

**Course
&
Test Series**

 **CBSE**

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Working with Pages and Layout

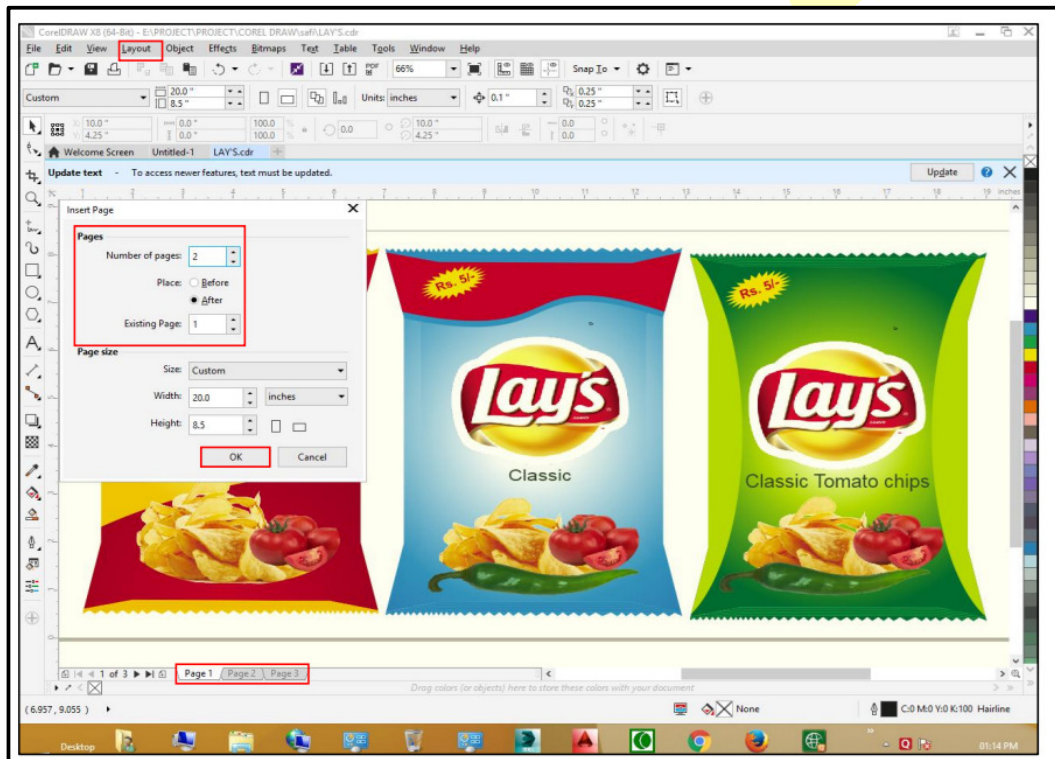
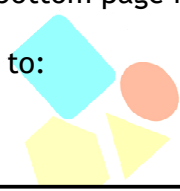
Module 1 - Managing Pages in CorelDRAW

In CorelDRAW, you can work with multiple pages in a single document. This is helpful when creating brochures, booklets, flyers, or any multi-page designs.

Inserting and Deleting Pages

Inserting a Page:

- You can add a new page to your document from the bottom page navigation bar.
- Click the “+” icon next to the current page tab or go to:
 - Layout → Insert Page Before/After.
- You can add one or many pages at once.



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Duplicate Page:

In the insert new page area of the duplicate page dialog box, choose one of the following options. Before selected page, after selected page, copy layers only – lets you duplicate the layer structure without copying the contents of the layers. Copy layer(s) and their contents – lets you duplicate the layers and all their contents. You can also duplicate a page by right-clicking a page name and choosing duplicate page.

Deleting a Page:

- Select the page from the page tab at the bottom.
- Right-click on the page tab → choose “Delete Page”.
- Or go to: Layout → Delete Page.

 *Tip: Be careful while deleting pages—unsaved designs on that page will be lost.*

Changing Between Pages

- Use the **page navigation tabs** at the bottom of the window to move between pages.
- You can also use:
 - Page Up/Page Down keys on the keyboard.
 - Go to: View → Go to Page.
- ◆ *Each page in CorelDRAW has its own layout area but shares the same document settings (like size, color mode).*

Assignment

Quick Steps to Create "Education Industry" Poster

1. **New Document**
 - Open CorelDRAW X7 → File > New
 - Page: A4, Portrait
2. **Set Background**
 - Use **Rectangle Tool (F6)** → Draw full-page rectangle
 - Fill color: **Dark navy blue** → Remove outline
3. **Add Title**
 - Use **Text Tool (F8)** → Type EDUCATION INDUSTRY
 - Font: **Bold (Arial Black/Montserrat)**, Color: **White**
 - Align center (press P)
4. **Add Icons**
 - Use File > Import to bring icons (pencil, globe, book, ABC blocks, etc.)
 - Or draw using **Ellipse, Rectangle, Polygon, Freehand Tools**
5. **Color and Arrange**

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Working with Pages and Layout

- Apply flat colors (red, yellow, blue, etc.)
 - Arrange icons neatly around the central open book
- 6. Final Touch**
- Use **Align** tools to center all
 - Save as .CDR
 - Export as PDF or PNG

