



1). INTRODUCTION TO FLASH 5

WHAT IS FLASH?

Macromedia Flash 5
Content
Delivery
Macromedia website

FLASH FILE TYPES

FLA files
SWF files
HTML files
Projector files

MOVIE PROPERTIES

Using the Movie Properties window
To change Frame Rate
To change Dimensions
To change Match
To change Background Color
To change Ruler Units

2). FLASH INTERFACE

THE AUTHORING ENVIRONMENT

Screens
The Stage
The Work Area
The Timeline
Frames
Layers
Scenes
Panels

TOOLBARS

Using Toolbars
Using the Toolbox (Tools)
Using the Main (Standard)
Using the Status Bar
Using the Controller
Using the Launcher Bar

THE TIMELINE

Using the Timeline
Movie Timing
Movie Content
Movie Frames

Movie Layers
PANELS
Using Panels
Info Panel
Fill Panel
Stroke Panel
Transform Panel
Align Panel
Mixer Panel
Swatches Panel
Character Panel
Paragraph Panel
Text Options Panel
Instance Panel
Effect Panel
Clip Parameters Panel
Frame Panel
Sound Panel
Scene Panel
Generator Panel
Using Panel Sets

FRAMES

Using Frames
Current Frame
The Playhead
To insert a Frame
To delete a Frame
Keyframes
To insert a Keyframe
To clear a Keyframe
Frame Rate

LAYERS

Using Layers
Active Layer
To insert a Layer
To delete a Layer
To move a Layer
To name a Layer
Layer Modes
To change Layer Modes

SCENES

Using Scenes
Current Scene
To insert a Scene
To duplicate a Scene
To delete a Scene
To name a Scene



THE MOVIE EXPLORER

Using the Movie Explorer

3). TOOLS

TOOLBOX

Using the Toolbox
Tools Section
View Section
Colors Section
Options Section
Selecting Tools

ARROW TOOL

Using the Arrow Tool
To move an object
To bend an object
To stretch an object
Using the Snap to Objects Option
Using the Smooth Option
Using the Straighten Option
Using the Rotate Option
Using the Scale Option

LASSO TOOL

Using the Lasso Tool
Using the Magic Wand Option
Using the Magic Wand Properties Option
Using the Polygon Mode Option

OVAL TOOL

Using the Oval Tool

RECTANGLE TOOL

Using the Rectangle Tool
Using the Round Rectangle Radius Option

LINE TOOL

Using the Line Tool
Using the Stroke Panel
To change the line style
To change the line width
To change the line color

PENCIL TOOL

Using the Pencil Tool
Using the Pencil Mode Option
To straighten the line
To smooth the line
To draw basic line

BRUSH TOOL

Using the Brush Tool
Using the Brush Mode Option
To Paint Normal
To Paint Fills
To Paint Behind
To Paint Selection
To Paint Inside
Using the Brush Size Option
Using the Brush Shape Option
Using the Lock Fill Option

PEN TOOL

Using the Pen Tool
Working with Bezier Curves

TEXT TOOL

Using the Text Tool
Using the Character Panel

INK BOTTLE TOOL

Using the Ink Bottle Tool

PAINT BUCKET TOOL

Using the Paint Bucket Tool
Using the Gap Size Option
To fill enclosed shapes only
To fill shapes with small gaps
To fill shapes with medium gaps
To fill shapes with large gaps
Using the Lock Fill Option
Using the Transform Fill Option

SUBSELECT TOOL

Using the Subselect Tool
To modify Bezier Curves
To modify curves in shapes

DROPPER TOOL

Using the Dropper Tool

ERASER TOOL

Using the Eraser Tool
Using the Eraser Mode Option
Using the Faucet Option
Using the Eraser Shape Option

HAND TOOL

Using the Hand Tool

ZOOM TOOL

Using the Zoom Tool
Using the Enlarge Option
Using the Reduce Option



COLORS

- Using the Stroke Color
- Using the Fill Color
- Using the Default Colors
- Using the No Color
- Using the Swap Colors

4). DRAWING AND PAINTING

LINES

- Drawing Lines
- To draw lines using the Line Tool
- To draw lines using the Pencil Tool
- To draw lines using the Pen Tool

FILLS

- Painting Fills
- To paint fills using the Brush Tool
- To paint fills using the Paint Bucket Tool
- To paint fills using the Pen Tool

