

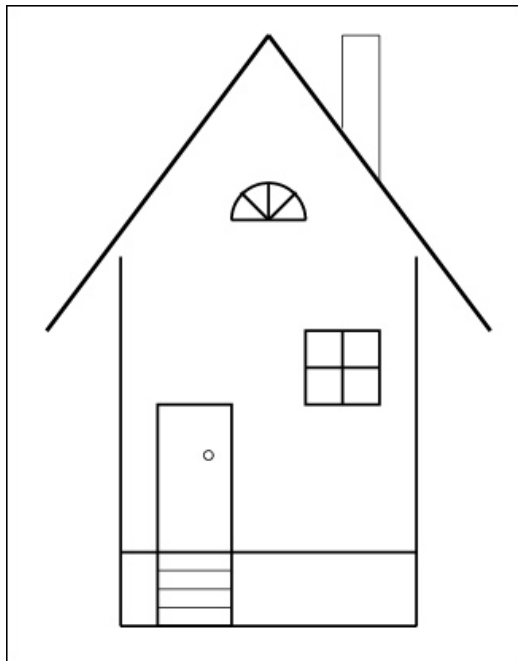
## Using Layers

---

Layers are a very important part of any drawing program, particular when larger projects are undertaken. They are screen overlays that different objects can be placed into. Think of them as sheets of transparent paper stacked on top of each other.

Layers allow you to keep groups of objects separate in the one drawing. For example, if you were creating a house plan, the walls of the house can be placed in one layer, the fixtures and fittings in another layer, the measurements in a third layer and the text in a fourth layer. You can hide all but the layer you wish to work in and then display or print any combination of them.

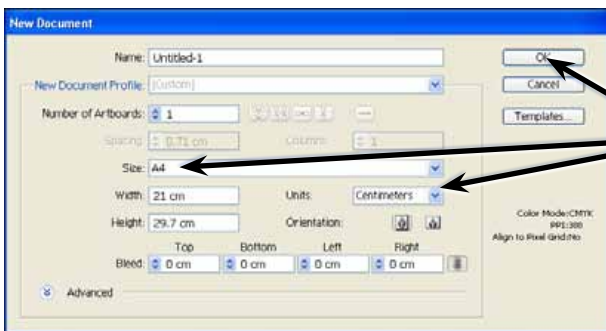
To illustrate the use of layers, the following simple sketch of a house will be created with a layer for the outside of the building, another layer for the door and two separate layers for windows.



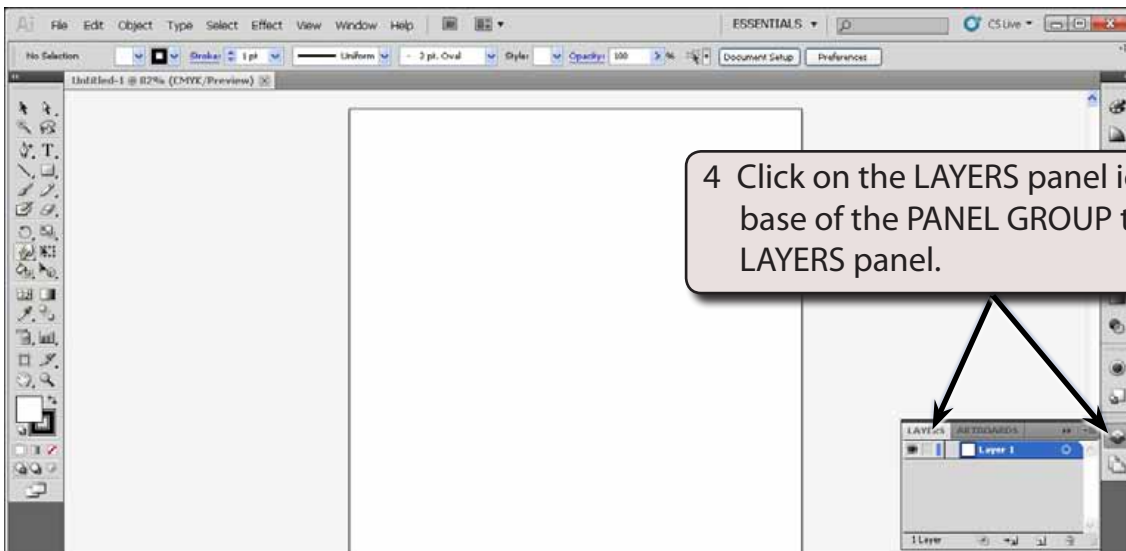
## The Layers Panel

When you start a new Illustrator document LAYER 1 is opened and all objects are placed in that layer until you create a new layer. These layers are stored in the LAYERS panel which is in the PANEL GROUP at the right of the screen.

