## PAGEMAKER 7.0

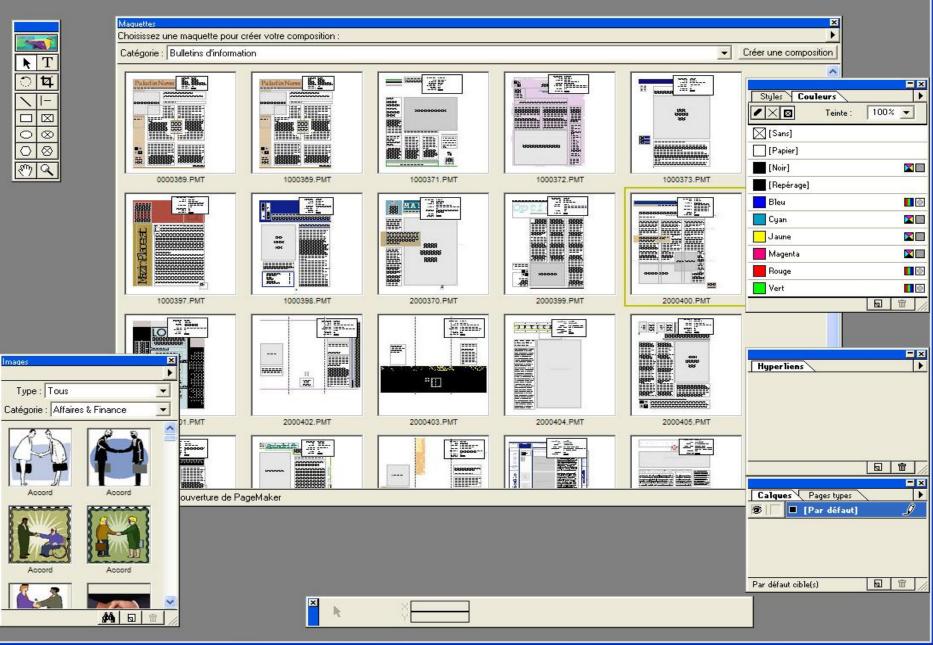
- PageMaker is a desktop publishing software used for laying out pages
- It is used to create documents with a complex layout of text and graphics
- Brochures, pamphlets, newsletters, reports etc.

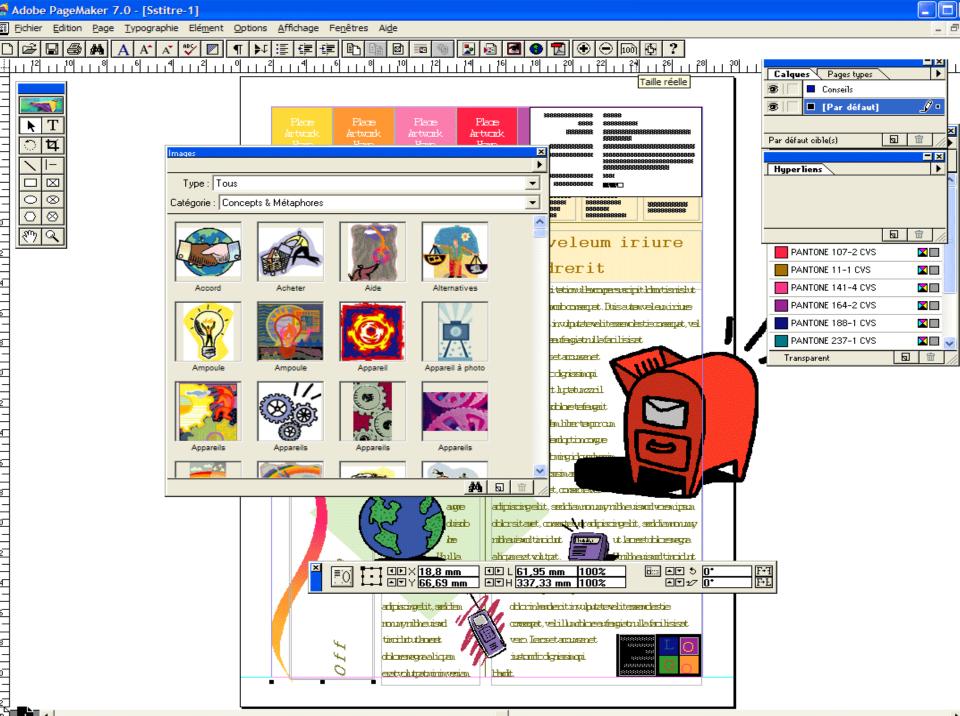
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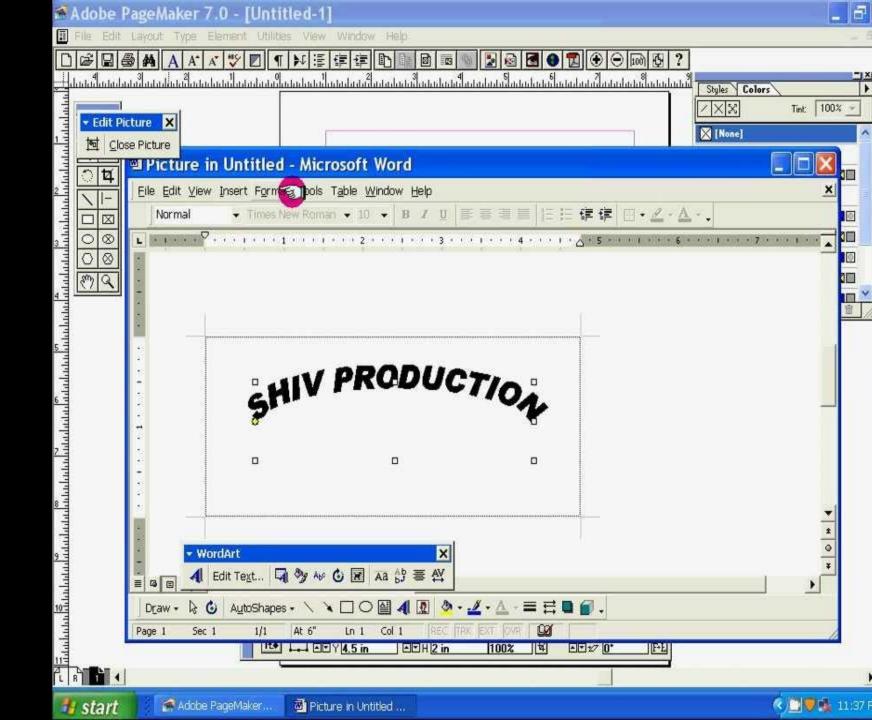
		Page	e Maker Tools					
Tool	Toolbox	Cursor	Use					
Pointer Tool	k	k	Used to select items, text, or a location. Once an item has been selected, it can be resized, moved, copied or deleted.					
