

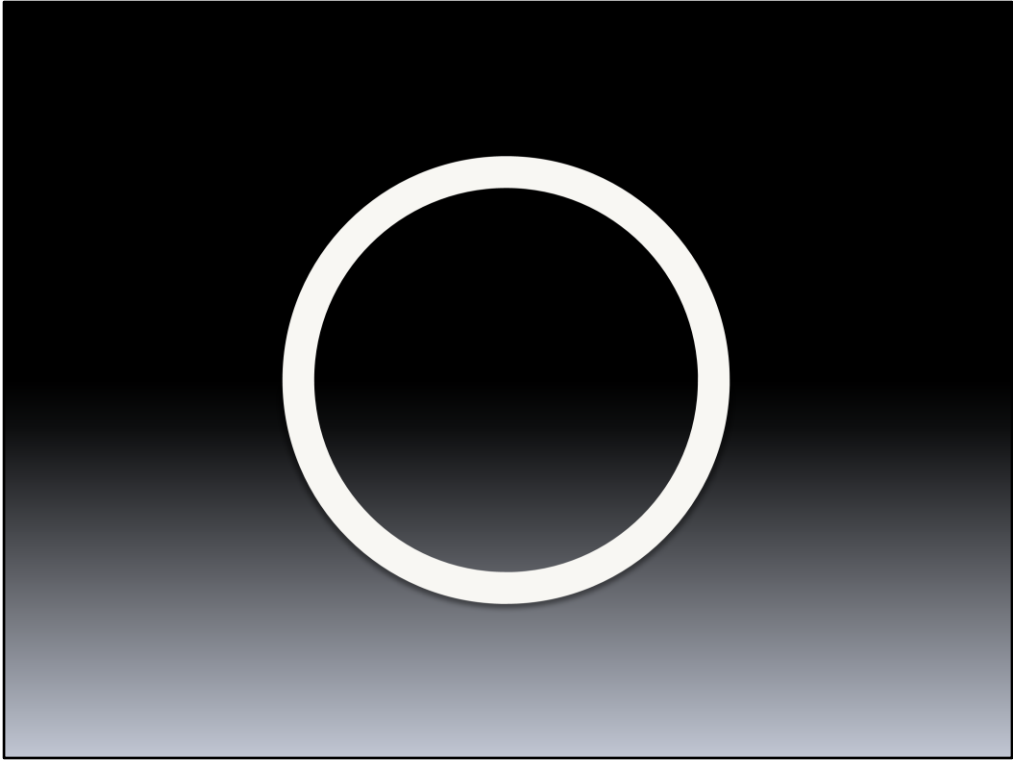


Drawing a button

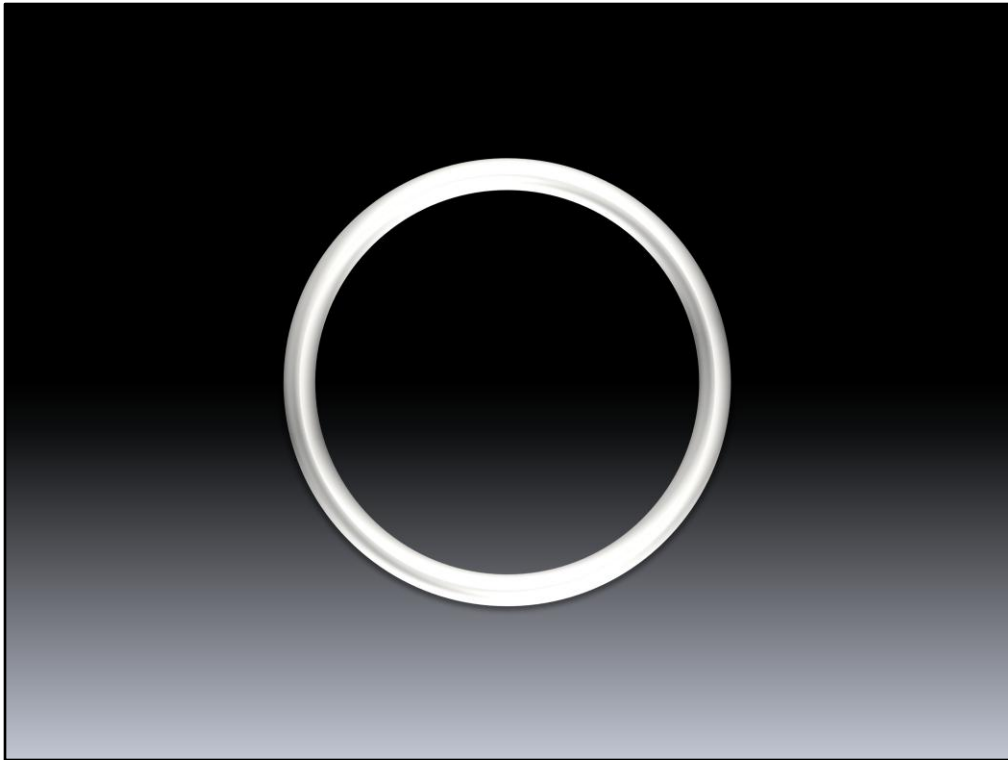




Let's create this icon.



