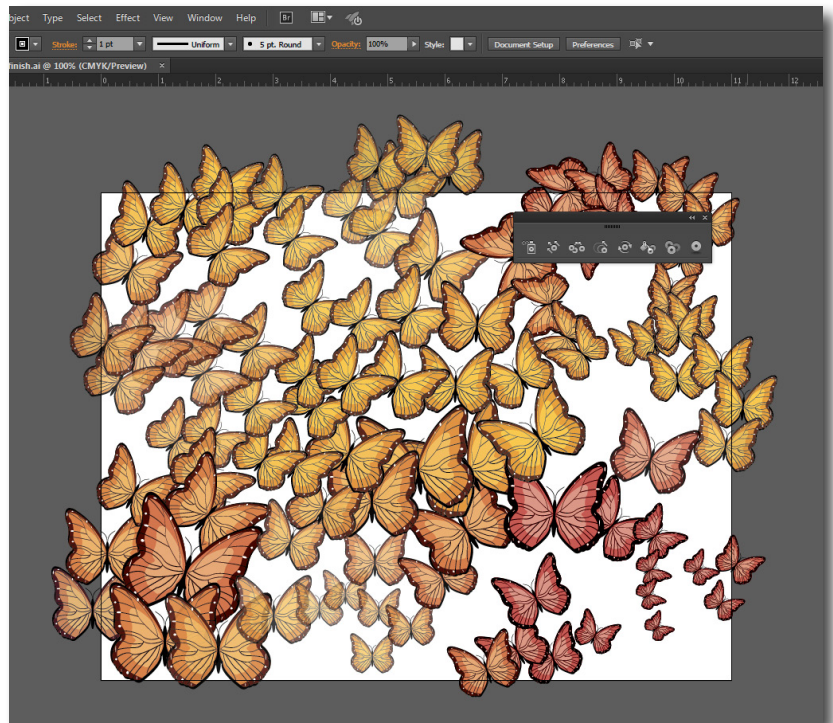
Difficulty: Intermediate ●

Required Materials: Illustrator CC



Objectives:

- 2.0 Identifying design elements used when preparing graphics
 - 2.4 Demonstrate knowledge of the use of symbols and representative graphics.
 - 2.4a Demonstrate an ability to understand the purpose and use of representative graphics in place of text.
- 3.0 Understanding Adobe Illustrator
 - 3.5 Demonstrate knowledge of how to work with brushes, symbols, graphic styles, and patterns.
 - 3.5b Demonstrate knowledge of how to work with symbols.
- 4.0 Create graphics using Adobe Illustrator
 - 4.2 Demonstrate knowledge of how to use drawing and shape tools.
 - 4.2f Demonstrate knowledge of how to use the symbol sprayer.



Graphic Styles

Description:

Graphic styles are some of the most powerful, reusable elements in Illustrator CC. You can apply attributes to an object and save them as graphic styles so they can be reused quickly. There are pre-built graphic styles libraries, but you may also create your own graphic styles. Fortunately, Illustrator CC (and other versions post-Illustrator 9) is capable of complex appearance, or more than just one fill and one stroke.

Take some time to practice browsing, creating, and merging your own graphic styles.

Steps for Completion:

1. In a new Illustrator CC document, create a shape and apply a graphic style.
2. Browse the Graphic Styles libraries and add a few styles to your Graphics Styles panel.
3. Duplicate one of the graphic styles and modify it using the Appearance panel.
4. Continue from Step 2 to create at least three new graphic styles.
5. Create a new shape and apply a graphic style while maintaining the shape's original attributes.
6. Select two graphic styles to merge. Apply the new graphic style to a shape and then modify its attributes in the Appearance panel.

Reference:

LearnKey's Illustrator CC Training, Session 2:

Symbols: Graphic Styles; Merge and Modify Graphic Styles; Graphic Styles Library

Project File: N/A

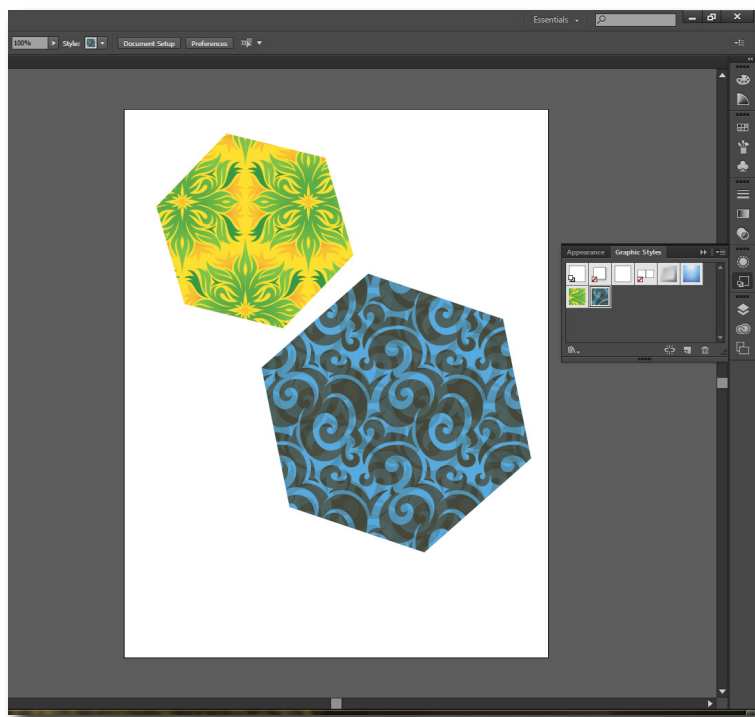
Difficulty: Beginner ●

Required Materials: Illustrator CC



Objectives:

- 3.0 Understanding Adobe Illustrator
 - 3.5 Demonstrate knowledge of how to work with brushes, symbols, graphic styles, and patterns.
 - 3.5c Demonstrate knowledge of how to work with graphic styles.
- 4.0 Create graphics using Adobe Illustrator
 - 4.2 Demonstrate knowledge of how to use drawing and shape tools.
 - 4.2b Demonstrate knowledge of how to draw using the shape tools.



Layers and More

Description:

Layers are a powerful tool which can give you a lot of control when working in Illustrator CC. They provide another way to select items as well as to stay organized. Modify the stacking order of objects in the Layers panel by dragging layers to reposition them. Group objects onto different layers or sublayers and work with the visibility and lock features to isolate objects. Then, when the Layers panel gets a bit confusing, you can go into isolation mode in order to edit individual objects within subgroups of larger groups.

Let yourself become familiar with layers in this project.

Steps for Completion:

1. Open the project file entitled Tree.ai.
2. Open the Layers panel and rename each layer with a leaf on it "Leaf 1" through "Leaf 9."
3. Divide the leaves onto one layer and the tree onto another. Name the layers "Leaf" and "Tree," respectively.
4. Modify the layer stacking order so the tree is above the leaves.
5. Lock the "Tree" layer and move the leaves around slightly.
6. Create a new layer.
7. Delete the new layer.
8. Duplicate the "Leaf" layer.
9. Merge the "Leaf" layer with its duplicate layer.
10. Unlock the "Tree" layer and nest it inside the "Leaf" layer.
11. Now unnest the layers.
12. Group two of the leaf objects together. Group three other leaf objects together. Group the remaining four leaf objects together.
13. Select all three groups now and group them together.
14. Expand the grouped sublayers in the Layers panel.
15. Select each sublayer individually via the target icon and change the fill color to red.
16. Use the Group Selection tool and select one of the groups and give them a new fill color.
17. Deselect the objects and go into isolation mode. Double-click on another group to go further into isolation mode. Change the fill of each object to a color other than green.
18. To go back a level, click the levels or bread crumbs at the top of the document. Press the Esc key to exit isolation mode.

Reference:

LearnKey's Illustrator CC Training, Session 2:

Layers and Masks; Layers Panel, Group Layers; Reorder Layers, Lock Layers, Arrange; Create New Sublayer, Layer, Merge Layers; Copy Layer, Nest Layer; Blending Mode; Create Clipping Mask; Draw Inside; Make Release Clipping Mask; Edit Opacity Mask; Isolation Mode; Kuler Panel; Upload to Kuler Panel, Save Kuler Theme; Appearance Panel

Project File: Tree.ai

Difficulty: Intermediate ●

Required Materials: Illustrator CC



Objectives:

3.0 Understanding Adobe Illustrator

3.6 Demonstrate knowledge of layers and masks.

3.6a Demonstrate understanding of the function of objects, layers, and sublayers.

3.6b Demonstrate knowledge of how to work with layers.

3.6f Demonstrate an understanding of isolation mode.

Transparency

Description:

While creating images, you may need to adjust the transparency and blend modes of certain objects in the image. Illustrator CC provides several options to assist you in blending objects effectively and adjusting the transparency of objects. Understanding the options provided will improve your ability to create projects in a quick, yet effective manner.

This project was designed to help you improve your skills with respect to transparency modes, blend modes, and opacity masks.

Steps for Completion:

1. Open the project file entitled Illustrator2.4_startfile.ai.
2. Select the circle furthest to the right and then change the opacity to 50%.
3. Select the circle furthest to the left and change the tint to 50%.
4. Move the circle to the right so that it overlaps the green circle. Ensure the selected circle does not completely cover the green circle.
5. Move the circle to the left so that it also overlaps the green circle. Ensure the selected circle does not completely cover the green circle.
6. Change the blending mode of the objects on the board to Lighten.
7. Move the blue circle so it overlaps one of the red circles. Ensure the blue circle does not completely cover the green circle.
8. Place a rectangle on top of the green circle.
9. Select the Invert Mask check box in the Transparency panel.
10. Enlarge the size of the mask by dragging the handles.

