2 SELECTING AND ALIGNING

Lesson overview

In this lesson, you'll learn how to do the following:

- Differentiate between the various selection tools.
- Group and ungroup items.
- · Work in isolation mode.
- Work with smart guides.
- · Clone items with the Selection tool.
- Lock and hide items for organizational purposes.
- Save selections for future use.
- Use tools and commands to align basic shapes to each other.



This lesson takes approximately an hour to complete. If needed, remove the previous lesson folder from your hard disk and copy the Lesson02 folder onto it.



In this lesson, you learn how to locate and select objects using the selection tools, as well as how to protect other objects by hiding and locking them. You also learn how to align objects to each other and the artboard.

Getting started

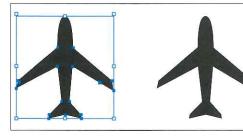
When changing colors or size, and adding effects or attributes, you must first select the object to which you are applying the changes. In this lesson you will learn the fundamentals of using the selection tools. More advanced selection techniques using layers are discussed in Lesson 8, "Working with Layers."

- 1 To ensure that the tools and panels function as described in this lesson, delete or deactivate (by renaming) the Adobe Illustrator CS4 preferences file. See "Restoring default preferences" on page 3.
- 2 Start Adobe Illustrator CS4.
- Note: If you have not already copied the resource files for this lesson onto your hard disk from the Lesson02 folder on the Adobe Illustrator CS4 Classroom in a Book CD, do so now. See "Copying the Classroom in a Book files" on page 2.
- 3 Choose File > Open, and open the L2start_01.ai file in the Lesson02 folder, located in the Lessons folder on your hard disk. Choose View > Fit Artboard In Window.

Using the Selection tool

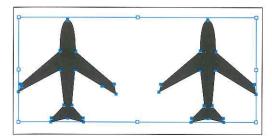
The Selection tool in the Tools panel lets you select entire objects.

- Select the Selection tool (♠) in the Tools panel. Position the pointer over the different shapes without clicking. The icon that appears as you pass over objects (♠₁) indicates that there is an object that can be selected under the pointer. When you hover over an object, it is outlined in blue.
- 2 Hover the pointer over the edge of one of the black airplanes. A word such as path or anchor may appear because smart guides are selected by default. Smart guides are snap-to guides that help you align, edit, and transform objects or artboards. Smart guides are discussed in more detail in Chapter 3, "Creating and Editing Shapes."
- **3** Click the black airplane in the upper left corner. A bounding box with eight handles appears.



The bounding box is used for transformations such as resizing and rotating. It also indicates that this item is selected and ready to be modified. The color of the

- bounding box indicates which layer the object is on. Layers are discussed more in Lesson 8, "Working with layers."
- 4 Using the Selection tool, click the airplane on the right and notice that the left airplane is now deselected and only the second airplane is selected.
- 5 Add the left airplane to the selection by holding down the Shift key and clicking the airplane on the left. Both airplanes are now selected.



Add other items to a selection by holding down the Shift key.

- 6 Reposition the airplanes anywhere in the document by clicking in the center of either selected airplane and dragging. Because both airplanes are selected, they travel together.
- As you drag, notice the green lines that appear. These are called alignment guides and are visible because smart guides are selected (View > Smart Guides). As you drag, the objects are aligned to other objects on the artboard. Also notice the gray box, or measurement label, that shows the object's distance from its original position. Measurement labels appear because smart guides are selected.
- 7 Deselect the airplanes by clicking the artboard where there are no objects, or by choosing Select > Deselect.
- **8** Revert to the last saved version of the document by pressing the F12 key or choosing File > Revert. In the Revert dialog box, click Revert.

Using the Direct Selection tool

The Direct Selection tool selects points or path segments within an object. Next you will select anchor points and path segments using the Direct Selection tool.

