

# Inkscape Basics Handout

## Document

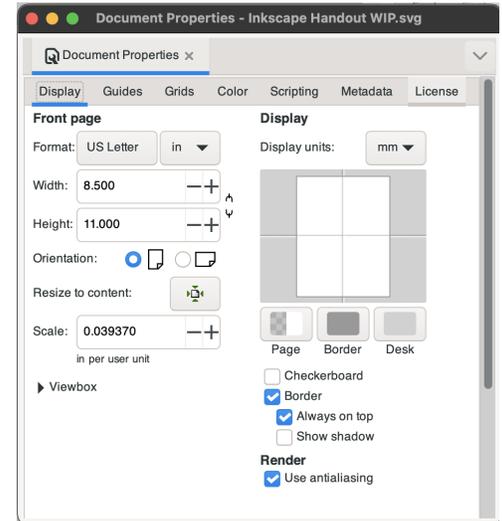
The document is the space that Inkscape allocates to draw or design something in its window. It is the white 'page' on your screen.

## Document Properties

When starting a new project, generally, the first thing you do is use the **Document Properties** dialog box to set your document properties.

The **Display Units** field determines the unit of measure that appears on the ruler and the default unit of measure used when you draw.

The format determines the size of the page area of the canvas. Inkscape provides a number of standard sizes. When creating a new document, you should review them to determine if one of them fits your needs and, if one does, you should click it to select it.



- ★ If none of the standard sizes fit your needs, you can create a custom page size. Use the Units field to select a unit of measure, the **Width** field to select a width, and the **Height** field to select a height.

## Navigating Inkscape

- ★ Information/Status Bar: (Bottom-most area) Includes helpful messages on the quantity and type of object(s) you have selected.  
Zooming In/Out: Using the "+" and "-" keys on the keyboard, you zoom "in" and "out" respectively.  
Traversing the canvas: Click and hold the scroll wheel and drag the mouse to move the canvas.  
Right-click the mouse to access a variety of different tools.  
Undo + Redo: Under **Edit** in the top toolbar, you can undo or redo your actions.

## Basic Tools

### Select and Transform Objects Tool:

Use the Selector tool to edit objects, including moving, resizing and rotating.

Choose multiple objects by holding down **Shift** on the keyboard and **clicking** on them, or if the objects are near each other you can draw a box around them with your mouse.

### Node Tool (Edit Paths by Nodes):

Use this to transform the nodes on an object by clicking on the nodes and moving them. Moving the line between two nodes will allow you to curve the line. Delete nodes by **selecting** with the mouse and using **delete** on the keyboard.

### Rectangle / Circle Tools:

Draw ovals or rectangles. Click on the tool, then click and drag on the screen. To create a perfect circle or a perfect square, hold down the **control** key on the keyboard while drawing.

### Text Tool:

By clicking on this tool, then clicking on the canvas, you will see your cursor start blinking. You can then start typing.

Alternatively, you can click and drag your mouse to form a text box. You can then type your text within that box.

You can change your font and font size by accessing the **Text and Font** window located under **Text** in the top toolbar.