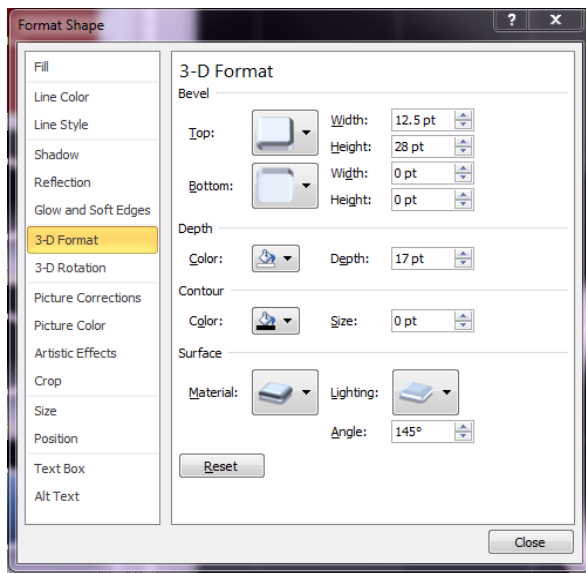
Donut
4.44 X 4.44

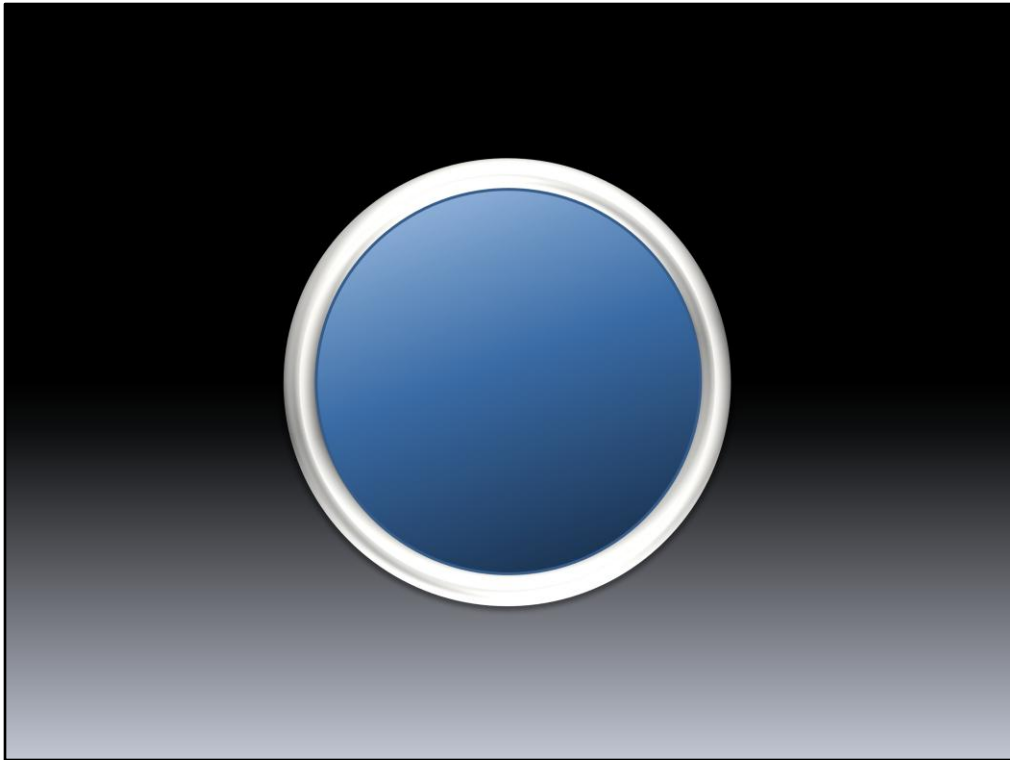


Shape Effects:

Select Donut

Shape Effects | Bevel | 3D Options



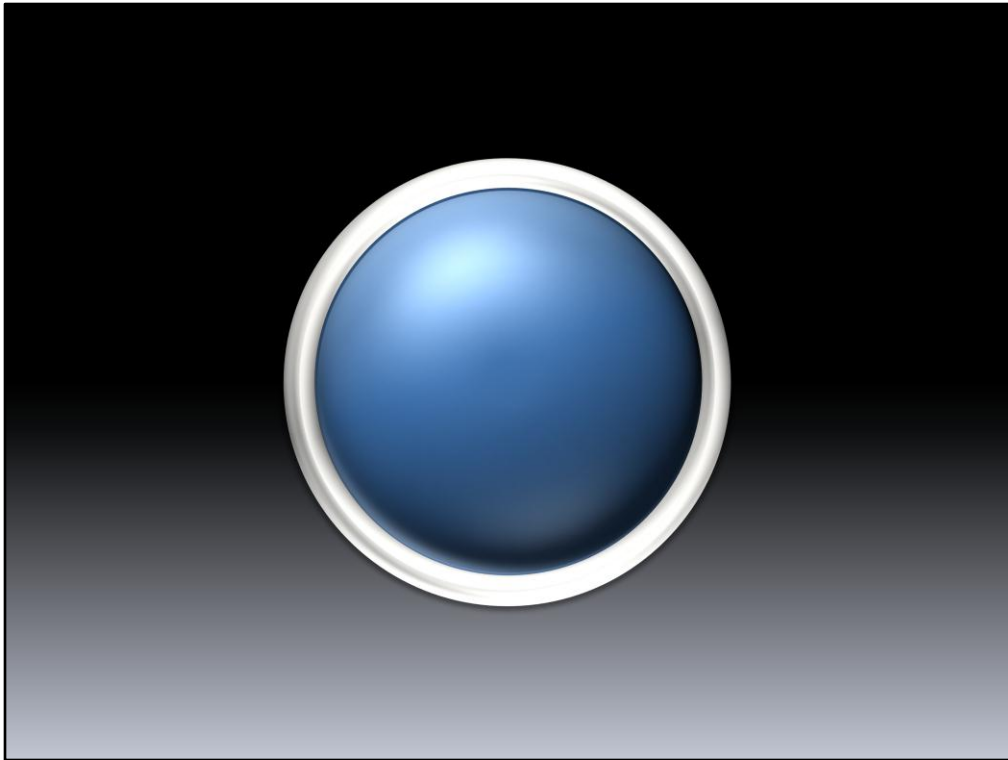


Draw Oval

3.81 X 3.81

Select both Oval and Donut

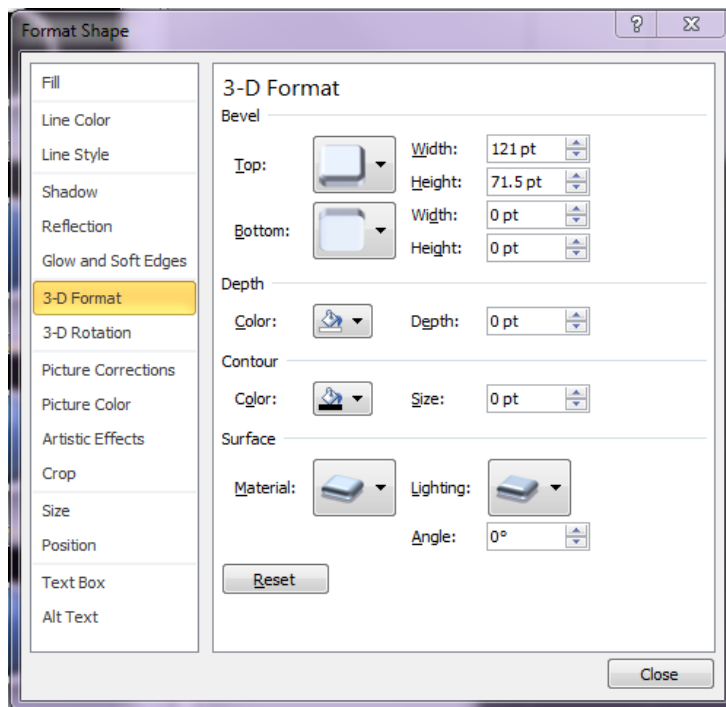
Align Center | Align Middle



Shape Effects:

Select Oval

Shape Effects | Bevel | 3D Options





Insert | Clip Art

In the Clip Art Task Pane: Search for globe. Results should be Illustrations. Uncheck Include Office.com content. Go.