Reference:

LearnKey's Illustrator CC Training, Session 2:

Layers and Masks: Layers Panel, Group Layers; Reorder Layers, Lock Layers, Arrange; Create New Sublayer, Layer, Merge Layers; Copy Layer, Nest Layer; Blending Mode; Create Clipping Mask; Draw Inside; Make Release Clipping Mask; Edit Opacity Mask; Isolation Mode; Kuler Panel; Upload to Kuler Panel, Save Kuler Theme; Appearance Panel

Project File: Illustrator2.4_startfile.ai

Difficulty: Beginner ●

Required Materials: Illustrator CC



Objectives:

3.0 Understanding Adobe Illustrator

3.3 Demonstrate an understanding of and select the appropriate features and options required to manage color pattern, and gradient swatches.

3.3a Demonstrate an understanding of fill and stroke attributes.

3.3d Demonstrate knowledge of how to create and customize a gradient.

3.6 Demonstrate knowledge of masks.

3.6c Demonstrate knowledge of masks.

3.6d Demonstrate knowledge of how to identify and use a clipping mask.

3.6e Demonstrate an understanding of opacity and opacity masks.

4.0 Create graphics using Adobe Illustrator

4.5 Demonstrate the ability to create realistic graphics.

4.5b Demonstrate knowledge of how to create realistic depth and irregular gradients.

Utilizing a Clipping Mask

Description:

A clipping mask allows you to use a piece of artwork to mask another piece of artwork or portion of the artwork. In other words, one object masks the other pieces below it when the mask is created.

This project will allow to create your own clipping mask.

Steps for Completion:

1. Open the project file entitled Clipping.ai file.
2. Locate the sublayer that houses just the tree and duplicate the layer. Move the duplicated layer out of the group so that it is its own layer and is located at the bottom of the Layers panel. Lock this layer and turn off visibility.
3. Select all the objects on the stage and make a clipping mask.
4. Turn the visibility of the duplicate tree layer back on.

Reference:

LearnKey's Illustrator CC Training, Session 2:

Layers and Masks: Layers Panel, Group Layers; Reorder Layers, Lock Layers, Arrange; Create New Sublayer, Layer, Merge Layers; Copy Layer, Nest Layer; Blending Mode; Create Clipping Mask; Draw Inside; Make Release Clipping Mask; Edit Opacity Mask; Isolation Mode; Kuler Panel; Upload to Kuler Panel, Save Kuler Theme; Appearance Panel

Project File: Clipping.ai

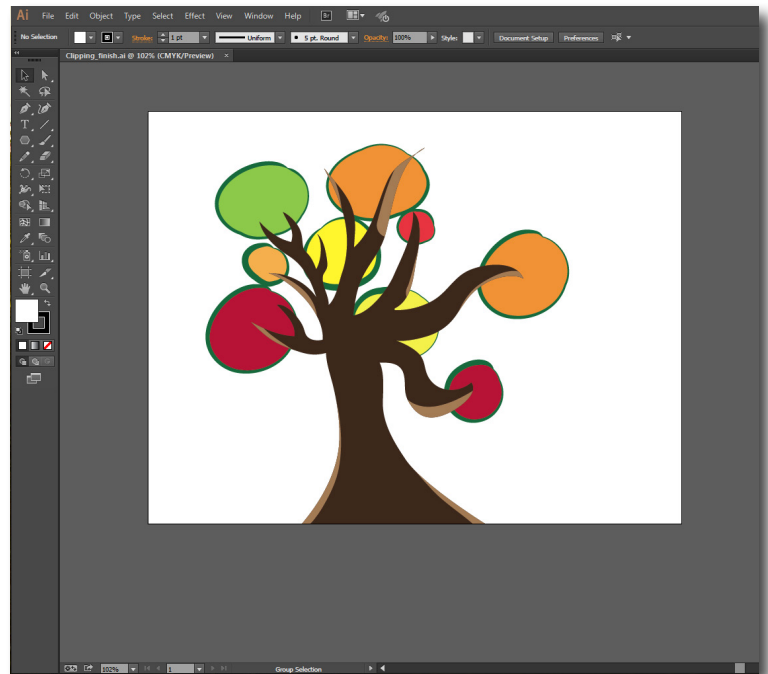
Difficulty: Intermediate ●

Required Materials: Illustrator CC



Objectives:

- 3.0 Understanding Adobe Illustrator
 - 3.6 Demonstrate knowledge of layers and masks.
 - 3.6a Demonstrate understanding of the function of objects, layers, and sublayers.
 - 3.6b Demonstrate knowledge of how to work with layers.
 - 3.6d Demonstrate knowledge of how to identify and use a clipping mask.
 - 3.6e Demonstrate an understanding of opacity and opacity masks.
- 4.0 Create graphics using Adobe Illustrator
 - 4.2 Demonstrate knowledge of how to use drawing and shape tools.
 - 4.2a Demonstrate knowledge of how to draw using pen, pencil, paintbrush, and blob brush tools.



Graphic Optimization

Description:

Once an Illustrator CC project is finished, you might need to prepare the document for the web, print, or video. Changing the size and changing the resolution of a document will be an important action to take before printing, publishing, or sharing a document.

This project will allow you to develop necessary skills for changing the size of a document and changing the resolution of a document.

Steps for Completion:

1. Open the project file entitled Illustrator3.3_startfile.ai.
2. Change the document size to a width of 11 inches and a height of 8.5 inches.
3. Prepare the document for web output by changing the resolution to 72 PPI in the Document Raster Effects Settings dialog box.
4. Change the color mode to RGB.

Reference:

LearnKey's Illustrator CC Training, Session 2:

Import and Export: Import Files; Embed File; Export, Save Files; Prepare Documents to Export; Print; Document Bleeds, Crop Marks; Save for Web; Slice Tool; Image Map; CSS Panel; Export Document for Video; Title Safe, Document Size; Document for another Adobe Application

Project File: Illustrator3.3_startfile.ai

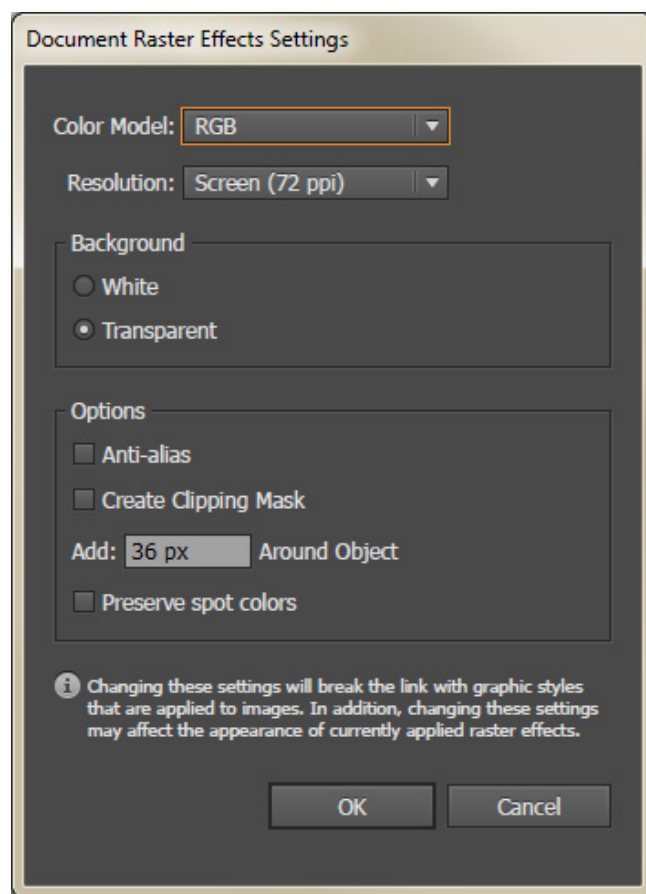
Difficulty: Intermediate ●

Required Materials: Illustrator CC



Objectives:

- 4.0 Create graphics using Adobe Illustrator
 - 4.6 Demonstrate knowledge of how to modify and transform objects.
 - 4.6e Demonstrate knowledge of how to apply effects to objects.
- 5.0 Archive, export, and publish graphics, using Adobe Illustrator
 - 5.1 Demonstrate knowledge of preparing graphics for web, print and video.
 - 5.1a Demonstrate knowledge of how to optimize a graphic for various media.
 - 5.1b Demonstrate knowledge of the elements of graphics that need to be set up, checked, or confirmed prior to print publishing.
 - 5.1c Demonstrate knowledge of the elements of graphics that need to be set up, checked, or confirmed prior to publishing to the web.



Preparing to Export Files

Description:

There will be times when saving your Illustrator CC documents will not give you what you need to deliver the final product because the formats available to save to are all vector. This is where exporting comes in. It allows you to save files for purposes such as print, web, video, or use in other Adobe applications.

Take some time to prepare and verify that your documents are ready to export whether it be for print, for web, for video, or for other Adobe applications.