## Importing Images

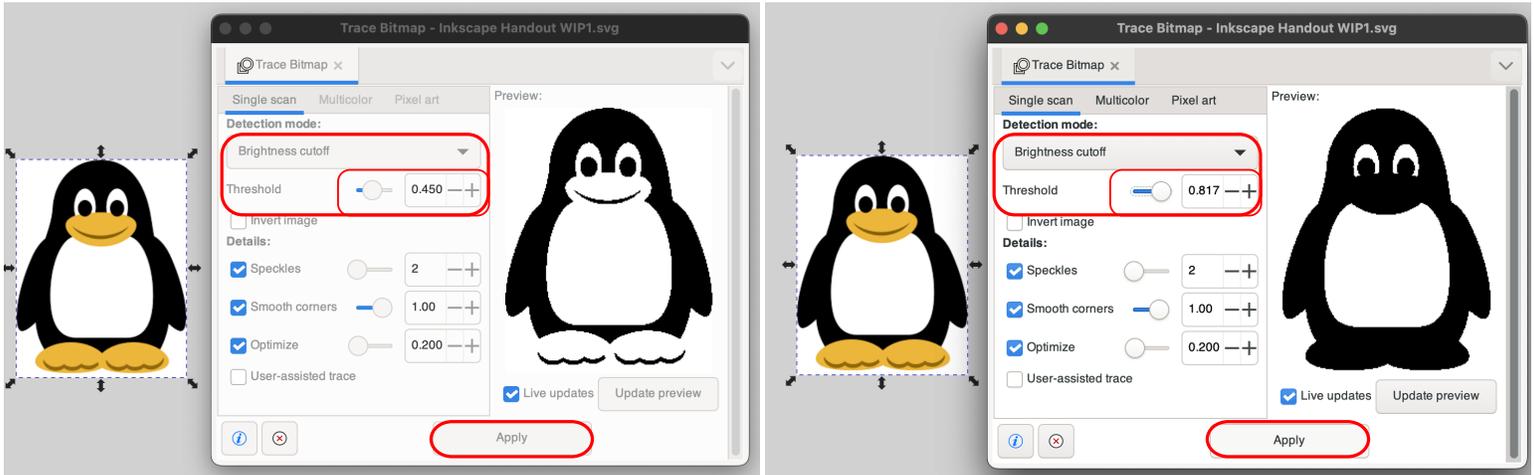
To import an image, use **File > Import**. You can also **Copy > Paste** a file into Inkscape.

## Trace Bitmap

You can use this feature to turn an image to a path that you can use and edit in your design.

★ **Select** the image > use **Path** (top toolbar) > **Trace Bitmap > Apply**

If you are using a coloured image, you may need to adjust the 'Brightness Threshold' - this will allow more/less colour to be seen by the function. Be sure to have **Live Updates** active while you are adjusting this slider.



★ After this process, delete the original image. Using the status bar in the bottom-most area, select each object. Delete the one that says 'Image' and keep the one that says 'Path'.

## Fill and Stroke

Select **Object** (top toolbar) > **Fill and Stroke**

This window lets you edit the Fill - Stroke Paint - Stroke Style of an object.

We only use the two options (highlighted in the red circle), while establishing a Fill or Stroke Colour. (No Paint or Flat Colour)

★ **To Cut:**

Stroke Paint -Ensure there is a Flat Colour and the opacity is set to 100.

Stroke Style -Ensure that the Width is set to **0.001in** or **0.025mm**.

★ **To Engrave:**

Fill -Ensure there is a Flat Colour (engraving works best with black fill).

Stroke Style -Ensure that the Width is **larger** than 0.001in or 0.025mm.

★ **Both:**

Fill -Ensure there is a Flat Colour (engraving works best with black fill).

Stroke Paint -Ensure there is a Flat Colour and the opacity is set to 100.

Stroke Style -Ensure that the Width is set to **0.001in** or **0.025mm**.

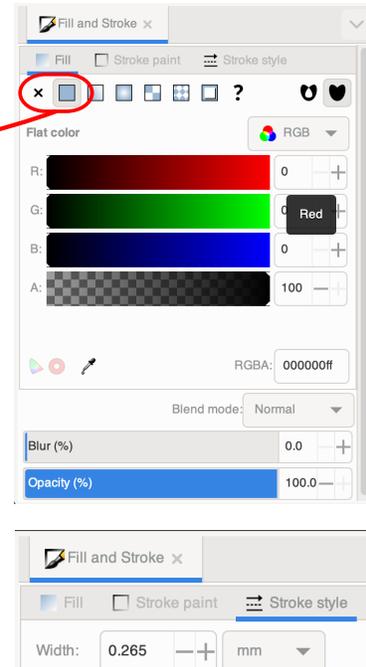
## Save your File

Select **File > Save as** > Enter your file name

★ Ensure you save your file as both an **SVG** and a **PDF**.

SVG: Allows you to access your file if there are any problems with it later on or if it is unfinished.

PDF: This is what the machines use to 'read' your file.



**Check out our Advanced Inkscape Handout for more tools!**

**Take a look at our Video Tutorials!**

**Sign up for a Tinkershop if you need additional help!**