1 With the same file open, switch to the Direct Selection tool () in the Tools panel. Without clicking, move the pointer over the different points on the airplanes. When the Direct Selection tool is over an anchor point of a deselected or selected path or object, by default an anchor or path label, such as the word anchor or path, appears.

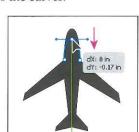


- Note: When you select an item without a fill, you must click on the stroke (border).
- ▶ **Tip:** To select all objects, choose Select > All. To select all objects in a single artboard, choose Select > All In Active Artboard. To learn more about artboards, see Chapter 3, "Creating and Editing Shapes."
- ➤ **Tip:** If you don't want to use smart guides at times, you can deselect them by choosing View > Smart Guides.

2 Click the top point of the first airplane. Note that only the point you selected is solid, indicating that it is selected, while the other points in the airplane are hollow and not selected.

Notice the direction lines extending from the anchor point. At the end of the direction lines are direction points. The angle and length of the direction lines determine the shape and size of the curved segments. Moving the direction points reshapes the curves.

- 3 With the Direct Selection tool still selected, click and drag the individual point down to edit the shape of the object. Try clicking on other points. When you click another point, the previous point is deselected.
- 4 Revert to the last saved version by choosing File > Revert. In the Revert dialog box, click Revert.



axis (vertical).Tip: Using the Shift key, you can select

multiple points to move them together.

Note: The gray measurement label

that appears as you

drag the anchor point

has the values dx and dy. Dx indicates the

distance the pointer has

moved along the x axis (horizontally), and dy

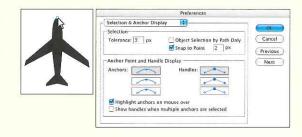
indicates the distance

the pointer has moved

along the y

Selection and anchor point preferences

You can change selection preferences and how anchor points appear in the Preferences dialog box.



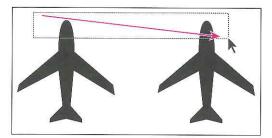
Choose Edit > Preferences > Selection & Anchor Display (Windows) or Illustrator > Preferences > Selection & Anchor Display (Mac OS). You can change the size of anchor points (called anchors in the dialog box) or the display of the direction lines (called handles).

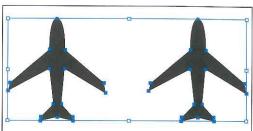
You can also turn off the highlighting of anchor points as the pointer hovers over them. As you move the pointer over anchor points, they are highlighted. Highlighting anchor points makes it easier to determine which point you are about to select. You learn more about anchor points and anchor point handles in Lesson 5, "Drawing with the Pen and Pencil tools."

Creating selections with a marquee

Some selections may be easier to make by creating a marquee around the objects that you want to select.

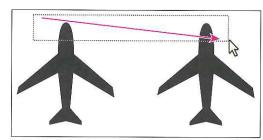
1 In the same file, switch to the Selection tool (♠). Instead of Shift-clicking to select the first two airplanes, position the pointer above the upper left airplane and then click and drag downward and to the right to create a marquee that overlaps just the tops of the airplanes.

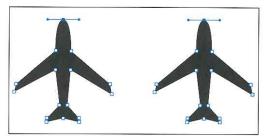




When dragging with the Selection tool, you only need to encompass a small part of an object to include it in the selection.

- 2 Choose Select > Deselect or click where there are no objects.
- 3 Now use the Direct Selection tool () to perform the same action. Click outside the first airplane and drag across to select the nose of each airplane in the top row.





Drag across the top points with the Direct Selection tool selects only those points.

Only the top points become selected. Click one of the anchor points and drag to see how the airplanes reposition together. Use this method when selecting a single point. That way, you don't have to click exactly on the anchor point that you want to edit.

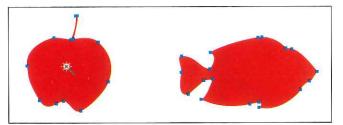
4 Choose Select > Deselect.