Select: “Earth, Environmental awareness...”



Select Illustration | Ungroup | Ungroup.

Click and Drag to Select Globe Elements.

Move elements to be clear of original Illustration.

Click and Drag | Delete to delete remaining Illustration elements

Select and Delete Globe background and any extra elements you may have grabbed.

Click and Drag to Select remaining Globe elements | Group

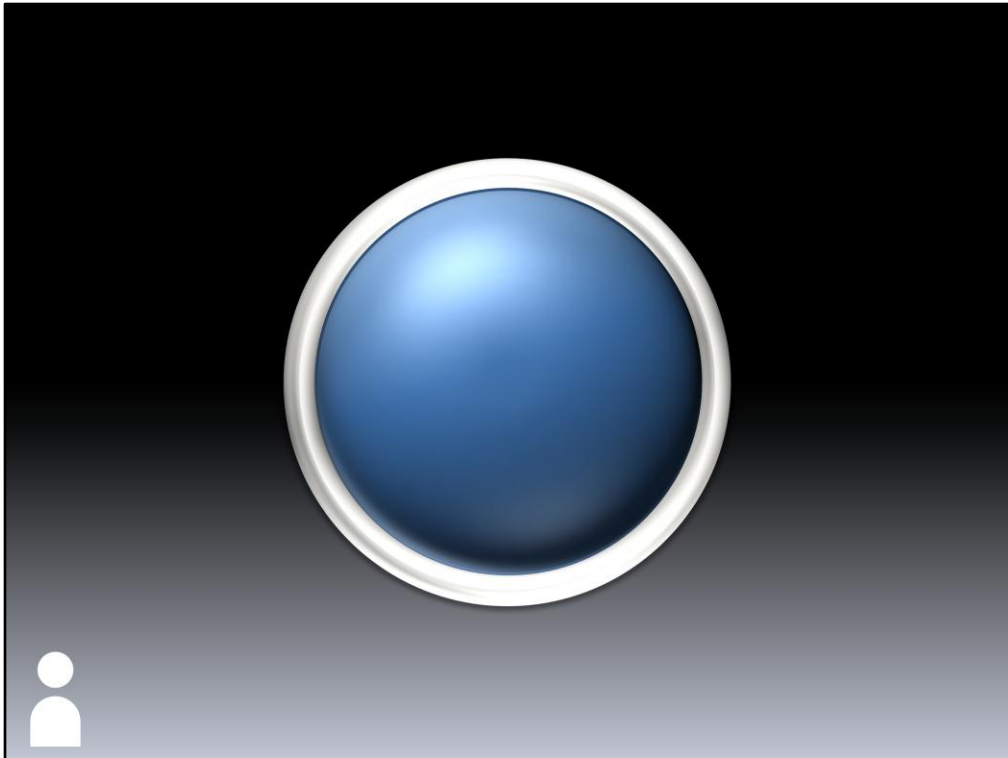
Move Globe to over button and Resize (hold Shift – Grab corner – Drag)



Combine shapes



Let's create a business icon.



“Man”

Insert | Shapes | Oval (Hold Shift Key down, Click and Drag. Change Fill to White No Outline)

Insert | Shapes | Round Same Side Corner Rectangle

Select Oval | Click Format Painter | Click on Round Same Side Corner Rectangle

Select right handle in Same Side Corner Rectangle and drag it all the way to the left (will stop at center)

