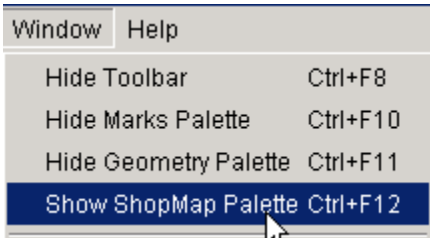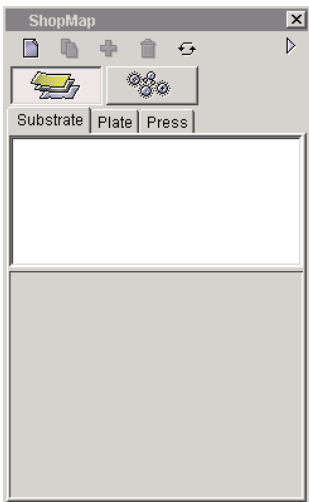# Objective 3—Learn the purpose of the functional palettes available in the Pandora Software

Pandora palette functionality

Use options in the **Window** menu to show or hide the **ShopMap** palette, the **Marks** palette, and the **Geometry** Palette.


ShopMap Palette

The **ShopMap** palette stores information about all of your shop's:

- **Materials**: substrates, plates, and presses
- **Equipment**: output devices and film

You enter information about these resources into the **ShopMap** palette and then the resources are available for use with Pandora jobs. Using the **ShopMap** palette saves you the trouble of entering resource specifications every time you start a new Pandora job or every time you add an installation of Pandora to your shop.
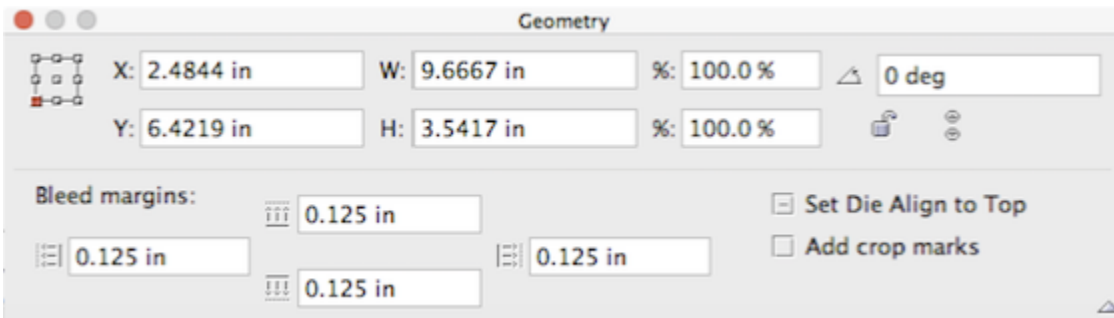
Marks Palette
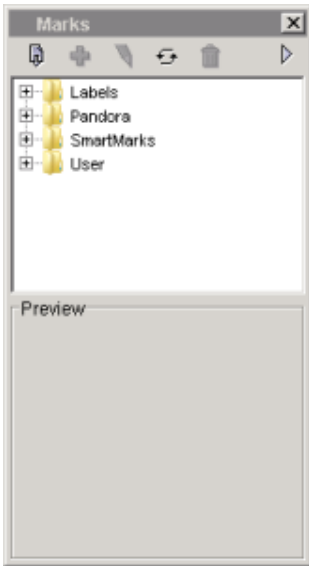
The **Marks** palette contains a wide selection of supplied marks. You can also import your own custom PDF marks into the **Marks** palette. You add a mark to a job by dragging the mark from the **Marks** palette to the desired location in the **layout** view.

Marks are organized in sets of folders located in the **Marks** palette. You can preview a mark simply by selecting it within a folder. You can also set up a hierarchy of subfolders within the user folder to organize your marks in a manner that fits your needs.

Geometry Palette

The **Geometry** palette enables you to position dies, art, and marks precisely, as well as to size and scale single or multiple objects. You can type the coordinates of any reference point to position a selected object or a group of objects. When you change the position, size, or scale of an object, the new coordinates or dimensions appear on the **Geometry** palette. Use the **Geometry** palette to rotate objects, or to lock them so they cannot be changed. The **Geometry** palette also indicates whether the selected mark is bound to a die station.

The lower section of the **Geometry** palette adjusts bleed margins and enables you to add crop marks. The bleed margin controls are active only when the artwork in the job is rectangular. If the artwork has an irregular shape, the controls are unavailable.