Tip: You can customize the Magic Wand tool to select objects based on stroke weight, stroke color, opacity, or blending mode by double-clicking the Magic Wand tool in the Tools panel. You can also change the tolerances used to identify similar objects.

Creating selections with the Magic Wand tool

You can use the Magic Wand tool to select all objects in a document that have the same or similar color or pattern fill attributes.

1 Select the Magic Wand tool (*\) in the Tools panel. Click the apple and notice that the fish is selected as well. No bounding box (a box surrounding the two shapes) appears because the Magic Wand tool is still selected.



When selecting with the Magic Wand tool, objects with the same color fill are selected as well.

- 2 Click one of the baseball hats with the Magic Wand tool. Notice that both hats are selected and that the apple and fish are deselected.
- 3 Holding down the Shift key, use the Magic Wand tool to click the apple. This adds the apple and fish to the selection since they have the same fill color (red). With the Magic Wand tool still selected, hold down Alt (Windows) or Option (Mac OS) and click the apple again to deselect the red objects. Release the keys.
- 4 Choose Select > Deselect or click where there are no objects.

Grouping items

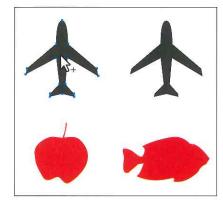
You can combine objects in a group so that the objects are treated as a single unit. This way, you can move or transform a number of objects without affecting their attributes or relative positions.

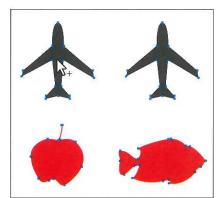
- 1 Select the Selection tool (♠). Click outside the top right airplane and drag a marquee that touches both airplanes, the fish, and apple to select all four objects.
- **2** Choose Object > Group, and then choose Select > Deselect.
- **3** With the Selection tool, click the apple. Because it is grouped with the other three objects, all four are now selected. Notice that the word Group appears on the left side of the Control panel.
- 4 Choose Select > Deselect.

Adding to a group

Groups can also be nested—they can be grouped within other objects or groups to form larger groups.

- 1 With the Selection tool (♠), click an airplane to select the grouped objects. Shift-click the left hat in the third row to add it to the selection. Choose Object > Group. The bounding box is expanded to include the hat.
- 2 Shift-click the right hat in the third row and then choose Object > Group.
 You have created a nested group—a group within a group. Nesting is a common technique used when designing artwork.
- 3 Choose Select > Deselect.
- 4 With the Selection tool, click one of the grouped objects. All objects in the group become selected.
- 5 Click a blank area on the artboard to deselect the objects.
- 6 Hold down the Direct Selection tool (冷) in the Tools panel, and drag to the right to access the Group Selection tool (冷).
- 7 Click once on the left airplane to select the object. Click again to select the object's parent group. The Group Selection tool adds each group to the selection in the order in which it was grouped.





The Group Selection tool adds the object's parent group(s) to the current selection.

- 8 Choose Select > Deselect.
- 9 With the Selection tool, click any object to select the group of objects. Choose Object > Ungroup to ungroup the objects. You must repeat this action for each group. For this lesson, to completely ungroup all objects, you need to choose Object > Ungroup three times.

• Note: After step 1, notice that the bounding box also goes around the hat on the right in the third row. Look for anchor points to indicate if the object is actually selected.

Working in isolation mode

Isolation mode isolates groups or sublayers so that you can easily select and edit specific objects or parts of objects. When you use isolation mode, you don't need to worry about what layer an object is on, nor do you need to manually lock or hide the objects you don't want affected by your edits. All objects outside of the isolated group are locked so that they aren't affected by the edits you make. An isolated object appears in full color, while the rest of the artwork appears dimmed, letting you know which content you can edit.

