

Module 4: Create Your Own

Project Activity

This project activity will present the basics of working with StarOffice™ Draw's vector shape tools, text and 3D objects. You are going to create a logo for your school's athletic team and export it as a GIF to be used in other documents or in a Web page. Be as creative as time permits; however, this step-by-step activity will cover the basics to create a simple logo to represent your school's athletic team, the Bobcats.

1. Create a new StarOffice™ Draw document:
File > New > Drawing

Creating the Logo Letter Form

You are going to create a text field that contains a single capital letter and then format it and convert it to a 3D object.

1. Using the **Text** icon in the Object toolbar, insert a text box in your document.
2. Immediately type a capital letter, for example, a “B” to represent the team name.
3. Select the letter, and apply a font of your choice, and set the font size to approx. 400 points.

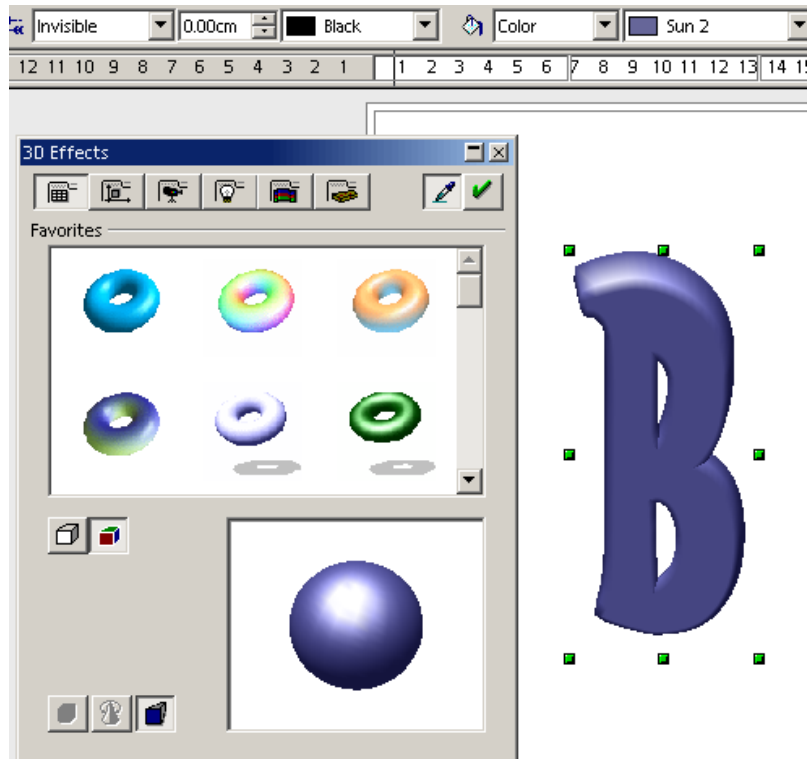
**TIP**

If you need to edit the text, you'll need to double click inside the text box to enter Edit mode.

4. Select the letter object in order to apply 3D formatting and color. (You will see the green selection handles around the object. If your box is too wide, you may resize.)
5. From the Menu bar, choose: **Modify > Convert > To 3D**.
Your shape is now a 3D object.
6. Assign the object a color gradient or bitmap graphics using the Object bar. Alternatively, you can change the color of the object by selecting **Format > Area**. Experiment!
7. Save continuously! (Make Ctrl+S your friend!)

8. To modify the 3D object, select the letter. Then choose **Format > 3D Effects**, or click the **3D Controller**, the bottom icon on the Main toolbar. (The **3D Effects** dialog box will display as shown right.)

9. Practice setting the depth of the object, focal length, distance from the camera. In this box, you can also define the geometry, shading, illumination and texture using the tabs at the top.



You can use the controls in the Object

toolbar together with the 3D Effects window. In the example shown, a predefined 3D donut-shape with a blue color was originally chosen, then a purple (Sun 2) color was applied from the color palette.

10. Again, experiment, and close the 3D Effects window after you have applied your formatting.



TIP

In the 3D Effects window, use the **green check mark** to apply each setting.

To undo a formatting change, click **Ctrl+Z** or **Edit > Undo**.

11. You may choose to rotate your letter. Use the rotate **Effects** tool on the Main toolbar or double click the object until the red rotation handles appear.

Next, you are going to add your team name to the logo.

12. Insert a text field, type your text, and format it as you desire.

- Font formatting options are under **Format > Character**.
- 3D Effects may also be applied to the text under **Modify > Convert > To 3D**.

! TIP

If the text is to have a frame, you have to change it into a polygon. Choose **Modify > Convert > Convert to polygon**. (Text in this example is floating and doesn't rest in a framed area.)



13. Save your changes!

Creating Object Background

A simple drawing object can be created as the background for the logo, for example, an ellipse.

1. From the Main toolbar, choose the **Rectangle** or **Ellipse** tool, and draw an object.

! TIP

The default option for these icons are filled shapes. Each shape has an icon for an empty, outlined shape. You can choose to draw a rectangle with rounded edges or a circle instead of an ellipse. (Choose one of the shape icons and long-click. A menu will appear that shows the different options available for that shape.)



2. To place this object in the background, choose:
Modify > Arrange > Send to Back
3. Format, size, position, and color the shape as desired.
4. Save!

That's it! Well done. You created a logo for your team!

Exporting File

Recall that you will need to export your StarOffice™ Draw logo to a different type of graphic file for use in other programs. In this project activity, you are going to export it as a **GIF** to use in a Web page.

1. First, determine the size of the file you will want as your final output. Exporting to a GIF will “rasterize” the image, which means it will no longer be a vector and will be bitmapped. Recall that changing the size of a bitmapped file can result in poor quality or pixelization.
2. To see the actual size of the file, choose **View > Zoom > 100%**.
3. Select all the elements by dragging your mouse around all the elements or choosing **Edit > Select All (Ctrl+A)**.



TIP

If you want to keep them together for future revision, group the elements together by choosing **Modify > Group**.

4. Resize the elements to the desired size for final output.
5. Choose **File > Export** from the Menu bar. A dialog box will appear that will allow you to choose the target directory to save your exported file.
6. Enter the name of the file in the **File Name** field.
7. Pull down the **Save as Type** dropdown box, and choose **GIF**. The GIF Options dialog box will appear.
 - Under Mode, deselect **Interlaced**, and keep **Save transparency** checked.
 - Click **OK** to create your new graphic file.
8. You may now use this file in a Web page or insert it into another StarOffice™ document.