Steps for Completion:

1. Open the project file entitled Optimize.ai.
2. Prepare the document for print by verifying the following:
 - a. Color mode.
 - b. General print settings, marks and bleed, output, graphics, color management, and advanced settings.
 - c. Resize one of the images and add your own crop marks from the Effect menu.
3. Save the file as Optimize_Print.ai.
4. Open the Course Support file entitled Optimize.ai and optimize it for the web by verifying the following:
 - a. Saved with PNG-24 web preset and named Optimize_PNG24.png.
5. Open the Course Support file entitled Website.ai and optimize it for the web by verifying the following:
 - a. Sliced into five different slices.
 - b. Saved to export all slices with JPEG Medium preset and named Website_Sliced.jpg.
6. Open the Course Support file entitled Titles.ai and optimize it for video by verifying the following:
 - a. Layers are labeled.
 - b. Content is within the title safe area.
 - c. Exported as PNG or other supported file format and named Titles.png.
7. Open the Course Support file entitled Title.ai and optimize it for other Adobe applications by verifying the following:
 - a. Tire object is converted to a symbol named Tire.
 - b. Saved as .eps file named Tires.eps.

Reference:

LearnKey's Illustrator CC Training, Session 2:

Import and Export: Import Files; Embed File; Export, Save Files; Prepare Documents to Export; Print; Document Bleeds, Crop Marks; Save for Web; Slice Tool; Image Map; CSS Properties Panel; Export Document for Video; Title Safe, Document Size; Document for Another Adobe Application

Project File: Optimize.ai; Website.ai; Titles.ai (Course Support files)

Difficulty: Advanced ●

Required Materials: Illustrator CC



Objectives:

3.0 Understanding Adobe Illustrator

3.7 Import, export, and save files.

3.7a Demonstrate knowledge of how to import, export, and save files.

5.0 Archive, export, and publish graphics using Adobe Illustrator

5.1 Demonstrate knowledge of preparing graphics for web, print and video.

5.1a Demonstrate knowledge of how to optimize a graphic for various media (web, print and video).

5.1b Demonstrate knowledge of the elements of graphics that need to be set up, checked, or confirmed prior to print publishing.

5.1c Demonstrate knowledge of the elements of graphics that need to be set up, checked, or confirmed prior to publishing to the web.

5.1d Demonstrate knowledge of the elements of graphics that need to be set up, checked, or confirmed prior to use in videos.

5.1e Demonstrate knowledge of the elements of graphics that need to be set up, checked, or confirmed prior to use in other Adobe applications.

Illustrator CC



Session 3

Presented By

LearnKey[®]

Session 3 Fill-in-the-Blanks

Instructions: While watching Session 3, fill in the missing words according to the information presented by the instructor. [References are found in the brackets.]

Shapes and Symbols

- Using the Rounded Rectangle tool, you can use the up and down arrow keys to modify the _____ of a shape. [Shapes Tool]
- The Expand Object feature will convert a stroke into a _____. [Expand Object]
- The Merge Pathfinder _____ the selected objects at the point where they intersect. [Pathfinder Panel]
- You can change the _____ curves, or the bend of a circle, to modify a shape. [Modify Shape]
- The Expand Text feature turns editable text into actual _____. [Expand Text]
- The Symbol Sprayer tool will add _____ instances of the selected symbol. [Symbol Sprayer]

Charts and Graphs

- Charts and graphs are created in gray tones by _____. [Create Charts and Graphs]
- If you _____ on a chart or graph it will bring up more options to modify them. [Modify Charts and Graphs]
- Round Trip Edit means you can edit an image within an image editor and then _____ those changes within Illustrator before the image is embedded. [Round Trip Edit]
- Once an image is embedded, you will no longer be able to edit the _____ file and have it update. [Embed Artwork]
- You can convert pixel art into _____ tiles with the Create Object Mosaic feature. [Create Object Mosaic]
- Past versions of Illustrator referred to Image Trace and _____ Trace. [Image Trace]
- The Ignore White option allows you to have the white areas ignored in an image so they will not be converted to _____. [Modify Image Trace]
- If you select a _____ of paths with different fill colors, you can edit the colors using the Live Paint tool. [Live Paint]

Text

- The Area Type tool allows you to type within a _____ or area. [Type Tool, Area, Vertical Type Tool]
- If you need your text to _____ the path of a certain shape, you can do it so easily by using the Type on a Path and Vertical Type on a Path tools without having to manipulate the characters. [Type on Path, Vertical Type on Path Tool]
- Within the Character panel, you can do a lot to modify your _____. [Character Panel]
- When the red square icon appears on a text frame, it indicates there is _____ text than is able to fit in the current frame. [Paragraph Panel]
- One reason to convert your text to outlines is if you are sending the file to someone who does not have the right _____. [Convert Text to Outlines]

3D Tools

20. Extrude and Bevel gives you a _____ of the selected shape where you can drag to manipulate the angle of the shape. [Extrude and Bevel]
21. Revolve will automatically create a _____ out of a selected half-circle shape. [Revolve, Map Art]
22. A mesh gradient is a bit more complex than a radial gradient and allows you to fine-tune the _____ of shapes. [Mesh Tool]
23. You can scale a shape using the Scale tool, but you can also scale using the _____ tool. [Transform Tools]
24. You can modify the individual properties of each tool by _____ on that tool. [Modify Distort Tools, Blend Tool]
25. Keep in mind, Photoshop Effects are strictly _____ -based. [Effects]
26. You can see in the _____ panel which effects have been applied. [Effects]
27. In the Effect Gallery, you can go through and _____ with all the different Photoshop effects that are available. [Effect Gallery]

Drawing with Shapes

Description:

Most artwork starts with the fundamentals of basic shapes. When it comes to drawing with shapes in Illustrator CC, there are a lot of options from which you can choose in order to create specific artwork. Those options combined with the guides and the Info panel give you more information about objects so you can align them more quickly and easily.

Learn how to take control of the shapes you draw in Illustrator CC with this project.

Steps for Completion:

1. Open a new Illustrator CC document.
2. Turn on the Smart Guides and the ruler.
3. Change the ruler units to inches and place horizontal and vertical guides at the one-inch marks.
4. Using the Rectangle tool, draw a rectangle whose left and top sides snap to the guides. Draw a second rectangle to the right and in line with the first.
5. Using the Rounded Rectangle tool, draw an ellipse and set the corner radius to two inches.
6. Using the Ellipse tool, press the Shift key and draw a perfect circle.
7. Use the following techniques and tools to draw shapes as directed:
 - a. Use the arrow keys and the Polygon tool to draw a triangle.
 - b. Use the arrow keys and the Polygon tool to draw a shape with nine sides.
 - c. Use the Star tool to draw a star shape. Click once to open the dialog box where you can assign the shape to have four points.
8. On a new artboard, use the Line tool and the Shift key to draw a vertical line down the middle.
9. Using the Arc tool and the arrow keys, draw some arcs of varying arc degrees.
10. Using the Spiral tool and the Ctrl/Cmd key, draw some spirals with varying coil curvatures.
11. Open the Info panel and make sure the options are showing. Select the perfect circle and compare its info to one of the triangles.

Reference:

LearnKey's Illustrator CC Training, Session 3:

Shapes and Symbols: Shapes Tool; Expand Object; Pathfinder Panel; Shape Builder; Modify Shape; Expand Text; Create Symbol; Symbol Sprayer

Project File: N/A

Difficulty: Beginner ●

Required Materials: Illustrator CC



Objectives:

- 2.0 Identifying design elements used when preparing graphics
 - 2.1 Demonstrate knowledge of design principles, elements, and graphic composition.
 - 2.1a Demonstrate knowledge of basic design principles and elements.
- 3.0 Understanding Adobe Illustrator
 - 3.1 Identify elements of the Illustrator user interface and demonstrate knowledge of their functions.
 - 3.1c Demonstrate knowledge of the functions of tools on the Tools panel.
 - 3.1d Demonstrate knowledge of the functions of various panels.
 - 3.2 Use non-printing design tools in the interface.
 - 3.2a Demonstrate knowledge of how to show and hide rulers.
- 4.0 Create graphics using Adobe Illustrator
 - 4.2 Demonstrate knowledge of how to use drawing and shape tools.
 - 4.2b Demonstrate knowledge of how to draw using the shape tools.

Splitting Paths

Description:

There are a number of ways that you can not only draw paths in Illustrator CC but modify them as well by using the Pencil, Pen, Eraser, Scissors, and Knife tools to change their properties.

In this project, you will practice splitting paths apart.

Steps for Completion:

1. Open a new Illustrator CC document.
2. Create three perfect circles with the Ellipse tool.
3. In the first circle, use the Eraser tool to split the circle in half.
4. Select the second circle and use the Scissors tool to split the circle in half by cutting anchor points.
5. Select the third circle and use the Knife tool to slice it in half.

Reference:

LearnKey's Illustrator CC Training, Session 3:

Shapes and Symbols: Shapes Tool; Expand Object; Pathfinder Panel; Shape Builder; Modify Shape; Expand Text; Create Symbol; Symbol Sprayer

Project File: N/A

Difficulty: Intermediate ●

Required Materials: Illustrator CC



Objectives:

3.0 Understanding Adobe Illustrator

3.4 Demonstrate an understanding of vector drawing concepts.

3.4a Demonstrate knowledge of the various tools used to draw vectors.