Text tool	Т	I	Enables text entry and editing.					
Rotating tool	0	*	Rotates text, drawings, or graphics.					
Cropping tool	Ħ	¥	Allows custom trimming of graphics.					
Line tool		+	Draws straight lines at any angle. See Elements, Lines for options.					
Constrained line tool	-	+	Draws horizontal, vertical, and 45 degree lines. See Elements, Line for options.					
Rectangle tool		+	Draws rectangles. To draw squares, hold the SHIFT key before clicking and dragging.					
Rectangle frame tool		+	Creates rectangular placeholders for text and graphics. To cre- ate square placeholders, hold down the SHIFT key before click- ing and dragging.					
Ellipse tool	0	+	Draws ellipses. To draw circles, hold down the SHIFT key before clicking and dragging.					
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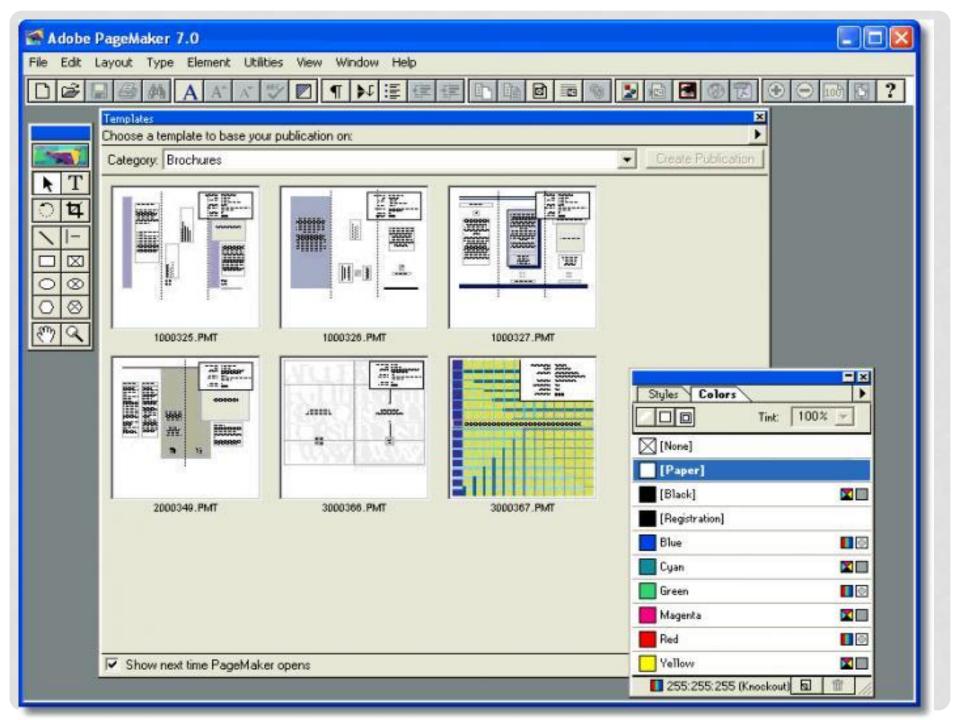
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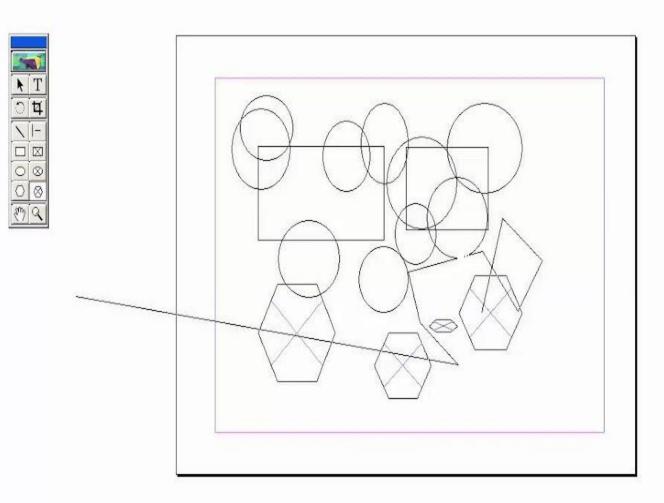
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## Siva Sakthi Skills