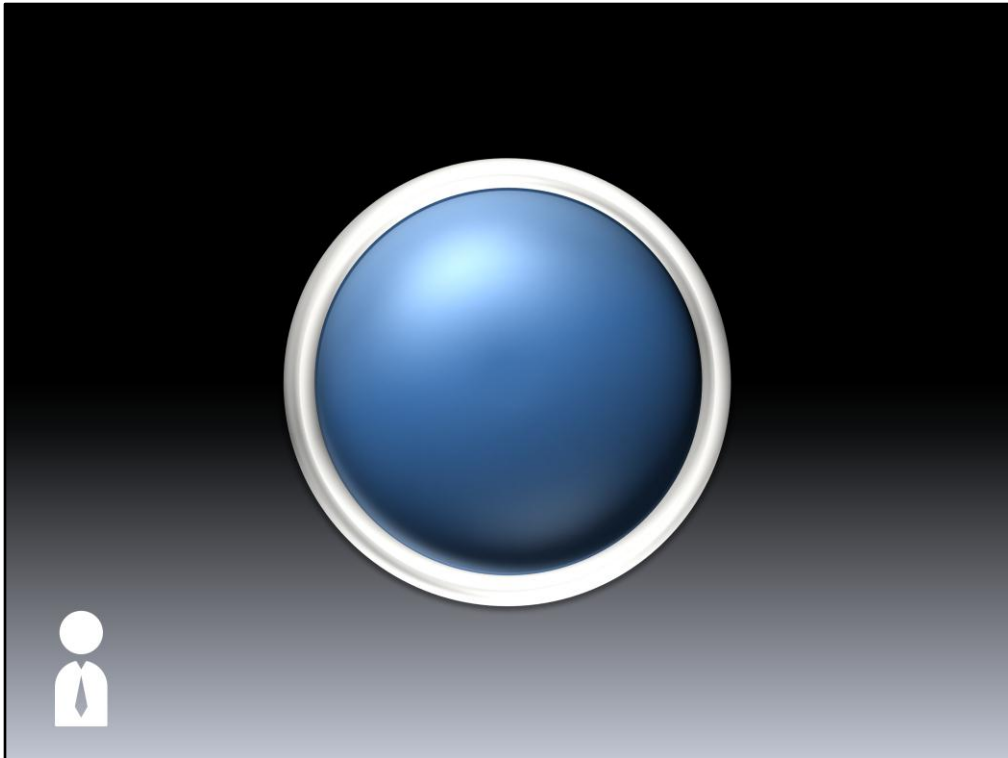
Select Oval and Same Side Corner Rectangle , then Align Center

Ctrl – D (move duplicated Objects to the side)

Click Combine Shapes more Arrow, then select Shape Union

Center Man over button

Duplicate slide



“ Business Man”

Duplicate Man (set duplicate off to the side)

Insert | Shapes | Isosceles Triangle

No Outline

Format | Rotate | Flip Vertical

Duplicate Isosceles Triangle

Format | Rotate | Flip Vertical

Duplicate top Isosceles Triangle

Select Man and Triangle | Align Center

Note that we could stop here. It looks alright. But look what happens if I change the background...

Select Man (1) then each Triangle (2) then Click Combine Shape | Shape Subtract



“ Brand Loyal”

Duplicate Business Man (set duplicate off to the side)

Copy Oval and Same Side Rectangle Shapes from previous slide to this slide

Duplicate Bottom Shape X2. Position the dupes equally on either side and overlapping the Business Man.

Select Man (1) then each Same side rectangle (2) | Shape Subtract

Shape Combine the Original 2 copied over...

Insert | Shapes | Heart

Select Man (1) then Heart (2) | Shape Subtract

Duplicate Brand Loyal Man and Move to side

Move Brand Loyalty over to button. Resize to fit within Business Man

Don't worry if Man Shapes overlap the edges for now

Select Man (1) then each Triangle (2) then Click Combine Shape | Shape Subtract



“ Early Adopter”

Copy Brand Loyal Man to this slide

Draw Rectangle | Place over Heart on Brand Loyal Man

Select Brand Loyal Man (1) then Rectangle (2) | Shape Union

Draw Oval (hold down Shift key to make it symmetrical - .35 X .35)

Draw Rounded Rectangle | Move handle as far to the center as possible

Duplicate Oval | Enlarge slightly

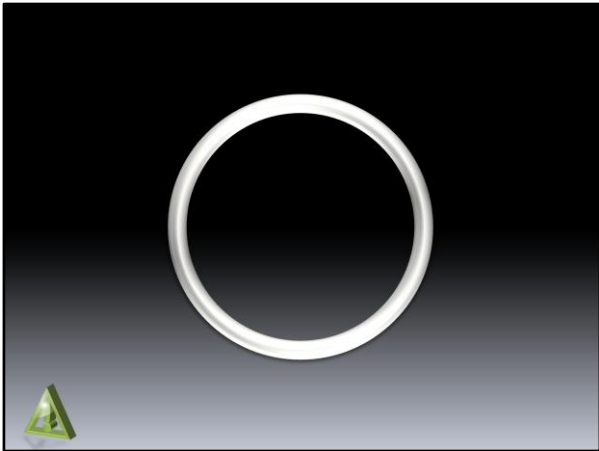
Place over Rounded Rectangle | Apply Shape Subtract

Duplicate Shape and place duplicate to the side

Place duplicate Oval under new Shape Apply Shape Union

Place Exclamation point over man | Apply Shape Subtract

Place Early Adopter Man in button. Resize.