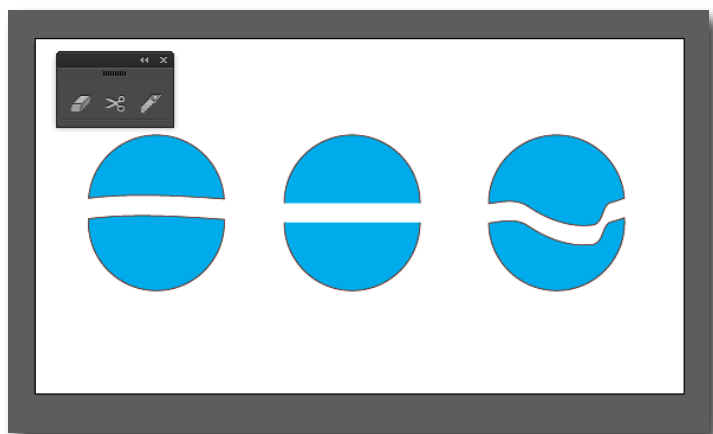
4.0 Create graphics using Adobe Illustrator

4.2 Demonstrate knowledge of how to use drawing and shape tools.

4.2a Demonstrate knowledge of how to draw using pen, pencil, paintbrush, and blob brush tools.

4.6 Demonstrate knowledge of how to modify and transform objects.

4.6b Demonstrate knowledge of how to add, delete, and convert anchor points to modify existing vector objects.



Patterns

Description:

At times, you may need to enhance a project by applying patterns or graphs to the artboard. Patterns and graphs can contribute to the overall effectiveness of a project. Patterns may boost the overall aesthetics while graphs may convey information in an easy and comprehensive way. Understanding the options available regarding the patterns and graphs will increase your ability to use Illustrator CC at its full potential.

This project was designed to increase your understanding of patterns, Pathfinder tools, and graphs in Illustrator CC.

Steps for Completion:

1. Open the project file entitled Illustrator2.5_startfile.ai.
2. Open the Layers panel and adjust the layers so the red shapes are on top.
3. Select the yellow shapes and apply the Intersect option in the Pathfinder panel.
4. Select the green shapes and apply the Exclude option in the Pathfinder panel.
5. Select the blue shapes and apply the Merge option in the Pathfinder panel.
6. Select the purple shapes and apply the Trim option in the Pathfinder panel.
7. Open a new artboard, and using the Area Graph Tool, place a graph on the board.
8. Place some numbers in the Chart Data Editor and click the Apply button.
9. Apply the Transpose Row/Column option in the Chart Data Editor and click the Apply option.

Reference:

LearnKey's Illustrator CC Training, Session 1:

Tools, Swatches, and Color Panels: Tools Panel; Draw Normal, Draw Behind, Draw Inside; Rulers, Guides; Grid, Perspective Grid; Document Bleed; Colors; Swatches and Colors; Pattern Swatches; Gradient Swatches; Gradient Tool; Swatch Libraries

Project File: Illustrator2.5_startfile.ai

Difficulty: Intermediate ●

Required Materials: Illustrator CC



Objectives:

2.0 Identifying design elements used when preparing graphics

2.4 Demonstrate knowledge of the use of symbols and representative graphics.

2.4a Demonstrate an ability to understand the purpose and use of representative graphics in place of text.

3.0 Understand Adobe Illustrator

3.3 Demonstrate an understanding of and select the appropriate features and options required to manage color, pattern, and gradient swatches.

3.3b Demonstrate an understanding of swatches and knowledge of how to create, duplicate, merge, and delete swatches.

3.5 Demonstrate knowledge of how to work with brushes, symbols, graphic styles, and patterns.

3.5d Demonstrate knowledge of how to work with patterns.

4.0 Create graphics using Adobe Illustrator

4.2 Demonstrate knowledge of how to use drawing and shape tools.

4.2e Demonstrate knowledge of how to combine objects using the Shape Builder and Pathfinder.

4.2g Demonstrate knowledge of how to create graphs and charts.

Image Trace

Description:

The Image Trace feature in Illustrator CC allows you to take a photograph and convert it to vector-based artwork. The tracing options allow you to customize the tracing to fit the type of image with which you are working.

Utilize this project to learn how to customize the tracing options to meet the needs of two different image types.

Steps for Completion:

1. Open a new document in Illustrator CC.
2. Place the start file, apple.jpg, into your document.
3. Select the image and use the Image Trace feature to convert it to vector-based paths. Modify the presets as well as the options in the Image Trace panel until you find the style you like best.
4. Expand the image so individual elements have the ability to be manipulated.
5. Do the same with the arrow green.png file and find the settings that maintain a similar look to the original image.

Reference:

LearnKey's Illustrator CC Training, Session 3:

Charts and Graphs: Create Charts and Graphs; Modify Charts and Graphs; Round Trip Edit; Embed Artwork; Create Object Mosaic; Image Trace; Modify Image Trace; Live Paint

Project File: apple.jpg, arrow green.png

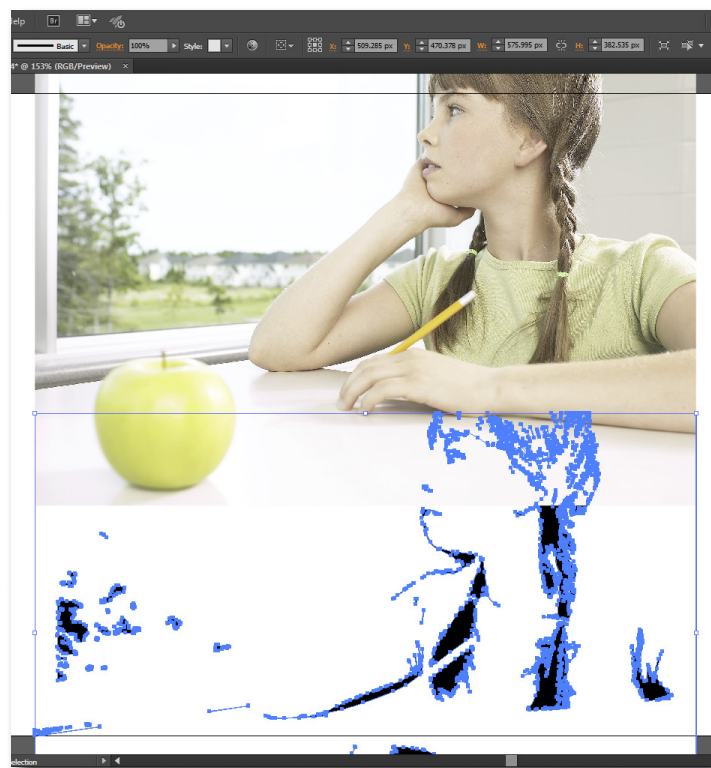
Difficulty: Advanced ●

Required Materials: Illustrator CC



Objectives:

- 4.0 Create graphics using Adobe Illustrator
 - 4.2 Demonstrate knowledge of how to use drawing and shape tools.
 - 4.2d Demonstrate knowledge of how and when to use the Expand function.
 - 4.4 Demonstrate knowledge of how to use scanned or photographic images.
 - 4.4a Demonstrate an understanding of linked and embedded raster images and how to place an image.
 - 4.4b Demonstrate knowledge of how to use Image Trace to simplify and posterize a photographic image.



Live Paint

Description:

Illustrator CC can do more than just work with vectors. One way to work with raster images in Illustrator is to use the Image Trace feature to turn them into vector.

You will see in this project that Live Paint is one way to work with raster images inside of Illustrator.

Steps for Completion:

1. Open a the file entitled Trace.ai, from the Course Support files and place the image named Outdoor short.jpg.
2. Use Image Trace to vectorize the image. Fine-tune the options as necessary. Expand the selection when finished.
3. Use the Live Paint Bucket tool to edit a Live Paint group.

Reference:

LearnKey's Illustrator CC Training, Session 3:

Charts and Graphs: Image Trace; Modify Image Trace; Live Paint

Project File: Trace.ai; Outdoor shot.jpg (Course Support files)

Difficulty: Advanced ●

Required Materials: Illustrator CC

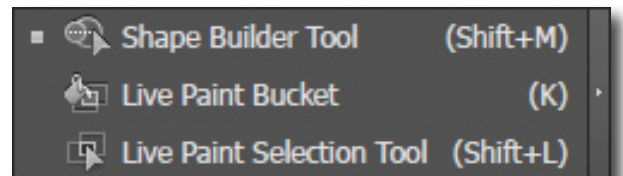


Objectives:

4.0 Create graphics using Adobe Illustrator

4.6 Demonstrate knowledge of how to modify and transform objects.

4.6f Demonstrate knowledge of how to create a Live Paint group and use Live Paint on groups.



Type Tools

Description:

Illustrator CC is used for its many graphic design features. On occasion, text is required in certain projects. Illustrator CC offers a selection of options for applying text, modifying text, understanding the options for entering text, and modifying entered text.

This project will increase your ability to use point type, use area type, and modify texts in a document.

Steps for Completion:

1. Open a new artboard.
2. Using point type, enter your name onto the artboard.
3. Use the Character panel to increase the size of your text to 30 pt.
4. Select the text and drag one of the corners so that the text stretches.
5. Using area type, enter the name of a city on the artboard.
6. Add a copyright symbol next to the name of the city.
7. Apply the superscript formatting to the newly added copyright symbol.
8. Using the Create Outlines option, convert the name of the city to outlined objects.
9. Using the Vertical Type on a Path Tool, create an “S” shaped path, and enter the name of a country on the path.
10. Place an image onto the artboard. You may use the Illustrator3.1_startfile_pic.
11. Use the Links panel to embed the newly-placed image.

