



University Information
Technology Services

Illustrator CC 2017 Layers Guide

Adobe Illustrator Creative Cloud - Windows

University Information Technology Services

Learning Technologies, Training & Audiovisual Outreach

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Introduction

Layers are similar to clear pages stacked on top of your artwork that help to keep your work organized. You can place content such as text, shapes, and other objects on a layer. You can rearrange layers, add multiple layers, remove layers, hide layers, or lock layers.

Note: This guide was created using a document that consists of layers. If you would like to follow along with the guide, either open a document that has layers or use one of Illustrator's templates by selecting **File → New From Template**.

Learning Objectives

After completing the instructions in this booklet, you will be able to:

- Access the layers panel.
- Navigate the layers panel.
- Change the options for a layer.
- Become familiar with the common functions of layers.

Access the Layers Panel

1. To list, organize, and edit the objects in a document, use the *Layers* panel on the right side of your screen (See Figure 1).

Note: If you do not see the *Layers* panel, follow these steps:

- a. In the *Menu* bar, click **Window** (See Figure 1).
- b. Click **Layers** (See Figure 1).

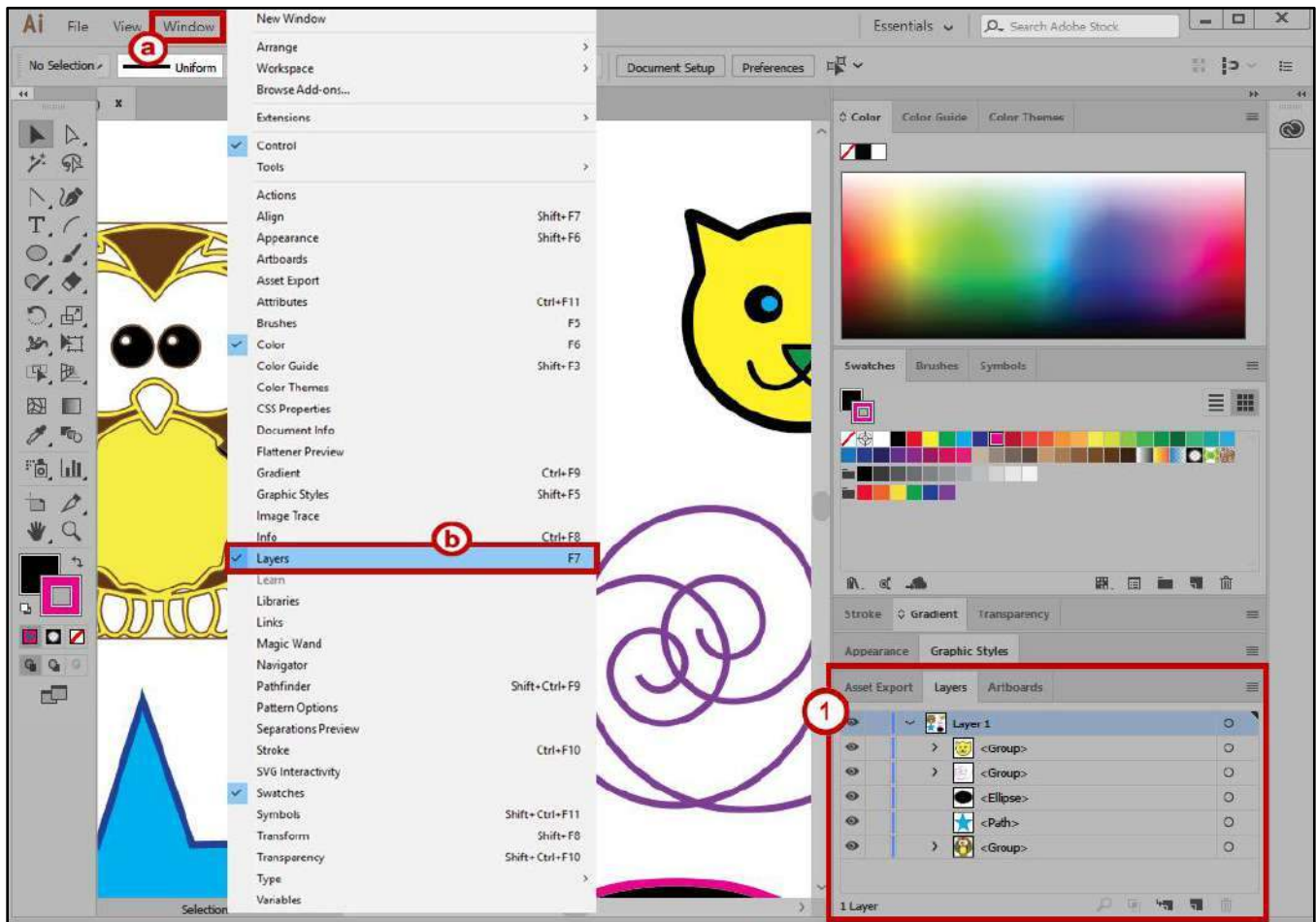


Figure 1 - Accessing the Layers Panel

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