- 1 With the Selection tool (♠), click a blank area of the artboard to deselect, and then drag a marquee across the fish and apple to select them. Choose Object > Group. The word Group appears in the Control panel indicating that a group is now selected.
- **2** With the Selection tool, double-click the apple to enter isolation mode.
 - At the top of the Document window, a gray arrow appears with the words Layer 1 and <Group>. This indicates that you have isolated a group of objects that is on layer



- 1. You learn more about layers in Lesson 8, "Working with Layers." Notice that the rest of the content on the page appears dimmed (you can't select it).
- 3 Click the fish to select it. Drag it to the left.
 When you enter isolation mode, groups are temporarily ungrouped. This enables you to edit objects in the group without having to ungroup.
- 4 Double-click outside of the objects to exit isolation mode.
- 5 Click to select the fish. Notice that it is once again grouped with the apple and you can now select other objects on the page.
- 6 Choose Select > Deselect.

Selecting similar objects

You can also select objects based on fill color, stroke color, stroke weight, and more. The stroke of an object is its outline, and the fill is a color applied to the interior area. Next you will select several objects with the same fill color.

- 1 With the Selection tool (), click to select the baseball hat on the left.
- 2 Click the arrow to the right of the Select Similar Objects button (in the Control panel to reveal a menu. Choose Fill Color to select all objects on the artboard with the same fill color (orange). Notice that both hats are selected.
- 3 Choose Select > Deselect.
- 4 Choose File > Close, and don't save the file.

Applying selection techniques

In this lesson, you will use some of the techniques discussed previously in this chapter, as well as other selection options.

- 1 Choose File > Open, and open the L2start_02.ai file in the Lesson02 folder, located in the Lessons folder on your hard disk. This document has two artboards that you will navigate.
- 2 Press Shift+Tab to hide the panels. You can also hide the panels individually or by groups using the Window menu.
- 3 Choose 2 from the Artboard Navigation menu in the lower left corner of the Document window. Make sure that the current artboard is visible by choosing View > Fit Artboard In Window. For information on navigating multiple artboards, see Chapter 1, "Getting to Know the Work Area." Artboard 2 shows the final assembled artwork.
- 4 Choose 1 from the Artboard Navigation menu to return to the first artboard.
- 5 Choose View > Zoom Out to see both artboards.
- 6 Holding down the spacebar to temporarily access the Hand tool (δ)), click and drag the artboards to the left until you see both artboards completely.
- 7 Choose View > Smart Guides to deselect smart guides temporarily.
- 8 With the Selection tool (♠), select the white daisy flower shape in artboard 1. Notice that it is part of a group of objects, and that the word Group appears in the Control panel. To avoid grabbing a bounding box handle and accidently resizing the shapes, click and drag the yellow center of the flower group to slide it to its new location as the head of the green flower stem on the left.



Tip: To navigate artboards, you can also click the Previous or Next buttons, or click the First or Last buttons to the left and right of the Artboard Navigation menu.

- 9 Double-click the yellow center to enter isolation mode. Click to select the light yellow shape and drag it so that it's more centered on the other two shapes.
- **10** Click outside of the shapes to deselect the yellow center.
- 11 Press Escape to exit isolation mode.



Tip: To exit isolation mode, you can also click the gray arrow in the upper left corner of the Document window until isolation mode disappears. Or, click the Exit isolation mode button (□) in the Control panel.

> Tip: To enter

isolation mode, you can also select a group

with the Selection tool

and click the Isolate

Selected Object

button (☵) in the Control panel.

- **12** Using the Selection tool, drag the orange sunflower base and the brown sunflower center into position, as shown in the figure at right.
- 13 With the Selection tool, click and drag across the leaf vein shapes below and to the right of the flowers to select all three shapes. Choose Object > Group.

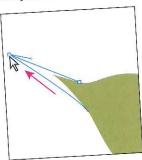


- 14 Click and drag the grouped leaf veins onto the right leaf. Click a blank area of the artboard to deselect the group.
- 15 Select the orange and brown sunflower shapes with the Selection tool by Shift-clicking them. Choose Object > Lock > Selection to keep them in position. You cannot select the shapes until you choose Object > Unlock All. Leave them locked for now.