Reference:

LearnKey’s Illustrator CC Training, Session 3:

Text: Type Tool, Area, Vertical Type Tool; Type on Path, Vertical Type on Path Tool; Character Panel; Paragraph Panel; Convert Text to Outline

Project File: Illustrator3.1_startfile_pic

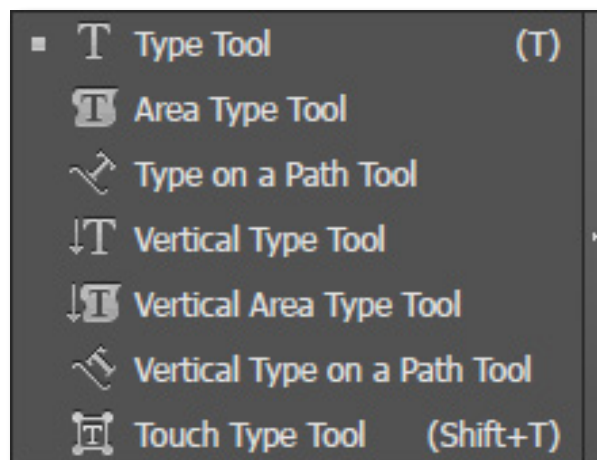
Difficulty: Beginner ●

Required Materials: Illustrator CC



Objectives:

- 2.0 Identifying design elements used when preparing graphics
 - 2.3 Demonstrate knowledge of typography.
 - 2.3c Demonstrate an understanding of how fonts can be manipulated for a variety of situations.
- 4.0 Create graphics using Adobe Illustrator
 - 4.3 Demonstrate knowledge of how to use type tools.
 - 4.3a Demonstrate knowledge of how to add text with the type tools.
 - 4.3b Demonstrate knowledge of how to control type layout.
 - 4.3c Thread text to flow between two text areas.
 - 4.3d Demonstrate knowledge of how and when to convert text to outlines.
 - 4.4 Demonstrate knowledge of how to use scanned or photographic images.
 - 4.4a Demonstrate an understanding of linked and embedded raster images and how to place an image.
 - 4.4c Demonstrate knowledge of how to round-trip edit linked images.
 - 4.5 Demonstrate the ability to create realistic graphics.
 - 4.5a Demonstrate knowledge of how to create a 3D object.



Transform

Description:

Designs may often be comprised of a variety of graphics on an artboard. Illustrator CC enables you to transform artwork in several different ways. It allows you to blend objects and modify the effects of the blend. Once you become familiar with the details of effects options, you can improve artwork in general.

This project will increase your skills with regard to the Transform tools, the Blend tool, and with modifying graphics.

Steps for Completion:

1. Open the project file entitled Illustrator3.2_startfile.ai.
2. Select the red artwork on the artboard and use the Rotate tool to rotate the artwork.
3. Relocate the transform point on the red artwork.
4. Select all of the red artwork and then use the Reflect tool to reflect the artwork on its vertical axis.
5. Use the Warp tool to adjust one of the paths found in the red artwork.
6. Use the Blend tool to blend the yellow shape and the green shape on the artboard.
7. Use the Blend Options dialog box to apply the Specified Steps option to the blended object.

Reference:

LearnKey's Illustrator CC Training, Session 3:

3D Tools; Transform Tools; Distort Tools; Modify Distort Tools, Blend Tool

Project File: Illustrator3.2_startfile.ai

Difficulty: Beginner ●

Required Materials: Illustrator CC



Objectives:

3.0 Understanding Adobe Illustrator

3.1 Identify elements of the Illustrator user interface and demonstrate knowledge of their functions.

3.1c Demonstrate knowledge of the functions of tools on the Tools panel.

4.0 Create graphics using Adobe Illustrator

4.6 Demonstrate knowledge of how to modify and transform objects.

4.6a Demonstrate knowledge of how to use the Free Transformation, Scale, Shear, Rotate, and Reflect tools.

4.6c Demonstrate knowledge of how to use the distortion tools.

4.6d Demonstrate knowledge of how to use the Blend Tool.

3D Tools and Mesh Tool

Description:

Dive into the third dimension with Illustrator's 3D tools and Mesh tool. You can use these tools to create realistic depth.

Take the time to play around with these powerful tools and you will get to know them better.

Steps for Completion:

1. Open the Course Support file entitled *Typography.ai*, and use the following 3D tools:
 - a. Group the three orange shapes, apply the 3D Extrude and Bevel effect, and manipulate the settings in order to get a look you want.
 - b. Create a half circle and apply the 3D Revolve effect. Manipulate the settings to get a look you want.
 - c. Repeat from 1b setting the Surface to Wireframe. Use the Map Art option to map a symbol to it.
2. Open the Course Support file named *Depth.ai*. Draw a new circle and create a mesh gradient.

Reference:

LearnKey's Illustrator CC Training, Session 3:

3D Tools: Extrude and Bevel; Revolve, Map Art; Mesh Tool

Project File: *Typography.ai*; *Depth.ai* (Course Support files)

Difficulty: Advanced ●

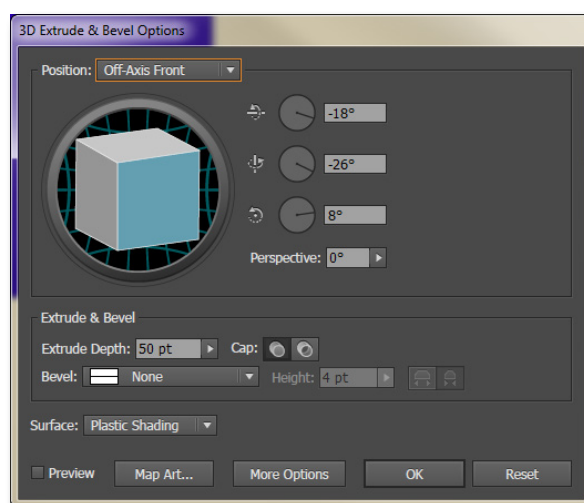
Required Materials: Illustrator CC



Objectives:

4.0 Create graphics using Adobe Illustrator

- 4.5 Demonstrate the ability to create realistic graphics.
 - 4.5a Demonstrate knowledge of how to create a 3D object.
 - 4.5b Demonstrate knowledge of how to create realistic depth and irregular gradients.



Special Effects

Description:

Effects in a design can be the difference between successful or unsuccessful design. Using certain effects has the ability to give your design the extra detail you may need.

This project will help you improve your skills with regard to raster-based effects.

Steps for Completion:

1. Open the project file entitled Illustrator3.3_startfile.ai.
2. Apply the Gaussian Blur from the raster-based effects to the circle shape.
3. Using the Glowing Edges filter, apply the Sprayed Strokes effect to the triangle shape.

Reference:

LearnKey's Illustrator CC Training, Session 3:
3D Tools: Effects; Effect Gallery

Project File: Illustrator3.3_startfile.ai

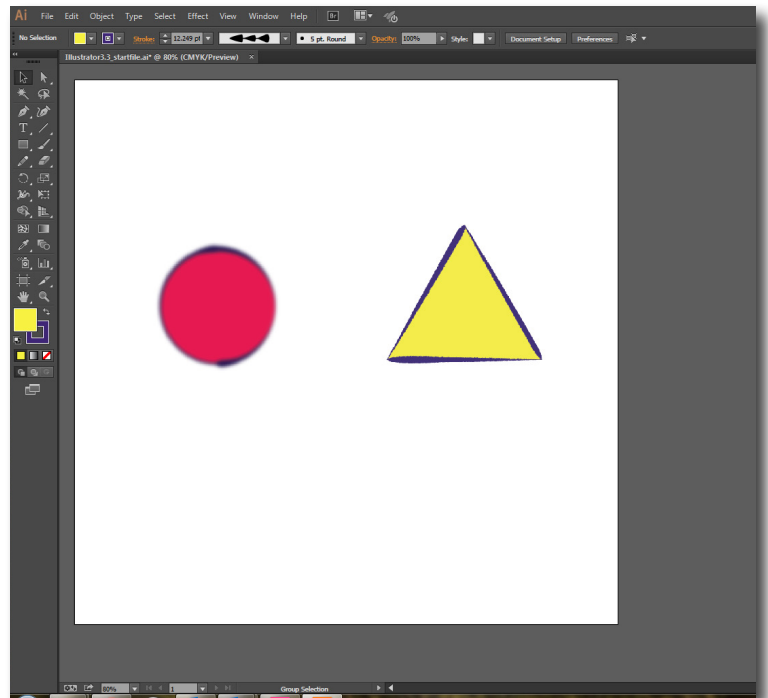
Difficulty: Intermediate ●

Required Materials: Illustrator CC



Objectives:

- 4.0 Create graphics using Adobe Illustrator
- 4.6 Demonstrate knowledge of how to modify and transform objects.
- 4.6e Demonstrate knowledge of how to apply effects to objects.



