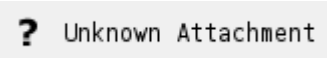


Using guides 10

Guides are lines that help you align artwork elements on the page or layout. Guides do not appear in print and can be moved, removed, and edited.

Tiff Assembler Plus software enables you to create guides according to your requirements and then display them. You can snap elements to the guides and you can edit and delete these guides. It is a best practice to create and display guides with the display at 100% magnification.

Creating a guide

1. From the **View** menu, select **Guides**, and click **Edit**.
2. In the Guides dialog box, click .
3. In the **Type** column, select **Horizontal** to create a horizontal guide or **Vertical** to create a vertical guide.
4. In the **Position** column, type a value representing the location of the guide on the Display pane.
5. Click **OK**.

Displaying the guides

You must create guides before you can display them.

- From the **View** menu, select **Guides**, and click **Show**.

Snapping elements to a guide

Use the **Snap to Guides** option to precisely position images in relation to guide lines. When you move an element, it moves until the edges or center of the element snap to the nearest guide lines. The **Snap to Guides** option does not affect elements already placed in the layout. You must move the element again to align it.

1. Display the guides.
2. From the **View** menu, select **Snap**, and then select **Snap to Guides**.
3. Drag an element to the guide.

Editing a guide

1. From the **View** menu, select **Guides**, and click **Edit**.
2. In the Guides dialog box, select the guide that you want to edit.
3. Change the required values in the **Type** and/or **Position** columns.
4. Click **OK**.

Deleting a guide

Drag the guide to the ruler at one of the sides of the display window.