Excitement Icon | Caution | Attention!

Copy button

Delete Blue

Change Shape to Triangle: (Select Donut | Drawing Tools/Format | Edit Shape | Change Shape)

Duplicate Triangle

Copy Exclamation Point from previous slide | Place over triangle | Enlarge if needed

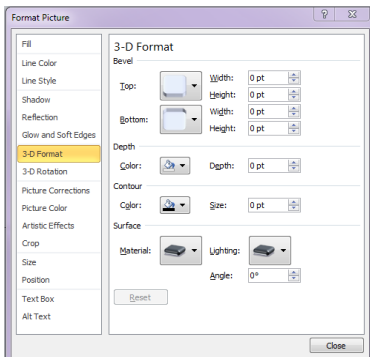
Select triangle (1) then Exclamation (2) | Shape Subtract

Place new Triangle with Exclamation cut out over other triangle.

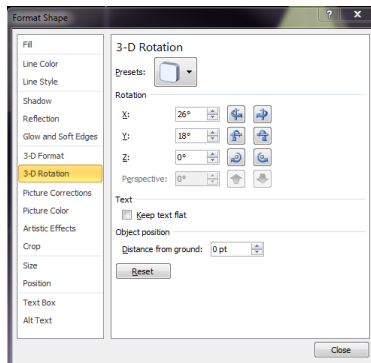
Make the new Triangle smaller | Align

Select old triangle (1) then new triangle (2) | Shape Subtract

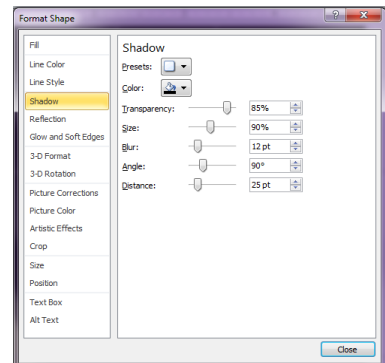
3D Format



3D Rotation



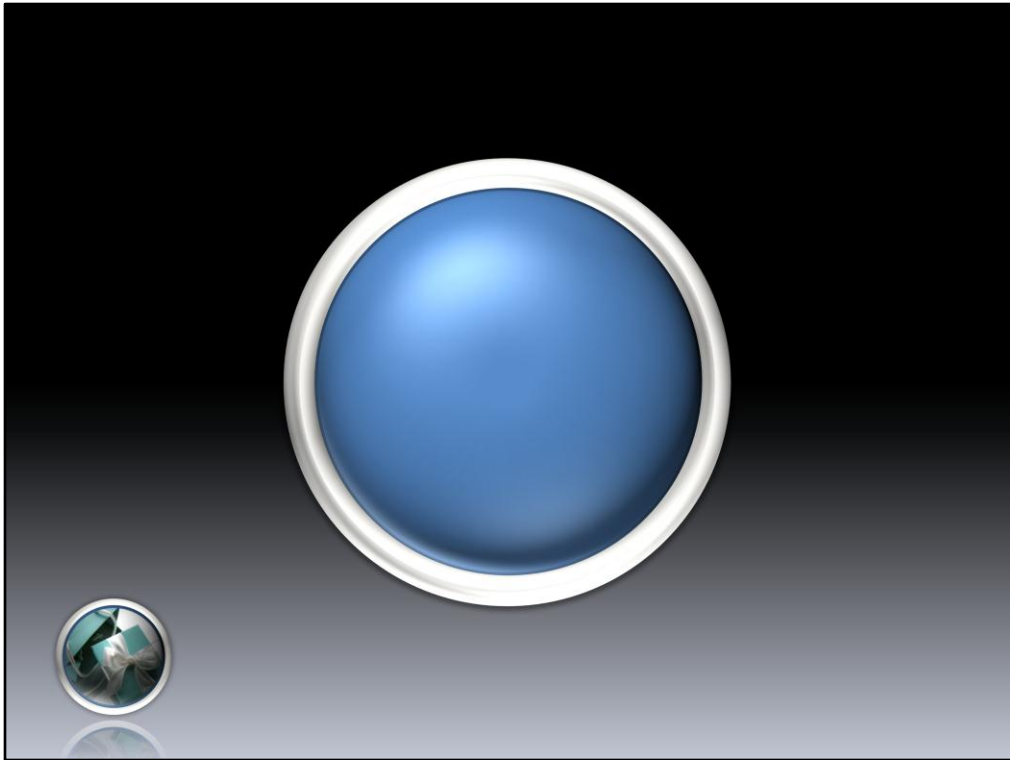
Shadow



Add other highlights (library)