Illustrator CC



Master Project

Presented By
LearnKey[®]

Illustrator CC Master Project

Description:

Illustrator CC is a fantastic drawing application with many options to choose from. Whether your destination is print, web, video, or another Adobe application, Illustrator CC can get the job done. The skills that you have learned in this course will be skills that you can continue to use for years to come and in future versions of Illustrator. It is time now to put those skills to use in this project by creating an illustration from a book you have read, such as *The Old Man and the Sea* by Ernest Hemingway, *Romeo and Juliet* by William Shakespeare, *The Adventures of Huckleberry Finn* by Mark Twain, or other suggestions from your instructor. The publisher would like to print an illustrated edition of the book and needs your design so she can submit possible styles for the illustrations.

There are many ways to go about this. For example, think about your favorite part in the book and how you might illustrate a specific scene; or, consider the themes in the book and illustrate one of them. This is an opportunity for you to get creative while demonstrating your knowledge of Illustrator CC.

Part 1

Description:

The common elements of workflow and design practices are important to keep in mind when approaching any design workflow as they will help you be a more efficient designer. They include project requirements, copyright, project plan, design principles, file basics, and typography.

Complete some preparation steps for your design workflow to ensure a successful project and a satisfied client.

Steps for Completion:

1. Make a list of the following elements as they will apply to your illustration project:
 - a. Project purpose, target audience, project plan, design principles, and typography.
2. Sketch out your ideas for your illustration.
3. Customize your Illustrator CC workspace and create your document with appropriate presets.

Part 2

Description:

Regardless of how you intend to draw, paint, or add objects in Illustrator CC, you have several options to choose from. Utilize the six different typographic tools to meet any needs you may have when working with type. Often, you will need to distort or transform your artwork in a variety of different ways and several tools exist to do just that. In addition, Illustrator CC provides many ways to paint as well as five different types of brushes for creating your artwork.

Take advantage of the options Illustrator CC has to offer as you bring your ideas to life in your illustration.

Steps for Completion:

1. Create an illustration of your chosen scene or theme.
2. Tools and features to keep in mind include: basic drawing and painting tools, as well as the perspective drawing, image trace, color groups, brushes, and live paint features.
3. Make use of features such as symbols, patterns, global swatches, and gradients.
4. Incorporate text by using the Type tools and the Character panel.
5. Add dimension and interest to your illustration by utilizing the Free Transform tools, Gradient tools, and special effects.
6. Make use of the Layers panel by naming your layers correctly.

(continued on next page)

Part 3

Description:

Although Illustrator CC is a vector-based application, its final destination could be for print, web, video, or another Adobe application. Understanding the options available when saving to different formats is important so you get the best final result possible. Regardless of the format that you need, when you understand the options available, you can format your content to fit the needs of the intended media.

Since the client has not decided on a primary format for the illustration, practice saving to different formats. Then you will be ready to present your final concept to the client.

Steps for Completion:

1. Save your illustration for three separate destinations and optimize your graphics for each:
 - a. Print
 - b. Web
 - c. Video
2. Write a summary of the steps taken to create the illustration--which tools were used, and what changes were made to your list in Part I during the process.
3. Prepare a 10-minute presentation about your illustration.
4. Present the illustration to the class.

Required Materials: Illustrator CC



Illustrator CC



Appendix

Presented By
LearnKey[®]

Illustrator CC Session 1 Course Map

Topic	Subtopic	Objectives	Files
Design Principles	Lines, Shapes, Form, Texture, Color Emphasis, Contrast, and Balance Perspective Visual Hierarchy	<p>2.0 Identifying design elements used when preparing graphics</p> <p>2.1 Demonstrate knowledge of design principles, elements, and graphic composition.</p> <p>2.1a Demonstrate knowledge of basic design principles and elements.</p> <p>2.1b Demonstrate knowledge of perspective theory.</p> <p>2.1c Demonstrate knowledge of techniques to create visual hierarchy.</p>	S1P1: Design Principles
Digital Art Terminology	Color Modes Gamut, Color Depth, Blending Modes Resolution, Path, Stroke, Fill, Gradient Raster File Formats Vector File Formats, Video File Formats Representative Graphics Typography, Kerning, Tracking, Leading Brainstorm and Critique Project Management Copyright Considerations	<p>1.0 Setting project requirements</p> <p>1.1 Identify the purpose, audience, and audience needs for preparing graphics.</p> <p>1.1a Identify information that determines purpose, audience, and audience needs for graphic production.</p> <p>1.2 Demonstrate knowledge of standard copyright rules for artwork, graphics and graphic use.</p> <p>1.2a Use copyright terms correctly, such as copyrighted, fair use doctrine, intellectual property, and derivative works.</p> <p>1.2b Identify when permission must be obtained to use copyrighted material.</p> <p>1.2c Identify methods used to indicate that artwork, graphics, or other source materials are copyrighted.</p> <p>1.3 Demonstrate knowledge of project management tasks and responsibilities.</p> <p>1.3a Identify items that might appear on a project plan.</p> <p>1.3b Identify phases that might appear on a project plan.</p> <p>1.3c Identify deliverables that might be produced during the project.</p> <p>1.3d Identify common problems and issues in project management.</p> <p>1.4 Communicate with others (such as peers and clients) about design plans.</p> <p>1.4a Demonstrate knowledge of techniques for gathering feedback on design plans from others (such as peers and clients).</p> <p>2.2 Demonstrate knowledge of graphic resolution, graphic size, and graphic file format for web, video, and print.</p> <p>2.2a Demonstrate knowledge of appropriate color and format settings for web, print, and video.</p> <p>2.3 Demonstrate knowledge of typography.</p> <p>2.3a Demonstrate knowledge of how background graphics can affect text.</p> <p>2.3b Demonstrate knowledge of how font classification, size, type, and color can affect graphic design.</p> <p>2.3c Demonstrate an understanding of how fonts can be manipulated for a variety of situations.</p> <p>2.4 Demonstrate knowledge of the use of symbols and representative graphics.</p> <p>2.4a Demonstrate an ability to understand the purpose and use of representative graphics in place of text.</p> <p>2.5 Understand key terminology of graphics.</p> <p>2.5a Demonstrate knowledge of key terminology of digital graphics and images.</p> <p>4.0 Create graphics using Adobe Illustrator</p> <p>4.1 Demonstrate knowledge of how to create documents.</p> <p>4.1b Demonstrate knowledge of how to adjust the Document Profile settings.</p>	S1P2: Digital Art Terminology

Topic	Subtopic	Objectives	Files
Document and Interface	New Document Tools, Menus, Panels, Workspace Switcher Layers, Swatches, Preferences Interface Brightness, New Artboard	<p>3.0 Understanding Adobe Illustrator</p> <p>3.1 Identify elements of the Illustrator user interface and demonstrate knowledge of their functions.</p> <p>3.1a Identify and label elements of the Illustrator interface.</p> <p>3.1b Demonstrate knowledge of how to organize and customize the workspace.</p> <p>3.1c Demonstrate knowledge of the functions of tools on the Tools panel.</p> <p>3.1d Demonstrate knowledge of the functions of various panels.</p> <p>3.1e Demonstrate knowledge of how to utilize the three draw modes for different situations.</p> <p>3.1f Demonstrate knowledge of navigating graphics, artboards, and using pan and zoom.</p> <p>4.0 Create graphics using Adobe Illustrator</p> <p>4.1 Demonstrate knowledge of how to create documents.</p> <p>4.1a Demonstrate knowledge of how to create a new document and select the appropriate New Document Profile for print, web, and video.</p> <p>4.1b Demonstrate knowledge of how to adjust the Document Profile settings.</p>	<p>S1P3: The Illustrator CC Workspace</p> <p>S1P4: Artboards</p> <p>S1P5: Viewing Artwork for Efficiency</p>
Tools, Swatches, and Color Panels	Tools Panel Draw Normal, Draw Behind, Draw Inside Rulers, Guides Grid, Perspective Grid Document Bleed Colors Swatches and Colors Pattern Swatches Gradient Swatches Gradient Tool Swatch Libraries	<p>3.0 Understanding Adobe Illustrator</p> <p>3.1 Identify elements of the Illustrator user interface and demonstrate knowledge of their functions.</p> <p>3.1a Identify and label elements of the Illustrator interface.</p> <p>3.1b Demonstrate knowledge of how to organize and customize the workspace.</p> <p>3.1c Demonstrate knowledge of the functions of tools on the Tools panel.</p> <p>3.1d Demonstrate knowledge of the functions of various panels.</p> <p>3.1e Demonstrate knowledge of how to utilize the three draw modes for different situations.</p> <p>3.1f Demonstrate knowledge of navigating graphics, artboards, and using pan and zoom.</p> <p>3.2 Use non-printing design tools in the interface.</p> <p>3.2a Demonstrate knowledge of how to show and hide rulers.</p> <p>3.2b Demonstrate knowledge of how to add and remove guides.</p> <p>3.2c Demonstrate knowledge of how to show and hide grids.</p> <p>3.2d Demonstrate knowledge of how to add, delete, arrange, view and edit artboards.</p> <p>3.2e Demonstrate knowledge of how to add a document bleed.</p> <p>3.3 Demonstrate an understanding of and select the appropriate features and options required to manage color, pattern, and gradient swatches.</p> <p>3.3a Demonstrate an understanding of fill and stroke attributes.</p> <p>3.3b Demonstrate an understanding of swatches and knowledge of how to create, duplicate, merge, and delete swatches.</p> <p>3.3c Demonstrate knowledge of how to manage swatch libraries.</p> <p>3.3d Demonstrate knowledge of how to create and customize a gradient.</p>	<p>S1P6: Perspective</p> <p>S1P7: Working with Swatches</p> <p>S1P8: Working with Gradients</p> <p>S1P9: Color Groups</p>