- **16** Select the Zoom tool (Q) in the Tools panel and click three times on the leaves at the bottom of the flowers on the current artboard (artboard 1).
- 17 Hold down the Group Selection tool (♣) in the Tools panel, and drag to the right to access the Direct Selection tool (♠). Click the anchor point on the tip of the left leaf. When the individual point is selected, it appears as a solid point (active); the other anchor points are hollow (inactive). Click and drag the individual anchor point to change its position.

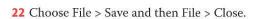
If you are having difficulty accessing only one anchor point, choose Select > Deselect. Then, using the Direct Selection tool, click and drag a marquee around the point, encompassing it with the selection marquee.





18 Individually select other anchor points in the leaf shape and move them in different directions to reshape the leaf.

- **19** Double-click the Hand tool (\P) in the Tools panel to fit the artboard in the window.
- 20 Select the Selection tool. The sunflower center consists of four small, light brown ellipses. Click to select one of the ellipses. In the Control panel, click the Select Similar Objects button () to select all four of the ellipses. Choose Object > Group. Drag the group into position in the center of the orange and brown sunflower.
- 21 Using the Selection tool, hold down Alt (Windows) or Option (Mac OS) to copy, or clone, the group of ellipses. With the key held down, drag the flower center group to the center of the white flower. Position the cloned group as the white flower's center. Make sure to release the mouse button before releasing Alt or Option.
- **Note:** If you also hold down the Shift key when cloning, the cloned object is constrained and snaps to a straight 45°, 90°, or 180° angle.





Note: The Select

remembers the last

When you click the button, it selects objects

menu item you chose

(fill color for this lesson).

with the same fill color.

Similar Objects button

Press Alt or Option and drag to clone, or copy, the center ellipse shapes.

Advanced selection techniques

When working on complex artwork, selections may become more difficult to control. In this section, you'll combine some of the techniques you've already learned with additional features that make selecting objects easier.

- 1 Open the file named L2start_03.ai in the Lesson02 folder of Lessons folder.
- 2 The large words in this artwork make it difficult to select items underneath. Using the Selection tool (♠), select the word "Fries," and choose Object > Hide > Selection or press Ctrl+3

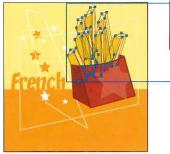




(Windows) or Command+3 (Mac OS). The word is hidden so that you can more easily select other objects.

Note: Using the Select menu is the same as choosing a value from the Select Similar Objects (N) menu in the Control panel.

- 3 Select any small red star and choose Select > Same > Fill & Stroke. All the other red stars are now selected. Click Fill color in the Control panel and select white in the Swatches panel that appears. The stars all change to white.
- 4 Close the Swatches panel by pressing Escape.
- 5 Select one of the shapes within the french fries and then choose Select > Same > Stroke Weight. The french fry shape has a 1.5 pt stroke, so all strokes that are 1.5 pt are now selected.
- 6 There is another artboard to the right of the current artboard. Choose View > Zoom Out to see both artboards. If necessary, hold down the spacebar to temporarily select the Hand tool (and drag the artboards to the left until you see both of them.





When you use the select similar commands, similar objects on all artboards are selected by default.

- 7 Choose 3 pt from the Stroke Weight menu to increase the stroke weight.
- **8** With the previous selection still active, choose Select > Save Selection. Name the selection french fries, and click OK. You can choose this selection at a later time.
- **9** Choose Select > Deselect to deselect the objects. Choose Select > french fries from the bottom of the Select menu to make the selection active. Change the stroke weight to 2 pt in the Control panel.
- **10** Choose Object > Show All. The text Fries now appears and is selected. Keep the file open for the next exercise and the Fries text still selected.

Tip: It is helpful to name selections according to use or function. In step 8, if you name the selection 3 pt stroke, for instance, the name may be misleading if you later change the stroke weight of the object.

