

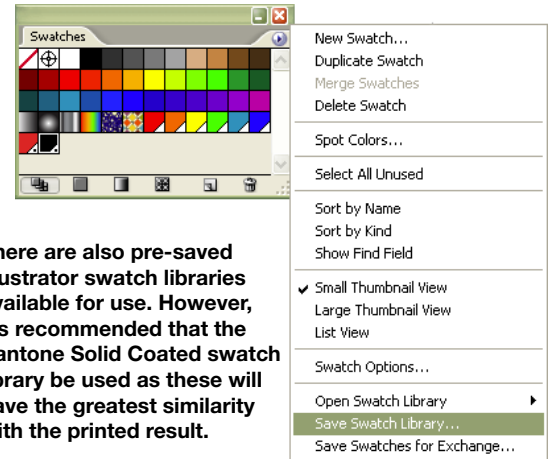
Color Swatches

Question

How can I save and open a swatch palette I've used before?

Answer

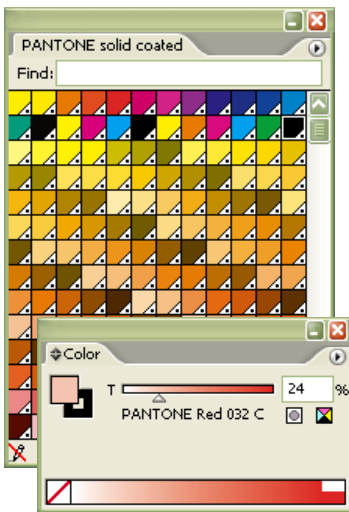
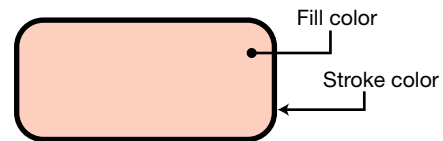
First, open the document that contains your chosen swatch palette. Then, in the Swatches palette click the arrow at the top right of the box and click on "Save Swatch Library". Select a folder where this will be saved. After opening or creating a new document you can then load these swatches by clicking on that same arrow, and "Open Swatch Library". Find your swatch file in the folder where it is saved and it will be loaded into your new document.



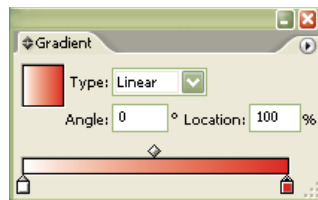
There are also pre-saved Illustrator swatch libraries available for use. However, it's recommended that the Pantone Solid Coated swatch library be used as these will have the greatest similarity with the printed result.

Applying Color to Shapes

To apply stroke and fill colors to a particular shape or shapes.



To apply stroke and fill colors to a particular shape or shapes, first select your object(s). Then, in the Pantone Solid Coated palette, or your custom swatch palette, select a color swatch. In the Color Palette, the fill and the stroke colors are visible. You can make either of them invisible by clicking the None square. You can also adjust the tint of the chosen color in the slider bar.

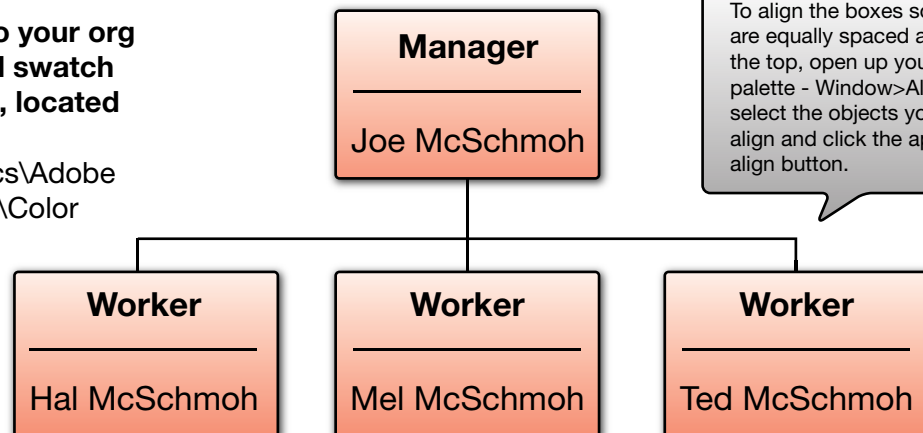


To apply a gradient to a shape or shapes, first select the object(s) then in the Gradient palette drag the desired swatches onto the slider. You can then either set the Angle or use the Gradient tool (G) in the Tool palette and manually click and drag to achieve your desired gradient look.

Exercise!

Add color or gradients to your org chart using the specified swatch library, "AUG Swatches", located here:

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Quick Tip:
To align the boxes so that they are equally spaced and aligned at the top, open up your Align palette - Window>Align. Then select the objects you want the align and click the appropriate align button.