- 1 Load Adobe Illustrator CS5 or close the current document.
- 2 Display the FILE menu and select NEW to start a new document.



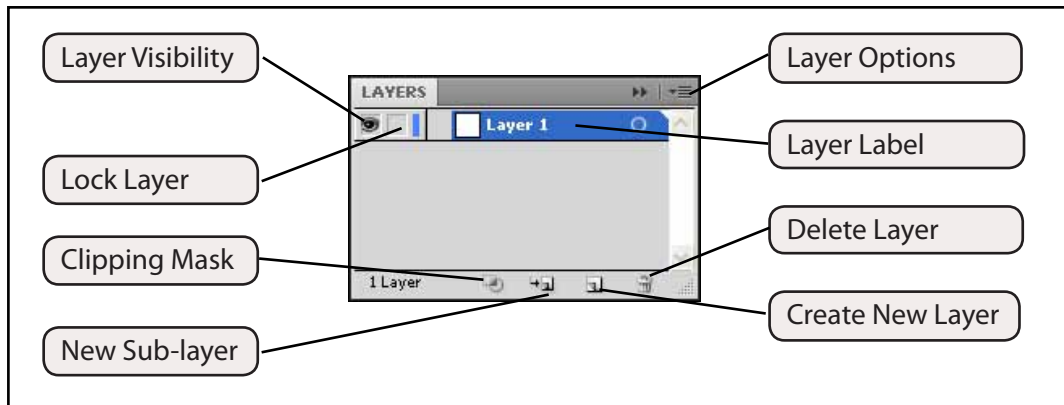
3 Set the SIZE to A4 (or the paper size your printer uses), the UNITS to CENTIMETRES and select OK.



4 Click on the LAYERS panel icon at the base of the PANEL GROUP to expand LAYERS panel.

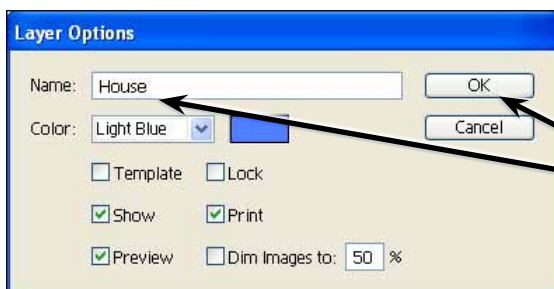
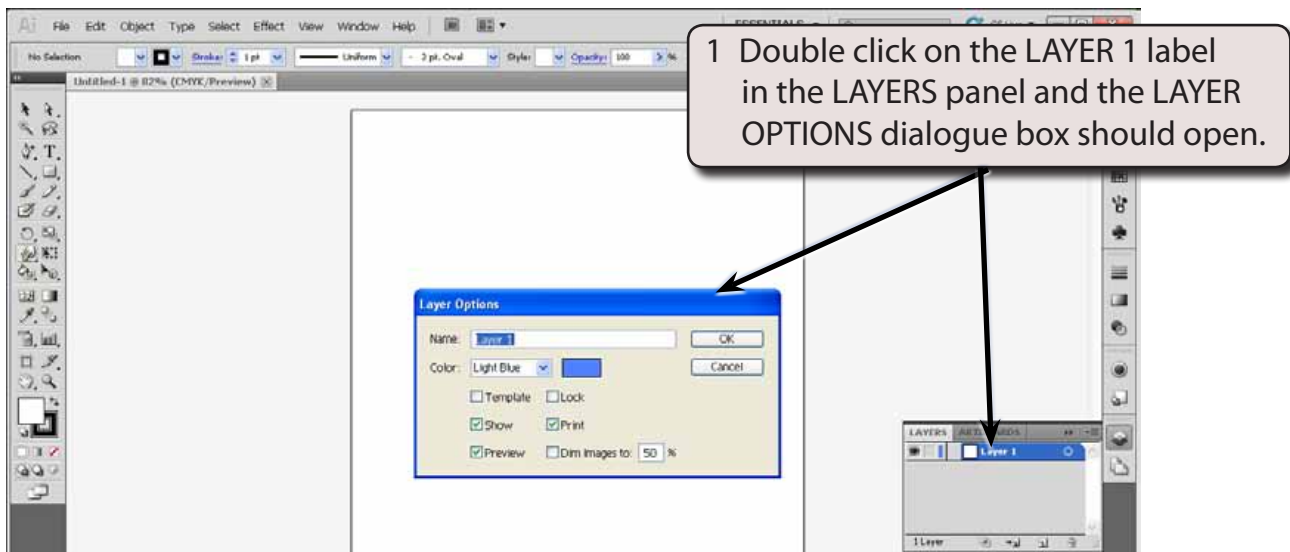
**NOTE:** If the LAYERS panel is not in the PANEL GROUP, it can be opened from the WINDOW menu and its label dragged into the PANEL GROUP to 'dock' it.