Illustrator CC Session 2 Course Map

Topic	Subtopic	Objectives	Files
Vector Drawing Tools	Pen Tool, Anchor Point Tool Smooth Tool Brush Tool Anchor Point Tools, Pencil, Blob Brush Expand Appearance Create New Brush Brush Library, Delete Brush	<p>3.0 Understanding Adobe Illustrator</p> <p>3.1 Identify elements of the Illustrator user interface and demonstrate knowledge of their functions.</p> <p>3.1c Demonstrate knowledge of the functions of tools on the Tools panel.</p> <p>3.4 Demonstrate an understanding of vector drawing concepts.</p> <p>3.4a Demonstrate knowledge of the various tools used to draw vectors.</p> <p>3.4b Demonstrate knowledge of bezier curves.</p> <p>3.5 Demonstrate knowledge of how to work with brushes, symbols, graphic styles, and patterns.</p> <p>3.5a Demonstrate knowledge of types of and how to work with brushes.</p> <p>4.0 Create graphics using Adobe Illustrator</p> <p>4.2 Demonstrate knowledge of how to use drawing and shape tools.</p> <p>4.2a Demonstrate knowledge of how to draw using pen, pencil, paintbrush, and blob brush tools.</p> <p>4.6 Demonstrate knowledge of how to modify and transform objects.</p> <p>4.6b Demonstrate knowledge of how to add, delete, and convert anchor points to modify existing vector objects.</p>	<p>S2P1: Learning the Pen Tool</p> <p>S2P2: The Pencil Tool</p> <p>S2P3: Paint</p> <p>S2P4: Brushes</p>
Symbols	Create Symbols 9-Slice Scaling Symbols Panel, Delete Symbol Duplicate and Modify Symbol Symbols Library Graphic Styles Merge and Modify Graphic Styles Graphic Style Library Swatches Library Create Pattern, Modify Pattern	<p>2.0 Identifying design elements used when preparing graphics</p> <p>2.4 Demonstrate knowledge of the use of symbols and representative graphics.</p> <p>2.4a Demonstrate an ability to understand the purpose and use of representative graphics in place of text.</p> <p>3.0 Understanding Adobe Illustrator</p> <p>3.3 Demonstrate an understanding of and select the appropriate features and options required to manage color, pattern, and gradient swatches.</p> <p>3.3b Demonstrate an understanding of swatches and knowledge of how to create, duplicate, merge, and delete swatches.</p> <p>3.3c Demonstrate knowledge of how to manage swatch libraries.</p> <p>3.5 Demonstrate knowledge of how to work with brushes, symbols, graphic styles, and patterns.</p> <p>3.5b Demonstrate knowledge of how to work with symbols.</p> <p>3.5c Demonstrate knowledge of how to work with graphic styles.</p> <p>3.5d Demonstrate knowledge of how to work with patterns.</p> <p>5.0 Archive, export, and publish graphics using Adobe Illustrator</p> <p>5.1 Demonstrate knowledge of preparing graphics for web, print and video.</p> <p>5.1c Demonstrate knowledge of the elements of graphics that need to be set up, checked, or confirmed prior to publishing to the web.</p>	<p>S2P5: Symbols</p> <p>S2P6: Graphic Styles</p>

Topic	Subtopic	Objectives	Files
Layers and Masks	Layers Panel, Group Layers Reorder Layers, Lock Layers, Arrange Layer, Merge Layers Copy Layer, Nest Layer Blending Mode Create Clipping Mask Draw Inside Make Release Clipping Mask Edit Opacity Mask Isolation Mode Kuler Panel Upload to Kuler Panel, Save Kuler Theme Appearance Pane	3.0 Understanding Adobe Illustrator 3.1 Identify elements of the Illustrator user interface and demonstrate knowledge of their functions. 3.1d Demonstrate knowledge of the functions of various panels. 3.1e Demonstrate knowledge of how to utilize the three draw modes for different situations. 3.6 Demonstrate knowledge of layers and masks. 3.6a Demonstrate understanding of the function of objects, layers, and sublayers. 3.6b Demonstrate knowledge of how to work with layers. 3.6c Demonstrate knowledge of masks. 3.6d Demonstrate knowledge of how to identify and use a clipping mask. 3.6e Demonstrate an understanding of opacity and opacity masks. 3.6f Demonstrate an understanding of isolation mode. 3.6g Demonstrate knowledge of how to use the Appearance panel.	S2P7: Layers and More S2P8: Transparency S2P9: Utilizing a Clipping Mask
Import and Export	Import Files Embed File Export, Save Files Prepare Documents to Export Print Document Bleeds, Crop Marks Save for Web Slice Tool Image Map CSS Panel Export Document for Video Title Safe, Document Size Document for another Adobe Application	3.0 Understanding Adobe Illustrator 3.7 Import, export, and save files. 3.7a Demonstrate knowledge of how to import, export, and save files. Domain 5.0 Archive, export, and publish graphics using Adobe Illustrator 5.1 Demonstrate knowledge of preparing graphics for web, print and video. 5.1a Demonstrate knowledge of how to optimize a graphic for various media (web, print and video). 5.1b Demonstrate knowledge of the elements of graphics that need to be set up, checked, or confirmed prior to print publishing. 5.1c Demonstrate knowledge of the elements of graphics that need to be set up, checked, or confirmed prior to publishing to the web. 5.1d Demonstrate knowledge of the elements of graphics that need to be set up, checked, or confirmed prior to use in videos. 5.1e Demonstrate knowledge of the elements of graphics that need to be set up, checked, or confirmed prior to use in other Adobe applications.	S2P10: Graphic Optimization S2P11: Preparing to Export Files



Illustrator CC Session 3 Course Map

Topic	Subtopic	Objectives	Files
Shapes and Symbols	Shapes Tool Expand Object Pathfinder Panel Shape Builder Modify Shape Expand Text Create Symbol Symbol Sprayer	<p>3.0 Understanding Adobe Illustrator</p> <p>3.5 Demonstrate knowledge of how to work with brushes, symbols, graphic styles, and patterns.</p> <p>3.5b Demonstrate knowledge of how to work with symbols.</p> <p>4.0 Create graphics using Adobe Illustrator</p> <p>4.2 Demonstrate knowledge of how to use drawing and shape tools.</p> <p>4.2b Demonstrate knowledge of how to draw using the shape tools.</p> <p>4.2d Demonstrate knowledge of how and when to use the Expand function.</p> <p>4.2e Demonstrate knowledge of how to combine objects using the Shape Builder and Pathfinder tools.</p> <p>4.2f Demonstrate knowledge of how to use the symbol sprayer.</p> <p>4.2g Demonstrate knowledge of how to create graphs and charts.</p>	<p>S3P1: Drawing with Shapes</p> <p>S3P2: Splitting Paths</p>
Charts and Graphs	Create Charts and Graphs Modify Charts and Graphs Round Trip Edit Embed Artwork Create Object Mosaic Image Trace Modify Image Trace Live Paint	<p>2.0 Identifying design elements used when preparing graphics</p> <p>2.4 Demonstrate knowledge of the use of symbols and representative graphics.</p> <p>2.4a Demonstrate an ability to understand the purpose and use of representative graphics in place of text (e.g. charts, maps, icons, etc.).</p> <p>4.0 Create graphics using Adobe Illustrator</p> <p>4.2 Demonstrate knowledge of how to use drawing and shape tools.</p> <p>4.2g Demonstrate knowledge of how to create graphs and charts.</p> <p>4.4 Demonstrate knowledge of how to use scanned or photographic images.</p> <p>4.4a Demonstrate an understanding of linked and embedded raster images and how to place an image.</p> <p>4.4b Demonstrate knowledge of how to use Image Trace to simplify and posterize a photographic image.</p> <p>4.4c Demonstrate knowledge of how to round-trip edit linked images.</p> <p>4.6 Demonstrate knowledge of how to modify and transform objects.</p> <p>4.6f Demonstrate knowledge of how to create a Live Paint group and use Live Paint on groups.</p>	<p>S3P3: Patterns</p> <p>S3P4: Image Trace</p> <p>S3P5: Live Paint</p>
Text	Type Tool, Area, Vertical Type Tool Type on Path, Vertical Type on Path Tool Character Panel Paragraph Panel Convert Text to Outlines	<p>4.0 Create graphics using Adobe Illustrator</p> <p>4.3 Demonstrate knowledge of how to use type tools.</p> <p>4.3a Demonstrate knowledge of how to add text with the type tools.</p> <p>4.3b Demonstrate knowledge of how to control type layout.</p> <p>4.3c Thread text to flow between two text areas.</p> <p>4.3d Demonstrate knowledge of how and when to convert text to outlines.</p>	S3P6: Type Tools

Topic	Subtopic	Objectives	Files
3D Tools	Extrude and Bevel Revolve, Map Art Gradients Mesh Tool Transform Tools Distort Tools Modify Distort Tools, Blend Tool Effects Effect Gallery	4.0 Create graphics using Adobe Illustrator 4.5 Demonstrate the ability to create realistic graphics. 4.5a Demonstrate knowledge of how to create a 3D object. 4.5b Demonstrate knowledge of how to create realistic depth and irregular gradients. 4.6 Demonstrate knowledge of how to modify and transform objects. 4.6a Demonstrate knowledge of how to use the Free Transform, Scale, Shear, Rotate, and Reflect tools. 4.6b Demonstrate knowledge of how to add, delete, and convert anchor points to modify existing vector objects. 4.6c Demonstrate knowledge of how to use the distortion tools. 4.6d Demonstrate knowledge of how to use the Blend tool. 4.6e Demonstrate knowledge of how to apply effects to objects.	S3P7: Transform S3P8: 3D Tools and Mesh Tool S3P9: Special Effects



