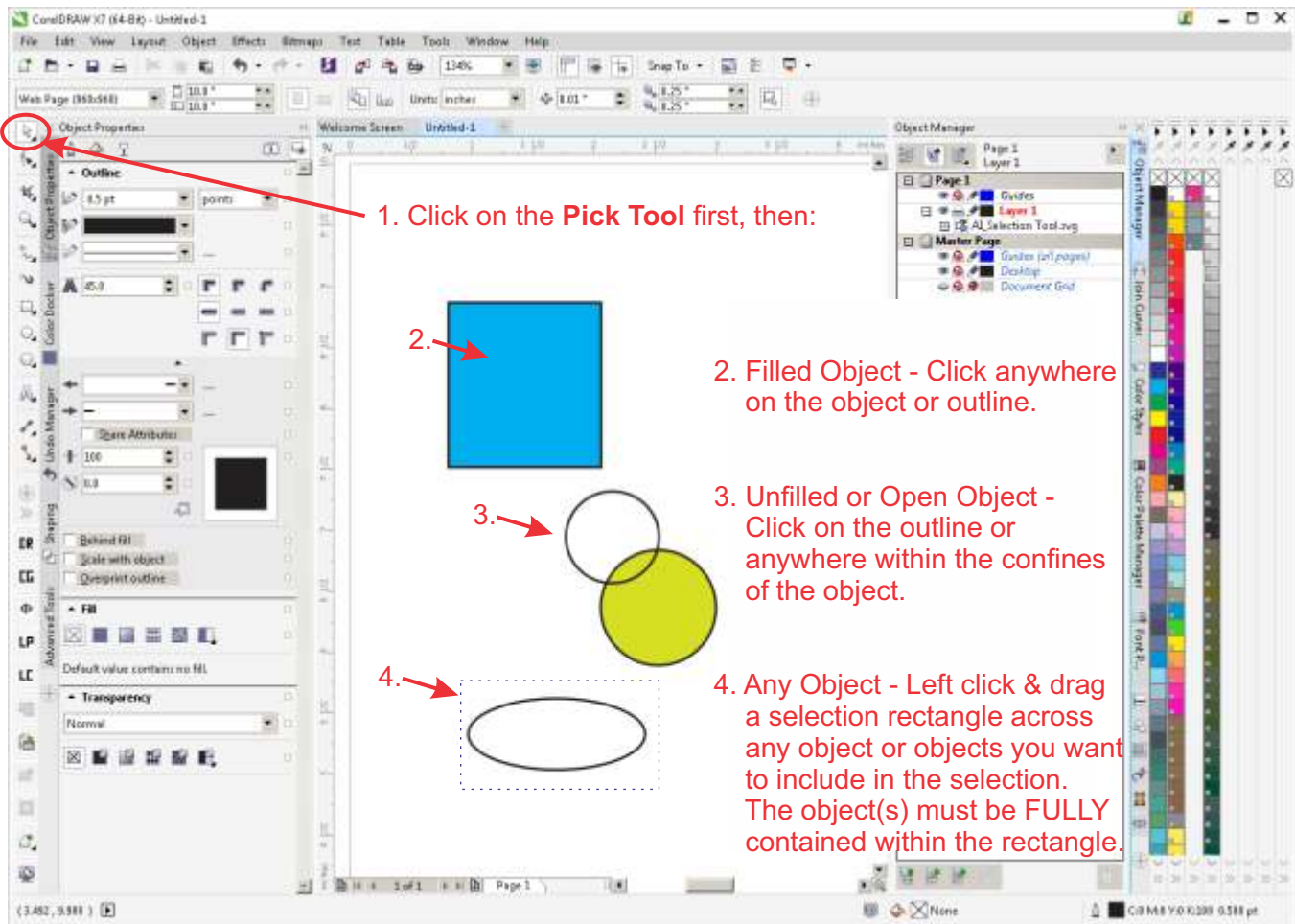# Selection Tools Basics - CorelDRAW

When working with a design in CorelDRAW, you have to select the parts that you want to work with first by using the **Pick Tool**.

1. Click on the **Pick Tool** first, then:

2. Filled Object - Click anywhere on the object or outline.

3. Unfilled or Open Object - Click on the outline or anywhere within the confines of the object.

4. Any Object - Left click & drag a selection rectangle across any object or objects you want to include in the selection. The object(s) must be FULLY contained within the rectangle.

You can also use **<CTRL><A>** (press & hold the Control key then press the A key) to select all unlocked visible objects at once.

If you want to add to a selection, click one part of it, hold down the **<SHIFT>** key and click the next part. Only release the **<SHIFT>** key when you have finished adding to the selection. Clicking again on a selected item while the **<SHIFT>** key is still depressed removes it from the selection.

Selected items can be treated as a temporary group and dragged together or to change the color or other attribute of all selected objects until you click on another object or in blank space where there is no object.