Using photography



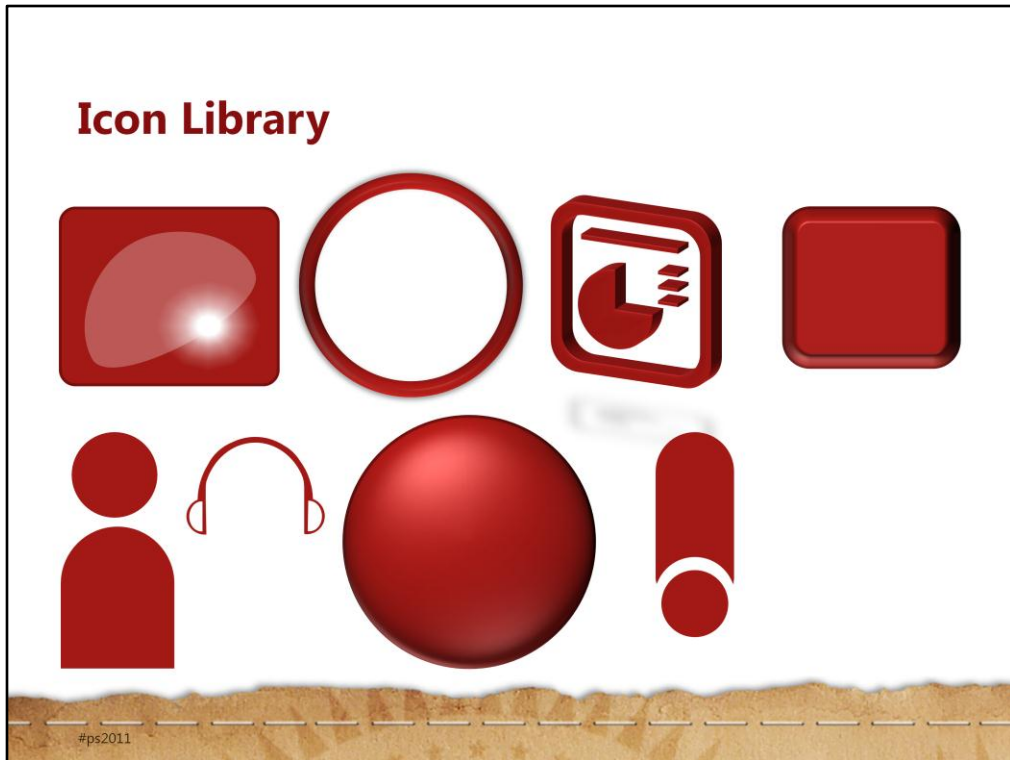
Photo

Select Blue

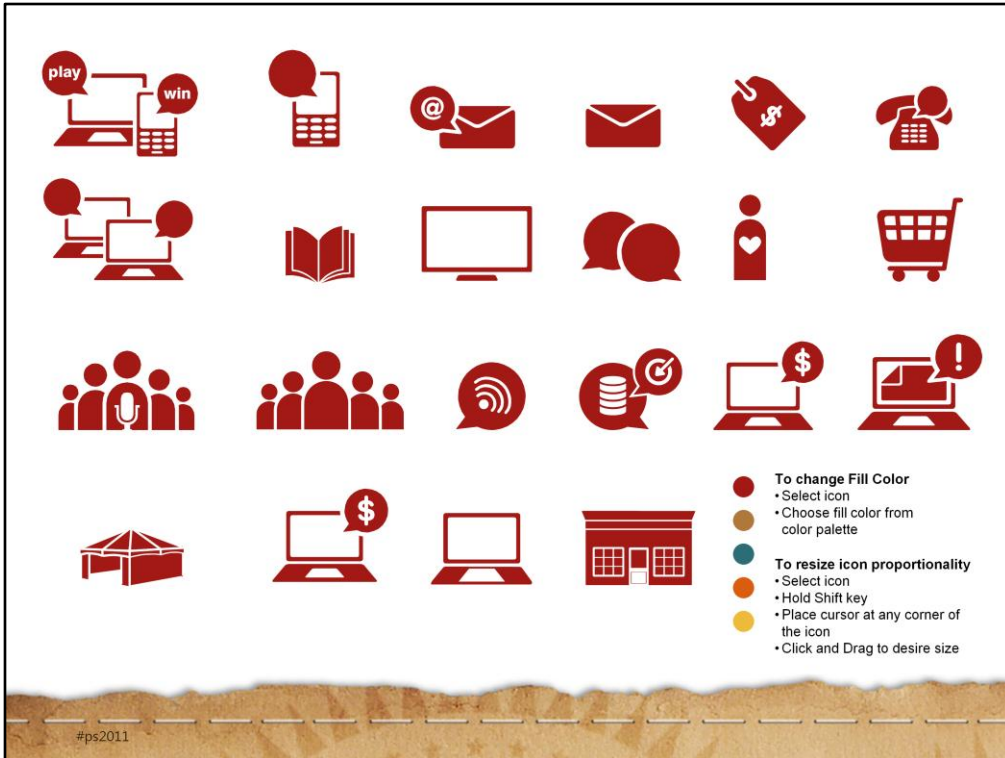
Drawing Tools | Format | Shape Fill | Picture