SHAPES

- Drawing Shapes
- To draw shapes using the Oval Tool
- To draw shapes using the Rectangle Tool

SELECTING SHAPES

- Selecting Shapes
- To select shapes using the Arrow Tool
- To select shapes using the Lasso Tool
- To select stroke attributes using the Dropper Tool
- To select fill attributes using the Dropper Tool

MODIFYING SHAPES

- To modify shapes using the Arrow Tool
- To modify strokes using the Dropper Tool
- To modify fills using the Dropper Tool
- To modify fills using the Paint Bucket Tool
- To modify lines using the Ink Bottle Tool
- To smooth shapes
- To straighten shapes
- To draw perfect shapes

5). COLOR

CUSTOM COLORS

- Color Modes used in Flash
- Creating Custom Colors

- Using the Mixer Panel
- To change the Stroke Color
- To change the Fill Color
- To set the Default Colors
- To set to No Color
- To Swap Colors
- To set the RED value of the color
- To set the GREEN value of the color
- To set the BLUE value of the color
- To set the Alpha value of the color
- Using the Color Selector
- Using the Color Picker
- Hue
- Saturation
- Luminance
- To add a Custom Color
- To select a new color from the Swatches

GRADIENT COLOR

- Simple Gradient
- Complex Gradient
- Linear Gradient
- Radial Gradient
- To create a Custom Gradient
- To modify a Gradient

6). TEXT

CREATING TEXT

- To create text using the Text Tool
- Text Blocks
- Text Margins
- Using the Character Panel
- To change Font
- To change text size
- To change text style to Bold
- To change text style to Italic
- To change text color
- To change text tracking
- To change text kerning
- To change text Baseline Shift
- To change URL link
- Using the Paragraph Panel
- To align a paragraph
- To change paragraph margins
- To change paragraph indent
- To change line spacing
- Using the Text Options Panel

FONT TYPES

- True Type fonts
- Postscript Type 1 fonts



Bitmap fonts
Device Fonts
Embedding Fonts
Converting Fonts to Symbols

To edit the center of an object
Using the Transform Panel

7). GRAPHICS

VECTOR GRAPHICS

Using Vector Graphics
Vector File Formats
Advantages
Disadvantages

RASTER GRAPHICS

Using Raster Graphics
Raster File Formats
Advantages
Disadvantages

IMPORTING VECTOR GRAPHICS

Importing Vector files
Importing FreeHand files
Importing Illustrator files
Importing Flash Player files

IMPORTING RASTER GRAPHICS

Importing Raster files
Library and Imported Bitmaps
Adjusting Bitmap Properties

ARRANGING OBJECTS

Stacking Order
Using the Arrange Menu
To bring an object to front
To bring an object forward
To send an object backward
To send an object to back
To lock an object
To unlock all objects

ALIGNING OBJECTS

Using the Align Panel
Alignment Options
Distribution Options
Size Matching Options
Spacing Options
Align / Distribute to Stage Option

RULERS

Using Rulers
Zero Point

GRID

Using the Grid
To snap to grid
To edit the grid

GUIDES

Using Guides
To lock guides
To snap to guides
To edit guides

8). OBJECTS

GROUPING OBJECTS

To group multiple objects
To ungroup multiple objects
To edit grouped objects
To edit nested groups

TRANSFORMING OBJECTS

Using the Transform Menu
To scale an object
To rotate an object
To scale and rotate an object
To rotate an object 90° clockwise
To rotate an object 90° counter-clockwise
To flip an object vertically
To flip an object horizontally
To remove transformation

9). SYMBOLS

SYMBOL TYPES

Using Symbols
Using Instances
Editing Symbols

CREATING SYMBOLS

Converting an existing object to a Symbol
Creating a new Symbol from scratch

LIBRARY

Using the Library
Preview Window
Symbols List
New Symbol



New Folder
Properties
Delete
Modifying Symbol in the Library

10). PUBLISHING

PUBLISHING OPTIONS

Using the Publish Settings window
To preview the movie
To publish the movie

FORMATS OPTIONS

Setting Formats options

FLASH OPTIONS

Setting Flash options

HTML OPTIONS

Setting HTML options

PROJECTOR

To create a Projector
Using a Projector file