Locking selected objects

As you create more complex artwork, existing objects may get in the way and make it difficult to select objects. Besides hiding objects, a common technique is to lock selected artwork.

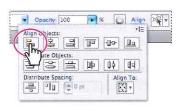
To lock an object: Select an object (or objects), then choose
 Object > Lock > Selection, or Ctrl+2 (Windows) or Command+2 (Mac OS). A
 locked object cannot be moved or selected although it can still be seen. Unlock
 all objects at the same time by choosing Object > Unlock All, or use Ctrl+Alt+2
 (Windows) or Command+Option+2 (Mac OS).

-From Illustrator Help

Aligning objects

Multiple objects may need to be aligned or distributed relative to each other, the artboard, or the crop area. In this section, you will explore the options for aligning objects and aligning points.

1 In the L2start_03.ai file, Shift-click the text French with the Selection tool (♠) to select the text French and the text Fries. Click the Horizontal Align Left button (□) in the Control panel, or if you don't see the Align options, click the word Align in the Control



panel to open the Align panel. Notice that Fries moves to align with the word French.

2 Choose Edit > Undo Align to undo the alignment.

Aligning to a key object

A key object is an object that you want other objects to align to. You specify a key object by selecting all the objects you want to align, including the key object, and then clicking the key object again. When selected, the key object has a thick blue outline, and the Align To Key Object icon appears in the Control panel and the Align panel.

With the French and Fries text objects still selected, click Fries with the Selection tool. The thick blue outline indicates that it is the key object that other objects align to.



► Tip: In the Align panel, you can also choose Align To Key Object from the Align To option. The object that is in front becomes

the key object.

• Note: The Align options may not appear in the Control panel, but are indicated by the word Align. Illustrator fits as many options as it can in the Control panel, depending on your screen resolution.

- 4 In the Align options in the Control panel or the Align panel, click the Horizontal Align Left button (E). Notice that French moves to align with Fries.
- 5 Choose Select > Deselect.



Aligning points

Next you'll align two points to each other using the Align panel.

- 1 With the Selection tool, Shift-click the words French and Fries and choose Object > Hide > Selection.
- **2** With the Direct Selection tool (♠), click the bottom left point of the red french fries box, and then Shift-click to select the top left point. You are selecting the points in a certain order because the last selected anchor point is the key anchor. Other points align to the last selected anchor point.



Shift-click to select two anchor points.

- 3 Click the Horizontal Align Left button () in the Control panel.
- Note: If you don't see the Align options, click the word Align in the Control panel to reveal the Align panel.
- 4 Choose Object > Show All to reveal the text again.

Distributing objects

Distributing objects enables you to select multiple objects and distribute the spacing between those objects equally. The distribute options are also found in the Align panel. For example, if you have three stars and then click Horizontal Distribute Center, the leftmost and rightmost objects stars do not move and the middle star is repositioned so that its center point is halfway between the other two stars.

- 1 Click the Next button (*) in the lower left corner of the Document window to go to artboard 2.
- 2 Choose View > Fit Artboard In Window if the artboard isn't showing in the Document window.
- Note: The Distribute Spacing options in the Align panel distribute the space between the objects, not the left,
- Tip: You can also assign a specific spacing between objects using the Distribute Spacing options.

center, or right edges of

the objects.

- 3 With the Selection tool (♠), drag across the four stars above the John Fries text to select them all.
- Click the Horizontal Distribute Center button (14) in the Control panel. This moves the center two stars so that the spacing between the center of each star is equal. Choose Select > Deselect.
- 5 With the Selection tool, click the rightmost star. Keep the mouse button held down, and Shift-drag to the right to keep the star vertically aligned with the other stars. Drag to the right until the right edge of the star is even with the letter s in John Fries.
- 6 Select all four stars again, and click the the right. Horizontal Distribute Center button again. Notice that with the rightmost star repositioned, the center two stars move to distribute the spacing between all the star center points. Choose





Shift-drag the rightmost star to

Aligning to the artboard

Select > Deselect.