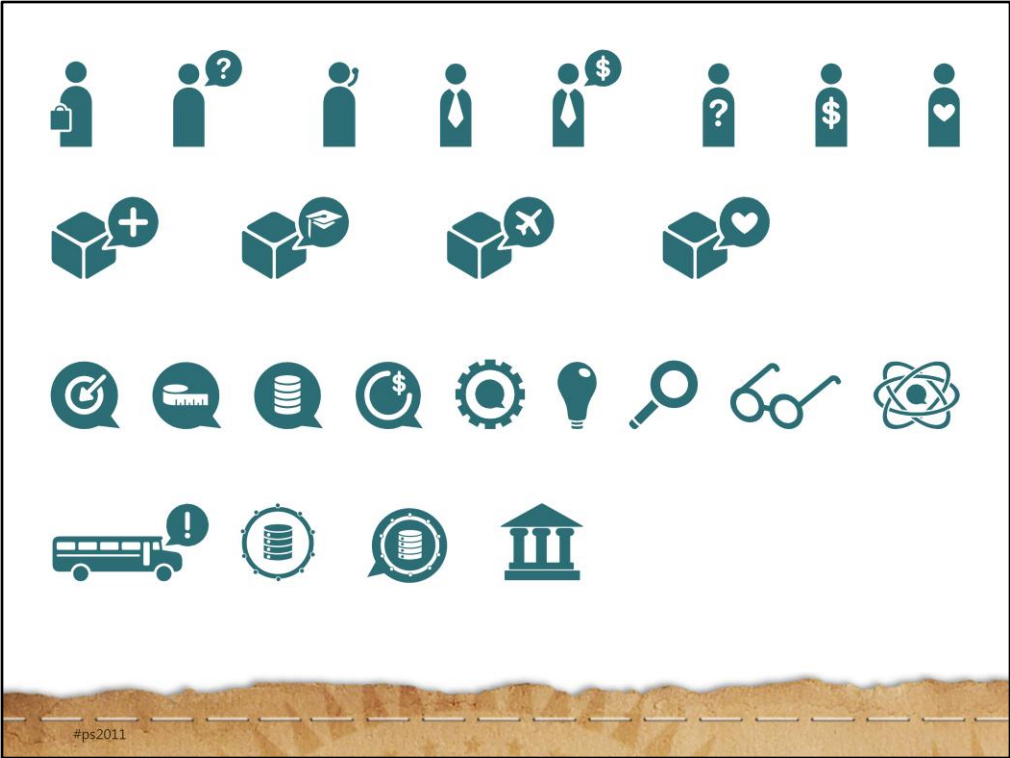
Icon library



Icon Library for this presentation.



Sample Client Icon Library



Sample Client Icon Library