
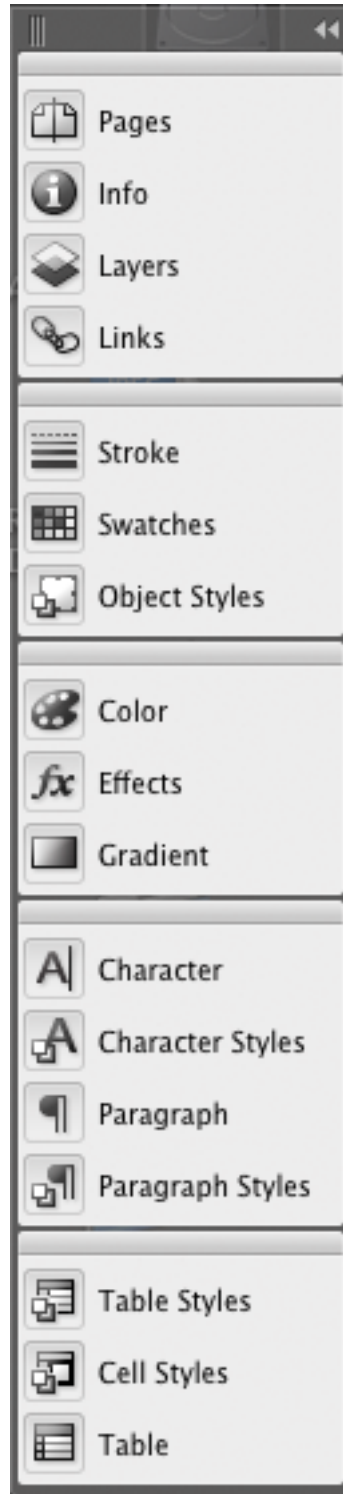


# Default InDesign Tools

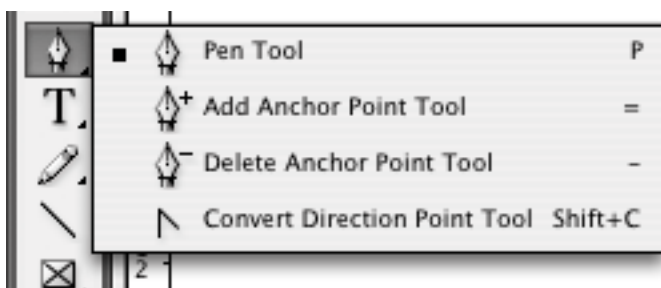
1-column/2-column display



- Selection Tool** (select object)
- Direct Selection Tool** (select content, alter object)
- Pen Tool** (drawing Bezier curves)
- Type Tool** (creating and selecting type)
- Pencil Tool** (freehand Bezier curves)
- Line Tool** (line segments — don't use)
- Rectangle Frame Tool** (boxes for photos)
- Rectangle Tool** (boxes)
- Button Tool** (interactive buttons for PDFs)
- Scissors Tool** (cut Bezier curves)
- Rotate Tool** (rotate objects)
- Scale Tool** (make objects larger and smaller)
- Gradient Tool** (create color transitions)
- Free Transform Tool** (rotate, scale or shear)
- Note Tool** (add non-printing notations)
- Eyedropper Tool** (copy attributes)
- Hand Tool** (move around **document**)
- Magnifier Tool** [command-spacebar]
- Fill and Stroke**  
Default Fill (none) and Stroke (black)  
Formatting affects container or type
- Apply Color**
- View** (normal, preview, bleed and slug)



- Pages** How your pages are laid out
- Info** Location and dimension of objects
- Layers** Controls layers and position in layer stack
- Links** Controls image links to document
- Stroke** Width and style of strokes
- Swatches** Saved colors
- Object Styles** Saved object styles
- Color** Color selector
- Effects** Effects, such as opacity and drop shadows
- Gradient** Control changes from one color to another
- Character** Character attributes
- Character Styles** Saved attributes
- Paragraph** Paragraph attributes
- Paragraph Styles** Saved attributes
- Table Styles** Saved table styles
- Cell Styles** Saved cell styles
- Table** Table options



- Pen Tool** P
- Add Anchor Point Tool** =
- Delete Anchor Point Tool** -
- Convert Direction Point Tool** Shift+C

Pen tool for creating Bezier curves

Adds control point

Deletes control point

Functions: 1) adds control arms, 2) breaks the link or 3) makes the link between control arms >>