You can also align content to the artboard rather than other objects. With this method, each individual object is aligned separately to the artboard. Next you'll align the words French and Fries to the center of the artboard.

- 1 Click the Previous button (4) in the lower left corner of the Document window to return to the first artboard.
- 2 With the Selection tool (), Shift-click to select the words French and Fries.
- 3 Choose Object > Group to group the objects together.
- 4 Click the Align To Selection button (☑) and choose Align To Artboard from the menu that appears (if it isn't already selected). Setting this option ensures that all future alignments are aligned to the artboard. Click the Horizontal Align Center (皇) button to align the objects to the horizontal center of the artboard.
- 5 Choose File > Close without saving, unless you want to complete the Exploring on your own section.



After aligning to the artboard

Note: When you want to align all content for a poster, for example, to the center of the artboard, grouping the objects is an important step. Grouping moves the objects together as one object, relative to the artboard. If this isn't done, centering everything horizontally moves all the objects to the center independent of each other.

About align options

The Align panel has a lot of features that are very useful in Illustrator. Not only can you align objects, but you can also distribute objects as well. Select the objects to align or distribute, then, in the Align panel, do any of the following:

- To align or distribute relative to the bounding box of all selected objects, click the button for the type of alignment or distribution you want.
- To align or distribute relative to one of the selected objects (a key object), click
 that object again (you don't need to hold down Shift as you click this time).
 Then click the button for the type of alignment or distribution you want.

Note: To stop aligning and distributing relative to an object, choose Cancel Key Object from the Align panel menu.

 To align relative to the active artboard, click the Align To Artboard button () or click the Align menu (arrow to the right of the Align To Artboard button) and choose Align To Artboard. Then click the button for the type of alignment you want.

-From Illustrator Help

Exploring on your own

- 1 Experiment by cloning a star from L2start_03.ai. Clone it several times using the Alt or Option key.
- 2 Apply different colors and strokes to the shapes and reselect them using the Select Same menu item.
- **3** Select three stars from L2start_03.ai and try some of the distribute objects options in the Align panel.
- 4 Select three stars and click one of them to set it as the key object. Align the other selected stars to the key object using the align options in the Align panel. Keep the stars selected.
- 5 Choose Object > Group.
- **6** With the Selection tool, double-click one of the stars in the group to enter isolation mode.
- 7 Resize several of the stars by clicking and dragging each star's bounding box.
- 8 Press Escape to exit isolation mode.
- 9 Close the file without saving.

Review questions

- 1 How can you select an object that has no fill?
- 2 Name two ways you can select one item in a group without choosing Object > Ungroup.
- 3 How do you edit the shape of an object?
- 4 What should be done after spending a lot of time creating a selection that is going to be used repeatedly?
- 5 If something is blocking your view of a selection, what can you do?
- 6 To align objects to the artboard, what must be selected in the Align panel or Control panel before you choose an alignment option?

Review answers

- 1 You can select items that have no fill by clicking on the stroke or dragging a marquee across the object.
- 2 Using the Group Selection tool, you can click once for an individual item within a group. Continue to click to add the next grouped items to the selection. Read Lesson 8, "Working with Layers," to see how you can use layers to make complex selections. You can also double-click the group to enter isolation mode, edit the shapes as needed, and then exit isolation mode by pressing Escape or double-clicking outside of the group.
- 3 Using the Direct Selection tool, you can select one or more individual anchor points and make changes to the shape of an object.
- 4 For any selection that you need to use again, choose Select > Save Selection. Name the selection and reselect it at any time from the Select menu.
- 5 If something is blocking your access to a selection, you can choose Object > Hide > Selection. The object is not deleted, just hidden in the same position until you choose Object > Show All.
- 6 To align objects to artboard, the Align To Artboard option must be selected first.