5 The following diagram labels the sections of the LAYERS panel.



## Naming Layers

Layers should be named so that you know what content is contained within them.



2 Enter the layer NAME:  
House  
and select OK.

- NOTE:**
- i You can also change the highlight colour for the layer. The default selection colour for the first layer is blue.
  - ii The LAYER OPTIONS dialogue box can also be opened by clicking on the OPTIONS MENU button at the top right of the LAYERS panel and selecting OPTIONS FOR LAYER 1.

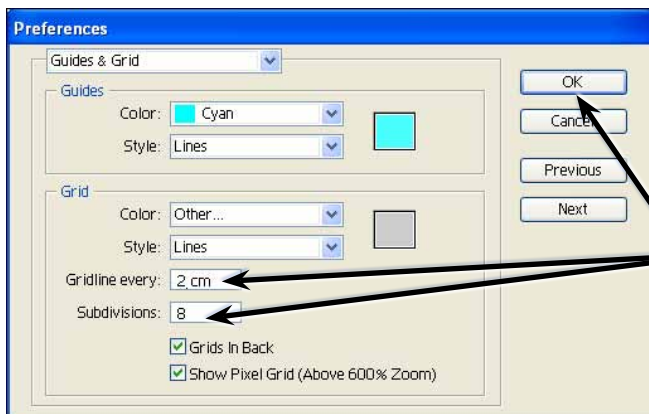
## Drawing the House Outline

The first layer will contain the outline of the house which will include the roof and chimney.

### A Turning on the Rulers and Grid

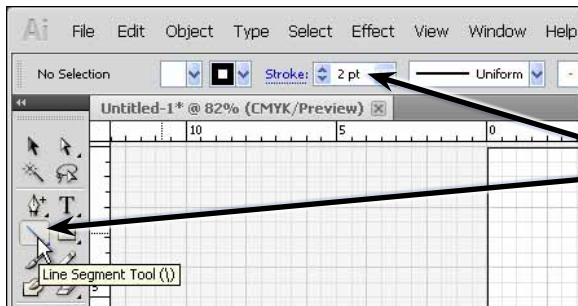
To make the drawing of the house more accurate the Rulers and Grid will be turned on.

- 1 Use the VIEW menu to turn on SHOW RULERS, SHOW GRID and SNAP TO GRID.
- 2 The grid needs to match the Ruler units. Display the EDIT menu of the Windows system or the ILLUSTRATOR menu on the Macintosh system, highlight PREFERENCES and select GUIDES & GRID.

