



Creating Flipcharts

Locking and Grouping Objects


How do you lock an object in place?

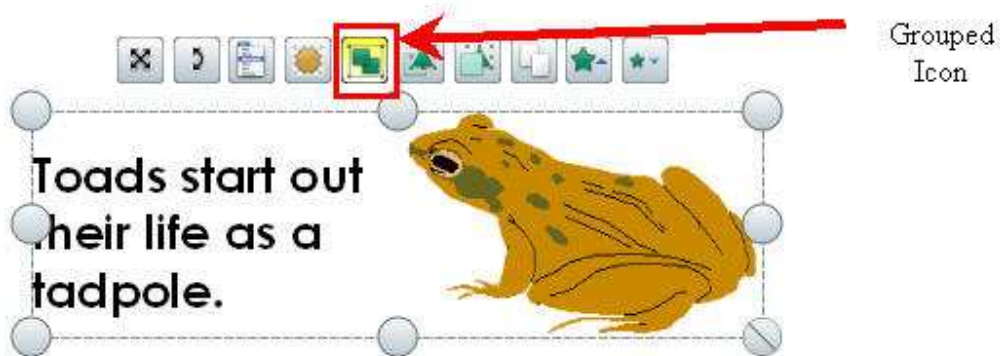
1. Right-click on the object.
2. Select "Locked".



NOTE: While you are in Design Mode , you will still be able to move it. Only after you turn off Design Mode  will the objects be locked into place.

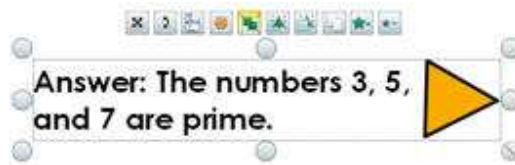
How do you group objects together?

1. Use your select tool  to click and drag a box around both objects. (In the example below, I have a text box and an image.)
2. Click the "Grouped" icon on the "Object Edit Toolbar".
3. You can click the "Grouped" icon to ungroup the objects if you change your mind.

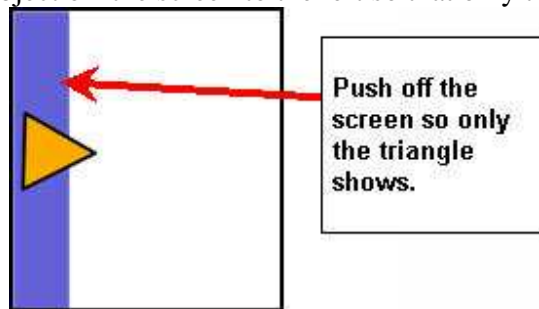


Example of Using Grouping AND Restrictors:

1. Add a triangle to the page using the Shape tool. Add a text box to the page.
2. Group the objects together. (See picture below)



3. Select the grouped object and go into the Property Browser for this object. Restrict its movement so that it can only move horizontally (See "Restrictors" resource page for more information.)
4. Push the object off the screen to the left so that only the triangle is showing.



5. When you present the flipchart to the class, pull the triangle to the right to reveal the answer.

