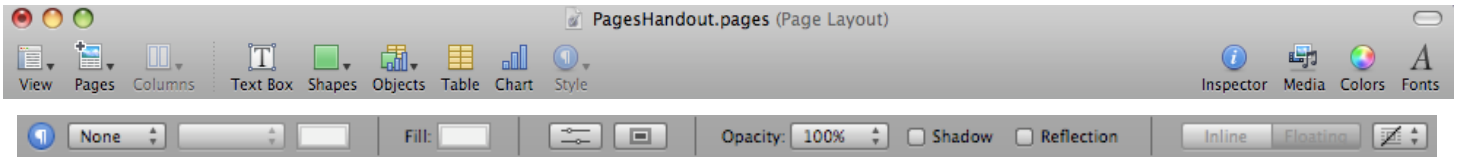


iWork: Pages



Templates

- * Word Processing
- * Page Layout

Tools

- * Toolbar
- * Format Bar
- * Inspector Windows
 - * Document (page size, margins, headers, footers)
 - * Layout (columns)
 - * Wrap (object placement, text wrap)
 - * Text (color, alignment, spacing, bullets, indent)
 - * Graphic (fills, stroke, picture frame, shadow)
 - * Metrics (size objects, position, rotate, flip)
 - * Table
 - * Chart
 - * Links (add hyperlinks)
 - * QuickTime (adjust audio and video files)

Text

- * Insert text box
- * Columns

Graphics

- * Floating (text flows around it)
- * Inline (embedded in text)
- * Moving: click and drag or arrow keys
- * Resize: select object and drag handle
- * Flip/Rotate: Arrange > Flip or Metrics Inspector
- * Borders: Graphic Inspector > Stroke > Line
- * Framing Objects: Graphic Inspector > Stroke > Picture Frame (click thumbnail to choose one)
- * Shadow: Graphic Inspector > color, angle, offset, opacity
- * Reflection: Graphic Inspector > Reflection
- * Opacity: Graphic Inspector > Opacity
- * Fill Object with Color or Gradient: Colors
- * Fill Object with Image: select image, Graphic Inspector > Image Fill (scale to fit, scale to fill, stretch, original size, tile)
- * Shapes: select one or draw your own

- * Media Placeholders: within templates- drag file from Media Browser > Photos
- * Image formats: tiff, gif, jpg, pdf, psd, eps, pict
- * Import Image: drag from finder, drag from Media Browser, or Insert > Choose
- * Masking (Cropping):
 1. Import image
 2. Select image and click Mask button
 3. Resize mask or drag image to position
- * Mask Image with a Shape: select image, then Format > Mask with Shape
- * Unmask: select masked image, click Mask button, or Format > Unmask
- * Change Image Brightness/Contrast: Adjust Image window on Format bar

Saving

If opening on another computer, click Advanced Options to copy template images into document

Exporting

Can export to Word, PDF, RTF, Plain Text