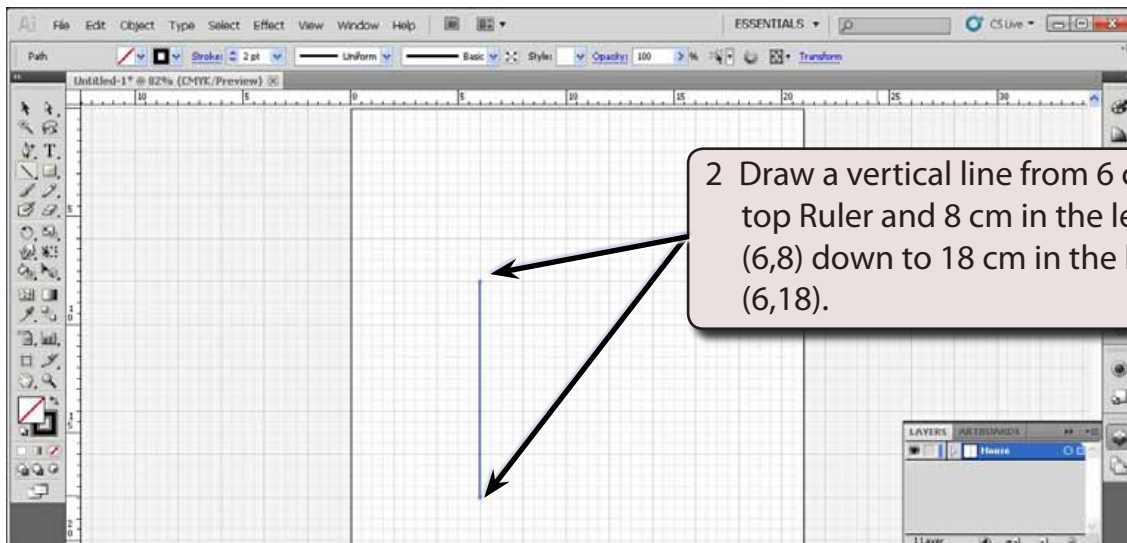


- 3 Set the GRIDLINES EVERY box to 2 cm, leave the SUBDIVISIONS as 8 and select OK.

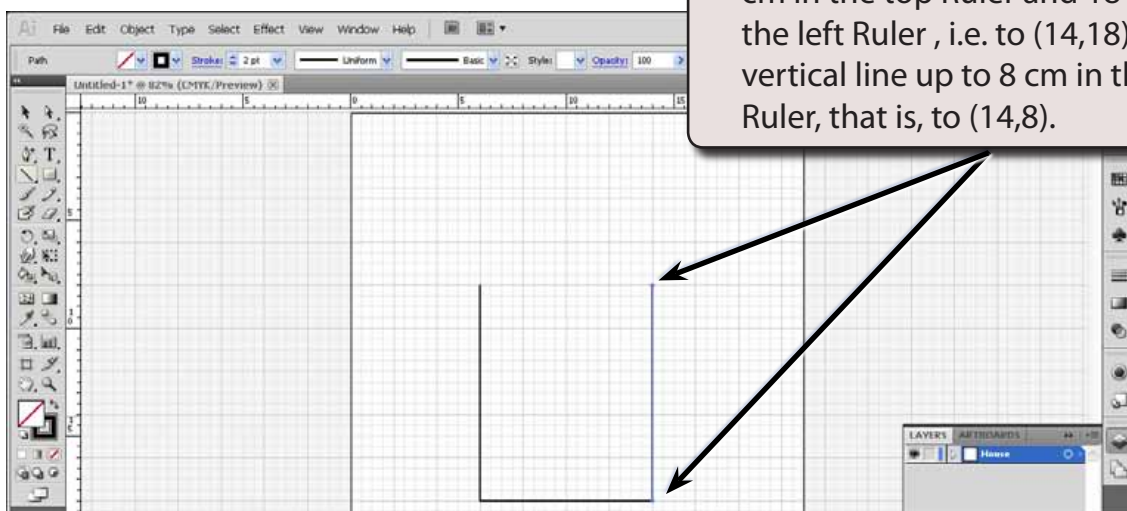
## B Drawing the House Outline



1 Select the LINE SEGMENT TOOL and, in the CONTROL panel, set the STROKE box to 2 pt.



2 Draw a vertical line from 6 cm in the top Ruler and 8 cm in the left Ruler (6,8) down to 18 cm in the left Ruler (6,18).



3 Draw a horizontal line across to 14 cm in the top Ruler and 18 cm in the left Ruler, i.e. to (14,18) then a vertical line up to 8 cm in the left Ruler, that is, to (14,8).