Illustrator CC Session 1 Outline

Design Principles

Lines, Shapes, Form, Texture, Color
Emphasis, Contrast, and Balance
Perspective
Visual Hierarchy

Digital Art Terminology

Color Modes
Gamut, Color Depth, Blending Modes
Resolution, Path, Stroke, Fill, Gradient
Raster File Formats
Vector File Formats, Video File Formats
Representative Graphics
Typography, Kerning, Tracking, Leading
Brainstorm and Critique
Project Management
Copyright Considerations

Document and Interface

New Document
Tools, Menus, Panels, Workspace Switcher
Layers, Swatches, Preferences
Interface Brightness, New Artboard

Tools, Swatches, and Color Panels

Tools Panel
Draw Normal, Draw Behind, Draw Inside
Rulers, Guides
Grid, Perspective Grid
Document Bleed
Colors
Swatches and Colors
Pattern Swatches
Gradient Swatches
Gradient Tool
Swatch Libraries



Illustrator CC Session 2 Outline

Vector Drawing Tools

- Pen Tool, Anchor Point Tool
- Smooth Tool
- Brush Tool
- Anchor Point Tools, Pencil, Blob Brush
- Expand Appearance
- Create New Brush
- Brush Library, Delete Brush

Symbols

- Create Symbols
- 9-Slice Scaling
- Symbols Panel, Delete Symbol
- Duplicate and Modify Symbol
- Symbols Library
- Graphic Styles
- Merge and Modify Graphic Styles
- Graphic Style Library
- Swatches Library
- Create Pattern, Modify Pattern

Layers and Masks

- Layers Panel, Group Layers
- Reorder Layers, Lock Layers, Arrange
- Create New Sublayer, Layer, Merge Layers
- Copy Layer, Nest Layer
- Blending Mode
- Create Clipping Mask
- Draw Inside
- Make Release Clipping Mask
- Edit Opacity Mask
- Isolation Mode
- Kuler Panel
- Upload to Kuler Panel, Save Kuler Theme
- Appearance Panel

Import and Export

- Import Files
- Embed File
- Export, Save Files
- Prepare Documents to Export
- Print
- Document Bleeds, Crop Marks
- Save for Web
- Slice Tool
- Image Map
- CSS Panel
- Export Document for Video
- Title Safe, Document Size
- Document for another Adobe Application



Illustrator CC Session 3 Outline

Shapes and Symbols

- Shapes Tool
- Expand Object
- Pathfinder Panel
- Shape Builder
- Modify Shape
- Expand Text
- Create Symbol
- Symbol Sprayer

Charts and Graphs

- Create Charts and Graphs
- Modify Charts and Graphs
- Round Trip Edit
- Embed Artwork
- Create Object Mosaic
- Image Trace
- Modify Image Trace
- Live Paint

Text

- Type Tool, Area, Vertical Type Tool
- Type on Path, Vertical Type on Path Tool
- Character Panel
- Paragraph Panel
- Convert Text to Outlines

3D Tools

- Extrude and Bevel
- Revolve, Map Art
- Gradients
- Mesh Tool
- Transform Tools
- Distort Tools
- Modify Distort Tools, Blend Tool
- Effects
- Effect Gallery



6 Week Sample Lesson Plan

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	Session 1 Pre-Assessment	<u>Session 1</u>	Projects	Projects	Projects
Week 2	Projects	Projects	Online Labs	Session 1 Post-Test	Session 2 Pre-Assessment
Week 3	<u>Session 2</u>	Projects	Projects	Projects	Projects
Week 4	Projects	Online Labs	Session 2 Post-Test	Session 3 Pre-Assessment	<u>Session 3</u>
Week 5	Projects	Projects	Projects	Projects	Projects
Week 6	Online Labs	Session 3 Post-Test	MasterExam	MasterExam	MasterExam

*LearnKey training segments are underlined.

*Activities are italicized.

*Tests are bolded.

7 Week Sample Lesson Plan

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	Session 1 Pre-Assessment	<u>Session 1</u>	<u>Session 1</u>	Projects	Projects
Week 2	Projects	Projects	Projects	Online Labs Projects	Session 1 Post Test
Week 3	Session 2 Pre-Assessment	<u>Session 2</u>	<u>Session 2</u>	Projects	Projects
Week 14	Projects	Projects	Projects	Online Labs Projects	Projects
Week 15	Session 2 Post Test	Session 3 Pre- Assessment	<u>Session 3</u>	<u>Session 3</u>	Projects
Week 6	Projects	Projects	Projects	Projects	Online Labs Projects
Week 7	Projects	Session 3 Post Test	MasterExam	MasterExam	MasterExam

8 Week Sample Lesson Plan

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	Session 1 Pre-Assessment	<u>Session 1</u>	<u>Session 1</u>	<u>Session 1</u>	Projects
Week 2	Projects	Projects	Projects	Projects	Projects
Week 3	Online Labs Projects	Session 1 Post Test	Session 2 Pre- Assessment	<u>Session 2</u>	<u>Session 2</u>
Week 4	<u>Session 2</u>	Projects	Projects	Projects	Projects
Week 5	Projects	Projects	Online Labs Projects	Session 2 Post Test	Session 3 Pre- Assessment
Week 6	<u>Session 3</u>	<u>Session 3</u>	<u>Session 3</u>	Projects	Projects
Week 7	Projects	Project	Project	Projects	Online Labs Projects
Week 8	Session 3 Post Test	MasterExam	MasterExam	MasterExam	MasterExam

Shortcut Keys

Command	Key Combination
Selection tool	V
Direct Selection tool	A
Magic Wand tool	Y
Lasso tool	Q
Pen tool	P
Blob Brush tool	Shift+B
Add Anchor Point tool	Plus (+)
Delete Anchor Point tool	Minus (-)
Convert Anchor Point tool	Shift+C
Artboard tool	Shift+O
Type tool	T
Line Segment tool	Backslash (\)
Rectangle tool	M
Ellipse tool	L
Paintbrush tool	B
Pencil tool	N
Rotate tool	R
Reflect tool	O
Scale tool	S
Warp tool	Shift+R
Width tool	Shift+W
Free Transform tool	E
Shape Builder tool	Shift+M
Perspective Grid tool	Shift+P
Perspective Selection tool	Shift+V
Symbol Sprayer tool	Shift+S
Column Graph tool	J
Mesh tool	U
Gradient tool	G
Eyedropper tool	I
Blend tool	W
Live Paint Bucket tool	K
Live Paint Selection tool	Shift+L
Slice tool	Shift+K
Eraser tool	Shift+E
Scissors tool	C
Hand tool	H
Zoom tool	Z
Zoom In tool	Ctrl+Spacebar
Zoom Out tool	Ctrl+Alt+Spacebar
Zoom to exact size	Ctrl+Spacebar+drag
Hide/Show all tools and panels	Tab
Hide/Show all panels except toolbox	Shift+Tab

Command	Key Combination
Draw from center	Alt
Draw from center with dialog	Alt+Click
Constrain proportion	Shift
Move object while drawing	Spacebar
Add/subtract sides, points, spiral segments	Up or Down Arrow
Decrease inner radius	Ctrl
Decrease/increase type size	Ctrl+Shift+< or Ctrl+Shift+>
Decrease/increase leading	Alt+Up Arrow or Alt+Down Arrow
Decrease/increase kerning/tracking	Alt+Left Arrow or Alt+Right Arrow
Reset kerning or tracking to 0	Ctrl+Alt+Q
Move selection	Arrow Keys
Move selection 10 points	Shift+Arrow Keys
Lock selected artwork	Ctrl+2
Lock all deselected artwork	Ctrl+Alt+Shift+2
Unlock all artwork	Ctrl+Alt+2
Hide selected artwork	Ctrl+3
Hide all deselected artwork	Ctrl+Alt+Shift+3
Show all artwork	Ctrl+Alt+3
Show layer while turning off all others	Alt+Click on eyeball icon
Select all items on layer	Alt+Click layer name
Copy selected item to different layer	Alt+Drag selection square in Layers panel
Create new layer at top of list	Ctrl+Click
Create new layer below selected layer	Ctrl+Alt+Click
Show/Hide brushes	F5
Show/Hide color	F6
Show/Hide layers	F7
Show/Hide info	Ctrl+F8
Show/Hide gradient	Ctrl+F9
Show/Hide stroke	Ctrl+F10
Show/Hide attributes	Ctrl+F11
Revert file	F12
Show/Hide graphic styles	Shift+F5
Show/Hide appearance	Shift+F6
Show/Hide align	Shift+F7
Show/Hide transform	Shift+F8
Show/Hide pathfinder	Shift+Ctrl+F9
Show/Hide transparency	Shift+Ctrl+F10
Show/Hide symbols	Shift+Ctrl+F11
Create new symbol	F8
Swap colors in gradient	Alt+Drag color stop onto another

Illustrator CC

First Edition

